

ADAMS COUNTY BOARD OF SUPERVISORS MEETING  
Adams County Board Room, March 19<sup>th</sup>, 2013 6:00 p.m.

1. Call to Order by the Chairman
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge of Allegiance
5. Roll Call
6. Approve Agenda
7. Approve minutes of February 19, 2013
8. Public Participation
9. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint six (6) Supervisors to approve claims Roseberry, Sebastiani, Stuchlak, Allen, Babcock and Bays.
10. **Claims:** None
11. **Correspondence:** None
12. **Appointments:** Reappointments of Cathy Croke and Robert Benkowski to Board of Adjustment; Reappoint Tom Schackleford to Veterans Commission for 3 yr term; Appoint Leslie Fugate to Library Board as School Representative, replacing Barb Albrecht Jan 2013-Dec 2014; Appoint Dawn Miller to LEPC to replace Scott Firlus and appoint Katie Gagnor to replace Ann Taff
13. **Unfinished Business: Res. #11:** To enter into an Intergovernmental Agreement between Adams County, Juneau County and Monroe County to form a solid waste disposal system
14. **Reports and Presentations:**
  - A. Miscellaneous:
    - Administrative Coordinator/Director of Finance report
    - Daric Smith, RIDC
    - Child Support presentation
    - Rome Ordinance #13-01 An Ordinance to Revise and Consolidate, Amend, Supplement and Codify the General Ordinances and By Laws of the Town of Rome
    - 2012 Dog License Report

15. Review Committee Minutes			
Airport 2/11 Board of Adjust 1/16 CWCAC 12/19/12 County Board 2/19	Executive 2/12 H&HS 2/8 Highway 2/14 Library 10/22/12, 11/26/12, 1/28, 2/25	LEPC 2/18 Parks 1/8 P & Z 2/6 Property 2/4	PS&J 2/13, 2/19 Solid Waste 2/11, 3/5 Surveyor 3/6 Traffic Safety 11/14/12, 2/13

16. **Resolutions:**
  - Res. #14:** To approve amendments to the Ethics section of the Adams County Board Rules
  - Res. #15:** To approve out-of-state travel for Mary Ann Schilling, UW-Extension Family Living Educator
  - Res. #16:** To establish non-lapsing carryover accounts for the administration of Emergency Management donations
  - Res. #17:** To oppose proposed legislation to set strict hours to obtain absentee ballots
  - Res. #18:** To endorse and support same day registration
  - Res. #19:** To oppose placement of Election Day Registration under the County Clerk's direction and the reassignment of Election Day Registration administration duties
  - Res. #20:** To support modification of recount procedures to allow either hand count or the use of automated tabulating equipment
  - Res. #21:** To approve out-of-state travel for Jennifer Swensen, UW-Extension 4-H/Youth Development Educator
  - Res. #22:** To approve New Haven Assessor's Plat No. 3
  - Res. #23:** To approve the North Addition to the Quincy Cemetery Plat and adopt said approval by Resolution of the County Board
  - Res. #24:** To approve a five (5) year Intergovernmental Agreement between Adams County and the City of Adams for use of Spillman Public Safety Software
17. **Ordinances:** None

18. **Denials:** None
19. **Petition:** None
20. Approve Claims
21. Approve Per Diem and Mileage
22. Motion for County Clerk to correct errors
23. Set next meeting date
24. 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 Wis. Stats. § 19.85(1)(f), considering financial, medical, social or person histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons 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, to wit: to discuss issues surrounding interactions between certain elected officials and employees, the resolution of which may involve the board taking action in relation to certain elected officials and/or employees.
25. 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.
26. Adjournment

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2 **RESOLUTION 2013 - //**  
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5 **RESOLUTION TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT**  
6 **BETWEEN ADAMS COUNTY, JUNEAU COUNTY AND MONROE COUNTY**  
7 **TO FORM A SOLID WASTE DISPOSAL SYSTEM**

8  
9 **INTRODUCED BY:** Adams County Solid Waste Committee

10  
11 **INTENT & SYNOPSIS:** To enter into an Intergovernmental Agreement between  
12 Adams County, Juneau County and Monroe County to form a solid waste disposal  
13 system.

14  
15 **FISCAL NOTE:** Additional revenues obtained from said Agreement will help offset  
16 operating and future construction expenses in the Solid Waste Department Enterprise  
17 Fund.

18  
19 **WHEREAS:** The County and Town of Strongs Prairie (Town) have an existing  
20 Agreement pursuant to Chapter 289, Wis. Stats. for the Adams County Landfill Site,  
21 which allows for out-of-county waste coming into the facility; and

22  
23 **WHEREAS:** the Juneau County Landfill will reach waste capacity in the near future and  
24 said landfill site will not be expanded; and

25  
26 **WHEREAS:** Juneau County has expressed their desire to continue providing waste  
27 disposal services to its citizens and has established a transfer station at their site; and

28  
29 **WHEREAS:** Juneau County has also expressed its desire to utilize public landfill  
30 facilities near Juneau County, primarily Adams County and Monroe County; and

31  
32 **WHEREAS:** engineering studies show that Adams County has sufficient landfill  
33 capacity remaining to accept out-of County waste into the facility through the March  
34 2019 Agreement with Strongs Prairie; and

35  
36 **WHEREAS:** by working together the above counties can more effectively, conveniently  
37 and efficiently provide for the solid waste disposal and transferring needs of their citizens  
38 for many years into the future; and

39  
40 **WHEREAS:** additional tonnage will provide additional revenues to the Adams County  
41 facility to allow funds to be set aside for depreciation and future construction costs.

42  
43 **NOW THEREFORE, BE IT RESOLVED BY THE ADAMS COUNTY BOARD OF**  
44 **SUPERVISORS,** that it is hereby approved to enter into an Intergovernmental  
45 Agreement between Adams, Juneau, and Monroe Counties to form a solid waste disposal  
46 system that provides waste disposal options to the citizens of Juneau County.

47  
48 **NOW THEREFORE, BE IT FURTHER RESOLVED BY THE ADAMS COUNTY**  
49 **BOARD OF SUPERVISORS,** that additional revenues obtained from said Agreement  
50 will help offset operations and future construction expenses in the Solid Waste  
51 Department Enterprise Fund.  
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Recommended for adoption by the Solid Waste Committee this 11 day of Feb., 2013.

Larry Baker  
Patricia Miller  
Dean R Morgan

Herend Johnson

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

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

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

# **INTERGOVERNMENTAL SOLID WASTE DISPOSAL AGREEMENT**

## **For Adams, Juneau and Monroe Counties**

**THIS AGREEMENT**, made and entered into as of the Effective Date as set forth below, by and between Adams County, a Wisconsin municipal corporation, (hereinafter referred to as "Adams"); and Juneau County, a Wisconsin municipal corporation, (hereinafter referred to as "Juneau"). The parties, collectively, are referred to as "the Counties".

**WHEREAS**, the Counties believe that, by working together in this Intergovernmental Solid Waste Disposal Agreement ("this Agreement"), they can more effectively and efficiently provide for the solid waste disposal and transferring needs of their citizens for many years into the future; and

**WHEREAS**, by working together on a coordinated multi-county plan for solid waste disposal and transferring, the Counties can ensure their citizens adequate licensed capacity for solid waste disposal for the foreseeable future; and

**WHEREAS**, despite the Agreement to work together for the common good of all three (3) Counties, the Counties are not merging their solid waste disposal drop off sites and transferring facilities at this time; rather, each of the Counties retains autonomy in the ownership of its assets and in the negotiations of its contracts with customers; and

**WHEREAS**, the Counties expect their cooperative efforts to generate savings and income which will benefit the respective Counties.

**NOW, THEREFORE**, in consideration of the above premises and the mutual covenants of the Counties hereinafter set forth, the receipt and sufficiency of which is acknowledged by each County for itself, the Counties do agree as follows:

1. Cooperative Agreement. The counties agree to work together to implement this plan for the transfer and disposal of Juneau solid waste to the Adams and, or Monroe County Landfills.
2. Lands Subject To This Agreement. The Counties agree to maintain their respective licenses and to obtain and maintain any permits contemplated by this Agreement.
3. Term. At such time as the Counties are prepared to begin transferring and disposing of solid waste from Juneau, the three (3) Counties shall agree upon a date to begin transferring and disposal operations under this Agreement. Counties agree to an initial five (5) year term of this Agreement, provided that it shall automatically renew for a second five year term unless terminated by written notice given by any party not less than ninety (90) days prior to the end of the initial term. Thereafter, any County may terminate its participation in this Agreement upon giving ninety (90) day prior written notice of intent to terminate to the other Counties.

4. Cooperative Landfill Plan. This Cooperative Landfill Plan ("CLP") designates Adams and Monroe as the receiving Counties for the Solid Waste under the control and management of Juneau after the Juneau Landfill is full and closed. The receiving Counties will invoice Juneau monthly at the normal posted Landfill Charges. Drop off site, transfer station and hauling costs will be done by the respective Counties. The receiving Counties agree to back each other up in the case of an emergency that would render one of the landfills unable to accept additional waste for a given period of time.
5. Cost Distribution. Three (3) types of costs have been identified: drop off-transfer station and hauling costs, disposal costs and administration costs. These are more particularly described and allocated in this section.
  - A. Drop Off Site-Transfer Station and Hauling Costs. Each County is responsible for the cost of hauling its waste to the landfill designated in the CLP as the Receiving County for the year of disposal. Each County is also responsible for the costs of establishing, operating and maintaining its drop off site and or transfer station, if it chooses to use a transfer station.
  - B. Disposal Costs. The cost per ton for landfilling solid waste is based on the established fees set by the accepting landfill and/or through mutual agreement by the counties. Disposal costs shall be billed monthly based on actual tonnage disposed and recorded by State licensed scale. State or federally imposed surcharges can be passed through directly without mark-up by increasing tipping fees, and accordingly, without further approval of the other Counties.
  - C. CLP Administration Costs. Counties entering into this Agreement will remain responsible for all of their Administration and operational costs, including but not limited to salaries, supplies, utilities, intra-county charges, etc. In addition continuing licensing (and permitting, if applicable) costs shall be borne by the County incurring such costs.
6. Program Monitoring And Adjustments. Semiannual operational meetings shall be held to discuss plan variances, improvements and market conditions. Annual adjustments to the CLP shall be made and agreed to in writing by the respective County oversight Committee/Board and/or department heads from each County by August 1 for the following calendar year, prior to submission of the departmental budget to the respective Boards. If unanimous consent cannot be negotiated, the items in dispute will be handled according to the Dispute Resolution section of this Agreement.
7. Tonnage Deviations. To the extent its capacity permits, each Receiving County in a particular year agrees that it will accept up to one hundred five percent (105%) of the solid waste tonnage agreed upon by the three (3) Counties.

8. Year-End Reconciliation. Counties agree to freely share financial and receiving tonnage information and to work together to analyze costs to be assured that landfill disposal costs remain as low as possible for the citizens of the Counties entering into this Agreement.
9. Monthly Invoices. Monthly invoices shall be issued by the Receiving County based on actual tonnage delivered and the costs per ton.
10. Special Wastes. For the purposes of this CLP, "special waste" is defined as any waste from a commercial or industrial activity, other than municipal solid waste, construction/demolition waste and paper mill sludge. Special wastes currently being accepted by any of the three Counties are expected to be accepted at the Receiving County provided that proper documentation is submitted (by the County(ies) currently accepting such waste) to the other two Counties within three (3) months of the Effective Date of this Agreement. The other two Counties have the responsibility for obtaining any applicable Wisconsin Department of Natural Resources (WDNR) approval within six (6) months of receiving the proper documentation for any special waste for which the Receiving County is not already approved. If the Receiving County cannot get WDNR approval within such period, the Receiving County shall, within 30 (30) days, notify the potential shipping county that the Receiving County cannot get WDNR approval. The landfilling of special wastes, as defined above, not currently being accepted by one of the Counties, requires the unanimous approval of all three Counties, subject to all applicable WDNR rules, before such waste can be shipped to a Receiving County.
11. Alternate Daily Cover. All three Counties shall work together to maximize the use of alternate daily cover to conserve air space.
12. Capacity Update. Every year by November 1, each County shall submit to the other two (2) Counties an updated, written statement of its remaining licensed capacity.
13. Local Rules. Each County and any third (3<sup>rd</sup>) party agent of such County shall abide by all applicable laws, regulations, codes and local rules for disposal of solid waste at the Receiving Counties: Each County and any third (3<sup>rd</sup>) party agent of such County shall abide by the applicable local rules and ordinances relating to the hauling of solid waste in, or through, any one (1) or more of the Counties.
14. No Merger. The assets of each County remain the separate assets of the respective Counties since there is no merger of the Counties' landfills or governing boards. Closure and Long Term Care Funds, as well as contingency and reserve funds, remain the separate assets of the respective Counties. Additional programs not specifically listed in this Agreement, including but not limited to household hazardous waste, gas to energy and composting, remain the separate programs of

the respective Counties and are not subject to the terms of this Agreement. The liabilities of each County, including but not limited to long term debt, remain separate to the extent permitted by law for separate entities. Each County is responsible for compliance with, and the costs of, its local operating Agreement.

15. Indemnification. Each County agrees at all times during the term of this Agreement (as well as during any renewed or extended term) to indemnify, save harmless and defend the Receiving County, its boards, officers, employees and representatives against any and all liability, losses, damages, cost or expenses which the Receiving County, its boards, officers, employees or representatives may sustain, incur or be required to pay by reason of bodily injury, personal injury or property damage or other cause of action of whatsoever nature or kind arising out of, or as a result of, any negligent act or negligent failure to act by the County or its subcontractors in connection with, or incidental to, the delivery of solid waste materials to the Receiving County. However, the provisions of this Section 15 shall not apply to liabilities, losses, charges, costs or expenses caused solely by, or resulting solely from, the acts or omissions of the Receiving County, its boards, officers, employees or representatives. Notwithstanding anything to the contrary in this Section 15, the Counties are not waiving any procedures required by, or any rights the Counties may have under, Section 893.80, Wisconsin Statutes.
16. Dispute Resolution. **The Counties expect that their respective staffs will resolve operational issues.** Claims or disputes among the Counties arising out of, or relating to, this Agreement (including any exhibits now or in the future incorporated herein), shall be decided either by arbitration in accordance with the Arbitration Rules of the American Arbitration Association then pertaining, or by any other alternative dispute resolution mechanism mutually agreed to by the contending Counties. In the event the Counties proceed to arbitration, the following shall govern any such proceedings.
  - A. The American Arbitration Association shall submit a panel of five (5) arbitrators to the Counties (seven [7] arbitrators if three [3] Counties are in dispute). The Counties shall be allowed alternate strikes until one (1) arbitrator remains, who shall arbitrate the dispute. The order of striking shall be determined by flipping a coin.
  - B. The costs of the arbitration proceeding (except for the filing fees, which shall be paid by the County initiating the proceeding) shall be borne equally by the Counties which are party to the arbitration. Each County shall pay its own legal fees and expenses incurred in connection with the proceeding.
  - C. Any arbitration shall take place in the City of Mauston, Juneau County, Wisconsin.

- D. Unless otherwise agreed by the parties to the arbitration, the arbitration hearing in this matter shall be limited to one (1) day in length with the arbitrator providing each side equal time to present its case during that day.
  - E. Any discovery proceeding shall be limited to the thirty (30)-day period prior to the date of the arbitration hearing. (If three [3] Counties are involved, additional time may be permitted by the arbitrator.) Notwithstanding the provisions of Subsection B above, the party requesting the discovery shall pay for all costs incurred by the opposite parties, except for attorneys' fees, related to the discovery procedure including, but not limited to, witness and reporter's fees related to deposition, photocopying fees, postage fees and delivery fees.
  - F. The arbitrator, in issuing any ruling shall issue a written decision which shall include findings of fact and conclusions of law.
  - G. The proceeding and arbitration shall be governed by the laws of the State of Wisconsin, including specifically, Chapter 788 of the Wisconsin Statutes.
  - H. The decision of the arbitrator shall be final and binding on all parties to the arbitration, shall be enforceable in a court of competent jurisdiction, and shall not be appealable except as provided by state statute.
17. Notices. Any notices or reports required or permitted to be given pursuant to the terms of this Intergovernmental Agreement shall be deemed delivered as of the date of postmark if deposited in the United States Mail, first class postage attached, addressed to the Counties' addresses as set forth below. It shall be the duty of a County changing its address(es) to notify the other Counties in writing within a reasonable time.
18. Entire Agreement. The entire Agreement of the Counties is contained herein, and this Agreement supersedes any and all oral Agreements and negotiations between the Counties relating to the subject matter hereof.
19. Governing Law. This Agreement is entered into, and shall be construed in accordance with the laws of the State of Wisconsin.
20. Severability. If any provision of this Agreement is finally determined by a court of competent jurisdiction to be invalid or unenforceable (and such determination is non-appealable), this Agreement shall be construed as if the invalid or unenforceable provision had been deleted from the Agreement and the balance of the Agreement shall continue in full force and effect. This Agreement shall be effective and binding on the Counties hereto when adopted by the governing body and executed on behalf of such County by each County to so execute this Agreement. Any two (2) Counties constitute an Agreement and may begin the terms of this Agreement.

IN WITNESS WHEREOF, the Counties have duly adopted a resolution approving this Agreement and have authorized their respective officers to execute this Agreement on the behalf of the County as set forth below.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Adams County Board Chair

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

\_\_\_\_\_  
Juneau County

\_\_\_\_\_  
Juneau County

\_\_\_\_\_  
Monroe County

\_\_\_\_\_  
Monroe County



***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](mailto:Trena.Larson@co.adams.wi.us)

**County Board 3/19/13**

**Office Activities**

1. Manage the transition and collaborate with Interim Medical Examiner
2. Recruitment GIS Specialist/Assistant Land Information
3. Wage Study Consortium (WIPFLI)
  - a. Point Factor Analysis Method (ongoing should be completed in March)
4. Recruitment Payroll Specialist/Account Technician Position
5. Budget
  - a. Prepare 2013 Journal Entries
6. Municipality Meeting
  - a. February 20, 2013 7 p.m.
7. Adding office supply vendors – Staples
  - a. Training in February 2013 at Department Head Meeting
8. Prepare for Year-end audit
  - a. Balance Fixed Assets
  - b. Prepare multiple work papers for auditors
  - c. Calculate Carryovers
  - d. Year-end cash reconciliation
9. Safety – loss prevention, training, coordination
  - a. Set-presentation for Department Heads
10. Coordinate the review and updates to the Intergovernmental Agreement for the Spillman Software

**Upcoming Activities**

1. Schenck Annual Audit (April 8<sup>th</sup>—April 12<sup>th</sup>)
2. Cross Training of Staff
  - a. Payroll (1<sup>st</sup> priority)
  - b. General Ledger/Account Reconciliations
  - c. Accounts Payable
3. Prepare Year-end Financial analysis for County Board
4. Complete Incident Command System (ICS) 400 – Emergency Management
5. Review Employee Handbook and General and Administrative Polices for conflicts in language
  - a. Prepare a Training
6. Begin to prepare for 2014
  - a. Templates
  - b. 2014 Levy Projection
7. Continue to monitor State Budget Developments/Impact

ORDINANCE NO. 13-01

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 February 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.

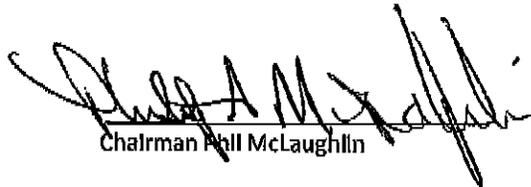
Section 2. The amendment to the code of general ordinances are hereby adopted in:

CHAPTER 10 ZONING  
10.11 LAKE DISTRICT  
10.23 DESIGN STANDARDS

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

Adopted: February 21, 2013

Posted: February 22, 2013

  
Chairman Phil McLaughlin

Approved, Attested by:

  
Clerk Deena Griffin

Deena Griffin certified that a copy of Ordinance 13-01 was posted on February 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  
  
715-325-8019  
zoning@romewi.com

**Sections to be amended:**

10.11 (2) (b) Z

**Proposed amendment:**

Add subsection 7 to ordinance section.

- 7. All permits required herein must be displayed in a weather-resistant receptacle that is securely attached, below the address sign, to the town-issued address identification post.

**Findings of Fact:**

To make it easier to verify that campers have purchased the required camping permits.

**Plan Commission Chairman** \_\_\_\_\_ **Dated:** \_\_\_\_\_

**Plan Commission Recording Secretary** \_\_\_\_\_ **Dated:** \_\_\_\_\_

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

**Applicant:** Town of Rome  
1156 Alpine Dr  
Nekoosa, WI 54457  
  
715-325-8019  
zoning@romewi.com

**Sections to be amended:**

10.23 (1) **(f)**

**Proposed amendment:**

Add subsection (f) to ordinance section.

**(f) Outdoor Storage/Display:**

No items may be stored or displayed outside unless authorized in the permit required in subsection (2) herein. The outside storage or display of items may only be permitted if such items are incidental to the primary use of the property and the storage/display is maintained in a neat and orderly manner. The site plan must detail the area of storage/display and the items to be stored/displayed therein.

**Findings of Fact:**

To rectify ambiguities in the current wording of the ordinance section. To better define what can be stored and/or displayed outside a business in order to ensure consistency between the storage and the principal purpose of the business.

**Plan Commission Chairman** \_\_\_\_\_ **Dated:** \_\_\_\_\_

**Plan Commission Recording Secretary** \_\_\_\_\_ **Dated:** \_\_\_\_\_

ADAMS COUNTY CLERK  
DOG LICENSE REPORT  
2012

Municipality/County	Males	Neutered Males	Females	Spayed Females	Total	Kennel	Extra Kennel
Town of Adams	5	30	8	37	80	0	0
Town of Big Flats	4	19	2	34	59	0	0
Town of Colburn	0	7	0	2	9	0	0
Town of Dell Prairie	8	40	4	49	101	0	0
Town of Easton	10	25	1	37	73	0	0
Town of Jackson	7	27	7	44	85	0	0
Town of Leola	4	7	1	10	22	0	0
Town of Lincoln	5	14	0	16	35	0	0
Town of Monroe	3	11	0	20	34	0	0
Town of New Chester	1	13	2	15	31	0	0
Town of New Haven	13	26	7	27	73	0	0
Town of Preston	0	17	2	18	37	0	0
Town of Quincy	6	26	5	35	72	0	0
Town of Richfield	5	6	1	6	18	0	0
Town of Rome	5	78	6	88	177	0	0
Town of Springville	5	43	4	42	94	0	0
Town of Strongs Prairie	9	24	9	30	72	0	0
Village of Friendship	3	8	2	9	22	0	0
City of Adams	17	49	16	57	139	0	0
City of Wisc. Dells		1			1		
County Treasurer	43	160	35	192		23	74
Totals	153	631	112	768	1234	23	74

County Treasurer issued 1 female puppy licenses at \$6.50 each,  
0 neutered male/spayed female puppy licenses at \$4.00 each  
4 replacement license at no charge, \$270.00 in regular late fee, \$55.00 in kennel late fees, 0 lost.  
0 free service dog  
missing #'s 1394, 1925

RESOLUTION NO. -2013 14

RESOLUTION TO APPROVE AMENDMENTS TO THE ETHICS SECTION OF THE ADAMS COUNTY BOARD RULES

INTRODUCED BY: Lori J. Djumadi, County Board Supervisor, District #17

FISCAL NOTE: None

WHEREAS: The Adams County Board enacted Ethics Ordinance 22-2011 on December 20, 2011; and

WHEREAS: The Adams County Board adopted the County Board Rules for 2012-2014 on March 20, 2012; and

WHEREAS: Discrepancies exist between the Adams County Ethics Ordinance 22-2011 adopted and the Adams County Board Rules for governing the Ethics Board; and

WHEREAS: The discrepancies between the two documents have created confusion and inconsistent administrative processes/procedures and will continue to do so until corrected.

NOW, THEREFORE, BE IT RESOLVED, that the Adams County Board of Supervisors hereby approves amending the Ethics Section of the 2012-2014 Adams County Board Rules adopted March 20, 2012 to be consistent with the Adams County Ethics Ordinance 22-2011 enacted December 20, 2011 as follows:

Page 23

Correct "Ethics Inquiry Committee" to read "Ethics Board".

Eliminate bold sentence below "Ethics Inquiry Committee" which reads "This policy hereby creates an Ethics Inquiry Committee". The Adams County Ethics Ordinance #22-2011 does not reference an "Ethics Inquiry Committee".

Page 24

Section A. Membership.

Currently reads:

"The Ethics Board shall be composed of five (5) members of the County Board".

Change to read the same as the Ethics Ordinance #22-2011, Section 1.10, Item A which states:

"The Ethics Board will consist of two (2) county employees, two (2) junior County Board Supervisors and one (1) county citizen all of which will be appointed by the County Board Chair".

Section B. Duties and Responsibilities.

Currently reads:

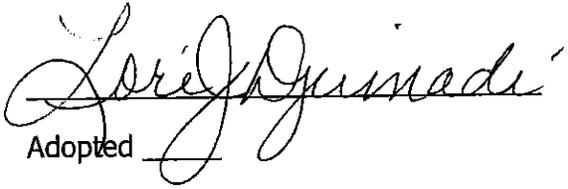
"The Ethics Board shall be responsible for investigating a complaint, and conducting a fact finding hearing pursuant to subparagraph 1.11 in any case where the Ethics Board has found that probable cause exists for believing the allegations of a complaint referred to the Board after preliminary review pursuant to subparagraph 1.13 of the Ethics Ordinance."

39 Change to:

40 **"The Ethics Board will be responsible for investigating a complaint and**  
41 **conducting a fact finding hearing pursuant to Section 1.13 of the Ethics**  
42 **Ordinance."**

43 **BE IT THEREFORE FURTHER RESOLVED**, that other than the specific change to the  
44 Adams County Board Rules approved herein, the 2012-2014 Adams County Board Rules will  
45 remain unaffected and previously amended.

46 Recommended for adoption by Lori J. Djumadi, Adams County Board Supervisor, District  
47 #17 this 19<sup>th</sup> day of March, 2013.

48  
49  \_\_\_\_\_  
50 Adopted \_\_\_\_\_

51 Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this 19<sup>th</sup>

52 Tabled \_\_\_\_\_ day of March, 2013

53

54 \_\_\_\_\_

55 County Board Chair

County Clerk

RESOLUTION 15 -2013

RESOLUTION TO APPROVE OUT OF STATE TRAVEL FOR  
MARY ANN SCHILLING

INTRODUCED BY: Extension Committee

INTENT & SYNOPSIS: Resolution to approve out-of-state travel for Mary Ann Schilling,  
UW-Extension Family Living Educator.

FISCAL NOTE: Budget Neutral. All expenses will be paid by the UW-Extension/Cooperative  
Extension Dean's office.

WHEREAS: Per the Adams County Personnel and General Administrative Policies, Chapter 8,  
Section 19.02, requires all out of state travel and related expenses be authorized by Resolution of the  
County Board; and

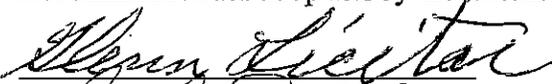
WHEREAS: Mary Ann Schilling has been selected to attend the annual Public Issues Leadership  
Development (PILD) conference in Alexandria, Virginia. The PILD conference is sponsored by the  
Joint Council of Extension Professionals; and

WHEREAS: This conference will provide professional development opportunities for Schilling. In  
addition Schilling will have the opportunity to learn about the political process at the national level and  
meet with Wisconsin elected officials as well as key leaders in the Department of Agriculture and other  
agencies and organizations in the Washington D.C. area; and

WHEREAS: Schilling is one of two ESP Family Living Representatives from Wisconsin selected to  
attending the 2013 PILD conference. Nick Theisen, an Adams County 4-H member, has been chosen  
to attend this conference as a student representative.

NOW THEREFORE, BE IT RESOLVED: That the Adams County Board of Supervisors hereby  
approves out-of-state travel for Mary Ann Schilling, Family Living Educator, to travel to Alexandria,  
Virginia and the Washington D.C. area, April 21 – 25, 2013 to attend the annual Public Issues  
Leadership Development (PILD) conference to represent Adams County and the State of Wisconsin.  
All funding shall be provided by the UW-Extension/Cooperative Extension Dean's office.

Recommended for adoption by the Extension Committee this 12<sup>th</sup> day of March 2013.

  
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Adopted \_\_\_\_\_  
Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this 19<sup>th</sup> Day of March 2013  
Tabled \_\_\_\_\_

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

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

RESOLUTION NO. 16 -2013

RESOLUTION TO ESTABLISH NON-LAPSING CARRY-OVER ACCOUNTS FOR THE ADMINISTRATION OF EMERGENCY MANAGEMENT DONATIONS

**INTRODUCED BY:** Public Safety & Judiciary Committee.

**INTENT & SYNOPSIS:** To establish non-lapsing carryover accounts for the administration of Emergency Management donations.

**FISCAL NOTE:** There is no fiscal impact to the 2013 Budget.

**WHEREAS:** Adams County Emergency Management received donations from Enbridge for specific use; and

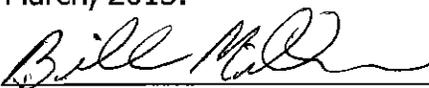
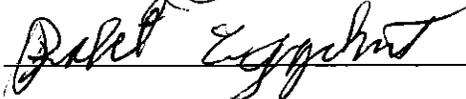
**WHEREAS:** Such funds were unanticipated and dated December of 2012 for disbursement in 2013; and

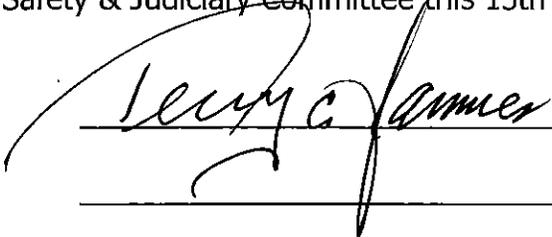
**WHEREAS:** separate non-lapsing carry-over accounts need to be established for appropriation and use of these funds; and

**WHEREAS:** the accounts will be inactivated upon disbursement of all such funds received unless additional donations are received.

**NOW, THEREFORE, BE IT RESOLVED:** that the Adams County Board of Supervisors approve revenue account number 100 R 19 48500 and expense account number 100 E 19 52511 414 (Special Project) as non-lapsing accounts for administration of Emergency Management donations.

Recommended for adoption by the Public Safety & Judiciary Committee this 13th day of March, 2013.

  
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Adopted \_\_\_\_\_  
Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this 19th day of  
Tabled \_\_\_\_\_ March, 2013.

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

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



RESOLUTION TO SUPPORT SAME DAY VOTER REGISTRATION

INTRODUCED BY: Administrative & Finance Committee

INTENT & SYNOPSIS: To endorse and support same day registration.

FISCAL NOTE: None

WHEREAS: Voter participation is intrinsically desirable in a democracy and a healthy democracy requires a high level of public participation; and

WHEREAS: For more than a century the State of Wisconsin has traditionally favored public participation in the electoral process; and

WHEREAS: States with same day voter registration have significantly higher voter participation rates than States that do not; and

WHEREAS: Wisconsin is one of the most politically active states in the union and its citizens consider it a civic duty to express their opinions at the ballot box, and regard their right to vote as a sacred trust; and

WHEREAS: Voter registration is required for every citizen who is a new voter, has moved, or has had a name change; and

WHEREAS: Municipal clerks, many of whom are part-time, find that same day voter registration contributes to a more efficient voter registration system and election inspectors take pride in seeing that every qualified elector's voice is heard at the ballot box.

NOW, THEREFORE, BE IT RESOLVED: That the Adams County Board of Supervisors hereby approves, expressing its support for same day voter registration.

BE IT FURTHER RESOLVED: That the County Clerk is directed to distribute a copy of this Resolution to Governor Scott Walker, to all State Legislators, the Wisconsin Counties Association and to all other Wisconsin Counties.

Recommended for adoption by the Administrative & Finance Committee on this 18th day of February, 2013.

Handwritten signatures of committee members: Scott Alestian, Larry B. Brock, Lori Guyard, and Jim Allet.

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

County Board Chair (Signature) County Clerk



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**RESOLUTION NO. 20 -2013**

**RESOLUTION TO SUPPORT MODIFICATION OF RECOUNT PROCEDURES TO  
ALLOW EITHER HAND COUNT OR THE USE OF AUTOMATED TABULATING  
EQUIPMENT**

**INTRODUCED BY:** Administrative and Finance Committee

**INTENT & SYNOPSIS:** To support modification of recount procedures to allow either hand count or the use of automated tabulating equipment.

**FISCAL NOTE:** None

**WHEREAS:** Proposed legislation modifies the current recount procedure, allowing the board of canvassers to have the option to hand count ballots; and

**WHEREAS:** When utilizing automated tabulating equipment, some of the tasks required to be performed prior to a recount, consist of retesting and burning cartridges to include creating back up memory packs to meet current law, which are costly; and

**WHEREAS:** Current law prohibits the Board of Canvassers from hand counting ballots where automatic tabulating equipment is used, unless petitioning the Circuit Court; and

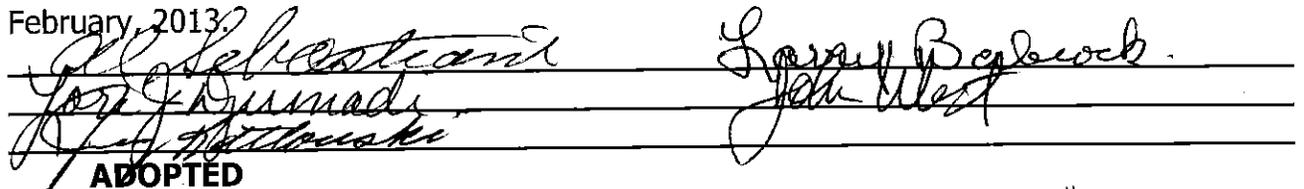
**WHEREAS:** Clear and convincing evidence must exist in order to obtain authorization to hand count ballots; and

**WHEREAS:** Allowing the Board of Canvassers in lesser populated areas, to have the option to count ballots by hand, is more fiscally responsible.

**NOW, THEREFORE, BE IT RESOLVED:** By the Adams County Board of Supervisors that it is hereby approved to express support for modification of current election law, to allow recounting votes by hand or by the use of automatic tabulating equipment.

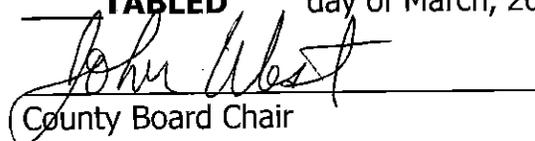
**BE IT FURTHER RESOLVED:** That the County Clerk is directed to distribute a copy of this resolution to Governor Scott Walker, to all State Legislators, the Wisconsin Counties Association, and to all other Wisconsin Counties.

Recommended for adoption by the Administrative & Finance Committee on this 18<sup>th</sup> day of February, 2013.

  
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**ADOPTED**

**DEFEATED** by the Adams County Board of Supervisors this date 19<sup>th</sup>  
**TABLED** day of March, 2013.

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

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

RESOLUTION 21 -2013

RESOLUTION TO APPROVE OUT OF STATE TRAVEL FOR  
JENNIFER SWENSEN

INTRODUCED BY: Extension Committee

INTENT & SYNOPSIS: Resolution to approve out-of-state travel for Jennifer Swensen, UW-Extension 4-H/Youth Development Educator.

FISCAL NOTE: Budget Neutral. All expenses will be paid by the UW-Extension State 4-H/Youth Development Program Area.

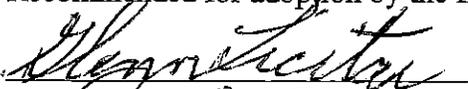
WHEREAS: Per the Adams County Personnel and General Administrative Policies, Chapter 8, Section 19.02, requires all out of state travel and related expenses be authorized by Resolution of the County Board; and

WHEREAS: Jennifer Swensen and Colleen Pulvermacher, 4-H/Youth Development Educator from Vernon County, have been selected to present a workshop at the annual conference of the National Association of Extension 4-H Youth Development Agents. Swensen and Pulvermacher previously presented this workshop, "Best Practices of Volunteer Management" at the Wisconsin Joint Council of Extension Professionals in April 2012; and

WHEREAS: This conference will also provide workshops that will fulfill Swensen's professional development needs in providing leadership opportunities to young people in Adams County as well as local volunteer development; and

NOW THEREFORE, BE IT RESOLVED: That the Adams County Board of Supervisors hereby approves out-of-state travel for Jennifer Swensen, 4-H/Youth Development Educator, to travel to Frankenmuth, Michigan, May 20 – 23, 2013 to receive national recognition and represent Adams County.

Recommended for adoption by the Extension Committee this 12<sup>th</sup> day of March 2013.



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Adopted \_\_\_\_\_

Defeated \_\_\_\_\_ by the Adams County Board of Supervisors this 19<sup>th</sup> Day of March 2013

Tabled \_\_\_\_\_

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

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



1 Resolution to Approve the North Addition to the Quincy Cemetery Plat

2  
3 Resolution No. 23 -2013

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5  
6 INTRODUCED BY: Planning and Zoning Committee

7  
8 INTENT & SYNOPSIS: To approve the North Addition to the Quincy Cemetery Plat and adopt  
9 said approval by Resolution of the County Board.

10  
11 FISCAL NOTE: No appropriation of funds is required.

12  
13 WHEREAS: The Town of Quincy has submitted a plat, attached hereto, for a North Addition to  
14 Quincy Cemetery located in Lot 1 CSM No. 1285, SE1/4-SW1/4 and SW1/4-  
15 SE1/4, Section 7, T16N, R5E, Town of Quincy, Adams County Wisconsin; and

16  
17 WHEREAS: Wisconsin Statute 157.07 allows for cemetery expansion from time to time as  
18 required for cemetery lots, drives and walks; and

19  
20 WHEREAS: The plat map may not be recorded unless laid out and platted to the satisfaction of  
21 the County Board; and

22  
23 WHEREAS: The Cemetery Authority is the Town of Quincy; and

24  
25 WHEREAS: The Cemetery Authority shall cause the plat to be recorded together with a copy of  
26 the adopted County Board Resolution approving the plat.

27  
28 NOW, THEREFORE, BE IT RESOLVED: by the Adams County Board of Supervisors that the  
29 North Addition to the Quincy Cemetery Plat is hereby approved; said plat is attached hereto and  
30 incorporated herein.

31  
32 Dated this 6th day of March, 2013

33  
34 *Joe Stuebel* *Andy Klein*  
35 *Barbara A. Morgan* *Sebastian*  
36 *Glenn Lucitar* *Kerry G. James*  
37 \_\_\_\_\_

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41 ADOPTED \_\_\_\_\_

42 DEFEATED \_\_\_\_\_ BY THE ADAMS COUNTY BOARD OF SUPERVISORS THIS 19th  
43 DAY OF MARCH, 2013.

44 TABLED \_\_\_\_\_

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47 \_\_\_\_\_  
COUNTY CLERK

\_\_\_\_\_  
COUNTY BOARD CHAIRPERSON



**INTERGOVERNMENTAL AGREEMENT BETWEEN  
ADAMS COUNTY AND THE CITY OF ADAMS  
FOR USE OF SPILLMAN PUBLIC SAFETY SOFTWARE**

Adams County, hereinafter referred to as the "County," and the City of Adams, hereinafter referred to as the "City," to facilitate use of Adams County's Spillman Public Safety Software, hereinafter referred to as "Spillman," hereby agree:

In consideration of the promises and performance stated herein by both parties, that the County will provide access to Spillman to the City's Police Department under the following terms and conditions:

**SERVICES PROVIDED BY THE COUNTY**

1. The County will provide access to Spillman via Virtual Private Network (VPN) on a 24-hour a day, 7-day a week basis, except for scheduled and unscheduled down time (due to routine maintenance, computer failure, Internet Service Provider (I.S.P.) failure or other unforeseen circumstances).
2. The County will provide a backup of all data, as a protection against computer failure or other disaster. A weekly backup will be kept at a secure offsite storage location. A daily backup will be done no less than five (5) times per week.
3. The County will provide general helpdesk services in regard to the Spillman Public Safety Software only. Pursuant to the Spillman Contract, the City and County may contact Spillman in regard to technical support.
4. The County shall be responsible only for maintaining and/or troubleshooting the tunnel that provides VPN access to the City network and shall not be responsible thereafter.
5. The County reserves the right to add, upgrade, or remove all network related software and shall notify the City of the approximate cost associated therewith. At least a scheduled 60-day notification will be provided if possible.
6. The County will attempt to notify all network users when "scheduled" down time will take place. At least a 2-day notification should be provided.
7. It is understood that the County will provide a firewall to the City for VPN access to the Spillman Public Safety Software.
8. The City's Police Department employees will only have access to Spillman. All other computer systems will be blocked through the configuration of the firewall.
9. Neither the County nor City will convert old data to Spillman. Any calls received by

the County that are to be dispatched or handled by the City, will be initially entered into Spillman by the County.

10. If the City wishes to purchase additional Spillman module(s), the City and the County shall mutually agree who would pay initial and ongoing expenses for the module. Both parties reserve the right to refuse the purchase of any new modules.

### **CITY'S RESPONSIBILITIES**

1. The City will be responsible for its own Service Agreement with Spillman Technologies.
2. The City will provide an internet connection and public IP address to the County to establish the VPN connection.
3. The City shall provide all computer hardware, network hardware, operating system software, and internet connectivity for its portion of the computer network.
4. The City must maintain technology to a CJIS compliant standard.
5. If the City relocates its offices in whole or in part, or relocates any of the computer devices connected to the computer, the City is responsible for all connection charges related to the relocation.
6. The City shall obtain and maintain a general liability insurance policy with coverage limits acceptable to the County's insurance provider, and provide the County with certificates of insurance establishing the existence of these policies upon request.
7. The City shall obtain and maintain any State or Federal compliance necessary, and provide the County will documentation as to status of compliance.
8. The City shall hold harmless and indemnify the County against and from any and all claims, demands, and damages resulting from the City's negligent use of the Spillman.
9. Adams County shall save, keep, hold harmless and indemnify the City against and from any and all claims, demands, and damages resulting from the County's negligent use of the Spillman Public Safety Software.

### **OWNERSHIP OF COMPUTER DATA**

1. The County and City understand and agree that Spillman Technologies, Inc. is the owner of Spillman software. The parties further understand and agree that this Agreement is subject to the terms and conditions of an Agreement that the County has previously entered into with Spillman Technologies, Inc. In the event any terms of this Agreement conflict with any terms in the Agreement that the County has entered into with Spillman Technologies, Inc., the terms of said Agreement between

the County and Spillman Technologies, Inc., shall control. In such event, applicable terms in this Agreement shall be considered void and unenforceable.

2. Ownership of the data entered into the system by the City remains with the County.
3. Data stored anywhere other than on the Spillman Server is the sole responsibility of the City.
4. Records Release: It is the responsibility of both parties to ensure that only that data pertaining to the record keeping party, be released upon any open records type request made to said record keeping party. The County will not release any information pursuant to an open records request involving City data without first providing the City with a minimum of seven (7) days' written notice of the intended data release.

### **EQUIPMENT/SOFTWARE**

1. Specific standards for computers, software, encryption, security, network printers, and or firewall equipment have been established by Federal and State laws, regulations and software specifications. Therefore, the City is encouraged to create and maintain a computer equipment replacement plan.
2. Should further work be needed after initial setup, whether due to new hardware or user error, the County may charge the City for any staff time necessary to reconfigure the Spillman software attributable and/or pertaining to the City's use thereof. The charge shall include the expense (hourly rate) including travel, of the staff. The County will only recoup the cost for the employee's time.

### **SECURITY**

1. The County and the City both agree to reasonable security measures to protect the hardware, software, backup data, and other aspects of the system against theft, loss, destruction, unauthorized use/destruction/alteration by employees or other persons. The term "security" includes confidentiality of data, and specifically includes all Federal and State laws and regulations concerning secondary dissemination of information.
2. The County is not responsible for the City network data lost due to computer failure, which is entered after the most recent "backup" of data. Any loss of data under this paragraph should ordinarily not exceed one working day's worth of data. Any data lost would be the most recent data entered into the computer.

### **UNSATISFACTORY PERFORMANCE/BREACH**

1. The County and City shall make good faith efforts to resolve any issues between the

parties related to the terms included in this Agreement. In the case of a continuing dispute between the parties that remains unresolved, either party may terminate this Agreement after the receipt by the other party of sixty (60) days' written notice of intent to terminate.

### NOTICE

1. Satisfactory notice pursuant to the terms and conditions of this Agreement shall be considered made upon the receipt by either party of a USPS certified letter, return receipt requested, and signed by the person and at the address shown below.

City of Adams:  
P.O. Box 1009  
Adams, WI 53910

Adams County:  
P.O. Box 278  
Friendship, WI 53934

### TERM OF AGREEMENT

1. The initial term of this Agreement shall be for five (5) years. Either party may terminate this Agreement no later than January 31<sup>st</sup> of each year during the initial term, by providing written notice to the other party pursuant to the requirements of the Notice section contained herein.
2. At the termination of this Agreement, the County may turn over to the City all data owned by the City, in such form as can be transferred to another computer of the same type as the County's, at the City's cost.
3. It is understood that the County will not be responsible for providing any programming to facilitate the conversion of the data from the County's system to the City's system.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2013

**ADAMS COUNTY**

**CITY OF ADAMS**

\_\_\_\_\_  
County Board Chairman  
John West

\_\_\_\_\_  
City of Adams Mayor  
Janalyn Baumgartner

Adams County Airport Commission  
Minutes for the February 11, 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 and B. Miller. J. Kotloski was absent. Also in attendance was M. Scott, airport manager, and S. Sundsmo, grounds keeper.

Audience: None.

Was the meeting properly announced? Yes

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

Approve the Minutes for January 21, 2013: Motion by Pollina, Second by Reuterskiold to approve the minutes. All voted aye, motion carried.

Airport Managers Report:

Review Correspondence:

Scott produced a notice requesting comment for a proposed temporary Military Operating Area (MOA) from Marshfield to Waupaca and from 8000' to 18000'. The area appears to be identical to one that was operated last year. As it does not affect the airport no action is needed. The notice will be posted at the airport if anyone wishes to comment.

Financial/Review Monthly Check Summary:

Scott passed around the monthly check summary airport detail. With just one month having passed the activity in all accounts are within budget.

Current Airport Improvement Program – Update:

Nothing new to report.

Review and Approve Airport Managers Job Description/Fuel Agent Agreement:

Scott reports that he has received and is reviewing a proposed description from Trena Larson, Financial Coordinator. He will meet with Trena after his review.

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

Grounds Keeper Report:

Sundsmo reported he is still waiting for a windshield wiper motor that is on order. He can still plow but is anxious to get the repairs done. Otherwise, all is in property working order with nothing new to report.

Adams County Airport Commission  
Minutes for the February 11, 2013 Meeting

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

Audience Comments: None

Next meeting set for March 11, 2013 at 7PM at the Welcome Center.

There being no further business a motion was made by Bourke to adjourn. Second by Pollina. All voted aye, motion carried. Meeting was adjourned at 7:20 PM.

Respectfully Submitted,



Michael L. Scott,  
Airport Manager

ADAMS COUNTY  
BOARD OF ADJUSTMENT  
MONTHLY MINUTES:  
January 16, 2013

Chairman Ivan Morrow called the Adams County Board of Adjustment meeting to order at 9:30 A.M. with the following members present; Bob Beaver, Vice-Chair; Cathy Croke, Secretary and Tom Feller. 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: TC Enterprises, LLC/Central States Tower and Verizon Wireless – Variance request under Section 3-5.03 (c) of the Adams County Comprehensive Zoning Ordinance for an increase in the height restriction to allow construction of a 258' self supporting communications tower on property located in the NW ¼, SW ¼, Section 20, Township 18 North, Range 6 East, Lot 1 of CSM 5131 at 1193 State Road 13, Town of Preston, Adams County, Wisconsin. Nathan Ward of Buell Consulting was present to represent the property owners for all four hearings. Bob Beaver made a motion to grant the Variance request as presented. Tom Feller seconded the motion. Roll Call Vote: 4 – Yes. Motion carried. Leonard H. & Margaret A. Burrows/Central States Tower and Verizon Wireless - Variance request under Section 3-5.03 (c) of the Adams County Comprehensive Zoning Ordinance for an increase in the height restriction to allow construction of a 287' self supporting communications tower on property located in the SW ¼, SW ¼, Section 14, Township 18 North, Range 7 East at 288 Cumberland Avenue, Town of Richfield, Adams County, Wisconsin. Tom Feller made a motion to grant the request as presented. Bob Beaver seconded the motion. Roll Call Vote: 4 – Yes. Motion carried. Kenneth & Pamela Jensen/Central States Tower and Verizon Wireless - Variance request under Section 3-5.03 (c) of the Adams County Comprehensive Zoning Ordinance for an increase in the height restriction to allow construction of a 308' self supporting communications tower on property located in the NW ¼, NW ¼, Section 35, Township 14 North, Range 6 East, on 9<sup>th</sup> Avenue, Town of Dell Prairie, Adams County, Wisconsin. Mr. Ward, representing the Jensen's, informed the Board that the request has been modified by diminishing the height to a maximum of 260' instead of the requested 308'. Bob Beaver made a motion to grant the request as modified. Cathy Croke seconded the motion. Roll Call Vote: 4 – Yes. Motion carried. Lee Holmes/Central States Tower and Verizon Wireless - Variance request under Section 3-5.03 (c) of the Adams County Comprehensive Zoning Ordinance for an increase in the height restriction to allow construction of a 258' self supporting communications tower on property located in the NE ¼, SW ¼, Section 4, Township 19 North, Range 7 East, at 454 Badger Drive, Town of Colburn, Adams County, Wisconsin. Jeff Reabe, President of Wisconsin Agricultural Aviation Association presented a letter to the Board with steps to minimize flight risks in areas that have cell towers. Discussion followed. Tom Feller made a motion to grant the request as presented. Bob Beaver seconded the motion. Roll Call Vote: 4 – Yes. Motion carried.

Minutes: Phil McLaughlin presented the Board with the minutes from the December 19, 2012 meeting for their review. Bob Beaver made a motion to approve the minutes as presented.

Cathy Croke seconded the motion. All in favor. Motion carried

Correspondence: None.

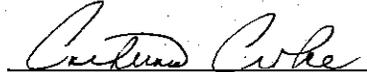
Board of Adjustment  
Monthly Minutes  
December 19, 2012  
Page #2

Because of scheduling conflicts, the next Board of Adjustment meeting will be on a Tuesday. The Board agreed upon February 19, 2013.

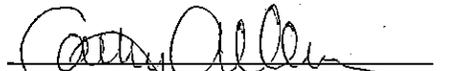
Bob Benkowski made a motion to adjourn. Cathy Croke seconded the motion. All in favor.  
Motion carried.

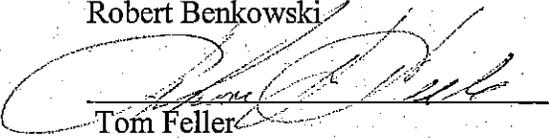
ADJOURNED: 11:00 A.M.

  
\_\_\_\_\_  
Ivan Morrow, Chairman

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

  
\_\_\_\_\_  
Robert Beaver

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

Robert Benkowski  
  
\_\_\_\_\_  
Tom Feller

\_\_\_\_\_  
Bob Donner (Alternate)



## MEETING MINUTES

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

**Meeting Date:** December 19, 2012

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

**Board Members:**

***Present:*** Sandy Wormet, John Atkinson, Scott Beard, Jim Layman, Muriel Harper, John Wenum, Dave Singer, Charlie Krupa, Joan Smoke, and John Earl

***Absent:*** Bill Gomoll, Diane England, Bob McClyman, Denise Herbst, and Kristine Koenecke

***Unexcused Absence:*** None

**Staff Present:** Craig Gaetzke, Susan Tucker, Kari Labansky, Jim Dahlke and Donna Lynch

**Guests:** None

### Opening

1. Motion was made by John Wenum to adopt the agenda. Motion was made by Joan Smoke to add Action Items: a) Review & Adopt 2013 Agency Goals and b) Executive Director 2012 Performance Evaluation & Compensation which will take place in Closed Session. Seconded by John Wenum. Passed unanimously. MOTION CARRIED.

Motion was made by Charlie Krupa to adopt the October 24, 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, and Jim Dahlke.

2. President Comments

John wished everyone a blessed holiday season. He mentioned one of the items for discussion will be the Executive Director's Performance Evaluation & Compensation. John also mentioned one of our former board members, Joe Garvin, who is now is assisted living and asked everyone to keep Joe in their prayers.

3. Executive Director's Report

Fred thanked board members for their attendance and support of him and the agency. He asked everyone to remember our former board members, Evans Littlegeorge and Ross Swinehart. We've had a great year with our two event fundraisers, the Holiday Train and Golf Outing, bringing in \$37,000; the Turkey Raffle also brought in a significant amount. Staffing is stabilized although we are always looking for more funding. Ho-Chunk has generously donated many boxes of hats, scarves and mittens from a holiday event fundraiser.

Motion was made by Joan Smoke to approve the Executive Director's Report of December 19, 2012. Seconded by Jim Layman. Passed unanimously. MOTION CARRIED.

4. Budget & Finance Report

Kari Labansky presented the Statement of Revenue & Expenses for period ending September 30, 2012. Total revenue reflected \$3,848,174.35 and total expenditures \$4,088,987.37. Restricted funding is lower due to a few factors; Home Program Income which has been spent out but not reimbursed yet and GAAP Property & Equipment which represents depreciation. Unrestricted funding is expected to change as it does not include the Holiday Train Fundraiser or Turkey Raffle and apartment rental payments through year end.

Jim Dahlke presented the Balance Sheet for period ending September 30, 2012. Total ending net assets reflected \$4,072,943 compared to \$3,469,801 in 2011 which is up by 17.4%. Total liabilities and net assets reflected \$7,953,337 compared to \$7,149,707 in 2011 which is up by 11.2%. Current assets make up accounts receivable, cash & cash equivalents, inventories, pre-paid expenses and other; current liabilities make up accounts payable, accrued vacation, IRA payable, advance account, and other.

Motion was made by Sandy Wormet to approve the Budget & Finance Report as presented on December 19, 2012. Seconded by Scott Beard. Passed unanimously. MOTION CARRIED.

5. Committee Reports

a. PBP Committee

John Earl asked board members to review the PBP Committee report of November 9, 2012. Bill Gomoll called the meeting to order and roll call was taken with nine members present. Motion passed by unanimous vote approving the agenda and minutes of the October 12, 2012 PBP Committee meeting. Ed presented the report on buildings

maintenance and repairs. A HUD inspection is taking place at Wyona Lake Apartments today. Rental units at Holly Heights and Pine Grove are being prepared for prospective new tenants. Kirk-Wood, Wood Hollow, and Wyona Lake Apartments are fully occupied. Projects are being completed at the Portage Office building. Commercial rental space is available at the Adams, Beaver Dam and Portage buildings. Closing on the Lot 2 property was completed on October 25, 2012. Committee members discussed options for uses of Lot 2. Our Senior Housing Project, Rolan's Senior Village is still in process. Neighborhood Stabilization Program income of \$199,496 needs to be committed by February 2013. The Medical & Dental Clinic Needs Assessment results will be presented by Sara Jesse at the next Dental Clinic Collaborative meeting. A report from Susan Tucker was presented on Transitional Housing for the Homeless. The next meeting will be held on December 14, 2012

John Earl asked board members to review the PBP Committee report of December 14, 2012. Bill Gomoll called the meeting to order and roll call was taken with eight members present. Motion passed by unanimous vote approving the agenda and minutes of the November 9, 2012 PBP Committee meeting. Ed presented the report on buildings maintenance and repairs. The agency scored 94% on the HUD inspection at Wyona Lake Apartments. Snow removal has been contracted at a number of our buildings. Motion passed by unanimous vote approving a \$6,000 estimate from Johnson Weatherization for installation of a new ramp and gutter repair on the back side of the Portage Office building. The Lot 2 loan application with Forward Community Investments is in process. Our Federal Home Loan Bank grant application for Rolan's Senior Village was not approved with a conference call scheduled to identify deficiencies. Fred brought up the possibility of a Senior Housing Collaborative with CAP Services out of Stevens Point as a future use of Lot 2. Renee presented a review of homeless issues sharing her experiences and the importance of the many agencies that provide services and help clients make contacts to assist them moving forward. Buddy Lee, an event organizer raising money/toys for Toys for Tots met with Fred requesting sponsorship and use of the agency for donation distribution. The next meeting will be held on January 11, 2013.

Motion was made by Dave Singer to accept the PBP Committee reports of November 9, 2012 and December 14, 2012. Seconded by Muriel Harper. Passed unanimously. **MOTION CARRIED.**

b. EPF&A Committee

John Earl asked board members to review the EPF&A Committee report of November 9, 2012. 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 October 12, 2012 EPF&A Committee meeting. Fred reported on Personnel issues. Jim Dahlke was hired as a permanent employee on October 29<sup>th</sup> working 29 hours per week. Kari and Jim presented the Finance Report. Jim presented detailed budget transactions available through December 31, 2012 for Weatherization, Food Pantry; and the Community Services Block Grant. Kari presented CWCAC Cash History noting incoming major cash considerations. Motion was approved by unanimous vote thanking Jim and Kari for their excellent work. The October 24, 2012 Board Meeting was reviewed. By-Law change 5.05 was reviewed and discussed by committee members. Motion was approved by unanimous vote to recommend full board approval of By-Law Change 5.05, addition of letter C, which now reads, "Various program grants from governmental entities may require specific membership types to have decision influence for the board and agency. To fulfill any requirement for inclusion of a specific membership type, the Board President shall appoint such person or persons to be members of the PBP Committee who shall have equal voice and voting privileges on the PBP Committee. These appointments require board approval and the term for these appointments will be two years." All board members are invited to upcoming Food Pantry fundraisers including the Turkey Raffle, Grand Prize Packer Ticket Drawing and the Holiday Train. Committee members discussed the Post-Election Conference Call on November 8<sup>th</sup> and the positive message for Community Action Agencies. Motion passed by unanimous vote approving a special meeting of the EPF&A Committee to review the Executive Director's Performance Evaluation & Compensation. The next meeting will be held on December 14, 2012.

John Earl asked board members to review the EPF&A Committee report of December 14, 2012. 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 November 9, 2012 EPF&A Committee meeting. No personnel issues to report. Kari and Jim presented the Finance Report for period ending September 30, 2012. Committee members reviewed 2013 Agency Goals. After discussion, motion passed by unanimous vote to recommend full board approval of the 2013 Agency Goals which include I) Establish a formal annual agency self-assessment process; II) Increase contributions; III) Programs expansion; IV) Affordable house project development; V) Best practices foundation development; VI) Assess, appraise & response to static & emerging needs. Forward Community Investments paperwork is being completed for consolidation of loans for our Adams, Beaver Dam, and Wyona Lake Apartments buildings. Fred reported the Turkey Raffle and Holiday Train fundraisers raised approximately \$22,000. Committee

members reviewed the December 19, 2012 Board Meeting Agenda. The next meeting will be held on January 11, 2013.

Motion was made by Sandy Wormet to accept the EPF&A Committee reports of November 9, 2012 & December 14, 2012. 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 73 including 195 audits done and a service goal of 193. To date 40 freezers/refrigerators, 29 furnaces, 16 water heaters, and 18 windows were installed. Susan Tucker presented the Homeless Unit Report. Project Chance numbers have been fluctuating with clients coming and going; renewal for the program is coming up in a few weeks. We continue to assist clients by connecting them to resources and helping them become self-sufficient. The Hunger Reduction Program Report was presented. In October 2012 there was a 2% increase in households served, a 3% increase in donated and/or purchased foods, and a 34% increase in USDA commodities. In November 2012 there was a 1% decrease in households served and a 35% decrease in donated and/or purchased foods, and a 32% decrease in USDA commodities. We currently have 114 Section 8 vouchers over four counties.

Motion was made by Sandy Wormet to accept the Weatherization, Homeless, Hunger Reduction, Employment & Training, and Business Development Reports of December 14, 2012. Seconded by Joan Smoke. Passed unanimously. MOTION CARRIED.

7. Old Business

None

8. New Business

Board members reviewed motion recommended by the EPF&A and PBP Committees to approve By-Law Change 5.05 regarding PBP Committee membership including addition of letter C. After discussion, motion was made by John Wenum to approve the revision which reads, "Various program grants from governmental entities may require specific membership types to have decision influence for the board and agency. To fulfill any requirement for inclusion of a specific membership type, the

Board President shall appoint such person or persons to be members of the PBP Committee who shall have equal voice and voting privileges on the PBP Committee. These appointments require board approval and the term for these appointments will be two years." Seconded by Muriel Harper. Passed unanimously. **MOTION CARRIED.**

Board members reviewed the 2013 Agency Goals as presented by recommendation of the EPFA Committee. Motion was made by Charlie Krupa to approve the goals which read: I) Establish a formal annual agency self-assessment process; II) Increase contributions; III) Programs expansion; IV) Affordable house project development; V) Best practices foundation development; VI) Assess, appraise & response to static & emerging needs. Seconded by Sandy Wormet. Passed unanimously. **MOTION CARRIED.**

Motion was made by John Wenum and seconded by Sandy Wormet to go into Closed Session for the purpose of reviewing the 2012 Executive Director Performance Evaluation & Compensation. Motion passed by unanimous roll call vote. The board resumed in Open Session.

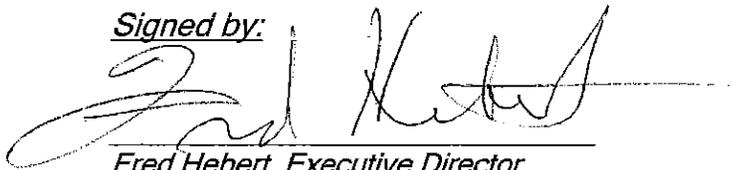
9. **Next Meeting**

Wednesday, February 27, 2013 @ 10:00 a.m.

10. **Adjourn**

John Wenum made a motion to adjourn. Seconded by Joan Smoke. Passed unanimously. **MOTION CARRIED.**

*Signed by:*



*Fred Hebert, Executive Director*

1-31-13  
Date

ADAMS COUNTY BOARD OF SUPERVISORS MEETING MINUTES

Adams County Board Room, Feb, 19<sup>th</sup>, 2013 6:00 p.m.

Meeting was called to order by Chairman West at 6:10 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. #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-Marge Edwards; Dist. #15-Jack Allen; Dist. #16-Bill Miller; Dist. #17-Lori Djumadi; Dist. #18-John West; Dist. #19-Terry James; Dist. #20-Paul Pisellini, **Excused:** Dist. #06-Dean Morgan. SAYL students Absent: Theisen, Feldner.

Request by Chairman West to move Res. #05 under item #7, Approve minutes of January 15, 2013 and to pull Res. #11. No objections were made.

Motioned by Johnson/Edwards to approve the agenda pulling Resolution #11 as requested by Chairman West. Motion carried by unanimous voice vote. Motioned by Licitar/Pisellini to approve the January 15, 2013 minutes. Motion carried by unanimous voice vote.

SAYL student Present: Feldner

**Res. #05:** Motioned by Stuchlak/Roekle to adopt Res. #05 to endorse and support a collaborative project to deploy floating solar power plants on Petenwell Lake in Adams County, Wisconsin to undertake the electrolytic flocculation of the lake, improve water quality by limiting nutrients and remove algae and cyano bacterial blooms, while creating a manufacturing facility within Adams County. Motioned by Djumadi/Roseberry to *amend* Res. #05 Fiscal Note: striking ~~Administrative Coordinator/Director of Finance~~ and. Be it Further Resolved: paragraph 1. striking ~~Assign the Adams County Administrative Coordinator/Director of Finance as the lead on identifying, applying and obtaining all relevant local, state and federal grants funding for the project in the areas of lake clean up and power, so as to improve the effectiveness of the project.~~ Paragraph 2. striking ~~Assign~~ and adding **Request**, also adding **the focal**, also adding **identifying, applying and obtaining all relevant local, state and federal grants funding for the project in the areas of lake clean up and power, so as to improve the effectiveness of the project**; Motion to *amend* Res. #05 carried by roll call vote, 13 yes, 6 no, 1 excused. Voting no, Bays, Eggebrecht, Gatterman, James, Roekle and Stuchlak. Excused, Morgan. (SAYL student 1 yes, Feldner. (non-binding vote)). Motion to adopt *amended* Res. #05 carried by roll call vote, 18 yes, 1 no, 1 excused. Voting no, Eggebrecht. Excused, Morgan. (SAYL student 1 yes, Feldner. (non-binding vote)).

**Public Participation:** None

Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint six (6) Supervisors to approve claims Roseberry, Sebastiani, Stuchlak, Allen, Babcock and Bays.

**Claims:** None

**Correspondence:** None

**Appointments:** Motioned by Allen/Roekle to appoint Debra Johnson-Schuh to replace Maureen Bruce on Health & Human Services committee. Motion carried by unanimous voice vote. Motioned by Roekle/Pisellini to appoint Mary Nelson as a representative to the South Central Library System and Pat Townsend (citizen) as an alternative. Motion carried by unanimous voice vote. Motioned by Edwards/Eggebrecht to reappoint Kathy Challoner as trustee on Library Board. Motion carried by unanimous voice vote. Motioned by Pisellini/Djumadi to appoint Kathleen Peterson to replace Ashley Gnat on Long Term Support. Motion carried by unanimous voice

vote. Motioned by Kotlowski/Licitar to appoint Emergency Fire Wardens from the list included in Board Packet. Motion carried by unanimous voice vote.

**Unfinished Business:** None

**Reports and Presentations:** Employee Recognition, as included in packet.

**Recess:** Motioned by Allen/Djumadi to take a 5 minute recess at 7:06 p.m. Motion carried by unanimous voice vote.

**Reconvene:** Meeting called back to order by Chairman West. 19 present, 1 excused: Morgan.

Promise Neighborhood presentation given by Lisa Curless. Administrative Coordinator/Director of Finance report was submitted in the board packet. Register of Deeds Annual Report was submitted in the board packet. Motioned by James/Eggebrecht to approve the Register of Deeds Annual Report. Motion carried by unanimous voice vote. Jodi Helgeson and Jani Zander gave a Register of Deeds/Treasurer presentation. Clerk of Circuit Court and Community Service Annual Report was submitted in the board packet. Motioned by Djumadi/Licitar to approve the Clerk of Circuit Court and Community Service Annual Reports. Motion carried by unanimous voice vote. Daric Smith, RIDC gave a report. A presentation was given by Greg Fritsch to update the county board as to the status of the biogas production facility to be located on the Site of New Chester Dairy. The project, New Chester Clean Energy, includes construction of an anaerobic digester and biogas pipeline from the dairy to a combined heat and power facility located at Brakebush Brothers, in Marquette County. A presentation was given on biogas. Handouts were provided.

**Resolutions:**

**Res. #03:** Motioned by Kotlowski/Djumadi to adopt Res. #03 to recognize Maureen Bruce's service to Adams County on the Health and Human Services Committee. Motion to adopt Res. #03 carried by roll vote, 19 yes, 1 excused. Excused, Morgan. (SAYL student 1 yes, Feldner. (non-binding vote))

**Res. #04:** Motioned by Bays/Pisellini to adopt Res. #04 to urge support by State Legislators for passage of second consideration of the Constitutional amendment to protect the transportation fund. Motion to adopt Res. #04 carried by roll vote, 19 yes, 1 excused. Excused, Morgan. (SAYL student 1 yes, Feldner. (non-binding vote))

Motioned by Kotlowski/Allen to adopt **Res. #06, 07, 08, 09 and 10**, to Sell County Advertised Tax Foreclosure Property. Motion to adopt Res. #06, 07, 08, 09 and 10 carried by roll call vote, 19 yes, 1 excused. Excused, Morgan. (SAYL student 1 yes, Feldner. (non-binding vote))

**Res. #11:** Pulled

**Res. #12:** Motioned by Eggebrecht/Johnson to adopt Res. #12 to create a full-time Recycling Building Operator position in the Solid Waste Department. Motioned by Gatterman/Bays to *amend* Res. #12 Fiscal Note: striking None. ~~The position will be funded through new and existing recycling contracts, Recycling Grant Funds, and revenues from the sale of processed recycling materials. It is anticipated that no additional tax levy will be required to create this position.~~ Replace with: *Fiscal Note: The 2013 Annual cost of this new position would be 55,895.99. It will be funded through new and existing recycling contracts, recycling grant funds, and revenues from the sale of processed recycled materials. It is anticipated that the funds mentioned above will be adequate to fund this position.* Be it Further Resolved: striking ~~That no additional tax levy will be required to fill this position;~~ Motion to *amend* Res. #12 carried by roll call vote, 19 yes, 1 excused. Excused, Morgan. (SAYL student 1 yes, Feldner. (non-binding vote)) Motion to adopt *amended* Res. #12 carried by roll call vote, 19 yes, 1 excused. Excused, Morgan. (SAYL student 1 yes, Feldner. (non-binding vote))

**Res. #13:** Motioned by Edwards/Pisellini to adopt Res. #13 to establish Medical Examiner positions as County positions governed by the Adams County Personnel and General Administrative Policies. Motion to adopt Res. #13 carried by roll call vote, 15 yes, 4 no, 1 excused. Voting no, Djumadi, Eggebrecht, Gatterman and

Roseberry. Excused, Morgan. (SAYL student 1 yes, Feldner. (non-binding vote))

**Ordinances:**

**Ord. #04:** Motioned by Kotlowski/Eggebrecht to enact Ord. #04 to rezone an A1 Exclusive Agriculture District to an A1-15 Exclusive Agriculture District of the Adams County Comprehensive Zoning Ordinance. Property (20.15 acres) located in located in the SE ¼, NE ¼, Section 5, Township 15 North, Range 7 East, at 523 Fawn Court, Town of Jackson, Adams County, Wisconsin. (Brian & Jessica Gardner) Motion to enact Ord. #04 carried by roll call vote, 19 yes, 1 excused. Excused, Morgan. (SAYL student 1 yes, Feldner. (non-binding vote))

**Ord. #05:** Motioned by Stuchlak/Roekle to enact Ord. #05 to rezone an A-1 & A1-15 Exclusive Agriculture Districts and an A-3 Secondary Agriculture District to an R1-LL Single Family Residential District. Property (1.89 acres) located in the Pt. of the SE ¼, SE ¼, Section 11, Township 15 North, Range 6 East and Pt. of the NE ¼, NE ¼, Section 14, Township 15 North, Range 6 East, all being Pt. of Lot 1, CSM 3401 on Fish Avenue, Town of Springville, Adams County, Wisconsin. (James Elliot) Motion to enact Ord. #05 carried by roll call vote, 19 yes, 1 excused. Excused, Morgan. (SAYL student 1 yes, Feldner. (non-binding vote))

**Ord. #06:** Motioned by Licitar/Stuchlak to enact Ord. #06 to rezone an A1-15 Exclusive Agriculture District to an A3 Secondary Agriculture District of the Adams County Comprehensive Zoning Ordinance. Property (approx. 12 acres) located in Pt. E ½, SW ¼, SE ¼, and Pt. W ½, SE ¼, SE ¼, Section 21, Township 14 North, Range 7 East, at 424 Golden Avenue, Town of New Haven, Adams County, Wisconsin. (Jason John & Sarah Lee Canales) Motion to enact Ord. #06 carried by roll call vote, 19 yes, 1 excused. Excused, Morgan. (SAYL student 1 yes, Feldner. (non-binding vote))

**Denials:** None

**Petition:** None

Motioned by Allen/Roekle to approve claims. Motion carried by unanimous voice vote.

Motioned by Roekle/Djumadi to approve per diem and mileage. Motion carried by unanimous voice vote.

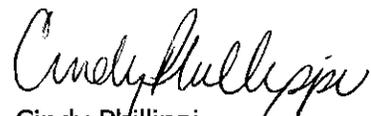
Motioned by Johnson/Roekle to have the County Clerk correct any and all errors and to read back at the next meeting if so requested. Motion carried by unanimous voice vote.

Set next regular meeting date: March 19, 2013 at 6:00 p.m. Strategic Planning meeting set for Tuesday, February 26, 2013.

Motioned by Djumadi/Allen to hold a closed session "Committee Meeting of the Whole" which will allow the duly elected supervisors to have an informal discussion regarding issues the county currently faces. Motion carried by unanimous voice vote.

Motioned by Roekle/Djumadi to adjourn the meeting at 9:05 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi

Adams County Clerk

These minutes have not been approved.

**Executive Committee Meeting**  
**February 12, 2013 – 8:00 a.m. - Conference Room A-260**

**Minutes**

John West, Chair, called the meeting to order at 8:06 a.m. The meeting was properly announced.

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

Others present: Trena Larson, Administrative Coordinator/Director of Finance; Attorney John R. "Jack" Albert; Marcia Kaye, Personnel Director; Myrna Diemert; Diane Heider, Legal Assistant, Recording Secretary; Supervisor Lori Djumadi; Marilyn Rodgers; and Darcy Beckman.

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

**Motion by Babcock, seconded by Johnson, to approve Minutes of the January 8, 2013 Executive Committee meeting. Motion carried by unanimous vote.**

There was no public participation. There is no new correspondence.

Discussion was held and **Motion** was made by **Allen, seconded by Babcock**, to approve the Resolution to Establish Medical Examiner Positions as Positions Governed by Adams County Personnel and General Administrative Policies and to forward to the County Board for consideration. **Motion carried by unanimous vote.**

Discussion was held regarding possible publication of the Adams County Personnel & General Administrative Policies to the County Website. No action was taken.

Discussion was held regarding the job description for Solid Waste Recycling Building Operator. **Motion by Allen, seconded by Johnson** to approve the Solid Waste Recycling Building Operator Job Description. Motion carried by unanimous vote. **Motion by Johnson, seconded by Babcock**, to approve the Resolution to Create a Recycling Building Operator Position in Solid Waste Department. **Motion carried by unanimous vote.**

Discussion was held regarding how the current wage freeze may affect certification fees for Highway and Planning and Zoning Departments. **Motion by Allen, seconded by Sebastiani** to take no action. **Motion carried by unanimous vote.**

**Motion by Sebastiani, seconded by Allen**, at 9:11 a.m., to recess for 10 minutes. **Motion carried by unanimous vote.** The Committee reconvened at 9:16 a.m.

**Albert** gave his verbal report of Corporation Counsel Department activities, including department representation, court actions, case load and office management.

**Larson** presented the following monthly Administrative Coordinator/Director of Finance report:

- Department cross-training. See handout. The segregation of core responsibilities is crucial. AC/DOF has made gains in cross-training despite short-staffing.
- The third staff position needs to be filled to operate at full capacity, and to complete full cross-training.
- Payroll training has been completed.
- EO Johnson Print Systems – installation is complete.
- Preliminary Audit – 3 departments received auditor comments, and action steps are being drafted.
- Working through Medical Examiner transition from Columbia County.
- Wipfli wage study – Partial factor analysis: 2 factors have been completed. There are job description deficiencies and inconsistencies.
- EAP will give a presentation to Department Heads to clear up some confusion.
- Recruitment of staff position.
- Preparation for audit; year-end balances; carryover balances.
- Safety plan: Emergency Management is preparing a “safety procedures/operations” document.

**Allen** commented that cross-training across departments has “gone nowhere” in the past. **Kaye** stated that on-call employees have been used. **Larson** stated that there are model counties implementing cross-training.

**Marcia Kaye** distributed a handout and discussed Personnel Department activities.

- Employee appreciation through birthday card and candy is well received.
- Attended the WPELRA Spring Conference. A hot topic of discussion was Act 10 and the decisions that have or have not been made.
- OSHA 300 reports are completed. The County reported mostly minor injuries for 2012 Worker’s Compensation.
- AEGIS (Deb DeWitt) will address Department Heads; and will conduct pathogen classes.

**Larson commented that,**

- Highway Department would like a vendor to coordinate safety training.
- Solid Waste would like follow-up regarding OSHA/State reports.
- Other Department Heads don’t want their budget to go toward Safety.

**West** indicated that safety budgeting is on the Administrative/Finance Committee meeting agenda for Monday.

**Allen** stressed that in order to retain qualified GIS applicants, the County must pay a high enough wage. **Kaye** described how all applicants are within the allowed wage range. The interview process is pending.

**Larson** commented on how implementing a GIS position could lead to county efficiencies, and will enable us to keep up with future advances in technology.

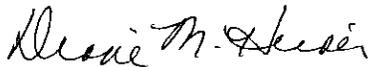
**Motion by Babcock, seconded by Allen, to approve Vouchers for the months of January and February, 2013.** Motion carried by unanimous vote.

Action items for next meeting:

- Safety training
- Staff cross-training possibilities
- Closed session item: Discuss and/or act on pending WPPA Local 355 negotiations

The next meeting is scheduled for Monday, **March 11, 2013 at 8:00 a.m.** **Motion by Sebastiani, seconded by Johnson,** to adjourn the meeting at 10:07 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 – February 8, 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, Jack Allen, Heidi Roekle, Teresa Harvey-Beversdorf, Fran Dehmlow, Maureen Bruce, Rocky Gilner, Dr. Hatton arrived at 9:15a.m.

**Health & Human Services Staff:** Janet Wimmer, Wendy Pierce, Sarah Grosshuesch, Kelly Oleson, Julie Sigler Edmundson, Diane Osborn, Donna Richards

**Veterans Services Staff:** Dave Guerin

Motion was made by Roekle / Pisellini to approve Agenda and Compliance with Open Meetings Law. Motion carried by UVV.

Motion was made by Roekle / Pisellini to approve the January 11, 2013 minutes as submitted. Motion carried by UVV.

**New Business** – Lori Djumadi discussed her visit to the Legislature Exchange Meeting. She explained to the board how Gov. Walker is proposing a \$29 million budget in the Mental Health programs and how Family Care is not included into the budget thus far.

**Public Comment** - none

**Correspondence** – Lori Djumadi read a letter of resignation to the board from Maureen Bruce.

**Veterans Service**

Review and approval of the January Veterans Service vouchers and financial report. Motion was made by Bruce /Roekle to approve the January Veterans Service vouchers and financial report. Motion carried by UVV.

**Veterans Service Officer's report-** Dave Guerin discussed the meeting he attended at the Tomah VA Medical Center. He also informed the board about some of the home visits that were made during the month of January. Dave also informed the board how his program has helped build a ramp for a ambuti and was able to get enough contributions from various organizations to get the ramp paid for.

### **Health & Human Services**

Presentation- Mitch Lohr and Justin Huelsemann from the South Central Environmental Health Consortium gave a slid show presentation explaining how their program works and where their funding comes from. The SCEHC covers a 3 county basis; Adams, Juneau and Sauk counties. The programs they run are; DATCP, DHS, Radon Measurement and Mitigation, DNR Transient-Non Community Well Water Program, Lead Hazard Investigation and Monitoring, Tattoo/Body Piercing Licensing and Enforcement, Human Health Hazard/Nuisance Complaints, Rabies Control and Surveillance, and Miscellaneous Programs.

Review and approval- January Health & Human Services vouchers and financial report. Wendy made a change in the financial report. It should say that under the administration account \$30,000 is transferred out of HHSD into the general fund not \$15,000. Corrections were made and the motion was made to approve the January Health & Human Services vouchers and financial report by Allen / Dr. Hatton. Motion carried by UVV.

Director's Report by Janet Wimmer. Janet explained to the board that we are fully staffed at this time and she has been meeting with the supervisors on a regular basis.

Discussion- Janet gave the board a brief explanation of what was wrong with the appliances we need to replace and how much it is going to cost. The HHSD building will need to purchase a dishwasher, washer and dryer from ACEC with a total purchase price of \$1,200.

Resolution- The board recognized Maureen Bruce for all her years of conscientious and dedicated service to the citizens of Adams County on the Health and Human Services Committee. A motion was made to accept the resolution of Maureen Bruce by Allen / Dr. Hatton. Motion carried by UVV.

Discussion- The board reviewed Deb Johnson-Schuh's resume and some discussion was had on the approval of Deb as the newest member to serve on the Health and Human Services Committee replacing Maureen Bruce. Motion was made to approve Deb Johnson-Schuh as our new board member by Roekle / Allen. Motion carried by UVV.

Personnel – Clinical Services- Discussion was had on the approval of revising positions in Clinical Services. The positions would go from being a full time Nurse Case Manager (37.5 hours) to a part time Nurse Case Manager (25.0 hours) and the Case Worker would then become a Case Manager (no change in hours or in salary). The total savings with this revision is approximately \$6,400 annually. Motion was made to approve the revising of positions in Clinical Services by Beversdorf / Allen. Motion carried by UVV.

Personnel – Clinical Services- Discussion was held on the approval of upgrading the AODA Therapist to a dually licensed Therapist with the receipt of Marriage and Family Therapy license. Motion was made to approve the upgrade by Roekle / Bruce. Motion carried by UVV.

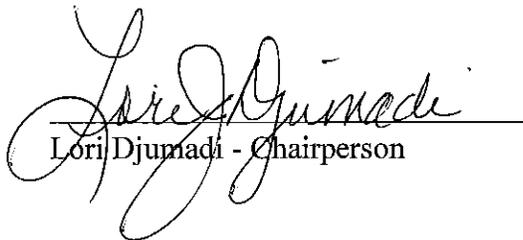
Unit Reports

Administration & Finance – Wendy Pierce  
ADRC – Donna Richards  
Children & Family Services – Kelly Oleson  
Clinical Services – Julie Sigler Edmundson  
Health Officer – Sarah Grosshuesch

Next Regular Meeting Date – March 8, 2013 @ 9:00 a.m.

Motion was made to adjourn the meeting at 10:55 AM by Roekle / Dr. Hatton. Motion carried by UVV.

*Minutes respectfully submitted by Hether Bitsky.*

  
Lori Djumadi - Chairperson

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE**

**THURSDAY, FEBRUARY 14, 2013 AT 2:00 P.M.  
HIGHWAY DEPARTMENT CONFERENCE ROOM  
1342 COUNTY ROAD "F", ADAMS, WI**

**MEMBERS PRESENT:** Larry Babcock, Chairperson  
Dean Morgan, Vice-Chairperson  
Florence Johnson  
Patrick Gatterman / Excused at 2:40 P.M.  
James Bays

**OTHERS PRESENT:** Patrick Kotlowski ~ Highway Commissioner. Dennis Premo ~ Highway Patrol Superintendent, Kenneth Winegarden ~ Shop Foreman, Fred Heider, Jay Weidman, Fred Gruber, Scott Whitsett, Greg Fritsch, Barbara Morgan and Everett Johnson.

**CALL MEETING TO ORDER:** The Meeting of the Adams County Highway Department Committee was called to order by Chairperson – Larry Babcock at 2:00 P.M., on Thursday, February 14, 2013.

**WAS THE MEETING PROPERLY ANNOUNCED? YES**

**ROLL CALL:** BABCOCK, JOHNSON, GATTERMAN, MORGAN AND BAYS.  
ALL MEMBERS PRESENT.

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

**APPROVAL OF MINUTES OF LAST MEETING (JANUARY 10, 2013):** *Motion by Bays to approve the Minutes as printed of the Adams County Highway Department Committee Meeting for JANUARY 10, 2013 Regular Monthly Meeting, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

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

- Presentation: Clean Energy North America ~ Digester / Pipeline
- North Central Wisconsin Regional Planning Commission ~ Adams County Bicycle & Pedestrian Plan
- Review & Act on Tandem Axle Truck Bids
- County Road C Overlay Project ~ Jewell Associates / Authorization to Advertise for Bids

**PRESENTATION: CLEAN ENERGY NORTH AMERICA ~ DIGESTER / PIPELINE:** Greg Fritsch representative from Clean Energy North America gave a presentation regarding a proposed pipeline to be installed between New Chester Dairy and Brakebush Brothers to transport biogas product. Two possible routes were discussed for the pipeline:

- CTH E / CTH A / Evergreen / CTH J / Fawn
- CTH E / Enbridge Pipeline / Fawn

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
FEBRUARY 14, 2013 ~ 2:00 P.M.**

Michaels Construction would be the contractor for the pipeline construction and operation.  
***Motion by Bays to support the pipeline biogas project as presented, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

**NORTH CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION ~ ADAMS COUNTY BICYCLE & PEDESTRIAN PLAN:** Fred Heider representative from North Central Wisconsin Regional Planning Commission gave a presentation for the Draft Plan of the Adams County Bicycle & Pedestrian routes. Briefly discussed the County Road J (Little Roche-A-Cri Creek Bridge) being designed to allow vehicle, bicycle and pedestrian traffic.  
***Motion by Bays to approve that the Adams County Bicycle & Pedestrian Plan proceeds forward and to address concerns with Highway Commissioner, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

**HIGHWAY COMMITTEE MEMBER PATRICK GATTERMAN WAS EXCUSED.**

**COUNTY ROAD C OVERLAY PROJECT ~ JEWELL ASSOCIATES / AUTHORIZATION TO ADVERTISE FOR BIDS:** Fred Gruber & Scott Whitsett representatives from Jewell Associates explained the plan specifications and construction cost estimates for the County Road C Overlay Project between STH 13 to CTH Z. ***Motion by Bays to advertise for bids the County Road C Overlay Project between STH 13 to CTH Z, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

**REVIEW & ACT ON TANDEM AXLE TRUCK BIDS:** The following bids were received for the Tandem-Axle Truck:

<b>Company Name</b>	<b>Make</b>	<b>Model</b>	<b>Price</b>	<b>Meet Specs</b>
Wisconsin Kenworth	Kenworth	T800	\$135,800.00	YES
Mid-State Truck	IH	7600	\$127,490.69	YES
V&H Inc	Western Star	4700	\$123,067.00	NO
Truck Country	Freightliner	114SD	\$122,058.00	YES
Quality Truck Care	Western Star	4700	\$122,017.00	NO
Scaffidi Truck	Mack	GU813	\$119,405.69	NO

***Motion by Bays to accept the bid for the tandem axle truck from Truck Country for the amount of \$122,058.00 as being in the best interest of Adams County, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

**WEIGHT LIMITS:** Highway Commissioner discussed with the Highway Committee the usual procedure of posting "Class B" weight restrictions for County Roads during spring thaw.

**AUTHORIZATION TO ADVERTISE FOR BIDS: COUNTY ROAD G ROAD CONSTRUCTION:** Highway Commissioner presented to the Highway Committee estimated construction costs and different pavement width for the County Road G Construction Project

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
FEBRUARY 14, 2013 ~ 2:00 P.M.**

between STH 73 & Apache Lane. *Motion by Morgan to advertise for bids the County Road G Construction Project between STH 73 & Apache Lane and to include option for pavement widths of 24' and 26', second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**AUTHORIZATION TO ADVERTISE FOR BIDS: COUNTY ROAD G BRIDGE CONSTRUCTION:** Highway Commissioner explained the current status of the County Road G Bridge Construction. *Motion by Johnson to advertise for bids the County Road G Bridge Construction (Big Roche-A-Cri Creek) that is located north of CTH O, second by Bays. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**STATE DEPARTMENT OF TRANSPORTATION PAINTING AGREEMENTS:** Highway Commissioner explained to the Highway Committee his discussions with the Adams County Corporation Counsel and the Administrative Coordinator / Director of Finance regarding a previous resolution and the State Dept. of Transportation painting agreements. Some discussion was concluded to be resolved at this point and the Highway Committee instructed the Highway Commissioner to keep copies of the discussions incase this issue is brought up in the future.

**APPROVE PERSONNEL REQUISITION FORM TO FILL VACANT HIGHWAY POSITION:** Highway Commissioner explained the effects of the highway vacancy over the past several months including the reductions to the General Transportation Aids over the past two years. *Motion by Bays to allow the Requisition Form to Fill Vacant Highway Position to expire and to check into the possibility of Limited Term Employees, second by Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**REPORT ON HIGHWAY DEPARTMENT OPERATIONS:**

- Crack Filling County Road F
- Plowing Snow / Salt / Salt Sand
- Winter Maintenance Budget
- Brushing
- Status of salt & salt sand available

Highway Committee would like the Commissioner to check on salt availability.

**FINANCIAL REPORT ~ FUND TRANSFERS:** *Motion by Bays to approve the December 2012 FINAL Financial Report and January 2013 Financial Report with Fund Balance Transfers as presented and audited, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**VOUCHERS:** The Highway Department monthly check summary report was presented to the Committee for review. Committee members reviewed the February 7, 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 Babcock. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING  
FEBRUARY 14, 2013 ~ 2:00 P.M.**

**IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:**

- Limited Term Employees / Part Time Positions
- Construction Bids

**SET NEXT MEETING DATE AND ADJOURN:** *Motion by Bays, second by Johnson, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, March 14, 2013 at 1:00 P.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 5:00 P.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

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

**Adams County Library  
Board Minutes  
10-22-12**

The meeting was called to order by President Nelson at 1:07 p.m. Present were Nelson, Challoner, Kreten, Heideman, Fugate, England and Director Wavrunek. Townsend was excused.

President Nelson verified that the meeting was properly announced.

**Motion** to approve the agenda was made by England, 2<sup>nd</sup> by Kreten and carried unanimously.

Public input was invited. None present.

**Recommended Actions: minutes, bills and financial report:**

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

Information on the bills was included in the Financial Report and reviewed. Recent bills were disseminated for initialing. There was no discussion. **Motion** to approve the Financial Report for August was made by England, 2<sup>nd</sup> by Kreten and carried unanimously.

**Communications and Reports:**

Central Library System report: Nelson reported that the South Central 2013 budget was adopted. Some organizational changes were made. The new Madison Library is opening soon. No other reports were made.

**Director's Report:**

- A. Circulation is up. Computer lab is full all the time.
- B. Barb Albrecht reported that there would be no Juvenile Book Club for the rest of 2012.
- C. The Children's Librarian position was denied in committee. Discussion followed. We will revisit the position for the 2014 budget.
- D. Wavrunek reported that the Amazon Book Store is doing well. Sold 17 items over the weekend. A worker from the W-2 program will be taking over the computer sales.
- E. The Poet Laureate program went well. We had about 25 people at the library for the program. Five others from the audience participated. Discussion followed regarding how often to do this program.
- F. The Harpist Recital went well with about 20 people attending. Lots of good stories and songs.

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

- A. Long Range Planning Meeting
- B. Update on Amazon book sales.

- C. Final budget report
- D. December meeting

The meeting was adjourned at 1:50 p.m.

The next meeting will be held Monday, November 26, 2012 at 1:00 p.m. at the Adams County Library.

Respectfully submitted:

*Kathleen Challoner*

Kathleen Challoner, Secretary

**Adams County Library  
Board Minutes  
11/26/2012**

The meeting was called to order by President Nelson at 1:02 p.m. Present were Nelson, Challoner, Kreten, Heideman, Townsend and Director Wavrunek. Fugate was excused.

President Nelson verified that the meeting was properly announced.

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

Public input was invited. None present.

**Recommended Actions: minutes, bills and financial report:**

**Motion** to approve the minutes of the October meeting was made by Townsend, 2<sup>nd</sup> by Kreten with a change to the wording of when the Madison Library will open, from soon, to September of 2013. Motion carried.

Information on the bills was included in the Financial Report and reviewed. Recent bills were distributed for initialing. There was no discussion.

**Motion** to approve the Financial Report for October was made by Challoner, 2<sup>nd</sup> by Kreten and carried unanimously.

Challoner was appointed as the nominating committee for 2013 officers.

Nelson and Kreten will be Auditing Committee for petty cash.

The position on Board of Trustees is expiring for Challoner, a resolution for another term will be brought before the county board for appointment.

**Motion** was made by Nelson and 2<sup>nd</sup> by Heideman not to have a December Library Board meeting. Motion carried. Next Board meeting will be on January 28<sup>th</sup> at 1:00 p.m., a potluck luncheon for Christmas will begin at 12:00 p.m.

**Communications and Reports:**

South Central Library System report: Nelson reported that the South Central Library System is working on restructuring their governance by re-evaluating Koha and possibly re-organizing their technology department. South Central is asking for input from other libraries in the system for possible changes.

The Library Trustees manual is available to Board members who need them. Mary will supply copies.

**Director's Report:**

- A. Diana England has resigned from the Adams County Board and a new library board representative will be appointed. The Board thanks her for her service.
- B. Circulation is up about 40% year to date.
- C. The Student Co-op position was approved for the 2013 budget. The position will start in the middle of January.
- D. Amazon book site has been on inactive status for a couple of days, but will be back on line shortly. Donations are down. Director will have a year-end report for book sales at the January meeting.

**Long Range Planning:**

President Nelson has stated that Long Range Planning needs to be done for the future. Some suggestions for discussion are: 1) two computers for circulation desk 2) staff break room 3) story time room problems 4) promotion of the new Youth Services Librarian for the 2013 budget process 5) survey staff as to future needs. Other suggestions are welcome.

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

- A. Long Range Planning
- B. New CB meeting
- C. Budget Report
- D. Reorganization of the Annual Book Sale
- E. Formation of focus group for citizen input for future Long Range Planning

The next Library Board meeting will be held Monday, January 28, 2012 at 1:00 p.m. at the Adams County Library.

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

Respectfully submitted:

*Kathleen Challoner*

Kathleen Challoner, Secretary

**Adams County Library  
Board Minutes  
01/28/2013  
AMENDED**

The meeting was called to order by President Nelson at 2:02 p.m. Present were Nelson, Challoner, Kreten, Heideman, Townsend, Fugate, Gilner and Director Wavrunek.

President Nelson verified that the meeting was properly announced.

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

Public input was invited. No one was present.

**Recommended Actions: minutes, bills and financial report:**

**Motion** to approve the minutes of the November meeting was made by Townsend, 2<sup>nd</sup> by Kreten. Motion carried.

**Motion** to approve the financial report was made by Heideman, 2<sup>nd</sup> by Kreten. Motion carried.

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

**Communications and Reports:**

The Board will discuss whether to have the Annual Book Sale at the June, 2013 library board meeting. A warm welcome was given to our new board member Rocky Gilner.

**South Central Library System report:**

Nelson reported that the South Central Library System is finalizing their governance structure. A survey was done with members as to their preference to stay with KOHA or go with another system. Twenty eight members voted to stay with KOHA and fourteen voted to go with another system.

Mary noted that Library Legislative Day was on February 5, 2013.

Copies of the Library Trustees manual were made available to any Board member that needed one.

**Director's Report:**

- A. Wavrunek reported that library circulation for year 2012 was up about 38%.
- B. Amazon book sales have been going well. The current person doing the Amazon sales may not be able to continue because of a work conflict. Looking into possibility of a new volunteer. Looks promising.
- C. The library will be doing a presentation to the Adams County Board in August. Fugate will help with a video presentation.

D. Focus group discussion. Information of the group will be published in the local paper and library website to see if there is any interest from the public to serve.

**Budget Report:**

The governance structure of the Adams County Board has changed to a Cluster Model. Adams County Library needs to be represented on four committees. The expense cost has not been budgeted for and discussion followed regarding using teleconferencing to reduce the cost. Judy and Marilu have agreed to serve as needed.

**Election of Officers:**

Motion to reinstate the existing slate of officers as submitted by the Nominating Committee was made by Townsend, 2<sup>nd</sup> by Fugate. **Motion carried** by unanimous vote. Nelson – President, Heideman – Vice President, and Challoner-Secretary.

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

- A. Focus group interest
- B. Chocolate Affair
- C. Scrapbook
- D. Audit Committee
- E. Review by-laws

The next meeting will be held Monday, February 25, 2013 at 1:00 p.m. at the Adams County Library.

The meeting was adjourned at 2:40 p.m.

Respectfully submitted:

*Kathleen Challoner*  
Kathleen Challoner, Secretary

**Adams County Library  
Board Minutes  
02-25-2013**

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

President Nelson verified that the meeting was properly announced.

**Motion** to approve the agenda was made by Townsend, 2<sup>nd</sup> by Gilner and carried unanimously.

Public input was invited. No one was present.

**Recommended Actions: minutes, bills and financial report:**

**Motion** to amend/approve the January minutes by deleting the statement in the South Central Library report "There has been an increase in membership." was made by Mary Nelson and seconded by Heideman. Motion carried.

**Motion** to approve the financial report was made by Heideman, 2<sup>nd</sup> 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:**

The South Central meeting is not until next Thursday. Mary will have a report at the March board meeting.

**Director's Report:**

- A. Wavrunek reported that library circulation year to date was up about 37%.
- B. Amazon book sales have been going well. No replacement for Rachel has been found yet, but have possibilities with other volunteers. If no one is found for Amazon, we could suspend sales for a while.
- C. Administrative Finance meeting went well. A board member questioned the amount of DVD's purchased and was given an explanation.
- D. Town of Rome library is an SCLS member and part of Badgernet now.
- E. Focus group discussion - 2 volunteers and 2 staff members are possibilities for committee. Jeff will keep on looking for more members.
- F. The Adams County Library scrapbook is set up in the reading room and is being viewed occasionally by patrons. The scrapbook is in good condition.

**Budget Report:**

The Audit committee did not meet yet. A date will be set for the audit and will be reported at the March Library Board meeting.

**Adams County ByLaw Review:**

The Adams County Library bylaws were reviewed and no changes were made. **Motion** made by Mary Nelson, 2nd by Jeanne Heideman to approve the bylaws as they stand. Motion carried .

**Chocolate Affair Report:**

Jeanne Heideman reported that it seemed that there was less attendance this year than last year. The net profit from the event was \$3300.00. An application to Thrivent will be sent in for additional funds. We will know the exact amount approved in the next two weeks and it will be reported at the March meeting. Jeff will evaluate library needs and meet with Jeanne.

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

- A. Focus group recruitment.
- B. Thrivent Funds
- C. Review of Material Selection Policy and Internet Acceptable Use Policy.
- D. Audit Committee

The next meeting will be held Monday, March 25, 2013 at 1:00 p.m. at the Adams County Library. We will have a holiday potluck at 12:00 p.m.

The meeting was adjourned at 1:40 p.m.

Respectfully submitted:



Kathleen Challoner, Secretary

**Adams County Local Emergency Planning (LEPC) Committee**  
Monday, February 18, 2013  
1:00 p.m. – Community Center Building, Conf. Rm. 103

A meeting of the Adams County Local Emergency Planning Committee (LEPC) was held on Monday, February 18, 2013, in Conference Room 103 at the Adams County Community Center. Chair Dean Morgan called the meeting to order at 1:00 p.m. The meeting was properly noticed.

Members present: Dean Morgan, Chair/County Board Representative; Terry James, County Board Representative; Sam Wollin, Sheriff; Chris Saloun, Public Health; Jeff Rogers, ARES/RACES; Scott Switzer, Moundview Memorial Hospital; Nick Segina, WDKM Radio; Darcie Beckman, Times-Reporter Printing Company; and Jane Gervais, Emergency Management Director. Members not present: Pat Kotlowski, Highway Commissioner; Todd Hanson, City of Adams Police Chief; John Frantz, Rome Fire Chief; and Terry Fahrenkrug, Chief Deputy. Others present: Katie Gaynor, American Red Cross, and Gerry Parks, ARES/RACES.

**Motion by Segina/Beckman to approve the agenda. Motion carried.**

**2012 EPCRA Computer and Equipment Grant Status.** Gervais reported that a request for reimbursement has been submitted to the State for the 2012 Hazmat Computer and Equipment Grant in the amount of \$8,138.52.

**Update on 2012 2<sup>nd</sup> half Emergency Planning and Community Right to Know Act (EPCRA) Grant Award.** Gervais reported that Adams County was awarded \$3,132.00 for the 2<sup>nd</sup> half 2012 EPCRA Emergency Planning Grant.

**Discuss and/or act on Procedures for Review of Hazmat Response Expenditures, review of and any recommendations.** There were no recommendations for any changes to the Procedures. **Motion by Segina/Saloun to approve the current Procedures. Motion carried.**

**LEPC Bylaws. Review of and any recommendation.** There were no recommendations for any changes to the Bylaws. **Motion by Segina/Beckman to approve the current bylaws. Motion carried.**

**LEPC Membership, review and act on recommendations for appointment.** Gervais reported that Jodi Stormoen would no longer be on the committee, and that her slot would remain vacant for several months until the DNR fills her position. Scott Firlus, from Wisconsin River Cooperative, has resigned from the Committee and recommended that Dawn Miller be appointed to replace him; and Katie Gaynor from American Red Cross is here today, she will be replacing Ann Taff. **Motion by Segina/Beckman to approve the appointments of Katie Gaynor, American Red Cross to replace Ann Taff and Dawn Miller from Wisconsin River Cooperative to replace Scott Firlus, and to forward the appointments on to Public Safety & Judiciary Committee and then on to County Board. Motion carried.**

**Discuss and/or act on LEPC Compliance Inspector, Designation of State. Motion by James/Segina to designate the State of Wisconsin as the Compliance Inspector for Adams County LEPC. Motion carried.**

**Discuss and/or act on Update of Adams County Strategic Plan.** Gervais discussed the proposed changes necessary to update the Adams Countywide Strategic Plan that develops policies and procedures for responding to hazardous materials incidents and/or incidents. **Motion by Segina/Saloun to accept the revisions and approve the Strategic Plan. Motion carried.**

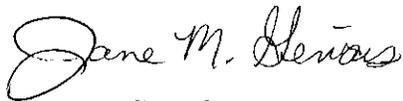
**Review/approval of off-site Plans for Facilities with Extremely Hazardous Chemicals.** Gervais explained revisions made to the EPCRA Offsite Plans for the three facilities: Rock Tenn Corporation, Grande Custom Ingredients and Level 3 Communications. **Motion by Segina/Beckman to approve the three off-site facility plans with the changes as discussed. Motion carried.**

**Public Input.** No public input.

The next meeting date of this committee will be Monday, August 19, 2013, at 9:30 a.m.

**Motion by James/Segina to adjourn at 1:17 p.m. Motion carried.**

Respectfully submitted,



Jane M. Gervais  
Secretary/Coordinator of Information  
Adams County Emergency Management Director

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

**Parks Committee Meeting  
Courthouse Conference Room A231  
January 8, 2013 9:00 a.m.**

**Call to Order:** Chairman called the meeting to order at 9:00 a.m.

**The meeting was properly announced.**

**Roll Call:** Committee Members: Bob Eggebrecht, Jerry Kotlowski, Bill Miller, Paul Pisellini, Jake Roseberry – excused. Others present: Fred Nickel – Director Parks/Recreation, Rita Kolstad – Parks Admin. Clerk/Bookkeeper, Darren Tolley – Petenwell Park Manager, Nancy Schmidt and Chuck Quick – Town of New Chester Concerned Citizens.

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

**Previous Minutes:** Motion by Pisellini/Kotlowski to approve the December 11, 2012, minutes as printed. Motion carried by unanimous vote.

***Agenda Items:***

**Correspondences /Special User Requests:** Director distributed Town of Monroe Engineering Study for Committee to review for future discussion.

**Public Participation on Agenda Items:** Ms. Schmidt asked several general information questions on the park and answers were provided by Director and staff.

**Town of New Chester Proposals on Patrick Lake Park Future Operations:** Director reviewed previous correspondences from the Town of New Chester regarding Patrick Lake operations as well as two current proposals. Discussion followed. Motion by Pisellini/Miller to accept New Chester Township's 2<sup>nd</sup> proposal, to return Patrick Lake Park back to Adams County Parks in its' entirety. Roll call vote, all yes, Kotlowski- no. Motion carried by majority vote. The Adams County Parks Department will continue operations of Patrick Lake Park to include re-implementing the park user fee at the park when park re-opens May 1, 2013. Department will send a letter to New Chester Town Board accordingly along with a copy of this meetings minutes.

**Set 2013 Park User Fees:** Motion by Kotlowski/Miller to set the 2013 park user fees the same as the 2012 fees. Motion carried by unanimous vote.

**Parks/Rec. Operational Reports:** Winter projects are being done.

**Trails Report:** Adams County State funded and County sponsored snowmobile trails will close at midnight tonight due to lack of snow and warming temperatures till further notice from the County Snowmobile Association. Official trail announcements are made through the Parks Admin. Office. Two snowmobile bridge projects must be completed by June 2013. 2012 reimbursements should be received soon. 2012-2014 snowmobile maps are available. New ATV maps should be available in February.

**Revenue Report:** Reviewed by Committee. 2012 revenues are up from 2011.

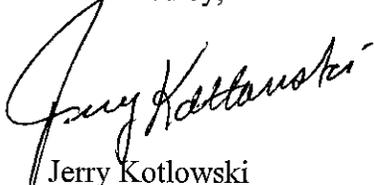
**Expense Check Summary Report and Expense Report:** Will be put in Committee's mail slots when available.

**Future Agenda Items:** Patrick Lake Park Possible Property Sale or Possible Future Campgrounds

**Set Next Meeting Date:** February 12, 2013, 9:00 a.m., Courthouse Conference Room A231.

**Adjourn:** Motion by Miller/Pisellini to adjourn at 9:55 a.m. Motion carried by unanimous vote.

Submitted by,



Jerry Kotlowski  
Parks Secretary

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

ADAMS COUNTY  
PLANNING & ZONING  
COMMITTEE MEETING MINUTES  
February 6, 2013

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee meeting to order at 1:00 P.M. on Wednesday February 6, 2013 with the following members present. Glenn Licitar, Randy Theisen, Heidi Roekle, Barb Morgan, Nick Theisen, SAYLE student and Jack Allen, representing Terry James, who along with Al Sebastiani were excused. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary and Greg Rhinehart, Surveyor. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call. Heidi Roekle made a motion to approve the agenda as noticed. Barb Morgan seconded the motion. All in favor. Motion carried.

Public Hearings: James H. Elliot – Rezoning request of three nonconforming parcels from an A1 & A1-15 Exclusive Agriculture Districts and A3 Secondary Agriculture District to an R1-LL Single Family Residential District of the Adams County Comprehensive Zoning Ordinance to allow them to be combined into one residential lot on property located in Pt. of the SE ¼, SE ¼, Section 11, Township 15 North, Range 6 East, and Pt. of the NE ¼, NE ¼, Section 14, Township 15 North, Range 6 East, all being Pt. of Lot 1, CSM 3401 on Fish Avenue, Town of Springville, Adams County, Wisconsin. Randy Theisen made a motion to grant the rezoning and forward that recommendation to the County Board for final approval. Heidi Roekle seconded the motion. Roll Call Vote: 6 – Yes. 1 – Yes. (SAYLE Student-non binding vote) Motion carried. Jason John & Sarah Lee Canales – Rezoning request of a portion of a parcel (approx 12 acres) from an A1-15 Exclusive Agriculture District to an A3 Secondary Agriculture District of the Adams County Comprehensive Zoning Ordinance to allow the parcel to be split on property located in Pt. E ½, SW ¼, SE ¼, and Pt. W ½, SE ¼, SE ¼, Section 21, Township 14 North, Range 7 East, at 424 Golden Avenue, Town of New Haven, Adams County, Wisconsin. Glenn Licitar made a motion to grant the rezoning request and forward that recommendation to the County Board for final approval. Barb Morgan seconded the motion. Discussion was held regarding driveway access. Roll Call Vote: 6 – Yes. 1 – Yes. (SAYLE Student-non binding vote) Motion carried. Brian E. & Jessica L. Gardner – Rezoning request of a portion of a parcel (20.15) from an A1 Exclusive Agriculture District to an A1-15 Exclusive Agriculture District to allow the parcel to be split (the remaining 19.53 acres will be surveyed into the adjacent A1 parcel) on property located in the SE ¼, NE ¼, Section 5, Township 15 North, Range 7 East, at 523 Fawn Court, Town of Jackson, Adams County, Wisconsin. Heidi Roekle made a motion to grant the rezoning and forward that recommendation to the County Board for final approval. Barb Morgan seconded the motion. Roll Call Vote: 6 – Yes. 1 – Yes. (SAYLE Student-non binding vote) Motion carried.

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

Glenn Licitar made a motion to approve the minutes from the January 5, 2013 meeting as presented. Jack Allen seconded the motion. All in favor. Motion carried.

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

Register of Deeds and Land Information: Jodi Helgeson presented the Committee with her Annual Report and informed the Committee that she will also be submitting it to the County Board this month. Discussion was held regarding Register of Deeds job descriptions. Barb Morgan made a motion to approve the job descriptions as presented. Glenn Licitar seconded the motion. All in favor. Motion carried. Ms. Helgeson stated that there are eight applicants being interviewed for the GIS vacancy. Once someone has been hired, Tyler Grosshuesch (former GIS tech) has offered to come and help the new GIS employee become acquainted with the job.

Heidi Roekle made a motion to approve the Register of Deeds and Land Information reports. Randy Theisen seconded the motion. All in favor. Motion carried. Ms. Helgeson informed the Committee that she would not be able to attend the next Planning & Zoning meeting, but would submit a written report.

Discussion was held regarding whether or not to proceed with a proposed Forestry District, with input from citizens present. (Kay Olson and Lynda Bula) It was noted that there should be several meetings to educate the general public about this proposed district and receive feedback. It was the Committee's consensus to put the item on the March Agenda for further discussion and creating a seven person advisory group consisting of; two persons of agricultural background, two residential property owners, two large forest owners and one realtor.

Copies of Planning & Zoning Department staff job descriptions were presented to the Committee for review. Barb Morgan noted that the Zoning Administrator's last job description was way out of date and that Mr. McLaughlin did a good job of updating it. Discussion was held. Heidi Roekle made a motion to approve the job descriptions as presented. Barb Morgan seconded the motion. All in favor. Motion carried.

Discussion was held regarding holding Conservancy rezones. Barb Morgan made a motion to schedule Conservancy rezones in non winter months between April 1 and October 31. Glenn Licitar seconded the motion. All in favor. Motion carried.

Discussion on requirements for completion of Township Participation form. Mr. McLaughlin had added the question of whether the request is consistent with the Town's Comprehensive Plan. Modifications were made which includes whether the Towns have any local regulations that apply to the request that the Committee may need to help in their decision. Jack Allen made a motion to send the form to the Town Chairpersons with a request for comments to be returned to Planning & Zoning and put on the March Agenda. Barb Morgan seconded the motion. All in favor. Motion carried.

Anticipated completion date of having all sanitary systems in the Sanitary System Maintenance Program. Mr. McLaughlin distributed copies of 2011 Wisconsin Act 134 which amends the date to October 1, 2019 for governmental units to adopt and begin the administration of a maintenance program that applies to all private sewage systems and until October 1, 2017 to conduct, complete and maintain an inventory of all private sewage systems.

Randy Theisen was excused at 3:00 P.M.

Planning & Zoning initially sent out letters to Adams County property owners in 2010 for all parcels which there was no existing record of a sanitary permit, but showed improvements on the parcel, explaining that they were going to be put on a septic maintenance schedule in the near future. The letter instructed them to contact the office if there was not a septic system on the parcel, so it could be removed from the maintenance schedule. There was a fair response. The next step is to manually enter all those parcels into the Sanitary Permit Tracking System. Currently in March of every year Septic Tank Maintenance notices are sent on a three year rotation for all systems installed in the County since July of 1992, (which was when Adams County joined the Wisconsin Fund Grant Program for failed systems) which averages about 2500 a year. That total will be significantly increased this year, as about 1/3 of the properties on the initial 2010 list will be mailed a notice to have their septic system pumped and/or inspected. The rest of the parcels will be portioned out over the next two years. On site verification may be required, but usually only after a septic pumper/plumber has been contacted.

Planning & Zoning Updates: Mr. McLaughlin informed the Committee of a complaint received from a citizen in the Town of Strongs Prairie regarding a sewage leak at a pump station servicing the Northern Bay area which is piped to the City of Adams Sewage Treatment Plant in the Village of Friendship. Mr. McLaughlin noted that while this was not Planning & Zoning's responsibility, notification of the individuals responsible, DNR and Emergency Government was done by Inspector Dan Hansen, along with follow-up of the diagnosis and correction of a faulty valve.

Phil McLaughlin presented the Financial Report for the month of December 2012 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.

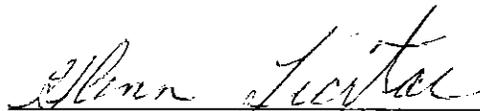
Correspondence: Letter from Ben Brancel, Secretary of the Department of Agriculture, Trade and Consumer Protection regarding complaints about the Shoreland buffer requirements, suggesting that Adams County revisit the 35' buffer requirements which is more restrictive than NR151 requirements. It was noted that both NR115 and NR151 are WDNR mandates. After review it was the consensus of the Committee to keep the Shoreland buffer requirements as is.

The next meeting was scheduled for March 6, 2013 at 1:00 P.M.

Jack Allen made a motion to adjourn. Glenn Licitar seconded the motion. All in favor. Motion carried.

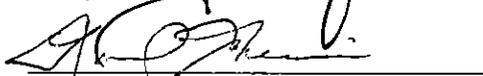
Adjourned: 3:45 P.M.

  
\_\_\_\_\_  
Joe Stuehlak, Chair

  
\_\_\_\_\_  
Glenn Licitar

  
\_\_\_\_\_  
Terry James, Vice-Chair

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

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

\_\_\_\_\_  
Heidi Roekle

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

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

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

## Property Committee Minutes

February 4, 2013, 8:30 a.m.

Room A160

The meeting was called to order by Chairman Allen at 8:30 a.m. The meeting was properly announced.

Present: Allen, Djumadi and Miller. Excused: Kotlowski and James. Also present: Hamman, Larson, McFarlin, Phillippi, Pisellini and Zander.

Motioned by Djumadi/Miller to approve the agenda. Motion carried by unanimous voice vote.

Motioned by Djumadi/Miller to approve the January 7, 2013 minutes. Motion carried by unanimous voice vote.

Open and/or act on bids for tax foreclosure property. There were no tax foreclosure property bids to open.

Discuss and/or act on Lake Sherwood property (3.8 acres) in the Town of Rome, owned by Adams County. The Town of Rome would like ownership. Pisellini provided a handout of the area. He informed the committee that the property was landlocked for the past 3 years, and the town has worked with the DNR and their Firewise Program to keep the area cleaned up. The Town of Rome wishes to turn the property into a park area that they would maintain.

Discuss and/or act on Boiler Replacement in L.E.C. facility. There are 2 in the Sheriff's Department, 1 needs to be replaced, as it is non-repairable. The committee agreed to continue moving forward to replace the boiler.

Discuss maintenance department as a stand-alone department reporting to the property committee. Consider Hamman as department head, currently works as hourly employee. The department reclassification process will need to be followed. Larson will speak with Kaye regarding pay structure and related comparable counties. We are still having furnace issues today. We have ONM Manuals. HVAC warranty issue, not part of the active project. Improper installation/balancing. Wiring issue, received a credit issued for conduit for the Community Center, which was deducted from final payment. Infra-red imaging could be done to check on heat loss.

Discuss and/or act on change order and/or invoices related to Health & Human Services/Community Center project. November invoice \$36,088.66, in December withhold \$5,000, substantial complete form in November, from engineer was received. Local inspector and state inspector has not provided, acceptance to change made on the conduit per Mike's request.

Motioned by Djumadi/Miller to pay \$6,088.66 to Altmann; hold \$30,000 payment until we are satisfied with the work. Send payment with a cover letter explaining the payment along with our punch list. Motion carried by unanimous voice vote.

Discuss and/or act on Historical Society building at the Fairground. Allen/Hamman will follow up with Historical Society to see what their plans are. Committee will be touring the building at April's meeting and will discuss what to do then.

Disposal of coins from tax dedeed property. Djumadi turned items into Gary's Coins and Stamps in Wisconsin Rapids and received \$39.00. Hamman will submit a receipt in the amount of \$39.00, for the sale of the coins, to the Treasurer's office.

Update on maintenance items. Allen questioned the 3 overhead doors on the garage as he'd like to see them fixed. Hamman reported that the 3 overhead doors and 2 service doors are in need of replacing and was considering them as a 1 time capital improvement to be budgeted next year. Carpet replacement in the Register of Deed's office and the Personnel office have been completed, and went very smoothly. Temporary glass in the District Attorney's office is in the works, hopefully to be completed by the end of February. The boiler that's out has turned into a project, this has been a somewhat on-going issue, we're using the other boiler currently. This will be fine until it's replaced. Health & Human Services project is an ongoing job.

Employees need to park vehicles where they need to be, so plowing, etc. can take place.

Next meeting date set for March 12, 2013 at 1:00 p.m.

Items for next agenda:

*Discuss stairs on east side of building;*

*Discuss Security Courtroom B panic button hardware;*

*Dennis McFarland handout on security cost;*

*Update on County owned land as it relates to Shoreland/Wetland/Habitat Protection Ordinance.*

Motioned by Djumadi/Miller to adjourn at 9:50 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi  
Recording Secretary

These minutes have been approved.

## Public Safety & Judiciary Committee

### MINUTES

Wednesday, February 13, 2013

9:00 a.m. – Conference Room A260

1. Chairman Al Sebatiani called the meeting to order at 9:00 a.m.
2. Meeting was properly announced.
3. Roll Call - Committee members present: Eggebrecht, Edwards, Sebatiani, and Miller. James was excused. Others present: Carol Collins, Jane Gervais, Nick Segina, Marilyn Rogers, Deb Barnes, Becky Koehn, Terry Reynolds, Kris Steffens, Trena Larson, Tania Bonnett, Carrie Allard, and Terry Fahrenkrug.
4. **Motion by Miller to approve the agenda, seconded by Eggebrecht. All in favor, motion carried unanimously.**
5. **Motion by Eggebrecht to approve the prior meeting minutes (January 9<sup>th</sup>), seconded by Edwards. All in favor, motion carried unanimously.**
6. Public participation will be taken as needed.
7. No correspondence.
8. Eyes of Hope Shelter to give summary of monthly report. Kris provided committee with reports for December 2012 and January 2013. Noted that December was a good month with eight adoptions. 2012 was better than what they aimed for. January was a painful month with only one adoption and it was a big month for strays.
9. **Medical Examiner, Marilyn Rogers, Interim ME and Trena Larson – Present**  
Marilyn provided the committee with her monthly activity report for January 2013 along with the financials for December 2012 and January 2013.

Letters for billing have been approved by Corporation Counsel and they would like to start billing from the middle of November 2012 to present since that is when Roseberry's Funeral Home went to no cash advance services. Miller expressed his concern about back billing families for these fees and feels they should start billing now or bill back to January 2013. Edwards also feels that they should start billing effective January 1<sup>st</sup>. Sebatiani stated they should start billing for services effective January 1, 2013.

Miller asked if the items bought in December 2012 were still in Adams County and Marilyn indicated that the items can be accounted for.

Trena feels that the Medical Examiner's Office has made good strides this month and overall the office has moved forward. There is good dialog and they are working well together. The resolution to establish the Medical Examiner positions will be going to County Board in February.

Edwards asked if their office received current ID badges and Marilyn responded that they did receive them.

10. **Family Court Commissioner – Dennis McFarlin – Not Present**
11. **Child Support – Deb Barnes – Present**  
Deb distributed the performance report and check summary for January 2013. Performance funding was increased for 2013. Deb has not received the 2013 contract from the State. It is being held up at the federal level and she was assured that it should be here any day. Cooperative agreements have been taken care of.

Deb recently returned from the National Child Support Enforcement Policy Forum in Washington D.C. She met with our legislatives and was able to share perspectives and submit concerns. Deb noted that it was a good trip and she was able to make good contacts in other states.

Miller asked Deb if she met with Secretary Anderson. Deb stated she met in Madison about a month ago and the meeting went fairly well.

**12. Clerk of Circuit Court – Kathie Dye – Not Present**

Kathie was not present for the meeting as she was at the Clerk of Court's Conference. She presented documentation to the committee requesting that the hourly rate given to the Community Service participants be increased from \$6.00 to \$8.00. Tania Bonnett stated that she would be speaking on her behalf in regards to the wage increase. Tania stated that the \$6.00 rate has been in place since 1998 and they are requesting the increase to be more commensurate with other counties. Sebastiani asked if the increase should go before Admin & Finance. Carrie Allard stated that no money changes hand and the rate is used to offset the participant's fines. **Motion by Eggebrecht to approve the rate increase from \$6.00 to \$8.00. Seconded by Edwards. All in favor, motion carried unanimously.**

**13. Register in Probate – Terry Reynolds – Present**

Terry reported that there are two CHIPS matters and the parents have already requested that attorneys be appointed for them. The court has granted the appointment of attorneys so that will have an impact on Terry's juvenile budget.

Last month Terry submitted the job descriptions for the Register in Probate and the Judicial Assistant for review. She was doing some modifications to them and they are now ready to be signed off on. **Motion by Miller to approve the job descriptions as presented for both positions. Seconded by Edwards. All in favor, motion carried unanimously.**

Terry gave an update on the Teen Court. There was only one student that returned the form with interest. Terry met again with Justin last week. Justin and the school still feel it is a good program. They need to have at least six students that are really interested in it. Justin suggested flyers and weekly announcements. They are going to meet with the students again on March 7<sup>th</sup> to see if there is more interest. Terry will be contacting Justin so he can follow up with the students that they gave applications to. Jennifer Swenson is also going to put the information on the program in the 4-H newsletter.

**14. District Attorney – DA Tania Bonnett – Present**

Tania reported that in December she was invited to do a short part of the Sheriff's Department training. She was also invited to sit in on the investigator interviews.

Tania stated that they are very close to realizing a forensic interviewing room for children in Adams County. They were promised a \$12,000.00 grant to cover the cost of the recording equipment to interview children who are suspected victims of abuse or neglect. There is a strong interest in interview children so that a multidisciplinary team can all have their interviews conducted at one time. This can be more efficient and less harmful to the child. They are working with Jeremy Normington at the hospital and he is willing to give them space at no cost to set up the equipment.

The Assistant District Attorney resigned his position. He will be on the payroll until May 31st so Tania will not be able to refill that position until June. Tania is using a special prosecutor assignment at this time. Mark Thibodeau has agreed to work one day a week. Tania's tentative plan is to be on maternity leave for June and July. Mark Thibodeau has also agreed to fill in as needed for at least three days a week.

15. **Emergency Management – Jane Gervais – Present**

Jane noted there was a command and general staff training March 11<sup>th</sup>-15<sup>th</sup> in Madison that she would like to attend. There is no cost to the training. The only expense would be mileage and Jane stated she has mileage in her budget. There was no problem with her going. Jane stated that the training would be at the same time as the next PS&J meeting so she asked to be excused for that meeting.

Jane stated she received the grant awards payments for the 2012 second half EMPG in the amount of \$15,159.17 and EPCRA in the amount of \$3,132.00.

Jane stated that there is some concern about the tower and siren located at Castle Rock Park. There is a question as to whether or not it should be taken down because the siren does not work. Jane had dispatch activate the siren and the siren does not work. The siren has not worked since 1998. The sirens were turned over to the municipalities in 1996 and it is their responsibility to maintain the sirens. Quincy Township wrote a memo in 1998 stating that they were not going to maintain the siren. Jane stated she would look into the cost of taking the tower down. Eggebrecht stated he would stop at the Castle Rock Park to talk to Mark Miller after the meeting and get back to Jane.

16. **Sheriff's Office - Sheriff Wollin – Not Present** - Fahrenkrug noted that Sheriff Wollin was at the Badger State Sheriff's Association meeting in Madison and was not able to be present for the meeting today.

**Chief Deputy Fahrenkrug – Present**

Fahrenkrug mentioned the fee schedule that was approved in October was charging \$1.00 a page for accident reports that were released to the public. Generally any open records reports were \$.25 a page. It used to be more of a chore to print the accident reports for the public with the old system. With the new Trac System everything is computerized and easier to print the information. They would like to lower the charge to \$.25 a page for accident reports. **Motion by Edwards that the Sheriff's Office be allowed to lower the charge to \$.25 per page for accident reports. Seconded by Eggebrecht. All in favor, motion carried unanimously.**

Fahrenkrug was glad to report that they are now fully staffed. Two deputies, Josh Czys and Floyd Lindsey, are now off field training and out on their own. There is still one deputy who is in field training for the next couple of month. Ryan Greeno has been in place as an investigator for about three weeks now and is doing well. The Command Staff is meeting weekly with all three of the investigators to put in place some checks and balances to eliminate any problems.

The Sheriff's Office currently has the MILO shooting system for training. That was provided by County Mutual Insurance at no cost to Adams County. It floats around between the agencies. There was active shooter training on February 12<sup>th</sup>. The training was opened up to county employees and school employees at 5:00 p.m. and will be repeated on February 28<sup>th</sup>.

Fahrenkrug noted that the Sheriff's Office will be developing and maintaining their department website. This will enable them to put out more information than on the Adams County webpage. The County webpage will link into the Sheriff's Office webpage.

Fahrenkrug reported that the animal control report was comparable from this time last year even without picking up any cats. The animal control officer is efficient in his routes and good about managing his time.

Sebatiani asked if the dental work in the monthly expense reports were for extractions only and nothing else. Fahrenkrug stated he would look into what is covered and get back to him at the next meeting.

17. Approval of all vouchers and monthly expense reports. **Motion by Eggebrecht to approve vouchers as presented. Seconded by Miller. All in favor, motion carried unanimously.**
18. Identify upcoming agenda items.
19. Set next meeting date as March 13<sup>th</sup> at 9:00 a.m.
20. Adjournment. **Motion by Miller to adjourn, seconded by Edwards. All in favor, motion carried unanimously. Meeting adjourned at approximately 10:20 a.m.**

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

Respectfully Submitted,

A handwritten signature in cursive script that reads "Carol A. Collins".

Carol A. Collins  
Recording Secretary

**Public Safety & Judiciary Committee**  
**MINUTES**  
Tuesday, February 19, 2013  
5:30 p.m. – Conference Room A260

1. Chairman Al Sebatiani called the meeting to order at 5:33 p.m.
2. Meeting was properly announced.
3. Roll Call - Committee members present: Eggebrecht, Edwards, Sebatiani, Miller, and James.  
Others present: Sheriff Wollin
4. **Motion by James to approve the agenda, seconded by Eggebrecht. All in favor, motion carried unanimously.**
5. Public participation: None
6. Correspondence: None
7. **Sheriff's Office - Sheriff Wollin -Present**  
Discussed filling the vacant Administrative Records Officer position.  
  
**Motion by James to fill the vacant Administrative Records Officer position, seconded by Eggebrecht. All in favor, motion carried unanimously.**
8. Adjournment. **Motion by James to adjourn, seconded by Edwards. All in favor, motion carried unanimously. Meeting adjourned at approximately 5:44 p.m.**

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

Respectfully Submitted,

Carol A. Collins  
Recording Secretary

**ADAMS COUNTY SOLID WASTE COMMITTEE**  
**Monday, February 11, 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, Solid Waste Director  
Barb Morgan

**CALL MEETING TO ORDER:** The meeting of the Adams County Solid Waste Committee was called to order by Chair, Larry Babcock at 6:07 P.M.

**WAS THE MEETING PROPERLY ANNOUNCED? YES ROLL CALL:** BABCOCK, JOHNSON, MORGAN, GATTERMAN. 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 JANUARY 9, 2013:** *Motion by Morgan, second by Johnson, to approve the Open Session minutes as presented for the January 9, 2013 meeting. All in favor. Motion carried.*

Ms. Diemert also presented a corrected version of the December 12, 2012 minutes. *Motion by Gatterman, second by Johnson, to approve the December 12, 2012 minutes as amended. 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 presented the YE 2012 Financial Report, the January 2013 Financial Report and the Monthly Check Summary Report and discussion was held. *Motion by Morgan, second by Gatterman, to approve the financial reports as presented. All in favor. Motion carried.*

**SITE REPORT:** Ms. Diemert handed out and reviewed copies of the Site Report dated February 11, 2013 (see attached copy). Discussion was held. *Motion by Johnson, second by Gatterman, to approve the Site Report as presented. All in favor. Motion carried.*

**UPDATE IROW PROJECT:** Ms. Diemert updated the Committee on the progress of the recycling building. Several options are currently being investigated for reducing labor and expenses, and

increasing efficiency. She explained that she has met with Marcia and Trena regarding creating a position in the recycling building to operate it. Two other laborers will be subcontracted through IROW until a temp agency can be found who will carry these employees. Huber workers are once again being utilized in the building. She will meet with Executive Committee on February 12<sup>th</sup> to approve creating the position, approving the job description, and taking the position to County Board.

Ms. Diemert further explained that the County will have to continue to operate the recycling building as part of WI Recycling Law as we are the Responsible Unit for the entire County other than the City of Adams. She explained that, by law, we have certain recycling volumes to meet based on population and if we do not have an "approved recycling program" our landfill will not be able to accept any waste. She explained that they are trying to find markets and trucking options for the single stream materials as our facility needs extensive updating to continue to process the materials. She explained that we are working with Pelliteri Waste Systems in Madison to try to work out something with them that involves a backhaul of garbage to offset shipping costs. Further study will take place, however, in the meantime, we will continue to process and market the materials that we can, and ship the single stream materials.

**DISCUSSION ON REQUEST TO WAIVE IN-COUNTY DISPOSAL:** We received a request from the Wisconsin Trapshooter Association asking that we waive the in-county disposal requirement in Ordinance #15-2010 that all waste & recyclables generated in Adams County come to the county-owned facility. Considerable discussion was held and it was the consensus of the Committee that taking this material out of Adams County is a violation of the Ordinance, does not benefit the taxpayers of Adams County, and will set a precedent for any future requests. Since being made an Enterprise Fund, the Solid Waste Department can no longer donate to charitable organizations as in the past. It was suggested that perhaps the Town of Rome offer to offset these costs as this will benefit the Town and it's businesses. It was also suggested that the offer of "free" disposal by a private waste hauler was misunderstood and that the Association must have funds set aside for waste disposal as part of their annual event.

**JUNEAU/MONROE COUNTY AGREEMENT UPDATE:** Ms. Diemert stated that the resolution and agreement have been reviewed by Corporation Counsel. Motion by Gatterman, second by Babcock, to approve and sign the resolution and forward to County Board. All in favor. Motion carried. Ms. Diemert will send this to County Clerk's office for the February 19<sup>th</sup> County Board meeting.

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

**EMPLOYEE UPDATE:** Ms. Diemert reported that the full-time scale clerk took another job within the county and the part-time scale clerk has moved to her position. She then presented the Recruitment for Vacancy Form for the PT Scale Secretary position. To speed this process, the chair has previously signed the form and it is currently in the newspaper. *Motion by Johnson, second by Gatterman to approve and sign the form to begin the hiring process. All in favor. Motion carried.*

Ms. Diemert next presented the Approval of Recruitment, Job Description, and Resolution for Recycling Building Operator. *Motion by Morgan, second by Johnson to approve and sign the Approval for Recruitment, Job Description, and Resolution for Recycling Building Operator. All in favor. Motion carried.*

**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: LTE hiring for Spring Construction, Incentive Rates for Out-of-County waste, and any other updates needed.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held Thursday, March 7, 2013 at 6:30 PM at the Landfill. *Motion by Johnson, second by Gatterman, to adjourn until the next meeting. All in favor. Motion carried.* Meeting adjourned at 7:50 P.M.

Respectfully submitted, Myrna Diemert, Recording Secretary

**THESE MINUTES HAVE BEEN APPROVED BY THE COMMITTEE**

**ADAMS COUNTY SOLID WASTE COMMITTEE**  
**Tuesday, March 5, 2013, 6:00 PM**  
**Landfill Office, 1420 Hwy 21, Friendship, WI 53934**

**MEMBERS PRESENT:** Larry Babcock, Chair  
Florence Johnson, Vice-Chair  
James Bays

**ABSENT/EXCUSED:** Dean Morgan  
Patrick Gatterman

**OTHERS PRESENT:** Myrna Diemert, Solid Waste Director  
Everet Johnson

**CALL MEETING TO ORDER:** The meeting of the Adams County Solid Waste Committee was called to order by Chair, Larry Babcock at 6:05 P.M.

**WAS THE MEETING PROPERLY ANNOUNCED? YES ROLL CALL:** BABCOCK, JOHNSON, BAYS. EXCUSED- GATTERMAN, MORGAN.

**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 FEBRUARY 11, 2013:** *Motion by Johnson, second by Bays, to approve the Open Session minutes as presented for the February 11, 2013 meeting. All in favor. Motion carried.*

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

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

**FINANCIAL REPORT:** Ms. Diemert stated that she did not received the Financial Reports or Check Summary Reports for February.

**SITE REPORT:** Ms. Diemert handed out and reviewed copies of the Site Report dated March 6, 2013 (see attached copy). Discussion was held. *Motion by Johnson, second by Bays, to approve the Site Report as presented. All in favor. Motion carried.*

**UPDATE RECYCLING BUILDING PROJECT:** Ms. Diemert stated that work continues with Pelliteri Waste Services regarding markets for single stream (comingled) recyclables. A sample load of loosely baled single stream recyclables was sent and will meet their requirements for processing. This will save on shipping costs. She also stated that she has been working with Admin & Finance Director and Corporation Counsel on the letter to IROW to officially accept the termination of contract.

**ADAMS/JUNEAU/MONROE COUNTY AGREEMENT UPDATE:** Ms. Diemert stated that this resolution had been pulled from the February County Board meeting because some discrepancies were found in the language that needed to be fixed. Admin & Finance Director, Corporation Counsel and the SW Director revised the language and it will be presented at the March 19, 2013 County Board.

**DISCUSSION AND APPROVAL OF "INCENTIVE RATES" FOR WASTE:** There were no requests from Out-of-County for Incentive Rates. This will be kept on the agenda.

**APPROVE ANY VEHICLE/EQUIPMENT PURCHASES/RENTALS:** Ms. Diemert presented information on three newer, low mileage Freightliner trucks, a wrecker, and a yard truck all available through Federal Property for a TOTAL of \$16,275.00 including program fees. *Motion by Bays, second by Babcock, to approve the purchase of the above mentioned vehicles from Federal Property. All in favor. Motion carried.*

**EMPLOYEE UPDATE:** Ms. Diemert reported that the part-time scale clerk position was approved, advertised, 6 applicants were tested and will be interviewed on March 20<sup>th</sup> starting at 9:00 AM. The Chair appointed himself, the Director and Brenda Quinnell as the hiring committee.

Next she reported that the Recycling Building Operator position was approved at County Board and is currently being advertised.

Ms. Diemert next stated that with construction this spring we will again need to hire additional LTEs and requested approval of 2-4 LTEs for the construction season as well as the busy spring/summer/fall season. These positions are budgeted. *Motion by Bays, second by Johnson, to allow the hiring of up to four (4) LTE's for construction and the busy season at the landfill. All in favor. Motion carried.*

**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: Village of Plover Resolution for Leachate Agreement, City of Adams Resolution for Leachate Agreement, and any other updates needed.

**NEXT MEETING DATE AND ADJOURN:** The next regular monthly meeting will be held on Wednesday, April 10, 2013 at 6:00 PM at the Landfill. *Motion by Bays, second by Johnson, to adjourn until the next meeting. All in favor. Motion carried.* Meeting adjourned at 7:30 P.M.

Respectfully submitted, Myrna Diemert, Recording Secretary

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

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**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 # 471  
March 6, 2013  
Report for the month of February, 2013

Work is continuing on the 2103 Government Corner Maintenance Project in Preston, Strongs Prairie and Big Flats. T18N, R4E along the River in the town of Strongs Prairie has been completed. We are now focusing on the northeast portion of Preston and the southeast portion of Big Flats that are off roads and normally wet.

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

Respectfully Submitted;



Gregory P. Rhinehart,  
Adams County Surveyor

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

**SUMMARY OF ACCOUNTS 2013**

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

# Traffic Safety Meeting

November 14, 2012

Attending: Bob Heldt, WI-DOT-Highways                      Adam Grosz- Rome P.D.  
Jon Sonnenberg- Rome Highway                              Todd Hanson- City P.D.  
Dennis Premo – County Highway Dept.                      Rhae Stertz- State Patrol  
Herb Barnes- AF School District                              Laurie Falash- Sheriff's Dept.  
Sarah Grosshuesch- Public Health

Meeting called to order 10:06 a.m.

Meeting properly announced? Yes

Approve Agenda? Yes Knoop/Hanson

Review Minutes from 08/08/12 Meeting? Approved Knoop/Premo

Treasurers Report? \$216.44 in the account. Two bills paid. \$43.49 to Highway Dept. for bike rodeo signs. \$57.75 for Thank you ad for the newspaper for volunteers for the event

Public Participation: Michael Bingham from 974 Overland Tr., and Bill Fisher from 992 Gem Ct. expressed their concern over the curve, darkness and signage at Cth K. and 9<sup>th</sup> Dr. Leisure Pines Estates is located in that area. The men contend that the area is a traffic safety issue and ask that some sort of reflective sign be located in that area. Dennis Premo will contact the township and see about installing signs to help.

Construction/Detour update. Dennis reports that Cth G culverts replaces and patches repaired and job should be finished. Cth B from Cth E to Hwy 82 finished this week or next. Hwy Dept. working on accents on bridges at Klien Creek and Michael's Landing boat clearances. This is a followup from the Aug 08, 2012 with the concern brought by the Mikavicic family after a family tragedy. It was also noted that the Klien street light will remain on the bridge.

Old Business: discussion on the street light on bridge in Quincy on the construction/detour time period.

New Business: Chief Hanson was approached about making 11<sup>th</sup> Ave and Deerborn a 4 way stop to slow traffic down near the High School. Lengthy discussion on this and was agreed upon to get the speed board in that area and do research on crashes at that intersection. Will address this at next meeting.

Highway Safety Plan Solicitation: Knoop hands out of the weekly fatality reports of Sunday, Nov. 11<sup>th</sup>, 2012 state wide and the crashes and fatalities by counties. Also information of the statewide adult and juvenile arrests for OWI in the State. Alarming amount of crashes are caused by inattentive driving as possible circumstances with added information on alcohol related crashes both State and County. Information shared on winter driving and the ninth anniversary of the Wisconsin law prohibits detectable amounts of controlled substances in system while driving. Wisconsin Act 164 prohibits the use of cellular phones by probationary licensed and instructional permitted drivers while driving.

Round Table: Sarah Grosshuesch asked about the steps in getting a reduced speed limit on 13<sup>th</sup> Dr and Czech Ave along with obtaining Children at Play signs. Advised of the state statutes and advised to check with township and also getting the referral to the DOT.

Todd Hanson advised the City of Adams waiting on DOT with the investigating of the four lane/two lane main street project.

Discussion on the Cth Z project and if the work will be done in the Town of Rome to the County Line. Project waiting on STP funding. Concern of area around Devils Elbow and concrete heaving near Ramanos. Also the Wisconsin Trap Shooters at 1312 Akron Dr is in construction. This being a trap shooting/campground project with a state wide shooters event dated for July of 2013.

County Crash Report : 1 fatality on 9/17/2012 driver suffered medical problems went off State Hwy 13 at Cree Dr and was killed.

Meeting adjourned 11:25 a.m. Knoop/Hanson

Next Meeting Feb 13, 2012

*Suzanne Falast*  
*Secretary*

Traffic Safety Minutes 2-13-2013

Adams County Hwy. Dept

Present:

Laurie Falash Sheriff's Office

Sarah Grosshuesch Public Health

Tony Kemnitz Wis. DOT-Traffic Operation

Dennis Premo Hwy Dept

Bob Heldt DOT

Rhae Stertz State Patrol

Thomas Knoop Wis DOT

Meeting called to order 10:05 a.m.

Meeting properly announced? Yes

Meeting agenda approved? Knoop/Premo

Meeting minutes approved? Motion by Knoop/Premo

Public Participation: None

**Construction / Detour Updates** Dennis Premo

Seal coating this construction season as follows and only delays to traffic:

Cth N from Hwy 21 to Cth J

Cth F from Hwy 13 to Co. Z

Overlay from 13 to Co. Z West side

Reconstruction on Cth G Hwy 73 to Apache Ct with detours expected on Hwy 73 to Co. W to Cth O to Co. G which includes bridge project No of Cth O

Bob Heldt reports that State work will include:

Hwy 21 East of Hwy 13 at Carter Creek for a bridge replacement. Will be doing ½ a bridge at a time with traffic lights possibly for traffic

Hwy 73 through Adams Co which is a milling and overlay along with a project on Hwy 21 from Hwy 13 to Co line for route and seal project.

Discussion on the soccer fields under way to the east of Hwy 13 by Chula Vista. Subsequent plan to construct entry to fields with road constructed to the rear and being away from Hwy 13.

**Old Business:** Update on the lighting on bridge in Quincy township at Kliens Bridge. County will pay for its operation. 3" diamond grade reflective tape being installed at boat entry to the bridge.

Discussion for the request of a 4-way stop sign at 11<sup>th</sup> Ave and Dearborn. School not supporting the issue and traffic studies show crashes not an issue there. Will not support the stop signs there.

Tony Kemnitz advised that he attended the Revitalization Project meeting at the A.C.T. theatre in regards changing lanes in the City of Adams. More information will follow as project grows

**New Business:** Request to County to change speed zones on Cth E from 6<sup>th</sup> Ave to Cth B due to the mega dairy that is now in New Chester township. Tony Kemnitz and Bob Heldt will check the area and also will Dennis Premo with some traffic statistics in that area. Sarah Grosshuesch will also forward some information on a health assessment issues regarding areas that house mega farms to Dennis.

Sarah advised the committee on a Promise Neighborhood Grant with a potential of assisting Safe Routes to School and the City of Adams Revitalization Project which depending on how successful could amount to a sizable amount of revenue to Adams County. More information will be shared as the progress continues.

**Highway Safety Plan:** Tom Knoop shared information on DOT traffic Reports: Crashes and crashes with fatalities are up from previous years. Handouts included 2012 Safety report that was very informational. This included regional information to include statistics in regards to weather, motorcycle. multiple, rural and economy information relating to all crash factors. Update on Wisconsin State Patrols law of the month: State law prohibits cell phone use while driving for many teens and drivers are responsible for all unbuckled passengers.

**County Crash and Treasures report:** 3 fatalities since Nov 2012 meeting. One being recent and in 2013 that occurred on Hwy 82 with one driver being unbuckled. Treasurers report \$ 216.47

Motion to adjourn at 11:33 a.m. Falash / Knoop

Submitted by Secretary

 2/14/12

Laurie Falash