

Amended ADAMS COUNTY BOARD OF SUPERVISORS MEETING
Adams County Board Room, May 21st, 2013 5:00 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 Agenda
7. Training on Roles and Responsibilities
8. *Anticipated closed session pursuant to Chapter 19, Wis. Stats.:*
The Board will consider a motion to convene in closed session pursuant to Wis. Stats. § 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and under Wis. Stats. §19.85(1)(g) for purposes of conferring with legal counsel regarding the same.
9. *The Board will reconvene in open session per Wis. Stats. § 19.85(2), to consider and vote, if applicable, on appropriate matters relating to the issues discussed in closed session.*
10. Approve minutes of April 16, 2013
11. Public Participation
12. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint six (6) Supervisors to approve claims Djumadi, Edwards, Eggebrecht, Gatterman, Gilner and James.
13. **Claims:** None
14. **Correspondence:** None
15. **Appointments:** Appoint Diane Cable (Director) to Long Term Support Advisory replacing Janet Wimmer; appoint Diane Cable to Ethics replacing Janet Wimmer; appoint Donna Richards to Long Term Support Advisory and Nutrition Advisory replacing Carol Johnson; appoint Mark Klaus (Police Chief City of Adams) to Traffic Safety; appoint Tony Kemnitz (Department of Transportation) to Traffic Safety; Rhae Stertz (Wisconsin State Patrol) to Traffic Safety; Adam Grosz (Chief of Police Town of Rome) to Traffic Safety; appoint Jani Zander (Treasurer) to Land Information; Jon Galloy (GIS Technician) to Land Information; appoint Melinda Rhinehart (Medical Center) to Long Term Support Advisory replacing Wendy Koble/Fran Schmidtke
16. **Unfinished Business:**
17. **Reports and Presentations:**
 - A. Miscellaneous:
 - Administrative Coordinator/Director of Finance report
 - Daric Smith, RIDC
 - Highway annual report
 - Fair board report
 - Town of Rome Ordinance No. 13-02 amendments chapter 10 Zoning, chapter 17 Land Division

18. Review Committee Minutes			
Admin & Fin 4/5 Airport 4/8 Board of Adjust 3/20 CWCAC 2/27	County Board 4/16 Executive 4/3, 4/9 H&HS 4/12 Highway 4/11	Land Information 3/21 Land & Water 4/8 Library 3/25 Parks 4/9 P & Z 4/3, 4/12, 5/1	Property 4/9 PS&J 4/17 Solid Waste 4/10, 5/8 UW Ext 4/9

19. **Resolutions:**

Res. #33: Providing for the sale of approximately \$3,670,000 General Obligation Refunding Bonds.

Res. #34: To recognize Dana Henriksen's retirement on May 31, 2013, and honor her 23 years of service to Adams County and the Adams County Health and Human Services Department.

Res. #35: To approve and adopt the Adams County Bicycle and Pedestrian Plan. (Document available in County Clerk's office/Highway Dept. for review)

Res. #36: To participate in the Wisconsin Strategic Prevention Framework Partnership for Success II Project Grant. We have been asked by the state to participate in this grant based on the statistical information that the state received from Medicaid statistics in regards to prescription drug abuse. We would request that we contract with a Prevention Educator for this position.

Res. #37: To enter into a two (2) year service agreement with Solarus for DSL/High Speed Internet Service at Petenwell and Castle Rock Parks.

Res. #38: To authorize the Administrative Coordinator/Director of Finance to act on behalf of Adams County to apply for \$83,103.80 from the WDNR Lake Protection Grant Program for the purpose of meeting the state mandated requirement of offering financial assistance to agricultural producers for the implementation of nutrient management plans in the Tri-Lakes (Arrowhead, Sherwood and Camelot Lakes) Watershed which will reduce nutrients entering into the Tri-Lakes.

Res. #39: To authorize the Adams County Land and Water Conservation Committee to annually apply for Soil and Water Resource Management Grant Program and Nonpoint Source Program funds from Wisconsin Department of Agriculture, Trade and Consumer Protection (WDATCP).

Res. #40: To increase the present LTE and On-call positions to a full-time Training Specialist position at Practical Cents.

Res. #41: To provide a more complete and accurate method of determining high capacity well permits in a manner that will protect Wisconsin's surface and/or ground waters for the use of all.

Res. #42: Continuing construction of Adams County Castle Rock Park Campground development and Petenwell Park Campground Development.

Res. #43: To amend the Adams County Employee Handbook as follows: Chapter 1, Section 1.04 and 1.07 – Position Categories.

Res. #44: To create two Limited Term Employee positions in the Highway Department.

Res. #45: Development and maintenance of State funded and/or County sponsored snowmobile and ATV/UTV trails.

20. **Ordinances:** None

21. **Denials:** None

22. **Petition:** None

23. Approve Claims

24. Approve Per Diem and Mileage

25. Motion for County Clerk to correct errors

26. Set next meeting date

27. Adjournment



Trena Larson

Administrative Coordinator/Director of Finance

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

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

Trena.Larson@co.adams.wi.us

County Board

5/21/13

Office Activities

1. Manage the transition and collaborate with Corporation Counsel Office
2. Work with Interim HHS Director and Staff
 - a. Contract/budget issues
3. Training Payroll Specialist/Account Technician Position
4. Safety – loss prevention, training, coordination
 - a. Alpha Terra presentation
5. Continue to monitor State Budget Developments/Impact
6. Prepare and work with DOR auditor on sales tax audit
7. Meet with Steve Schneider, Hilbert Communications – Quarterly update
8. Present to Leadership Adams County and participate Student Government Day
9. Municipality Meeting (May 15, 2013)

Upcoming Activities

1. Cross Training of Staff
 - a. Payroll (1st priority)
 - b. General Ledger/Account Reconciliations
 - c. Accounts Payable
2. Prepare Year-end Financial analysis for County Board
3. Wage Study Consortium (WIPFLD)
 - a. Point Factor Analysis Method (Review with each department their results)
4. Review Employee Handbook and General and Administrative Polices for conflicts in language
 - a. Prepare a Training
5. Begin to prepare for 2014 Budget
6. Complete Incident Command System (ICS) 400 – Emergency Management

You are invited May 22 at 8:15 a.m. to following presentations in the County Board Room:

1. Training Opportunity Conflict Resolution – Andy Phillips, PhillipsBorowski, s.c.
2. Presentation on Paid Time Off (PTO), by Jay Shambeau, Calumet County Administrator

Wisconsin Department of Agriculture, Trade & Consumer Protection, Fair Coordinator, Division of Agricultural Development
2811 Agriculture Drive, PO Box 8911, Madison, WI 53708-8911

ANNUAL REPORT

(Do NOT add, change or delete lines)

Adams Co

Fair &/or Agricultural Society for the year 2012 which is made in accordance with the provisions of State Law. The State Aid Law requires that this be filed on or before December 31 of the calendar year in which the fair is held.

RECEIPTS

Administrative Income.....	\$ <u>100⁰⁰</u>
Aid--State.....	<u>3729⁹⁴</u>
Aid--County and Other Governmental....	<u>5000⁰⁰</u>
Advertisements	<u> </u>
Gate Receipts (Include Parking).....	<u>11322⁰⁰</u>
Grandstand (Include Tax)	<u> </u>
Space Rental to Concessionaires and Commercial.	<u>1925⁰⁰</u>
Contest Entry Fees	<u>3575⁰⁰</u>
Fair Operated Concessions <u>10% losses</u>	<u>2976³⁰</u>
Stall and Pen Fees	<u> </u>
Exhibitor Entry Fees	<u>220⁰⁰</u>
Gifts	<u> </u>
Loans	<u> </u>
Use of Grounds * Rentals (Non-Fair Income) <u>Sale of Utilities</u>	<u>3169⁰²</u>
Sponsorships, Donations, etc.....	<u>15826⁰⁰</u>
Merchandise, Sold	<u> </u>
Milk Sales	<u> </u>
Fairest of the Fair Contest.....	<u> </u>
Vendor (Recovery) Insurance.....	<u> </u>
Carnival Income	<u>9258⁰⁰</u>
Meat Animal Sale	<u> </u>
Merchandise.....	<u> </u>
Miscellaneous (Itemize Items Over \$500)	
a.....	\$ <u> </u>
b.....	<u> </u>
c.....	<u> </u>
Total Miscellaneous.....	<u> </u>
Total Receipts	<u>51101²⁶</u>
Cash on hand (Last Report)	<u>8202³⁵</u>
Total.....	<u>65304¹¹</u>

DISBURSEMENTS

Administrative Expense.....	\$ <u>1992⁴⁴</u>
All Federal Taxes.....	<u> </u>
All State Taxes.....	<u> </u>
Salaries and Cost for Service.....	<u>3159⁰⁹</u>
Officers' Salaries and Expense.....	<u>5578⁷⁸</u>
Superintendents and Assistants.....	<u> </u>
Judges.....	<u>1660⁰⁰</u>
Premiums.....	<u>6109⁰⁰</u>
Supplies, Ribbons, and Trophies	<u>388⁶⁸</u>
Printing, Premium Books, and Programs.	<u>1201⁸⁰</u>
Advertising.....	<u>1800²⁵</u>
Association Dues and Memberships	<u>490²⁰</u>
Insurance	<u>3881⁰⁰</u>
Utilities.....	<u>7188⁷⁵</u>
Rental of Equipment	<u> </u>
Special Acts, Features, and Contests	<u>11634⁹⁸</u>
Fair Operated Concessions.....	<u> </u>
Merchandise, Bought for Resale.....	<u> </u>
Maintenance, Buildings and Grounds.....	<u>5605⁶²</u>
Fairest of the Fair Contest.....	<u>302⁶¹</u>
Plant and Equipment (Permanent)	<u> </u>
Meat Animal Sale.....	<u> </u>
Interest on Loans.....	<u> </u>
Repayment of Loans	<u> </u>
Miscellaneous (Itemize Items Over \$500)	
a.....	\$ <u> </u>
b.....	<u> </u>
c.....	<u> </u>
Total Miscellaneous.....	<u> </u>
Total Disbursements	<u>50993⁸⁰</u>
Cash on hand	<u>14310³¹</u>
Total.....	<u>65304¹¹</u>

STATEMENT MUST BALANCE

FINANCIAL STATEMENT

As of 31 December 2012

ASSETS

LIABILITIES

Cash..... \$ 14310³¹
 Receivables.....
 Land Adams Co owns the (acres).....
 Buildings FAIR GROUNDS Totally

 Fixtures Equipment Furniture 4932³¹
 Total..... 62242⁶²

Payables..... \$ _____
 Bonds, Mortgage Loans.....

 Capital Stock Outstanding..... 62242⁶²
 Surplus.....
 Total..... 62242⁶²

STATEMENT MUST BALANCE

Explanatory statement * Adams Co Fair allows other non profits to use grounds for Bldgs but must pay all utilities cost of INSURANCE their choice for INSURANCE

AFFIDAVIT OF OFFICERS

State of Wisconsin

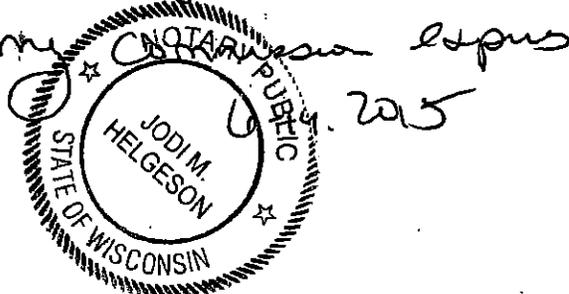
County of Adams
JAMES C GRABANSKI, Treasurer, and LIANA GLAVIN, Secretary of the above-named Agricultural Society, being severally duly sworn on oath depose and say that the foregoing is a true and correct statement of receipts and disbursements of the said Society for the past year and a true and correct statement of attendance at its annual fair held on August 8-12, 2012.

Subscribed and sworn before me this 14th

day of January A.D., 2013

Jodi M Helgeson Notary Public
 my commission expires 2015

James Olsen President
James Olsen Treasurer
Liana Glavin Secretary



ATTENDANCE RECORD

(Please fill this in, as it is important to have an accurate count for the Annual Report)

REGULAR GATE ATTENDANCE

	Number of Tickets Sold	X	Price of Each Ticket	=	Total Dollar Amount
Adults	2660	X	5 ⁰⁰	=	11322 ⁰⁰
Children	UNDER 13 free	X		=	
Senior Citizens		X		=	

SEASON GATE ATTENDANCE

Multiply the number of season tickets sold by the number of days the fair was held for which admission was charged, which will give total admissions.

	Number of Tickets Sold	X	Number of Fair Days	=	Total Admissions
Adults	Free Day	X	No	=	NO COUNT TAKEN
Senior Citizens		X		=	
Children		X		=	
Exhibitor	1264	X	4	=	5056

Thursday & Saturday
Vendors Exhibitors
4 H Leaders
Lifetime members

	Price of Season Tickets	X	Number of Tickets Sold	=	Total Dollar Amount
Adults	—	X		=	
Senior Citizens	—	X		=	
Children	—	X		=	
Exhibitor		X		=	

Total NUMBER of Admissions
Regular and Season

2260

NUMBER of Children &
Others Free

5056 + 2 free days no count.

TOTAL NUMBER ATTENDANCE

TOTAL DOLLAR AMOUNT \$ 11322⁰⁰

Fairs may use their own annual report form, but the Wisconsin Department of Agriculture, Trade and Consumer Protection must have the Exhibit Numbers and Attendance Records

VEHICLES

	Number of Vehicles	Price of Each Ticket
Single Vehicles	<i>No Change for parking</i>	
Season Vehicles		
Cash (over or under)		\$
TOTAL parking		\$
GRAND TOTAL (Gate Receipts & Parking)		\$

GRANDSTAND

	Number of Tickets	X	Price Per Ticket	=	Total Dollar Amount
Adults		X		=	
Children	<i>free GRANDstand</i>			=	
		X		=	
		X		=	
		X		=	

TOTAL Paid Admissions	<u>2660</u>	
Children & Others Free	<u>UNAVAILABLE</u>	
TOTAL Attendance	<u>estimated to average 4000 Daily</u>	
Cash (over or under)		\$ <u>11322.⁰⁰</u>
TOTAL Grandstand		\$ <u> </u>

Fairs may use their own annual report form, but the Wisconsin Department of Agriculture, Trade and Consumer Protection must have the Exhibit Numbers and Attendance Records

ORDINANCE NO. 13-02

AN ORDINANCE TO REVISE AND CONSOLIDATE, AMEND, SUPPLEMENT AND CODIFY THE GENERAL ORDINANCES AND BY LAWS OF THE TOWN OF ROME.

The Town Board of the Town of Rome, Wisconsin, do ordain as follows:

Section 1. The amendment to the code of ordinances in book form entitled, "Municipal Code of Ordinances of the Town of Rome", having been placed on file and open to public inspection in the office of the town clerk for a period of two weeks, commencing March 22, 2013, in accordance with the procedure provided under Sec. 66.0103 of Wis. Stats. is hereby adopted as an amendment to the general code of ordinances in and for the Town of Rome, Adams County, Wisconsin.

Section 2. The amendment to the code of general ordinances are hereby adopted in:

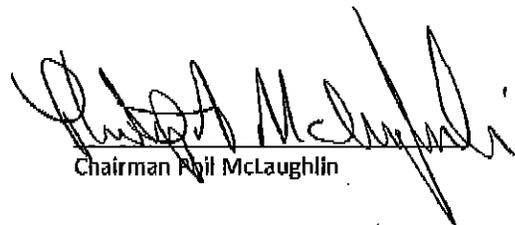
CHAPTER 10 ZONING
10.11 LAKE DISTRICT
10.23 DESIGN STANDARDS

CHAPTER 17 LAND DIVISION
17.13 CERTIFIED SURVEY MAP PROCEDURE

Section 3. This ordinance shall take effect upon passage and posting as required by law.

Adopted: March 21, 2013

Posted: March 22, 2013



Chairman Phil McLaughlin

Approved, Attested by:



Clerk Deena Griffin

Deena Griffin certified that a copy of Ordinance 13-02 was posted on March 22, 2013

Municipal Building
Pritzl's Trading Post
US Bank
Nekoosa State Bank

**PLAN COMMISSION
FINDING OF FACTS
For
Zoning Code Text Amendment**

Applicant: Town of Rome
1156 Alpine Dr
Nekoosa, WI 54457

715-326-8019
zoning@romewi.com

Sections to be amended:

10.04(6)(c), 10.04(8)(b)1, 10.04(10)(b), 10.04(11)(c)1, 10.23(2)(c) and 17.13(1)

Proposed amendment:

Remove the words "by resolution" from references to zoning / land division fees set by the Town Board.

Plan Commission Chairman _____ **Dated:** _____

Plan Commission Recording Secretary _____ **Dated:** _____

10.04(6)c

(c) Application: All applications shall be filed with the Zoning Administrator on the prescribed form(s) together with the fee set by the Town Board ~~by resolution~~. The application shall be accompanied by such plans and/or data required by the Zoning Administrator. In the event that the lot lines for the subject property are not readily identifiable, the Zoning Administrator has the authority to require that the applicant have the lot lines located and marked by a registered land surveyor.

(c) Application: All applications shall be filed with the Zoning Administrator on the prescribed form(s) together with the fee set by the Town Board. The application shall be accompanied by such plans and/or data required by the Zoning Administrator. In the event that the lot lines for the subject property are not readily identifiable, the Zoning Administrator has the authority to require that the applicant have the lot lines located and marked by a registered land surveyor.

10.04(8)(b)1

1. An application for a zoning amendment shall be submitted to the Zoning Administrator on the prescribed form(s) together with the fee established by the Town Board ~~by resolution~~.

1. An application for a zoning amendment shall be submitted to the Zoning Administrator on the prescribed form(s) together with the fee established by the Town Board.

(2)

10.04(10)(b)

(b) Procedure: An appeal shall be taken within thirty (30) days after the decision or the action complained of, by filing with the Zoning Administrator a notice of appeal specifying the grounds thereof together with the fee set by the Town Board ~~by resolution~~. The Zoning Administrator shall forthwith transmit to the Board of Appeals all of the papers constituting a record upon which the action appealed from was taken.

(b) Procedure: An appeal shall be taken within thirty (30) days after the decision or the action complained of, by filing with the Zoning Administrator a notice of appeal specifying the grounds thereof together with the fee set by the Town Board. The Zoning Administrator shall forthwith transmit to the Board of Appeals all of the papers constituting a record upon which the action appealed from was taken.

10.04(11)(c)1

1. An application for a conditional use permit shall be submitted to the Zoning Administrator on the prescribed form(s) together with the fee established by the Town Board ~~by resolution~~.

1. An application for a conditional use permit shall be submitted to the Zoning Administrator on the prescribed form(s) together with the fee established by the Town Board.

10.23(2)(c)

(c) Application: Following the pre-application conference, the owner or agent shall submit a completed application and seven (7) copies of a site plan(s) and plan of operation setting forth the applicant's proposal for complying with the requirements in this section to the Zoning Administrator. At the time the application is submitted, the application fee established by the Town Board ~~by resolution~~ shall be paid.

(c) Application: Following the pre-application conference, the owner or agent shall submit a completed application and seven (7) copies of a site plan(s) and plan of operation setting forth the applicant's proposal for complying with the requirements in this section to the Zoning Administrator. At the time the application is submitted, the application fee established by the Town Board shall be paid.

17.13(1)

(1) NON-LAND DIVISION CSM REVIEW; Any certified survey map (CSM) that does not have the effect of a land division (including, but not limited to, a CSM that combines lots) shall be submitted to the Zoning Administrator for review prior to recording, together with a review fee in an amount established by the Town Board ~~by resolution~~.

(1) NON-LAND DIVISION CSM REVIEW; Any certified survey map (CSM) that does not have the effect of a land division (including, but not limited to, a CSM that combines lots) shall be submitted to the Zoning Administrator for review prior to recording, together with a review fee in an amount established by the Town Board.

Resolution No. 33-2013

RESOLUTION PROVIDING FOR THE SALE OF APPROXIMATELY \$3,670,000
GENERAL OBLIGATION REFUNDING BONDS

WHEREAS, Adams County, Wisconsin (the "County") is in need of approximately \$3,670,000 for the public purpose of refunding obligations of the County, including interest on them, specifically, the callable maturities of the General Obligation Refunding Bonds, dated April 10, 2008; and

WHEREAS, it is desirable to authorize the issuance of general obligation refunding bonds for such purpose pursuant to Section 67.04 of the Wisconsin Statutes;

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors of Adams County, Wisconsin, that:

1. The County shall borrow approximately \$3,670,000 by issuing its general obligation refunding bonds (the "Bonds") for the public purpose of refunding obligations of the County, including interest on them.
2. The County Board hereby authorizes and directs the officers of the County to take all actions necessary to negotiate the sale of the Bonds. At a subsequent meeting, the County Board shall take further action to approve the details of the Bonds and authorize the sale of the Bonds.
3. The County Clerk shall cause an Official Statement concerning this issue to be prepared by Ehlers & Associates, Inc. The appropriate County officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Statement under this resolution.

Adopted, approved and recorded May 21, 2013.

Chairperson

ATTEST:

(SEAL)

County Clerk

**RESOLUTION RECOGNIZING DANA HENRIKSEN
FOR HER YEARS OF SERVICE TO ADAMS COUNTY**

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INTRODUCED BY: Health & Human Services Committee

INTENT & SYNOPSIS: To recognize Dana Henriksen's retirement on May 31, 2013, and honor her 23 years of service to Adams County and the Adams County Health and Human Services Department.

FISCAL NOTE: NONE.

WHEREAS: The County of Adams wishes to take this opportunity to express its appreciation to Dana Henriksen for 23 years of service and dedication to Adams County; and

WHEREAS: Acknowledgement is given to Dana Henriksen for her years of conscientious and dedicated service to the citizens of Adams County;

NOW, THEREFORE, BE IT RESOLVED: By the Adams County Board of Supervisors that:

- The County Board, on behalf of the residents of Adams County, does hereby commend Dana Henriksen for her 23 years of dedicated and conscientious service as an Adams County employee.
- Further, that best wishes are extended to Dana Henriksen for a long and enjoyable retirement.

Recommended for adoption by the Health & Human Services Committee this 12th day of April, 2013.

Lorin Jimmadi _____
Barry Smith _____
Sean Hans Benerding _____
Robby J. Fisher _____
Sean Wehmlow _____

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this 21st day of
Tabled _____ May, 2013.

County Board Chair County Clerk

RESOLUTION TO APPROVE AND ADOPT
THE ADAMS COUNTY BICYCLE AND PEDESTRIAN PLAN

INTRODUCED BY: HIGHWAY COMMITTEE

INTENT & SYNOPSIS: To approve and adopt the Adams County Bicycle and Pedestrian Plan.

FISCAL NOTE: None. The recommendations will be incorporated into the County Trunk Highway Improvement plan.

WHEREAS: The Adams County Board of Supervisors supports the development of multimodal transportation options such as bicycle and pedestrian transportation; and

WHEREAS: Adams County partnered with the North Central Wisconsin Regional Planning Commission (NCWRPC) to develop the Adams County Bicycle and Pedestrian Plan; and

WHEREAS: this countywide plan will provide the benefits of transportation, recreation, tourism, and wellness for Adams County; and

WHEREAS: the result of this effort is the attached "Adams County Bicycle and Pedestrian Plan"; and

WHEREAS: this plan provides a guide for potentially developing a network of bicycling and walking routes throughout Adams County; and

WHEREAS: the adoption of this plan does not commit Adams County to funding these projects, however, success in obtaining grant money for route development projects is highly dependent on a route being included in a County approved plan; and

WHEREAS: the adoption of this plan provides the Wisconsin Department of Transportation with guidance for what type of bicycle and pedestrian facilities are locally suggested for WISDOT to potentially provide in State Highway right-of-ways when they modify existing highways; and

NOW THEREFORE, BE IT RESOLVED: That the Adams County Board of Supervisors hereby approves and adopts the "Adams County Bicycle and Pedestrian Plan" as attached hereto and incorporated herein.

Dated this 9th day of May, 2013, by the Adams County Highway Committee.

Harry Balewick *Dean R. Morgan*
Flourance Johnson *Patricia Scott*
James Bayn

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

County Board Chair

County Clerk

RESOLUTION TO ACCEPT the Wisconsin Strategic Prevention Framework Partnership For Success II Project Grant

INTRODUCED BY: HEALTH AND HUMAN SERVICES BOARD

INTENT & SYNOPSIS: To participate in the Wisconsin Strategic Prevention Framework Partnership for Success II Project Grant. We have been asked by the state to participate in this grant based on the statistical information that the state received from Medicaid statistics in regards to prescription drug abuse. We would request that we contract with a Prevention Educator for this position.

FISCAL NOTE: No fiscal impact. Receipt of Strategic Prevention Framework Partnership for Success II Grant in the total amount of \$112,889 annually through September 2015 for grant administration, including funding of the new and previously unbudgeted contracted Prevention Educator position.

WHEREAS: Adams County is one of nine counties to be identified by the State to have a high prevalence of prescription drug abuse; and

WHEREAS: Adams County has approximately 2694 persons in the 12 -25 year old age group (2010 statistics) that are specifically targeted to this grant; and

WHEREAS: 12.6% of Adams County residents live below the poverty level (2010) statistics; and

WHEREAS: Recent data indicates that in Wisconsin, prescription drugs are the second most common drugs used for recreational purposes after Marijuana; and

WHEREAS: In 2011, 18.1% of Wisconsin high school students reported ever taking a prescription drug (i.e. Oxycontin, Percocet, Vicodin, Adderall, Ritalin, Xanax) without a Doctors prescription (CDC 2011); and

WHEREAS: The SPF PFS II grant will help launch an extensive public outreach and education campaign. Provide education and training opportunities for health care professionals. Establish standard prescribing practices for urgent care and emergency departments. Develop a community early warning and monitoring system that tracks use and problem indicators at the local level. Establish a coordinated local system of providing secure, convenient disposal of the consumer medications from households. Increase the number of law enforcement personnel who are certified as Drug Recognition Experts (DRE); and

WHEREAS: Adams County anticipates receiving SPF PFS II Grant for fiscal year 2013 in the amount of \$112,889 which will be drawn against through 2015 to fund the new and previously unbudgeted contracted Prevention Educator Position; and

50 **WHEREAS:** Said services related to grant and grant revenue have not been
51 budgeted for fiscal years 2013 through 2015; and

52
53 **WHEREAS:** A new non-lapsing account must be established for receipt and
54 administration of said funds through 2015;

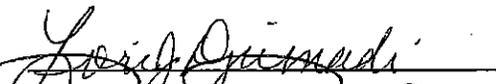
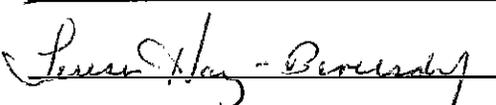
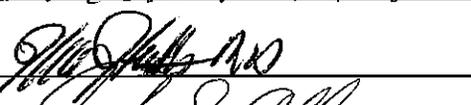
55
56 **NOW THEREFORE, BE IT RESOLVED by the Adams County Board of**
57 **Supervisors** to approve receipt and administration of the Wisconsin Strategic
58 Prevention Framework partnership For Success II Project; and

59
60 **BE IT FURTHER RESOLVED,** to set up a contract with a Prevention Educator
61 position and Health and Human Services Department to implement the grant;
62 and

63
64 **BE IT FURTHER RESOLVED:** That non-lapsing account number 240E36 54323
65 (existing Outpatient AODA Services account code) with a 122 project code to be
66 established for receipt and administration of said funds through 2015, the end of
67 the grant period; and

68
69 **BE IT FURTHER RESOLVED:** That no tax levy will be required to provide
70 these services or to maintain a contracted Prevention Educator, and the
71 contracted Prevention Educator will be ended upon the end of this grant period
72 (2013-2015).

73
74 Recommended for adoption by the Health and Human Services Board this 12th
75 day of April, 2013.

76
77  _____  _____
78  _____  _____
79
80  _____  _____

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82
83 Adopted _____
84 Defeated _____ by the Adams County Board of Supervisors this
85 Tabled _____ day of _____, 2013.

86
87
88 _____ County Board Chair _____ County Clerk
89

Scott Walker
Governor

Dennis G. Smith
Secretary



State of Wisconsin
Department of Health Services

DIVISION OF MENTAL HEALTH & SUBSTANCE ABUSE SERVICES

1 WEST WILSON STREET
PO BOX 7851
MADISON WI 53707-7851

Telephone: 608-266-2717
FAX: 608-266-2579
TTY: 888-241-9432
dhs.wisconsin.gov

ST02 20 NVT

January 4, 2013

Janet Wimmer, Director
Adams County Health & Human Services Department
108 E. North Street
Friendship, WI 53934

Dear Ms. Wimmer,

The State of Wisconsin has been awarded a Strategic Prevention Framework Partnership for Success II (SPF PFS II) Grant from the Substance Abuse and Mental Health Services Administration (SAMHSA), Center for Substance Abuse Prevention (CSAP) to implement prevention strategies that will reduce the non-medical/unauthorized use and abuse of prescription drugs. In the application for grant funding, the State identified nine counties in high need of prescription drug abuse prevention services. This letter is to inform you that funding will be made available to implement strategies designed to reduce prescription drug misuse and abuse in your county. The availability of these funds is contingent upon the selected counties' agreement to participate in the SPF PFS II grant, as identified within the application narrative, and upon approval by the Department of Health Services (DHS) procurement policies and practices. Counties must notify the Department of Mental Health and Substance Abuse Services (DMHSAS) by 1/31/13 if they are interested in being a provider and participant under this grant program by completing and returning the Cooperative Agreement Signature Page and a one-year budget and justification (the agreement form is attached). The budget form can be accessed at: <http://dhs.wisconsin.gov/substabus/SPFPFSII/index.htm>.

Background on this grant award: In July, 2012, the Wisconsin DHS, DMHSAS responded to a Request for Proposals (RFP) from the Substance Abuse and Mental Health Services Administration (SAMHSA). The Strategic Prevention Framework Partnerships for Success II (SPF PFS II) RFP sought applications from State's to address one of two priorities: 1) underage drinking among persons aged 12 to 20; and 2) prescription drug misuse and abuse among persons aged 12-25. The RFP required that applicants choose a priority area, identify communities in high need for services relating to the chosen priority and identify strategies for reducing the incidence of the targeted priority. A copy of the full RFP announcement can be obtained from http://www.samhsa.gov/grants/2012/sp_12_004.aspx.

The State of Wisconsin submitted an application focusing on the reduction of prescription drug misuse and abuse among persons aged 12-25. In order to identify areas of high need, several risk factors and consequences related to the misuse and abuse of prescription drugs among 12-25 years olds were considered. Counties were scored and ranked based on their incidence of these risk and consequence measures and weighted by county population. Tribal specific data was not available for the purposes of the needs analysis. The nine counties identified as high need in the SPF PFS II application were, Adams, Forest, Kenosha, Langlade, Lincoln, Menominee,

Milwaukee, Oneida and Racine. Given the Native American population and geographic make-up of Menominee County and Menominee Tribe, the State identified the need to award proposed funding to the Menominee Tribe as opposed to the County of Menominee. In addition, any county that has tribal reservation land within their county will need to work with tribal agencies to provide services under this grant.

Attached is a copy of the narrative section of the application that was approved for funding by SAMHSA in September. The narrative provides a description of the project goals and objectives as well as proposed implementation strategies. The estimated yearly funding amount per agency is \$112,889, of which, \$20,240 will need to be allocated for the grant evaluation contract with the University of Wisconsin Population Health Institute (UWPHI). In the coming months, the state will be offering county/tribal contract addendums to include funding under the SPF PFS II. It is anticipated that SPF PFS II funding to agencies will be available from September 30, 2012 – September 29, 2015. Following contract approvals, DMHSAS will provide training in the Strategic Prevention Framework, evaluation and the identified strategies for reducing prescription drug misuse and abuse.

As this is a Cooperative Agreement, counties/tribes will be required to use grant funds only to support the identified activities found in the narrative of the grant application.

DHS is also seeking one of the nine agencies to serve as the contract administrator for the UWPHI evaluation contract. That entity would receive \$172,160 to contract with the UWPHI for evaluation services and an additional \$10,000 for contract administration fees. If your site is interested in serving as the contract administrator for the evaluation contract, please indicate this on the cooperative agreement form.

If your county/tribe would accept funding through the SPF PFS II grant award, please return the Grant Application Summary Page, signed Cooperative Agreement Signature Page, and Budget for the period of September 30, 2012 – September 29, 2013 to the grant coordinator; Christine Niemuth, christine.niemuth@wisconsin.gov, by 01/31/2013.

Sincerely,



Joyce Allen
Bureau Director
Bureau of Prevention Treatment and Recovery

Attachments:

Wisconsin Application to SPF PFS II RFP
Grant Application Summary Page
Cooperative Agreement Signature Page
Budget Template <http://dhs.wisconsin.gov/substabase/SPFPFSII/index.htm>

cc:

Louis Oppor
Christine Niemuth

EXHIBIT 2 - BUDGET DRAFT Part 1

INPUT DATA ONLY IN YELLOW HIGHLIGHTED CELLS			
Name of Organization: Contract Period:	Adams County Health and Human Services FFY 13		
Annual Line Item Budget	Amnt	Fill Out Detailed Sub-Budget	Other Detail
A - SALARY/PERSONNEL COSTS	\$63,051.40	See part 2	Additional Detail Required Provide justification on part 2
B - FRINGE BENEFIT COSTS	\$721.71	See part 2	Explanation on part 2 ¹
C - EQUIPMENT COSTS	\$0.00	See part 2	
D - OPERATING EXPENSES	\$5,257.00	See part 2	Provide justification on part 2
E - SUPPLIES	\$1,710.00	See part 2	Provide justification on part 2
F - IN STATE TRAVEL ¹	\$1,485.50	See part 2	Provide justification on part 2
G - OUT-OF-STATE TRAVEL	\$0.00	See part 2	Provide justification on part 2
H - CONSULTANT/CONTRACTUAL COSTS*		See part 2	Provide justification on part 2
I - TRAINING			Provide justification on part 2
J - INSURANCE & SURETY BONDS			Provide justification on part 2
K - ADVERTISING & PUBLIC INFORMATION	\$10,000.00		Provide justification on part 2
L - CONSUMER/FAMILY REIMBURSEMENT	\$2,000.00		Provide justification on part 2
M - OTHER	\$3,047.50		Provide justification on part 2
N - SUBTOTAL - DIRECT COSTS (SUM A...M)	\$87,273		
O - INDIRECT COSTS	\$5,376	See part 2	Attach letter documenting federally approved indirect cost rate
P - TOTAL COSTS (N + O)	\$92,649		
LINE P MUST NOT EXCEED \$112,889			

¹A description of the components of fringe rates is optional except for RFP awards funded with discretionary federal grants such as SPF-SIG and SBIRT.

EXHIBIT 2 - BUDGET DRAFT Part 2

A		B		C		D		E		F	
Name of Organization:		County C									
Contract Period:		FFY 13									
A: Salary Detail Sub-Budget											
	Position Title	Hourly or Monthly Pay Rate	Hours paid per week	# of weeks or months paid in contract period	Cost						
6	Prevention Educator	\$28.00	40.00	52.00	\$58,240.00						
7	Hourly Employee Salary Item 1				\$0.00						
8	Hourly Employee Salary Item 2				\$0.00						
9	Hourly Employee Salary Item 3				\$0.00						
10	Hourly Employee Salary Item 4				\$0.00						
11	Hourly Employee Salary Item 5				\$0.00						
12	Hourly Employee Salary Item 6				\$0.00						
13	Hourly Employee Salary Item 7				\$0.00						
14	Hourly Employee Salary Item 8				\$0.00						
15	Hourly Employee Salary Item 9				\$0.00						
16	Hourly Employee Salary Item 10				\$0.00						
17	Monthly Salaried Employee Item 1	\$26.73		180.00	\$4,811.40						
18	Monthly Salaried Employee Item 2				\$0.00						
19	Monthly Salaried Employee Item 3				\$0.00						
20	Monthly Salaried Employee Item 4				\$0.00						
21	Monthly Salaried Employee Item 5				\$0.00						
22	Monthly Salaried Employee Item 6				\$0.00						
23	Monthly Salaried Employee Item 7				\$0.00						
24	Monthly Salaried Employee Item 8				\$0.00						
25	Monthly Salaried Employee Item 9				\$0.00						
26	Monthly Salaried Employee Item 10				\$0.00						
27	Total				\$63,051.40						
28											
29	JUSTIFICATION (Please describe the role and responsibilities of each position.)										
30	The person we would recruit for this position would be a person who have experience as a prevention educator. This position would be a contracted position for three years. The average salary of this type of position averages around \$23.00 an hour. The increase in the hourly rate would be to give extra revenue to the person who would take the position as they would be an independent contractor and would not receive benefits and would be responsible to keep track for their own taxes. The Clinical Services Manager will help coordinate the prevention educator and help with marketing and education to the public.										

EXHIBIT 2 - BUDGET DRAFT Part 2

3/6/2013

	A	B	C	D	E	F
2	Name of Organization:	County C				
3	Contract Period:	FFY 13				
31						
32	B: Fringe Benefit Detail Sub-Budget					
33	Position Title	Salary	Fringe Rate	Cost		
34	Fringe Benefit Item 1	\$58,240.00		\$0.00		
35	Fringe Benefit Item 2	\$0.00		\$0.00		
36	Fringe Benefit Item 3	\$0.00		\$0.00		
37	Fringe Benefit Item 4	\$0.00		\$0.00		
38	Fringe Benefit Item 5	\$0.00		\$0.00		
39	Fringe Benefit Item 6	\$0.00		\$0.00		
40	Fringe Benefit Item 7	\$0.00		\$0.00		
41	Fringe Benefit Item 8	\$0.00		\$0.00		
42	Fringe Benefit Item 9	\$0.00		\$0.00		
43	Fringe Benefit Item 10	\$0.00		\$0.00		
44	Fringe Benefit Item 11	\$4,811.40	15.00%	\$721.71		
45	Fringe Benefit Item 12	\$0.00		\$0.00		
46	Fringe Benefit Item 13	\$0.00		\$0.00		
47	Fringe Benefit Item 14	\$0.00		\$0.00		
48	Fringe Benefit Item 15	\$0.00		\$0.00		
49	Fringe Benefit Item 16	\$0.00		\$0.00		
50	Fringe Benefit Item 17	\$0.00		\$0.00		
51	Fringe Benefit Item 18	\$0.00		\$0.00		
52	Fringe Benefit Item 19	\$0.00		\$0.00		
53	Fringe Benefit Item 20	\$0.00		\$0.00		
54	Total			\$721.71		
55						
56	EXPLANATION (Describe components of fringe rate. This is optional expect for proposals funded with federal discretionary grants.)					
	FICA; Medicare; Retirement; Employee Assistance; Health; Life for Clinical Service Managers; benefits.					
57						
58						
59						
60						

EXHIBIT 2 - BUDGET DRAFT Part 2

3/6/2013

	A	B	C	D	E	F
2	Name of Organization:	County C				
3	Contract Period:	FFY 13				
61	C: Equipment Purchase Detail Sub-Budget (Only for items of \$5,000 or more)					
62	Description		# of Units	Cost per Unit	Cost	
63	Equipment Line Item 1				\$0.00	
64	Equipment Line Item 2				\$0.00	
65	Equipment Line Item 3				\$0.00	
66	Total				\$0.00	
67	JUSTIFICATION (Please describe the purpose for each equipment purchase.)					
	No expenses listed in this area.					
68						
69						
70	D: Operating Costs					
71						
72	JUSTIFICATION (Provide a description of how you arrived at the operating costs figure on part 1 with a description and purposes of all items comprising the operating costs total such as rent, printing & reproduction, telephone services, cellular phone services, utilities, & internet access.)					
	the operating costs were figured at 1% of total administration costs of annual budget.					
73						
74	E: Supplies Purchase Detail Sub-Budget					
75	Description		# of Units	Cost per Unit	Cost	
76	Lap top		1.00	\$900.00	\$900.00	
77	Pens; Pencils; Paper			\$50.00	\$50.00	
78	Copying Costs		3,000.00	\$0.10	\$300.00	
79	Postage		0.46	\$1,000.00	\$460.00	
80	Supply Item 4				\$0.00	
81	Supply Item 5				\$0.00	
82	Total				\$1,710.00	
83						
84	JUSTIFICATION (Please describe the purpose for any supply purchase with a total cost of \$250 or greater.)					
	A lap top was included for this position as the lap top will be a crucial item for the person to take with them for presentations to the public and input data when at meetings. There may be the possibility of having web (Skype) meetings and or discussions with the staff at the University for stats. Copying costs were considered for brochures, flyers etc that may be mass marketed to the clinics, agencies and public. The cost was with a color printer. Postage was given due to mass marketing.					
85						

EXHIBIT 2 - BUDGET DRAFT Part 2

3/6/2013

	A	B	C	D	E	F
2	Name of Organization:	County C				
3	Contract Period:	FFY 13				
86						
87	F: In-State Travel Detail Sub-Budget					
88	Mileage Reimbursement	Mileage Rate	# of Miles	Cost		
89		\$0.57	1,700.00	\$960.50		
90	Meal Reimbursement	Daily Rate	# of Days	Cost		
91		\$35.00	15.00	\$525.00		
92	Lodging Reimbursement	Nightly Lodging rate	# of nights	Cost		
93				\$0.00		
94	Other In-State Travel Costs			Cost		
95						
96	Total			\$1,485.50		
97						
98	JUSTIFICATION (Please provide a detailed description of how you arrived at the amounts provided above. List the number of trips, the purpose of the travel and destinations.)					
99	We are a rural community and have little resources for the members of our community. Frequently, people in the community will access services either in other parts of our county or will go to a county close to us such as Wood, Sauk, or Marquette counties. I am of the belief that this position will require the person to go to agencies in our county as well as giving information to outlying agencies. In our County, there are two other small communities such as the Town of Rome and Wisconsin Dells which has their own law enforcement agencies, fire departments and schools.					
100						
101	G: Out-of-State Travel Detail Sub-Budget					
102	Airfare cost					
103	Meal Cost					
104	Lodging Cost					
105	Other Cost					
106		\$0.00				
107						
108	JUSTIFICATION (Please provide a detailed description of how you arrived at the amounts provided above. List the number of trips, the purpose of the travel and destinations.)					
	There does not appear to be any need for out of state travel for this position.					
109						

EXHIBIT 2 - BUDGET DRAFT Part 2

3/6/2013

	A	B	C	D	E	F
2	Name of Organization:	County C				
3	Contract Period:	FFY 13				
110						
117	H: Consultant and Contractual Detail Sub-Budget					
112	Name of Consultant/Contractor	UW Population Health Institute Evaluation	Purpose	Cost		
113	Contract		Evaluation	\$20,240.00		
114	Consultant/Contractor Item 1					
115	Consultant/Contractor Item 2					
116	Consultant/Contractor Item 3					
117	Consultant/Contractor Item 4					
118	Consultant/Contractor Item 5					
119	Total			\$20,240.00		
120	JUSTIFICATION (Please provide a detailed description of how you arrived at the amounts listed above. Note the names of contractors and duties and/or services they will provide.)					
121	This was listed in the grant to evaluate data that is derived from the prevention efforts to decrease the amount of prescription drug abuse in our area and to help show evidence based practices to help decrease our numbers. *the consultant evaluation contract of \$20,240 does not appear in the grantee total budget as it is contracted to UW Population Health services on behalf of grantees.					
122						
123	I - TRAINING					
124						
125	JUSTIFICATION (Provide a description of how you arrived at the training cost figure on part 1 with a description and purpose for all planned training expenditures including the number of persons to receive training.)					
126	Training is not separate from the amount the person would receive as an hourly benefit but would be part of the position.					
127						
128	J - INSURANCE & SURETY BONDS					
129						
130	JUSTIFICATION (Provide a description of how you arrived at the insurance & surety bonds figure on part 1 with a description and purpose for all planned expenses including the personnel and activities to be covered by the insurance or surety bonds.)					
131	There is nothing listed for this category.					

	A	B	C	D	E	F
2	Name of Organization:	County C				
3	Contract Period:	FFY 13				
132						
133	K - ADVERTISING & PUBLIC INFORMATION					
134						
135	JUSTIFICATION (Provide a description of how you arrived at the advertising and public information figure on part 1 with a description and purpose for all planned expenses.)					
	The advertising and public information amounts are considered a large expense item due to education efforts to inform the public of the need to change prescription drug habits and decrease the availability of prescription drugs. Most likely there will be print media, flyers in newspapers, possible radio advertising, bumper stickers and internet advertising. There is a belief that some of the advertising we may be able to receive can be free with use of internet resources and public information.					
136						
137						
138	L - CONSUMER/FAMILY REIMBURSEMENT					
139						
	JUSTIFICATION (Provide a description of how you arrived at the consumer/family reimbursement figure on part 1 with a description and purpose for all planned expenses including the number of persons you expect to reimburse and the types of expenses you will reimburse such as mileage, lodging, or meals.)					
140	The amount in this area was to look at giving stipends to young adults who would help canvas neighborhoods to educate, place posters, help with campaign efforts. The stipends would be gift cards for gas, food etc.					
141						
142						
143	M - OTHER					
144						
145	JUSTIFICATION (Provide a description of how you arrived at the other costs on Part 1 with a description and purpose for all planned expenses.)					
	The amount that is in the other column is what was left over from the items we broke down previously. This money will be used to offset any expenses that we did not account for. We may find that consumers/students may wish to help out more and more may go towards this category. We may find that mileage costs were more than we considered. It may be that the we have difficulty finding a independent contractor for this position and we could offer more money. It is difficult to guesstimate how much advertising or mileage will cost and if we find that we have money left over, we can certainly increase services to the community with excess funds.					
146						
147						
148	O - Indirect Cost Detail Sub-Budget					
149	Direct Cost				Indirect Cost	
150	\$87,273			6%	\$5,376	

**RESOLUTION TO APPROVE INTERNET SERVICE
FOR PETENWELL AND CASTLE ROCK COUNTY PARKS**

INTRODUCED BY: Administrative & Finance Committee

INTENT & SYNOPSIS: To enter into a two (2) year service agreement with Solarus for DSL/High Speed Internet Service at Petenwell and Castle Rock Parks

FISCAL NOTE: 2013 cost are already budgeted; 2014 service cost \$1080.00.

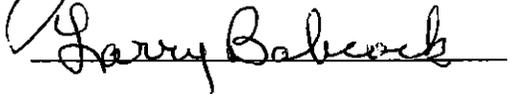
WHEREAS: Petenwell and Castle Rock County Parks need to connect to the internet as well as the network infrastructure at the courthouse in order to complete daily business functions; and

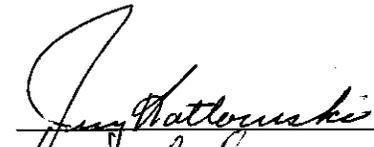
WHEREAS: Bandwidth requirements for the amount of data transferred necessitate more bandwidth than can be provided through other sources.

NOW, THEREFORE, BE IT RESOLVED: That Adams County Board of Supervisors hereby approves entering into a two (2) year Service Agreement with Solarus for DSL/High Speed Internet Service at Petenwell and Castle Rock Parks.

Recommended for adoption by the Administrative & Finance Committee this 18 day of ~~March~~^{Feb}, 2013.











Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ day of ~~March~~^{May}, 2013.

County Board Chair

County Clerk



Business High Speed Internet Agreement

The following Agreement between Central Wisconsin Communications, LLC, a limited liability company organized under Wisconsin law, d/b/a Solarus located at P.O. Box 8045, Wisconsin Rapids, WI 54495 (hereafter referred to as "we", "us" and "our") and its customer, Adams County Government, (hereafter collectively referred to as "you" and "your") describes the mutual agreement under which we provide services as described in this Agreement ("Service") to you. You and we are each a "Party" and collectively referred to as "Parties." This Agreement together with all other referenced documents and exhibits constitutes our entire agreement and supersedes any prior contemporaneous discussions and understandings, written or verbal.

Customer Information

Customer Name: Adams County MIS/Solid Waste
Billing Address: PO Box 470, Friendship, WI 53934
Service Address: 1420 State Rd 21, Friendship, WI 53934
Contact Phone #: MIS (608) 339-4567 Site (608)339-9178

This Agreement shall become effective as stated on page two.

The initial term of this Agreement shall be 1 year(s) from the Activation Date. After the expiration of the initial term, this Agreement shall automatically renew on the anniversary of the Activation Date on a month-to-month basis, at the month-to-month rate current at the time of renewal, unless either of us provides the other with one month written notice prior to such anniversary that it intends to terminate the Agreement effective on the anniversary date.

Your continuing use of the Service after any changes to the terms of Service, constitutes your acceptance of those changed Service terms. However, if you object to any material change to the Service, you may terminate the Service without termination fee by giving us written notice before the effective date of the material change. You will remain obligated to pay us for Service through the date of termination.

You and we agree to the terms and conditions of this Agreement, including the End User Master Services Agreement ("MSA"), Voice Over Internet Protocol (VoIP), E911 Terms, Terms & Conditions, Privacy Policy and Web Hosting Terms which are posted on the Solarus website at www.solarus.net, which you acknowledge and agree that you have read. Activation & Installation Fee is nonrefundable.

**High-Speed Internet
Business Rates - CLEC Territory
(1, 2, 3) Year Rates**

Service Packages	Annual Contract Monthly Pricing	Installation Fee *Non-Refundable
768k - 128k	\$ 24.49 (1) <input type="checkbox"/> _____	\$99.00 <input type="checkbox"/> _____
	\$ 24.49 (2) <input type="checkbox"/> _____	\$65.00 <input type="checkbox"/> _____
	\$ 24.49 (3) <input type="checkbox"/> _____	WAIVED <input type="checkbox"/> _____
1.0mbs - 384k	\$ 38.49 (1) <input type="checkbox"/> _____	\$99.00 <input type="checkbox"/> _____
	\$ 38.49 (2) <input type="checkbox"/> _____	\$65.00 <input type="checkbox"/> _____
	\$ 38.49 (3) <input type="checkbox"/> _____	WAIVED <input type="checkbox"/> _____
3.0mbs - 768k	\$41.99 (1) <input checked="" type="checkbox"/> _____	\$99.00 <input type="checkbox"/> _____
	\$ 41.99 (2) <input type="checkbox"/> _____	\$65.00 <input type="checkbox"/> _____
	\$ 41.99 (3) <input type="checkbox"/> _____	WAIVED <input type="checkbox"/> _____
7.1mbs - 768k	\$97.99 (1) <input type="checkbox"/> _____	\$99.00 <input type="checkbox"/> _____
	\$97.99 (2) <input type="checkbox"/> _____	\$65.00 <input type="checkbox"/> _____
	\$97.99 (3) <input type="checkbox"/> _____	WAIVED <input type="checkbox"/> _____

This Agreement shall become effective on the first date on which we make any Service available for your use.

The first month bill shall include installation fees and shall be pro-rated over the initial term of this Agreement.

You must check the box and initial on page two by the monthly service package and the installation fee selected under this Agreement.

The Service speed may vary depending on location, line quality, inside wiring, Internet traffic, and other factors beyond our control. We do not guarantee upload or download speeds. You acknowledge that Service speed may vary, that you accept any such variation in Service speed, and that Service speed is not material to your decision to enter into this Agreement.

One (1) Static IP Address and five (5) E-Mail Addresses are included.

Five (5) MailHelper (Spam filter) accounts are included.

You may purchase eight (8) Static IP Addresses (6 useable) for an additional charge of \$15.00 per month.

If you choose to use MailHelper and use a domain other than "wctc.net" or "solarus.biz", you shall pay an additional one-time charge of \$50.00 per domain for the MailHelper service setup.

Additional E-Mail accounts are available for \$1.50 per month per E-Mail account and additional MailHelper Accounts are available for \$1.50 per month per E-Mail account.

In the event you terminate this Service at any time during the contract term, the termination fee is calculated by taking 35% of the contracted monthly fee times the number of months unfulfilled in the contract to be terminated.

Example:

Contract monthly fee is \$24.49 for a 24 month contract

Contract is in month 12 and is to be terminated

Termination Fee is $(\$24.49 \times .35) \times (24\text{mos} - 12\text{mos}) = \102.84

Adams County Government

Customer

400 Main St

Address

Friendship, WI 53934

City, State & Zip

Signature

Trena Larson, Admin. Coord. / DOF

Please Print or Type Name

1/5/2013

Date

Acknowledgement of This Page

Customer Initial _____



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Customer Information

Customer Name: Adams County MIS / Practical Cents
Billing Address: PO Box 470
Service Address: 402 Main St., Adams, WI 53910
Contact Phone #: Tech 608-339-4567 Site 608-339-2278

This Agreement shall become effective as stated on page two.

The initial term of this Agreement shall be 1 year(s) from the Activation Date. After the expiration of the initial term, this Agreement shall automatically renew on the anniversary of the Activation Date on a month-to-month basis, at the month-to-month rate current at the time of renewal, unless either of us provides the other with one month written notice prior to such anniversary that it intends to terminate the Agreement effective on the anniversary date.

Your continuing use of the Service after any changes to the terms of Service, constitutes your acceptance of those changed Service terms. However, if you object to any material change to the Service, you may terminate the Service without termination fee by giving us written notice before the effective date of the material change. You will remain obligated to pay us for Service through the date of termination.

You and we agree to the terms and conditions of this Agreement, including the End User Master Services Agreement ("MSA"), Voice Over Internet Protocol (VoIP), E911 Terms, Terms & Conditions, Privacy Policy and Web Hosting Terms which are posted on the Solarus website at www.solarus.net, which you acknowledge and agree that you have read. Activation & Installation Fee is nonrefundable.

**High-Speed Internet
Business Rates - CLEC Territory
(1, 2, 3) Year Rates**

Service Packages	Annual Contract Monthly Pricing	Installation Fee *Non-Refundable
768k - 128k	\$ 24.49 (1) <input type="checkbox"/> ____	\$99.00 <input type="checkbox"/> ____
	\$ 24.49 (2) <input type="checkbox"/> ____	\$65.00 <input type="checkbox"/> ____
	\$ 24.49 (3) <input type="checkbox"/> ____	WAIVED <input type="checkbox"/> ____
1.0mbs - 384k	\$ 38.49 (1) <input type="checkbox"/> ____	\$99.00 <input type="checkbox"/> ____
	\$ 38.49 (2) <input type="checkbox"/> ____	\$65.00 <input type="checkbox"/> ____
	\$ 38.49 (3) <input type="checkbox"/> ____	WAIVED <input type="checkbox"/> ____
3.0mbs - 768k	\$41.99 (1) <input checked="" type="checkbox"/> ____	\$99.00 <input type="checkbox"/> ____
	\$ 41.99 (2) <input type="checkbox"/> ____	\$65.00 <input type="checkbox"/> ____
	\$ 41.99 (3) <input type="checkbox"/> ____	WAIVED <input type="checkbox"/> ____
7.1mbs - 768k	\$97.99 (1) <input type="checkbox"/> ____	\$99.00 <input type="checkbox"/> ____
	\$97.99 (2) <input type="checkbox"/> ____	\$65.00 <input type="checkbox"/> ____
	\$97.99 (3) <input type="checkbox"/> ____	WAIVED <input type="checkbox"/> ____

This Agreement shall become effective on the first date on which we make any Service available for your use.

The first month bill shall include installation fees and shall be pro-rated over the initial term of this Agreement.

You must check the box and initial on page two by the monthly service package and the installation fee selected under this Agreement.

Acknowledgement of This Page

Customer Initial _____

The Service speed may vary depending on location, line quality, inside wiring, Internet traffic, and other factors beyond our control. We do not guarantee upload or download speeds. You acknowledge that Service speed may vary, that you accept any such variation in Service speed, and that Service speed is not material to your decision to enter into this Agreement.

One (1) Static IP Address and five (5) E-Mail Addresses are included.

Five (5) MailHelper (Spam filter) accounts are included.

You may purchase eight (8) Static IP Addresses (6 useable) for an additional charge of \$15.00 per month.

If you choose to use MailHelper and use a domain other than "wctc.net" or "solarus.biz", you shall pay an additional one-time charge of \$50.00 per domain for the MailHelper service setup.

Additional E-Mail accounts are available for \$1.50 per month per E-Mail account and additional MailHelper Accounts are available for \$1.50 per month per E-Mail account.

In the event you terminate this Service at any time during the contract term, the termination fee is calculated by taking 35% of the contracted monthly fee times the number of months unfulfilled in the contract to be terminated.

Example:

Contract monthly fee is \$24.49 for a 24 month contract

Contract is in month 12 and is to be terminated

Termination Fee is $(\$24.49 \times .35) \times (24\text{mos} - 12\text{mos}) = \102.84

Adams County Government
Customer

PO Box 470
Address

Friendship, WI 53934
City, State & Zip

Signature

Trena Larson
Please Print or Type Name

1/5/2013
Date



Wi-max Broadband Services Agreement

The following Agreement between Central Wisconsin Communications, LLC, a limited liability company organized under Wisconsin law, d/b/a Solarus located at P.O. Box 8045, Wisconsin Rapids, WI 54495 (hereafter referred to as "we", "us" and "our") and its customer, Adams County Government, (hereafter collectively referred to as "you" and "your") describes the mutual agreement under which we provide services as described in this Agreement to you ("Service"). You and we are each a "Party" and collectively referred to as "Parties." This Agreement together with all other referenced documents and exhibits constitutes our entire agreement and supersedes any prior contemporaneous discussions and understandings, written or verbal.

Customer Information

Customer Name: Adams County MIS / Petenwell
Billing Address: PO Box 470, Friendship, WI 53934
Service Address: 2004 Bighorn Drive, Arkdale, WI 54613
Contact Phone #: MIS 608-339-4567 Site (608)564-7513

This Agreement shall become effective as stated on page two.

The initial term of this Agreement shall be 2 year(s) from the Activation Date. After the expiration of the initial term, this Agreement shall automatically renew on the anniversary of the Activation Date on a month-to-month basis, at the month-to-month rate current at the time of renewal, unless either of us provides the other with one month written notice prior to such anniversary that it intends to terminate the Agreement effective on the anniversary date.

Your continuing use of the Service after any changes to the terms of Service, constitutes your acceptance of those changed Service terms. However, if you object to any material change to the Service, you may terminate the Service without termination fee by giving us written notice before the effective date of the material change. You will remain obligated to pay us for Service through the date of termination.

You and we agree to the terms and conditions of this Agreement, including the End User Master Services Agreement ("MSA"), Terms & Conditions and the Acceptable Use and other applicable policies which are posted on the Solarus website at www.solarus.net, which you acknowledge and agree that you have read. **Activation & Installation Fee is nonrefundable.**

**Exhibit F - Wi-max Broadband
ILEC and CLEC Territories
(1 & 2) Year Rates
Equipment Lease Rates**

Service Level Packages	Monthly Service Plan Lease Packages	Static Public IP Addresses	Activation & Installation Fee
768k - 768k	\$ 39.99 (2) <input checked="" type="checkbox"/> _____ \$ 49.99 (1) <input type="checkbox"/> _____	\$ 5.00 each _____ quantity <input checked="" type="checkbox"/>	\$99.00 <input type="checkbox"/> _____
1.5mbs - 1.5mbs	\$ 59.99 (2) <input type="checkbox"/> _____ \$ 69.99 (1) <input type="checkbox"/> _____	\$ 5.00 each _____ quantity <input type="checkbox"/>	\$99.00 <input type="checkbox"/> _____
2mbs - 2mbs	\$ 79.99 (2) <input type="checkbox"/> _____ \$ 99.99 (1) <input type="checkbox"/> _____	\$ 5.00 each _____ quantity <input type="checkbox"/>	\$99.00 <input type="checkbox"/> _____
3mbs - 3mbs	\$159.99 (2) <input type="checkbox"/> _____ \$199.99 (1) <input type="checkbox"/> _____	\$ 5.00 each _____ quantity <input type="checkbox"/>	\$99.00 <input type="checkbox"/> _____

This Agreement shall become effective on the first date on which we make any Services available for your use.

Activation and Installation fees shall be included on and paid in full by you with the first month bill. The first month bill shall be pro-rated over the initial term of this Agreement.

Lease rates include monthly service fee, equipment, and equipment warranty.

You must check box and initial on page two by the monthly service package and the activation and installation fee selected under this Agreement.

Each Package includes (5) E-Mail Addresses and (1) Static Private IP. One (1) Dial-up internet account is included. MailHelper is available at a charge of \$1.50 per month per e-mail account.

Equipment buyout option at the end of this Agreement is \$99.00.



Wi-max Broadband Services Agreement

The following Agreement between Central Wisconsin Communications, LLC, a limited liability company organized under Wisconsin law, d/b/a Solarus located at P.O. Box 8045, Wisconsin Rapids, WI 54495 (hereafter referred to as "we", "us" and "our") and its customer, Adams County Government, (hereafter collectively referred to as "you" and "your") describes the mutual agreement under which we provide services as described in this Agreement to you ("Service"). You and we are each a "Party" and collectively referred to as "Parties." This Agreement together with all other referenced documents and exhibits constitutes our entire agreement and supersedes any prior contemporaneous discussions and understandings, written or verbal.

Customer Information

Customer Name: Adams County MIS / Castle Rock
Billing Address: PO Box 470, Friendship, WI 53934
Service Address: 2397 Hwy Z Friendship, WI 53934
Contact Phone #: MIS 608-339-4567 Site (608)339-7713

This Agreement shall become effective as stated on page two.

The initial term of this Agreement shall be 2 year(s) from the Activation Date. After the expiration of the initial term, this Agreement shall automatically renew on the anniversary of the Activation Date on a month-to-month basis, at the month-to-month rate current at the time of renewal, unless either of us provides the other with one month written notice prior to such anniversary that it intends to terminate the Agreement effective on the anniversary date.

Your continuing use of the Service after any changes to the terms of Service, constitutes your acceptance of those changed Service terms. However, if you object to any material change to the Service, you may terminate the Service without termination fee by giving us written notice before the effective date of the material change. You will remain obligated to pay us for Service through the date of termination.

You and we agree to the terms and conditions of this Agreement, including the End User Master Services Agreement ("MSA"), Terms & Conditions and the Acceptable Use and other applicable policies which are posted on the Solarus website at www.solarus.net, which you acknowledge and agree that you have read. **Activation & Installation Fee is nonrefundable.**

**Exhibit F - Wi-max Broadband
ILEC and CLEC Territories
(1 &2) Year Rates
Equipment Lease Rates**

Service Level Packages	Monthly Service Plan Lease Packages	Static Public IP Addresses	Activation & Installation Fee
768k - 768k	\$ 39.99 (2) <input checked="" type="checkbox"/> _____ \$ 49.99 (1) <input type="checkbox"/> _____	\$ 5.00 each _____ quantity <input checked="" type="checkbox"/>	\$99.00 <input type="checkbox"/> _____
1.5mbs - 1.5mbs	\$ 59.99 (2) <input type="checkbox"/> _____ \$ 69.99 (1) <input type="checkbox"/> _____	\$ 5.00 each _____ quantity <input type="checkbox"/>	\$99.00 <input type="checkbox"/> _____
2mbs - 2mbs	\$ 79.99 (2) <input type="checkbox"/> _____ \$ 99.99 (1) <input type="checkbox"/> _____	\$ 5.00 each _____ quantity <input type="checkbox"/>	\$99.00 <input type="checkbox"/> _____
3mbs - 3mbs	\$159.99 (2) <input type="checkbox"/> _____ \$199.99 (1) <input type="checkbox"/> _____	\$ 5.00 each _____ quantity <input type="checkbox"/>	\$99.00 <input type="checkbox"/> _____

This Agreement shall become effective on the first date on which we make any Services available for your use.

Activation and Installation fees shall be included on and paid in full by you with the first month bill. The first month bill shall be pro-rated over the initial term of this Agreement.

Lease rates include monthly service fee, equipment, and equipment warranty.

You must check box and initial on page two by the monthly service package and the activation and installation fee selected under this Agreement.

Each Package includes (5) E-Mail Addresses and (1) Static Private IP. One (1) Dial-up internet account is included. MailHelper is available at a charge of \$1.50 per month per e-mail account.

Equipment buyout option at the end of this Agreement is \$99.00.

Acknowledgement of This Page

Customer Initial _____

**RESOLUTION TO APPROVE APPLICATION FOR WISCONSIN
DEPARTMENT OF NATURAL RESOURCES ((WDNR) LAKE PROTECTION
GRANT PROGRAM**

INTRODUCED BY: Land and Water Conservation Committee

INTENT & SYNOPSIS: To authorize the Administrative.Coordinator/Director of Finance to act on behalf of Adams County to apply for \$83,103.80 from the WDNR Lake Protection Grant Program for the purpose of meeting the state mandated requirement of offering financial assistance to agricultural producers for the implementation of nutrient management plans in the Tri-Lakes (Arrowhead, Sherwood and Camelot Lakes) Watershed which will reduce nutrients entering into the Tri-Lakes.

FISCAL NOTE: Total cost is \$127,834. The WDNR Lakes Protection Grant Program requires grantee contribution; therefore in 2014, Adams County will contribute \$44,748.20 from the Natural Resources expense account 100 E 48 56196.

WHEREAS: The Tri-Lakes are an important resource used by the public and landowners for recreation and enjoyment of natural beauty; and

WHEREAS: The reduction of nutrients from the Tri-Lakes watershed, is paramount in the protection of water quality and the natural ecosystems of the Tri-Lakes; and

WHEREAS: As mandated by Wisconsin Administrative Code NR151, agricultural producers are mandated to implement nutrient management plans upon an offer of financial assistance of \$28.00/acre; and

WHEREAS: As mandated by Wisconsin Administrative Code NR151, Adams County Land & Water Conservation Department will use the funding to offer financial assistance to agricultural producers located in the Tri-Lakes Watershed; and

WHEREAS: Adams County Land & Water Conservation Department has the qualifications to perform the responsibilities and is currently assisting the Tri-Lakes Management District with implementation of their lake management plan which contains efforts to reduce nutrients from entering into the Tri-Lakes.

NOW THEREFORE, BE IT RESOLVED: That the Adams County Board of Supervisors hereby approves and authorizes the Administrative Coordinator/Director of Finance to submit an application to the Wisconsin Department of Natural Resources under the "Lakes Protection Grant Program" for financial aid in the amount of \$83,103.80 for the purpose of meeting the state mandated requirement of offering financial assistance to agricultural producers for the implementation of nutrient management plans in the Tri-Lakes (Arrowhead, Sherwood and Camelot Lakes) Watershed; and

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BE IT FURTHER RESOLVED: That Adams County shall contribute \$44,748.20 from the Natural Resources expense account 100 E 48 56196 in 2014 and shall comply with the State rules for the program and will meet the financial obligations under the grant by providing a contribution of 35% of total costs.

Recommended for adoption by Land and Water Conservation Committee this 13th day of May 2013.

Ken G. James
David Stuebel
Glen Licitor

Al Robertson
Joe Stuebel
Barbara A. Morgan

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ 21st day of May 2013.

County Board Chair

County Clerk

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RESOLUTION TO ANNUALLY APPLY FOR SOIL AND WATER RESOURCE MANAGEMENT GRANT PROGRAM AND NONPOINT SOURCE PROGRAM

INTRODUCED BY: LAND AND WATER CONSERVATION COMMITTEE

INTENT & SYNOPSIS: To authorize the Adams County Land and Water Conservation Committee to **annually** apply for Soil and Water Resource Management Grant Program and Nonpoint Source Program funds from Wisconsin Department of Agriculture, Trade and Consumer Protection (WDATCP).

FISCAL NOTE: A minimum "maintenance of effort requirement" of \$13,784.00 shall come from Land Conservation account number 100 E 44 56150.

WHEREAS: Adams County natural resources are used by the public and private landowners for economic activities, recreation and enjoyment of natural beauty; and

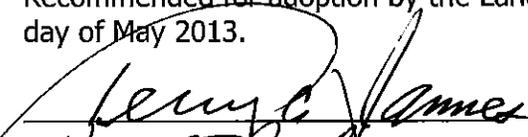
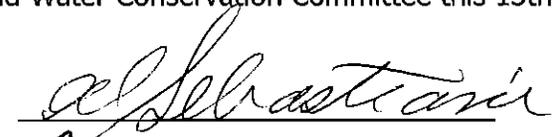
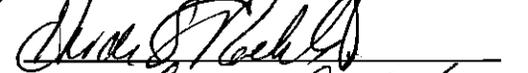
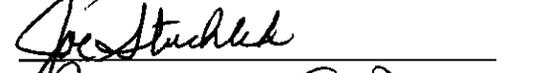
WHEREAS: The implementation of best management practices within Adams County watersheds is paramount in the protection of water quality and the natural resources; and

WHEREAS: WDATCP provides **annual** funding to Adams County per State Statute Chapter 92; and

WHEREAS: Adams County will use the funding to employ a staff within the Land and Water Conservation Department to provide educational and technical assistance for protecting and improving the natural resources.

NOW THEREFORE, BE IT RESOLVED: That the Adams County Board of Supervisors hereby approves and authorizes the Adams County Land and Water Conservation Committee to **annually** apply for Soil and Water Resource Management Grant Program and Nonpoint Source Program funds from Wisconsin Department of Agriculture, Trade and Consumer Protection (WDATCP).

Recommended for adoption by the Land and Water Conservation Committee this 13th day of May 2013.

Adopted _____
Defeated _____
Tabled _____
by the Adams County Board of Supervisors this
21st day of May 2013.

**RESOLUTION TO INCREASE PRACTICAL CENTS TRAINING SPECIALIST
LTE SUMMER POSITION TO FULL-TIME POSITION**

INTRODUCED BY: Health & Human Services

INTENT & SYNOPSIS: To increase the present LTE and On-call positions to a full-time Training Specialist position at Practical Cents.

FISCAL NOTE: No additional tax levy will be required to create a full-time Training Specialist position. Eliminating the Summer LTE position and 75% of the on-call hours will fund part of the position with the remaining balance drawn out of the HHS Fund balance. Current sales are expected to exceed the 2013 budgeted revenues, which would be applied to the 2013 fund balance.

WHEREAS: The Training Specialist position currently has 2.5 employees, and one LTE Summer position. The present supervision of clients has increased to 32 client employees. The staff are responsible for employment training, supervising, and providing for their personal care needs; and

WHEREAS: The Training Specialist position is also responsible for receiving donations, processing all donations, oversight of volunteers and community service workers, building maintenance, and customer service and sales; and

WHEREAS: Practical Cents is open 6 days per week, from 6:30 a.m. to 6:00 p.m.; and

WHEREAS: Funding that supports the daily operations comes from sales and services provided; and

WHEREAS: Practical Cents has always been self-supporting, has been in operation for the last 16 years, and has never relied on the county tax levy.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors to create a full-time Training Specialist position at the Practical Cents Resale Store; and

BE IT FURTHER RESOLVED: That no tax levy will be required to maintain this position.

Recommended for adoption by the Health & Human Services this 12th day of April, 2013.

Lori Guinadi
Paula Pugh
Fran Rehmlow

Terese J. Harvey - Beveridge
Rocky Wilmer
Jack Allen

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RESOLUTION TO SUPPORT CHANGING THE PROCESS FOR PERMITTING HIGH CAPACITY WELLS BY THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES (WDNR)

INTRODUCED BY: Land & Water Conservation Committee

INTENT & SYNOPSIS: To provide a more complete and accurate method of determining high capacity well permits in a manner that will protect Wisconsin's surface and/or ground waters for the use of all.

FISCAL NOTE: None.

WHEREAS: the Wisconsin Department of Natural Resources is responsible for the evaluation and permitting of high capacity wells; and

WHEREAS: the current process of evaluation and permitting only gives special consideration to Classes 1, 2, 3 Trout Streams and Exceptional Water Resources within 1200 feet of the proposed well location; and

WHEREAS: in the current process, the WDNR does not conduct an independent evaluation of the environmental impacts of a high capacity well, but instead depends on the representations of the permit applicant; and

WHEREAS: Science has established a connection between ground and surface waters; and

WHEREAS: Demand for groundwater usage continues to increase, particularly in the Central Sands; and

WHEREAS: In 2011, the Wisconsin Supreme Court ruled in Lake Beulah v. DNR that the WDNR has the authority and duty under the Public Trust Doctrine to consider the environmental impact of high capacity wells on Wisconsin waters when considering a permit for a high capacity well; and

WHEREAS: the current evaluation and permitting of high capacity wells does not adequately monitor and/or regulate high capacity wells in a manner to prevent negative stress on Wisconsin's surface and ground waters.

NOW THEREFORE, BE IT RESOLVED: that the Adams County Board of Supervisors hereby approves that the Wisconsin Department of Natural Resources (WDNR) should revise and adopt new criteria, guided by the Wisconsin Supreme Court decision in Lake Beulah v. DNR, to more completely evaluate the environmental impacts of high capacity wells, including, but not limited to, the likely impacts on watershed or nearby surface and/or ground waters.

50 **BE IT FURTHER RESOLVED:** That the WDNR make an independent evaluation
51 that includes the total impact of nearby high capacity wells in considering any
52 new high capacity well application on Wisconsin surface and/or ground waters.

53
54 **BE IT FURTHER AND FINALLY RESOLVED:** That a copy of this Resolution be
55 sent to the Governor of Wisconsin, the Secretary of the Wisconsin Department of
56 Natural Resources, and all members of the Wisconsin Assembly and Senate.

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59 Recommended for adoption by the Land & Water Conservation Committee this
60 10th day of December, 2012

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63 *Tommy James* *de Sebastiani*
64 *Verde Skelly* _____
65 *Gloria Lictor* _____
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70 Adopted _____
71 Defeated _____ by the Adams County Board of Supervisors this
72 Tabled _____ day of _____, 201__.

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76 _____
77 County Board Chair County Clerk

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RESOLUTION 42 - 2013

RESOLUTION TO CONTINUE WITH PREVIOUS STARTED RECREATIONAL PROJECTS, thereby requesting cost-sharing dollars from Knowles-Nelson Stewardship Local Assistance Grant Programs and/or Federal Recreational Grant Programs to include: Acquisition and Development of Local Parks (ADLP), S.23.09 (20), Wis. Stats. And ch. NR 51, subchap. XII, Wis. Adm. Code; Land and Water Conservation Fund (LWCF), Land and Water Conservation Act, Public Law 88-578, ch. NR 50.06, Wis.

INTRODUCED BY: Parks Committee and Administrative/Finance Committee

INTENT & SYNOPSIS: Continuing construction of Adams County Castle Rock Park Campground development and Petenwell Park Campground Development.

FISCAL NOTE: To fund two capital improvement projects for Castle Rock and Petenwell Parks in the amount of \$1,399,872.00. \$699,565.00 will be allocated to Petenwell Park and \$730,307.00 will be allocated to Castle Rock Park. Grant funds will be sought from the Wisconsin Department of Natural Resources in the amount of \$699,936.00, \$349,968.00 for a loan from the Adams County General Fund, and \$349,968.00 from the Debt Service/Sales Tax Fund Balance in 2014. In the event said grant funds are reduced, the General Fund and Debt Service/Sales Tax Fund contributions will be reduced proportionately.

WHEREAS: Individual capital improvement project accounts will be established for each project by Adams County Administrative Coordinator/Director of Finance; and

WHEREAS: Adams County Board of Supervisors previously approved the following resolutions regarding the above mentioned campground continuing expansion projects as may be viewed in attachments #1, 2, & 3; and

Petenwell Park

Attachment #1 – Resolution No. 40-2004, where Adams County received a WI DNR recreation grant of \$61,581.00 to begin construction of Petenwell Park campground expansion Phase II of 116 campsites. Project was completed to include grubbing, removal of trees, establishing roads and campsites in 2005.

Attachment #2 – Resolution No. 21-2006, where Adams County Board of Supervisors approved \$290,346.75 to install a high capacity water distribution system and electricity to 73 of the 116 newly developed campsites at Petenwell Park. Project completed in 2006.

Castle Rock Park

Attachment #3 – Resolution No. 35-2005, where Adams County Board of Supervisors approved the expenditures of park user revenues in cooperation with a WI DNR land acquisition grant to purchase additional acreage at Adams County Castle Rock Park for campground expansion as outlined in Adams County's previously approved Outdoor Recreation Plan 2000-2005.

WHEREAS: \$349,968.00 of surplus park user revenues will be paid back to Adams County's General Fund over a four year period at \$87,492.00 yearly beginning in 2014; and

51 **WHEREAS:** Upon completion of project no county taxpayer dollars will be utilized; and

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54 **WHEREAS:** Principal redemption accounts 100 E 41 55410 710 for Petenwell Park and 100 E
55 41 55450 710 for Castle Rock Park will be utilized as in previously approved capital
56 improvement projects; and

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58 **WHEREAS:** Adams County Parks, Recreation, and Trails Department has utilized General Fund
59 and Contingency Fund dollars in past capital improvement projects and has paid back funds
60 agreed upon, utilizing park user revenues collected, in two past resolutions, Resolution No. 60-
61 2001 and Resolution No. 21-2006; and

62

63 **WHEREAS:** Sufficient park user revenues are being generated and will be allocated for the
64 above construction projects to include maintenance of proposed projects. Note attachment #4
65 Cost/Benefit Analysis; and

66

67 **WHEREAS:** Expected project costs are noted in attachment #5.

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69 **NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors**
70 hereby authorizes Adams County Parks, Recreation, and Trails Department, under the direction
71 of Adams County Parks Committee and Adams County Administrative Coordinator and Director
72 of Finance, to submit application to the State of Wisconsin Department of Natural Resources for
73 any financial aid that may be available, sign documents and take necessary action to undertake,
74 direct, and complete the approved projects; and

75

76 **BE IT FURTHER RESOLVED:** That Adams County will comply with Wisconsin State rules for
77 the programs; may perform force account work; will maintain the completed project in an
78 attractive, inviting, and safe manner; will keep the facilities open to the general public during
79 reasonable hours consistent with the type of facility and will obtain from the State of Wisconsin
80 Department of Natural Resources approval in writing before any change is made in the use of
81 the project site; and

82

83 **BE IT FURTHER RESOLVED:** Adams County Board of Supervisors allocate \$1,399,873.00 for
84 Castle Rock Park and Petenwell Park Campground Development Projects, with \$699,936.00
85 coming from WI DNR grant program(s), \$349,968.00 coming from park user revenues and
86 \$349,968.00 coming from Adams County Visitor Sales Tax. Should said grant funds be reduced,
87 the General Fund and Debt Service/Sales Tax Fund contributions shall be reduced
88 proportionately.

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90 Recommended for adoption by the Parks Committee and Administrative/Finance Committee this
91 21st day of May 2013.

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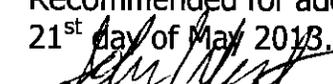
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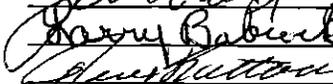
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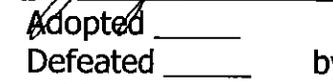
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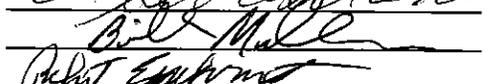
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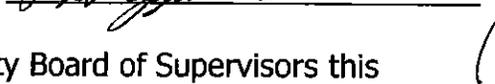














Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ day of May 2013.

County Board Chair

County Clerk

Attachment #1

Resolution no. 40-2004

INTRODUCED BY: Parks Committee.

INTENT & SYNOPSIS: Implement construction of PHASE II Adams County Petenwell Park Campground Expansion.

FISCAL NOTE: \$123,161.45 from Petenwell Park Capital Improvement Account #100 E 41 55410 910.

WHEREAS: Total project costs will be expended from Petenwell Park user revenues and any State financial aid received for above project will returned to Petenwell Park capital improvement account; and

WHEREAS: Wisconsin River Power Company has donated and deeded necessary acreage for implementation of Phase II Campground Expansion at Petenwell Park; and

WHEREAS: Adams County Board of Supervisors has approved Adams County Outdoor Recreation Plan 2000-2005 for the development of additional campsites; and

WHEREAS: Adams County Parks Committee has approved Petenwell Campground Master Plan; and

WHEREAS: Petenwell Park recreational user numbers have increased over the past years and additional campsites are needed to meet the current public recreational user needs; and

WHEREAS: Sufficient Petenwell Park user revenues (not Adams County taxpayer dollars) are being generated and will be allocated to cover the above construction project dollar amount and maintenance of the proposed expansion; and

WHEREAS: The above Phase II Campground Expansion project will include construction of 115 campsites and 5,600 feet of internal park roadway; and

WHEREAS: Adams County Parks and Recreation Department is requesting State financial aid to carry out the project. Grant application available for review at Parks and Recreation Department.

NOW, THEREFORE, BE IT RESOLVED: by the Adams County Board of Supervisors that Adams County Parks and Recreation will have sufficient funds to complete the project and hereby authorizes Frederick W. Nickel, Director of Parks and Recreation, to act on behalf of Adams County Parks and Recreation Department. Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available, sign documents, and take necessary action to undertake, direct and complete the approved project.

INTRODUCED BY: Parks Committee.

INTENT & SYNOPSIS: Replace an old construction trailer with a newly constructed office/visitor center at Castle Rock Park, Adams County; and install electric, a new high capacity well, and campsites for Petenwell Park Phase II Campground Expansion sites and roads recently constructed and approved under Adams County Resolution No. 40-2004.

FISCAL NOTE: \$241,200.00 transferred from General Fund to Castle Rock Project expenditures account no. 100 E 41 55452 316, and \$290,346.75 transferred from General Fund to Petenwell Park Project expenditures account no 100 E 41 55451 316 with a total of ~~\$525,796.75~~ transferred from Adams County General Fund.

531,546.75

WHEREAS: Adams County Parks Committee reviewed the two projects and bid tabulations on April 11, 2006. The above project costs represent the lowest bids reviewed and selected by the Parks Committee; and

WHEREAS: The Castle Rock Park Project includes construction costs, engineering oversight and 5% contingency for change orders, totaling \$241,200.00. The Petenwell Park Project includes construction costs, engineering oversight and 5% contingency for change orders totaling \$290,346.75; and

WHEREAS: Castle Rock and Petenwell Parks have been open 365 days a year for the past several years. Park usage and user revenues have dramatically increased in the past ten years due to continuing improvements, creative management techniques, promotional programs, and most importantly public and Adams County Board of Supervisor's support; and

WHEREAS: A recent survey revealed Adams County Parks and Recreation Department's recreational user revenues collected have been increasing 26% annually for the past ten year. 26% far exceeds the average in the State of Wisconsin; and

531,546.75

WHEREAS: Park users revenues generated from 2007 to 2011 will be sufficient to return the entire ~~\$525,796.75~~ to the General Fund; and

WHEREAS: Adams County Parks and Recreation Department will return a minimum of \$100,000.00 annually to the General Fund until the entire ~~\$525,796.15~~ is paid within five years; and

531,546.75

WHEREAS: Construction of the above two projects will begin immediately.

531,546.75

NOW, THEREFORE, BE IT RESOLVED: That Adams County Board of Supervisors transfer ~~\$525,796.15~~ from the General Fund for completion of the above two projects.

Dated this 18th day of April 2006.

David Kollowski
David Kollowski

Ben Ward

Adopted X
Defeated _____
Tabled _____

by the Adams County Board of Supervisors this 18th day of April 2006.

Cindy Phellippi
County Clerk

Cynthia Loken
County Board Chair

Attachment #3

Resolution No. 35 - 2005

INTRODUCED BY: Parks Committee.

INTENT & SYNOPSIS: Submit application for any State/Federal financial aid that may be available to purchase fee simple acquisition 31.46 acres for Castle Rock Park SW ¼ Section 29, Township 17 North, Range 5 East, Town of Quincy, and 2.44 acres for Petenwell Park part of the South half of the NW ¼ and part of the North half of the SW ¼ Section 18, Township 18¹⁹ North, Range 5 East, Town of Monroe.

FISCAL NOTE: A total of \$85,000 from Castle Rock and Petenwell Parks Capital Improvement Accounts # 100 E 55450 910 and 100 E 55410 910.

WHEREAS: Total land acquisition costs will be expended from Castle Rock and Petenwell Parks user revenues and any state financial aid received for above land acquisition will be returned to Castle Rock and Petenwell Parks capital improvement accounts.

WHEREAS: Wisconsin River Power Company has donated sizable acreage to Adams County in past years for county public-recreation; and

WHEREAS: Recently appraised value of above 33.9 acres totals approximately \$143,000.00; and

WHEREAS: Land appraisal reports were completed on Castle Rock Park proposed land acquisition by Wisconsin Certified General Appraiser # 339 and property adjoining Petenwell Park proposed land acquisition by Wisconsin Certified General Appraiser # 297, previously employed WI DNR Area Land Agents, WI DNR District Real Estate Agents, and WI DNR Review Appraiser; and

WHEREAS: Wisconsin River Power Company is making an in-kind contribution of \$58,000.00 towards Adams County to purchase 33.9 acres for \$85,000.00; and

WHEREAS: Wisconsin River Power Company is requesting to close the sale of the above property near September 1, 2005; and

WHEREAS: the above acreage is necessary to meet future needs of the public for campground and day use expansion; and

WHEREAS: Castle Rock and Petenwell Parks user revenues have increased an average of 26.5 % annually over the past nine years demonstrating increased usage of the recreational facilities; and

WHEREAS: Sufficient Castle Rock and Petenwell Park user revenues (not Adams County taxpayer dollars) are being generated and will be allocated to cover the above land acquisition costs; and

WHEREAS: Adams County Board of Supervisors has approved Adams County Outdoor Recreation Plan 2000-2005 for the development of additional recreational facilities; and

WHEREAS: Adams County Government will meet all requirements before, during, and after all the process of WI DNR land acquisition grant requirements/standards in conformance with Chapter 32, Wisconsin State Statutes, to include the necessary insurance for all land acquisition projects.

NOW, THEREFORE, BE IT RESOLVED: by the Adams County Board of Supervisors that Adams County Parks, Recreation, and Trails Department has sufficient funds to complete the project and hereby authorizes Frederick W. Nickel, Director of Parks and Recreation, to act on behalf of Adams County. Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available, sign documents, and take necessary action to undertake, direct, and complete the approved project.

BE IT FURTHER RESOLVED: that Adams County Parks, Recreation, and Trails Department will comply with State or Federal rules for the programs to the general public during reasonable hours consistent with the type of facility; and will obtain from the State of Wisconsin Department of Natural Resources and or the National Park Service approval in writing before any change is made in the use of the project site.

Dated this 6 day of April 2005.

David Penner Jerry Kozlowski
Ken Ward Robert Gynther
Chak R. Roth

Adopted X
Defeated _____ by the Adams County Board of Supervisors this 19 day of April 2005.
Tabled _____

al Sebastian
Chairman

Cindy Phelippe
County Clerk

State of Wisconsin
County of Adams
This document is a full, true and correct copy
of the original on file and of record in my
office and has been compared by me
Attest April 20 2005
Cindy Phelippe
County Clerk

Cost / Benefit Analysis of Campground Expansion at Castle Rock & Petenwell Parks

Current Camping Situation at Castle Rock Park; \$273k Annual Revenue

Castle Rock Park currently has 120 campsites designated for monthly use. These sites typically fill up by mid April, remain occupied throughout the summer, and decrease to approximately 75% occupancy during the off season. Each year park staff turn away visitors who wish to use a monthly site due to the fact that there simply are not enough available. The park generates roughly \$222k per year in monthly camping revenue.

Castle Rock Park currently has approximately 50 sites designated for daily / weekly camping. These sites generate roughly \$51k in annual income. Most weekends are at capacity in the summer and park staff often turns away several RV campers due to this. Staff turns away dozens of RV and tent campers on especially busy weekends like Memorial Weekend and the July Fourth Holiday.

Castle Rock Park With Proposed Expansion; \$339k Annual Camping Revenue

The proposed 50-site expansion would add 30 monthly campsites and 20 daily / weekly campsites to the park. These sites would undoubtedly be utilized and would increase the parks annual camping revenue by approximately \$66k per year.

It is also reasonable to assume that revenue from concessions, firewood sales, sewer charges, etc would increase by roughly 20% adding approximately \$6000 per year to these respective categories. Overall, Castle Rock Park generated \$338k in park user revenue for 2012. The proposed expansion; adding campsites and therefore visitors to the park would likely add \$72k per year bringing annual revenue to around \$410k per year.

Additional expenses would arise with the proposed expansion aside from the initial cost of construction.

- Electric charges would increase by roughly \$10,000 / yr
- Other operating costs such as janitorial supplies and landscaping would increase by roughly \$5000 / yr
- One LTE position may be added at a cost of \$5000 / yr

Current Camping Situation at Petenwell Park; 425k Annual Revenue

Petenwell Park currently has 180 campsites designated for monthly use. These sites are at capacity by April 15th and remain so until Labor Day Weekend. About 90% remain occupied during the off season. Like Castle Rock, Petenwell staff turns away park visitors who would like a monthly site, but are unable to obtain one due to unavailability. \$361k of the park's annual revenue is generated from monthly camping.

Petenwell Park's remaining campsites can be used for daily / weekly camping. Approximately \$92k in annual revenue is generated from the park's daily and weekly sites.

Petenwell Park With Proposed Expansion; 495k Annual Revenue

The completion of the west end campground expansion will add water and electric hook-ups to the existing 44 campsites in this area making them far more desirable to park users. 20 of these sites will be designated for monthly use and the remaining for daily / weekly use. The 20 additional monthly sites will be utilized and thus will add around \$32k in monthly camping income annually. The improvements to the other sites will attract more visitation and use to the daily / weekly sites and should generate an additional \$10k / yr. Park staff feels that the combined increase in revenue of approximately \$42k per year is a conservative figure and likely will be higher. Increased visitation will also result in increased non camper revenue in categories like concessions and firewood sales adding roughly an additional \$3000 annually.

Like Castle Rock, operating costs will increase as a result of the improvements to include increased electric costs, maintenance, and possibly staffing. Increased yearly operating costs as a result of the expansion will be in the area of \$15k / yr.

BOTTOM LINE

- With an operating costs increase of \$20k per year subtracted from the \$72k per year in increased revenue, one could expect an overall revenue boost to Castle Rock Park in the amount of \$52k per year.
- With an operating costs increase of \$15k per year subtracted from the \$42k per year in increased revenue, one could expect an overall revenue boost to Petenwell Park in the amount of \$27k per year.
- The construction cost for the two projects combined is approximately \$1.4 million. It is the Park Departments intention that half would be paid with grant money leaving the remaining \$700k to be paid equally by park revenue and taken from the County's 0.05% Tourism Sales Tax (\$350k each).
- Both parks combined \$79,000 / yr overall revenue surplus (\$52k Castle Rock & 27k Petenewell) will exceed the \$700k not covered by grant money in less than 9 years.
- Both parks combined \$79,000 / yr overall revenue surplus will be used for continued improvement projects at both parks to further increase future revenues and provide Adams County Park visitors with clean, safe and enjoyable parks to visit.

Aside from the benefits to the park, park visitors, and the county; **Adams County business owners would also benefit greatly from these projects.** Most of Adams County Parks visitation is by those from outside of this county. It is simple tourism economics to declare that increased visitation to the parks would generate more dollars for local stores, gas stations, restaurants, realtors, etc.

**Information and figures were tabulated by Fred Nickel, Parks Director; Mark Miller, Castle Rock Park Manager; Darren Tolley, Petenwell Park Manager.*

Castle Rock Park Yearly Camping Revenue

Monthly Campsites

	Sites		Rate / site	Income
	# Months	Occupied		
Jan 15 to Mar 15	2	85	\$113.74	\$19,336
Mar 15 to Apr 15	1	100	\$113.74	\$11,374
Apr 15 to Sep 15	5	120	\$232.23	\$139,338
Sep 15 to Oct 15	1	100	\$232.23	\$23,223
Oct 15 to Jan 15	3	85	\$113.74	\$29,004
TOTAL INCOME GENERATED				\$222,275

Daily / Weekly Campsites

	Avg # days site used	# Sites	Avg rate / site	TOTAL INCOME
Entire Year	60	50	\$17	\$51,000

Currently
\$273,275

Monthly Campsites

	Sites		Rate / site	Income
	# Months	Occupied		
Jan 15 to Mar 15	2	95	\$113.74	\$21,611
Mar 15 to Apr 15	1	115	\$113.74	\$13,080
Apr 15 to Sep 15	5	150	\$232.23	\$174,173
Sep 15 to Oct 15	1	115	\$232.23	\$26,706
Oct 15 to Jan 15	3	95	\$113.74	\$32,416
TOTAL INCOME GENERATED				\$267,986

Daily / Weekly Campsites

	Avg # days site used	# Sites	Avg rate / site	TOTAL INCOME
Entire Year	60	70	\$17	\$71,400

With Development
\$339,386

Increase yearly revenue
\$66,000 / yr from camping alone

Petenwell Park Yearly Camping Revenue

Monthly Campsites

	Sites			Income
	# Months	Occupied	Rate / site	
Jan 15 to Mar 15	2	162	\$113.74	\$36,852
Mar 15 to Apr 15	1	171	\$113.74	\$19,450
Apr 15 to Sep 15	5	180	\$232.23	\$209,007
Sep 15 to Oct 15	1	173	\$232.23	\$40,176
Oct 15 to Dec 15	2	164	\$113.74	\$37,307
Dec 15 to Jan 15	1	161	\$113.74	\$18,312
TOTAL INCOME GENERATED				\$361,103

Daily / Weekly Campsites

	Avg # days	# Sites	Avg rate / site	TOTAL INCOME
Entire Year	60	90	\$17	\$91,800

Currently

\$452,903

Monthly Campsites

	Sites			Income
	# Months	Occupied	Rate / site	
Jan 15 to Mar 15	2	172	\$113.74	\$39,127
Mar 15 to Apr 15	1	181	\$113.74	\$20,587
Apr 15 to Sep 15	5	200	\$232.23	\$232,230
Sep 15 to Oct 15	1	183	\$232.23	\$42,498
Oct 15 to Dec 15	2	174	\$113.74	\$39,582
Dec 15 to Jan 15	1	171	\$113.74	\$19,450
TOTAL INCOME GENERATED				\$393,473

Daily / Weekly Campsites

	Avg # days	# Sites	Avg rate / site	TOTAL INCOME
Entire Year	60	100	\$17	\$102,000

With Development

\$495,473

Increase yearly revenue
\$42,500 / yr from camping alone



Parks, Recreation and Snowmobile Trails Dept.

Administrative Office – Fredrick W. Nickel, Director
 Courthouse, P.O. Box 196 – Friendship, WI 53934
 (608) 339-4230
www.adamscountyparkswi.com

Castle Rock Park
 Mark Miller – Park Mgr.
 2397 Hwy Z Rt. 2 – Friendship, WI 53934
 (608) 339-7713



Petenwell Park
 Darren Tolley – Park Mgr.
 2004 Bighorn Dr. – Arkdale, WI 54613
 (608) 564-7513

(Revenues Deposited to County Treasurer From Respective Parks)

PETENWELL PARK	1/1/2010	1/1/2011	1/1/2012	Revenue On Hand
	to 12/31/2010	to 12/31/2011	to 12/31/2012	
* Camper	\$450,390.90	\$456,197.29	\$452,937.26	\$0.00
* Day Use	7261.64	5340.08	7358.01	0.00
* Season	11669.88	10944.60	13409.46	\$1,000.00
* Showers	6436.84	6358.88	6721.46	0.00
# Soda	206.49	125.34	354.13	0.00
# Apparel/novelties	0.00	4698.35	4309.94	0.00
# Firewood	6175.16	5275.35	5979.67	0.00
# Ice	9072.35	9674.84	10909.89	0.00
# Candy	5468.47	5644.81	6080.01	0.00
# Games	1960.87	826.81	2043.05	0.00
# Donations	250.00	0.00	0.00	0.00
* Shelter	450.25	454.66	402.84	0.00
* Boat Slips	35907.89	31690.20	36958.34	0.00
Summer Raffle Sales	5906.50	7391.50	7078.50	0.00
* Sewer	3804.32	3922.55	4324.02	0.00
# Non User Revenue	6451.61	17012.71	3225.59	0.00
TOTAL REVENUES:	\$551,413.17	\$565,557.97	\$562,092.17	\$1,000.00

CASTLE ROCK PARK	1/1/2010	1/1/2011	1/1/2012	Revenue On Hand
	to 12/31/2010	to 12/31/2011	to 12/31/2012	
* Camper	\$250,773.48	\$249,634.44	\$276,951.99	\$0.00
* Day Use	5092.70	4002.24	5042.27	0.00
* Season	7749.90	7508.16	8683.68	600.00
* Showers	4035.94	3953.13	4151.22	0.00
# Soda	1867.25	1687.75	1586.55	0.00
# Apparel/novelties	0.00	2616.63	1510.37	0.00
# Firewood	2433.67	2647.57	3545.44	0.00
# Ice	4730.06	5242.92	5521.99	0.00
# Candy	3793.89	4674.52	4388.95	0.00
# Games	973.50	1198.75	1007.00	0.00
# Donations	0.00	0.00	0.00	0.00
* Shelter	909.96	796.20	881.54	0.00
* Boat Slips	14614.50	16919.58	17663.77	0.00
Summer Raffle Sales	4957.50	6021.50	5943.50	0.00
* Sewer	3039.71	3951.12	4674.48	0.00
# Non User Revenue	12551.66	9293.41	2675.59	0.00
TOTAL REVENUES:	\$317,523.72	\$320,147.92	\$321,132.23	\$600.00

Petenwell County Park Preliminary Cost Estimate

By: MSA Professional Services, Inc., April 4, 2013

Summary of work: The Petenwell County Park will add a comfort station, RV dump/fill station and water and electrical services to 44 sites on the south end of the existing campground west of 20th Drive. The comfort station will be a 1,000 square foot year round split face block building with 5 public toilet/shower rooms (1 men's, 1 women's, 3 unisex) each containing a toilet, urinal, sink and shower. The building will include a small mechanical room for the heating and plumbing equipment. The campground improvements will include a new RV dump/fill station near the comfort station, adding 2 inches of base course to the existing roads, adding water and electrical connections to 44 existing camp sites, and adding security lighting at the comfort station and on the south camping area. We have included a 5,000 gallons per day mound type septic system. The existing well will be used to serve the improvements.

Base Item	Detailed Item	Est. Qty.	Unit	Est. Cost	Total Est. Cost
Comfort Station	Comfort Station	1000	SF	\$300	\$300,000
	RV Dump/Fill Site	1	Ea	\$15,000	\$15,000
	6 Car Parking Area (6" Gravel)	270	SY	\$15	\$4,050
	Comfort Station and Dump/Fill Station Septic System	1	Ea	\$100,000	\$100,000
Subtotal					\$419,050
	Base Course	1690	Ton	\$16	\$27,040
	Water Main	1980	LF	\$18	\$35,640
	Electric Line	1980	LF	\$15	\$29,700
	Electric and Water Service	44	Ea.	\$1,500	\$66,000
	Light, Pole, Base & Fixture	3	Ea	\$1,600	\$4,800
Subtotal					\$163,180
	Petenwell Park Project Construction Cost Subtotal				\$582,230
	Engineering				\$87,335
	Petenwell Park Project Total				\$669,565

Castle Rock County Park

Preliminary Cost Estimate

By: MSA Professional Services, Inc., April 4, 2013

Summary of work: The Castle Rock County Park will add a comfort station and 50 camp sites to the new park area east of County Road Z and north of Dyke Avenue. The comfort station will be a 800 square foot year round split face block building with 4 public toilet/shower rooms (1 men's, 1 women's, 2 unisex) each containing a toilet, urinal, sink and shower. The building will include a small mechanical room for the heating and plumbing equipment. The camp site development will include grubbing existing stumps, excavation and grading for the road and sites, 3,000' x 15' x 6" one way gravel park road, security lighting and 60' x 40' x 6" gravel area, water connection and electric service connection for each site. We have included 3,150 gallon per day conventional septic system and water well with pitless adaptor to serve this area.

Base Item	Detailed Item	Est. Qty.	Unit	Est. Cost	Total Est. Cost
Comfort Station & Parking (20 cars)	Comfort Station	800	SF	\$300	\$240,000
	Well	1	Ea	\$30,000	\$30,000
	Restroom Septic System	1	Ea	\$48,000	\$48,000
	Parking Area, 6" gravel	950	SY	\$15	\$14,250
Subtotal					\$332,250
Camp Site Development (50 Sites)	Site Grading	5,000	CY	\$5	\$25,000
	Water Lines	3000	LF	\$18	\$54,000
	Electric Line	3000	LF	\$15	\$45,000
	Electric and Water Service	50	Ea	\$1,500	\$75,000
	6" Base Course (Road and Camp Sites)	6500	Ton	\$14	\$91,000
	Security Light Pole, Base & Fixture	8	Ea	\$1,600	\$12,800
Subtotal					\$302,800
Castle Rock Park Project Construction Cost Subtotal					\$635,050
Engineering Services					\$95,258
Castle Rock Park Project Total					\$730,308

Resolution No. 2013- 43

**RESOLUTION TO AMEND ADAMS COUNTY EMPLOYEE HANDBOOK
CHAPTER 3, SECTION 12; CHAPTER 6, SECTION 8; CHAPTER 8, SECTION 1.03**

INTRODUCED BY: Executive Committee.

INTENT & SYNOPSIS: To amend the Adams County Employee Handbook as follows:
Chapter 1, Section 1.04 and 1.07 – Position Categories

FISCAL NOTE: Has no financial impact, for administrative purposes only.

WHEREAS, The Adams County Employee Handbook was adopted by Adams County Resolution 28-2012 on March 20, 2012; and

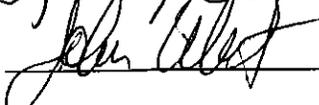
WHEREAS, additional clarification is necessary in Chapter 1, Section 1 – Position Categories, to include "intern" under 1.04 Seasonal Category and to add the definition for a "casual" employee under 1.07.

NOW, THEREFORE, BE IT RESOLVED, by the Adams County Board of Supervisors that it is hereby approved to amend the Adams County Employee Handbook, Chapter 1, Section 1 – Position Categories; as attached hereto and incorporated herein, as if appearing in full.

Recommended for adoption this 14th day of May, 2013.











Adopted _____
Defeated _____
Tabled _____

by the Adams County Board of Supervisors this 21st day of
May, 2013.

County Clerk

County Board Chair

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48 **CHAPTER 1 SECTION 1 – POSITION CATEGORIES**
49

50 1.04 **Seasonal full-time or part-time Category (including interns).** Full-time seasonal
51 employees and interns work an average of at least thirty-seven and one-half (37 ½) hours
52 per week not to exceed one hundred fifty (150) calendar days. Part-time seasonal
53 employees and interns work under an average of thirty-seven and one-half hours per week.
54 Seasonal employees and interns are not entitled to fringe benefits unless otherwise
55 required by law.
56

57 1.07 **Casual Category.** Casual employees do not have a set work schedule or a specific number
58 of work hours. They are expected to work on an as-needed basis or to provide
59 supplemental help during periods of unusual circumstances. Casual employees are not
60 entitled to fringe benefits unless otherwise required by law. In some cases, casual
61 employees may be on-call and receive compensation in accordance with Chapter 4,
62 Section 2.08 of the Employee Handbook.
63

**RESOLUTION TO CREATE TWO LIMITED TERM EMPLOYEES
IN THE HIGHWAY DEPARTMENT**

INTRODUCED BY: HIGHWAY COMMITTEE AND EXECUTIVE COMMITTEE

INTENT & SYNOPSIS: To create two Limited Term Employee positions in the Highway Department.

FISCAL NOTE: None. These positions will be funded with monies from a vacancy of a full time position not refilled.

WHEREAS: The Highway Department is charged with providing highway maintenance and improvements on the County Trunk Highway system; and

WHEREAS: the Highway Department provides Maintenance to the Wisconsin Department of Transportation through Routine Maintenance Agreements and Traffic Maintenance Agreements; and

WHEREAS: Limited Term Employees can be utilized to assist in providing these services; and

NOW THEREFORE, BE IT RESOLVED: By the Adams County Board of Supervisors that it is hereby approved to create two (2) Limited Term Employees (LTE) in the Highway Department; and

BE IT FURTHER RESOLVED: That no additional tax levy will be required to create and fill these positions, and further, the positions will not exceed the time constraints for Limited Term Employees per Adams County Policies and Procedures.

Dated this 11th day of April, 2013, by the Adams County Highway Committee.

Larry Bohack _____ *Dean R Morgan*
Jamer Bayn _____ *Florence Johnson*

Dated this 14th day of May, 2013, by the Adams County Executive Committee.

Al Sebastiani _____ *Larry Bohack*
Florence Johnson _____ *Jack E Allen*
John West _____

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

County Board Chair County Clerk

RESOLUTION 45 - 2013

RESOLUTION FOR PARTICIPATION IN STATE SNOWMOBILE AND ALL-TERRAIN VEHICLE (ATV/UTV) AIDS PROGRAMS

INTRODUCED BY: Adams County Parks Committee

INTENT & SYNOPSIS: Development and maintenance of State funded and/or County sponsored snowmobile and ATV/UTV trails.

FISCAL NOTE: No cost sharing is required. The following grant proceeds will be used for the development and maintenance of ATV/UTV and Snowmobile Trails. Three ATV/UTV grants: \$3,400.00 for the production of ATV maps, \$17,100.00 for 28.5 miles of trail maintenance; and \$320.00 for trail easement. Two snowmobile grants: \$55,492.00 for trail maintenance and management; and \$2,000.00 for 8.0 miles of additional trail.

WHEREAS: Public trails are eligible for funds under 23.09 (26) and 23.33 Wisconsin Statutes for maintenance, acquisition, insurance, rehabilitation and/or development costs and hereby authorizes Adams County Director of Parks, Recreation, and Trails Coordinator, under the direction of Adams County Parks Committee and Adams County Administrative Coordinator and Director of Finance, to submit applications to the State of Wisconsin Department of Natural Resources for any financial aid that may be available; and take action to undertake, direct, and complete the approved project; and

WHEREAS: Adams County will comply with Wisconsin State rules for the programs; may perform force account work; will maintain the completed project in an attractive, inviting, and safe manner; will keep the facilities open to the general public during reasonable hours consistent with the type of facility and will obtain from the State of Wisconsin Department of Natural Resources approval in writing before any change is made in the use of the project site.

NOW THEREFORE, BE IT RESOLVED: that the Adams County Board of Supervisors hereby authorizes Adams County Director of Parks, Recreation, and Trails Coordinator, under the direction of Adams County Parks Committee and Adams County Administrative Coordinator and Director of Finance, to submit applications to the State of Wisconsin Department of Natural Resources for whatever aids/grants/financial support that may be available to Adams County, for the development and/or maintenance of State funded and/or county sponsored snowmobile and ATV/UTV trails; and

BE IT FURTHER RESOLVED: That the Adams County Parks Committee, Director of Parks, Recreation and Trails Coordinator and Adams County

48 Administrative Coordinator and Director of Finance are hereby authorized to
49 oversee and direct approved projects and account for any and all aid(s),
50 grant(s)/financial support awarded for these project(s).

51

52 Recommended for adoption by the Parks Committee this 21st day of May 2013.

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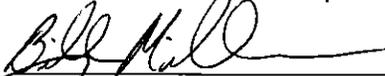
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Adopted _____

Defeated _____ by the Adams County Board of Supervisors this

Tabled _____ day of May 2013.

County Board Chair

County Clerk

ADMINISTRATIVE & FINANCE MEETING MINUTES

April 5, 2013 8:00 AM Room A260

The meeting was called to order at 8:03 a.m. by Chairman West. The meeting was properly noticed. **Present:** Babcock, Djumadi, Kotlowski, Sebastiani and West. Also present: Mark Miller (Castle Rock County Park Manager), Darren Tulley (Petenwell County Park Manager), Larson, Nickel, Phillippi and Zander.

Motioned by Kotlowski/Sebastiani to approve the agenda. Motion carried by unanimous voice vote. Motioned by Sebastiani/Babcock to approve the minutes from March 8, 2013. Correction was made to March 8, 2013 minutes in the 5th paragraph. The sentence should read: *There is a lien for \$6,500.00 on a gas tank at the P&J Convenience Store that we will be paying.* Motion carried by unanimous voice vote. The approval of February 18, 2013 minutes was postponed until the next meeting.

Discuss and/or act on Petenwell/Castle Rock Park development projects. An overview of the proposed expansion at the west end of Petenwell Park was provided. Castle Rock County Park property east of Hwy Z, DNR has grubbed. Castle Rock County Park is turning away campers as the sites fill up fast, they are using a first come first serve basis; 120 campsites can be placed on the east side of Hwy Z. Mid State master plan was approved previously by the County Board. The monthly sites are filled up by mid April in both parks.

The \$500,000, borrowed from general fund, was previously paid back. The first proposal was \$2,000,000 on this project but after meeting with Mid State, amount was then streamlined to \$1,400,000. A working resolution was submitted. They need to apply for state grant by May 1, 2013; there are several grants available; they are based on a point system, and are very competitive. There is a time frame of September 2013 through May 1, 2014. The approval of this resolution is contingent upon Corporation Counsel and Park Committee approval. The rest of the resolution will comply with state and federal rules. Larson's concerns are project R/E detail, related to projected Revenues and Expenditures and wanting more detail regarding projected per month – how many walk-ins. Example – carryover balances.

Motioned by Djumadi/Kotlowski to recess at 8:57 a.m. Motion carried by unanimous voice vote. Motion carried back to order at 9:02 a.m. by Chairman West. All present.

Public Participation: None

Correspondence: None

Discussion on the Administrative Coordinator/Director of Finance office activities. Larson stated that it has been an intensive month.

WIFLI time study has been completed and is on a spreadsheet. This was very intensive. Quality check left to completed the analysis. Larson will meet with department heads to discuss.

There are no changes to the contingency/general fund balances. The department will be finishing up the end of 2012. Cash reconciliation is an important part of the year end;

we've made 500 to 800 Journal Entries to make up year end back to December reconcile. This is being completed. Motioned by Djumadi/Babcock to approve the check register. Motion carried by unanimous voice vote.

There was nothing to report on MIS Department office activities and financial report.

Zander is working on the tax deeded property update; it is not coming in as expected. The committee told Zander that there is no need to take taxpayer's request to overturn interest and penalty currently regarded as late tax payment correspondence, to County Board.

Motioned by Djumadi/Sebastiani to approve the hiring of a part time Clerk/Typist position in the County Clerk's office. Motion carried by unanimous voice vote. Discussion on New Haven Assessor Plat fees. Motioned by Djumadi/Kotlowski to have Land Conservation Department pay the Register of Deeds recording fee. Motion carried by unanimous voice vote.

Pulled: ***Discuss and/or act on Resolution for Carryover Accounts Administration of Emergency Management donations.*** Postponed – Larson indicated this resolution isn't necessary, they will deposit funds in 2013 and do budget revisions.

Items on next agenda:

Discuss and/or act on Petenwell/Castle Rock County Park development projects;

Update on Monroe Roads;

Approve February 18, 2013 & April 5, 2013 Minutes;

Update on NACO Drug Card Program

Next meeting date: Monday, May 13, 2013 at 8:00 a.m.

Motioned by Kotlowski/Sebastiani to adjourn the meeting at 9:35 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Philippi

Recording Secretary

These minutes have been approved.

Adams County Airport Commission
Minutes for the April 8, 2013 Meeting

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

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

Audience: Mike Hartz, hangar owner, and Pat Kafer, Stone Aerial Service.

Was the meeting properly announced? Yes

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

Approve the Minutes for March 11, 2013: Motion by Pollina, Second by Bourke to approve the minutes. All voted aye, motion carried.

Airport Managers Report:

Review Correspondence:

Insurance documents for the upcoming contract with Reabe and an invoice for a new fire extinguisher at the fueling system were received. No other correspondence.

Financial/Review Monthly Check Summary:

Scott passed around the monthly check summary and expenses for Marsh. With 25% of the year having passed all of the accounts are at or below the 25% level

Fuel Report:

The fuel report was not ready for the meeting but a full accounting will be available for the next meeting.

Current Airport Improvement Program – Update:

There is nothing new to report according to Scott. Mead & Hunt, the airport engineers for the project, were working on the 95% submittal to the Bureau at last contact and AIP funds are expected this summer making construction after Airventure which runs from July 29th through August 4th a probability.

Motion by Bourke, second by Reuterskiold to accept the managers' report. All voted aye, motion carried.

Grounds Keeper Report:

Sundsmo reported all equipment is in working order. Some new seed at last year's construction site has washed out and he is working on it. Otherwise, all is fine.

Motion by Pollina, Second by Bourke to accept the groundskeepers report. All voted

Adams County Airport Commission
Minutes for the April 8, 2013 Meeting

aye, motion carried.

Audience Comments: Pat Kafer from Stone Aerial Service, Nekoosa, asked to address the commission. His firm is finalizing contracts in the area and would like to conduct limited operations from the airport to service his local customers. Scott reminded the group that minimum standards apply and precedents have been established in working with two other aerial applicators. The commission recommended Mr. Kafer work with Scott and instructed Scott to include Mr. Kafer's request on the agenda for the next meeting.

Next meeting set for May 13, 2013 at 7PM at the Welcome Center.

There being no further business a motion was made by Bourke to adjourn. Second by Kotlowski. All voted aye, motion carried. Meeting was adjourned at 7:23 PM.

Respectfully Submitted,



Michael L. Scott,
Airport Manager

ADAMS COUNTY
BOARD OF ADJUSTMENT
MONTHLY MINUTES:
March 20, 2013

Vice-Chair Bob Beaver called the Adams County Board of Adjustment meeting to order at 9:30 A.M. with the following members present; Cathy Croke, Secretary and Tom Feller. Ivan Morrow, Bob Benkowski and Bob Donner were excused. Others present were: Phil McLaughlin, Zoning Administrator and Cathy Allen Recording Secretary. Was this meeting properly announced? Phil McLaughlin stated that it was. Public Hearings: Mark & Laura Shaw – Variance request under Section 3-4.01 (A) of the Adams County Shoreland, Wetland & Habitat Protection Ordinance & Section 3-4.01 of the Adams County Comprehensive Zoning Ordinance to allow a deck addition to be 7' closer to the Ordinary High Water Mark than the 65' allowed by setback averaging and a Variance to Section 10-4A.01 (F) of the Adams County Shoreland, Wetland and Habitat Protection Ordinance and Section 5-6B.04(F) of the Adams County Comprehensive Zoning Ordinance to allow a deck foundation at 8' to side lot line (ordinances require 10') on property located in Pt. Gov't Lot 4, Section 27, Township 15 North, Range 7 East, Lot 1 of CSM 3448 at 309 Freedom Road, Town of Jackson, Adams County, Wisconsin. Mr. Shaw and his builder, Jason Stroede were both present to explain the request. Discussion followed. Bob Beaver stated that he wanted to view the property. Cathy Croke made a motion to table the request until next month and schedule an on-site to better understand the situation. Tom Feller seconded the motion. Roll Call Vote: 3 – Yes. Motion carried. Joan Katherine Meyers & Kenneth A. Meyers – Variance request under Section 5-6B.06 (c) of the Adams County Comprehensive Zoning Ordinance to allow a lot to be created with a width of 85' instead of the required 100' on property located in the NE ¼, NW ¼, Section 13, Township 15 North, Range 7 East, Lot 25 of Hill Lake Estates Subdivision at 181 Fish Court, Town of Jackson, Adams County, Wisconsin. Greg Rhinehart of MSA Professionals representing the Meyers, stated that the previous owners created a noncompliant situation by constructing a residential addition to a garage, when there was already on residence on the parcel. The proposal is to make two separate residential lots out of Lot 25. One would meet the 100' wide requirement, the other needs a Variance to be 85' wide. Representatives from Hill Lake Estates Property Owners Association and Architectural Committee, Sebastian Busalacci and Thomas Keevers were present and in opposition to the request as it does not meet the Covenants requirements. Discussion was held. Tom Feller made a motion to deny the request. It was the Board's consensus that the only hardship present was self created. Cathy Croke seconded the motion. Roll Call Vote: 3 – Yes. Motion carried. Thomas S. and Madalena JV Lawrence Living Trust – Special Exception request under Section 5-4.01 (B) of the Adams County Shoreland, Wetland & Habitat Protection Ordinance to allow filling and grading of more than 1,000 feet on slopes of 12% to 20% to replace retaining walls with a code compliant buffer restoration & view access corridor on property located in Pt. Gov't Lot 1 of Section 26 and Pt. Gov't Lot 4 of Section 27, Township 15 North, Range 7 East, Lot 4 of CSM 855 at 301 A Freedom Road, Town of Jackson, Adams County, Wisconsin. Todd Dolata, T & L Excavation represented the petitioners. Mr. Dolata explained that the plan is to remove the existing rotting retaining walls, build a stairway to the water and vegetate the slope with native plants. The existing patio will also be removed and replaced with pervious pavers. Discussion was held as to how this project would be a benefit to and enhance the Shoreland area. Cathy Croke made a motion to grant the request as presented. Tom Feller seconded the motion. Roll Call Vote: 3 – Yes. Motion carried. Adams-Columbia Electric Co-op – Variance request under Section 5-6B.04 (D) of the Adams County Comprehensive Zoning Ordinance to allow an addition to an electric substation at a setback of 10' from the right of way of Edgewood Avenue instead of the required 30' on property located in the SE ¼, SE ¼, Section 8, Township 16 North, Range 7 East at 508 Edgewood Avenue, Town of New Chester, Adams County, Wisconsin. Stan Higby representing Adams Columbia Electric Co-op explained that the existing substation is becoming inadequate to supply customer needs in the area. The only solution is to expand toward the road. Discussion was held. The fact that the lack of space because of property lines and two adjacent roads was considered. Tom Feller made a motion to grant the request as presented. Cathy Croke seconded the motion. Roll Call Vote: 3 – Yes. Motion carried.

Public Hearing portion of the meeting was closed at 10:40 A.M.

Minutes: Phil McLaughlin presented the Board with the minutes from the February 20, 2013 meeting for their review. Cathy Croke made a motion to approve the minutes as presented. Tom Feller seconded the motion. All in favor. Motion carried

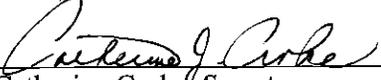
Correspondence: None.

The next Board of Adjustment Meeting will include an on-site at the Mark & Laura Shaw property at 309 Freedom Road at 8:45 A.M., with the Public Hearings at 10:00 A.M. or as soon thereafter on April 17, 2013.

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

ADJOURNED: 10:52 A.M.

Ivan Morrow, Chairman



Catherine Croke, Secretary

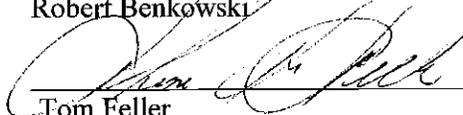
Robert Beaver



Cathy Allen, Recording Secretary



Robert Benkowski



Tom Feller



Robert M. Donner (Alternate)



MEETING MINUTES

Central Wisconsin Community Action Council, Inc. Board Meeting Proceedings

Meeting Date: February 27, 2013
Place: CWCAC, Inc. Headquarters
1000 Highway 13
Wisconsin Dells, WI 53965

Board Members:

Present: Bill Gomoll, Rocky Gilner, Sandy Wormet, John Atkinson, Scott Beard, Dave Singer, Charlie Krupa, Joan Smoke, Kristine Koenecke, and John Earl

Absent: Bob McClyman, Jim Layman, Denise Herbst, Muriel Harper, and John Wenum

Unexcused Absence: None

Staff Present: Craig Gaetzke, Susan Tucker, Kari Labansky, Jim Dahlke, Lisa Williams, and Crystal Jolliff

Guests: Renee Greenland and Kim Lyga

Opening

1. Motion was made by Bill Gomoll to adopt the agenda with the following revisions: a) Part II-Discussion Items, switch letter C - Budget & Finance Report with letter B - Executive Directors Report and b) add Kim Lyga to present the Representative Payee Program as part of the Budget & Finance Report. Seconded by Joan Smoke. Passed unanimously.
MOTION CARRIED.

Motion was made by Joan Smoke to adopt the December 19, 2012 meeting minutes. Seconded by Sandy Wormet. Passed unanimously.
MOTION CARRIED.

After the Pledge of Allegiance, John Earl asked all to remain standing to observe a moment of silence to honor those men and women serving in our armed forces around the world. John welcomed guests Craig Gaetzke, Susan Tucker, Kari Labansky, Jim Dahlke, Lisa Williams, Renee Greenland, and Kim Lyga.

2. **President Comments**

John mentioned we are moving forward with Rolan's Senior Village in Necedah with our State HOME grant application being submitted early this year. He welcomed Rocky Gilner from Adams County to our board. We are not yet sure what is happening with the federal CSBG grant for the coming year, but hopefully full funding will be restored.

3. Budget & Finance Report

Kim Lyga gave a presentation on the Representative Payee Program which she has managed out of our Adams office since July 2012. Our agency has been appointed by the Social Security Administration to provide financial management for clients who are unable to manage their own finances. She acts as a Guardian of Estate appointed by the courts responsible for financial management of assets and bill paying; Conservatorship, a court supervised system allowing management of estate; Federal Fiduciary assigned by the Dept. of Veterans Affairs to manage client benefits; and Trustee who is the court appointed party to oversee the trust while it holds assets. A new brochure and overview of our Representative Payee Program reflected a 50% increase in revenue since acquiring the program. We are currently looking to expand the program out to all counties in Wisconsin.

Jim Dahlke presented the 2013 Budgets for Individual Food Pantries. An overview of each of our food pantries was presented including 2013 budgets which reflected a \$10,050 deficit for the Waushara Food Pantry. He also presented the 2013 Budgets for our Energy Assistance Program reflecting balances in Adams and Juneau Counties and a deficit of \$1,319 in Waushara County.

Kari Labansky presented an overview of our Forward Community Investments loan consolidations including our Beaver Dam and Adams buildings and Wyona Lake Apartments bringing interest rates down and helping out considerably with the monthly payments.

Motion was made by Joan Smoke to approve the Budget & Finance Report with thanks as presented on February 27, 2013. Seconded by Sandy Wormet. Passed unanimously. MOTION CARRIED.

4. Executive Director's Report

Fred welcomed Rocky Gilner to the board and thanked Renee Greenland for her attendance. We will be having a 10 year Anniversary Celebration of our Wisconsin Dells office in April. He expressed appreciation to board members for their time on the committees and at the board meetings. There have been a few changes in Community Action Agency Directors around the State; the Director in Ladysmith is vacating for a position with Impact Seven and the Director in Milwaukee has vacated. We're not sure yet what impact the new portable Health Care Act will have on our agency. We have limited space available for rent at our office and apartment buildings.

Motion was made by Charlie Krupa to approve the Executive Director's Report of February 27, 2013. Seconded by Dave Singer. Passed unanimously. MOTION CARRIED.

5. Committee Reports

a. PBP Committee

John Earl asked board members to review the PBP Committee report of January 11, 2013. Bill Gomoll called the meeting to order and roll call was taken with six members present. Motion passed by unanimous vote approving the agenda and minutes of the December 14, 2012 PBP Committee meeting. Ed presented the report on buildings maintenance and repairs. We plan to submit our next HOME grant application for Rolan's Senior Village to the State sometime in March. The Lot 2 loan application with Forward Community Investments is in process. New guidelines for the Neighborhood Stabilization Program require us to be in the planning process of purchasing additional foreclosures by mid-February. With a recent HUD revision to the Transitional Housing Program, we are unsure the affects this will have on our Homeless Program and personnel. Columbia County was awarded the bid to be the lead agency for the Community Development Block Grant through the State of Wisconsin. Kevin Vesperman, administrator for Dept. of Administration, Division of Energy Services gave a presentation on his background and mentioned he was visiting our Weatherization Department to gather information to make any program changes at the State level to enforce the effectiveness of the program. Bill asked committee members to continue reviewing ideas for Lot 2 development. The next meeting will be held on February 8, 2013.

John Earl asked board members to review the PBP Committee report of February 8, 2013. Bill Gomoll called the meeting to order and roll call was taken with seven members present. Motion passed by unanimous vote approving the agenda and minutes of the January 11, 2013 PBP Committee meeting. Ed presented the report on buildings maintenance and repairs. The Bank of Wisconsin Dells will be sponsoring our next Federal Home Loan Grant Application. Carla Lafferty, accompanied by her daughter Kelly, gave a presentation highlighting her positive experience with CWCAC, Inc. and how it has helped her become a new homeowner. She has been able to take part in many of our programs and expressed her sincere gratitude to the board, agency, and staff all they have done. The agency received the \$85,000 Federal Home Loan Bank Grant award for Holly Heights. Approximately 50 organizations in the Dells area have been solicited with a Senior Housing Needs Survey requesting input on development of senior housing on Lot 2. An article has also been placed in the Dells Events. We may have the opportunity to

manage the Community Development Block Grant - Revolving Loan Fund for the City of Columbus. Committee members addressed Homeless Prevention & Intervention issues and concerns. The Neighborhood Stabilization Program is on hold for now as Fred continues to search for properties to reinvest the funding in. The next meeting will be held on March 8, 2013.

Motion was made by Bill Gomoll to accept the PBP Committee reports of January 11, 2013 and February 8, 2013. Seconded by Charlie Krupa. Passed unanimously. MOTION CARRIED.

b. EPF&A Committee

John Earl asked board members to review the EPF&A Committee report of January 11, 2013. John Earl called the meeting to order and roll call was taken with five members present. Motion passed by unanimous vote approving the agenda and minutes of the December 14, 2012 EPF&A Committee meeting. Fred reported on personnel issues. Kari and Jim presented the Finance Report. Motion passed by unanimous vote accepting the Finance Report as presented with thanks. Fred presented a framework for a Strategic Plan based on Agency Goals and asked committee members to review for future discussion. Motion passed by unanimous vote accepting the Strategic Plan framework as a working document in progress. The committee went into Closed Session to review the 2012 Executive Directors Performance Evaluation & Compensation. The committee resumed in Open Session. Motion was passed by unanimous vote to accept Fred's letter of review. Motion passed by unanimous vote recommending full board approval of a performance incentive award for the Executive Director effective January 1, 2013 subject to review at the end of June 2013. Fred reported a donation from The Del Bar in Lake Delton on December 19th in the amount of \$1,703 in support of our local food pantry. We will be submitting five Federal Home Loan Bank applications with awarded funding being used to supplement assistance for clients on Weatherization and Home Rehab projects. The next meeting will be held on February 8, 2013.

John Earl asked board members to review the EPF&A Committee report of February 8, 2013. John Earl called the meeting to order and roll call was taken with three members present. Motion passed by unanimous vote approving the agenda and minutes of the January 11, 2013 EPF&A Committee meeting. No personnel issues to report. Jim presented the Finance Report. An overview of each of our food pantries was presented including 2013 budgets which reflected a \$10,050 deficit for the Waushara Food Pantry. After discussion, motion was passed by unanimous vote approving a gradual withdrawal of CWCAC, Inc. from operation of the Waushara Energy Assistance Program and Waushara Food Pantry with the assurance of a smooth transition and continuation of the programs. Fred presented a draft Board Assessment/Evaluation and

asked committee members to review and consider for future discussion. A summary of our Revolving Loan Fund Activities was presented. Committee members discussed the ten year anniversary of the Wisconsin Dells building including a rededication event. Motion passed by unanimous vote approving the board meeting date be moved to Friday, April 26, 2013 and an appropriate ceremony be assembled which will be held immediately after. The next meeting will be held on March 8, 2013.

Motion was made by Sandy Wormet to accept the EPF&A Committee reports of January 11, 2013 and February 8, 2013. Seconded by Jim Layman. Passed unanimously. MOTION CARRIED.

6. Program Reports

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

Craig Gaetzke reported we on track with the Weatherization contract. Total clients served were 126 including 282 audits done and a service goal of 193. To date 81 freezers/refrigerators, 43 furnaces, 26 water heaters, and 31 windows were installed. Susan Tucker presented the Homeless Unit Report. We continue to operate with the limited funding received. Project Chance numbers have been fluctuating with clients coming and going from the program. The Beaver Dam Homeless Shelter continues to be busy. We continue to assist clients by connecting them to resources and helping them become self-sufficient. Lisa Williams presented the Hunger Reduction Program Report. The 15 food pantries are operating well; they had an influx of frozen chicken and pork from USDA.

Motion was made by Bill Gomoll to accept the Weatherization, Homeless, Hunger Reduction, Employment & Training, and Business Development Reports of February 27, 2013. Seconded by John Atkinson. Passed unanimously. MOTION CARRIED.

7. Old Business

None

8. New Business

Motion was made by Charlie Krupa to approve the motion which reads, "The Board of Directors of Central Wisconsin Community Action Council, Inc. approves the Executive, Personnel, Finance, & Audit Committee recommendation of approving a gradual withdrawal of CWCAC, Inc. from operation of the Waushara Energy Assistance Program

and Waushara Food Pantry with the assurance of a smooth transition and continuation of the programs." After discussion, seconded by Bill Gomoll. Passed unanimously. **MOTION CARRIED.**

Board members reviewed the motion which reads, "The Board of Directors of Central Wisconsin Community Action Council, Inc. approves the Executive, Personnel, Finance & Audit Committee recommendation approving a Performance Incentive Award in the amount of \$1,000 effective January 1, 2013 and subject to review the end of June 2013 with a note of commendation expressing thanks to Executive Director Fred Hebert for his great work." After discussion, motion was made by Joan Smoke to amend the motion to remove "...and subject to review the end of June 2013...". Seconded by Kristine Koenecke. Motion to amend approved by show of hands. Motion was made to approve the motion as amended and passed unanimously. **MOTION CARRIED.**

9. **Next Meeting**

Wednesday, April 26, 2013 @ 10:00 a.m.

10. **Adjourn**

Kristine Koenecke made a motion to adjourn. Seconded by Dave Singer. Passed unanimously. **MOTION CARRIED.**

Signed by:



Fred Hebert, Executive Director

Date

April 15, 2013

ADAMS COUNTY BOARD OF SUPERVISORS MEETING MINUTES
Adams County Board Room, April 16th, 2013 6:00 p.m.

Meeting was called to order by Chairman West at 6:02 p.m.
The meeting was properly announced.
There was a moment of silence followed by the Pledge of Allegiance.

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

Motioned by Roekle/Bays to approve the agenda. Motion carried by unanimous voice vote. Motioned by Licitar/Pisellini to approve the March 19, 2013 minutes. Motion carried by voice vote, 18 yes, 1 abstain, 1 excused. Abstaining, Bays. Excused, Djumadi.

Public Participation: None

Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint six (6) Supervisors to approve claims Johnson (replace Djumadi), Edwards, Eggebrecht, Gatterman, Gilner and James.

Claims: None

Correspondence: None

Appointments: Motioned by Kotowski/James to appoint Larry Babcock to Fawn Lake District. Motion carried by unanimous voice vote. Motioned by Stuchlak/Roekle to re-appoint Jack Allen & Lynda Bula to ACRIDC Board. Motion carried by unanimous voice vote.

Unfinished Business: None

Reports and Presentations: Diane Cable was introduced as the new Director of Health & Human Services. Administrative Coordinator/Director of Finance report was submitted in the board packet. Daric Smith, RIDC, gave a report with a handout. Update was given on the UW Carbone Cancer Center. A Veteran's Services presentation was given by Dave Guerin. Motioned by Stuchlak/Pisellini to approve the Town of Big Flats Land Use and Zoning Ordinance. Motion carried by unanimous voice vote. West gave an update on Student Government Day, which will be held on April 30, 2013.

Resolutions:

Res. #25: Motioned by James/Sebastiani to adopt Res. #25 to establish a non-lapsing account for administration of Veterans Service donation funds. Motioned by Roekle/Bays to *amend* Res. #25 to add 100.R.34.48500 in the NOW THEREFORE BE IT RESOLVED. Motion to *amend* Res. #25 carried by roll vote, 19 yes, 1 excused. Excused, Djumadi. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote)) Motion to adopt *amended* Res. #25 carried by roll vote, 19 yes, 1 excused. Excused, Djumadi. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

Res. #26: Motioned by Eggebrecht/Sebastiani to adopt Res. #26 to establish Non-lapsing Accounts for Community Policing and Honor Guard funds for Law Enforcement. Motioned by Roekle/Bays to *amend* Res.

#26 to add 100.R.18.48507, and 100.R.18.48508 in the NOW THEREFORE BE IT RESOLVED. Motion to *amend* Res. #26 carried by roll vote, 19 yes, 1 excused. Excused, Djumadi. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote)) Motion to adopt *amended* Res. #26 carried by roll vote, 19 yes, 1 excused. Excused, Djumadi. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

Res. #27: Motioned by Roekle/Pisellini to adopt Res. #27 to create a 1.0 FTE Public Health Nurse position and a 0.5 FTE Public Health Technician Position in the Health and Human Services Department to implement the Adams County Wellness Project in coordination with University of Wisconsin Carbone Cancer Center. Motion to adopt Res. #27 carried by roll vote, 19 yes, 1 excused. Excused, Djumadi. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

Res. #28: Motioned by Allen/Kotlowski to adopt Res. #28 to sell Tax Foreclosure Property Tax No. 30-6938. Motion to adopt Res. #28 carried by roll vote, 19 yes, 1 excused. Excused, Djumadi. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

Res. #29: Motioned by Eggebrecht/Pisellini to adopt Res. #29 to approve Adams County's 2013-2018 Comprehensive Outdoor Recreation Plan. Motion to adopt Res. #29 carried by roll vote, 19 yes, 1 excused. Excused, Djumadi. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

Res. #30: Motioned by Sebastiani/Stuchlak to adopt Res. #30 to recognize John "Jack" Albert's retirement on April 12, 2013, and honor his 6 years of service to Adams County. Motion to adopt Res. #30 carried by roll vote, 19 yes, 1 excused. Excused, Djumadi. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

Res. #31: Motioned by Allen/Babcock to adopt Res. #30 to appoint Marilyn Rogers to the casual position of Medical Examiner for Adams County at an annual salary of \$12,000 plus \$75 per call. Motioned by Eggebrecht/Roseberry to *amend* Res. #31 striking *casual*. Motion to *amend* Res. #31 failed by roll vote, 8 yes, 11 no, 1 excused. Voting no, Babcock, Bays, Edwards, Gatterman, James, Kotlowski, Licitar, Miller, Roekle, Stuchlak and West. Excused, Djumadi. (SAYL students 1 yes, 1 no. Voting yes, Theisen. Voting no, Feldner. (non-binding vote))

Res. #32: Motioned by Allen/Licitar to adopt Res. #32 to approve a Quit-Claim Deed of County owned Parcel N. 030-00769-0000 to the Town of Rome. Motion to adopt Res. #32 carried by roll vote, 19 yes, 1 excused. Excused, Djumadi. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

West stepped down, Sebastiani took over as acting Vice Chair.

Ordinances:

Ord. #07: Motioned by Stuchlak/James to enact Ord. #07 rezone an R1 Single Family Residential District to an I-1 Industrial District; Property located in the SE ¼, SE ¼, Section 8, Township 16 North, Range 7 East, at 508 Edgewood Avenue, Town of New Chester, Adams County, Wisconsin., Adams County, Wisconsin. Motion to enact Ord. #97 carried by roll vote, 17 yes, 2 abstaining, 1 excused. Abstaining, Gatterman, West. Excused, Djumadi. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

Sebastiani stepped down, West took over as Chair.

Denials: None

Petition: None

Recess: Motioned by Allen/Babcock to recess at 7:21 p.m. Motion carried by unanimous voice vote.

Reconvene: Meeting called back to order by Chairman West. 19 present, 1 excused, Djumadi. SAYL students present.

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

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

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

Motioned by Bays/Eggebrecht to convene in closed session. Motion carried by unanimous voice vote.

Motioned by Edwards/Kotlowski to reconvene in open session. Motion carried by unanimous voice vote.

Set next regular meeting date: May 21, 2013 at 6:00 p.m.

Motioned by Bays/James to adjourn the meeting at 8:38 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,

A handwritten signature in black ink that reads "Cindy Philippi". The signature is written in a cursive, flowing style.

Cindy Philippi

Adams County Clerk

These minutes have not been approved.

**Executive Committee Meeting
Wednesday, April 3, 2013 – 1:00 p.m.
Conference Room A-231**

MINUTES

John West, Chair, called the meeting to order at 1:03 p.m. The meeting was properly announced. Members present: John West, Larry Babcock, Florence Johnson. Al Sebastiani was excused. Jim Bays arrived at 1:50 p.m. and Jack Allen arrived at 2:37 p.m.

Others present: Jeremy Normington, Moundview Memorial Hospital; Trena Larson, Administrative Coordinator/Director of Finance; Sheriff Sam Wollin; Darcie Beckman (AKA Lynn Lameson), Nick Segina; Marcia Kaye, Personnel Director. Kaye acted as Recording Secretary.

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

Motion by Babcock, seconded by Johnson, to convene in closed session at 1:04 p.m. per Wis. Stats. §19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Conduct interviews and discuss and/or act on filling the position of Medical Examiner. Motion carried by unanimous vote.

Motion by Johnson, seconded by Bays to reconvene in open session at 2:57 p.m. per Wis. Stats. 19.85(2) to consider and vote on appropriate matters. Motion carried by unanimous vote.

Motion by Johnson, seconded by Bays to make an offer for the position of Medical Examiner to the top interview candidate, contingent on Board approval by Resolution. Motion carried by unanimous vote.

Motion by Babcock, seconded by Bays to adjourn at 2:59 p.m. Motion carried by unanimous vote.

Respectfully submitted,

Marcia Kaye
Acting Recording Secretary

4-9-13
Deoxi M. Wollin
THESE MINUTES HAVE BEEN APPROVED BY
THE EXECUTIVE COMMITTEE OR HEALTH & HUMAN SERVICE BOARD

Recording Secretary

Executive Committee Meeting
April 9, 2013 – 8:00 a.m. - Conference Room A-260

Minutes

John West, Chair, called the meeting to order at 8:02 a.m. The meeting was properly announced. The meeting was videotaped by Nicholas Segina.

Committee members present: John West, Al Sebastiani, Jack Allen, and Larry Babcock. Florence Johnson was excused.

Others present: Trena Larson, Administrative Coordinator/Director of Finance; Attorney Mindy Dale, substituting for Jack Albert, Corporation Counsel, who was excused from attending the meeting; Marcia Kaye, Personnel Director; Diane Heider, Legal Assistant, Recording Secretary; Diane Osborn; Brenda Quinnell; Sherrie Manning; Marilyn Rodgers; Sam Wollin; 3 Sheriff's department employees; and Laurie Djumadi.

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

Motion by Babcock, seconded by Allen, to approve Minutes of the Executive Committee Meetings held March 11, 2013, March 19, 2013, March 22, 2013, March 25, 2013 and April 3, 2013. Motion carried by unanimous vote.

Item 11 was moved to the top of the agenda. Discussion was held regarding the current employee compensatory system to include vacation, sick, and holiday and the possibility of converting to PTO plan. Motion by Babcock, seconded by Allen, to place on the May Agenda for discussion only. Sheriff's Department employees left the meeting. Motion carried by unanimous vote.

Sherrie Manning addressed the Committee, a handout was distributed outlining the proposal, and discussion was held regarding a Resolution to Change Training Specialist position at Practical Cents from part-time to full-time position. Djumadi explained that the Health & Human Services Board needed more time to review figures with the Administrative Coordinator/Director of Finance. Motion by Allen seconded by Babcock, to postpone this item until May. Motion carried by unanimous vote.

Discussion was held regarding the Job Description for Reclassification of Conservation Secretary to Conservation Program Coordinator, and the request to have the new position evaluated as a part of the ongoing compensation study. Motion by Sebastiani, seconded Allen, to approve the job description. Motion carried by unanimous vote.

Sarah Grosshuesch, Public Health Officer, led the discussion regarding Resolution to create a Public Health Nurse Position and a Public Health Technician Position in the Health and Human Services Department. Motion by Allen, seconded by Babcock, to approve the Resolution. Motion carried by unanimous vote.

Marcia Kaye, Personnel Director, led the discussion regarding Resolution to Hire Medical Examiner. Motion by Allen seconded by Babcock to approve the Resolution. Motion carried by unanimous vote.

Discussion was held regarding Resolution Honoring John R. "Jack" Albert for His Years of Service to Adams County. Motion by Allen, seconded by Babcock, to approve the resolution. Motion carried by unanimous vote.

Motion by Sebastiani, seconded by Babcock, to convene in closed session per:

- Wis. Stats. §19.85(1)(c), for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility;
- Wis. Stats. §19.85 (1)(f) for purposes of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations; and
- Wis. Stats. §19.85(1)(g) for purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

Discuss and/or act on personnel matter; consultation with legal counsel regarding same.

- Wis. Stats. §19.85(1)(e) for purposes of 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. Discuss and/or act on pending WPPA Local 355 negotiations.

Motion unanimously carried.

The Committee reconvened at 10:12 in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters. No motions were made post-closed meeting.

Trena Larson, Administrative Coordinator/Director of Finance gave her monthly report. AC/DOC office is preparing for the annual audit. All documents have been prepared. Schenk hopes to complete its audit by Friday. Larson encouraged the Committee to praise her new staff, who performed incredibly to prepare for the audit. Larson and Kaye learned of several challenges in completing the WIPFLI wage study project. Larson and Kaye are working on several key issues. Templates will need to be updated in preparation for the 2014 budget and an evaluation will be need to be made for the 2014 tax levy. A field auditor will perform the regular audit of Wisconsin Sales Tax. PGAP needs to be revised to mirror the Employee Handbook and will be presented to the Executive Committee for approval. Larson will present a County Board presentation on end-of-year financial status. Larson and Kaye had an operational meeting with AFG regarding Budget Repair Bill. The County needs to strategize for several items. Larson worked with Corporation Counsel's Legal Assistant to survey departments' legal needs prior to filling the Corporation Counsel position.

Diane Heider, Legal Assistant gave the report of Jack Albert, Adams County Corporation Counsel, was excused from the meeting.

Kaye distributed a handout and gave her monthly report.

Motion by Sebastiani, seconded by Babcock, to approve vouchers. Motion carried by unanimous vote.

The next meeting is set for: May 14, 2013 at 8:00 a.m.

Action items for next meeting: Review applications for Corporation Counsel position; Discuss and/or act on Resolution to Change Training Specialist position at Practical Cents from part-time to full-time position; closed session regarding WPPA Sheriff's Local 355 Negotiations; discuss PTO (no action will be taken).

Motion by Sebastiani, seconded by Babcock, to adjourn the meeting at 10:30 a.m. Motion carried by unanimous vote.

Respectfully submitted,



Diane Heider

Recording Secretary

**Adams County Health & Human Services and
Veterans Service Board Meeting Minutes
Health & Human Services Building – April 12, 2013**

The Adams County Health & Human Services and Veterans Service Board meeting was called to order by Chairperson Djumadi at 9:00 a.m.

Roll Call of Board Members: Lori Djumadi, Paul Pisellini, Fran Dehmlow, Rocky Gilner, Dr. Mark Hatton, Jack Allen, Teresa Harvey-Beversdorf. Absent excused: Deb Johnson-Shuh and Heidi Roekle.

Health & Human Services Staff: Diane Osborn, Wendy Pierce, Sarah Grosshuesch, Kelly Oleson, Dana Henriksen, Donna Richards, Sherrie Manning.

Veterans Services Staff: Dave Guerin

Motion was made by Allen / Pisellini to approve Agenda in compliance with Open Meetings Law. Motion carried by UVV.

Motion was made by Dehmlow / Pisellini to approve the February 19, 2013 minutes as well as the March 8, 2013 minutes as submitted. Motion carried by UVV.

New Business – Lori Djumadi explained to the committee about her experience at the recent CAP day in Madison, WI.

Public Comment – none

Correspondence – Diane Osborn shared the letter she received from Marcie Brost. Marcie was recognizing Erin Klemetson, on a job well done for recent success in relocation of a client.

Veterans Service

Review and approved March Veterans Service vouchers and financial report. No discussion was had and a motion was made by Dr. Hatton / Pisellini to accept the Veterans Services vouchers and financial report. Motion was carried by UVV.

Veterans Service Officer's report. Dave gave a brief report on how busy the last month has been. Dave also informed the board that he would be attending a conference at the end of the month that will be funded thru one of his grants. He asked the board their thoughts on him starting a Facebook page for his department. A motion was made by Allen / Dehmlow for Dave Guerin to look into the county policies and bring information back to the next meeting. Motion was carried by UVV.

Health & Human Services

Review and approve February Health & Human Services vouchers and financial report. A brief discussion was had and a motion was made to approve the March Health & Human Services vouchers and financial report by Allen / Dr.Hatton. Motion was carried by UVV. A second motion was made for Wendy to meet with Trena and auditors to clarify fund balances and come back to the committee with the clarifications by Allen / Pisellini. Motion was carried by UVV.

Director's Report by Diane Osborn. Diane shared a proclamation she received in the mail for our Economic Support team. This proclamation states that the week of April 15-19, 2013 will be considered Economic Support Week. Diane also explained to the board that she has become aware of a conflict with some county employees working for both the county and Northwest Connections. A letter will be going out to all employees to fill out if they are working for more than just the county. Also, she would like to see some Ethics training done for the staff.

Resolution. Diane Osborn and the committee as a whole thanked Dana Henriksen for her 23 years of service to Adams County and the Adams County Health and Humans Services Department. A motion was made to accept the resolution of Dana Henriksen retirement by Allen / Pisellini. Motion was carried by UVV.

Personnel – ADRC. A discussion was held to extend the LTE position for the part time cook. A motion was made by Dehmlow / Harvey-Beversdorf to extend the position. Motion was carried by UVV.

Personnel- Practical Cents. Sherrie Manning explained to the committee why she has the need for the additional help. A brief discussion was held. A motion was made by Allen / Harvey-Beverdorf to approve the LTE Training Specialist position. Motion carried by UVV.

Personnel-Clinical Services. A brief discussion was had on the need for the Grant SPFPFS II. A motion was made to accept the SPFPFS II Grant by Pisellini / Dr. Hatton. Motion carried by UVV.

Recess. A motion was made for a brief recess at 10:05am by Allen / Pisellini. Motion passed by UVV.

Meeting called back to order by Lori Djumadi at 10:10am.

Personnel – Public Health. A brief discussion was held on 2 job descriptions one for a Public Health Nurse and one for a Public Health Technician. A motion was made to accept the 2 job descriptions by Allen / Dr. Hatton. Motion carried by UVV.

Personnel – Public Health. Sarah explained to the board how the 2 Public Health positions will be funded by the Wisconsin Partnership Grant. A brief discussion was held. A motion was made to accept the Public Health Nurse and Public Health Technician positions by Dr. Hatton / Pisellini. Motion carried by UVV.

Personnel – Long Term Support. Diane Osborn explained to the board why she is in the need for a new LTS Case Manager. Recently one of her employees found employment elsewhere and will be leaving. A motion was made by Dr. Hatton / Harvey-Beversdorf to accept the LTS Case Manager position. Motion passed by UVV.

Unit Reports

Administration & Finance – Wendy Pierce

ADRC – Donna Richards

Children & Family Services – Kelly Oleson

Clinical Services – Julie Sigler Edmundson

ESS Supervisor – Dana Henriksen

Health Officer – Sarah Grosshuesch

Thrift Store – Sherrie Manning

Long Term Support Services- Diane Osborn

Next Regular Meeting Date – May 10, 2013 @ 9:00 a.m.

Motion to adjourn at 11:11 AM by Allen / Piselleni. Motion carried by UVV.

Minutes respectfully submitted by Hether Bitsky.


Lori Djumadi – Chairperson


Hether Bitsky

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, APRIL 11, 2013 AT 9:00 A.M.
HIGHWAY DEPARTMENT CONFERENCE ROOM
1342 COUNTY ROAD "F", ADAMS, WI**

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

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Dennis Premo ~ Highway Patrol Superintendent, Barb Morgan, Kelly Wolf Dan Rossiter, Bryan Bula, Barbara Weade, Craig Mattson, Fred Heider, Everett Johnson and Janet Boddy.

MEMBER ABSENT: Patrick Gatterman ~ Excused

CALL MEETING TO ORDER: The Meeting of the Adams County Highway Department Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, April 11, 2013.

WAS THE MEETING PROPERLY ANNOUNCED? YES

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

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

APPROVAL OF MINUTES OF LAST MEETING (MARCH 14, 2013): *Motion by Johnson to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for March 14, 2013 Regular Monthly Meeting, second by Babcock. VOICE VOTE, 3 YES / 1 ABSTAINED~BAYS. MOTION CARRIED.*

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

- County Road B Driveway Access ~ Bryan Bula
- Review & Act on County Road G Material Bids
- Review & Act on Task Order #1 ~ AECOM
- Review & Act on General Engineering Service Contract ~ AECOM
- Update County Road G & County Road O Drainage ~ AECOM
- Discuss & Revise the Adams County Bicycle & Pedestrian Plan

COUNTY ROAD B DRIVEWAY ACCESS ~ BYRAN BULA: Bryan Bula was present to discuss his request for a driveway access on County Road "B". Driveway access was denied by the Highway Department as two driveways already exist on his parcel of land and in the County Driveway Ordinance, section 5.2 only one access is allowed per agricultural parcel and section 5.9 corner lots. A video was viewed by all that were present. *Motion by Bays to*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
APRIL 11, 2013 ~ 9:00 A.M.**

approve the additional driveway access for Bryan Bula on County Road "B" as there is no safety concerns, property owner will remove three to four trees on Elk Drive which will allow the Highway Department to move the stop sign on Elk Drive & County Road B to be in compliance, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

REVIEW & ACT ON COUNTY ROAD G MATERIAL BIDS: The following bids were received for the County Road G Material:

COMPANY	24" WIDE/13,500 TON	26" WIDE/14,550 TON
D.L. Gasser	\$ 542,970.00	\$ 585,201.00
Northeast Asphalt	\$ 564,894.00	\$ 608,830.20

Motion by Bays to reconstruct County Road G using a 26' pavement width, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. Committee felt seal coating a 26' width should not be an issue in the future, may need to do in two passes.

Motion by Bays to award the County Road G Material Bid to D.L. Gasser Construction for the amount of \$585,201.00, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED. Highway Committee requested that in the future to bid material and construction simultaneously if bidding them separate.

REVIEW & ACT ON TASK ORDER #1 ~ AECOM: Discussed Task Order #1 submitted by AECOM. NO ACTION TAKEN.

REVIEW & ACT ON GENERAL ENGINEERING SERVICE CONTRACT ~ AECOM: Briefly discussed the General Engineering Service Contract. NO ACTION TAKEN

UPDATE COUNTY ROAD G & COUNTY ROAD O DRAINAGE ~ AECOM: Dan Rossiter presenting AECOM explained that about half of the survey work is completed for the County Road G & County Road O Drainage project and the remainder of the survey work should be finished in two weeks. Design work will start after the survey work is completed and the project will probably require right-of-way acquisitions. AECOM will be present at the May Highway Committee Meeting to update the Committee on the project.

HIGHWAY COMMISSIONER PATRICK KOTLOWSKI WAS EXCUSED AT 11:00 A.M.

DISCUSS & REVISE THE ADAMS COUNTY BICYCLE & PEDESTRIAN PLAN: Fred Heider representing North Central Wisconsin Regional Planning Commission gave a brief presentation of the revisions to the Adams County Bicycle & Pedestrian Plan. Public participation by Janet Boddy and Barbara Weade. Minor revisions will be made to the plan to allow for Highway Department concerns. Fred Heider representative from North Central Wisconsin Regional Planning Commission will add a recommendation to allow for 5' paved shoulders on County Roads that are within 2 miles of the Middle School.

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
APRIL 11, 2013 ~ 9:00 A.M.**

REVIEW & ACT ON RESOLUTION TO APPROVE AND ADOPT THE ADAMS COUNTY BICYCLE AND PEDESTRIAN PLAN: *Motion by Bays to approve and forward to County Board a Resolution for the Adams County Bicycle and Pedestrian Plan, second by Morgan. DISCUSSION/NO ACTION TAKEN. Bays withdrew his motion. Motion by Bays to table the Resolution to approve and adopt the Adams County Bicycle and Pedestrian Plan until next month, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

COUNTY ROAD C OVERLAY PROJECT / ENGINEERING SERVICE CONTRACT ~ JEWELL ASSOC.: *Motion by Bays to approve the County Road C Overlay Project Engineering Service Contract with Jewell Associations for the amount of \$15,746.88, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

COUNTY ROAD Z ~ SURFACE TRANSPORTATION PROGRAM (STP) FUNDING PROJECTS: Discussed the County Road Z Surface Transportation Program Funding Projects. Highway Committee would like the Commissioner to continue working with Wisconsin Department of Transportation / Joe Benbeneck and to split the projects however necessary to obtain funding.

COUNTY ROAD M ENGINEERING / COUNTY ROAD P ENGINEERING: County Road P is in very poor condition and should be worked on prior to County Road M. Highway Committee members all agreed that the Commissioner should prioritize these projects as he feels is in the County's best interest.

DISCUSS JOB DESCRIPTIONS: Discussed revisions to job descriptions and a survey that highway employees were asked to complete. NO ACTION TAKEN.

RESOLUTION TO CREATE TWO LIMITED TERM EMPLOYEE POSITIONS: *Motion by Bays to approve a Resolution to Create Two Limited Term Employee Positions and to forward this resolution to Adams County Executive Committee for their action, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

APPROVE PERSONNEL REQUISITION FORM TO ADVERTISE FOR FILLING TWO LIMITED TERM EMPLOYEE POSITIONS: *Motion by Morgan to approve a Personnel Requisition form to Advertise for filling two Limited Term Employee Positions with the wage set at \$15.00 per hour, second by Bays. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- County Road Z Brushing / Tree Cutting Project
- State and County Highway Road Patching
- State and County Snow Fence Removal
- County Road G (North of County Road C) Grubbing
- Winter Maintenance

FINANCIAL REPORT: *Motion by Johnson to approve the March 2013 Financial Report as audited, second by Bays. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
APRIL 11, 2013 ~ 9:00 A.M.**

VOUCHERS: The Highway Department monthly check summary report was presented to the Committee for review. Committee members reviewed the April 5, 2013, Monthly Check Summary Report that is provided to the Highway Committee by the Administrator Coordinator / Director of Finance Department. *Motion by Johnson to approve the Monthly Check Summary report as presented, second by Bays. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:

- REVIEW & ACT ON GENERAL ENGINEERING SERVICE CONTRACT ~AECOM
- UPDATE COUNTY ROAD G & COUNTY ROAD O DRAINAGE ~ AECOM
- REVIEW & ACT ON RESOLUTION TO APPROVE AND ADOPT THE ADAMS COUNTY BICYCLE AND PEDESTRIAN PLAN

SET NEXT MEETING DATE AND ADJOURN: *Motion by Bays, second by Morgan, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, May 9, 2013 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 1:00 P.M.

Respectfully submitted,

Patrick Kotlowski & Dennis Premo, Recording Secretaries

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

Land Information
Minutes for March 21, 2013
Courthouse A260

Chair John West called the meeting to order

Roll Call: Jodi Helgeson, Cindy Phillippi, Sue Theisen, Greg Rhinehart,, Dawn McGhee, Phil McLaughlin, Jani Zander and John West. Guests were Dave Ritter, Dave Paudler and Doug of GCS Software.

Motion by Phil, seconded by Cindy to approve the agenda. Motion carried unanimously.

Motion by Greg, seconded by Sue to approve minutes . Motion carried unanimously

Deviate from agenda: Take item 6c

GCS presented their online land records website. Audience asked several questions pertaining to: payments, live data, upgrades, adding other department data (survey records), date through, log in. Jodi expressed concern with current customer contracts she has for the ROD Direct which is the current online system for Register of Deeds records. Motion by Cindy, seconded by Greg to continue to move forward with this system. Discussion on what would have to be done prior to initiating this change: Need to upgrade SQL server, establish web server firewall, review credit card vendor specifications, review image vendor specifications, review GIS map vendor specifications, name domain issues, main page issues. Motion carried.

Jodi updated committee on GIS position. Position was offered to first candidate who originally accepted and then declined. Offer was made to second candidate who accepted offer with conditions. It is anticipated that he would start April 1st. Motion by Jodi, seconded by Sue to allow additional consulting for \$3000 due to the late nature in hiring. Motion carried.

State historically society digital geographic data set has been received. Jodi emphasized that there are extreme limitations that come with use of the dataset and will make sure departments that use the data understand this. Dawn will wait for new GIS person before installing it so it gets installed in the right location.

Jodi asked group whether or not they wanted to participate in the 2015 WI Regional Orthophotography Consortium. We did participate in 2010 and anticipated that we would have aerial photography done every 5 years. Consensus was to continue to move forward. Any contracts will be brought back to committee for approval.

Roundtable: Nothing

April 25th at 2:30 PM was suggested for the next meeting. This should allow time to have data available on web services as well as introduce new GIS person.

Motion by Greg, seconded by Jodi to adjourn
Meeting was adjourned at 3:45 PM

Respectfully submitted – Jodi Helgeson – Acting Secretary

LAND & WATER CONSERVATION COMMITTEE MEETING MINUTES

April 8, 2013

Approved

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

Sebastiani called the meeting to order at 1:00p.m. All present- with Jack Allen substituting for Heidi Roekle and Rocky Gilner substituting for Glenn Licitar.

Harrison stated that the meeting was properly noticed.

Motion by Stuchlak/James to approve the agenda.

Murphy read letter to committee that he wrote himself in regards to items P and Q on the agenda.

Motion made by James/Stucklak to remove item P from the agenda to be postponed and reviewed before the next meeting. Passed Unanimously.

Motion made by James/Bork to approve minutes for February 11, 2013 and March 14, 2013 Land & Water Conservation Committee meeting. Passed Unanimously.

Public Participation as we go.

Discuss and possible action on request from Duck Creek Watershed Advisory Group for financial assistance for stream data loggers. Stuchlak asked to abstain from item A due to the fact that he is the Vice President of the Duck Creek Advisory board. The data loggers are needed to complete a task for the restoration project, Duck Creek Advisory Group is willing to put forward 10% and requesting that the LWCD pay for 90% of the total cost to come out of the natural resource account. Discussion took place. The data loggers will remain the property of Adams County Land & Water. Motion made by James/Allen to pay 90% of the total invoice while 10% will be paid by Duck Creek. Passed Unanimously.

Discuss and possible action on citizen request regarding the development of a groundwater map for Adams County. Tom Feller was not able to make today's meeting due to an unexpected family occurrence. Place item on next month's agenda.

Discuss and possible action on request from WDNR for financial assistance for grassland restoration project. Jon Robaidek explained that the DNR has purchased 40 acres in the Town of Leola which is need of grass cover to eliminate erosion. The total cost of the project is \$4728.00; the WDNR is requesting \$3308.00 from our Natural Resource account. Motion made by James/Stuchlak to approve the \$3308.00 out of the Natural Resource account. Roll call showed all yes except Bork no.

Wildlife Abatement and Claims report and possible action. None

NRCS report and possible action. Komiskey gave report – reminders about the farm bill program and the extension of the deadline for the USDA claims process for woman and Hispanic ranchers.

WDNR report and possible action. Jon Robaidek gave report in regards to the Deer Hunter Forum for DMU's within Adams, Juneau, and Wood Counties.

L&WC Department report and possible action. Murphy handed out March's report. Discussion occurred. Sebastiani asked for an update on GEITS. GEITS is no longer looking into the Petenwell Project, they have now gone to plan B which is selling power to the Hospital, Adams County Government, and the City of Adams for their wastewater treatment facility. Discussion occurred in regards to whether or not GEITS selling the power was even legal. Discussion occurred that if they have moved to plan B shouldn't there also be a new resolution brought forth to the county board. It was suggested that the County should have an attorney and an electrical engineer at the next county board meeting.

Stuchlak asked for updates with the Animal Waste Advisory Group, will we be seeing any changes to the ordinances? Murphy stated that they have not come forward with any changes to ordinances.

Allen brought forth questions pertaining to groundwater nitrogen testing. Discuss took place. Murphy stated that this would be addressed when Tom Feller gives his presentation next month.

Sebastiani asked about the Clean Boats/Clean Water grant – has the amount increased to \$200- Murphy stated he was not sure, would need to look into that.

Central Wisconsin Windshed Partners report and possible action. None

Golden Sands Resource Conservation and Development report and possible action. Stuchlak attended the meeting in March. They discussed the 15 % administration fee that Golden Sands charged. He stated that a handout was given that gave an explanation for these charges. A motion was made at the meeting to make Ressa Evans a member at large.

USDA Farm Services Agency report and possible action. Bork gave his report in regards to crop prices.

Financial report- Corrections were made to the yearend financials, Murphy will go over this report and have for next meeting. Motion made by Allen/Morgan to approve February and March's financials. Passed Unanimously.

Discuss and possible action on ATCP 50 Revisions. Question was asked by Murphy if we will be going along with WLWCA's comments or will we be doing our own version? Or we can remain silent. It was the consensus of the committee to remain silent.

Discuss and possible action on resolution to support changing the process for permitting high capacity wells by the Wisconsin Department of Natural Resources. Discussion occurred about how the DNR goes about permitting the high capacity wells. The concern lies in whether or not the DNR is considering all the high capacity wells in a certain area or are they just looking at the one that is being submitted for the permit. Consensus was to do more research on this topic and bring it back for next month's meeting.

Communications. none

Discuss and /or approve resolution to create 2 LTE positions for the purpose of implementing a grant to complete the inventory of a portion of the Big Roche A Cri Creek. The Big Roche a Cri inventory project needs to have 2 interns for this summer to complete this inventory project. Question was asked why the BRC Lake committee is not hiring them – and it was thought due to liability issues.

Allen made a motion to pass the resolution to create 2 LTE positions for the purpose of implementing the grant to complete the inventory. Motion failed for lack of 2nd.

Items for next month's Land & Water Conservation Committee meeting: Tom Feller would like to discuss groundwater issues. Discuss and possible action on resolution to support changing the process for permitting high capacity wells by the WDNR.

Next meeting date: May 13, 2013 at 1:00pm
Motion to Adjourn at 2:45 by James/Stuchlak
Respectfully Submitted;
Michelle Harrison

Michelle Harrison

**Adams County Library
Board Minutes
03-25-13**

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

President Nelson verified that the meeting was properly announced.

Motion to approve the agenda was made by Challoner, 2nd by Kreten. Motion carried.

Public input was invited. No one from the public was present.

Recommended Actions: minutes, bills and financial report:

Motion to approve the February minutes was made by Townsend and 2nd by Kreten. Motion carried.

Motion to approve the financial report was made by Heideman, 2nd by Kreten. Motion carried.

Recent bills were distributed for initialing. There was no discussion.

Communications and Reports:

There were no communications or reports.

South Central Library System report:

Mary reported that the SCLS financial person went over with the members how to read the year to date figures on their financial reports. The contracts with the Foundation member libraries are being rewritten. We are a member of the foundation and we have some of our monies there also. South Central has moved their funds to the First Business Bank and are currently getting better returns with reduced administrative costs. This would also mean an increase in our library funds also. The University of Wisconsin has reduced the number of delivery days they want to contract for and funding for SCLS delivery will go down and some of the service costs will increase. The Wisconsin Library Service is looking at a different funding model so fees could be going up also.

Director's Report:

- A. Wavrunek reported that library circulation year to date was up about 23%. Other libraries circulation stats has went down about 10%.
- B. Amazon book sales have been going well. We have some Community Service workers here now and they can be around for a while.
- C. We are reorganizing the Children's Story Time room where the Amazon books are stored. We are putting in another bookshelf in there to get the books off the floor. The high school yearbooks will be taken from Jeff's office and put into storage.
- D. The Annual Adams County Library report is done and is being distributed.

Budget Report:

Not a lot to report. Jeff will know more in May when all Directors meet and budget priorities are discussed for the SCLS and where the monies will be spent. Delivery costs may go up but Saturday deliveries could possibly be eliminated.

Audit Committee:

The committee finished its audit on 3-23-13 and the checkbooks were all in good order. Everything balanced and the audit is completed.

Adams County ByLaw Review:

The Adams County Library Material Selection Policy/Internet Acceptable Use policy bylaws were reviewed and no changes were made. **Motion** was made by Nelson, 2nd by Townsend to approve the bylaws as they stand. Motion carried.

Chocolate Affair Report:

Jeanne Heideman reported that Thrivent Group added an additional \$1000.00 the \$3300.00 profit that the Chocolate Affair made making a total of \$4300.00. Friends of the Library has written a letter of appreciation for the donation to Thrivent.

Focus Group Recruitment:

We will have a Focus Group once every three years for Strategic planning. The group will include employees, library board and members of the public. Interest in the group among library users is there but getting non-library users will take more effort. At the Library Board meeting in May we will set the date for the Strategic Planning Focus Group meeting. A mission/goal information type statement for the group will be done and handed out to perspective members prior to the meeting.

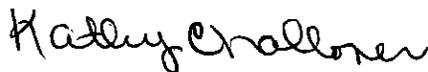
Identify possible upcoming items for future meetings:

- A. Focus group meeting.
- B. Review Personnel & Library Policy.
- C. Book Sale update.

The next Library Board meeting will be changed from Monday, April 22, 2013 to **April 29, 2013** at 1:00 p.m. at the Adams County Library.

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

Respectfully submitted:



Kathleen Challoner, Secretary

Parks Committee Meeting
Courthouse Conference Room A231
April 9, 2013 8:30 a.m.

Call to Order: Chairman called the meeting to order at 8:30 a.m.

The meeting was properly announced.

Roll Call: Committee Members: Bob Eggebrecht, Jerry Kotlowski, Bill Miller, Paul Pisellini, and Jake Roseberry. Others present: Fred Nickel – Director Parks/Recreation, Rita Kolstad – Parks Admin. Clerk/Bookkeeper, Darren Tolley – Petenwell Park Manager, Mark Miller – Castle Rock Park Manager, Nancy Schmidt and Charles Quick - Town of New Chester Concerned Citizens, and Joe Stuchlak – County Board Member Representing the Town of Easton. Nick Segina joined the meeting at 9:15 a.m.

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

Previous Minutes: Motion by Miller/Kotlowski to approve the March 12 & 27, 2013, minutes as printed. Motion carried by unanimous vote.

Agenda Items:

Motion by Miller/Kotlowski to deviate from the agenda and move to agenda item number 6. Motion carried by unanimous vote.

Possible Transfer of Easton Pond Public Access to Easton Township: Mr. Stuchlak reported Easton Township is interested in taking over operations of Easton Pond to include a deed transfer from the County to the Township. Discussion followed. A written request will be presented to the Committee at the May Committee meeting to include a statement that if the County deeds Easton Pond over to the Township, the Township cannot deed the property back to the County at a future date. Mr. Stuchlak left the meeting at this time.

County-wide 5-Year Outdoor Recreation Plan Resolution: An additional survey from the Town of Easton and a request for a soccer field were read to the Committee and will be added to the proposed recreation plan. Miller pointed out several lines that needed to be removed and/or amended in the plan. Motion by Miller/Kotlowski to forward the 5 – Year Outdoor Recreation Plan Resolution to County Board for approval. Motion carried by unanimous vote.

Petenwell Park and Castle Rock Park Grant Resolutions for Campgrounds Completion Projects: Director reported he and the Park Managers met with MSA for cost estimates for the proposed campgrounds expansion projects at Castle Rock and Petenwell Parks. Costs came in quite high so both projects were scaled down. Director will be meeting with the Town of Monroe on the road issue. Director will also be meeting with the Director of Finance to review the Department's budget and the possibility of utilizing some of the County's 2014 sales tax monies. Motion by Pisellini/Miller to apply for DNR funding share of \$700,000.00 for Petenwell and Castle Rock Parks' campground expansion projects, pending completion of project if May 2013 Resolution is approved by County Board Supervisors. \$350,000.00 will be requested as a loan from the General Fund with the remaining \$350,000.00 being requested from sales tax revenue. Motion carried by unanimous vote.

Correspondences /Special User Requests: Motion by Pisellini/Kotlowski to approve Merry Pettclair's request to provide sailing lessons at Petenwell and Castle Rock Parks for the 2013 season. Motion to include approval of storage for her trailer that she stores the training sailboats inside. Motion carried by unanimous vote.

Public Participation on Agenda Items: Nick Segina asked to go on record that his family camps in 3 states and Castle Rock and Petenwell Parks are the best they've stayed at.

Patrick Lake Park: Ms. Schmidt requested the Committee not make any final decision on Patrick Lake Park till after the Town of New Chester Town Board meets to discuss the property. Per last month's Committee meeting that is the plan.

Castle Rock Park Equipment Purchase: A new mower was budgeted for Castle Rock Park for 2013; however, Park Manager reported Castle Rock Park will share a mower with Outlying Parks. Motion by Kotlowski/Roseberry to approve the purchase of a Land Planer from Castle Rock Park Capital Equipment account from the 2013 budget to be shared by Petenwell and Castle Rock Parks. Motion carried by unanimous vote.

Parks/Rec. Operational Reports: April 10 is deadline to apply for any of the vacant advertised park positions. The Park Managers reported they both have a Park Aid position that may become vacant and will need replacing.

Trails Report to Include Grant Applications: Motion by Kotlowski/Pisellini to approve applying for State snowmobile and ATV grants as in previous years. Motion carried by unanimous vote.

Revenue Report: Motion by Pisellini/Eggebrecht to approve the revenue report as presented. Motion carried by unanimous vote.

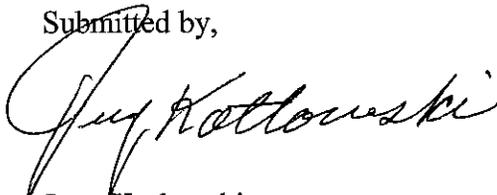
Expense Check Summary Report and Expense Report: Motion by Kotlowski/Eggebrecht to approve the Check Summary's and the Expense Reports as presented. Motion carried by unanimous vote.

Future Agenda Items: Petenwell Park and Castle Rock Park Grant Resolutions for Campground Expansions, Employee Hiring Update.

Set Next Meeting Date: May 7, 2013, 9:00 a.m., Courthouse Conference Room A231.

Adjourn: Motion by Pisellini/Kotlowski to adjourn at 9:35 a.m. Motion carried by unanimous vote.

Submitted by,



Jerry Kotlowski
Parks Secretary

ADAMS COUNTY
PLANNING & ZONING
COMMITTEE MEETING MINUTES
April 3, 2013

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee meeting to order at 1:00 P.M. on Wednesday April 3, 2013 with the following members present: Glenn Licitar, Randy Theisen, Barb Morgan, Terry James and Al Sebastiani. Jack Allen sat in for Heidi Roekle. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary and Janene Harper, Secretary. Pledge of Allegiance. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call. Terry James made a motion to approve the agenda as noticed. Glenn Licitar seconded the motion. All in favor. Motion carried.

Public Hearings: Adams Columbia Electric Co-op – Rezoning request of a one acre parcel from R1 Single Family Residential to an I-1 Industrial District of the Adams County Comprehensive Zoning Ordinance to allow an existing electric substation to become conforming on property located in the SE ¼, SE ¼, Section 8, Township 16 North, Range 7 East, at 508 Edgewood Avenue, Town of New Chester, Adams County, Wisconsin. Al Sebastiani made a motion to grant the rezoning request and forward that recommendation to County Board for final approval. Barb Morgan seconded the motion. Roll Call Vote: 7 – Yes. Motion carried.

Chairman Stuchlak closed the Public Hearing portion of the meeting and stated that Public Participation would be taken as needed.

Barb Morgan made a motion to approve the minutes from the March 6, 2013 meeting as presented. Randy Theisen seconded the motion. All in favor. Motion carried.

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

Jodi Helgeson informed the Committee that the Imaging project is moving along nicely in her Department. Land Information's next aerial photo project is scheduled for 2015. Discussion followed. Ms. Helgeson introduced John Galloy and the new GIS employee. Al Sebastiani made a motion to approve the Register of Deeds and Land Information reports as submitted. Randy Theisen seconded the motion. All in favor. Motion carried.

Barb Morgan made a motion to deviate to item #13 on the agenda. Glenn Licitar seconded the motion. All in favor. Motion carried. Phil McLaughlin informed the Committee that Chris Murphy had approached him with the idea to have Land & Water Conservation involved with the technical review and compliance monitoring of ATCP 51 Permit application and manure storage facility design and waste management. Discussion was held regarding qualifications of Land & Water personnel and whether they would be making any contact with the permit holders. Jack Allen made a motion that this review and compliance procedure be written up as a guideline, signed by both Mr. McLaughlin and Mr. Murphy and presented to the Committee for review. Barb Morgan seconded the motion. All in favor. Motion carried.

Jack Allen informed the Committee that Richard Matzke, President of the Roche a Cri Lake District and Bob Berry were present to discuss the current sanitary system maintenance program. Mr. Matzke informed the Committee of his concerns regarding older septic systems around Big Roche a Cri Lake and the possibility of the County putting them at the top of the list. Discussion was held. Terry James suggested the possibility of forming a Sanitary District and recommended that Mr. Matzke speak to Barb Herreid with the Tri Lakes Management District. Another suggestion was to include the importance of septic tank maintenance to lake front property owners in the Lake Association newsletters. Randy Theisen made a motion to continue the notification process as planned. Jack Allen seconded the motion. All in favor. Motion carried.

The wording of the Septic Tank Maintenance letter came under discussion. Terry James made a motion to continue using the same notice. Randy Theisen seconded the motion. All in favor. Motion carried.

Chris Murphy, Land & Water Conservationist asked if the Committee would be willing to participate in the Working Land Initiative/Farmland Preservation Zoning Program since the conversion fee has been dropped. Discussion was held regarding tax credits that would be available to farmers under this program, how many participants there would be and

PLANNING & ZONING COMMITTEE
MONTHLY MEETING
APRIL 3, 2013
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preparations required by DATCP for implementation. The Committee requested Mr. McLaughlin to have a representative from DATCP do a presentation explaining the program at a future meeting.

Planning & Zoning Updates: Mr. McLaughlin explained that the Department has been receiving complaints about letters sent to property owners on the maintenance notification list from plumbers/pumpers implying that the county is recommending their services. The Committee is in full support of Mr. McLaughlin sending a letter to the plumbers informing them to change the wording in the letters they send out. The Committee was informed of the sale of the 2004 Ford Escape in the amount of \$6375.00. Ms. Allen was instructed to inform Trena Larson that the money is to be deposited in the General Fund.

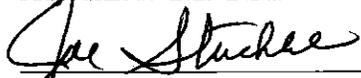
Phil McLaughlin presented the Financial Report for the month of March, 2013 to the Committee for review. Terry James made a motion to approve the Financial Report as presented. Glenn Licitar seconded the motion. All in favor. Motion carried.

Correspondence: None.

The next meeting was scheduled for May 1, 2013 at 1:00 P.M.

Jack Allen made a motion to adjourn. Terry James seconded the motion. All in favor. Motion carried.

Adjourned: 2:29 P.M.



Joe Stuchlak, Chair

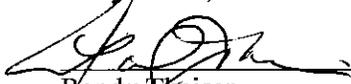


Glenn Licitar

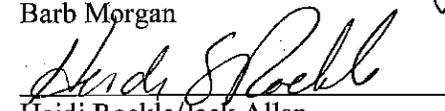
Terry James, Vice-Chair



Barb Morgan



Randy Theisen



Heidi Roekle/Jack Allen



Al Sebastiani



Cathy Allen, Recording Secretary

ADAMS COUNTY
PLANNING & ZONING COMMITTEE
MEETING MINUTES: APRIL 12, 2013

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee meeting to order at 8:03 A.M. on Friday April 12, 2013 with the following members present: Glenn Licitar, Terry James, Randy Theisen, Al Sebastiani and Barb Morgan. Heidi Roekle was excused. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary; Jodi Helgeson, Register of Deeds; Marcia Kaye, Personnel Director and Trena Larson, Administrative Coordinator/Director of Finance. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call. Terry James made a motion to approve the agenda as noticed. Glenn Licitar seconded the motion. All in favor. Motion carried.

Chairman Joe Stuchlak requested a motion to adjourn into closed session under Wisconsin State Statute 19.85 (1) (c) for the purposes of consideration employment, promotion, compensation or performance evaluation data for any public employee for which the governmental body has jurisdiction or exercises responsibility. Al Sebastiani made the motion with Barb Morgan seconding it. All in favor. Motion carried.

Adjourn to closed session: 8:16 A.M.
Reconvene to open session: 8:37 A.M.

Jodi Helgeson presented a request to the Committee to begin recruitment for a Deputy Register of Deeds vacancy. This would be posted to the general public as a full time position. Discussion was held. Marcia Kaye informed the Committee that the process would take approximately five to six weeks. Al Sebastiani made a motion to fill the Deputy Register of Deeds vacancy. Barb Morgan seconded the motion. All in favor. Motion carried.

Phil McLaughlin presented a request to the Committee to begin recruitment for a Building Inspector/Code Enforcement Office vacancy with a salary range between \$19.52 and \$22.48 depending on the certifications held, with an entry level of having at least two certifications. Discussion was held. Mr. McLaughlin feels that since this is a full time position we should get several qualified applicants. Marcia Kaye stated that the applicants would be interviewed by the Department Head, Planning & Zoning Committee Chair and/or his designee. Terry James made a motion to fill the Building Inspector/Code Enforcement vacancy. Glenn Licitar seconded the motion.

General discussion was held regarding changing the probationary period from sixty (60) days to six (6) months. The Committee was informed that John West is having someone review the policy manual, so this may happen within the next several months. All on favor. Motion carried.

Phil McLaughlin informed the Committee that the New Chester Dairy Digester was placed on the agenda for discussion regarding zoning and setback issues. After checking with DATCP it was determined that a Digester is a permitted use in an A1 District and does not require a rezoning to Industrial, even though they will be taking in waste from other businesses such as Brakebush. It is noted that an area for the Digester was planned to be surveyed out of the bigger parcel and would not be able to meet the setbacks.

Jennifer Keuning from Conestoga-Rovers & Associates, Engineering Company for Milk Source/New Chester Dairy stated that they had given the issue a lot of thought on how to accomplish this project and still meet setback requirements. The proposal is to create a condominium plat, which is often used for business parks and such.

Attorney John Wilson of Michael Best & Friedrich Law Firm stated that by doing a Condominium Plat, there would not be any new lot lines and would therefore be able to meet the required setbacks.

PLANNING & ZONING
COMMITTEE MEETING
April 12, 2013
PAGE #2

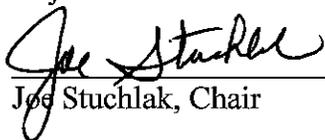
Murray Sim, Executive Vice President of Clean Energy North America presented a satellite view of the New Chester Dairy, explaining that a Digester is usually an afterthought and needs to be squeezed in, as it needs to be close to the dairy for ease of waste transport. Besides Brakebush, there are two other sources that may be involved in this project, totaling 12% waste from outside sources, with a maximum of 8-10 trucks a day hauled into the Digester site. This will be the largest Digester project in northern Wisconsin.

Talks regarding a pipeline project from the New Chester Dairy Digester to Brakebush in Marquette County has been in the works since October 2012. The City of Oxford has approved the project and next week there is a meeting in Marquette County to get approval for location of the pipeline in Highway right-of-ways.

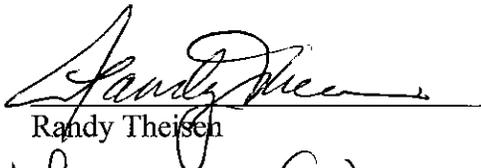
Chairman Stuchlak stated that since rezoning and setbacks are no longer an issue, a Condominium Plat would need to be submitted, reviewed and recorded with the Register of Deeds. Also Administrative Zoning Permits would need to be obtained.

Al Sebastiani made a motion to adjourn. Barb Morgan seconded the motion. All in favor. Motion carried.

Adjourned: 9:18 A.M.

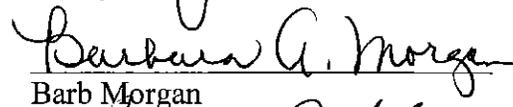


Joe Stuchlak, Chair

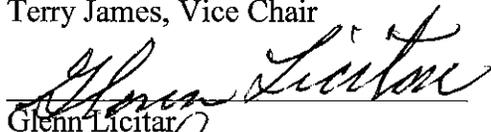


Randy Theisen

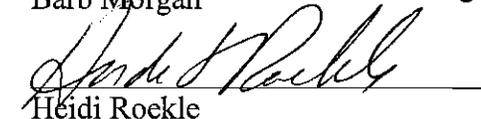
Terry James, Vice Chair



Barb Morgan



Glenn Licitar



Heidi Roekle



Al Sebastiani



Cathy Allen, Recording Secretary

ADAMS COUNTY
PLANNING & ZONING COMMITTEE
MEETING MINUTES: MAY 1, 2013

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee meeting to order at 1:00 P.M. on Wednesday May 1, 2013 with the following members present: Glenn Licitar, Barb Morgan, Randy Theisen, Al Sebastiani, Heidi Roekle and Nick Theisen (SAYL member). Terry James was excused. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary; Greg Rhinehart, County Surveyor and Alison Volk, Department of Agriculture, Trade and Consumer Protection Farmland Preservation Zoning Specialist. Pledge of Allegiance. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call. Al Sebastiani made a motion to approve the agenda as noticed. Heidi Roekle seconded the motion. All in favor. Motion carried.

Public Hearings: Nikolay V. Nedev – Conditional Use Permit request under Section 5-6B.03 (A) of the Adams County Comprehensive Zoning Ordinance to allow a replacement manufactured home in an R1 Single Family Residential District on property located in Pt. of the NW ¼, NW ¼, of the SW ¼, Section 17, Township 14 North, Range 7 East, Lot 1 of CSM 2577 at 589 Gillette Drive, Town of New Haven, Adams County, Wisconsin. Randy Theisen made a motion to grant the request. Al Sebastiani seconded the motion. Roll Call Vote: 6 – Yes. 1 – Yes. (SAYLE Student-non binding vote) Motion carried. Discussion was held regarding the fact that some new manufactured home sizes are now less than 14' wide and should be addressed with the next Ordinance revision.

Chairman Stuchlak closed the Public Hearing portion of the meeting and stated that Public Participation would be taken as needed. He then acknowledged Corey Rhinehart who had asked to be recognized. Discussion was held on property located in the Town of Easton which is currently zoned R2 Single Family Residential and is being farmed. Mr. Rhinehart is concerned that subdivision lots adjacent to him may be added to that farmed area. Mr. McLaughlin stated that Mr. Rhinehart would be notified of a hearing if any lots within 300' of his property were to come before the Committee for a rezoning.

Glenn Licitar made a motion to approve the minutes from the April 3 and April 12, 2013 meetings as presented. Barb Morgan seconded the motion. All in favor. Motion carried.

Greg Rhinehart presented the surveyor's report for the month of April to the Committee for review. Randy Theisen made a motion to approve the Surveyor's report as presented. Heidi Roekle seconded the motion. All in favor. Motion carried.

Chairman Stuchlak stated that the New Chester Dairy Digester discussion has been postponed, and requested that it be placed on the June Agenda.

Jodi Helgeson stated that their office has recorded an abundance of land transactions in the month of April. The office is currently keeping up with the work load with her, one other full time and two on call employees. Applications for the full time Deputy Register of Deeds are being taken until May 8, 2013. Discussion was held regarding State Budget Amendments and the Frac Sand Mining Task Force. Randy Theisen made a motion to approve the Register of Deeds and Land Information reports as submitted. Heidi Roekle seconded the motion. All in favor. Motion carried.

Alison Volk from the Department of Agriculture, Trade and Consumer Protection (DATCP) gave a presentation about Farmland Preservation. Ms. Volk explained that the program has been in place since late 1970 and has since been revamped in 2009 to include the Farmland Preservation Program and an Agricultural Enterprise Area Program under the Wisconsin Working Lands Initiative. The Adams County Farmland Preservation program was updated in 2004 and expires in 2014. An Ag Preservation Plan must be in place for Town's to have their

PLANNING & ZONING COMMITTEE
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May 1, 2013
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own Farmland Preservation program and must be certified by DATCP. Discussion was held regarding tax credits and soil and water compliance requirements. The Committee thanked Ms. Volk for her presentation.

Planning & Zoning Updates: None.

Phil McLaughlin presented the Financial Report for the month of April, 2013 to the Committee for review. Heidi Roekle made a motion to approve the Financial Report as presented. Barb Morgan seconded the motion. All in favor. Motion carried.

Correspondence: Discussion was held regarding the Contractor Certification Form required to obtain a building permit.

The next meeting was scheduled for June 5, 2013 at 1:00 P.M.

Heidi Roekle made a motion to adjourn. Barb Morgan seconded the motion. All in favor. Motion carried.

Adjourned: 2:21 P.M.

Joe Stuchlak, Chair

Glenn Licitar

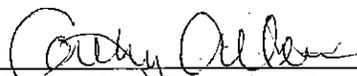
Terry James, Vice-Chair

Barb Morgan

Randy Theisen

Heidi Roekle/Jack Allen

Al Sebastiani



Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

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

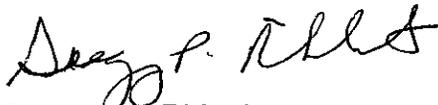
ADAMS COUNTY SURVEYOR'S REPORT # 473

Report for the month of April, 2013

We worked a couple of days on the 2103 Government Corner Maintenance Project in April. Weather slowed the progress. I am planning to resume a fuller schedule in May.

I continue to respond to queries and perform the duties of my office.

Respectfully Submitted;


Gregory P. Rhinehart, 5/1/2013
Adams County Surveyor

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

SUMMARY OF ACCOUNTS 2013

	<u>RETAINER</u>	<u>PROJECTS</u>	<u>MISCELLANEOUS</u>
Budget	\$3,900.00	\$25,500.00	\$ 300.00
JANUARY	325.00		100.00
Balance	\$3,575.00	\$25,500.00	\$ 200.00
FEBRUARY	325.00		
Balance	\$3,250.00	\$25,500.00	\$ 200.00
MARCH	325.00	6,977.15	
Balance	\$2,925.00	\$18,522.85	\$ 200.00
APRIL	325.00		
Balance	\$2,600.00	\$18,522.85	\$ 200.00
MAY			
Balance			
JUNE			
Balance			
JULY			
Balance			
AUGUST			
Balance			
SEPTEMBER			
Balance			
OCTOBER			
Balance			
NOVEMBER			
Balance			
DECEMBER			
Balance	\$		
Grand Total	\$ 0.00	\$ 0.00	\$ 0.00

Property Committee Meeting Minutes

April 9, 2013 Room A231

The meeting was called to order by Chairman Allen at 10:02 a.m. The meeting was properly announced.

Present: Allen, Djumadi, James, Kotlowski and Miller. Also present: Bremer, Helmer Lecy (Old Farmer's Antique Club), Hamman, Murphy, Felicia Whiting (GEITS), Rajesh Nellore (GEITS), Phillippi, Linda Renner and Pisellini.

Motioned by James/Kotlowski to approve the agenda. Motion carried by unanimous voice vote. Motioned by Miller/James to approve the March 12, 2013 minutes, with change to reflect pizza oven to replace microwave. Motion carried by unanimous voice vote.

Motioned by Djumadi/James to make a list of available providers and rotate the utilization of them to be in compliance with the septic regulations on tax deeded property. Motion carried by unanimous voice vote. No bids came in for tax foreclosure property.

Murphy, Felicia Whiting and Rajesh Nellore from GEITS, were present to give an update on the utilization of solar energy. Murphy explained his conversations with the hospital, school, City of Adams, the need for energy bills from the county; the benefits of renewable energy, the transmission and distribution of power. Someone has to buy the power in order to move forward with manufacturing. The infrastructure has a 15-25 year life expectancy. The initial project is not a power based project. Two priorities consist of manufacturing that creates jobs and lake cleanup. GEITS has invested 8 months in the county and would like to find a solution to the road blocks and continue to partnership with the county, industries and community groups. GEITS is working with regulation agencies transmitting data back and forth on a daily basis. Some questions came up related to the load capacity on buildings. Are our structures suitable to sustain infrastructure? Motioned by Djumadi/James to supply GEITS, via the County Clerk, with utility bills, blue prints of buildings for the continuation of work related to the proposal of solar panels on the county building. Motion carried by unanimous voice vote. Motioned by James/Djumadi to have the property chair, Allen, contact West, as soon as possible, to have GEITS placed on the county board agenda for a future presentation. Motion carried by unanimous voice vote.

Motioned by James/Kotlowski to allow the property located in Lake Sherwood subdivision, currently owned by Adams County, to be transferred into the Town of Rome ownership as designated on map. Motion carried by roll vote, 4 yes, 1 abstain. Voting yes, James, Kotlowski, Miller and Allen. Abstain vote, Djumadi.

Motioned by Djumadi/Miller to deviate to item #14 *Update on County owned land as it relates to Shoreland/Wetland/Habitat Protection Ordinance*. Motion carried by unanimous voice vote. Matt Bremer explained there are certain exemptions such as the right of way, airport and dams. Explanation was given on 30% minimum of property.

Motioned by Djumadi/James to have Nickel present to discuss NR115 regulation pursuant to 2015 compliance issues. Motion carried by unanimous voice vote.

Helmer Lecy present to explain long term planning for the Old Farmer's Antique Club's buildings at the fairgrounds. Lecy passed pictures around related to different phases of projects and the

overview of what is currently in place, future plans of kitchen, bathroom and year round workshop was explained. Money that was given to the Old Farmer's Antique Club was pointed to on the back page of his handout. James had concerns related to the costs incurred to be in compliance with stainless steel, handicap laws and state regulatory agencies. Lecy was aware of these issues.

Motioned by Djumadi/Kotlowski to allow Mr. Trudeau to continue with tree removal on county owned property in the Town of Rome in conjunction with the Firewise Program. Motion carried by unanimous voice vote. Pisellini explained the removal of the dead oak tree; the Firewise Program, clear access to the road, fish crates in Shorewood, dead tree for fish habitat plans.

Motioned by Djumadi/Kotlowski to have Thurber from Altmann, project manager, and Mike Berg from Ayres, present at the next meeting to discuss remaining issues related to the Health & Human Services/Community Center project. Larson is to make the arrangements. Motion carried by unanimous voice vote.

Update on maintenance items: Health & Human Services heat issues still exist. Thermostats seem to be an issue. We are no further on the ice dam issues. Need to do further investigation to see what the root cause is. Hamman had requested they all get together and go inside the roof, but he has not gotten anywhere with anyone. Hamman provided an update on ballast issue, county will be paying for, but it should have been covered by warranty. Simplex project has started. They will be back at the end of the month. Electric work will begin next week. Tempered glass in District Attorney's office is 100% complete. Boiler concrete pad has been installed. The boiler should be installed in the next couple of days.

Next meeting date set for May 14, 2013 at 9:00 a.m.

Items for next agenda:

Discussion and/or act on information gathered regarding Lead Foreman reclassification;
Discuss and/or act on Easton Township taking over the Easton boat landing;
Open and/or act on bids for tax foreclosure property;
Update on County owned land as it relates to Shoreland/Wetland/Habitat Protection Ordinance;
Update on final punch list for Health & Human Services project;
Discuss and/or act on change order and/or invoices related to Health & Human Services/Community Center project;
Update on maintenance items;
Tour on Historical Society Building;
Tour of storage facility and H&HS building

Motioned by James/Miller to adjourn at 12:04 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Philippi
Recording Secretary

These minutes have not been approved.

Public Safety & Judiciary CommitteeWednesday, April 17, 201310:30 a.m. – Conference Room A260**MINUTES**

Chairman Sebastiani called the meeting to order at 10:30 a.m. The meeting was properly announced.

Committee members present: Bob Eggebrecht, Marge Edwards, Al Sebastiani, Bill Miller, and Terry James.

Others present: Carol Collins, Kris Steffens, Deb Barnes, Kathie Dye, Janis Cada, Jane Gervais, Marilyn Rogers, Sheriff Wollin, and Chief Deputy Fahrenkrug.

Motion by Eggebrecht to approve the agenda, seconded by Edwards. All in favor, motion carried unanimously.

Motion by James to approve the prior meeting minutes (March 13th & March 19th), seconded by Edwards. All in favor, motion carried unanimously.

There was no public participation. There was no correspondence.

Kris Steffens was present from Eyes of Hope Shelter and provided the committee with her report for March 2013. Steffans reported there were 11 strays and 5 surrenders for March. Four strays were reclaimed by their owners. There were two strays brought in that had Parvo. It spread to three puppies and one adult dog. They were able to save the puppies but they lost the adult dog. They have bleached all the kennels and continue to monitor and vaccinate the animals so it doesn't spread any further.

Family Court Commissioner – Dennis McFarlin – Not Present

Child Support – Deb Barnes – Present

Performance measures and check summary for March 2013 were provided. Barnes explained they are ahead of where they were last year. The performance measures for March are slightly up from February. They were able to close some cases and that helped.

Barnes attended County Ambassador's Day in Madison and the Director's Dialog in Stevens Point last week. Barnes stated it was a good opportunity to help the representatives understand what they do and what their roles are. Strategic planning on what will happen if funding doesn't go through was discussed at the Director's Dialog. There is a new version of the KIDS system that is expected to be out in 2014. The current version is old and has no support if there are any issues. The new web based KIDS system should be more efficient.

Clerk of Circuit Court – Kathie Dye – Present

Dye provided the committee with her monthly expense report for March 2013. There were no questions.

Dye reported they are busy as ever. There are usually three or four trials a year and next week is already the fourth trial for this year. It is more common now that both court rooms are being used. McFarlin has been asked to move and hold cases in the law library or County Board Room. Dye stated they can keep up with two court rooms. McFarlin has not voiced any concerns about security when he has moved to different locations.

Register in Probate – Terry Reynolds – Not Present

District Attorney – Janis Cada – Present

Community Service Coordinator's report and check summary for March 2013 were provided. There were no questions.

Cada reminded the committee to RSVP for the community event on Friday for Sexual Assault Awareness Month. Flyers/invitations were handed out and RSVP's are needed for meal preparation.

Emergency Management – Jane Gervais – Present

Gervais provided the committee with the monthly expense report for March 2013. There were no questions. Gervais stated a redistribution check from the State for 2012 Emergency Management performance grant in the amount of \$6,381.96 was received.

Gervais submitted first half Plan of Work for 2013 to the State. The Command and General Staff training attended last month was an excellent and very intense training. A Hazmat Tabletop exercise was held on Saturday, March 30, 2013, and representatives from all agencies such as law enforcement, fire, DNR, hazmat and EMS attended. There was much discussion and good feedback.

Gervais was contacted by Communication Services stating that an alarm went off at the Richfield/Coloma communications tower site because the ice bridge was bent. They will need to replace a new section of the ice bridge and repair the GPS antenna that was damaged as a result of the bending of the ice bridge. Repairs are not covered under the maintenance contract. Quote for the repairs was \$1,061.00 and was turned over to AC/DOF Office to be submitted to the insurance company. The deductible is \$2,500.00 so this will probably not be covered and there are no monies in the budget for this.

The Friendship Village Board increased the storage fee for the mobile command trailer to \$1.50 per day from \$1.00 per day. The new contract will run from June 2013 to December 2014.

Gervais provided the committee with a letter from Fred Nickel stating that the Parks Committee voted to take the pole and warning siren down at Castle Rock Park unless someone comes forward and agrees to maintain the siren. Motion by Miller to have Parks remove the pole and siren however they see fit and dispose of it however they see fit, seconded by Edwards. All in favor, motion carried unanimously.

Medical Examiner – Marilyn Rogers – Present

Rogers provided the committee with the monthly activity report and check summary for March 2013. Caseloads are up in March but are evening out in April. The office is running smoothly with no issues. Naomi is going on calls by herself with telephone back up.

Applications for the Assistant Medical Examiner positions are now closed. Rogers will be getting those applications from Marcia Kaye and is hoping to have the deputies in place by May 1st.

Sheriff's Office - Sheriff Wollin – Present

Wollin provided the committee with the cost analysis synopsis for the use of Wood County Sheriff's Department computer labs and the cost benefit analysis for video conferencing. Wollin reported the cost to the county if there was no agreement in place with Wood County to be \$10,950.21 for 2012. Cost benefit for the video conferencing is being tracked and they have met the investment. Wollin asked if he needed to continue with the cost benefit tracking. Committee recommended that Wollin present a final report to the County Board. Motion by Edwards to discontinue the cost benefit tracking after the final report is given to County Board, seconded by Eggebrecht. All in favor, motion carried unanimously.

Wollin reported there was a K-9 demonstration at Kid's Day and it went well. Sebastiani suggested the K-9 officer/dog come to County Board since there are new members. Wollin would like to have two K-9 officers/dogs as it would be beneficial to the County and there is a need.

Wollin informed the committee about the drug take back event on April 27th at Adams City Hall and Springville Town Hall from 10:00 a.m. to 2:00 p.m. Medications collected will be package and dropped off in Madison for disposal.

Chief Deputy Fahrenkrug – Present

Monthly revenue and expense reports for March 2013 were provided to the committee. Fahrenkrug explained to the committee that the expenses for car repairs were up due to new car routine maintenance and car/deer repairs.

Fahrenkrug reported that the animal control officer was forced to deal with two cats due to the owner being deceased. Adams County does not have a written agreement with Mauston Vet but they are charging the same fees as last year. There have been no cat complaints. Fahrenkrug stated there were a large amount of animal calls in March with twice as many dog pickups and 25 more hours worked.

The Committee will convene in closed session per Wis. Stats. §19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and Wis. Stats. §19.85(1)(g) for purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Discuss and/or act on personnel matter; consultation with legal counsel regarding same. Motion by Edwards to convene in closed session per Wis. Stats. §19.85(1)(c) and Wis. Stats. §19.85(1)(g) at 11:55 a.m., seconded by James. Voice vote: Eggebrecht-Yes, Edwards-Yes, Miller-Yes, James-Yes, and Sebastiani-Yes. All in favor, motion carried unanimously.

The Committee will reconvene in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters. Motion by James to reconvene in open session per Wis. Stats. §19.85(2) at 12:35 p.m., seconded by Eggebrecht. Voice vote: Eggebrecht-Yes, Edwards-Yes, Miller-Yes, James-Yes, and Sebastiani-Yes. All in favor, motion carried unanimously.

Motion by James to approve vouchers as presented, seconded by Miller. All in favor, motion carried unanimously.

Set next monthly meeting date as May 8th at 10:30 a.m.

Motion by Miller to adjourn, seconded by Eggebrecht. All in favor, motion carried unanimously. Meeting adjourned at 12:38 p.m.

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

Respectfully Submitted,

Carol A. Collins
Recording Secretary

ADAMS COUNTY SOLID WASTE COMMITTEE
Tuesday, April 10, 2013, 6:00 PM
Landfill Office, 1420 Hwy 21, Friendship, WI 53934

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

OTHERS PRESENT: Brenda Quinnell, Office Manager
Everett Johnson
Barb Morgan
Nick Theisen

CALL MEETING TO ORDER: The meeting of the Adams County Solid Waste Committee was called to order by Chair, Larry Babcock at 6:04 P.M.

WAS THE MEETING PROPERLY ANNOUNCED? YES. ROLL CALL: BABCOCK, JOHNSON, BAYS, GATTERMAN, MORGAN, and THEISEN.

APPROVAL OF AGENDA: *Motion by Bays, second by Johnson, to approve the Agenda as presented. All in favor. Motion carried.*

APPROVAL OF OPEN SESSION MINUTES FROM MARCH 5, 2013: *Motion by Morgan, second by Bays, to approve the Open Session minutes as presented for the March 5, 2013 meeting. All in favor. Motion carried.*

PARTICIPATION ON AGENDA ITEMS: There was no public participation.

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

FINANCIAL REPORT: Ms. Quinnell handed out and reviewed copies of the Financial Reports and Check Summaries from February and March, 2013. *Motion by Johnson, second by Bays, to approve Financial Reports and Check Summaries from February and March. All in favor; motion carried.*

SITE REPORT: Ms. Quinnell handed out and reviewed copies of the Site Report dated April 10, 2013 (see attached copy). Discussion was held. *Motion by Johnson, second by Morgan, to approve the Site Report as presented. All in favor. Motion carried.*

REVIEW AND APPROVE RENEWAL OF VILLAGE OF PLOVER LEACHATE AGREEMENT: Ms. Quinnell reviewed the existing leachate agreement that Ms. Diemert had prepared and submitted to the Village of Plover for renewal. These agreements are required by DNR to assure that we have a plan to treat the leachate that is hauled out of the landfill. A primary and back agreement are necessary and the two current agreements are up for renewal. **Motion by Gatterman, second by Bays, to approve the Resolution and Agreements with the Village of Plover as**

secondary provider for leachate treatment contingent on legal review. All in favor; motion carried.

REVIEW AND APPROVE CITY OF ADAMS LEACHATE AGREEMENT: The City of Adams Primary Leachate Agreement is also coming due for renewal. **Motion by Gatterman, second by Bays, to approve the Resolution and Agreement with the City of Adams as primary provider for leachate treatment contingent on legal review. All in favor; motion carried.**

UPDATE RECYCLING BUILDING PROJECT: Ms. Quinnell stated that work continues with Pelliteri Waste Services regarding markets for single stream (comingled) recyclables. Dave Pelliteri will be meeting with Myrna on April 23, 2013 to discuss prices.

ADAMS/JUNEAU/MONROE COUNTY AGREEMENT UPDATE: The revised Resolution and Agreement was passed by the County Board at their meeting on March 19, 2013 following a powerpoint presentation by Ms. Diemert. Juneau County is now reviewing the revised Agreement.

DISCUSSION AND APPROVAL OF "INCENTIVE RATES" FOR WASTE: There were no requests from Out-of-County for Incentive Rates. This is a standing agenda item.

APPROVE ANY VEHICLE/EQUIPMENT PURCHASES/RENTALS: There were no new purchases the past month.

EMPLOYEE UPDATE: Ms. Quinnell reported that the part-time scale clerk position has been filled by Julie Schnolis and her first day was April 8, 2013.

Next she reported that interviews for the Recycling Building Operator position were held that morning and a candidate was selected. She did not report on the name of the candidate until all were notified and the position officially accepted. She noted that all three candidates were highly qualified.

Ms. Quinnell reported that the LTE positions for Spring/Summer Construction have been posted and properly advertised, and will close on April 17, 2013. She noted concern that the positions are paying \$12.00 per hour per Policy and asks that the wage study look at different levels of LTE and On-call wages according to the skill level and requirements for the position.

APPROVAL OF ANY TRAININGS OR CONFERENCES: There were no new trainings or conferences to approve.

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: The following items may be placed on the next agenda: GEITS proposal and any other updates needed.

Ms. Quinnell reported that she will be gone on vacation April 15 – 19, 2013. Ms. Diemert will be in the office for brief periods of time and will continue to be available. Ms. Diemert has been continuing to work from home in-between appointments and while recuperating by answering her e-mails and taking phone calls from Solid Waste staff. Ms. Quinnell has also met with Ms. Diemert at her home to review documents and garner her signature.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, May 8, 2013 at 6:00 PM at the Landfill. *Motion by Gatterman, second by Johnson, to adjourn until the next meeting. All in favor. Motion carried.* Meeting adjourned at 7:20 P.M.

Respectfully submitted, Brenda Quinnell, Recording Secretary

THESE MINUTES HAVE BEEN APPROVED BY THE COMMITTEE

SITE REPORT - - SOLID WASTE DEPARTMENT
April 10, 2013

TIPPAGE REPORT: 1,642,520 lbs of garbage were brought in which is the lowest since 2002 for the landfill for this month. Year-to-date we are down 12.5 % in tonnage compared to 2012.

MEETINGS/SEMINARS/TRAININGS: Myrna and Brenda both attended Department Head meeting on March 21st because a presentation was given regarding a potential safety contractor.

Attended County Board on March 19th to represent the Resolution for Adams/Juneau/Monroe County Intergovernmental Agreement.

Attended other various meetings through the month.

SITE/EQUIPMENT IMPROVEMENTS: Normal maintenance/repairs were performed.

INSPECTIONS: No inspections were performed during the month.

LOSS CONTROL/SAFETY/STAFF ISSUES: Employees were trained in five of the annual required topics. Brenda completed on-line the required annual 8 hour each refresher courses in OSHA Site Supervisor and HAZWPR.

INDUSTRIAL PARK: Regular weekly maintenance continues on the wellhouse pumping system and no problems or defects were identified during these weekly inspections.

Myrna met with a representative of the Master Gardeners to work on the Industrial Park median plantings this spring.

ADMINISTRATIVE PROJECTS: During the month of March/April the Director and Office Manager performed the following duties: Arranged shipments of tires, computers, fluorescent light bulbs, electronics, appliances, and scrap metals as needed.

Continued working with Pelliteri Waste Services regarding markets for single stream (comingled) recyclables. Another load of loosely baled comingled was shipped to Pelliteri this week. A meeting is scheduled with Dave Pelliteri for April 23 to discuss prices.

Working with direct markets for recyclables to get optimum pricing. We have been in contact with a company wanting our PET and another for our scrap metal.

We have shipped three load of HMP and two loads of OCC to Corenso. We have been paid for three of those loads as their turn-around time is short. The total time spent is less than three hours.

Preparing and submitting documents for the Audit which is scheduled for tomorrow.

Submitted the annual MRF Certification Renewal which was due March 31st.

Working with Village of Oxford for their spring cleanup which will be held on 4/20/13.

Worked with Personnel Director on Limited Term Truck Driver Positions. It closes on April 17th.

Part time Scale Clerk position was filled by Julie Schnolis and she started this week.

Interviewed for the Recycling Building Operator position today but will not announce at this time until all parties have been informed and the position accepted.

Monitored Experience Works (previously Green Thumb/Older Workers) workers and W-2 Employees and submitted paperwork as necessary. Furnished hours for W-2, Probation, Parole & Huber workers and coordinated new placements.

Began working with Nicolet Staffing Services as payroll service for the Recycling Building Operator and two laborer positions. They are paid on a weekly basis.

We received notice from the DNR that we were awarded \$96,933.67 in Recycling Grant monies as the Responsible Unit. We should be receiving payment by June 1st.

Completed the Quarterly Recycling Fee and License Fee Surcharge Report and paid the required fee.

Myrna was contacted by Chris Murphy regarding the GEITS proposal and has agreed to meet with their representatives to gather further information. Myrna has asked Neil Carney of Ayres to phone in also during the fact finding meeting. They are meeting on April 16th.

We contacted exterminators to get prices for rodent control.

LANDFILL CONSTRUCTION: Received delivery of the piping materials, tubing and the capping liner material for the capping project this spring. We also received the piping for the gas extraction system.

ADAMS COUNTY SOLID WASTE COMMITTEE
Wednesday, May 8, 2013, 6:00 PM
Landfill Office, 1420 Hwy 21, Friendship, WI 53934

MEMBERS PRESENT: Larry Babcock, Chair
Florence Johnson, Vice-Chair
Dean Morgan
Patrick Gatterman

ABSENT/EXCUSED: James Bays

OTHERS PRESENT: Myrna Diemert
Neil Carney, Ayres Associates
Barb Morgan
Nick Theisen

CALL MEETING TO ORDER: The meeting of the Adams County Solid Waste Committee was called to order by Chair, Larry Babcock at 6:00 P.M.

WAS THE MEETING PROPERLY ANNOUNCED? YES. ROLL CALL: BABCOCK, JOHNSON, GATTERMAN, MORGAN, and THEISEN. Absent/Excused: BAYS

APPROVAL OF AGENDA: *Motion by Gatterman, second by Johnson, to approve the Agenda as presented. All in favor. Motion carried.*

APPROVAL OF OPEN SESSION MINUTES FROM APRIL 10, 2013: *Motion by Morgan, second by Gatterman, to approve the Open Session minutes as presented for the April 10, 2013 meeting. All in favor. Motion carried.*

PARTICIPATION ON AGENDA ITEMS: There was no public participation.

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

FINANCIAL REPORT: Ms. Diemert handed out and reviewed copies of the Financial Reports and Check Summaries from April, 2013. *Motion by Johnson, second by Gatterman, to approve Financial Reports and Check Summary. All in favor; motion carried.*

SITE REPORT: Ms. Diemert handed out and reviewed copies of the Site Report dated May 8, 2013 (see attached copy). Discussion was held. *Motion by Gatterman, second by Morgan, to approve the Site Report as presented. All in favor. Motion carried.*

DISCUSSION AND APPROVAL OF "INCENTIVE RATES" FOR WASTE: There were no requests from Out-of-County for Incentive Rates.

BID APPROVAL AND SELECTION/GAS SYSTEM CONSTRUCTION AND GEOMEMBRANE CAP INSTALLATION: Neil Carney and Ms. Diemert described the bidding

process for the two projects for the Phase I Capping. Bids were opened earlier today and Neil tabulated the bids. Three bids were received for each project and the lowest bids appeared to be from responsible bidders. It was the recommendation of Mr. Carney and Ms. Diemert to accept the low bidders for the projects. ***Motion by Gatterman, second by Johnson, to accept the low bid of \$85,025.50 from Terra Engineering & Construction Corporation, Madison for the Gas System Construction and to accept the low bid of \$96,144.60 from Geo-Synthetics LLC, Waukesha for the Geomembrane Installation-Phase I Cap. All in favor. Motion carried.***

APPROVE ANY VEHICLE/EQUIPMENT PURCHASES/RENTALS: There were no new purchase requests.

EMPLOYEE UPDATE: Ms. Diemert reported that the part-time scale clerk position was filled by Julie Schnolis and she is doing very well.

Next she reported that Jason Reichhoff was hired for the Recycling Building Operator position.

Ms. Diemert reported that the LTE positions for Spring/Summer Construction have been re-posted and advertised at \$12-\$15 range so that we get more applications. We only received two applications at the \$12 per hour rate.

APPROVAL OF ANY TRAININGS OR CONFERENCES: There were no new trainings or conferences to approve.

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS: The following items may be placed on the next agenda: Updates on pertinent items.

NEXT MEETING DATE AND ADJOURN: The next regular monthly meeting will be held on Wednesday, June 12, 2013 at 6:00 PM at the Landfill. Patrick Gatterman stated that he will not be able to attend this meeting.

Motion by Gatterman, second by Johnson, to adjourn until the next meeting. All in favor. Motion carried. Meeting adjourned at 7:20 P.M.

Respectfully submitted, Myrna Diemert, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

SITE REPORT - - SOLID WASTE DEPARTMENT
May 8, 2013

TIPPAGE REPORT: 2,408,020 lbs of garbage were brought in which is the 6th highest for the month. Year-to-date we are down 9.79 % in tonnage compared to 2012. This is most likely due to the late snow cover.

MEETINGS/SEMINARS/TRAININGS: The Director attended a meeting on April 16th with Land Conservation, GEITS, and Ayres Associates to hear possible options that GEITS could offer our landfill. She also attended a presentation by GEITS and City of Adams at the Community Center on Friday evening April 19th.

Attended WCSWMA Executive Board meeting on Friday, April 19th in Waupaca.

Attended Wellness and HISC meetings on April 23rd.

Attended a WIRMC conference committee meeting on April 24th to review the winter conference. Another conference call is scheduled for May 16th.

Attended Dept. Head meeting on Friday, April 26th.

Will attend the Landfill Advisory Committee meeting on Monday, May 20th at the Strongs Prairie Town Hall at 7:00 PM.

Will attend County Board on Tuesday, May 21st.

Plan to attend Dept. Head meeting on May 22nd.

Plan to attend the WIPLI wage survey meeting on Friday, May 24th.

Plan to attend Wellness Committee and HISC meetings on Tuesday, May 28th.

Attended other various meetings through the month.

SITE/EQUIPMENT IMPROVEMENTS: Normal maintenance/repairs were performed.

INSPECTIONS: No inspections were performed during the month.

LOSS CONTROL/SAFETY/STAFF ISSUES: Worked with Loss Control/Safety Officer to perform various daily office management duties on personnel issues including accident reports for minor injuries. There were no major injuries reported.

Semi-annual groundwater testing was performed in March and similar readings as in the past were reported. There was one well that showed VOC's slightly higher than the limits. This well is in the area of the old C&D landfill area.

The annual Security System monitoring agreement was approved with TECC.

Arranged for the annual functionality and cathodic test of the diesel fuel tank and monitoring system.

INDUSTRIAL PARK: Regular weekly maintenance continues on the wellhouse pumping system and no problems or defects were identified during these weekly inspections. Quarterly testing and maintenance was performed on April 3rd by Monona Plumbing.

ADMINISTRATIVE PROJECTS: During the month of April/May the Director and Office Manager performed the following duties: Arranged shipments of tires, computers, fluorescent light bulbs, electronics, appliances, and scrap metals as needed.

Continued working with Pelliteri Waste Services regarding markets for single stream (comingled) recyclables. Also met with Dave Pelliteri on April 23rd regarding his proposal for single stream baled materials. He would like to enter into a 5 year contract to provide the service.

Coordinated the Village of Oxford spring cleanup on Saturday, April 20th. A private contractor provided the service to the residents.

Completed and submitted the 2012 Annual Recycling Final Report to the DNR by the due date of April 30th.

Received notice from Juneau County that the Agreement for waste services passed their County Board. Ads are being placed to assure citizens that there will be no change for them at the landfill, although the site will be closing. A transfer station has been developed at the landfill location and they will not see any change in the way they dispose of their material. Dennis Weiss held a Towns' Association meeting to inform citizens.

Met with Landfill Reduction and Recycling, Inc. regarding construction and demolition recycling. Continued discussions will take place. The cost of setting up in-door or covered storage may be cost prohibitive.

Responded to Sales Tax information requested by the Admin & Finance office for a State audit.

Continued to work with direct markets for recyclables to get optimum pricing. We have been in contact with a company wanting our PET and another for our scrap metal.

Continued to work with Personnel Director on Limited Term Truck Driver Positions. We only received two applications and it was re-advertised with a wage of \$12-\$15. It is hoped that we will get more applications.

Continued to work with City of Adams and Village of Plover on the new leachate agreements.

Monitored Experience Works (previously Green Thumb/Older Workers) workers and W-2 Employees and submitted paperwork as necessary. Furnished hours for W-2, Probation, Parole & Huber workers and coordinated new placements.

LANDFILL CONSTRUCTION: Ayres published bid documents for the gas system and cap.

The Director and Neil from Ayres held a construction pre-bid meeting on May 1st. Bids for the piping installation were opened at 3:00 today and Ayres reviewed the bids for accuracy and will make a recommendation to the Committee.

We received the Modification to the Plan of Operation Approval for the AC Sanitary Landfill for the gas flare system with the conditions of installation of bird protection device on the flare, warning ribbon above the gas lines, and the use of stainless steel clamps for the containment system, the sizing design of the flare, weatherproofing, and bentonite plug.



**Extension Committee
Minutes of Meeting
April 9, 2013 @ 1:00PM
Adams County Community Center
569 N. Cedar Street, Extension Conference Room 103
Adams, WI 53910**

1. **Call to Order:** Meeting was called to order at 1:03 p.m. in Room 103, Adams County Community Center by Committee Vice Chair, Glenn Licitar.
2. **Roll Call: Board Members:** Glenn Licitar, Joe Stuchlak, Rocky Gilner and Jack Allen.
Florence Johnson – Excused.
SaYI Member: Stacey Feldner – Present.
Extension Staff: Don Genrich, Theresa Wimann, Mary Ann Schilling, Jennifer Swensen and Linda Arneson - Present
3. **Was the Meeting Properly Announced:** Yes
4. **Agenda Approval:** Motion by Allen and Second by Stuchlak to approve agenda. Motion carried.
5. **Approve Minutes:** Motion by Stuchlak and Second by Gilner to accept minutes of the Extension Committee Meeting of March 12, 2013 Motion carried.
6. **Public Participation:** None
7. **Communication:** Genrich advised Committee that Rep. Joan Ballweg and Rep. Scott Krug would be holding listening sessions at the Community Center on April 12, 2013.
8. **Items for Action or Discussion:**
 - a) Review and Place on File Monthly Reports of Donald Genrich, Jennifer Swensen, Mary Ann Schilling and Theresa Wimann: Committee discussed the monthly reports. Motion by Stuchlak Second by Allen to place Monthly Reports on file. Motion carried.
 - b) Review Calendars of Extension Education Staff: Committee reviewed February calendars for all education staff.
 - c) Review Check Summary and Financial Statement for March 2013: Check Summary and financial Statement for March 2013 were reviewed. Motion by Stuchlak Second by Gilner to place March 2013 Check Summaries and Financial Statements on file. Motion carried.
 - d) WACEC Report: Licitar and Genrich gave reports about the WACEC Conference. Briefly discussed workshops that they attended such as “Innovative Local Initiatives that Grow the Economy”, “Broadband Access in Wisconsin” and “Research & Education for Wisconsin’s Communities during Drought & Deluge”. WACEC participants also spent time visiting with Rep. Joan Ballweg and Rep. Luther Olson.

- e) Participation in Leadership Adams County by County Employees: Genrich reviewed the skills developed and the issues discussed at the Adams County Leadership program and how these would benefit most Adams County Employees. He then discussed who has attended the program. In 2012 and 2013 county employees, county board supervisors, township employees/supervisors, employees from ACEC, United Way, Moundview Memorial Hospital & Clinics, Royal Bank, Belva Parr Realty, Kathy Kuss Creative and 5 citizens have enrolled in the program.

The county has paid the tuition for some of the county employees and they were allowed to attend the program during working hours; others paid their own tuition and took vacation time. The private sector paid the tuition for each of their employees to attend and they were all allowed to attend during working hours.

The question is - Should Adams County have a policy regarding employees attending the Adams County Leadership program.

After discussion it was decided that Extension would obtain information on what is done in other counties and bring it back to the next Extension Committee meeting.

- f) Motion by Stuchlak Second by Allen to deviate back to Agenda item 7. Motion carried. Genrich discussed communications received regarding needed maintenance and storage issues with the Community Center. Allen suggested a meeting with himself, Genrich and Tracy Hamman. Allen will arrange the meeting.

9. Set Next Meeting Date: Next regular meeting will be May 14, 2013 at 1:00 p.m. at the Adams County Community Center.

10. Agenda Items for Next Meeting:

- Report on WACEC Conference by Johnson
- Adams County Leadership
- Honey Bees
- Mapping Nitrate Levels

11. Adjourn: Motion by Allen and Second by Stuchlak to adjourn. Motion carried. Meeting adjourned at 3:01 p.m.

Minutes taken by
Linda Arneson
Clerk/Bookkeeper
UW-Extension, Adams County

Jack Allen, Committee Secretary

These minutes have not been approved by the Extension Committee.