

**PUBLIC NOTICE AND AGENDA
KEWAUNEE COUNTY BOARD MEETING**

MONTH: MAY

DATE: May 20, 2014

TIME: 6:00 PM

**PLACE: County Board Room
Administrative Center
810 Lincoln Street
Kewaunee, WI**

- 1. Call to Order**
- 2. Pledge of Allegiance and Prayer**
- 3. Roll Call**
- 4. Approve County Board Agenda**
- 5. Presentations**
 - a. Previous County Board Supervisors**
- 6. Appointments**
 - a. Local Emergency Planning Committee**
 - b. Kewaunee County EMS Council**
 - c. Kewaunee County Revolving Loan Committee**
 - d. Kewaunee County Public Health Committee**
 - e. Grievance Committee**
 - f. Approve Changes to Special Appointments from the April Organizational Meeting**
- 7. Annual Reports and Other Reports to the Board as Requested by the County Board or Committee:**
 - a. Kewaunee County Clerk – Jamie Annoye**
 - b. Kewaunee County Child Support – Cindy Kudick**
 - c. Bay Lake Regional Planning – Richard Heath**
 - d. Kewaunee County Administrator – Edward J. Dorner**
- 8. Committee Reports:**
 - a. Highway / Solid Waste Committee**
 - b. Personnel, Advisory & Legislative Committee**
 - c. Health, Veteran Service and Child Support Committee**
 - d. Extension Education and Zoning Committee**
 - e. Land & Water Conservation Committee**
 - f. Law Enforcement & Emergency Management Committee**
 - g. Finance and Public Property Committee**
 - h. Human Services Committee**
 - i. Promotion and Recreation Committee**
 - j. Revolving Loan Fund Committee**
 - k. Nuclear Task Force Committee**
 - l. Bay Lake Regional Planning Commission**

9. **Communications:**
 - a. **Resolutions from other Counties**
10. **Citizen's Input (maximum 3 minutes per appearance)
(20 minutes total per meeting)**
11. **First Reading of Ordinance (vote to be taken at the next
County Board meeting)**
 - a. **Kewaunee County Animal Waste Storage Facility Ordinance**
12. **Consideration of Bills and Claims for Approval:**
 - a. **Extension Education & Zoning**
 - b. **Land & Water Conservation**
 - c. **Finance & Public Property**
 - d. **Health, Veteran Service & Child Support**
 - e. **Law Enforcement & Emergency Management**
 - f. **Promotion & Recreation**
 - g. **Human Services**
 - h. **Highway / Solid Waste**
13. **Recess, if needed**
14. **Consideration of Resolutions:**
 - a. **Resolution Requesting the State of WI Dept of Health Services and the
WI Dept of Natural Resources to Fund and Complete a Comprehensive
Study of Kewaunee County's Current Ground and Surface Water
Contamination and the Impact of Animal and Human Waste Leaching, and
the Impact of Animal Waste Irrigation and their Impact on Human Health**
 - b. **Resolution Adopting the Kewaunee County All Hazards Mitigation Plan**
 - c. **Resolution for 2010 Delinquent Real Estate Taxes**
15. **Consideration of Ordinance read at previous County Board Meeting**
 - a. **An Ordinance Amending the Kewaunee County Sanitary Ordinance**
16. **Consideration of other matters as authorized by Law**
17. **County Board Chairman's Comments**
18. **Set meeting date for next County Board Meeting**
 - a. **June 17, 2014 at 6:00 p.m. (previously scheduled)**
 - b. **July 15, 2014 at 6:00 p.m. (proposed)**
 - c. **August 19, 2014 at 6:00 p.m. (proposed)**
19. **Adjournment**

/s/ Ron Heuer
Ron Heuer
Kewaunee County Board Chairman

/s/Jamie Annoye
Jamie Annoye
Kewaunee County Clerk



KEWAUNEE COUNTY BOARD OF SUPERVISORS

Ron Heuer-Chairman

Linda Sinkula-Vice-Chairman

May 20, 2014

Honorable Members of the Kewaunee County Board:

Pursuant to Wis. Stats. 59.54 (8), I hereby make the following appointments to the "Local Emergency Planning Committee."

CLASSIFICATION	TERM (9/12/2012 – 9/12/2014)
Elected Local Official (group 1)	Kaye Shillin Ken Tebon Jeff Vollenweider
Law (group 2)	Matt Joski John Massart
Emergency Management (group 2)	Lori Hucek Tracy Nollenberg
Fire (group 2)	Greg Hlinak
Transportation (group 2)	Todd Every
Environmental (group 2)	David Allen
Community Groups (group 4)	Jack Novak – Rotary Club Joy Krieger - Chamber
Print Media (group 3)	J.T. Pelt
Facility Operators (group 5)	Green Bay Water Utility – Tom Landwehr Luxemburg Water Utility – Rick Simonar Algoma Utility – Richard Riederer Agropur Inc – Ted Winkelman Kewaunee Power Station- Ted Maloney Kewaunee Water Utility – Charles Petersen Kewaunee Water Utility – Matt Murphy
Public Health (group 2)	Mary Halada

Respectfully Submitted,
Ron Heuer – Kewaunee County Board Chairman



KEWAUNEE COUNTY BOARD OF SUPERVISORS

Ron Heuer-Chairman

Linda Sinkula-Vice-Chairman

May 20, 2014

Honorable Members of the Kewaunee County Board

Pursuant to Ordinance No. 119-2-81 adopted by the Kewaunee County Board of Supervisors on February 17, 1981, I hereby make the following appointments to the "Kewaunee County EMS Council".

CLASSIFICATION

TERM

1/1/2014 to 12/31/2016

Ambulance

Joe Steiner

Fire

Francis Wojta
Bruce Depeau
Greg Hlinak

Hospital

Dr. Ken Johnson

First Responder

Steve Tadisch
Susie Sevcik

City Police

Frank Salentine

County Sheriff

Chris Gulbrand

Physician

County Government

Pat Benes

Respectfully Submitted,

Ron Heuer
Kewaunee County Board Chairman



KEWAUNEE COUNTY BOARD OF SUPERVISORS

Ron Heuer-Chairman

Linda Sinkula-Vice-Chairman

May 20, 2014

To: The Honorable Members of the Kewaunee County Board

Ladies and Gentlemen:

I hereby appoint the following to the Kewaunee County Revolving Loan Committee subject to County Board approval:

Term April 15, 2014 to April 19, 2016

Jennifer Brown

Kewaunee County Economic Development Director

P.O. Box 361, Luxemburg, WI 54217

County Board Representatives

Ron Heuer
County Board Chairman
E3530 Townline Rd, Kewaunee

Robert A. Weidner
County Supervisor
E2111 Hillside Rd, Luxemburg

Dennis Cravillon
County Supervisor
416 Oak St, Casco

Community Representatives

Jim Lamack, Chairman
1405 3rd St, Kewaunee

David Luebbers
2490 Mercier Rd, New Franken

Dan Vincent
1312 Main St, Luxemburg

County Staff Representatives

Jeffrey Wisnicky

Matthew Payette

Further, Matthew Payette is hereby designated as administrator of the revolving loan program.

Respectfully submitted,

Ron Heuer

Kewaunee County Board Chairman



KEWAUNEE COUNTY ADMINISTRATOR'S OFFICE

Edward J. Dorner
County Administrator

May 20, 2014

KEWAUNEE COUNTY PUBLIC HEALTH COMMITTEE

TO: The Honorable Members of the Kewaunee County Board of Supervisors

Pursuant to Wisconsin Statutes 251.03 I hereby make the following reappointment to the Kewaunee County Public Health Committee:

Term August 1, 2014 to July 31, 2017

Shirley Kirchman
512 Mill Street
Algoma, WI 54201

Sincerely,

Edward J. Dorner
Kewaunee County Administrator

Kewaunee County
810 Lincoln Street
Kewaunee, WI 54216

PHONE (920) 388-7164
FAX (920) 388-7101
WEB SITE <http://www.kewauneeco.org>



KEWAUNEE COUNTY ADMINISTRATOR'S OFFICE

Edward J. Dorner
County Administrator

May 20, 2014

GRIEVANCE COMMITTEE

TO: Honorable Members of the Kewaunee County Board:

Pursuant to Wisconsin Statutes 59.26(8)(b) I hereby appoint the following individuals to serve on the Kewaunee County Grievance Committee:

Term April 15, 2014 to April 14, 2016

- | | |
|--------------------------------|--|
| 1. Milton E. Rodrian, Chairman | N8515 County Road S, Algoma, WI 54201 |
| 2. Rudy Hanamann | E3186 Tabordon Lane, Casco, WI 54205 |
| 3. David DeCramer | 1421 Miller, Kewaunee, WI 54216 |
| 4. Marv Dequaine | E6145 County Road K, Algoma, WI 54201 |
| 5. Dennis Zuege | 1410 Miller Street, Kewaunee, WI 54216 |

Respectfully submitted,

Edward J. Dorner
Kewaunee County Administrator

Kewaunee County
810 Lincoln Street
Kewaunee, WI 54216

PHONE (920) 388-7164
FAX (920) 388-7101
WEB SITE <http://www.kewauneeco.org>

Kewaunee County

Land & Water Conservation Department

625 Third Street
Luxemburg, WI 54217-1264
phone: (920)845-9742

Memo...

To: Kewaunee County Board
From: Andy Wallander, County Conservationist
CC: Jeff Wisnicky and Ed Dorner
Date: May 20th, 2014
Re: Proposed Ordinance Amendments – First Reading

Good Day,

Attached you'll find a copy of proposed amendments to the current Kewaunee County Animal Waste Storage Facility Ordinance. Proposed deletions are shown with a ~~double-strikethrough~~. Additions are shown as **Shaded** text.

Please review these amendments and contact me if you have any questions or comments. These have also been forwarded to the Wisconsin Dept. of Agriculture, Trade and Consumer Protection for review and comment as well. I will also be available for the June County Board meeting to present a little more detailed information on this and answer any questions you might have.

Thank you.

- Andy Wallander

**KEWAUNEE COUNTY
ANIMAL WASTE STORAGE FACILITY ORDINANCE**

Ordinance No. 138-5-89

(As amended through adoption by the Kewaunee County Board of Supervisors on September 21st, 2010)

1
2
3
4
5
6
7
8 SECTION 1

9
10 AUTHORITY

11
12 This ordinance is adopted under authority granted under Section 59.07(51) and 92.16 of the Wisconsin
13 Statutes.

14
15 The title of this ordinance is "Kewaunee County Animal Waste Storage Facility Ordinance" and it regulates
16 design and construction of animal waste storage facilities.

17
18 SECTION 2

19
20 PURPOSE

21
22 The purpose of this ordinance is to protect and promote the public health, safety, prosperity, aesthetic
23 conditions and general welfare of the people and communities within Kewaunee County.

24
25 SECTION 3

26
27 INTENT

28
29 The intent of this ordinance is to regulate the location, construction, installation, alteration, design and use
30 of animal waste storage facilities so as to protect the health and safety of residents and transients; prevent
31 the spread of disease and promote the prosperity and general welfare of the citizens of Kewaunee County.
32 It is also intended to provide for the administration and enforcement of the ordinance and to provide
33 penalties for its violation. It is also intended to protect the groundwater and surface water resources of
34 Kewaunee County.

35
36 SECTION 4

37
38 INTERPRETATION

39
40 In their interpretation and application, the provisions of this ordinance shall be held to be minimum
41 requirements and shall be liberally construed in favor of Kewaunee County, and shall not be deemed a
42 limitation or repeal of any other power granted by the Wisconsin Statutes.

43
44 SECTION 5

45
46 SEVERABILITY CLAUSE

47
48 If any section, provision or portion of this ordinance is ruled invalid by a court, the remainder of the
49 ordinance shall not for that reason be rendered ineffective.

50
51 SECTION 6

52
53 DEFINITIONS

54
55 Definitions herein conform to the provisions set forth in chapters ATCP 50 and NR 151 of the Wisconsin
56 Administrative Code.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56

1. "Animal waste" means livestock excreta and other materials such as bedding, rain or other water, soil, hair, feathers and other debris normally included in animal waste handling operations.
2. "Animal waste storage facility" means a concrete, steel or otherwise fabricated structure and earthen animal waste storage facility used for temporary storage of animal waste or other organic waste. This includes animal waste transfer systems. This does not include barnyards.
3. "Applicant" means any person who applies for a permit under this ordinance.
4. "Earthen animal waste storage facility" means a facility constructed of earth dikes, pits or ponds used for temporary storage of animal waste.
5. "Land & Water Conservation Committee" means an operating committee of the Kewaunee County Board of Supervisors.
6. "Land & Water Conservation Department" means the enforcing authority of this ordinance.
7. "Liquid Waste", as per NR 214.03(27), Wis. Adm. Code, means process wastewater and waste liquid products, including silage leachate, whey, whey permeate, whey filtrate, contact cooling water, cooling or boiler water containing water treatment additives, and wash water generated in industrial, commercial and agricultural operations which result in a point source discharge to a land treatment system.
 - 7.a. "New manure storage facility" means a manure storage facility, or manure transfer system, constructed after the date of adoption of this ordinance.
8. "Other Waste" means Liquid Waste, Septage, Sewage Sludge or any other material processed and mixed with animal waste to be stored pursuant to this ordinance.
9. "Septage", as per NR 113.03(55), Wis. Adm. Code, means the wastewater or contents of septic or holding tanks, dosing chambers, grease interceptors, seepage beds, seepage pits, seepage trenches, privies or portable restrooms.
10. "Sewage Sludge" or "Sludge" or "Biosolids", as per NR 204.03(55), Wis. Adm. Code, means the solid, semi-solid or liquid residue generated during the treatment of domestic sewage in a treatment works. Sewage sludge includes scum or solids removed in primary, secondary or advanced wastewater treatment processes and material derived from sewage sludge. Sewage sludge does not include ash generated during the firing of a sewage sludge incinerator or grit and screenings generated during preliminary treatment of domestic sewage in a treatment works. *(Note: All 3 terms defined here are interchangeable and recognized by the department, as they are all in common use.)*
 - 10.a. "Substantially altered manure storage facility" means undergoing a change to an existing manure storage facility, or manure transfer system, initiated by an owner or operator that results in a relocation of a facility, significant changes to the size, depth, or configuration of a facility, including replacement of a liner in a manure storage facility, or a change in a structure or facility related to a change in livestock management from one species of livestock to another.
11. "Technical Guide" means the United States Department of Agriculture (USDA) Natural Resources Conservation Service Technical Guide as adopted by the Kewaunee County Land & Water Conservation Committee.
12. "Technical Standards" means the latest revision of written requirements for animal waste facilities as specified in the Technical Guide and adopted by the Kewaunee County Land & Water Conservation Committee.

- 1 13. "Permit" means the signed, written statement issued by the Kewaunee County Land & Water
2 Conservation Department under this ordinance authorizing the applicant to construct, install, enlarge
3 or substantially alter an animal waste storage facility.
4
5 14. "Permittee" means any person to whom a permit is issued under this ordinance.
6
7 15. "Person" means any individual, corporation, partnership, joint venture, agency, unincorporated
8 association, municipal corporation, county, or state agency within Wisconsin, the Federal
9 Government, or any combination thereof.
10
11 16. "Water Pollution" means contaminating or rendering unclean or impure the ground or surface waters
12 of the state, or making the same injurious to public health, harmful for commercial or recreational use,
13 or deleterious to fish, bird, animal, or plant life.
14

15 SECTION 7

16 JURISDICTION

17 This ordinance shall apply to all land and waters within the boundaries of Kewaunee County.
18
19
20

21 SECTION 8

22 A. Delegation of Authority

23 Kewaunee County hereby designates the Kewaunee County Land & Water Conservation Department to
24 administer this ordinance. The Kewaunee County Land & Water Conservation Department shall seek the
25 guidance of the Kewaunee County Land & Water Conservation Committee in the administration of this
26 ordinance.
27
28
29

30 B. Administrative Duties

31 In the administration and enforcement of this ordinance, the County Land & Water Conservation
32 Department shall:
33
34

35 (1) Keep an accurate record of all permit applications, animal waste facility plans, permits issued,
36 inspections made, and other official actions.
37

38 (2) Review permit applications and issue permits in accordance with section 8 of this ordinance.
39

40 (3) Inspect animal waste facility construction to ensure the facility is being constructed according to plan
41 specifications.
42

43 (4) Investigate complaints relating to compliance with the ordinance.
44

45 (5) Perform other duties as specified in this ordinance.
46

47 C. Inspection Authority

48 The Kewaunee County Land & Water Conservation Department is authorized through section 92.07(14),
49 Wis Stats., to enter upon any lands affected by this ordinance to inspect the land prior to or after permit
50 issuance to determine compliance with this ordinance.
51
52

53 SECTION 9

54 APPLICATION FOR AND ISSUANCE OF PERMITS
55
56

1 A. Permit Requirements

2
3 No animal waste storage facility, manure transfer system, or parts thereof may be located, installed,
4 moved, extended, enlarged, converted, substantially altered or its use changed, including combining
5 animal waste with "other wastes" (as defined in this ordinance), without an animal waste permit as
6 provided in Section 9 of this ordinance, and without compliance with the provisions of ordinance, and
7 without compliance with Natural Resources Conservation Service Technical Standards as adopted by the
8 Kewaunee Land & Water Conservation Committee. The requirements of this ordinance shall be in
9 addition to any other ordinance regulating animal waste storage. In the case of conflict, the most stringent
10 provisions shall apply.

11
12 B. Emergency Repairs

13
14 Emergency repairs such as repairing broken pipe or equipment, leaking dikes or the removal of stoppages
15 may be performed without an animal waste storage facility permit. Such work will be reported to the Land
16 & Water Conservation Department as soon as possible for a determination as to whether an animal waste
17 storage facility permit will be required for an additional alteration or repair to the facility. The County Land
18 & Water Conservation Department shall consult with the Land & Water Conservation Committee prior to
19 making this determination.

20
21 C. Fee

22
23 The fee schedule for permits applied for through this ordinance shall be set and reviewed annually by the
24 Kewaunee County Land & Water Conservation Committee.

25
26 D. Animal Waste Storage Facility Plan Required Engineering Design Documentation for Permit
27 Applications

28
29 Each application for a permit under this section shall include the following, as described within USDA
30 NRCS Standard 313 (Waste Storage) and/or 634 (Waste Transfer) on an animal waste storage facility plan.
31 The plan shall specify:

- 32
33 a) Management Assessment
34 b) Site Assessment
35 c) Operation and Maintenance Plan
36 d) Construction Plan
37 e) Construction Quality Assurance Plan
38 f) Engineering computations, structural drawings, earthwork quantities and volumetric computations
39 for properly sizing the storage facility and/or transfer system

40
41 ~~(a) The number of kinds of animals for which storage is provided.~~

42
43 ~~(b) A sketch of the facility and its location in relation to buildings within two hundred fifty (250) feet and~~
44 ~~homes within five hundred (500) feet of the proposed facility. The sketch shall be drawn to scale, with a~~
45 ~~scale no smaller than one inch equals one hundred (100) feet.~~

46
47 ~~(c) The structural details, including dimensions, cross sections, and concrete thickness.~~

48
49 ~~(d) The locations of any wells within three hundred (300) feet of the facility.~~

50
51 ~~(e) The soil test pit locations and soil descriptions to a depth of at least three feet below the planned~~
52 ~~bottom of the facility.~~

53
54 ~~(f) The elevation of groundwater or bedrock if encountered in the soil profile and the date of any such~~
55 ~~determinations.~~

56

~~(g) Provisions for adequate drainage and control of runoff to prevent pollution of surface water and groundwater such as exposed bedrock or sinkholes. If a navigable body of water lies within five hundred (500) feet of the facility, the location and distance to the body of water shall be shown.~~

~~(h) The scale of the drawing, the North arrow and the Benchmark location and its elevation.~~

~~(i) A time schedule for construction of the facility.~~

~~(j) A description of the method used in transferring animal waste into the facility.~~

~~(k) A nutrient management plan.~~

~~(l) Prior to issuance of a permit, the owner of the facility shall disclose any future intention to store any "other wastes" (as defined in this ordinance) in the manure storage facility.~~

E. Nutrient Management

Wastes from storage facilities for which permits are issued under section 9 of this Ordinance shall be operated and managed applied in accordance with a nutrient management plan developed as per USDA Natural Resources Conservation Service (NRCS) technical standards specified in standard 590 of the NRCS technical guide, unless stricter nutrient management rules apply.

F. Review of Application

The County Land & Water Conservation Department shall receive and review all permit applications. The County Land & Water Conservation Department shall determine if the proposed facility meets the required standards set forth in section 10 of this ordinance. Within thirty days after receiving the completed application and fee, the County Land & Water Conservation Department shall inform the applicant in writing whether the permit application is approved or disapproved. If additional information is required, the County Land & Water Conservation Department has thirty days from the receipt of the additional information in which to approve or disapprove the application. If the County Land & Water Conservation Department fails to approve or disapprove the permit application in writing within thirty days of the receipt of the permit application or additional information as appropriate, the application shall be deemed approved and the applicant may proceed as if a permit had been issued.

G. Permit Conditions

All permits issued under this ordinance shall be issued subject to the following conditions and requirements:

(1) Design, construction and management shall be carried out in accordance with the animal waste facility plan and applicable standards specified in Section 10 of this ordinance.

(2) The permittee shall give two (2) working days notice to the County Land & Water Conservation Department before starting any construction activity authorized by the permit.

(3) Approval in writing must be obtained from the County Land & Water Conservation Department prior to any modifications to the approved animal waste facility plan.

(4) The permittee and, if applicable, the contractor, shall certify in writing by signing the certification sheet that the facility was installed as planned and designed. A copy of the signed certification sheet shall be mailed to the County Land & Water Conservation Department within thirty days of completion of installation.

(5) Activities authorized by permit must be completed within two years from the date of issuance after which such permit shall be void.

1
2 (6) In the administration of this ordinance, locations of soil depth area boundaries shall be those depicted
3 on the "Depth to Bedrock Map - Figure D" previously approved by the Land and Water Conservation
4 Committee, County Board, and the Wisconsin Department of Agriculture, Trade & Consumer Protection
5 as part of the County's current Land & Water Resource Management Plan – January 2010 through
6 December 2019, herein incorporated by reference. Specific sites may be reviewed by the Land & Water
7 Conservation Committee, upon written request by a landowner, and if contrary depth to bedrock mapping
8 evidence is provided using state-of-the-art technology currently acceptable by the Wisconsin Geological
9 and Natural History Survey, the Committee may amend the mapping designation after consulting with the
10 LWCD.

11 (7) In areas mapped as having 5 to 20 feet of depth to bedrock, proposed new, or substantially altered "in-
12 place earthen" manure storage facilities shall not be eligible to receive a permit through this ordinance.
13 Other storage facility options listed in USDA NRCS Standard 313 (Waste Storage), such as a clay-liner,
14 geomembrane liner, geosynthetic clay liner and/or concrete liner are acceptable. No permits shall be
15 issued through this ordinance for any new animal waste storage facilities on areas mapped as having less
16 than 5 feet of depth to bedrock.
17

18 (8) In areas mapped as having 20 feet or less of depth to bedrock, all sites where temporary, unconfined
19 stacking of animal wastes are planned shall have a prior written letter of approval from the LWCD, and
20 shall be located according to the criteria found in section V.D. and associated Table 10 of USDA NRCS
21 Standard 313 (Waste Storage).
22

23 (9) Prior to a new, or substantially altered manure storage facility, permitted through this ordinance, being
24 granted approval to store animal wastes, an approved nutrient management plan, developed in
25 accordance with USDA NRCS Standard 590 (Nutrient Management), along with proof of ownership, or
26 signed rental documentation, for cropland acres totaling enough land to comply with the nutrient
27 management plan, shall be submitted to the LWCD, along with an Environmental (i.e. manure spill)
28 Response Plan.

29 (10) An initial animal waste storage facility permit for construction shall be issued based on submission of
30 a design plan developed in accordance with applicable USDA NRCS standards and specifications, and
31 permit conditions outlined in this ordinance. A future written letter, from the LWCD, granting approval to
32 begin using the facility to store animal waste must also be issued to the permittee prior to the facility being
33 put into service. Proper safety fencing and signage shall be installed, and "as-built" plans and other
34 certification documentation shall be required to be submitted to the LWCD prior to receiving the above
35 written approval letter from the LWCD. Prior to issuance of the above letter, the owner of the facility shall
36 disclose, in writing, any future intention to store any "other wastes" (as defined in this ordinance) in the
37 manure storage facility.
38

39 (11) All new, or substantially altered manure storage facilities, permitted through this ordinance shall have
40 a minimum design storage volume of 6 months (180 days) and shall be operated in a manner that
41 continues to maintain at least 180 days of storage volume capacity. If the manure volume produced by
42 the operation increases beyond of the original designed storage volume, the storage facility must be either
43 adequately expanded, through a new permit application process, or the animal waste volume produced
44 must be decreased.
45

46 H. Permit Revocation

47
48 The County Land & Water Conservation Department may revoke any permit or storage approval letter
49 issued under this ordinance if the holder of the permit has misrepresented any material fact in the permit
50 application or animal waste facility plan, or if the holder of the permit violates any of the conditions of the
51 permit.
52

53 SECTION 10

1 STANDARDS

2
3 A. Standards for Animal Waste Storage Facilities

4
5 ~~The standards for design and construction of animal waste storage facilities are those in Standards 313~~
6 ~~(Waste Storage Facility) and 634 (Waste Transfer), and applicable Construction Specifications found in~~
7 ~~the USDA Natural Resources Conservation Service (NRCS) Technical Guide. Where there is a~~
8 ~~groundwater quality concern regarding depth to bedrock additional policies may need to be adhered to in~~
9 ~~the design phase of the storage facility project.~~

10
11 Except where indicated in the permit conditions section above, all design, construction, operation and
12 maintenance criteria shall strictly adhere to the following LWCC-adopted USDA NRCS standards and
13 specifications found in the USDA NRCS Technical Guide where applicable. Copies of NRCS standards
14 and specifications may be obtained through the Kewaunee County Land and Water Conservation
15 Department, 625 Third Street, Luxemburg, WI 54217, (920)845-9742. Photocopying fees may apply.
16 Copies may also be obtained by visiting the LWCD website at [<insert website address here>](#).

- 17 • NRCS Standard 313 (Waste Storage Facility)
- 18 • NRCS Standard 382 (Fence)
- 19 • NRCS Standard 634 (Waste Transfer)
- 20 • NRCS Standard 632 (Solid/Liquid Waste Separation Facility)
- 21 • NRCS Standard 590 (Nutrient Management)
- 22 • NRCS Wisconsin Construction Specification 4 (Concrete)
- 23 • NRCS Wisconsin Construction Specification 5 (Construction Site Pollution Control)
- 24 • NRCS Wisconsin Construction Specification 10 (Fences)
- 25 • NRCS Wisconsin Construction Specification 15 (Plastic Pipe Conduits)
- 26 • NRCS Wisconsin Construction Specification 44 (Corrugated Polyethylene Tubing)
- 27 • NRCS Wisconsin Construction Specification 204 (Earthfill for Waste Storage Facilities)
- 28 • NRCS Wisconsin Construction Specification 300 (Clay Liner)
- 29 • NRCS Wisconsin Construction Specification 634 (Waste Transfer Pipe)

30 B. Nutrient Management

- 31
- 32 1) Between January 1st and April 15th all animal waste applications to cropland in areas mapped as
33 having 5 to 20 feet of soil depth to bedrock shall be according to an LWCD approved Winter
34 Spreading Plan developed as per section VII.B. of USDA NRCS Standard 590 (Nutrient
35 Management).
 - 36
 - 37 2) No application of animal waste shall take place between January 1st and April 15th to cropland in areas
38 mapped as having less than 5 feet of soil depth to bedrock without prior written approval for that year
39 from the LWCD. Approved applications must be in accordance with an LWCD approved Winter
40 Spreading Plan developed as per section VII.B. of USDA NRCS Standard 590 (Nutrient
41 Management).
 - 42
 - 43 3) Crop fields straddling soil depth boundaries may be reviewed if appropriate, upon written request by
44 the landowner, and amended by the LWCC after consultation with the LWCD.

45
46 SECTION 11

47
48 VIOLATIONS

49
50 A. Penalties

1 Any person who violates, neglects, or refuses to comply with or resists the enforcement of any provision of
2 this ordinance shall be subject to a forfeiture of not less than \$50, or more than \$2,500 plus costs of
3 prosecution of each violation. An unlawful violation includes failure to comply with any standard or permit
4 condition of this ordinance ~~or with any condition~~ or qualification attached to the permit. Each day that a
5 violation exists shall be a separate offense. Failure to obtain proper permit is considered a violation.
6

7 B. Enforcement Actions, Temporary Restraining and/or Other Necessary Remedial Action

8
9 As a substitute for or an addition to forfeiture actions, Kewaunee County may seek enforcement of any
10 part of this ordinance by Court Actions seeking injunctions or restraining orders.
11

12 SECTION 12

13 APPEALS

14 A. Authority

15
16 Under authority of Chapter 68, Wisconsin Statutes, the Kewaunee County Land & Water Conservation
17 Committee, created under Sections ~~59.878~~ 92.06 Wisconsin Statutes and by the Kewaunee County Board
18 of Supervisors, acting as an appeal authority under Section 68.09(2) Wisconsin Statutes, is authorized to
19 hear and decide all appeals where it is alleged that there is error in any order, requirements, decision, or
20 determination by the County Land & Water Conservation Department in administering this ordinance.
21
22

23 B. Procedure

24
25 The rules, procedures, duties and powers of Land & Water Conservation Committee and Chapter ~~68~~ 92
26 Wisconsin Statutes, shall apply to this ordinance.
27

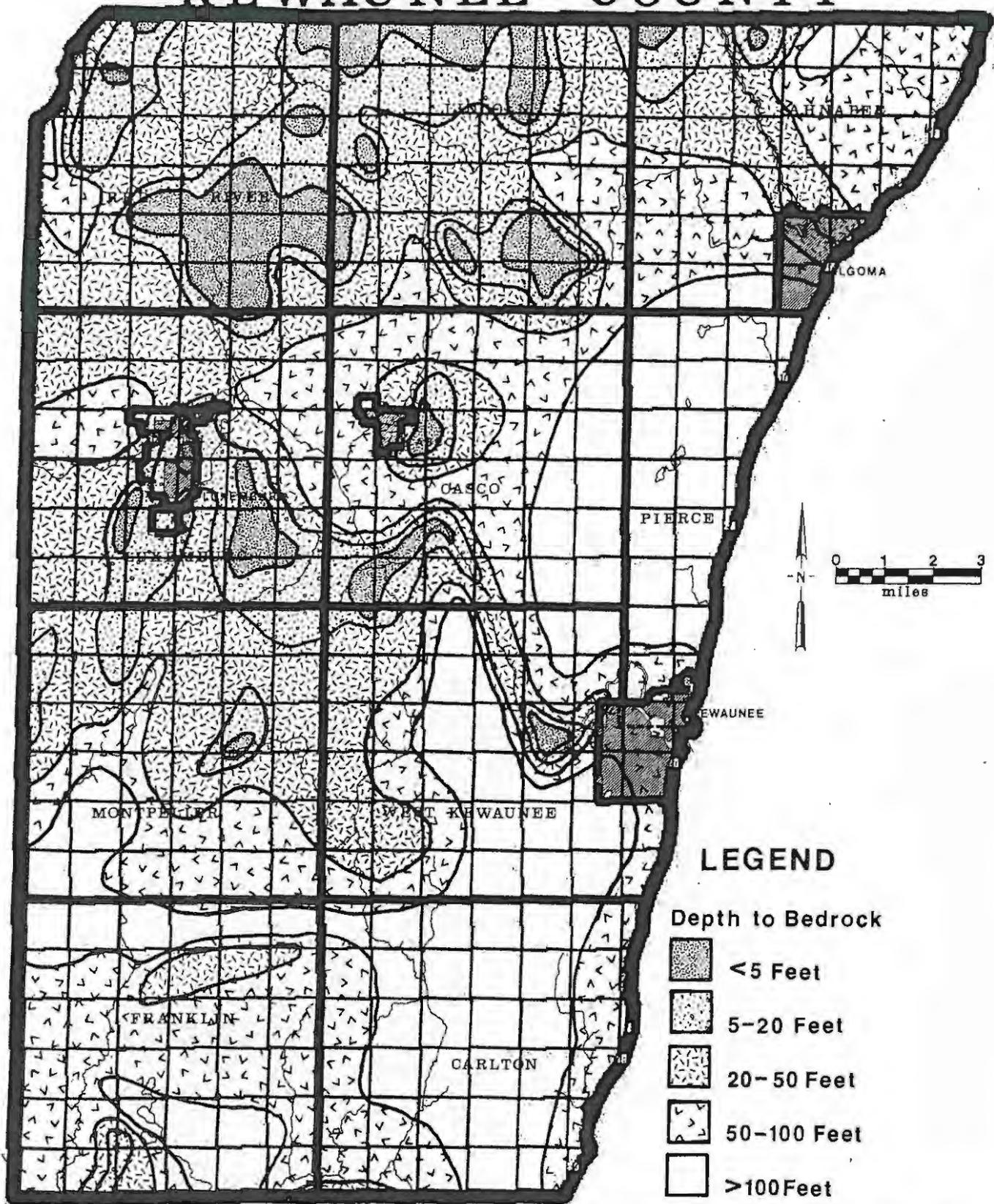
28 C. Who May Appeal

29
30 Appeals may be taken by any person having a substantial interest which is adversely affected by this
31 order, requirements, decision, or determination made by the County Land & Water Conservation
32 Department.
33
34

35
36
37
38
39
40
41
42 *Amendments adopted by the Kewaunee County Board of Supervisors on _____.*

43
44 *This ordinance shall take effect on _____.*
45
46
47
48
49
50

DEPTH TO BEDROCK KEWAUNEE COUNTY



Source: United States Geologic Survey and Wisconsin Department of Natural Resources.



ORDINANCE NO.

AN ORDINANCE AMENDING THE KEWAUNEE COUNTY SANITARY ORDINANCE

THE KEWAUNEE COUNTY BOARD OF SUPERVISORS DO HEREBY ORDAIN AS FOLLOWS:

- 1 This ordinance is adopted under the authority and responsibility granted to Kewaunee County in
- 2 Sections 59.70(1), 59.70(5), 145.04, 145."19, 145.20, 145.245, and 968.10 Wisconsin Statutes.
- 3 This ordinance incorporates by reference the following rules, regulations, and laws as set forth
- 4 in Wisconsin Statutes and the Wisconsin Administrative Code governing the location,
- 5 construction and use of POWTS (Private Onsite Wastewater Treatment System): Chapters 145
- 6 and 146, Wisconsin Statutes; Chapters NR 112 and NR 113, and SPS 362.2900(2), 381, 383,
- 7 385, 387, and 391 of the Wisconsin Administrative Code. These rules, regulations, and laws
- 8 shall apply until amended or renumbered and then shall apply as amended and renumbered.
- 9
- 10 The Kewaunee County Board of Supervisors, duly assembled this 20th day of May 2014, hereby
- 11 adopt the Amended Kewaunee County Sanitary Ordinance, as set forth in the attachment
- 12 hereto.
- 13
- 14 **Effective Date:** This ordinance shall take effect June 1, 2014.

Respectfully Submitted,

ZONING COMMITTEE

APPROVED AS TO FORM

Jeffrey R. Wisnicky
 Corporation Counsel

FISCAL IMPACT STATEMENT:

	Y E S	N O	A B S E N T	A B S T A I N
Benes, P				
Cravillion, D.				
Garfinkel, R.				
Haske, V.				
Heidmann, B.				
Heuer, R.				
Jahnke, S.				
Kirchman, L.				
Luft, L.				
Mastalir, J.				
Paape, G.				
Pagel, J.				
Paider, R.				
Reckelberg, G.				
Romdenne, T.				
Shillin, K.				
Sinkula, L.				
Tebon, K.				
Wagner, C.				
Weidner, R.				
TOTALS				



Kewaunee County Sanitary Ordinance

Proposed Revisions of 2/2014

Number 166-09-10

TABLE OF CONTENTS

1.0 TITLE, AUTHORIZATION, PURPOSE AND INTENT, AND SEVERABILITY AND LIABILITY .	1
1.1 Title	1
1.2 Authorization and Incorporation of Provisions by Reference	1
1.3 Purpose and Intent	1
1.4 Severability and Liability	1
2.0 GENERAL REQUIREMENTS	2
2.1 Applicability	2
2.2 Compliance.....	2
2.3 Limitations.....	2
2.4 Public Sanitary Sewer Connection	2
2.5 Non-Plumbing Sanitation System	3
2.6 Abandoned Systems	3
3.0 SANITARY PERMITS.....	3
3.1 State Sanitary Permit	3
3.2 County Sanitary Permit	3
3.3 Application	3
3.4 Applications Requirements	3
3.5 Issuance	4
3.6 Permit Cards	4
3.7 Permit Validity	4
3.8 Permit Transfers	4
3.9 Fees.....	5
4.0 RECONNECTION OF EXISTING POWTS (Private Onsite Wastewater Treatment System)	5
4.1 Requirements.....	5
4.2 Evaluation.....	5
4.3 System Capacity	6
4.4 Nonconforming Systems	6
4.5 Holding Tank Reconnection.....	6
4.6 Inspection of Reconnections.....	6
5.0 EXISTING SYSTEMS EVALUATIONS FOR BUILDING ADDITIONS/CHANGE OF USE	7
5.1 Proposed Addition, Remodeling or Change of Use to an Existing Structure.....	7
5.2 POWTS is Failing or does not Conform to the Siting, Design, Construction and Maintenance Rules	7
5.3 Increase in Wastewater Flow or Contaminant Load	7
6.0 SOIL TEST REPORTS AND SITE EVALUATIONS.....	8
6.1 Soil Test Reports	8
6.2 Verification.....	8
7.0 POWTS MAINTENANCE AND MANAGEMENT	8
7.1 Maintenance and Management.....	8
7.2 Septic Tanks	8
7.3 Postponements.....	9
7.4 Disposal.....	9
7.5 Reports.....	9
7.6 Inspections.....	9

8.0 HOLDING TANKS	9
8.1 Holding Tank Pumping Agreements	9
8.2 Holding Tank Service Contract	9
8.3 Pumping Report Forms	10
8.4 Locks and High Water Alarm	10
8.5 Inspections	10
8.6 Existing Holding Tanks	10
9.0 NON-PLUMBING SANITATION SYSTEMS	10
9.1 Non-Plumbing Sanitation Systems Installation Agreement	10
10.0 INSPECTIONS	10
10.1 Inspections; General	10
10.2 Inspections; Non-Plumbing Sanitation Systems	11
10.3 Inspections; Conventional, Mound, At-Grade and In-Ground Pressure Systems	11
10.4 Inspections; Sand Filters	11
10.5 Inspections; Other Systems Recognized by Comm 83 SPS 383	11
10.6 Reinspections	11
10.7 Testing	12
10.8 Inspection; Prior to the At the Time of Property Transfer, Sale, or Conveyance of Property or Land Division	12
11.0 ADMINISTRATION	15
11.1 Zoning Administrator	15
11.2 Powers and Duties	15
12.0 ENFORCEMENT	16
12.1 Violations	16
12.2 Notification	16
12.3 Penalties	16
12.4 Remedial Action	16
12.5 Appeals	16
13.0 FEES	17
13.1 All persons, firms or corporations performing any work on any POWTS shall pay a fee for the following:	17
13.2 All fees shall be established by separate resolution by the Kewaunee County Board from time- to-time as deemed appropriate.	17
13.3 Sanitary permit fees are due at the time of application. After any sanitary permit has been issued, the fee(s) will not be refunded.	17
14.0 DEFINITIONS	17
14.1 General	17
15.0 VALIDITY, ADOPTION, AND EFFECTIVE DATE	19
15.1 Validity	19
15.2 Adoption and Effective Date	19

KEWAUNEE COUNTY SANITARY ORDINANCE

The Kewaunee County Board of Supervisors does hereby ordain as follows:

KEWAUNEE COUNTY SANITARY ORDINANCE

1.0 TITLE, AUTHORIZATION, PURPOSE AND INTENT, AND SEVERABILITY AND LIABILITY

1.1 Title

This chapter shall be known as, referred to or cited as the "Kewaunee County Sanitary Ordinance."

1.2 Authorization and Incorporation of Provisions by Reference

This ordinance is adopted under the authority and responsibility granted to Kewaunee County in Sections 59.70(1), 59.70(5), 145.04, 145.19, 145.20, 145.245, and 968.10 Wisconsin Statutes. This ordinance incorporates by reference the following rules, regulations, and laws as set forth in Wisconsin Statutes and the Wisconsin Administrative Code governing the location, construction and use of POWTS (Private Onsite Wastewater Treatment System): Chapters 145 and 146, Wisconsin Statutes; Chapters NR 112 and NR 113, and ~~Comm~~-SPS 362.2900(2), 381, 383, 385, 387, and 391 of the Wisconsin Administrative Code. These rules, regulations, and laws shall apply until amended or renumbered and then shall apply as amended and renumbered.

1.3 Purpose and Intent

The purpose of this ordinance is to protect and promote the health, safety, prosperity, aesthetics, and general welfare of the people and Communities within Kewaunee County. The general intent of this ordinance is to regulate the location, design, construction, installation, alteration, maintenance, inspection, management, and use of POWTS and non-plumbing sanitation systems so as to protect the health of residents and transients and to secure safety from disease, nuisance, and pestilence.

1.4 Severability and Liability

If any section, provision or portion of this ordinance is judged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby.

This ordinance shall not create a liability on the part of or a cause of action against the county or any employee thereof for any POWTS which may not function as designed. There shall be no liability or warranty for any site which is approved or denied. The issuance of a sanitary permit and the final inspection of such a system does not warrant the system's function, nor is there a guarantee that the system is free of defects or that all aspects of the system comply to Wisconsin Statute or Administrative Code requirements.

2.0 GENERAL REQUIREMENTS

2.1 Applicability

The requirements of this ordinance shall apply to all geographic areas within Kewaunee County.

2.2 Compliance

- (1) All buildings, or other sources of domestic wastewater in Kewaunee County that are permanently or intermittently intended for human habitation or occupancy which are not serviced by a public sanitary sewer, shall have an approved system for holding or treatment and dispersal of sewage and wastewater which complies with the provisions of this ordinance.
- (2) No POWTS or part thereof shall be located, installed, moved, reconstructed or substantially altered except as permitted by this ordinance. The owner of the property on which the system is located and the company or individual doing the work are both responsible for compliance with this ordinance.
- (3) The POWTS for newly constructed buildings shall be approved, installed, and inspected before the building can be occupied.
- (4) No object may be installed or constructed that will adversely affect the performance of a POWTS.

2.3 Limitations

- (1) Installation of a holding tank is prohibited if a conventional, mound, at-grade, or in-ground pressure system may be utilized. However, a holding tank may be used in place of any other type of POWTS permitted by ~~Comm 83~~SPS 383, Wisconsin Administrative Code.

Installation of a holding tank for condo, multifamily, or other non-residential buildings shall be approved at the discretion of the Zoning Administrator and Kewaunee County Zoning Committee.

- (2) Any POWTS or portions thereof, installed within a floodplain shall comply with all applicable requirements of NR 116, Wisconsin Administrative Code, and the Kewaunee County Shoreland/Floodplain Zoning Ordinance.

2.4 Public Sanitary Sewer Connection

All buildings served by plumbing fixtures shall be connected to a public sanitary sewer system where available. Where such a public sewer is not available, a POWTS may be used. When a public sewer becomes available to the building, the POWTS shall be disconnected within one year and a connection made to the public sewer. The disconnected POWTS shall be properly abandoned according to the provisions of ~~Comm 83~~SPS 383 of the Wisconsin Administrative Code.

2.5 Non-Plumbing Sanitation System

A non-plumbing sanitation system may be permitted only when the building served is not provided with water service or plumbing. If plumbing is installed in the structure or running water is supplied to the structure, an acceptable method of sewage disposal other than, or in addition to, a non-plumbing sanitation system must be provided. Non-plumbing sanitation systems are prohibited on lands adjacent to or on back lots of lakes except on public lands and parks, private campgrounds, and group camps and except in remote locations without electrical service available.

2.6 Abandoned Systems

POWTS which have not been used for five years or longer shall be abandoned by complying with all of the required specifications per ~~Comm 83~~SPS 383.33 Wisconsin Administrative Code.

3.0 SANITARY PERMITS

3.1 State Sanitary Permit

No person shall install, perform work to a POWTS unless the owner of the property on which the system is located holds a valid state sanitary permit. No person shall sell a septic tank or holding tank for installation unless the purchaser holds a valid state sanitary permit.

3.2 County Sanitary Permit

A county sanitary permit shall be obtained by the property owner, his agent or contractor, before any POWTS or part thereof may be reconnected, or repaired. A county sanitary permit is not required for the addition of manhole risers or for the replacement of manhole covers, manhole risers, baffles or pumps. A county sanitary permit shall be obtained prior to constructing or erecting a non-plumbing sanitation system.

3.3 Application

Application for a sanitary permit shall be made on forms specified by the Kewaunee County Zoning Department.

3.4 Applications Requirements

The sanitary permit application shall include the following information:

- (1) A completed sanitary permit application form.
- (2) A site plan.
- (3) An approved soil test on forms acceptable to the Department of ~~Commerece~~Safety & Professional Services.
- (4) A copy of approved plans for systems requiring plan review by the Department of ~~Commerece~~Safety & Professional Services.
- (5) A pump chamber cross section and pump information for systems that utilize a pump.

- (6) Agreements and/or affidavits required to install and/or utilize an existing system or for servicing holding tanks.
- (7) A Maintenance Plan and Contingency Plan for all POWTS in accordance with section 7 of this ordinance.
- (8) Required fee.

3.5 Issuance

- (1) After review and verification of the information submitted in the application, the Zoning Administrator shall approve or deny applications for sanitary permits. When an application for a sanitary permit is denied, the Zoning Administrator shall issue a written notice to the unsuccessful applicant, stating specifically the reasons for disapproval and whether an amendment to the application could be made which would render the application approvable. The Zoning Administrator shall also inform the applicant of his/her right to appeal the denial under the provision of this ordinance and Chapter 68 of the Wisconsin Statutes. The Zoning Administrator reserves the right to refuse incomplete or incorrect permit applications, and/or delay permit issuance until corrected and/or completed applications are received.

3.6 Permit Cards

When the application for sanitary permit is approved, the Zoning Administrator shall issue a permit card to the property owner. The permit card shall be posted in plain view, visible from the road fronting the lot during construction. The permit card shall not be removed from the site until the POWTS has been installed, inspected and approved by the Zoning Administrator.

3.7 Permit Validity

- (1) A sanitary permit is valid for two years from date of issuance. Permits may be renewed following written application to the Zoning Administrator by the property owner, his/her agent, or contractor, prior to the expiration date of the original permit provided that the proposed site and system comply with applicable codes in effect at the time the renewal is requested. If a permit has expired and the owner wants to build on the site, a new sanitary permit must be obtained before a building permit can be issued.
- (2) If the soil test is older than four years, the soil test must be verified by the Zoning Administrator prior to the issuance of a sanitary permit or renewal of a sanitary permit. The soil test shall be examined to determine reliability and the soil test report and soils at the proposed site verified in accordance with section 6.1 of this ordinance.

3.8 Permit Transfers

When there is a change of ownership, a transfer form shall be submitted to the Kewaunee County Zoning Department with a set of new plans if necessary, and a fee as prescribed by this ordinance.

- (1) Plans associated with a transferred sanitary permit cannot be utilized by a different licensed plumber unless the plan bears the stamp of an architect, engineer, or a designer of private

sewage systems. Otherwise, a new set of plans must be submitted by the new plumber and approved by the appropriate agency.

3.9 Fees

A sanitary permit shall not be issued until the fees required by this ordinance have been received.

4.0 RECONNECTION OF EXISTING POWTS

4.1 Requirements

A county sanitary permit shall be required when an existing POWTS is to be connected to a structure that has been rebuilt or where an existing structure has been replaced with a new or different structure.

4.2 Evaluation

Prior to issuing the sanitary permit for the reconnection to the new structure, an evaluation of the existing POWTS must be made. The following is the procedure that must be followed in evaluating the private sewage system:

- (1) Existing sanitary permits and soil test information on file shall be examined to determine reliability.
- (2) If there is not adequate or reliable soils information, a soil boring(s) shall be examined by a Certified Soil Tester to determine if there are suitable soils for the system in use and to identify a replacement area if there is not one available. This information shall be reported to the department which may verify the report and conduct an on-site study when considered appropriate.
- (3) The existing septic tank shall be pumped and inspected by a licensed pumper or plumber to determine the condition and size of the tank and whether it is in good repair. A pumping report signed by the pumper or plumber shall be submitted to the department.
- (4) The existing POWTS should be examined to:
 - (a) Determine the location of the septic and/or dose tank and soil absorption system to determine that all minimum setbacks of ~~Comm 83~~SPS 383 will be maintained.
 - (b) Determine, where possible, the size of the soil absorption system, if it corresponds to the county's files (if available), and whether it is capable of handling the proposed wastewater load.
 - (c) Determine whether the system is surfacing or has had an outfall pipe connected to it thereby creating a nuisance of surface discharge.
 - (d) Determine by examining through the vent whether or not the system is ponded, and to what degree it is ponded and whether the ponding represents a failing or nonfunctioning soil absorption system.
 - (e) Confirm based on file information, landscape position and vegetation that suitable soils should be present below the system installation.

- (f) Ensure that if any tank covers are installed above grade that they are installed with locks and warning labels visible.

4.3 System Capacity

- (1) Where a POWTS is intended for connection to a dwelling and does not appear to meet the capacity of the estimated flow based upon the number of bedrooms per ~~Comm-83~~SPS 383.43(3)(a) or 383.43(4)(a) Wisconsin Administrative Code, a detailed estimate of wastewater flow may be performed by a person holding an appropriate credential per ~~Comm-83~~SPS 383.43(3)(b) or 383.43(4)(b) Wisconsin Administrative Code. Flow estimation for dwelling that is not based upon the number of bedrooms must have this design condition recorded on the deed for the property.
- (2) Where a POWTS is intended for connection to a public building and/or a place of employment, adequate capacity shall be established by a person holding an appropriate credential by the methods for estimating wastewater flow and load provided by ~~Comm-83~~SPS 383.43(6) and 383.43(7) Wisconsin Administrative Code.
- (3) The Kewaunee County Zoning Administrator may require that a contingency plan and a management plan be submitted to the Kewaunee County Zoning Department and approved prior to issuing a county reconnection permit if the facility is considered to be at risk of producing wastewater exceeding the POWTS capacity.

4.4 Nonconforming Systems

If during the evaluation of the existing POWTS it is determined that the POWTS is failing or does not conform to the siting, design, construction, and maintenance rules in effect at the time the original permit was issued, the building permit shall not be issued until the noncompliance is rectified or a sanitary permit has been issued for a new POWTS. The new system must be installed before the facility can be occupied.

4.5 Holding Tank Reconnection

Reconnection to an existing holding tank will require an inspection of the location of the tank to determine if the minimum setback requirements of ~~Comm-83~~SPS 383 will be maintained and to ensure that the tank covers, locking devices, warning labels, and alarm systems are functioning properly. An updated holding tank agreement and holding tank servicing agreement which meets the current requirements of ~~Comm-83~~SPS 383 must be submitted as part of the application for the sanitary permit for reconnection.

4.6 Inspection of Reconnections

All systems shall be inspected at the time of reconnection to ensure that proper materials and methods are being used.

5.0 EXISTING SYSTEMS EVALUATIONS FOR BUILDING ADDITIONS/CHANGE OF USE

5.1 When there is a proposed addition, remodeling or change of use to an existing structure, the proposal shall be evaluated for the following and the results provided to the Kewaunee County Zoning Administrator:

- (1) That the proposed construction will conform to all applicable setback limitations of ~~Comm~~ **83SPS 383.43** Wisconsin Administrative Code
- (2) The proposed construction will not result in an increase in wastewater flow or contaminant load as determined per ~~Comm-83SPS~~ **383.25** Wisconsin Administrative Code.
- (3) That the existing POWTS is not a failing system and conforms to the siting, design, construction, and maintenance rules in effect at the time the original permit was issued. Documentation and/or evaluation shall be performed by procedures and methods acceptable to the Kewaunee County Zoning Administrator.
- (4) A determination that the above conditions are met must be made by the Kewaunee County Zoning Administrator before a building permit can be issued for the proposed construction.

5.2 Where it has been determined that the POWTS is failing or does not conform to the siting, design, construction, and maintenance rules in effect at the time the original permit was issued, the building permit shall not be issued until the noncompliance is rectified or a sanitary permit has been issued for a new POWTS.

5.3 Increase in wastewater flow or contaminant load

- (1) Where it has been determined that the proposed construction will result in an increase in wastewater flow or contaminant load, then a building permit cannot be issued unless the owner:
 - (a) Possesses a sanitary permit to either modify the existing private sewage system or construct a new private sewage system to accommodate the increased wastewater flow and/or contaminant load; or
 - (b) Provides documentation to verify that the existing private sewage system has sufficient size and soil conditions to accommodate the increased wastewater load.
- (2) Where it has been determined that the proposed addition to a dwelling will result in an increase in wastewater flow and does not appear to meet the capacity of the estimated flow based upon the number of bedrooms per ~~Comm-83SPS~~ **383.43(3)(a)** or **383.43(4)(a)** Wisconsin Administrative Code, a detailed estimate of wastewater flow maybe performed by a person holding an appropriate credential per ~~Comm-83SPS~~ **383.43(3)(b)** or **383.43(4)(b)** Wisconsin Administrative Code. Flow estimation for dwellings that is not based upon the number of bedrooms must have this design condition recorded on the deed for the property.
- (3) Where is has been determined that the proposed construction or change of use of a public building and/or place of employment will result in an increase in wastewater flow or contaminant load, sufficient size and treatment capacity of the existing POWTS shall be established.

- (4) The Kewaunee County Zoning Administrator may require that a contingency plan and a management plan for the existing POWTS to be submitted to the Kewaunee County Zoning Department and approved prior to allowing the issuing of a building permit if the facility is considered by the Kewaunee County Zoning Administrator to be at risk of producing wastewater exceeding the POWTS capacity.

6.0 SOIL TEST REPORTS AND SITE EVALUATIONS

6.1 Soil Test Reports

A sanitary permit shall not be issued until a soil and site report has been approved by the zoning administrator. The report and evaluation must be in accordance with ~~Comm-83~~SPS 383, ~~Comm-85~~SPS 385 and ~~Comm-91~~ SPS 391, Wisconsin Administrative Code and submitted to the county within 30 days of the observations/tests.

6.2 Verification

The county shall verify the report and soils at the proposed site as deemed necessary by the zoning administrator. Backhoe pits are required whenever the county verifies soil boring data. The soil test pits shall be left in such a manner that will permit access to them for the evaluation of the soil profile. All backhoe pits must be covered or fenced within one week after inspection. Unattended backhoe pits are the liability of the Certified Soil Tester and/or property owner.

7.0 POWTS MAINTENANCE AND MANAGEMENT

7.1 Maintenance and Management

- (1) All POWTS shall be managed and maintained in accordance with ~~Comm-83~~SPS 383 and 384, Wisconsin Administrative Code, and this ordinance.
- (2) The property owner shall report to the County each inspection, maintenance or servicing event, in accordance with ~~Comm-83~~SPS 383, Wisconsin Administrative Code, and this ordinance.
- (3) The property owner shall submit a copy of an appropriate maintenance agreement and/or servicing contract to the County prior to sanitary permit issuance.
- (4) The property owner shall submit a new or revised maintenance agreement and/or servicing contract to the County whenever there is a change to such document(s).
- (5) The property owner shall submit a new maintenance agreement and/or servicing contract to the County prior to expiration of any existing maintenance agreement and/or servicing contract.
- (6) An ANNUAL fee will be assessed to all properties where a POWTS is located. The fee will be used to cover the cost of administrating the maintenance program and will be included on the property tax bill mailed each year.

7.2 Septic Tanks

All systems, shall be visually inspected and have the septic tank pumped by a licensed pumper within three years of the date of installation and at least once every three years thereafter, or when the sludge level reaches one-third of the liquid capacity of the tank. The sludge level of the tank must be determined by a licensed pumper.

7.3 Postponements

Circumstances such as inclement weather, road weight restrictions and site limitations may necessitate a delay in the maintenance until conditions permit at the discretion of the Zoning Administrator.

7.4 Disposal

Sludge, scum or sewage pumped from a septic tank, must be disposed of in accordance with NR 113 of the Wisconsin Administrative Code.

7.5 Reports

The property owner shall submit to Kewaunee County every three years, a report signed by the licensed pumper and the property owner verifying the condition of the tank, whether wastewater or effluent from the POWTS is ponding, and certifying that the owner's septic tank has been pumped and properly maintained or is less than one-third full. Reports shall be furnished to the County within 30 calendar days of the inspection and pumping. Reports shall include all information required in ~~Comm-83~~SPS 383.55, Wisconsin Administrative Code. Other maintenance or management reports required by ~~Comm-83~~SPS 383 or 384, Wisconsin Administrative Code, should be included with this report.

7.6 Inspections

The Kewaunee County Zoning Administrator shall make or cause to be made by staff inspectors, or a licensed plumber, necessary inspections to determine the condition of the tank and whether wastewater or effluent from the POWTS is ponding, and to insure an effective program of maintenance of POWTS.

8.0 HOLDING TANKS

8.1 Holding Tank Pumping Agreements

In cases where holding tanks are allowed, the applicant for a holding tank shall enter into a Holding Tank Pumping Agreement with Kewaunee County before the sanitary permit is issued. The agreement shall be signed on forms provided by the Zoning Administrator. The agreement shall require the applicant to conform to state regulations regarding the maintenance and pumping of the holding tank. If the tank is not maintained and pumped in conformance with state regulations, the Zoning Administrator shall order it to be maintained or pumped by a private pumper, at county expense. The county shall then invoice the property owner for all such costs incurred. If the invoice is not paid within 30 days, the county may place the amount on the tax roll as a special assessment against the property in question.

8.2 Holding Tank Service Contract

The owners of all existing and future tanks are required to enter into an agreement with a licensed pumper to service the holding tank on a regular basis. The applicant shall file a copy of the Holding Tank Service Contract with the Zoning Administrator before the sanitary permit may be issued. The contract must be written in accordance with ~~Comm-83~~SPS 383.54, Wisconsin Administrative Code.

8.3 Pumping Report Forms

The owners of all existing and future holding tanks are required to submit pumping reports to the Kewaunee County Zoning Administrator. The pumping reports shall be submitted on forms provided by the county, and shall certify that the holding tank was pumped according to the terms of the Holding Tank Pumping Agreement and of the Service Contract, and that each time the tank was pumped in the subject period, it was pumped by a licensed pumper. The licensed pumper shall also fill out and submit a Pumping Report Form for each holding tank serviced.

8.4 Locks and High Water Alarm

All holding tanks shall be equipped with functional locking devices and high water alarms. In cases where the Zoning Administrator finds the locking devices and/or high water alarms missing or not functioning properly, the Administrator shall order them replaced or repaired.

8.5 Inspections

The Zoning Administrator shall cause to be conducted, inspections of at least 5 percent of all existing holding tanks each year.

8.6 Existing Holding Tanks

Holding tanks installed before the effective date of this ordinance with existing Holding Tank Pumping Agreements and Holding Tank Servicing Contract shall be administered in the same manner as section 8.1 through 8.6

9.0 NON-PLUMBING SANITATION SYSTEMS

9.1 Non-Plumbing Sanitation Systems Installation Agreement

Prior to the issuance of a sanitary permit for a non-plumbing sanitation system, the property owner must sign a non-plumbing sanitation system installation agreement and have it recorded in the Register of Deeds Office.

10.0 INSPECTIONS

10.1 Inspections; General

- (1) Notice for final inspection shall be given to the Zoning Administrator for all POWTS installed, modified or reconnected.
- (2) Installation or modification of a POWTS system shall be inspected by the Zoning Administrator for compliance with ~~Comm-82~~ SPS 382, ~~Comm-83~~SPS 383, ~~Comm-84~~SPS 384, Wisconsin Administrative Code, other appropriate Wisconsin Statutes and Administrative Codes and this ordinance.

- (3) Notification for final inspection shall be given in accordance with the requirements of ~~Comm-83~~SPS 383, Wisconsin Administrative Code or as specified in this ordinance.
- (4) The entire system shall be left completely open until it has been inspected and accepted, in accordance with the requirements of ~~Comm-83~~SPS 383, Wisconsin Administrative Code.
- (5) POWTS may be inspected periodically, after the initial installation inspection(s) and/or after the system is operative, as deemed necessary by the Zoning Administrator.

10.2 Inspections; Non-Plumbing Sanitation Systems

- (1) All non-plumbing sanitation systems installed shall be inspected for compliance with Comm 91, Wisconsin Administrative Code, or as amended, and this ordinance. Non-plumbing sanitation systems serving uses other than one and two family dwellings shall also be inspected for compliance with Comm 62.2900(2) Wisconsin Administrative Code.
- (2) The property owner shall notify the Zoning Administrator for inspection immediately after the non-plumbing sanitation system has been constructed or installed.

10.3 Inspections; Conventional, Mound, At-Grade and In-Ground Pressure Systems

All conventional, mound, at-grade and in-ground pressure systems shall be inspected at the time the distribution piping installation has been completed, prior to backfilling, and after all work has been completed. Other inspections may be necessary depending upon site conditions or as required by ~~Comm-83~~SPS 383. The plumber installing these systems shall notify the Zoning Administrator two working days in advance of the installation. The Zoning Administrator shall inspect these systems regularly as specified by the Department of ~~Commerce~~Safety & Professional Services.

10.4 Inspections; Sand Filters

Sand filters shall be inspected at the time the liner or tank and underdrain are in place, before placement of any treatment media, at the time the distribution piping installation has been completed and after all work has been completed. The plumber installing these systems shall notify the Zoning Administrator two working days in advance of the installation. The Zoning Administrator shall inspect these systems regularly as specified by the Department of ~~Commerce~~Safety & Professional Services.

10.5 Inspections; Other Systems Recognized by ~~Comm-83~~SPS 383

- (1) The plumber installing the system shall coordinate any required preconstruction meeting(s).
- (2) The plumber installing the system shall notify the Zoning Administrator at least five workdays prior to beginning the installation of the system to schedule the inspection(s) and shall notify the Department of ~~Commerce~~Safety & Professional Services or State as may be required by the approved plans.

10.6 Reinspections

When a reinspection of a POWTS is required because the initial inspection disclosed that the installation was incomplete or does not comply with applicable Wisconsin Statutes, Wisconsin Administrative codes, the approved plans, or this ordinance, a reinspection fee may be required. Additional reinspections required at the site may require a new fee. The reinspection fee will be due within 10 working days of written notification by the county. Failure to pay the fee within the period shall constitute a violation of this ordinance.

10.7 Testing

- (1) If testing of new systems or new system components is required by ~~Comm-SPS~~ 382, 383 or 384, Wisconsin Administrative Code, or as a condition of plan approval, notice shall be given to the Zoning Administrator so that an inspection can be made during the test.
- (2) Zoning Administrator shall verify that required testing has been completed, by:
 - (a) Performing an inspection during the test;
 - (b) Requiring written verification from the responsible person; or
 - (c) Both (a) and (b).

10.8 Inspections; ~~Prior to the~~ At the Time of Property Transfer, ~~Sale or Conveyance of Property or Land Division~~

- (1) An existing septic system inspection is required for all ~~property transfers, sales, or conveyances of property~~ and land divisions in which the property contains a structure served by a POWTS (private onsite wastewater treatment system). The Kewaunee County Zoning Administrator may waive the inspection requirement if the system is one regulated by the mandatory maintenance program specified in Section 7 of the Kewaunee County Sanitary Ordinance, is less than 15 years old based on the installation date at the time of transfer, and compliance with the maintenance program is confirmed by documentation satisfactory to the Administrator. The inspection of the septic systems will help protect the waters of the county, ensure a properly functioning POWTS for the owner and enhance public health.
- (2) To adequately determine whether an existing POWTS is failing under conditions defined in s.145.245(4), Statutes, an existing system inspection must include:
 - (a) An observation soil boring described by a certified soil tester extending 3 feet below the bottom of the absorption area which is large enough to clearly depict the presence of groundwater, bedrock, or seasonally saturated soils which adversely affect the operation of the system. The Zoning Office may allow use of a previously filed soil test conducted in an area near the failing system to verify soil conditions if deemed reliable by the Zoning Administrator.
 - (b) A written evaluation of the general condition of the POWTS by a Master Plumber, Master Plumber-Restricted Service, POWTS Inspector or Certified Soil Tester including, but may not be limited to, the following:

1. Inlet and outlet baffles
2. Vents, observation ports
3. High water alarms
4. Treatment tanks including risers and covers
5. Absorption area including ponding, surface discharge
6. Presence of any outfall pipe or connection to a drain tile
7. All applicable setbacks require an accurate site diagram if none exists on file at the Zoning Office
8. Presence of any surface discharge of sewage
9. Evident ponding in a vent or observation port
10. Clean effluent filter

(c) A county inspection to verify the results of the existing system inspection may be required. Any costs associated with the inspection including, but not limited to, backhoe pits or pumping fees are the responsibility of the owner at the time of inspection.

(d) Septic system inspection reports shall be submitted within 1530 days prior to after said transfer, sale, and conveyance or land division to the Kewaunee County Zoning Office on forms obtained from the Zoning Office.

(e) A failing POWTS shall be replaced or corrected and made code complying within 1 year of transfer, sale, or conveyance date or land division.

(3) POWTS (Private Onsite Wastewater Treatment System) Defined

(a) Failing POWTS – State Statutes 145.245(4): A failing POWTS is one which causes or results in any of the following conditions:

1. The discharge of sewage into surface water or groundwater
2. The introduction of sewage into zones of saturation which adversely affects the operation of the POWTS
3. The discharge of sewage into a drain tile or into zones of bedrock
4. The discharge of sewage to the surface of the ground
5. The failure to accept sewage discharges and the backup of sewage into the structure served by the POWTS

(4) Transfers and Land Divisions, ~~Sale or Conveyance~~ Defined

(a) All property transfers in which the property contains a POWTS, except as listed below:

- ~~1) Life Estate – When an owner transfers property and retains a life estate.~~
- ~~2) Buildings Not Separated From Land – Buildings are not separated from land. When land is transferred, an inspection of the existing POWTS is required no matter who owns the buildings.~~

~~3) Gifts - Prior to the transfer, an inspection is made and if a system is failing, it must be replaced. If and when another person is added to the property ownership, another inspection will be necessary unless the last inspection was completed within the last twenty-four (24) months.~~

~~4) Marital Estates - The transfer between spouses will not require an evaluation.~~

~~5) Revocable Living Trust - No evaluation is required when property is transferred to a revocable living trust. Transfer back to an original owner from a revocable trust does not require an evaluation. A copy of the trust document must be sent to the Kewaunee County Zoning Administrator.~~

~~6) Irrevocable Living Trust - An irrevocable living trust is considered a transfer since it cannot be taken back by the transferor.~~

1. Addition/Subtraction - The addition of a name to or dropping of a name from property ownership is considered a transfer, except between spouses. If a name is dropped from the property ownership, it is not a transfer.

2. Lease Option - A lease with an option to purchase or a lease giving credit for rent paid to the lessee is not considered a transfer until the option is exercised.

3. Land Contract - Inspection of existing POWTS must occur prior to the land contract buyer taking first physical possession of the land being transferred under the terms of a land contract, whether or not the land contract is recorded by the Register of Deeds.

4. Transfers of Property Ownership Within 24 Months of a Previous Transfer - If an inspection, evaluation and upgrade has been accomplished or if the system was inspected and found to be code complying, a second transfer within 24 months will not require an evaluation. The 24-month time period will be within the discretion of the Kewaunee County Zoning Administrator and Zoning Committee.

~~7)1) Addition/Subtraction - The addition of a name to property ownership is considered a transfer except between spouses. If a name is dropped from the property ownership, it is not a transfer.~~

5. Proposed Sales That Fall Through - If a seller has a contract to sell and meets his/her obligation by having the existing system evaluated, that seller must replace a system determined to be failing even if the sale or transfer does not go through.

If an order is outstanding when a new buyer takes property ownership, the new buyer does not have a year from time of sale to replace the failing system. The new buyer is bound by the requirements of the order issued to the seller.

6. Hardship Extension - A buyer may apply to the Kewaunee County Zoning Committee for an extension of time in which to have the inspection of an existing POWTS made. The buyer will have the burden of establishing a hardship that is unique to the land in question. A hardship exists when compliance with the strict letter of the ordinance would unreasonably prevent the buyer from using the property for a permitted purpose or would render conformity with such restrictions unnecessarily burdensome. Financial impact is not considered a hardship for a variance. The Committee may grant an extension of time for such period as it considers appropriate, but in no case for longer than 12 months from the date of transfer.
7. Abandonment - A buyer can enter into an agreement for ceasing use of the property. This agreement shall establish a deadline to have an acceptable POWTS ready to receive and treat the expected wastewater load prior to the resumed use of the property. Use of the property prior to the installation of a code complying POWTS, shall result in prosecution.
8. Recording of Transfers - Transfers are considered made when the deed, land contract, etc. is dated. Subsequent recording of the document will revert back to the date on the instrument indicating when the property was transferred.
9. Mistakes - A deed filed to correct a mistake in the spelling of a name or legal description is not a transfer. A deed by an owner to himself to combine two (2) lots is not considered a transfer. If a transfer is made and no inspections have been made, the grantees can deed back to the grantor without the requirement of further inspection under the ordinance.
10. Mortgage - Obtaining a loan and mortgaging property does not constitute a conveyance or transfer.
11. Transfers by Operation of Law - Transfers by operation of law or court order will not require a POWTS inspection.

Compliance is established when the information required is accepted and approved by the Kewaunee County Zoning Office.

- (b) All land divisions in which the property contains a POWTS.

11.0 ADMINISTRATION

11.1 Zoning Administrator

The Kewaunee County Zoning Administrator shall be responsible for administering this ordinance.

11.2 Powers and Duties

The Zoning Administrator shall have the following responsibilities and authority in the administration of this ordinance:

- (1) Delegate duties to and supervise the County Zoning Staff and other employees to assure full and complete compliance with this ordinance and related Wisconsin Statutes and the Administrative Code.
- (2) Explain the provisions of this ordinance to licensed professionals and interested persons and assist applicants in preparing permit applications. Review all applications and plans submitted to the county.
- (3) Issue, deny, and rescind permits; maintain records of permits, inspections made, work approved and performed, and other information as appropriate.
- (4) Investigate all complaints relative to this ordinance. Order any person, farm, firm, or corporation not in compliance with these provisions or otherwise in violation of this ordinance or applicable state regulations to comply with same.
- (5) Have access to any structure, land or water between the hours of 8:00 a.m. and 6:00 p.m. for the purpose of performing said duties or at other times set by mutual agreement by the property owner or his/her agent and the administrator. Access may be at any time upon determination that an emergency exists.
- (6) Enforce any or all of the rules or orders and amendments thereto of the Department of **Commerce** Safety & Professional Services applicable to POWTS. Enforce any or all of the rules or orders and amendments thereto of the Department of Natural Resources applicable to the Septage and Sludge programs. Enforce any order of the Health Officer applicable to Nuisances.
- (7) Administer the Wisconsin Fund Program for Failing Septic Systems and distribute grant monies to eligible applicants.
- (8) Refer all unresolved violations of this ordinance to the Corporation Counsel for appropriate legal or other action.
- (9) Any other duties relating to these programs as assigned by the Planning and Zoning Committee or as required by state regulations or law.

12.0 ENFORCEMENT

12.1 Violations

No person shall construct, repair, maintain, alter or use a private sewage system POWTS, dispose of septage or sludge, or create any nuisance in violation of any provisions of this ordinance. No person shall resist, obstruct or interfere in any way with the Zoning Administrator or Health Officer in the lawful enforcement of this ordinance. No person shall fail to obey the Zoning Administrator or Health Officer's enforcement orders.

12.2 Notification

Persons in violation of this ordinance shall be notified by the Zoning Administrator or Health Officer of said violation and corrective actions needed to abate the violation, if any. If the violation is not corrected by the specified deadline, the Zoning Administrator or Health Officer shall refer the violation to the Corporation Counsel.

12.3 Penalties

Any persons, firm, or corporation who fails to comply with the provisions of this ordinance shall, upon conviction thereof, forfeit not less than \$25.00 nor more than \$500.00 and the cost of prosecution as set by the Wisconsin Statutes for each violation and in default of payment of such forfeitures and costs, shall be imprisoned by the county jail until payment thereof, but not exceeding 30 days. Each day a violation occurs or continues shall constitute a separate offense. As appropriate, the Kewaunee County Uniform Citation Ordinance shall apply to the enforcement of this ordinance.

12.4 Remedial Action

Whenever an order of the Zoning Administrator or Health Officer has not been complied within the time specified, the Corporation Counsel shall institute appropriate legal action or proceedings to resolve the violation, prevent the use of premises, lands or waters until such order is complied with and to seek appropriate penalties.

12.5 Appeals

Persons seeking to appeal a decision of the Zoning Administrator under this ordinance shall file written letters of appeal with the Zoning Administrator. The Zoning Administrator shall place the appeal on the agenda of the Zoning Committee and the appeal shall be given a due process proceeding in accord with Chapter 68, Wisconsin Statutes. The Zoning Committee shall decide whether to uphold, uphold with modifications or reverse the Zoning Administrator's decision based upon the terms and intent of this ordinance and of relevant state laws and administrative rules. No appellate decision of the board shall have the effect of approving an existing or proposed condition that would violate this ordinance or state law or administrative rule. Zoning Committee appellate decisions shall be made in writing and shall be filed in the Zoning Administrator's office. Appeals of decisions made by authorized agents on the behalf of the administrator shall be made first to the administrator and then be appealable as provided herein.

13.0 FEES

13.1 All persons, firms or corporations performing any work on any POWTS disposal system shall pay a fee for the following:

- (1) New POWTS
Conventional System
Holding Tank
At-Grade System
In-Ground Pressure System
System in Fill
Mound System
- (2) New POWTS (Other Systems Recognized by ~~Comm-83~~SPS 383)

- (3) Reconnection of Existing System
- (4) Non-Plumbing Sanitation System
- (5) Transfer Fee
- (6) Renewal Fee
- (7) Reinspection Fee
- (8) Wisconsin Fund Application
- (9) Appeals
- (10) Soil Evaluation Report Fee
- (11) POWTS Maintenance Fee
- (12) Plan Approval for a Holding Tank

13.2 All fees shall be established by separate resolution by the Kewaunee County Board from time-to-time as deemed appropriate.

13.3 Sanitary permit fees are due at the time of application. After any sanitary permit has been issued, the fee(s) will not be refunded.

14.0 DEFINITIONS

14.1 General

Except as specifically defined below, words and phrases used in this ordinance are to be interpreted as having the same meaning as they have in the State Statutes and Administrative Codes and in Common Law. Words in the present tense include the future; words in singular include the plural and words in the plural include the singular. The word "shall" is mandatory.

- (1) "Buildings" (see structure)
- (2) "**Comm**SPS" shall mean the State of Wisconsin Department of **Commerce**Safety & Professional Services.
- (3) "Conventional Private Sewage System" POWTS is defined as a POWTS consisting of a septic tank and in-ground soil absorption component with gravity distribution of effluent.
- (4) "County Sanitary Permit" is defined as a permit issued by the Kewaunee County Zoning Administrator for the reconnection and repair of a private sewage system or for the installation of a non-plumbing sanitation system, pursuant to Wisconsin Statutes 59.70 and 145.04.
- (5) "Failing" POWTS has the meaning specified under Wisconsin Statute 145.245(4).

- (6) "Holding Tank" is defined as an in-ground watertight receptacle, approved by the Department of ~~Commerce~~ Safety & Professional Services, and used for the collection and holding of sewage.
- (7) "Human Habitation" is defined as the act of occupying a structure as a dwelling or sleeping place, whether intermittently or as a principal residence.
- (8) "In-ground Pressure System" is defined as a pressurized system placed entirely within the natural soil.
- (9) "Kewaunee County Zoning Administrator" is defined as a person appointed by the Kewaunee County Board of Supervisors to administer and enforce this ordinance, or any of his/her assistance or employees.
- (10) "Licensed Pumper" is defined as a person or firm licensed by the State of Wisconsin to pump, haul and dispose of sewage and septage.
- (11) "Non-plumbing sanitation system" shall mean sanitation systems and devices within the scope of ~~Comm-SPS~~ 391, Wisconsin Administrative Code, which are alternatives to water carried waste plumbing fixtures and drain systems; including, but not limited to, incinerating toilets, composting toilets and privies.
- (12) "Plumber" is defined as a person licensed by the State of Wisconsin as a Master Plumber or Master Plumber Restricted Services.
- (13) "Plumbing" is defined as any piping, fixtures, equipment, devices or appurtenances in connection with water supplies, water distribution and drainage systems, including hot water storage tanks, water softeners and water heaters connected with such water and drainage systems.
- (14) "Ponding" is defined as an increase in water surface elevation upstream of a blockage or an obstruction.
- (15) "Private Sewage System" shall have the meaning as given under Wisconsin Statute 145.01(12), also referred to as a Private On-site Wastewater Treatment System or (POWTS).
- (16) "Privy" is defined as an enclosed nonportable toilet into which nonwater-carried human wastes are deposited.
- (17) "Privy - pit" is defined as a privy with earthen sidewalls and/or bottom. The privy shall be so constructed so as to be insect and rodent proof per IND 62.29 Wisconsin Administrative Code.
- (18) "Privy - vault" is defined as a privy with a watertight vault consisting of:
 - (a) Concrete sidewalls and bottom (poured in place).
 - (b) A prefabricated concrete tank.
 - (c) An asphalt - coated steel tank.

- (d) The privy shall be constructed insect and rodent proof per IND, 62.29 Wisconsin Administrative Code.
- (19) "Sanitary Permit" is defined as a permit issued by the Zoning Administrator or designated issuing agent for the installation of a POWTS or for the installation of a non-plumbing sanitation system, pursuant to Wisconsin Statutes 59.70 and 145.04.
- (20) "Septic Tank" is defined as a tank which is an anaerobic treatment component of a POWTS and receives and partially treats sewage before discharging to a downstream component.
- (21) "Sewage" is defined as the liquid and liquid - carried wastes created in and to be conducted away from residences, businesses, industries, public building and other buildings in which people live, stay or work.
- (22) "Structure" is defined as anything constructed or erected, the use of which requires a more or less permanent location in or on a premise, or any other attachment to something having a permanent location on the ground and which encloses a space with walls and roof. Structure includes any underground construction within this definition.

15.0 VALIDITY, ADOPTION, AND EFFECTIVE DATE

15.1 Validity

All other ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed. Specifically, Ordinance No. ~~12966-109-85~~10, Kewaunee County Sanitary Ordinance is hereby repealed.

15.2 Adoption and Effective Date

This ordinance shall be effective after public hearing, adoption by the County Board of Supervisors and publication as required by law.

Adopted this _____ day of _____, 2010~~4~~ by the Kewaunee County Board of Supervisors.
County Administrator

Attest:

Robert A. Weidner
County Board Chairperson

~~Linda J. Teske~~ Jamie Annoye
County Clerk

Submitted by:

Zoning Committee

Edward J. Dorner

David Mayer, Chairperson

~~Melissa Huizenga~~Ronald Pailer

Bob Garfinkel

~~Janice Swoboda~~Donald Delebrea



RESOLUTION NO.

A RESOLUTION REQUESTING THE STATE OF WISCONSIN DEPARTMENT OF HEALTH SERVICES AND THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES TO FUND AND COMPLETE A COMPREHENSIVE STUDY OF KEWAUNEE COUNTY'S CURRENT GROUND AND SURFACE WATER CONTAMINATION AND THE IMPACT OF ANIMAL AND HUMAN WASTE LEACHING, AND THE IMPACT OF ANIMAL WASTE IRRIGATION AND THEIR IMPACT ON HUMAN HEALTH

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

1 **WHEREAS**, the most recent report by the Kewaunee County Land and Water Conservation Department
2 confirms that tested wells of volunteers in the county showed, countywide, 30% of the wells were
3 contaminated and just over 50% of the wells in Lincoln township are not safe for human consumption
4 due to presence of fecal coliform and/or nitrates, and

5
6 **WHEREAS**, on average, 10% of tested wells in the State are contaminated and Kewaunee County is
7 experiencing 31.85% of tested wells being contaminated a rate three times higher than the State
8 average, and

9
10 **WHEREAS**, Kewaunee County is known to have shallow soils 50 feet or less across substantial areas of
11 the County, and

12
13 **WHEREAS**, Kewaunee County has confirmed Karst bedrock which contains cracks and fissures that
14 allow liquids to quickly migrate to the ground water table, and

15
16 **WHEREAS**, Kewaunee County farms are required to manage their nutrient distribution in accordance
17 with the NRCS 590 Nutrient Management plan and are applying liquid manure to their cropland utilizing a
18 number of different application methods to include center pivot application, surface broadcasting and
19 knifing in, and

20
21 **WHEREAS**, the Kewaunee County Health Department is required by Wisconsin Statute to close or
22 restrict swimming, diving and recreational bathing at the Algoma and Kewaunee beaches and post the
23 closure or restriction if beach water samples test high for e-coli or enterococci and results of these tests
24 have caused Kewaunee County Health Department to close and post our public beaches numerous
25 times; and

26
27 **WHEREAS**, the Kewaunee County Land and Water Conservation Director has confirmed that fecal
28 coliform and nitrates in the amounts necessary to cause wide spread ground water contamination now
29 being experienced in Kewaunee County are likely emanating from agricultural lands, and

30
31 **WHEREAS**, many septic systems in the Karst area may be failing and have not yet been brought up to
32 current standards, and

33 **WHEREAS**, many existing private pre-existing wells in Kewaunee County are not drilled according to
34 current standards, and

1 **WHEREAS**, it is highly probable properties with contaminated wells will have diminished values, and
2
3 **WHEREAS**, the Kewaunee County Health Department recognizes clean water is essential to public
4 health and the quality of life of our citizens, and
5
6 **WHEREAS**, the Kewaunee County Board recognizes its most important responsibility is to the safety and
7 health of its citizens, and
8
9 **WHEREAS**, the Kewaunee County Health Department recognizes the State has the resources and the
10 expertise to conduct this type of study, and
11
12 **NOW, THEREFORE, BE IT RESOLVED** that the Kewaunee County Board of Supervisors requests the
13 state of Wisconsin Department of Health Services and the Department of Natural Resources to fund and
14 complete a comprehensive study on the ground and surface waters of Kewaunee County and to
15 determine how the application of liquid manure with center pivot or other irrigation systems as well as
16 dispersal of municipal waste and residential septic systems may play in the contamination and how this
17 human and animal waste leaching impacts human health.
18
19 **BE IT FURTHER RESOLVED** the Kewaunee County Board of Supervisors is aware that new manure
20 treatment technologies are being developed by the agriculture industry and we request active study of
21 these developments by DATCP and Kewaunee County agricultural producers to determine which
22 technologies could best help improve our county's water quality.
23
24 **BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded
25 to; Governor Scott Walker, State Senator Frank Lasee, Assembly
26 Representative Garey Bies, Senator Ron Johnson, Senator Tammy
27 Baldwin, Congressman Reid Ribble, Secretary, Department of Natural
28 Resources, Cathy Stepp, Secretary of Agriculture, Ben Brancel and The
29 Wisconsin Counties Association.

Respectfully Submitted,
BOARD OF HEALTH

APPROVED AS TO FORM
Jeffrey R. Wisnicky
Corporation Counsel

FISCAL IMPACT STATEMENT:
This resolution does not require an
appropriation from the general fund.

	Y E S	N O	A B S E N T	A B S T A I N
Benes, P				
Cravillion, D.				
Garfinkel, R.				
Haske, V.				
Heidmann, B.				
Heuer, R.				
Jahnke, S.				
Kirchman, L.				
Luft, L.				
Mastalir, J.				
Paape, G.				
Pagel, J.				
Paider, R.				
Reckelberg, G.				
Romdenne, T.				
Shillin, K.				
Sinkula, L.				
Tebon, K.				
Wagner, C.				
Weidner, R.				
TOTALS				



RESOLUTION NO.

A RESOLUTION ADOPTING THE KEWAUNEE COUNTY ALL HAZARDS MITIGATION PLAN

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

1 **WHEREAS**, Kewaunee County recognizes the threat that natural hazards pose to people and
 2 property; and
 3
 4 **WHEREAS**, under taking hazard mitigation actions before disasters occur will reduce the potential
 5 for harm to people and property and save tax payer dollars; and
 6
 7 **WHEREAS**, an adopted all hazards mitigation plan is required as a condition of future grant funding
 8 for mitigation projects; and
 9
 10 **WHEREAS**, Kewaunee County participated jointly in the planning process with the other local units
 11 of government within the County to prepare an All Hazards Mitigation Plan;
 12
 13 **NOW, THEREFORE, BE IT RESOLVED**, that the Kewaunee County Board of Supervisors duly
 14 assembled this 20th day of May 2014, hereby adopts the Kewaunee County All Hazards Mitigation
 15 Plan as an official plan; and
 16
 17 **BE IT FURTHER RESOLVED**, that the Kewaunee County Emergency Management Department will
 18 submit, on behalf of the participating municipalities, the adopted All Hazards Mitigation Plan to
 19 Wisconsin Emergency Management and Federal Emergency
 20 Management Agency officials for final review and approval. Minor
 21 changes been made upon advice from Wisconsin Emergency
 22 Management and Federal Emergency Management Agency will not
 23 require re-adopting this resolution.

Respectfully Submitted,
EMERGENCY MANAGEMENT

APPROVED AS TO FORM
 Jeffrey R. Wisnicky
 Corporation Counsel

FISCAL IMPACT STATEMENT:
 This resolution does not require an
 appropriation from the general fund.

	Y E S	N O	A B S E N T	A B S T A I N
Benes, P				
Cravillion, D.				
Garfinkel, R.				
Haske, V.				
Heidmann, B.				
Heuer, R.				
Jahnke, S.				
Kirchman, L.				
Luft, L.				
Mastalir, J.				
Paape, G.				
Pagel, J.				
Paider, R.				
Reckelberg, G.				
Romdenne, T.				
Shillin, K.				
Sinkula, L.				
Tebon, K.				
Wagner, C.				
Weidner, R.				
TOTALS				



RESOLUTION NO.

RESOLUTION FOR 2010 DELINQUENT REAL ESTATE TAXES

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

1 **WHEREAS**, there are a number of parcels of land in Kewaunee County on which taxes are delinquent
2 and on which the County holds Tax Certificates and where before anything can be realized on the same
3 it is necessary to secure Tax Deeds thereon:
4

<u>Parcel #</u>	<u>Name</u>	<u>Cert #</u>	<u>Tax Amount</u>
<u>TOWN OF AHNAPEE</u>			
31 002 6.GL3.05 R26E	Hornig, William J. & Dawn B.	21	\$4,442.36
31 002 MLC 5	Slavik, Jeffrey T.	25	\$3,964.44
31 002 MLC 6	Slavik, Jeffrey T.	26	\$4,224.04
<u>TOWN OF CARLTON</u>			
31 004 23.011	Faust, Richard A. & Lucie	51	\$110.00
31 004 23.012	Faust, Richard A. & Lucie	52	\$832.41
31 004 29.012	Riha, Bruce E.	54	\$402.53
<u>TOWN OF CASCO</u>			
31 006 18.053	Boulanger, Brendon & DuQuaine, Kerry	70	\$821.53
<u>TOWN OF FRANKLIN</u>			
31 008 15.041	Urban, Michael J.	84	\$1,225.36
<u>TOWN OF LINCOLN</u>			
31 010 21.032	McDonald Sr., John J.	108	\$2,080.25
<u>TOWN OF PIERCE</u>			
31 016 16.GL 2.2	Kartes, Jane M.	179	\$2,737.54
<u>CITY OF ALGOMA</u>			
31 201 ADE 23	Starr, Dean R.	271	\$138.55
31 201 ADE 84	Helping Hands Housing I, LLC	278	\$817.35
31 201 ADE 120	Haegele, Kathy A.	282	\$553.75
31 201 34.053	Arndt, Dora J.	339	\$1,048.67
31 201 GL4-34 6	Koboski, Franklin & Susan	344	\$3,230.87
<u>CITY OF KEWAUNEE</u>			
31 241 OTP 44	Kemp, Kevin	354	\$747.10
31 241 DK 22	Duncan, James A. & Martell, Paula A.	376	\$535.91
31 241 DK 65	Theys, Joe H.	383	\$1,214.07
31 241 NW19 13-4	Witcpalek, Bruce	406	\$1,186.49

41
42 **WHEREAS**, it is necessary to conduct a title search of the foregoing properties in order to proceed with
43 the acquisition of Tax Deeds; and

1
 2 **WHEREAS**, bids were received to perform a title search and Title Trends of Kewaunee submitted the low
 3 bid of \$60.00 per parcel.
 4
 5 **NOW, THEREFORE BE IT RESOLVED**, that the Kewaunee County Board of Supervisors duly
 6 assembled this 20th day of May 2014, hereby authorizes, directs, and empowers the County Clerk of
 7 Kewaunee County to commence the process of acquiring Tax Deeds on behalf of the County on the
 8 property described above; and
 9
 10 **BE IT FURTHER RESOLVED**, the Board approves Title Trends of Kewaunee searching the title to each
 11 parcel of land above-described and report the ownership of the parcels, and mortgages, if any, to the
 12 County Treasurer; and
 13
 14 **BE IT FURTHER RESOVLED**, Title Trends is directed to make a search of all the Owners and
 15 Mortgages of record and report OAA Liens, Federal and State Income Tax Liens, Judgments, Mechanics
 16 Liens, Small Claims Judgments and Indigent Legal Fees to the County Treasurer.

Respectfully Submitted,

FINANCE & PUBLIC PROPERTY COMMITTEE

APPROVED AS TO FORM
 Jeffrey R. Wisnicky
 Corporation Counsel

FISCAL IMPACT STATEMENT: \$60 per parcel searched.

	Y E S	N O	A B S E N T	A B S T A I N
Benes, P				
Cravillion, D.				
Garfinkel, R.				
Haske, V.				
Heidmann, B.				
Heuer, R.				
Jahnke, S.				
Kirchman, L.				
Luft, L.				
Mastalir, J.				
Paape, G.				
Pagel, J.				
Paider, R.				
Reckelberg, G.				
Romdenne, T.				
Shillin, K.				
Sinkula, L.				
Tebon, K.				
Wagner, C.				
Weidner, R.				
TOTALS				

Highway/Landfill Committee Minutes

March 6, 2014

The Highway Committee meeting was called to order at 8:45 A.M. by Chairman Bruce Heidmann. Members present included: Bruce Heidmann, Larry Kirchman, Brian Paplham, Brian Dax, and Linda Sinkula. Also present was Commissioner Todd Every, Recording Secretary Jenny Salentine, Road Superintendent Leonard LeGrave, and Shop Superintendent Jim Fencl. Guests at today's meeting include: County Board Chairman, Bob Weidner; County Board Supervisor, Ron Heuer, and Pat Benes.

Linda Sinkula made a motion to adopt today's Agenda and approve the Highway Committee meeting minutes from February 20th. Second by Brian Paplham. Motion carried unanimously.

Public Comment: None

Reports:

Office Manager, Mary O'Leary was unable to attend today's meeting. She will have updated financials & reports prepared for the March 20th meeting.

Patrol Superintendent, Leonard LeGrave, had the following to report:

- ❖ Men have been very busy Plowing Snow
- ❖ Crews have been hauling materials to the Hot Mix plant from Sipiorski's Pit
- ❖ Crews have been hauling winter salt to outlining shops
- ❖ Equipment Repairs as needed
- ❖ Crews have been doing Pot-Hole Patching as time & the weather permits
- ❖ Today a crew is Tarring & Chipping
- ❖ Yards were cleaned up real nice for the State Salt Inspection
- ❖ Crews have been moving snow away from culver ends to allow drainage
- ❖ Update on Salt:
 - Satisfied w/ where we are at w/ our current supply
 - We still have 1,800 Ton on contract to be delivered yet
- ❖ Update on Frost-Walls:
 - About 1 ft in grass land areas (fields that are snow covered)
 - About 3 ft where black-top areas meet buildings
 - Guessing 5 – 6 ft for Roadways

Committee Member, Larry Kirchman inquired about a call he received from Dennis Cravillion, Village of Casco Trustee, as to why snow plowing on Church Ave. (CTH C) has been the straight aways only & not the parking lanes. Lenny explained the guidelines provided by the state. Parking lanes are the responsibility of the Village for snow removal. Larry also inquired about the condition of CTH A from Scarboro East to CTH C. 2 years ago we did an over-lay & it hasn't held up very well at all. We will need to crack fill that section this summer.

Shop Superintendent, Jim Fencl, had the following to report:

- ❖ D5 ~ Track Work ~ is complete
- ❖ Snooper Truck ~ Rear Main Seal replaced
- ❖ Received final payment (\$25,000.00) for the Focus-on-Energy Grant
- ❖ Radio Upgrade Update:
 - We were going to switch over Friday, March 7th
 - Per Matt Joski's recommendation, we're gonna hold off 1 – 2 more weeks while they continue to work through some kinks
- ❖ Very pleased w/ our 2 new mechanics

Highway Commissioner, Todd Every had the following to report:

- ❖ Another retirement announced from the Highway Dept bringing our work crew down to 23 employees. We continue to utilize 2 Part-Time Employees for Snow Plowing.

- ❖ Lenny met w/ Dennis yesterday from the State
 - A summary of the 2013 Budget was discussed. Our budget for maintenance was \$364,000, almost \$365,000, our total spent was approx \$416,000, leaving an over-contracted amount of approx \$51,000. Dennis was more than happy & said that Kewaunee County was very good compared to other counties in the state.
- ❖ Fuel System Update:
 - Locates have been ordered & trenching will begin soon at the outlining shops to install all underground conduit
- ❖ Algoma Shop Roof Update:
 - Will contact the contractor to get things scheduled now that the winter season is nearing end

Committee Chairman, Bruce Heidmann, had the following to report:

- ❖ Reminder of the Highway Dept Appreciation Day next wk Tuesday, March 11th @ Sonny's Pizzeria in Luxemburg from 3:30 – 5:30 PM. All you can eat Pizza & Chicken! Sponsored by the Highway Committee Members, The County Times Newspaper, Hutter Construction, & Sonny's Pizza.
- ❖ Bruce also brought up a joint concern of the Promotion & Recreation Dept. and the Highway Dept. about the office staff workload. Discussion Followed.

Approve & Sign Solid Waste Vouchers: Today's Solid Waste Voucher totals were: \$28,356.54 paid by check and \$158.49 paid by credit card. A motion to approve Vouchers as presented was made by Larry Kirchman. Second by Brian Dax. All in favor. Motion carried.

Approve any travel requests: None

Any other business as allowed by law: None

Tour Construction Projects: No tours today.

Next Meeting Dates:

- Thursday, March 20th @ 8:45 AM
- Thursday, April 10th @ 8:45 AM
- Thursday, April 24th @ 8:45 AM (subject to change)

Motion made to adjourn today's meeting by Brian Paplham. Second by Linda Sinkula. All in favor. Motion carried. Meeting adjourned at 9:15 AM.

Respectfully submitted:


 Jenny Salentine, Recording Secretary

Highway/Landfill Committee Minutes

March 20, 2014

The Highway Committee meeting was called to order at 8:45 A.M. by Chairman Bruce Heidmann. Members present included: Bruce Heidmann, Larry Kirchman, & Brian Paplham. Committee Members Brian Dax and Linda Sinkula were excused. Also present was Commissioner Todd Every, Recording Secretary Jenny Salentine, Road Superintendent Leonard LeGrave, and Office Manager Mary O'Leary. Guests at today's meeting include: County Board Supervisor Ron Heuer, Pat Benes, and Gary Paape.

Brian Paplham made a motion to adopt today's Agenda and approve the Highway Committee meeting minutes from March 6th. Second by Larry Kirchman. Motion carried unanimously.

Public Comment: None

Reports:

Office Manager Mary O'Leary, had the following to report:

- ❖ Tom Karman from Schenk & Associates will be here Friday and Monday to close the 2013 Financials for Highway
- ❖ Hand-Outs Included:
 - Roads & Bridges Budget January 1 thru February 28, 2014
 - Discussion followed about expended amount on County Winter Maintenance

Committee member Larry Kirchman inquired about funds remaining in the DK Fund.

Patrol Superintendent Leonard LeGrave, had the following to report:

- ❖ Crews have been hauling sand from Sipiorski's Pit to the Hotmix Plan for summer paving jobs
- ❖ Crews have been working on water drainage issues on county, state, & town roads
 - Some Culvert areas have needed the use of our back-hoe plus the steamer
- ❖ Some Chipping & Tarring is being done
- ❖ Minimal Snow-plowing these last 2 weeks
- ❖ Working on the Paver & Graders (preparing for the summer season)
- ❖ Salt Update:
 - We continue to receive salt & have been distributing & storing at each shop
 - We still have 1,100 tons available to us on our contract
- ❖ Up-Coming Work Includes:
 - Brush Cutting next week
 - Guardrail Repairs
 - Snow-fence Removal

Committee Member Larry Kirchman inquired about the need for a high volume amount of crack filling on several county roads.

Shop Superintendent Jim Fencel, was unable to attend today's meeting. Commissioner Every had the following to report on Jim's behalf:

- ❖ #169 Loader ~ Bucket Work complete (new skin welded in, hard surfacing redone on the bucket)
- ❖ #281 & #284 (graders) both had their 4,000 hour service completed
- ❖ Tar Kettle Service Complete
- ❖ The Drott Crane Seal work is done
- ❖ Fuel System Update:
 - Conduit is in at the Algoma & Hillside Shops.
 - Tom has started logging information into the computer (employee ID's for key-fobs & equipment numbers)
- ❖ Upcoming Work Includes:
 - Preparing Rollers for next season's paving jobs
 - Waiting for approval from Road Superintendent to start switching over more Plow Trucks
 - Possible start on repainting grader #281 or #286

Jim also wanted to add that it's been a pleasure working w/ this Highway Committee the past 2 years.

Highway Commissioner Todd Every had the following to report:

- ❖ Will be meeting w/ Alliance Construction later today regarding the Algoma Shop Roof Replacement project
- ❖ Met with Robert E. Lee & Assoc. earlier this week regarding a letter to the DNR about the well contamination & testing issue around the Footbridge Shop. We are working towards case closure for this issue.
- ❖ Will be meeting w/ the DNR concerning Landfill Operations on Friday, March 21st
- ❖ Will be attending the Spring Commissioner Training next week Monday & Tuesday
- ❖ Requests for Oil Quotes for the year will go out soon
- ❖ Management continues to review our Equipment Inventory, Operations, & Staffing Levels
- ❖ Radio Upgrade Update:
 - Nothing new to report since our last committee meeting.
 - The Sheriff's Dept. continues to work the bugs out & are addressing some software updates
 - We have not converted over & continue to use our same frequency for communication
- ❖ Looking ahead to April, discussions will proceed on the future direction of the Highway Dept. and staffing levels

Note: Committee Member Linda Sinkula joined the meeting at 9:07 AM.

Approve & Sign Vouchers: Today's Highway Voucher totals were: \$51,970.58 paid by check and \$16,190.01 paid by credit card. A motion to approve Vouchers as presented was made by Brian Paplham. Second by Larry Kirchman. All in favor. Motion carried.

Approve any travel requests: None

Any other business as allowed by law: None

Tour Construction Projects: No tours today.

Next Meeting Dates:

- Thursday, April 10th @ 8:45 AM
- Thursday, April 24th @ 8:45 AM (subject to change)

Motion made to adjourn today's meeting by Brian Paplham. Second by Larry Kirchman. All in favor. Motion carried. Meeting adjourned at 9:10 AM.

Respectfully submitted:


Jenny Salentine, Recording Secretary

Personnel, Advisory, and Legislative Committee Meeting Agenda

Administrative Center

May 14, 2014 - Amended

Conference Room - Admin

The meeting was called to order by Chairman Ron Heuer at the Administrative Center at 11:00 A.M. on May 14, 2014 at 11:00 A.M. Members present: Chairman Ron Heuer, Tom Romdenne, Kaye Shillin, Linda Sinkula John Pagel, Bob Weidner and Bruce Heidman. **Excused:** Lee Luft and Larry Kirchman. Also present: Ed Dorner, Bob Gaefinkel, Joy Krleger, Scott Bortolini, Todd Every, Sandy Winnemuller, Lynn Utesch, John Pabich, Jennifer Brown, Lynda Cochart and William Iwen.

Linda Sinkula was elected as Vice-chairman followed by Kaye Shillin as Secretary.

Following a lengthy discussion, the committee approved a fifteen member Kewaunee County Karst Groundwater Quality Protection Task Force. Andy Wallander will send out a letter and application form, which is to be returned by June 6th. Approval of committee members will be done at the June 10th. Land and Water Committee Meeting. A roster should be in place by July 8th.

Because of the nuclear plant closing, during the next five years the financial impact will be great. There will be a shortfall of approximately two million dollars. We have the fifth highest tax rate in Wisconsin. We don't want to increase taxes. After discussion, a change in the hiring policy was agreed on. A motion was made by Bob Weidner and seconded by John Pagel to require approval of the Personnel Committee prior to hiring for any county position. Motion carried.

After discussion, it was decided to have a prayer said at the opening of all county board meetings. Board members will be asked to was volunteer for this.

Discussion took place regarding payments to public libraries in adjacent counties. The bill this year was \$53,000, while last year it was \$60,000. It was decided to continue to educate the public by including information in the tax notices with the costs stated.

It was decided to form a Dominion Task Force Sub-Committee of the Personnel Committee to deal with issues regarding Dominion. Members chosen are: Bob Weidner, Jeff Wisnicky, Lee Luft, Ron Heuer and Ed Dorner. A motion was made by Kaye Shillin and seconded by Tom Romdenne to okay this new committee. Motion carried.

Discussion took place regarding an Employee Performance Base Evaluation System. Some things to consider are using counties that compare with Kewaunee County on equalized value, similar positions, longevity, etc. After obtaining further information, this will be brought up at a future meeting.

Tourism in Kewaunee County was discussed. It was stated that the Kewaunee Economic Development Corporation is a valued asset. They have been involved with the Revolving Loan Committee and their work has helped an increase in visitor spending.

It was reported that at the last Finance Committee Meeting insurance issues were discussed regarding changes that could be made. We have 49 single plans and 106 family plans. Employees

contribute 10% of their premium. Before any action is taken, a committee to discuss insurance issues will be formed, which will include several employees.

The budget for 2015 will have challenges. We could have a budget with 5-10% decrease, one with a zero baseline or one with a small increase. Greg Thousand spoke about several cases which could all be very costly. We have to provide the services for our clients, but the problem is ---- where do we get the money from? Drug usage is growing rapidly in Kewaunee County.

Highway Department restructuring was discussed. Todd Evers gave the committee some information regarding this.

Motion was made by Tom Romdenne and seconded by Kaye Shillin to go into closed session pursuant to 19.85(1)(e). After discussion, a motion was made by Bruce Heidman and seconded by Bob Weidner to reconvene into open session. Motion carried,

A motion was made by Linda Sinkula and seconded by Bob Weidner to adjourn at 2:00 P.M. Motion carried.

Respectfully submitted,

Kaye Shillin, Secretary

BOARD OF HEALTH COMMITTEE MEETING

MARCH 17, 2014

PUBLIC HEALTH AND HUMAN SERVICES CENTER

The Board of Health Committee meeting was held at the Public Health & Human Services Center on Monday, March 17 at 12:00 P.M. Members present included; Chairperson Kaye Shillin, Gordon Reckelberg, Ron Heuer, Kathy Janosky, Dr. Tom Zenner, Audrey Krautkramer and Mary Halada, R.N., Director. Committee members Shirley Kirchman, Donald Delebrea and LeVerle Koenig had excused absence.

Other board members and citizens in attendance were; Bob Weidner, Bruce Heidmann, Charles Hutter, Sue Weisser, Lynda Cochart, Jodi Parins, Corry Cochart, Lee Luft, J.T. Pelt, Lori Hucek, John T. Pagel and Sandy Winnemueller. The County Administrator, Mr. Dorner and the Corporate Counsel Mr. Wisnicky were in attendance.

Chairperson, Kaye Shillin called the meeting to order followed by a motion by Audrey Krautkramer to approve the agenda. That motion was seconded by Kathy Janosky. The motion carried.

A motion was made by Gordy Reckelberg and seconded by Audrey Krautkramer to approve the February minutes. Following friendly amendments to the minutes, the motion carried.

Director, Mary Halada distributed the February 2014 Public Health Department Monthly Report and reviewed the reports with the committee. Our WIC contracted case load is pegged at 313 and for the month of February we served 261. Our running 12 month average is tracking to 275. The 2013 funding level is pegged at 275 and we have not yet received the 2014 contracted caseload funding confirmation, but we are trending behind the 2013 levels which will likely result in a reduction in funding.

A motion to approve the Director's February monthly report was made by Audrey Krautkramer and Kathy Janosky provided a second. The motion passed.

A discussion concerning the groundwater was on the agenda and Director Halada provided an overview of the Kewaunee Co. Health Department's mission and responsibilities. The goal of the Kewaunee County Health Department is to prevent disease and promote good health for the residents of the county and they partner with the State Health Department, nursing homes, assisted living locations, doctors, schools and other entities in the county to meet those goals. Director Halada pointed out that Kewaunee County is a Level II health department and as such strives to adhere to the goals of Healthiest Wisconsin 2020. A Level II health department does not have an environmental services department.

In order for the Health Department to respond to a health issue, there has to be a reported incident. For example, in the fall of 2013 there was a cluster of four cases of salmonella reported in the county and after an investigation, it was determined it was a foodborne incident.

Ms. Halada went on to explain that part of the department's responsibilities included tracking communicable diseases and she went on to describe the steps involved in the process to include;

- 1) Sick individual reports to physician's office
- 2) Physician orders lab test(s) to collect specimens
- 3) A Lab analyzes the specimens
- 4) If the specimens tests positive for a reportable disease, electronic notification will be sent to the health department
- 5) The health department will follow-up with the patient and report findings back to DHS
- 6) DHS staff will review report and look for regional/statewide clusters
- 7) If cluster is identified, DHS request further lab testing to ID source of illness
- 8) More health department follow-up may be requested
- 9) Investigation is finalized

In the event of an outbreak of a communicable disease, the process is handled differently. For example, if there is an outbreak in a school, it is up to the Health Department to immediately notify the State, collect samples and ensure those samples are sent to the State.

Andy Wallander of the Kewaunee Land and Water Department addressed the committee and those assembled on the overall issue of contaminated groundwater in our county and reported on the well testing program in Kewaunee County. As a result of a grant, the Land and Water Department is spearheading further testing of 150 wells in the county. This testing will be completed on April 28th and the first 75 tests will be done at a cost of \$29 per well. The balance of the 150 to be tested will be done at \$49 per well. The "Homeowners Testing Package" includes testing for coliform bacteria, nitrates, chloride, pH, alkalinity, hardness, corrosivity index and conductivity. At this time they already have over 100 citizens who have signed up for the program.

Mr. Wallander went on to explain the bulk of the problem here in Kewaunee County can be attributed to the amount of liquid manure that is applied on land with limited soil depth. He also strongly suggested this problem could very well be solved if all parties were to communicate openly with each other to arrive at workable solutions. Kewaunee Land and Water Dept. had begun the well testing and monitoring program in 2004. He suggested the problem of well contamination did not happen overnight. Mr. Wallander explained the DNR approaches all counties the same way and that all counties are not the same. Therefore,

perhaps more local regulations need to be instituted and we must push our legislators to focus on our issue.

Ms. Halada indicated both the Health Department and the Zoning Office provided well test kits at a cost of \$27 for bacteria testing and an additional \$27 for nitrates testing.

Following Mr. Wallanders report, committee member Mr. Heuer, with the permission of the chairman, distributed a draft resolution pertaining to groundwater. This draft resolution was distributed to the committee in order for them to study and edit prior to the next Health Committee Meeting.

Several Citizens proffered comments to the committee concerning the groundwater situation in the county to include Linda Cochart, Jodi Parins, Corry Cochart, Lee Luft and John Pagel. Mr. Luft provided the committee with a copy of a letter from the Secretary of the Wisconsin Department of Health, Kitty Rhoades, which is attached to these minutes. This letter was in response to a letter he had directed to that department.

No travel requests were submitted.

There was no overtime reported for the period.

A motion was made by Ron Heuer and seconded by Audrey Krautkramer to approve the monthly bills. The motion carried.

The next committee meeting is scheduled for Monday, April 7 at 12:00 P.M. at the Public Health and Human Services Center.

A motion to adjourn at 1:25P.M. was made by Kathy Janosky with a second by Audrey Krautkramer. Motion carried.

Respectfully Submitted,

Ron Heuer, Secretary

BOARD OF HEALTH COMMITTEE MEETING

APRIL 7, 2014

SERVICES TRAINING CENTER, LUXEMBURG

The Board of Health Committee and Land & Water Conservation Committee held a joint meeting at the Services Training Center, 625 Third Street, Luxemburg, WI on Monday, April 7 at 12:00 P.M. Health Committee Members present included; Chairperson Kaye Shillin, Gordon Reckelberg, Ron Heuer, Kathy Janosky, Shirley Kirchman, Audrey Krautkramer and Mary Halada, R.N., Director. Health Committee members LeVerle Koenig and Dr. Kurowski had excused absences. Members of the Land & Water Conservation Committee in attendance were, Chairman Brian Paplham, members, Charles Wagner, Bob Garfinkel, Chuck Wagner, Land and Water Conservation Director, Andy Wallander, Davina Bonness and FSA Representative Clark Reimer. Committee Member Ron Paider had an excused absence. Corporate Council Jeff Wisnicky and County Administrator Ed Dorner were in attendance.

Citizens in attendance were; Jodi Parins, Lee Luft, J.T. Pelt, John T. Pagel, Sandy Winnemueller, Dale Wahlers, Robyn Mulhaney, Lynn Utesch, Nancy Utesch, Bill Iwen, Joe Majeski and Randy Ebert .

Chairperson, Kaye Shillin called the meeting to order followed by a motion by Shirley Kirchman to approve the agenda on behalf of the Health Committee. This motion was seconded by Audrey Krautkramer. The motion carried. A motion was made on behalf of the Land and Water Committee Chairman Paplham to accept the agenda and that motion was seconded by Mr. Garfinkel. That motion carried.

Ms. Shillin suggested that Andy Wallander should introduce the topic of discussion for the joint meeting. Mr. Wallander deferred to have Mr. Heuer introduce the review of the "Resolution Requesting the State of Wisconsin Department of Natural Resources to Fund and Complete a Comprehensive Study of Kewaunee County's Current Ground and Surface Water Contamination and the Impact of Animal and Human Waste Leaching, and the Impact of Animal Waste Irrigation and Their Impact on Human Health". Mr. Heuer explained the purpose of the resolution being that the State of Wisconsin Department of Health and the DNR have the financial, staff and expertise to conduct such a study and that this is one step in the right direction to get the Legislators in Wisconsin aligned to supporting our county in this time of need.

Comments were made by members of both committees and recommended corrections, rewording and changes to the resolution were noted. Following the discussion, it was decided to go forward with amendments to the resolution to be reviewed for approval at the next months' meeting.

Following those discussions, Chairman Shillin provided time for the public attendees to provide their input. Twelve citizens chose to provide their input. Those citizens providing input were; Robyn Mulhaney, Dale Wahlers, Lynn Utesch, Nancy Utesch, John Pagel, William Iwen, Sandy Winnemueller, Randy Ebert, Jody Parins, Joe Majeski and Lee Luft.

Following the citizen input, the two committees split with the Land and Water Committee retiring to another room to hold their individual committee meeting. The Health Committee remained to continue with their normal monthly meeting.

Director, Mary Halada distributed the March 2014 Public Health Department Monthly Report and reviewed with the committee. Our WIC contracted case load is pegged at 313 and for the month of March we served 268. Our running 12 month average is tracking to 274.

A motion to approve the Director's February monthly report was made by Kathy Janosky and seconded by Audrey Krautkramer. The motion passed.

Ms. Halada shared a County Health Rankings and Roadmaps that is a county by county rating completed by UW Population Health Institute. This report showed that Kewaunee County ranked number 1 in the state for Length of Life. However, the county was ranked number 50 for health behaviors which consider such behaviors as smoking, obesity, physical activity, excessive drinking, etc. So the indicators show that in the future, Kewaunee County Health will worsen as a result of our behaviors.

There were no travel requests

No overtime for the month

A motion was made by Ron Heuer and seconded by Shirley Kirchman to approve the monthly bills. The motion carried.

The next committee meeting is scheduled for Monday, May 12, 12:00 P.M. at the Public Health and Human Services Center.

A motion to adjourn at 1:30 P.M. was made by Ron Heuer with a second by Audrey Krautkramer. Motion carried.

Respectfully Submitted,

Ron Heuer, Secretary

Board of Health Meeting
May 12, 2014
Health and Human Services Center, Training Room

The Board of Health meeting was called to order on May 12, 2014 at 12:00 PM. Members present were: Chairperson Kaye Shillin, Gary Paape, Gordon Reckelberg, Audrey Krautkramer, Kathy Janosky, Shirley Kirchman, Chuck Wagner, Pat Benes. Also present were Ron Heuer, Corp. Counsel Jeff Wisnicky, Dr. Kurt Kurowski and Public Health Director Mary Halada. Guests included: Nancy Utesch, Lynn Utesch and Bill Iwen.

A motion was made by Chuck Wagner and seconded by Gary Paape to approve the agenda. Motion carried.

A motion was made by Gordon Reckelberg and seconded by Audrey Krautkramer to approve the April minutes.

A motion was made by Chuck Wagner to nominate Pat Benes for secretary. A motion was made by Pat Benes to nominate Chuck Wagner for secretary. Pat Benes was elected secretary 7 voting yes and 1 voting no.

Mary Halada gave members a packet with information on Healthiest WI 2020 Appendix B – Key Elements of Wisconsin’s Public Health System, Chapter DHS 140 – Required Services of Local Health Departments, WI Statute Chapter 251.04 – Local board of health; powers and duties, Community Health Assessment (CHA) and Community Health Improvement Process (CHIP) and the County Health Rankings. Each of these documents was briefly reviewed.

The public health department is currently a Level II health department and the status of the Level II is reviewed by the state every 5 years. The health department is currently undergoing the review and the state will grant their determination on June 30th of this year.

The annual report was presented by Mary Halada and discussed. A motion to approve the annual report was made by Chuck Wagner and seconded by Gary Paape. Motion carried.

The April monthly report was distributed and discussed. A motion was made by Shirley Kirchman and seconded by LeVerle Koenig to accept the monthly reports. Motion carried.

Communicable Disease Update – Mary gave information on the measles and mumps situation in WI as well as the Middle East Respiratory Syndrome Coronavirus (MERS-CoV) in the United States.

Grant Updates – Public Health Emergency Preparedness – The grant cycle ends on June 30, 2014 and the coordinator of the grant left on March 31, 2014. Interview for the new staff is scheduled for next week. There will be money left in the grant that the state will recoup.

Wisconsin Well Women Program (WWWP)– The state is looking at regionalizing the WWWP services that each county provides. The state anticipates that our grant funding will end on June 30, 2015 and the county will lose about \$10,708 each year going forward.

Women, Infant and Children Grant – The monthly caseload dropped and the funding also decreased slightly from last year. We will be receiving \$70847 for 2014.

Discussion of the second DRAFT resolution *Requesting the State of Wisconsin Department of Health Services and the Wisconsin Department of Natural Resources to Fund and Complete a Comprehensive Study of Kewaunee County's Current Ground and Surface Water Contamination and the Impact of Animal and Human Waste Leaching, and the Impact of Animal Waste Irrigation and Their Impact on Human Health* took place. A motion was made by Gary Paape, seconded by Kathleen Janosky. Motion carried with Chuck Wagner voting no and Audrey Krautkramer abstaining.

Travel requests - Mary requested that she attend the Wisconsin Electronic Data Surveillance System Training and the nurse manager meeting in Appleton on May 30, 2014. A motion was made by Shirley Kirchman and seconded by Audrey Krautkramer to approve the travel requests. Motion carried.

Chuck Wagner made a motion and Gary Paape seconded a motion to approve the bills. Motion carried.

There was no overtime report.

Public Comment - 3 citizens provided comments.

The next meeting is set for June 11, 2014 at noon at the Health and Human Services Center.

A motion was made by Audrey Krautkramer and seconded by Kathy Janosky to adjourn the meeting at 2:25 pm. Motion carried.

Respectfully submitted

Pat Benes, Secretary

CHILD SUPPORT COMMITTEE MEETING

APRIL 7, 2014

SERVICES TRAINING CENTER, LUXEMBURG

The meeting of the Child Support Committee was held at the Services Center Training Room, 625 Third Street, Luxemburg, WI on Monday, April 7, 2014 at 11:00 A.M. Members present were Chairperson Kaye Shillin, Gordon Reckelberg, Don Delebreaux, Ron Heuer and Cindy Kudick, Child Support Coordinator. LeVerle Koenig had an excused absence.

A motion was made by Don Delebreaux and seconded by Ron Heuer to approve the agenda. The motion carried.

Cindy Kudick reported the monthly stats for the month of March. The collections for the month were \$195,875, with a collection rate of 82.73%. The collection percentage YTD is running at 82.84%.

Ms. Kudick then presented her 2013 to the committee and shared the number of cases for 2013 were 970 as compared to 913 being handled in 2012. Total amount of child support collected in 2012 were \$2,234,090 as compared to 2013 with \$2,358,822. There were no reported anomalies in the overall activities year to year.

A motion was made by Ron Heuer with a second by Don Delebreaux to approve both the monthly report and the annual report (annual report will be presented to the full board in May). The motion carried.

A one day travel request was submitted for Ms Kudick to attend the annual Directors Dialogue meeting in Stevens Point. A motion to approve the travel request was made by Gordon Reckelberg with a second by Donald Delebreaux. The motion carried.

No overtime for the month.

The next committee meeting is scheduled for Monday, May 12th, 2014 at 12:00 P.M. at the Public Health and Human Services Center.

A motion to adjourn at 11:20 A.M. was made by Don Delebreaux with a second by Ron Heuer. Motion carried.

Respectfully Submitted,

Ron Heuer, Secretary

VETERANS SERVICE COMMITTEE MEETING

May 12, 2014

KEWAUNEE COUNTY PUBLIC HEALTH AND HUMAN SERVICES CENTER

The meeting of the Veterans Service Committee was held at the Kewaunee County Public Health and Human Services Center on Monday, May 12, 2014, at 12:00 p.m. All members were present, which included Chairperson Kaye Shillin, Gary Paape, Gordon Reckelberg, Chuck Wagner, Pat Benes and CVSO Joe Aulik.

A motion was made by Gary Paape and seconded by Chuck Wagner to approve the minutes from the last meeting. The motion carried.

A motion was made by Gary Paape and seconded by Chuck Wagner to approve the agenda. The motion carried.

A motion was made by Pat Benes and seconded by Chuck Wagner to pay bills. The motion carried.

CVSO Joe Aulik presented a budget update from January to May 2014 to the new committee.

CVSO Aulik presented minutes from a meeting he attended in Green Bay with other CVSOs.

CVSO Aulik also presented salary study documentation and VA statistics concerning his position. His job is to get help for Kewaunee County Veterans for what they have done for this country. He presented letters from the Veteran Service Commission and Veterans Organizations asking that the salary for the CVSO position be fixed.

There was no overtime reported for the month.

The next committee meeting is scheduled for Wednesday, June 11, 2014 at 12:00 p.m., at the Kewaunee County Public Health and Human Services Center.

A motion to adjourn was made by Chuck Wagner, with a second by Gary Paape. Motion carried.

Respectfully Submitted,

Pat Benes, Secretary

Agriculture & Extension Committee Meeting
Kewaunee County Administration Committee Room
April 8, 2014
Minutes

Call to Order:

Chairman David Mayer called the meeting to order at 4:00 pm

Roll Call:

Members included: Dave Mayer, Don Delebreaux, and Bob Garfinkel. Aerica Bjurstrom, Agriculture Agent, Jill Jorgensen, 4-H Youth Development Educator, Claire Thompson, Community Development Educator, and Renee Koenig, Family Living Educator were also present. Ron Paider was excused.

Approval of Agenda:

A motion made by Don and seconded by Bob to approve the agenda. Motion carried.

Review/Approval of Minutes:

A motion made by Bob and seconded by Don to approve the minutes. Motion carried.

Citizen Input:

None

Educators' Reports:

4H Youth Development Agent

Jill reported that the Star Program, where 4H leaders work with 4H members to work on healthy relationships continues to be successful.

Our 4H program groups were recently involved in a Tri-County Robotics get together. All involved are looking forward to having contests in the future.

Jill was involved in mock interviews at the L-C High School.

Agriculture Agent

Aerica attended a seminar explaining the new Farm Bill sponsored by Reid Ribble to find out the details of the program.

Aerica attended another heavy traffic meeting and said they were making good progress.

She worked at a UW-Extension booth at the Wisconsin Public Service Farm Show in Oshkosh at the EAA Convention Center. Aerica said there was a huge turnout with about a dozen Kewaunee County booths present.

Family Living Educator

Renee summed up her office (position) as dealing with family health, family relationships, and family security (promote healthy choices). In the near future, she will be promoting "National Bike to School Day" and this week, she will work with a presentation called, "Healthy Snacks" with Literacy Partners of Kewaunee County.

Community Development Educator

Claire led a discussion with Kewaunee County's Violence Intervention Center concerning training board members. Most of those present were never on a board of directors. Claire mainly concentrated on building board skills, informing them of their legal and financial responsibilities, performance reviews, etc. Claire also discussed another workshop she is involved in, called "Introduction to Business Planning."

Overtime:

None

Other Business as Allowed by Law:

None

Approval – Travel:

Jill has been chosen to write curriculum on volunteerism for UW-Extension from April 28 – May 2, 2014.

There will be no expense to our county. Don moved and Bob seconded to approve the travel. Motion Passed

Approval of Bills:

Don moved to approve all bills presented and Bob seconded. Motion passed.

Set Next Meeting Date:

Meeting date and time were not set.

Adjourn:

Motion to adjourn by Bob and seconded by Don. Motion carried. The meeting was adjourned at 4:20 pm.

Respectfully Submitted

Bob Garfinkel, Secretary

Aerica Bjurstrom
Agriculture Agent
Prepared for April 7, 2014

Farm Bill Session – Attended a Farm Bill session in Green Bay. The session was put on by Reid Ribble and representatives from Farm Bureau and Farm Service Agency were present to help answer questions of participants. The program highlighted where changes will be seen from the previous farm bill and what farmers can expect regarding emergency loans and other subsidies. Approximately 100 people attended the program.

Farm calls – Visited several farms in March to address ventilation issues. I completed a course with the School of Veterinary Medicine last fall and I can now address ventilation calls without having to call engineers from the Biosystems Engineering Department at UW-Madison. I will continue to call on specialists from BSE to help with more complicated scenarios.

Joint Council for Extension Professionals – Attended JCEP in LaCrosse where I attended breakout sessions and the annual meetings for the Wisconsin Association of County Agriculture Agents and Epsilon Sigma Phi. I am the secretary for ESP and am beginning my second year of a two-year term. I also was recognized as a \$1,500 grant recipient to attend a training in Idaho in June.

Committee for Heavy Equipment – Held a meeting with the Kewaunee County Towns to discuss the Implements of Husbandry Legislation. Twenty-eight people attended the meeting and representatives from each town were there including custom operators, dairy producers, Sheriff's Department, Highway, UW-Extension, and media. The Heavy Equipment committee answered questions of the towns representatives and we discussed what the legislation will entail and how the towns and land operators can work together to make a smooth transition into the new law.

Wisconsin Public Service Farm Show – Worked in the educational booth at the WPS Farm Show in Oshkosh. Unlike many exhibitors at the show, UW-Extension is there on an educational capacity. We had an energy efficient display exhibiting LED, standard bulbs, and other types of energy efficient lighting. The display had monitors showing how much energy one bulb uses and how energy efficient bulbs may cost more at initial purchase, but over the course of the year actually cost less to use than cheaper bulbs. The show had very good attendance and the booth drew in many visitors with a lot of questions about barn facility lighting.

Program Planning – Met with all Wisconsin ANRE Team leaders for a program to discuss roles of leaders and how teams can function more efficiently. I also met with Beef Team leaders in a separate session to discuss programming planning for the coming year. The beef team consists of four county agents that have extensive knowledge in beef programming. The team exists to cover beef programming in Wisconsin in lieu of the vacant beef specialist position. Programming for the summer will include cow/calf meetings in eight counties in Wisconsin.

Kewaunee County 4-H Youth Development Extension Update

Jill Jorgensen, 4-H Youth Development Agent

April 8, 2014

Student Talking About Respect (S.T.A.R): In the month of March, for the third year we are working with 5th and 6th grade girls at two local middle schools on the topic of relational aggression/girl bullying. As part of a community coalition, we developed a curriculum focused on relational aggression and treating others with respect. This program is presented over a five-week period. We work with the girls once a week using a number of teaching techniques and activities. Additionally, each week the class is assigned homework (not graded or counted toward the student's grade) to help them reflect on the material that was covered or to prepare them for next week's lesson. In addition, we have a great partner in the middle school counselor and a teacher who is working with us during her class time to make this program happen. During the first three sessions, we worked with the girls on:

Week 1: Girl Bullying/Relational Aggression: What is girl bullying?, How is girl bullying different?, and Cyber Bullying,

Week 2: Cliques vs. Friends: What is a clique? Inclusive vs. exclusive groups, and why cliques are harmful

Week 3: Cliques and Individuality: Roles that girls play in cliques including queen bees, cliques versus groups of friends, and why it is important to see someone as an individual

During these first three sessions, we have seen the girls open up about these topics and how they are affecting their class dynamics. It has led to great discussions with the girls and they are opening up about treating each other with respect. There are five sessions in total and during the final session of the program, I will conduct an evaluation about the overall program impact from the girls' perspective. I look forward to sharing what they have learned.

Camp Counselor Interviews: I collaborated with the educator from Door County to conduct camp counselor and dishwasher interviews for the upcoming camp season. We conducted them as a group interview to see how youth interacted with each other. Also, there were hands on, critical thinking, and team work activities were included as part of the training. This was a great way to see how the youth interacted with each other and how they would respond to questions with a group and we had a chance to observe their leadership characteristics. There are several qualified and talented older youth that will be asked to be counselors and dishwashers for this year. All counselors will be asked to attend a mandatory counselor training to ensure that they have received proper amounts of training before attending camp.

Tri-County Robotics Project Meeting: State 4-H STEM Specialist, Joanna Skluzacek, joined us at the Kewaunee County Fairgrounds to provide a robotics training for Kewaunee, Brown, and Door counties. The youth had the opportunity to partner with other 4-H members and work on programming robots with the help of Skluzacek. Youth had the opportunity to use critical thinking, experiential learning, and hands on activities throughout the training session. Additionally, the teen robotics leader from Kewaunee County provided assistance for the day. In Kewaunee County, we will continue working with the robotics project through the summer.

Business Class Interviews: I had the opportunity to conduct mock interviews with students from Luxemburg-Casco High School in the beginning of March. It was great to meet with the high school students and help them with a process that they will use for the rest of their life. The interviews went great and I am confident that there are some wonderful future employees for area employers.

Upcoming Events that I am working on:

Camp: The camp association met and plans are underway for Camp 2014. We will be returning to Camp Bird and camping with Door and Calumet Counties this year during the week of June 10-13. Camp Counselors have been selected and they will be attending training in May. We are currently planning a camp counselor overnight training experience in May at Camp Bird. This will give counselors from the three counties an opportunity to work together as a team and better acclimate themselves to camp. Brochures are available to participants and we already have youth signing-up to attend camp. Summer camp is a great educational experience that aids older youth counselors in developing their leadership skills and campers in gaining hands on skills while interacting with youth from other counties.



University of Wisconsin, U.S. Department of Agriculture and Wisconsin counties cooperating. UW-Extension provides equal opportunities in employment and programming including Title IX and ADA.

Kewaunee County Agriculture & Extension Committee

Renee Koenig, Family Living Educator, UW-Extension

Activities Report for March 2014

Home Alone Program

This program helps parents prepare their children to follow family guidelines and be safe during self-care. I am continuing to collaborate with Manitowoc County UWEX to develop videos to accompany the curriculum.

Parenting Educational Resources

Grandparenting – I presented a workshop on family relationships for the Grand Families support group.

Supporting Children During Divorce

This is a four hour program for court-ordered parents who are experiencing divorce. I have been reviewing the curriculum and class material. I am exploring ways to increase the number of participants in class.

Family Financial Education

As a Certified Application Counselor, I provided one-on-one assistance to consumers. I am continuing to make inter-agency connections for referrals of limited-income families to assistance programs.

Health Literacy Committee

This is a subcommittee of the Literacy Partners of Kewaunee County that focuses on health education. We are planning a Healthy Eating Program on April 10.

Active Community Environments (ACE) Committee

I am working with committee members to plan Safe Routes To School initiatives such as a Bike/Walk to School Day.

Kewaunee County Agriculture and Extension Committee
Activities Report for March, 2014
Claire Thompson, Community Development Educator
Kewaunee County Cooperative Extension

Local Food System Economy:

- Coordinated and hosted Hops for Fun and Profit workshop with 40 attendees at the Farm Market Kitchen, with Dean Volenberg in Door County and Tim Rehbein from Vernon County, in collaboration with the Lakeshore Industry Cluster Initiative.
- Coordinating, planning and facilitation to submit a Specialty Crop Block Grant in collaboration with the Wisconsin Local Food Network and the SLO Farmers Co-op.
- **Implemented Marketing 201: Getting your Products off the Shelf – Food Business** workshop in collaboration with DATCP with 28 attendees.
- Gave Introduction to Small Business Planning presentation to Rural Enterprise Network program in Lincoln Township.

Broadband and Digital Literacy:

- Continued planning for Kewaunee County Digital Literacy Education Program in 2014; collaboration and planning activities with KCEDC, Literacy Partners, NWTC, Algoma Library and other community stakeholders in support of effort.

Organizational Development:

- Conducted training “Roles and Responsibilities of Nonprofit Boards” to Violence Intervention Project board members.
- Implemented Introduction to Business Planning Workshop in Kewaunee County, with eight attendees.
- Continued facilitation for Kewaunee County Nuclear Plant Decommissioning Task Force.
- Facilitated collaborative project to implement Algoma Spring Break Super Swim program in collaboration with YMCA in Sturgeon Bay and the City of Algoma Youth Club, with support and participation from Ministry Health Care and Jill Jorgensen, UWEX Youth Development Educator.
- Implemented a Community Survey with the Kewaunee County Sheriff’s Department.

Other:

- Attended UWEX CNRED Eastern District In-Service Training

Agriculture & Extension Committee Meeting
Kewaunee County Administration Committee Room
May 14, 2014
Minutes

Call To Order:

Chairman Tom Romdenne called the meeting to order at 4:00 pm

Roll Call:

Members included: Tom Romdenne, Bob Garfinkel, Ron Paider, Gary Paape, Aerica Bjurstrom, Agriculture Agent, Jill Jorgensen, 4-H Youth Development Educator, Claire Thompson, Community Development Educator, Renee Koenig, Family Living Educator and Jenny Spude, County Nutritionist.

Approval of Agenda:

A motion made by Bob Garfinkel and seconded by Ron Paider to approve the agenda. Motion carried.

Vice Chairman:

Ron Paider was nominated as Vice Chairman. A motion was made to approve by Gary Paape and seconded by Bob Garfinkel. Motion Carried.

Secretary:

Gary Paape was nominated as Secretary. A motion was made to approve by Bob Garfinkel and seconded by Ron Paider. Motion Carried.

Review/Approval of Minutes:

No minutes to approve.

Citizen Input: None

Educators' Reports:

Jill Jorgensen, 4-H Youth Development Agent, Aerica Bjurstrom, Agriculture Agent, Renee Koenig, Family Living Educator, Claire Thompson, Community Development Educator and Jenny Spude, County Nutritionist.

The above agents and educators gave a report on their job descriptions and on current projects.

Overtime: None

Approval-Travel: None

Approval of Bills:

Ron Paider made a motion to approve all bills presented and seconded by Bob Garfinkel. Motion Carried.

Set Next Meeting Date:

June 11, 2014 at 4:00 pm Kewaunee County Admin. Center, Committee Room

Adjourn:

A motion was made to adjourn by Ron Paider and seconded by Bob Garfinkel. Motion Carried.

Respectfully Submitted

Gary Paape, Secretary

Aerica Bjurstrom
Agriculture Agent
Prepared for May 14, 2014

Farm Technology Days – Kewaunee County submitted the bid to host the 2017 Wisconsin Farm Technology Days show. The bid was accepted and was announced to media in early April. We met with the show manager in late April to discuss timeline. Next steps will be to appoint an Executive Committee, and after that the process for selecting a host farm will begin. The host farm should be announced by October.

Youth Livestock Meeting – Presented a program to 26 Kewaunee County youth members of livestock projects. I taught youth about meat quality, ultrasound evaluation of meat, and meat cut identification. The program also had a meat cut identification portion where I discussed the differences between cuts of meat and the value of it based off where it came from on the animal. The program was well-received and next year I plan to base more of the program on meat identification and hopefully include more cuts to identify.

Meat Animal Quality Assurance – Taught the second of three Meat Animal Quality Assurance meetings for youth planning on participating in the livestock auction at the Kewaunee County Fair this summer. The program is required for all youth in Kewaunee County who intend on qualifying for the auction. Twenty-two youth attended the program which was held at the Kewaunee County Fairgrounds.

Ag Career Days – Ag Career Days is a program planned by the Economic Development Corporation's agriculture committee. The two-day event is held at Pagel's Ponderosa and every 7th and 8th grader at Luxemburg-Casco, Algoma, Kewaunee, Southern Door, and Denmark attend. Approximately 900 youth and 200 volunteers attend the event. Ag Career Days focused on four ag career clusters including agriculture business, animal care/nutrition, field crops, and machinery. Thirty-six industry speakers presented at Ag Career Days.

Community Garden – Met with the planning committee for the Kewaunee Community Garden. Due to the cold, wet weather, the garden may be delayed a bit this year, but everything else is on track for another exciting gardening season. Since the garden is able to be financially self-sustaining, new items purchased this year will be a wheelbarrow and two garden carts. These items are for all gardeners with a paid plot and will be owned by the garden. Other items we are considering purchasing are a soil temperature probe and a soil moisture probe, both which will be particularly useful considering the cold and wet weather we've had this spring.

Dairy Planning – Met with dairy and livestock agents from northeast Wisconsin to discuss future programming in the area for the coming year. New programming for 2015 will be a program featuring Dr. Temple Grandin, the leading authority in animal handling and behavior. Dr. Grandin is going to be available to UW-Extension for no fee and is a huge draw for producers, cattle haulers, and veterinarians. The program is planned for April, 2015. Other programming will be research on calf sanitation, Implements of Husbandry programming, animal health and welfare.

Kewaunee County 4-H Youth Development Extension Update

Jill Jorgensen, 4-H Youth Development Educator

May 2014

Student Talking About Respect (S.T.A.R): In the month of April, for the third year we worked with 5th and 6th grade girls at two local middle schools on the topic of relational aggression/girl bullying. As part of a community coalition, we developed a curriculum focused on relational aggression and treating others with respect. This program is presented over a five-week period. We work with the girls once a week using a number of teaching techniques and activities. Additionally, each week the class is assigned homework (not graded or counted toward the student's grade) to help them reflect on the material that was covered or to prepare them for next week's lesson. In addition, we have a great partner in the middle school counselor and a teacher who is working with us during her class time to make this program happen. During the last weeks, we worked with the girls on:

Week 4: Positive communication strategies and how to use "I" statements

Week 5: We reviewed the materials that we covered throughout the five weeks, made a group art project, a program evaluation, and had celebratory treats.

During the five sessions, it was amazing to see how the girls opened up, shared their stories, and gave their opinions. They had a great deal to say on this topic and it was evident that they were experiencing this type of bullying. During the last session, we conducted an evaluation in two ways, through an art project and with a traditional post-pre paper assessment. Once I compile the data, we will have a greater understanding of the impact of the program. As previously mentioned, we conducted this 5 week program in two area school districts and have been asked to present the program again next year.

North Central Region Volunteer Management Course: I was chosen to be part of a group of 4-H Youth Development Educators from throughout the upper Midwest to participate in writing a new curriculum on volunteerism. The team consists of state program specialists, regional staff, and county based educators like me. The team met to collaborate and design an online curriculum that will be made available to Extension programs throughout the United States. The curriculum is intended to be used throughout all of Extension and is not exclusive to the 4-H Youth Development program. We created large portion of the curriculum at the writing retreat but I will continue to work with this team throughout the year to finish this important piece of work.

Teen Association: Kewaunee County has an active 4-H Teen Association. Any 4-H member that is 7th grade and older can be involved with this group. A few years ago I led the group through a re-organization process and since that time the group has more than tripled in size. Beyond growing in membership numbers, the group has built life skills and is more engaged the 4-H program and larger community. The Teen Association plans events for Kewaunee County teens, provides a consistent youth voice with the county program, and works together in partnership with adults to plan 4-H activities. The group has planned or taken part in numerous events including teen lock-ins, project day, officer training, 4-H teen bowling night, fair critter corner, commodity carnival, club visits, fundraisers, and much more. In addition, one goal of the teens is to work with the community at large to create positive experiences.

Since the teen board is a county wide program, the youth break down some of the barriers that commonly exist among their age group. When they are at Teen Association, there are no school district rivalries or cliques. No one cares about popularity or social status. When teens come to this group, those barriers seem to break down and everyone works together.

Upcoming Events that I am working on:

Camp: The camp association met and plans are underway for Camp 2014. We will be returning to Camp Bird and camping with Door and Calumet Counties this year during the week of June 10-13. Camp Counselors have been selected and they will be attending training in May. We are currently planning a camp counselor overnight training experience in May at Camp Bird. This will give counselors from the three counties an opportunity to work together as a team and better acclimate themselves to camp. Brochures are available to participants and we already have youth signing-up to attend camp. Summer camp is a great educational experience that aids older youth counselors in developing their leadership skills and campers in gaining hands on skills while interacting with youth from other counties. In the beginning of May we will have an overnight training at Camp Bird for the Camp Counselor team.



University of Wisconsin, U.S. Department of Agriculture and Wisconsin counties cooperating. UW-Extension provides equal opportunities in employment and programming including Title IX and ADA.

Kewaunee County Agriculture & Extension Committee

Renee Koenig, Family Living Educator, UW-Extension

Activities Report for May 2014

Family Living Web Pages

I am continuing to update the content and layout of my Family Living web pages on the county Extension website <http://kewaunee.uwex.edu/family-living>. Your feedback is welcome.

Home Alone Program

This program helps parents prepare their children to follow family guidelines and be safe during self-care. I am collaborating with Manitowoc County UWEX to develop videos to accompany the curriculum.

Parenting Educational Resources

Parenting the First Years Newsletter - I am continuing to identify additional dissemination opportunities and cost-saving methods. The Public Health Department has agreed to spread the word about our electronic newsletter option. Parentethical – I am promoting this (<http://myparentethical.com>) website/blog/social network to parents of 10-16 year olds. Grandparenting – I am preparing a workshop for a Grandparent support group.

Supporting Children During Divorce

This is a four hour program for court-ordered parents who are experiencing divorce. I am updating the curriculum and class material. I am exploring ways to increase the number of participants in class.

Family Financial Education

I provide one-on-one budgeting and financial education to families. I am continuing to make inter-agency connections for referrals of low-income families to resources such as housing assistance, veteran's assistance, aging and disability resources, oral health care, consumer credit counseling, employment services, and health insurance access.

Health Literacy Committee

This is a subcommittee of the Literacy Partners of Kewaunee County that focuses on health education. We presented Healthy Eating-Family Fun Night in April; it was well attended and received positive feedback. The committee recently received a \$500 Volunteer Award.

Home and Community Education Association (HCE)

As liaison and advisor to HCE, I continue to serve as a resource for educational programs needed in the county and leadership development opportunities.

Rural Safety Day is a safety program for 3rd grade students in the county. I am helping plan and prepare for the May 21 event held at the Fairgrounds.

Active Community Environments (ACE) Committee

I collaborated with the schools, law enforcement, businesses, and community members to plan Bike/Walk to School Day which is a Safe Routes to School initiative.

Kewaunee County Agriculture and Extension Committee
Activities Report for April, 2014
Claire Thompson, Community Development Educator
Kewaunee County Cooperative Extension

Local Food System Economy:

- Implemented “Know Your Buyer” Webinar presented in collaboration with DATCP and the Rural Enterprise Network; facilitated capacity building needs brainstorming session with local growers in Kewaunee County.
- Facilitated Business and Feasibility Study planning with the SLO Farmers Co-op to develop a Food Hub serving Northeast Wisconsin.
- Supported on-going planning work of the Local Foods Cluster of the Lakeshore Industry Cluster Initiative.
- Continued planning and support to expand client base at the Farm Market Kitchen in Algoma.
- Provided planning and support to the Wisconsin Local Food Network’s bid to develop a Farm to Hospital program.
- Provided support and planning to the Kewaunee County Buy Local Initiative “Taste of the County” event.
- Organizational assistance for NWTC Sustainable Farm project in Kewaunee County.

Broadband and Digital Literacy:

- Continued planning for Kewaunee County Digital Literacy Education Program in 2014; collaboration and planning activities with KCEDC, Literacy Partners, NWTC, Algoma Library and other community stakeholders in support of effort.

Organizational Development:

- Continued research and facilitation for Kewaunee County Nuclear Plant Decommissioning Task Force.
- Facilitated collaborative initiative to embed Super Swim program in Algoma Elementary School’s Summer School Program.
- Completed Community Survey and final report for the Kewaunee County Sheriff’s Department.
- Organized and planned Community Health Assessment timeline and process with the Kewaunee County Public Health Department.

Other:

- Presented “Understanding the KPS Closure from a Rural Community Perspective” to the Kewaunee Rotary Club.
- Supported Kewaunee County UW Extension’s bid for Farm Technology Days in 2017 to the Farm Technology Day’s Board of Directors.
- Provided planning and marketing assistance for the “Preserving Our Rural Heritage One Building-One Board-One Story at a Time” workshop at Ag Heritage Resources.
- Implemented Compost Basics and Demonstration workshop at Ryan Park in collaboration with Jan Tess.
- Attended UWEX CNRED Eastern District In-Service Training

Kewaunee County Zoning Committee Minutes

A meeting of the Kewaunee County Zoning Committee was held on Thursday March 20, 2014 at 6:30pm to solicit comments on the proposed clean-up language and revisions to the Kewaunee County Sanitary Ordinance.

Present at the meeting was: Dave Mayer, Bob Garfinkel, Jeff Wisnicky, and Glenn Selner.

Zoning Committee Chairman Dave Mayer opened the hearing at 6:40pm with no one in attendance to give comments; the hearing was closed at 6:45pm. The Zoning Committee will make a recommendation on the proposed changes at the April 7, 2014 meeting to the County Board.

Respectfully submitted,



Bob Garfinkel, Secretary

Zoning Committee Meeting
Kewaunee County Administration Center
April 8, 2014
Minutes

Call to Order:

The meeting was called to order by Chairman David Mayer at 4:25 pm.

Roll Call:

Members present included David Mayer, Don Delebrea, Bob Garfinkel and Glenn Selner, County Zoning Administrator. Ron Paider was excused. Ed Dorner and Corporate Council Jeff Wisnicky were also present.

Review and Approve Last Month's Minutes:

No meeting was held last month.

Changes and Additions to Agenda:

Don moved to approve the agenda as amended. Bob seconded. Motion passed.

Reports from Department Personnel:

Public Hearing:

Glenn reported that no one from the public attended the March 20, 2014 public hearing in the Kewaunee County Board Room. The hearing concerned changes in our Sanitary Ordinance. Bob moved and Don seconded the motion to recommend the proposed changes to our Board of Supervisors for a vote. Motion passed unanimously.

Zoning Administrative Assistant position:

Glenn's secretary gave her two weeks' notice on March 8, 2014. The position has been posted and should be filled mid-to end of May. Glenn's former secretary is filling in.

Sanitary and Zoning Violations:

Glenn said this is a busy time of year. He recently sent out 105 letters of non-compliance to residents of Carlton, Montpelier, and the Town of Ahnapee.

Discuss Dominion Correspondence and Re-examine Fee for Nuclear Dry Storage Casks:

Our Zoning Committee set a fee of \$3000 per dry storage cask when we revised our fee schedule several months ago. Dominion lawyers claimed that this amount was excessive citing state statutes. After much discussion, Don moved to change the fee to \$1500 each for dry fuel storage casks (24 casks in the future) and Bob seconded. The vote was a unanimous yes. Glenn will do an on-sight walk around at Dominion on April 9, 2014. Dominion will obtain permits for the 16 casks already at the site for \$500 each.

Communications:

None

Approval of Travel:

None

Such other Matters as Allowed by Law:

Glenn thanked Don and Dave for their work on the committee

Overtime:

None

Approval of Bills:

Don moved to approve all bills presented. Bob seconded. Motion carried.

Set Next Meeting Date:

No meeting date was set.

Adjournment:

Motion made by Don and seconded by Bob to adjourn. The meeting was adjourned at 5:40 pm.

Respectfully submitted,

Bob Garfinkel
Secretary

Zoning Committee Meeting
Kewaunee County Administration Committee Room
May 14, 2014
Minutes

Call to Order:

Chairman, Tom Romdenne called the meeting to order at 5:20 pm

Roll Call:

Members included: Tom Romdenne, Gary Paape, Bob Garfinkel, Ron Paider and Glenn Selner

Approval of Minutes:

A motion was made to approve last months minutes by Gary Paape and seconded by Bob Garfinkel. Motion carried.

Approval of Agenda:

A motion was made to approve agenda by Bob Garfinkel and seconded by Ron Paider. Motion carried.

Report:

Glenn Selner gave a report on office duties and responsibilities and how his job duties were broken down to a daily operation with around 75% on sanitary issues and 25% on zoning. He discussed the need for improved mapping thru FEMA and some results of on going sanitary inspections.

Travel Expense:

None

Overtime Expense:

None

Approval of Bills:

A motion was made by Ron Paider to approve the bills presented and seconded by Bob Garfinkel. Motion carried.

Set Next Meeting Date:

June 11, 2014 at 5:00 pm Kewaunee County Admin Center, Committee Room

Adjournment:

A motion was made to adjourn by Ron Paider and seconded by Bob Garfinkel. Motion carried. Meeting adjourned at 6:12 pm

Respectfully submitted:

Gary Paape
Secretary

Kewaunee County
Land and Water Conservation Committee
Committee Meeting Minutes
Kewaunee County Fairgrounds
625 Third Street, Luxemburg, Wisconsin 54217

April 7, 2014

Committee Chairman Brian Paplham called the meeting to order at 12:00 p.m. Other committee members present for the meeting were, Chuck Wagner, Bob Garfinkel and Clark Reimer. Ron Paider was excused.

Also present for the meeting were, Andy Wallander - County Conservationist, Aerica Bjorstrom – UW-EXT Ag Agent, Davina Bonness – Co Cons, Water Quality and Joe Johnson – NRCS District Conservationist. Jodi Parins was also in attendance at the meeting.

This meeting started as a joint meeting between LWCC and Board of Health. For the joint meeting minutes, Ron Heuer took the minutes. Please refer to the minutes of Board of Health for details of the joint meeting.

Wagner moved to approve the meeting agenda and the minutes from the last LWCC meeting. Garfinkel seconded the motion. All voted in favor of the motion.

After the joint meeting, the LWCC moved to the smaller conference room to continue with business. Andy started the meeting informing the committee there were no notices of non-compliance. There was no input from the public at the meeting, written or in person.

Andy started this portion of the meeting with an update to the computer issue from the previous month. Ross Loining from IT went over the computers and determined that they needed more than just an upgrade. The additional cost for the two computers (hardware), as well as updating the software on all five LWCD's computers current is an additional \$2,395.00. There are enough funds in the Temp Emp line item of the LWCC budget to fund this item. Wagner moved to approve of the transfer of funds to pay for the computers and recommend that to the Finance Committee. Garfinkel seconded the motion. All voted in favor of the motion.

The committee discussed the changes to the Animal Waste Storage Ordinances discussed and handed out last month. Most of the changes were minor. Andy will be sending them to Corp Council for further review prior to them coming before the full board at the April meeting.

There were four FPP's approved in the last month. They were for Randy Ebert, John Schleis, Patrick Zellner and SDA Ahnapee LLC.

Davina updated the well testing program for April 28, 2014. So far there have been 120 sites reserved. She is able to handle up to 150 wells in the test. Please contact her at the office at 920-845-9743 to sign up.

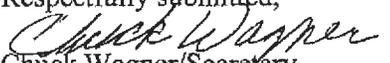
Aerica informed the committee that Kewaunee County has been selected for the 2017 Ag Technology Days program. She said that in the next few weeks she will be meeting with the state committee to get the process started here in the County for selecting the County Committee. She also gave an update on the upcoming Youth Conservation Day which will be held on May 7, 2014.

The committee did not set a date and time for the next meeting. That will be determined by the next committee after the April 15th reorganization meeting of the board.

The committee reviewed the bills. Garfinkel moved to approve the bills. Wagner seconded the motion. All voted in favor of the motion

Wagner moved to adjourn the meeting. Garfinkel seconded the motion. All voted in favor. The meeting was adjourned at 2:10 p.m.

Respectfully submitted;


Chuck Wagner/Secretary.

Kewaunee County Land and Water Conservation Regularly Scheduled Committee Meeting
Kewaunee County Fairgrounds Office
May 6th, 2014 8:00 AM

2014-2016 Kewaunee County Land and Water Conservation Committee (LWCC) Members:

John Pagel – Chair (County Board member)
Ron Paider – Vice Chair (County Board member)
Lee Luft – Secretary (County Board member)
Bob Garfinkel – Committee Member (County Board Member)
Andy Wallander – County Conservationist
Clark Riemer (USDA Farm Service Agency Representative)
Aerica Bjurstrom – UW Extension Agricultural Agent

Kewaunee County Land and Water Conservation (LWCD) Staff:

Andy Wallander – County Conservationist
Davina Bonness – Conservationist - Water Quality Specialist
Paul Fredrich – Conservationist - Soils Specialist
Terri Albrecht – Program Specialist
Terri Marcusen – LWCD Secretary

Cooperating Agency Members from the United States Department of Agriculture (USDA):

Joe Johnson -USDA Natural Resources Conservation Service District Conservationist
Aerica Bjurstrom - UW Extension Agricultural Agent
Brian Maedke – USDA Animal and Plant Health Inspection Service (APHIS) *Attends as appropriate.*

Call to Order: Meeting called to order at 8:00 AM by Chairman John Pagel

Roll Call: All above were in attendance except for: Committee Members present: John Pagel, Ron Paider, Lee Luft, Bob Garfinkel. Absent: Clark Riemer. LWCD and Cooperating Agency Staff present: Andy Wallander, LWCD; Joe Johnson, USDA NRCS and Aerica Bjurstrom, UW Extension.

KCLWCC Reorganization following April 2014 County Elections:

Election of Vice-Chairperson: The committee elected Ron Paider as Vice Chairperson – vote was unanimous.
Election of Secretary: The committee elected Lee Luft as Secretary – vote was unanimous.

Public Comments:

Members of the public made comments as follows:

Tom Konop: Thanked Chuck Wagner for his service on the KCLWCC. Tom feels Chuck Wagner will be missed given his position on State-wide committees. Tom felt KCLWCC staff pay should be higher and staff numbers should be increased. JKCLWCC must earn and maintain trust in the field with farm owners/personnel.

Linda Cochart: Expressed her concern that many Kewaunee County residents fear getting their wells tested and that current well testing does not present the full scope of our groundwater problems.

Jodi Parins: Indicated support for a task force that will evaluate land and water issues as well as public health concerns. Indicated Dairy Dreams CAFO may be spreading manure outside of Kewaunee County (Door County).

Dick Swanson: Wanted to make sure KCLWCC understands the public is watching and waiting to see if the committee will make the tough decisions necessary to improve water quality and ensure healthy conditions in Kewaunee County.

Bill Iwen: Expressed concerns about KCLWCC composition. Wants to ensure fair, unbiased decision-making and action.

General Overview of KCLWCC Roles and Responsibilities:

Andy Wallander led the committee members through a presentation explaining the role of County Land Conservation Committees (To conserve soil, water and related natural resources), the laws that established these Committees and the make-up of County Land Conservation Committees. Per Chapter 92 of the Wisconsin State Statutes, Land Conservation Committees must be comprised of: At least 2 persons serving on the county's agriculture and extension Committees, one person who is the chairperson of the county farm service agency, any number of members who are members of the county board and up to 2 members who are not members of the county board.

General Overview of KCLWCC Roles and Responsibilities-continued:

representative of the county USDA Farm Service Agency, any number of county board members and up to 2 members that are not on the county board.

Andy Wallander reviewed the following statutes and codes and their impact on the role of the KCLWCC:

- A. Chapter 92 of Wisconsin State Statutes (Soil and Water Conservation and Animal Waste Management)
 - a. 92.06 Land Conservation Committees
 - b. 92.07 Land Conservation Committee Powers
 - c. 92.09 Land Conservation Committee Staff.

- B. Chapter NR 151 Wisconsin Administrative Code (Runoff Management)
 - a. NR 151.002 Definitions
 - b. NR 151.015 Definitions
 - c. NR 151.02 through NR 151.07 Agricultural Performance Standards
 - d. NR 151.08 Manure Management Prohibitions

- C. Chapter Agriculture, Trade and Consumer Protection (ATCP) 50 Wisconsin Administrative Code (Soil and Water Resource Management Program)
 - a. ATCP 50.01 Definitions
 - b. ATCP 50.10 through 50.24 County Soil and Water Programs
 - c. ATCP 50.40 Cost Share Grants to Landowners
 - d. ATCP 50.60 Livestock Operations - local regulation
 - e. ACTP 50.61 through 50.98 Standards for Cost Shared Practices

Andy Wallander also reviewed the roles and make-up of the following conservation agencies and associations:

- D. Cooperating Agencies:
 - a. USDA Natural Resources Conservation Service
 - b. USDA Farm Service Agency
 - c. USDA Animal and Plant Health Inspection Service
 - d. University of Wisconsin Extension

- E. Area and State Associations:
 - a. Lake Michigan Area Land and Water Conservation Association (consisting of representatives from Brown, Door, Oconto, Marinette, Kewaunee, Shawano, Sheboygan and Manitowoc counties.
 - b. Wisconsin Land and Water Conservation Association

Department Reports:

- A. Andy Wallander reviewed the 2014 Soil and Water Resource Management Grant Contract with the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP).
 - a. For 2014 the KCLWCD – DATCP Soil and Water Resource Management Grant Contract is valued at a total of \$230,142.00 which is comprised of \$117,788.00 in staffing grants and \$112,354.00 in conservation cost-share grants.
 - b. A motion to approve the 2014 Soil and Water Grant Contract was made by Lee Luft and Seconded by Bob Garfinkel and approved by unanimous vote of the Committee.

Department Reports – continued:

- B. The committee was charged with naming a staff representative and a committee member to the Lake Michigan Area Land and Water Conservation Association Board of Directors.
 - a. A motion to approve Andy Wallander as the KCLWCC Staff Member and Bob Garfinkel as Committee Member for the Lake Michigan Area Land and Water Conservation Association was made by Ron Paider and Seconded by Lee Luft and approved by a unanimous vote of the Committee.
- C. Andy Wallander introduced the Committee to the Kewaunee County Animal Waste Storage Facility Ordinance and his proposed amendments to this Ordinance. The Kewaunee County Animal Waste Storage Facility Ordinance was reviewed in detail along with Andy Wallander's amendments. The first reading of this Ordinance will take place at the May 20th Kewaunee County Board meeting with possible adoption at the Board's June meeting. Committee members reviewed this Ordinance and were in agreement with the text and the suggested amendments.
- D. Andy Wallander made the Committee aware of the upcoming Lake Michigan Area Land and Water Conservation Association Spring Conference and Reorganization Meeting on May 30th at the Landmark Hotel near Egg Harbor. Registration for this meeting is required before May 23rd. Committee members, see handout provided by Andy Wallander. Andy Wallander and Bob Garfinkel will attend on behalf of the KCLWCC and other Committee members are welcome to attend.
- E. Andy Wallander made the Committee aware of the July 11th Lake Michigan Area Land and Water Conservation Association tour that will occur in Kewaunee County on July 11th, 2014.
- F. Andy Wallander reported on the 2014 KCLWCD Spring Tree and Shrub Seedlings Program. 528 trees and shrubs in small volume increments were provided at low cost to Kewaunee County residents under this program.

Cooperating Agency Reports:

- A. USDA Natural Resources Conservation Service report: Joe Johnson is waiting to read the entire contents of the newly passed U.S. Farm bill. Joe will report on key items.
- B. USDA Farm Service Agency report: Clark Riemer – absent.
- C. University of Wisconsin Extension report: Aerica Bjurstrom is coordinating a 6th grade countywide conservation tour in May.
- D. Other Agency/Organization Reports:

Resolutions: No action was taken on resolutions by the Committee at this meeting.

Review of Cost Sharing Agreements: There were no cost-sharing agreements presented to the Committee at this meeting.

Travel Authorizations: The Committee approved a travel authorization for Andy Wallander for a May 8th and 9th, 2014 statewide Spring County Conservationist meeting in Wisconsin Rapids with an overnight stay on May 8th. The Committee also agreed that Andy does not need to ask for authorization for planned and budgeted travel unless such travel would exceed the Department's budget or require a lengthy unplanned absence from responsibilities.

Next Meeting Dates: Next regularly scheduled KCLWCC Meeting was set for June 10th at 9:00 AM at the Kewaunee Co. Fairgrounds.

Approval of Bills: The Committee members approved all bills as presented.

Adjournment: A motion to adjourn was made by Ron Paider and Seconded by Bob Garfinkel. The motion passed unanimously.

Law Enforcement Committee Meeting
May 6, 2014
Kewaunee Courthouse Sherriff Office

Call to Order

Meeting was called to order at 10:00 a.m. by Chairman Robert Weidner

Roll Call

Robert Weidner, Pat Benes, Linda Sinkula, Scott Jahnke, Ron Heuer, Matt Joski, David Cornelius, Lori Hucek, and Ross Loining.

Establish Committee Vice Chair

Scott Jahnke motioned to nominate Linda Sinkula and Pat Benes second. Motion carried.

Establish Committee Secretary

Linda Sinkula motioned to nominate Scott Jahnke and Pat Benes second. Motion carried.

Public Comment

None

Travel/Training Request

None

Law Enforcement Agenda

Introduction and Orientation for new Committee members

Sherriff Matt Joski spoke about being open and available to the committee members. A list of staff members and the 2014 budget were handed out to the committee members with an explanation and answers to questions. Also provided was the Sheriff's Department Strategic Plan which will be developed in 2011 and will be due for revision in next two years.

Status report on Communication System Upgrade

Matt reported on how the communication system was working. He explained that the vendors and the department were working well together to resolve issues with the Kenwood radios, as well as in the paging system.

Status on Staffing

The staff of the Sherriff's Department continue to be trained to work in different areas of the Sheriff's Department during staff shortages due to FMLA or other staff vacancies.

Report on Algoma Management Contract

The Algoma management contract was explained. The personnel are responding positively to the changes requested by the Sherriff's department. New squads are being purchased under a lease contract with no extra cost.

Tour of Jail Facility

The Committee was given a tour of the Jail Facility.

Approval of Bills

Linda made a motion to approve the bills and Pat second. Motion carried.

Set Next Meeting Date

The next meeting date was set for June 10, 2014 at 10:00 a.m. at the EOC in Luxemburg.

Adjournment

Linda made a motion to adjourn at 12:30 p.m. and Pat second. Motion carried.

Respectfully Submitted

Scott Jahnke

Emergency Management Committee Meeting
May 6, 2014
Kewaunee Courthouse Sheriff Office

Call to Order

Meeting was called to order at 11:30 a.m. by Chairman Robert Weidner

Roll Call

Robert Weidner, Pat Benes, Linda Sinkula, Scott Jahnke, Ron Heuer, Matt Joski, David Cornelius, Lori Hucek, and Ross Loining.

Approval of Bills

Linda made a motion to approve the bills and Pat second. Motion carried.

Reports of Emergency Management

Travel Request (Overnight only)

None

Resolution

Linda motioned to pass the Emergency Management Resolution presented and Pat second. Motion carried.

Mass Casualty Exercise May 10, 2014

The Mass Casualty Exercise will be conducted in Luxemburg on Second St. Between Church Rd and Rueckl Dr. During the hours between 7 a.m. and noon. They will have a mock bus rollover with multiple casualties. Casco/Lincoln/Red river/Montpelier First Responders, Luxemburg EMS and Luxemburg Fire will be conducting the drill.

Brief intro to EM Department

Lori Hucek introduced herself and passed out handouts to the Committee. She asked if prior travel approval was needed by the board. Only overnight stays need approval. She said the nuclear plant will still honor the money budgeted for 2014.

Set Next Meeting Date

The next meeting date was set for June 10, 2014 at 10:00 a.m. At the EOC in Luxemburg.

Such Other Matters as Authorized by Law

Pat Benes brought up that the Kewaunee County Fairgrounds has no public address system in case of emergency. The matter is being forwarded to the Promotions and Recreation Committee meeting on May 13, 2014 at 5 p.m. in the County Highway building at Footbridge.

Adjournment

Linda made a motion to adjourn at 12:30 p.m. And Pat second. Motion carried.

Respectfully Submitted

Scott Jahnke, Secretary

FINANCE & PUBLIC PROPERTY COMMITTEE
Regular Monthly Meeting

March 18, 2014

Call to Order

Chairman Chuck Wagner called the meeting to order at 5:00 p.m. in the Conference Room of the Administration Center.

Roll Call

All committee members were present including Chuck Wagner, Jim Barlow, Brian Dax, Chuck Hutter and Jim Abrahamson.

Also present were County Administrator Ed Dorner, Land Information Director Steve Hanson and Supervisor Ron Heuer.

Approve Meeting Agenda

Jim Barlow moved and Chuck Hutter seconded a motion to approve the agenda. Motion carried.

Approve Committee Minutes

Jim Barlow moved and Brian Dax seconded a motion to approve the minutes of the February 18, 2014 meeting. Motion carried.

Consider Funding for Algoma City Zoning Application – Steve Hanson

1. Steve discussed a request from the City of Algoma for a zoning map. He explained the usual charge to the towns is \$500.00 of the total county cost of approximately \$1,000.00. In this case, the total county cost will be approximately \$1,500.00. Following discussion, Chuck Hutter moved to charge Algoma the same as the towns at \$500.00. The motion was seconded by Brian Dax and carried unanimously. It was suggested a memo be sent out to all the towns not previously using the service to alert them of cost and availability
2. Also discussed was an air photo flight proposal at a 6" resolution at a next year's cost of \$33,712.00. This year's cost would be \$10,000.00. Steve suggested doing it this year and skipping next year. This will be placed on next month's agenda.

Consider LWCD Committee Recommendation Regarding Computer Upgrades

The Land and Water Conservation Department has requested computer upgrades costing \$1,000.00 which are not in this year's budget. They have \$3,000.00 in their temporary employee compensation budget that will not be needed in its entirety and have suggested the funds be taken from that account. The lack of foresight in the budget planning process was pointed out. Chuck Hutter moved to transfer \$1000.00 from the Temporary Employee Budget to fund the computer upgrades. The motion was seconded by Brian Dax and carried unanimously.

Approval of Bills and County Board and Supplementary Payroll

Following review of the vouchers, a motion to approve their payment by Jim Barlow was seconded by Brian Dax. The motion carried unanimously.

Public Comment

Joe Majeski, candidate for the 1st Assembly District, introduced himself and spoke regarding his qualifications for the office.

Such Other Matters as Authorized by Law

None

Set Next Meeting Date

The next meeting was scheduled for **Thursday, April 10, 2014 at 1:00 p.m.**

Adjournment

A motion to adjourn by Jim Barlow was seconded by Chuck Hutter. The meeting adjourned at 5:17 p.m.

Respectfully submitted,


James M. Abrahamson, Secretary

FINANCE & PUBLIC PROPERTY COMMITTEE
Regular Monthly Meeting

April 10, 2014

Call to Order

Chairman Chuck Wagner called the meeting to order at 1:00 p.m. in the Conference Room of the Administration Center.

Roll Call

Committee members present included Chuck Wagner, Jim Barlow, Brian Dax and Jim Abrahamson. Chuck Hutter was excused.

Also present were County Administrator Ed Dorner, Land Information Director Steve Hanson and County Clerk Jamie Annoye.

Approve Meeting Agenda

Jim Barlow moved and Brian Dax seconded a motion to approve the agenda. Motion carried.

Approve Committee Minutes

None were available.

Consider Copy Paper Purchase Proposal

County Clerk Jamie Annoye explained there will be a need this year to purchase additional copy paper. This was not put into the 2014 budget when it was prepared because it was believed there would be sufficient stock on hand for the entire year. It now appears additional paper will be needed sometime in August or September. The lowest price can only be had in truckload quantities (840 cases) at a delivered cost of \$20,790.00. Jim Barlow pointed out that would exceed the committee's spending authority and approval would need to come from the full county board. The money would come from the general fund and be charged out as it is used. Barlow moved and Jim Abrahamson seconded a motion to approve the request and send it to the full county board for monetary approval.

Consider Land Information Requests – Steve Hanson

1. Consider Aerial Flights for 2014

Steve discussed his options for a 6" resolution aerial photo flight for 2014 and 2015. The committee agreed to stay with the original schedule for both years. The cost is entirely grant funded. Bay Lake Regional Planning Commission will administer the 2015 flight at a proposed cost of \$33,712.00.

2. Consider Large Format Plotter/Scanner/Copier Purchase

Steve explained the need for the new equipment which will be paid from the Land Information Office (LIO) Fund. Cost is approximately \$11,000.00 from FRV Incorporated of DePere. The LIO Fund balance is \$149,832.03. Jim Barlow moved to approve the purchase up to \$11,000.00 from the LIO Fund. The motion was seconded by Brian Dax and carried unanimously.

Consider LWCD Committee Recommendation on Office Computers and Software

This was considered at the March 18, 2014 meeting at a cost of \$1,000.00 from the LWCD temporary employee budget (\$5,000.00). Further investigation by Information Services Director Ross Loining found software and computer upgrades are needed at a total cost of \$3,359.00. Brian Dax moved to transfer the additional funding (\$2,359.00) from the same fund. The motion was seconded by Jim Abrahamson and carried unanimously.

Approval of Bills

Following review of the vouchers, a motion to approve their payment by Jim Barlow was seconded by Brian Dax. The motion carried unanimously.

Public Comment

None

Such Other Matters as Authorized by Law

None

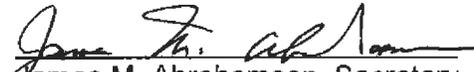
Set Next Meeting Date

This was our last meeting. No future meeting dates were established.

Adjournment

A motion to adjourn by Jim Barlow was seconded by Brian Dax. The meeting adjourned at 1:55 p.m.

Respectfully submitted,


James M. Abrahamson, Secretary

MINUTES

FINANCE AND PUBLIC PROPERTY COMMITTEE

May 9, 2014

The May meeting of the Finance and Public Property Committee was called to order by Chairman Lee Luft at 10:00 AM on May 9, 2014 at the Administration Building.

Present: Lee Luft Ken Tebon John Mastalir Virginia Haske Tom Romdenne

Also present: Board Chairman Ron Heuer Administrator Ed Dorner Treasurer Michelle Dax Supervisor Bob Weidner Supervisor Pat Benes Corp. Counsel Jeff Wisnicky Ross Loining Rae Anne Beaudry of The Horton Group

Moved by Romdenne second by Mastalir to nominate Virginia Haske as Vice Chairman. There were no other nominations. Motion carried.

Moved by Haske second by Tebon to nominate Tom Romdenne as Secretary of the Committee. There were no other nominations. Motion carried.

Moved by Haske second by Tebon to adopt the agenda. Motion carried.

Rae Anne Beaudry of The Horton Group appeared to review and access the renewal of the Stop Loss Coverage, the Medical Plan Administration, the Dental Plan Administration and the Life Plan currently contracted with Humana for an effective date of June 1, 2014. The Committee requested that the market be searched for the best rates available. The Committee recommended that a committee of board members and employees be formed to review and negotiate the best plans available. Information on rates will be presented at the next Committee meeting. Moved by Haske second by Mastalir to recommend renewal of the agreement with Humana for administration of the County's Stop Loss Coverage, Medical Plan, Dental Plan and Life Insurance Plan to be effective June 1, 2014 thru May 31, 2015. Motion carried.

Administrator Dorner presented copies of the budget to actual report as of April 30, 2014.

Treasurer Michelle Dax reviewed operations of her office. She provided information relating to the proposed 2010 Tax Deed Resolution which currently involves 19 parcels in the county. Moved by Mastalir second by Tebon to authorize the County Treasurer to proceed with the 2010 Tax Deed Resolution process. Motion carried.

Corporate Counsel Jeff Wisnicky addressed the need for expert witness fees in certain drug cases. There was no formal request of the Committee but Jeff wanted the committee to know that in certain drug cases there may be requests for expert witness fees.

There was a recommendation made by the LWCD Committee for matching funds of \$5000.00 for a Pilot Groundwater Study. The Committee discussed the issue and felt that more specific information was needed. Andy Wallander will be asked to provide information relating to location of wells to be tested and depth of those wells. Moved by Mastalir second by Tebon to table the request for matching funds until specific information is made available. Motion carried. The issue will be placed on the agenda for the June meeting of the Finance Committee.

Administrator Dorner reviewed the rules and duties of the Finance and Public Property Committee.

Moved by Romdenne second by Haske to approve the bills as presented. Motion carried.

The next meeting of the Finance and Public Property Committee will be Friday, June 13, 2014 at 10:00 AM at the Administration Building.

Moved by Tebon second by Haske to adjourn. Motion carried. Meeting adjourned at 1:34 PM.

Submitted by: Tom Romdenne, Secretary

HUMAN SERVICES COMMITTEE MEETING

Wednesday, April 9, 2014

Call to Order

The meeting was called to order at 9:00 a.m. by Chairperson Linda Sinkula in the Health and Human Services Conference Room.

Present

Committee members present included Linda Sinkula, Rose Quinlan, Mark Buchanan, Don Delebreau, Kaye Shillin, and Jim Abrahamson.

Also present were Human Services Director Greg Thousand, ADRC Director Judy Rank, Ron Opicka of East Shore Industries, Supervisor Ron Heuer and visitor Sandra Winnemueller.

Excused

Shirley Kirchman, Jan Swoboda, LeVerle Koenig and Paul Ravet

Approval of Agenda

A motion to approve the agenda (with the order of business change) by Mark Buchanan was seconded by Don Delebreau. Motion carried.

Approval of Minutes

A motion to approve the minutes of the March 12, 2014 meeting by Don Delebreau was seconded by Rose Quinlan. Motion carried.

Kudos to and Comments from Departing Board Members

Linda Sinkula thanked the departing board members for their service. Don Delebreau expressed his appreciation. Jim Abrahamson emphasized the importance of orienting the new members to the organization structure, staffing and finances.

Review and Take Action on Transportation Grant Award and Required County Match

ADRC Director Judy Rank announced that we have received approval for a new vehicle. The Grant requires a 20% match from the county (\$6,196.00). This money is available from the Transportation Trust Fund. Kaye Shillin moved to accept the grant award and approve the match payment from the Trust Fund. The motion was seconded by Rose Quinlan and carried unanimously.

Review and Discuss 2013 Behavioral Health and Child Welfare Care Costs

Director Thousand distributed summary sheets and graphs of 2013 and year-to-date 2014 of cost of care for Behavioral Health and Child Welfare Residential Care. He noted the difficulty of forecasting these cost and the over budget issues. Discussion followed.

Review and Discuss Energy Services, Inc. 2013-14 Performance

This is a first one year contract which is renewable. Their performance has been most satisfactory and use of their services will continue.

Update on Regionalized Comprehensive Community Services (CCS)

Director Thousand discussed the mental health issues and regionalized approach to meeting the need for services. This is a 100% state funded program. It is projected that case load will triple in the next couple of years.

Contract Approvals

A listing of four contracts totaling \$315,024.85 needing approval was distributed. Following questions, Don Delebreaux moved for approval. The motion was seconded by Mark Buchanan and carried unanimously.

Approval of Travel

Following review, a motion by Rose Quinlan to approve was seconded by Kaye Shillin. Motion carried.

Approval of Vouchers

After questions, a motion was made by Don Delebreaux, seconded by Kaye Shillin, to approve the vouchers as presented. Motion carried

Public Comments (five minutes per individual)

Ron Opicka of East Shore Industries stated he had received a Transportation Grant for a new bus but has opted for two vans instead. Any cost difference will come from the Trust Fund.

Other Items as Authorized by Law

None

Next Meeting Date and Time

The next meeting was scheduled for: **Wednesday, May 14, 2014 at 9:00 a.m.**

Adjournment

A motion was made by Kaye Shillin, seconded by Mark Buchanan to adjourn the meeting. The meeting was adjourned at 10:20 a.m.

Respectfully Submitted,


James M. Abrahamson, Secretary

PROMOTIONS & RECREATION COMMITTEE
Monthly Meeting
Tuesday, April 8, 2014

Call to Order: Chairman Jim Barlow called the meeting to order at 5:00 P.M. in the Kewaunee County Highway Conference Room. Committee Members present include: Dennis Cravillion, Larry Kirchman, Bruce Heidmann and Bob Garfinkel. Also present was Director Matt Payette.

Approval of Minutes and Agenda: Bruce moved to approve the meeting agenda and minutes of the March 4, 2014 meeting: Second by Bob. Motion carried unanimously.

Public Input: None.

Committee Liaison Reports: Bob state that the Tri-Lakes Association received a grant to continue monitoring the nutrient levels in East Alaska Lake.

Discuss and Approve New Pit Concession Shed: The race promoter would like permission to build a 12' x 16' pit concession shed at his cost. Bruce moved to approve the pit concession shed subject to a written agreement drafted by Corp. Counsel between Kewaunee County and the race promoter which contains a clause that the shed must be completed within one year from the date of the agreement. Second by Bob. Motion carried unanimously.

Travel Requests: None.

Discuss and Approve Purchase of Small Equipment and Supplies: None.

Director's Report: See attached report.

Discussion and Approval of Bills: Dennis moved to approve the bills as presented. Bob seconded the motion. Motion carried unanimously.

Set Regular Monthly Meeting Date: The next meeting will be set by the new committee after reorganization of the County Board.

Any Other Business as Allowed by Law: Bruce thanked Jim Barlow for his years of service on the committee and noted the progress and many projects that have happened in the park system during his tenure as chair of the committee. Larry concurred with Bruce and wished Jim luck and hopes to see his return in the future. Bob also thanked Jim for his service.

Jim thanked all committee members and department staff for their hard work throughout the years and encouraged members of the committee to keep moving forward as we all know and believe in the value of our park system in Kewaunee County.

Adjournment: Larry moved to adjourn the meeting at 5:25 P.M. Bruce seconded the motion. All in Favor.

Respectfully Submitted
Matt Payette, Kewaunee County Promotions and Recreation Director



KEWAUNEE COUNTY PROMOTIONS & RECREATION DEPARTMENT

Matt Payette, Director
E4280 County F
Kewaunee, WI 54216

Phone: (920) 388-0444
Fax: (920) 388-0434
payettem@kewauneeeco.org

Directors Report (March 4 – April 8)

Winter Park

The Winter Park Season concluded on Sunday, March 16th. We've had an exceptional year with a recorded attendance of 10,958. This is over 3,500 more than we've had in our best year to date.

Snowmobile

It was also an exceptional year for snowmobiling in Kewaunee County. Kewaunee County trails were open 77 days this season. We will certainly apply for supplemental for the 2013/2014 season and anticipate a significant prorate due to the outstanding statewide snowmobile conditions for the year.

Red River Park

We received the final Grading and Landscaping plan prepared by BLRPC, UW Oshkosh, and Miller and Associates for Red River Park. The plan incorporates natural plantings and vegetative filter strips to treat run-off which will improve water quality. We can now explore any grant funding opportunities that may be available.

We will coordinate the installation of new playground equipment this spring with the Dyckesville Lions Club. The project includes the installation of a new play structure that will replace the old equipment at the park.

Ryan Park

We are nearly done with the grant project at Ryan Park. A few small items such as signage remain. The Kewaunee County Youth Soccer Association plans to host their entire season at Ryan Park this year.

Fairgrounds

We are preparing for racing season and summer events. Jerry and I are looking at a few different projects including renovating the midway bathroom and possibly asphaltting part of the area between the grandstand and dairy barn.

The Kewaunee and Dyckesville Lions Clubs hosted the 2014 Roar on the Shore Brewfest at the Fairgrounds on March 29th. The event was very well attended. We also continue to work with "Lights out Fight – Kewaunee County" which is a kick boxing event scheduled for June 14th.

General Parks

It appears that spring has finally arrived. With that, we have begun preparing our park areas and for the upcoming season. That includes cleaning restrooms and lawns, putting docks in, putting out picnic tables and trash receptacles, and any other facility repairs that are required in order to provide a safe environment for our users.

PROMOTIONS & RECREATION COMMITTEE

Monthly Meeting
Tuesday, May 13, 2014

Call to Order: Chairman Bruce Heidmann called the meeting to order at 5:00 p.m. in the Kewaunee County Highway Conference Room. Committee Members present include: Dennis Cravillion, Scott Jahnke, Larry Kirchman, and Ken Tebon. Also present was Ron Heuer, Matt Payette, Barry Nelson, Sarah Dunn, Darlene Boeder and three others to represent the 4-H.

Approval of Minutes and Agenda: Larry moved to approve the meeting agenda and second by Dennis.

Public Input: None

Committee Liaison Reports: None

Appointment and Approval of Vice Chair and Secretary: Dennis was appointed Vice-Chair and Scott Jahnke was appointed Secretary. All were in favor.

Discuss Chair Lift at Winter Park: Barry Nelson gave insight on adding a 1200 foot long chair lift to the Winter Park. Skiing has increased by five times over the last year. The process would take about five years with a proposed cost of \$20,000-\$40,000. Winter Park Association and County split revenue totaled \$57,249 last year. Larry motioned to authorize Winter Park to go forward with plans for a chair lift and second by Ken. Motion carried

Discuss Open Air Shelter Near Poultry Barn: Matt brought plans for an open air shelter to show animals and be a possible addition for people to rent for parties. Darlene explained there is no room in the present housing barn for showing animals. Scott motioned to have Matt start the planning process for the shelter and second by Ken. Motion carried.

Discuss "Music in the Park" at Fairgrounds: The Luxemburg Chamber of Commerce asked if the rent of the Midway Building could be lowered to \$100. The Committee agreed that the rates should remain the same.

Discuss KCZS Projects at Bruemmer Park: Sarah Dunn brought up putting up a Fund Raising Board at the Zoo entrance. It would be put there to track fund raising efforts. \$65,000 has been raised for various remodeling projects so far. Larry motioned for the Kewaunee County Zoological Society to start efforts to install the sign under Matt's guidance and Dennis second. Motion carried.

Kewaunee County Promotions and Recreation Dept. Overview: Matt explained the various parks and lakes taken care of by Kewaunee County and the staff needed to accomplish the task. The Committee will have a tour of the properties at a later date.

Travel Request: None

Director's Report: Matt talked about the various projects completed and future plans. There was a slide presentation about the Bruemmerville Park dam removal and restoration.

Discussion and Approval of Bills: Larry motioned to approve the bills and Scott second. Motion carried.

Set Regular Monthly Meeting Date: Bruemmer Park Shelter at 8 a.m. June 11, 2014

Unfinished Business or Other Business as Allowed by Law: The Emergency Management Committee suggested that the Fairgrounds needs a public address system in case of emergency. Matt will get quotes on a system.

Ken brought up that the railing at the grandstand needs replacement or repair.

Adjournment: Ken motioned to adjourn at 7 p.m. and Larry second. Motion carried.

Respectfully Submitted

Scott Jahnke



KEWAUNEE COUNTY PROMOTIONS & RECREATION DEPARTMENT

Matt Payette, Director
E4280 County F
Kewaunee, WI 54216

Phone: (920) 388-0444
Fax: (920) 388-0434
payettem@kewauneeeco.org

Directors Report (April 8 – May 13)

Winter Park

We've had an exceptional year with a recorded attendance of 10,958. Those numbers include 9998 tubers and 977 skiers and 37 private groups including businesses, schools, churches, and other civic organizations. It was by far our best year to date.

The Winter Park Association has begun constructing the addition to the chalet that was approved by the County last year. This project is being 100% funded by the Winter Park Association. We are also working with the Department of Natural Resources who would like to repair one of the ponds at Winter Park and install a water intake device used to fill the pond. Once complete, this will greatly improve our ability to make snow at Winter Park and will be funded through a grant awarded to the WDNR.

Snowmobile

It was also an exceptional year for snowmobiling in Kewaunee County. Kewaunee County trails were open 77 days this season. We will certainly apply for supplemental for the 2013/2014 season and anticipate a significant prorated due to the outstanding statewide snowmobile conditions for the year.

We continue to work with the Denmark Norsemen Snowmobile Club to install two bridges in the southern end of the County. Those bridges are funded by a grant from the State. In addition, we applied for another grant for a new bridge north of Casco for the Algoma Snowriders Club. These three bridges are part of the counties 176 mile state funded snowmobile trail system.

Red River Park

The new playground installation is complete. The project included removing all the old playground equipment, which didn't meet current playground safety standards, and replacing it with a new ADA compliant system with multiple play components. We also built a timber boarder and added 12 inches of wood fiber (chips) below the system. This is a collaborative project between the Dyckesville Lions Club and Kewaunee County with each paying half the total cost which is \$38,000 and also providing labor to install the system under the direction of the company.

We received the final Grading and Landscaping plan prepared by BLRPC, UW Oshkosh, and Miller and Associates for Red River Park. The plan incorporates natural plantings and vegetative



filter strips to treat run-off which will improve water quality. We can now explore any grant funding opportunities that may be available.

Ryan Park

We continue to put the finishing touches to Ryan Park. The final grant funded segments of the project include signage and minor landscaping. The Kewaunee County Youth Soccer Association is preparing for their first season at the park. Games begin the first week of June and their County Tournament is August 1st through August 3rd.

Riverview ATV Park

The Riverview ATV Park officially opened May 3rd. In order to use the facility ATV/UTV riders must register their machines through the State of Wisconsin. In addition, off road motorcycle riders are allowed to use the park with the purchase of a \$25 county registration. Those registrations may be purchased at our office or a few local establishments in Kewaunee and Luxemburg. Riders are also asked for a daily donation of \$4 which goes to the Bay Lake ATV Club and is used to offset the cost of maintaining trails.

Fairgrounds

After a rainout on the first scheduled race night of the season, Luxemburg Speedway's race program officially began the following Friday, May 9th. All winter storage items have been removed by our lessors and we continue to work on numerous items in preparation of the summer season throughout the grounds.

Tourism

We continue to work with I.T.B.E.C and the Lakeshore Tourism Cluster. Both organizations work on efforts to promote tourism on a regional scale.

General Parks

It appears that spring has finally arrived. With that, we have begun preparing our park areas and for the upcoming season. That includes cleaning restrooms and lawns, putting docks in, putting out picnic tables and trash receptacles, and any other facility repairs that are required in order to provide a safe environment for our users.

Most of our Summer Employees begin work on May 19th. Their main task under the supervision of the Park Caretaker is to maintain lawn and keep our facilities clean and safe for users. We also have other small maintenance and improvement projects that we will complete throughout the summer.

We have received all of our discounted tickets (3%-50%) for popular summer time attractions. Tickets available include Great America, Noah's Ark, Mt. Olympus Water and Theme Park, Milwaukee Zoo, and more. Please call Jenny in the Promotions and Recreation office for more details or visit the departmental website.

Nuclear Task Force Meeting
April 10, 2014
Kewaunee County Administration Center
Human Services Training Room
Minutes

Chairman Mayer called the meeting to order at 6:32 p.m.

In attendance: Dave Mayer, Jeff Wisnicky, John Slatky, Sandra Christman, Susan Connor, Matt Erickson, Ed Dorner, Dave Hardtke, Claire Thompson (UWEX), and Mark Kanz (Dominion).

Approval of Agenda: A motion was made by Sandra Christman and seconded by Matt Erickson to approve the agenda. Motion carried.

Approval of Minutes: A motion was made by Sandra Christman and seconded by Jeff Wisnicky to approve the minutes from 3/13/14 meeting. Motion carried.

General Updates: Mark Kanz gave a brief update on the Kewaunee Power Station Training Center building. It is currently not for sale. Dominion has put out feelers in Manitowoc, Kewaunee and Brown counties to see if there was any interest. The building will need some updates prior to putting it on the market.

Jeff Wisnicky updated the committee on the NRC meeting. It was basically an update on the decommissioning. The NRC will be stepping down their involvement during the decommissioning versus the typical when a plant is operating. They will hold another update meeting in 6-12 months. The dry cask storage and transfer of spent fuel to the casks will be monitored by the NRC.

Dave Mayer discussed the Zoning issues related to Dominion. The ten casks that were installed in 2008 were down so without a permit. Dominion will be charged the normal permit fee without penalty. The \$3,000 typical fee for the construction of new casks has been reduced to \$1,500 and they have been issued a variance for the existing horizontal cask height. Dominion will be applying for a variance for the vertical cask construction. All of the permits are considered building permits for accessory structures.

Recommend Site Issues & Considerations to Include in Coalition Request to Dominion: Dave Hardtke, Chairman of the Town of Carlton, reported that the Annual Town Meeting is next week. After that meeting he hopes to have a meeting with members of the Nuclear Task Force and the Town of Carlton board members to work on the Town of Carlton additions to our list of issues and priorities.

The committee decided that since our Task Force Issue Prioritization and Action Steps is a working document, it should be updated. It was decided that the Town of Carlton, evaluation of the property appraisal should be added under section 1) Financial Implications and Opportunities with a June timeframe. It was decided that the Priority column would be eliminated as all items are High Priority. Additional changes and updates to the Prioritization and Action Steps include:

Section 1) a) is this even possible? Change action step to contact NRC to find out and if so, request reports.

Section 1) b): Completed

Section 1) c): Move to and replace 7) a) and add Town of Carlton. AB 513 has been tabled within state legislature. Instead we would add that we would push for support of any legislature that would deal with the issue of high level nuclear waste storage.

Section 1) d): timeframe changes to June-Sept. since appraisal of property is expected in May and potential challenges to the appraisal could delay determination.

Section 1) e): Move to 7) d) Continue consideration of annual spent fuel storage fees to Town of Carlton and County; ongoing

Section 1) f) and g): Combine. Develop a coalition of affected stakeholders and include both of these in the financial compensation package requested. June/ongoing.

Section 2) a): Move monitor Process according to KPS PSDAR to section 2) b).

Section 3) a): Add quarterly updates from Bay Area Workforce; timeframe ongoing.

Section 4) a): Monitor project milestones as identified in KPS PSDAR. 2nd quarter 2014.

Section 5) a): Coalition issue; ongoing.

Section 5) b): ...beautification for tourism purposes and property values. Coalition issue.

Section 5) c): Move to section 4) c).

Section 5) d): Coalition issue.

Section 6) c): Change action steps to Identify relevant contacts. Ongoing.

Section 6) e): Determine authority or role of task force with communication; how and what to communicate.

Section 7) a): Replace with section 1) c).

Section 7) b): ongoing

Section 7) d): from section 1) e).

Task Force Communication Recommendations: Covered in discussion of Prioritization List.

Citizen Input: None.

Next Steps and Assignments: Claire will draft an introduction and short history of the Nuclear Task Force and update the Issue Prioritization and Action Steps 2014 - all to be presented to the new County Board of Supervisors.

Next Meeting Date: To be determined after County Board of Supervisors meets on April 15, 2014.

Adjourn: Motion to adjourn by Matt Erickson and seconded by John Slatky. Motion carried. The meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Susan Connor, Secretary

Kewaunee Nuclear Task Force Interest Prioritization and Action Steps 2014

The Kewaunee County Nuclear Task Force was formed in December of 2013, expired in March of 2014, and is currently under consideration for renewal.

The Task Force was charged with the mission of providing leadership, guidance and recommendations to corporate and government entities and ensure that the best (economic, social and environmental) interests of the residents of Kewaunee County are considered throughout the decommissioning process of the Kewaunee Power Station. As determined by that mission, the Task Force set about a planning and prioritization process to identify the various interests of the community and how the community might work to promote advancement of those interests.

Below is a summary of the prioritized list of interests and notes from Task Force member discussion as to how and/or when those interests may be pursued. As noted, some interests were pursued and have already been resolved. This is meant to be a working document that is updated as interests evolve over time, and as Task Force membership transitions from term to term.

Kewaunee County Nuclear Task Force INTEREST Prioritization	Notes/Action Steps	Timeframe
1) <u>Financial Implications and Opportunities</u>		
a) Monitor spending out of the decommissioning trust fund on a quarterly basis.	Info may come from NRC, Dominion or both. Still need to identify source and timing of this interest.	Quarterly – not completed
b) Review and understand decommissioning costs of KPS and other plants.	KPS costs are documented in PSDAR – need to keep abreast of updates to this document. TF Staff have costs from other plants on file.	completed
c) Determine tax revenue forecast for County, Towns and Villages in consideration of KPS land being put back on the tax role.	Taxes hinge on appraisal of property. Appraisal from Gallott is due in June. Potential challenges to the appraisal could delay determination.	June-Sept 2014 – not completed
d) Develop a community-wide Coalition of affected stakeholders and make a financial compensation request of Dominion. Identify other ways to recoup lost revenue to the County; support economic growth after the plant closing.	Identified proposed organizational structure of coalition to include: Economic Development request; Community Foundation idea; County, Town, City and other community requests. Need to identify total request from Dominion and a team to build relationship and make the request. Examples from Vermont and Zion IL are on file with TF Staff. Other research is on file with TF Staff.	Now – in process, on hold until new TF is appointed.
2) <u>Decommissioning Timeframe</u>		
a) Review and understand decommissioning timeframes of KPS and other plants.	We have the KPS decommissioning time frame summarized and on file with TF Staff. WE also have summarized the decommissioning timeframes of other nuclear power plants on file.	completed
b) Promote reduction of 60 year time frame and expediting to Greenfield Status as soon as safely possible.	Request a cost study from Dominion to determine how much \$ is needed to support an accelerated timeframe. Get State support for this request, possibly at a Madison lobby day.	now – not completed.
c) Monitor decommissioning process according to KPS PSDAR.	Request regular updates (at least quarterly) from Dominion as to the status of the process.	On-going. Updates were recorded.

Status as of May 13, 2014

Kewaunee Nuclear Task Force Interest Prioritization and Action Steps 2014

INTEREST	Notes/Action Steps	Timeframe
3) <u>Employee Retention</u>		
a) Monitor employee relocation, retention, displacement; continue to promote connections with Workforce Development to ensure support services are utilized.	Request updates from Bay Area Workforce Development on status of \$800K workforce development grant to serve displaced workers. Last update yielded a renewed effort to ensure employees were taking advantage of the benefits.	On-going – update needed in May, 2014
b) Identify and promote future contracting opportunities for local employees and/or businesses associated with decommissioning process.	Determine who sends out request for bids; locally publish opportunities; tie back to workforce development where appropriate; stress need for ongoing local contact with Dominion.	ongoing – not completed
4) <u>Project Management</u>		
a) Monitor project milestones as Identified in the PSDAR document.	Task Force is educated on project milestones. Ask 3 rd party specialist to come and speak to Task Force	Ongoing
b) Keep informed of changes in timeframe or process; analyze impacts on Town or County infrastructure or finances.	Request regular meetings and updates from Dominion on progress and changes in time frame. Monitor communications from NRC.	Ongoing – updates completed in early 2014
b) Monitor impacts and implications of material transport on roads, permits and time/timing	Ask for quarterly updates from Dominion, ensure proper stakeholders are apprised.	ongoing - updates completed in early 2014
5) <u>Site</u>		
a) Clearly define “greenfield status” with State, NRC and Dominion. What does “greenfield” look like?	Continue conversations with mentioned stakeholders. This could become part of the “Coalition” ask from Dominion.	now
b) Improve visible look of the site for Tourism purposes	Discuss concerns with interested parties. Provide dialog opportunities with Dominion. This could become part of the “Coalition” ask from Dominion.	now
c) Determine potential uses of the property: What kind of buffer will be needed? Which parts of the site can be redeveloped?	Communication updates from Dominion as to progress on milestones and potential impacts and opportunities for future development. Obtain updates regarding future of Training Center.	ongoing – update needed.

Kewaunee Nuclear Task Force Interest Prioritization and Action Steps 2014

INTEREST	Notes/Action Steps	Timeframe
6) Relationships and Communication		
a) Maintain positive and open communications with Dominion	Regular communications updates from Dominion as to the status of project milestones and potential concerns or opportunities from the community	Now/ongoing
b) Identify key people by name and position at various stakeholder organizations; document all relevant contacts and communications	A roster of names and communications as relayed to the Nuclear Task Force has been developed and is on file with TF staff. Communication updates are shared at Task Force monthly meetings.	ongoing - completed to date
c) Build working relationship with elected officials at State and Federal Level	Continue conversations with leaders. Organize a day in Madison where we can talk to key leaders.	Ongoing – Fall 2014?
d) Understand needs and desires of Townships and neighbors	Hold a Town Hall style meeting – perhaps in September. Determine appropriate points to hold town hall style meetings	Fall 2014
e) Develop a communications plan (to include blog/website/social media) to keep public informed of decommissioning progress and community responses	Identify best ways to get the message out and present relevant documents to the public	Not completed – next priority
7) Legal/Lobby		
a) Support legislation that deals with the issue of high level nuclear waste. Identify ways that the State of WI can assist Kewaunee County and the Town of Carlton, either financially or legislatively.	Promote an accelerated timeframe through a Madison lobby day.	now
b) Maintain 5 year step down process for shared utility revenue payments	Monitor communications (Department of Revenue) in Madison to determine if changes are being recommended.	
c) Continue consideration of annual spent fuel storage fees to Town and County until regional or national spent fuel storage solution is determined.	AB 513 addresses this – this has been tabled due to the session ending; hinges on support from Town, County Board and Legislature.	
d) Promote an alternate location for spent fuel storage to Congressional leaders.	Ask Dominion what they would like us to do on this front.	ongoing

MONTHLY WORK PROGRAM ACTIVITY REPORT
MARCH 2014
By County

BAY-LAKE REGIONAL PLANNING COMMISSION
425 SOUTH ADAMS STREET, SUITE 201
GREEN BAY, WI 54301
www.baylakerpc.org

MULTI-COUNTY/REGIONAL

- On March 4th and 5th, the Natural Resources Planner attended the annual Fox-Wolf Watershed Alliance Conference in Neenah.
- The Executive Director attended a Brown County Workforce Update Seminar on March 7th sponsored by the Green Bay Area Chamber of Commerce.
- Commission staff met on March 12th with various partner organizations to discuss the opportunity to pursue funding from EDA for a foreign direct investment project that will encompass the New North Region.
- The Executive Director attended the quarterly Wisconsin Association of Regional Planning Commission's meeting in Madison on March 13th.
- The Commission held its full Commission meeting on March 14th at the Harmony Café in Green Bay.
- On March 20th, the Executive Director presented at the annual Grants Conference held at the Bordini Center in Appleton that was sponsored by Representative Reid Ribble.
- On March 24th, the Natural Resources Planner attended training on phosphorus trading topics in Green Bay.
- The Executive Director met with Senator Dave Hansen on March 28th to discuss current projects in Northeast Wisconsin and opportunities for state and RPC collaborations in the future.
- On March 26th, the Executive Director participated in teleconferences to continue planning for the *2014 Sustainable Forestry Conference* in Florence.
- The Natural Resources Planner continued work on the region wide GLRI beach project. Implementation of the beach redesign plans for some beaches in the region is underway.
- Commission staff prepared a second round application for 2014-2018 Transportation Alternatives Program (TAP) funding to provide regional Safe Routes to School planning assistance.
- Commission staff met with the Marinette/Oconto County Mobility Manager to explain the 2014-2018 Coordinated Public Transit/Human Services Transportation Plan for Florence, Marinette, and Oconto counties, as well as discuss upcoming roles, responsibilities, and projects.
- Commission staff continued updating the inventory portion of the Transportation Element of the Bay-Lake Regional Planning Commission's Regional Comprehensive Plan.
- The Natural Resources Planner conducted sewer service area reviews for the Sheboygan Urbanized Area Sewer Service Area, the Manitowoc-Two Rivers-Mishicot Urbanized Area Sewer Service Area, and the Marinette Areawide Sewer Service Area.

BROWN COUNTY

- On March 6th, the Natural Resources Planner participated in a Green Bay and Lower Fox River AOC meeting.
- The Natural Resources Planner continued work on the Bay Beach improvement project.
- The Natural Resources Planner continued work on the City of Green Bay EAB mitigation project.

DOOR COUNTY

- No County specific activities during this period. See "Multi-County/Regional" above.

FLORENCE COUNTY

- No County specific activities during this period. See "Multi-County/Regional" above.

KEWAUNEE COUNTY

- The Natural Resources Planner continued work on the GLRI beach survey project for Kewaunee County beaches. Implementation of the beach redesign plan for Selner Beach in Kewaunee is complete.
- The Commission continued to provide technical assistance for the administration and updating of zoning and other ordinances for Kewaunee County; and the Towns of Lincoln and Pierce.
- Commission staff prepared an economic report for Kewaunee County using EMSI software.

MANITOWOC COUNTY

- On March 19th, the Natural Resources Planner met with communities in Manitowoc County, the Wisconsin DNR, East Central Wisconsin RPC, and Sea Grant to discuss flooding issues in the Manitowoc River watershed.
- On March 31st, Commission staff held a teleconference with City of Manitowoc staff and Ian Ritz from with Wisconsin Department of Transportation to discuss the scope of services and contract to prepare a Transit Development Program (TDP) Update for the Maritime Metro Transit System. An update to the plan will begin in May.
- Commission staff continued working on an update to the Farmland Preservation Plan for Manitowoc County.
- Commission staff continued work on updating Manitowoc County's hazard mitigation plan. An open house has been scheduled for April 9th in Manitowoc.
- The Natural Resources Planner continued work on the GLRI beach survey project for Manitowoc County beaches. The beach redesign plan has been implemented at Red Arrow Beach in Manitowoc.

MARINETTE COUNTY

- Commission staff continued to assist the City of Marinette with the administration of its Shared-Ride Taxi Transit Program. Staff attended the city's quarterly Transportation Committee meeting on March 19th.
- On March 28th, Commission staff assisted WisDOT Northeast Region staff with downloading a Transportation Alternatives Program (TAP) grant application from the Village of Wausaukee.
- Commission staff are working with staff from WisDOT staff and Jewell & Associates to finalize the US Highway 141 Corridor Study from STH 64 to Smith Creek Road in Marinette County.

- Commission staff has finalized the Marinette County's hazard mitigation plan. The plan is now awaiting adoption and final approval by FEMA.
- The Natural Resources Planner continued work on the GLRI beach survey project for Red Arrow Park beach in Marinette. Implementation of the plan at Red Arrow Park beach will move forward in spring 2014.

OCONTO COUNTY

- The Natural Resources Planner continued work on the GLRI beach survey project for Oconto City Beach in the City of Oconto.
- Commission staff is facilitating meetings to update to Oconto County's hazard mitigation plan.

SHEBOYGAN COUNTY

- The Natural Resources Planner continued work on the GLRI beach survey project for Sheboygan beaches.
- Commission staff continued to meet internally to discuss possible visualization applications (transportation projects and land use scenarios) for the next MPO long-range transportation plan in March. Some of these visualization applications could also be transferred to other Commission-led planning efforts in the region.
- Commission staff completed preparing Chapter 2 of the *Year 2045 Sheboygan Area Transportation Plan* (Metropolitan Transportation Planning Process) in March, including preparation of two maps. This chapter will be presented to the Sheboygan MPO Technical and Policy Advisory Committees at their joint meeting in late April.
- Commission staff started preparing Chapter 5 of the *Year 2045 SATP* (Existing Condition of the Transportation Network) in March, starting with the Transit Network section of Chapter 5. This included the preparation of maps. This chapter will take several months to prepare.
- Commission staff met on March 3rd to discuss dividing staff responsibilities in preparing the *Year 2045 SATP*, which is due in April of 2015. Commission staff also preformatted the template for the plan document in March.
- Commission staff provided a small amount of technical assistance to Shoreline Metro during the month of March. This included assisting Shoreline Metro in preparing for a Federal Transit Administration (FTA) triennial review that will be taking place in late June and early July.
- The Commission approved several amendments to the *2013 – 2016 TIP* at its meeting on March 14th. Commission staff transmitted the approved amendments to applicable state and Federal agencies on March 24th.
- Commission staff continued preparation of a major amendment to the *Sheboygan Metropolitan Planning Area TIP: Calendar Years 2013 – 2016* in late March. Copies of the draft TIP major amendment were sent out for local public review, and the draft TIP major amendment was placed on the MPO webpage. The 30 day public comment period on the draft TIP major amendment officially began on March 26th, and runs through April 25th; notice was placed in the *Sheboygan Press*, and other area news media were also notified. Over 180 parties on the MPO Public Participation Plan mailing list were also notified of the public comment period on the TIP major amendment and its availability for review. The public comment period and availability of the draft TIP major amendment for review were also publicized on the Commission's Facebook page as well as via Twitter.

MONTHLY WORK PROGRAM ACTIVITY REPORT
APRIL 2014
By County

BAY-LAKE REGIONAL PLANNING COMMISSION
425 SOUTH ADAMS STREET, SUITE 201
GREEN BAY, WI 54301
www.baylakerpc.org

MULTI-COUNTY/REGIONAL

- Commission staff held a teleconference on April 8th with various partner organizations to discuss the opportunity to pursue funding from EDA for a foreign direct investment project that will encompass the New North Region.
- Commission staff helped facilitate a meeting of the Northeast Wisconsin Regional Access to Transportation Committee (NEWRATC) at the Green Bay Metro Transportation Center in Green Bay on April 9th. The charge of this committee is "to coordinate and develop a regional committee to systematically address access to transportation for at-risk populations with special needs." Generally, counties covered by the Bay-Lake and East Central Wisconsin RPC regions are represented on this committee.
- On April 10th, the Executive Director attended the *2014 Sustainable Forestry Conference* in Florence.
- On April 23rd, Commission staff attended the 2014 Port of Green Bay Symposium held at the KI Convention Center in Green Bay.
- On April 24th, the Executive Director participated in the Global Trade Steering Committee meeting at the New North offices in De Pere to continue the implementation of the strategies outlined in the *2012 Global Trade Strategy Report*.
- On April 24th, Commission staff attended the quarterly Northeast Wisconsin Transportation Committee (NEWTC) meeting at NEWCAP in Oconto.
- The Commission held its Executive Committee meeting on April 25th at the Stephenson Public Library in Marinette.
- On April 25th, Commission staff attended the Northeast Wisconsin Regional Economic Partnership (NEWREP) meeting at Fox Valley Technical College in Appleton to present the capabilities of EMSI Analyst software.
- The Executive Director participated in the Economic Development Administration's quarterly conference call on April 30th.
- On April 30th, the Natural Resources Planner attended the Lake Michigan Stakeholders Annual Spring meeting in Milwaukee.
- Commission staff continued updating the inventory portion of the Transportation Element of the Bay-Lake Regional Planning Commission's Regional Comprehensive Plan.
- Commission staff prepared an economic report on Natural Gas for Wisconsin Public Service using EMSI software.
- The Natural Resources Planner concluded work on the region wide GLRI beach project. Implementation of the beach redesign plans for some beaches in the region is underway.

- The Natural Resources Planner conducted sewer service area reviews for the Sheboygan Urbanized Area Sewer Service Area, the Manitowoc-Two Rivers-Mishicot Urbanized Area Sewer Service Area, and the Marinette Areawide Sewer Service Area.

BROWN COUNTY

- On April 17th, the Natural Resources Planner participated in a Cat Island Advisory Committee meeting, and a Green Bay and Lower Fox River AOC meeting.
- On April 21st, the Natural Resources Planner participated in a Green Bay and Lower Fox River AOC CAC meeting.
- On April 22nd, the Executive Director attended the monthly Downtown Green Bay/Olde Main Street Business Development Committee meeting in Green Bay.
- The Natural Resources Planner continued work on the Bay Beach improvement project.
- The Natural Resources Planner continued work on the City of Green Bay EAB mitigation project.

DOOR COUNTY

- No County specific activities during this period. See "Multi-County/Regional" above.

FLORENCE COUNTY

- No County specific activities during this period. See "Multi-County/Regional" above.

KEWAUNEE COUNTY

- The Natural Resources Planner continued work on the GLRI beach survey project for Kewaunee County beaches. Implementation of the beach redesign plan for Selner Beach in Kewaunee is complete.
- The Commission provided technical assistance for the administration and updating of zoning and other ordinances for Kewaunee County; and the Towns of Lincoln, Casco, Franklin, and Pierce.

MANITOWOC COUNTY

- On April 1st, Commission staff submitted a revised scope of services and cost estimate for the 2015 – 2020 Transit Development Program (TDP) Update for Maritime Metro Transit (MMT) to Ian Ritz of the Wisconsin Department of Transportation; City of Manitowoc staff were copied on this correspondence and enclosure. Revisions were made based on discussions in a teleconference held in late March to discuss the proposal. The City of Manitowoc wrote a letter of support for the project in early April. WisDOT staff transmitted a revised contract, financial report and Federal certifications and assurances for the project in mid April. The Commission approved the project contract at a meeting of its Executive Committee on April 25th, and the Commission's Executive Director and Chairperson signed all relevant agreements and returned them to WisDOT in late April. An update to the plan will begin in May.
- Commission staff continued work on updating Manitowoc County's hazard mitigation plan. The Natural Resources Planner held an open house on April 9th in Manitowoc.
- Commission staff continued working on an update to the Farmland Preservation Plan for Manitowoc County which included an informational meeting on April 30th.
- The Natural Resources Planner concluded work on the GLRI beach survey project for Manitowoc County beaches. The beach redesign plan has been implemented at Red Arrow Beach in Manitowoc.

MARINETTE COUNTY

- Commission staff continued to assist the City of Marinette with the administration of its Shared-Ride Taxi Transit Program with the completion of the 2014 1st quarter report.
- The Commission provided technical assistance for the administration and updating of zoning for Towns of Pound.
- Commission staff has finalized the *Marinette County Hazard Mitigation Plan* update. The plan is awaiting adoption and final approval by FEMA.
- The Natural Resources Planner concluded work on the GLRI beach survey project for Red Arrow Park beach in Marinette. Implementation of the plan at Red Arrow Park beach will move forward in late spring 2014.

OCONTO COUNTY

- Commission staff continued work on updating Oconto County's hazard mitigation plan. The Natural Resources Planner held a meeting of the steering committee on April 1st in Oconto.
- On April 28th, Commission staff attended the county's trail summit in Suring.
- The Natural Resources Planner concluded work on the GLRI beach survey project for Oconto City Beach in the City of Oconto.

SHEBOYGAN COUNTY

- The Natural Resources Planner concluded work on the GLRI beach survey project for Sheboygan beaches.
- Commission staff prepared an economic report on cheese processing for the Sheboygan County Economic Development Corporation using EMSI software.
- Commission staff continued to meet internally to discuss possible visualization applications (transportation projects and land use scenarios) for the next MPO long-range transportation plan in April. Some of these visualization applications could also be transferred to other Commission-led planning efforts in the region.
- Commission staff participated in a quarterly meeting of the Wisconsin Department of Natural Resources' Bureau of Air Management's Transportation Conformity Work Group (via teleconference) on April 17th. Agenda items of significance that were discussed at this meeting included: an update on a refined nonattainment area boundary for Sheboygan County; updated planning assumptions for conformity determinations; and transportation plan update progress reports from the impacted MPOs (SEWRPC and the Sheboygan MPO).
- The Sheboygan MPO Technical and Policy Advisory Committees met jointly on April 24th.
- Commission staff presented Chapter 2 of the *Year 2045 Sheboygan Area Transportation Plan* (Metropolitan Transportation Planning Process) to the Sheboygan MPO Technical and Policy Advisory Committees at their joint meeting on April 24th.
- Commission staff presented revisions to Chapter 3 of the *Year 2045 SATP* (Profile of the Metropolitan Planning Area) to the Sheboygan MPO Technical and Policy Advisory Committees at their joint meeting on April 24th.
- Commission staff gave updates on Chapters 4 (Mission Statement, Goals and Objectives) and 5 (Existing Condition of the Transportation Network) of the *Year 2045 SATP* to the

Sheboygan MPO Technical and Policy Advisory Committees at their joint meeting on April 24th.

- Commission staff continued to prepare Chapter 5 of the Year 2045 SATP in April, with primary focus on the Transit Network section of Chapter 5. This included the preparation of maps. This chapter will take several months to prepare.
- Commission staff spent some time in early April assisting Shoreline Metro with a quarterly report for its Community Development Block Grant (CDBG).
- The Sheboygan MPO Technical and Policy Advisory Committees recommended approval of a major amendment to the 2013 – 2016 TIP at their joint meeting on April 24th. A public hearing on the major amendment was held before the MPO advisory committees at this same meeting due to the narrow scope of the amendment. The Commission approved this major amendment to the 2013 – 2016 TIP at a meeting of its Executive Committee on April 25th. Commission staff transmitted the approved major amendment to applicable state and Federal agencies at the end of April.
- Commission staff reviewed the *Annual Listing of Obligated Projects for Calendar Year 2013* with members of the Sheboygan MPO Technical and Policy Advisory Committees at their joint meeting on April 24th. A copy of the *Annual Listing of Obligated Projects for Calendar Year 2013* was given to staff of the Sheboygan County Planning and Conservation Department for permanent public display in that office. The *Annual Listing of Obligated Projects for Calendar Year 2013* was posted to the Sheboygan MPO webpage in March.

Kewaunee County Clerk 2013 Annual Report



Honorable County Board Members:

I am currently serving my second year as County Clerk since being elected in 2012. Myself, and my hardworking, dedicated staff, Bev Dolski, Janine Bowers and Debbie Miller were able to accomplish many things that were financially beneficial to Kewaunee County in 2013. I was able to implement the usage of a new postal service, United Mailing Service (UMS). The use of UMS will save the County on postage by no longer having to pay for rent, servicing, and supplies to maintain the postage meters we had been using in the past. UMS is also able to give the County a discount on postage as we are getting it at a bulk rate now. I was also able to cut election costs in 2013 by choosing not to have all the voting machines programmed for the smaller elections, saving on ballot costs, and cutting back on staffing at elections. I have changed over purchase orders and invoicing to electronic formats as well as many of the reports I have to do for the auditors. Our office has also taken over the videotaping of the County Board Meetings so we are no longer paying someone to do this from the outside.

My goals for this year are to continue to offer quality service to the citizens of Kewaunee County. Our office is in the process of transitioning many of the records and reports in the clerk's office to electronic format. This will allow for a more efficient way to produce and find documents. It will also minimize the amount of storage needed and reduce costs of supplies in paper, ink cartridges, and storage folders. I would also like to do some presentations to the local high school seniors on the election process to try and encourage them to vote once they turn 18.

The County Clerk's Office has a set of duties that are established either by State Statutes or by the County Board. A major portion of our work comes from the financial and payroll functions that we take care of for the county. The financial system is set up as a fund accounting system. The County Clerk's Office maintains approximately 4,842 expense accounts and approximately 1,330 revenue accounts. We process invoices and issue payments to approximately 8,223 vendors. The county payroll in 2013 totaled \$8,558,165.92 in wages and \$4,053,531.97 in fringe benefits.

Some of the other activities that the County Clerk's Office is involved with are: County Board Meeting minutes and agendas, elections, issuance of marriage licenses and domestic partnerships, issuance of passports, hunting licenses, fishing licenses, distribution of dog licenses and issuance of temporary license plates. The County Clerk's Office prepares the County Tax Apportionment. We also prepare and publish the County Directory, County Board Proceedings and the Statistical Report of Property Values.

I would like to thank the County Board for its support. Please feel free to call or stop in the County Clerk's Office at any time to request reports or any information to aid you in your decision-making. My staff and I will be happy to serve you!

Sincerely,

Jamie Annoye
Kewaunee County Clerk

**2013 COUNTY CLERK'S OFFICE ANNUAL REPORT
MISCELLANEOUS ITEMS**

96 Marriage Licenses issued

State share (\$25 per license)	\$2,400.00
County share (\$29.50 per license)	\$2,832.00
Divorce Counseling Services Fund (\$20 per license)	\$1,920.00
Clerk Fee (.50 per license)	\$48.00

1 Domestic Partnership Issued

State share (\$25.00 per partnership)	\$25.00
County share (29.50 per partnership)	\$29.50
Counseling Services Fund (\$20.00 per partnership)	\$20.00
Clerk Fee (.50 per partnership)	\$.50

18 - 5-Day waivers issued

County Share (\$10.00 per waiver)	\$180.00
-----------------------------------	----------

Total Fees Collected **\$ 7,455.00**

114 Temporary Plates Issued

County share (\$5.00)	\$570.00
Remitted to State (registration fee, sales tax, temporary license plate fee, & title fee)	\$26,556.07

Total Fees Collected **\$27,126.07**

Department of Natural Resources Fees

Agent Fees	\$86.70
Transaction Fees	\$56.50

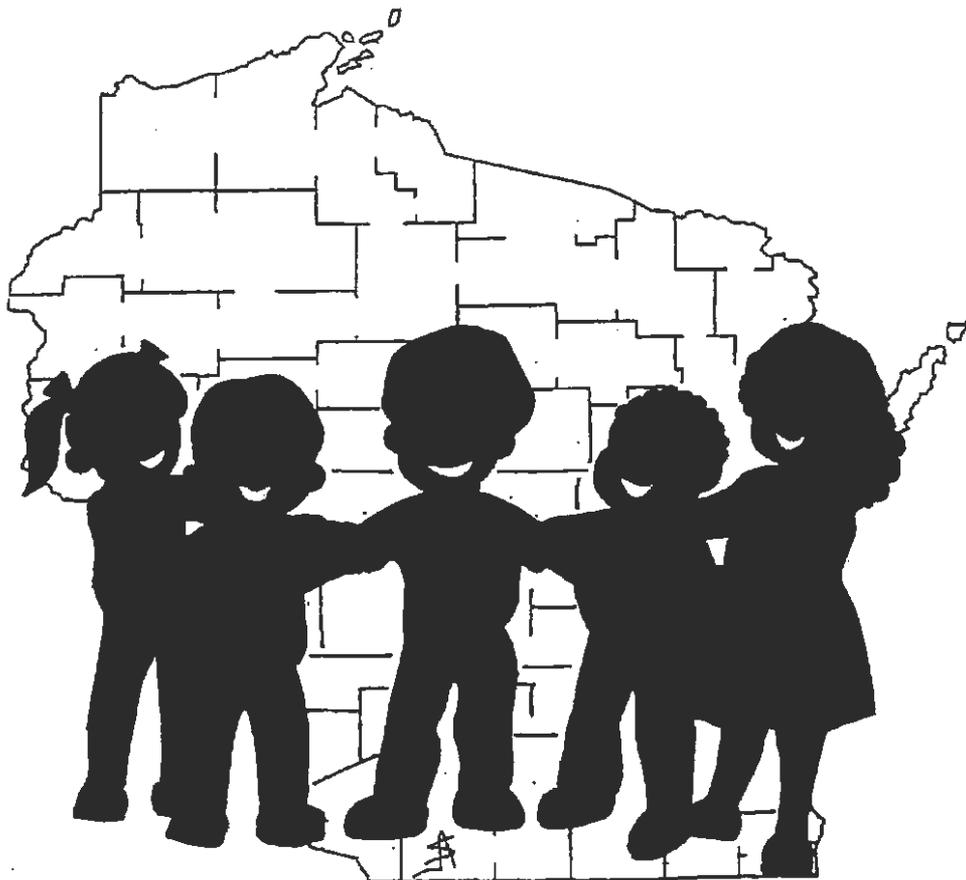
Total Fees Collected **\$143.20**

185 Passports Issued

Passport fees (adult, children & expedited fees)	\$20,078.11
County Share (\$25.00 per passport issued)	\$4,625.00

Total Fees Collected **\$24,703.11**

2013
Annual Report
of the
Kewaunee County
Child Support Agency



*The Honorable Chairman
and Members of the
Kewaunee County
Board of Supervisors for
Kewaunee County, Wisconsin*

Dear County Board Members:

*The following is a report of all financial and statistical
transactions of the Kewaunee County Child Support
Agency for the period of January 1, 2013 through
December 31, 2013.*

Sincerely,

*Cindy Kudick
Kewaunee County
Child Support Coordinator*

STAFFING

CHILD SUPPORT OFFICE

	<i>HOURS</i>	
	<u>2013</u>	<u>2012</u>
Cindy Kudick – Coordinator (full time)	2,080.00	2,080.00
Mary Holly – Specialist (full time)	2,080.00	2,080.00
Tammy Malach – Financial Worker (full time)	<u>2,080.00</u>	<u>2,080.00</u>
<i>TOTAL</i>	<i>6,240.00</i>	6,240.00

FAMILY COURT COMMISSIONER'S OFFICE

	<i>HOURS</i>	
	<u>2013</u>	<u>2012</u>
William J. Wolske – Family Court Commissioner (part time)	104.10	86.20
Family Court Commissioner Secretary (part time)	<u>69.70</u>	<u>73.68</u>
<i>TOTAL</i>	<i>173.80</i>	159.88

STAFFING (continued)

CORPORATION COUNSEL'S OFFICE

	<i>HOURS</i>	
	<u>2013</u>	<u>2012</u>
Jeffrey Wisnicky – Corporation Counsel (part time)	48.00	48.00
Jamie Yunk – Clerk-Typist (part time)	<u>12.00</u>	<u>12.00</u>
<i>TOTAL</i>	<i>60.00</i>	60.00

SHERIFF'S OFFICE

	<i>HOURS</i>	
	<u>2013</u>	<u>2012</u>
Matthew Joski – Sheriff (part time)	9.75	8.50
Mark Jandrin – Court Security Officer	<u>12.55</u>	<u>0.00</u>
<i>TOTAL</i>	<i>22.30</i>	8.50

STAFFING (continued)

CLERK OF CIRCUIT COURT'S OFFICE

	<i>HOURS</i>	
	<u>2013</u>	<u>2012</u>
Rebecca Deterville – Clerk of Circuit Court (part time)	176.00	188.25
Kaye Kratz – Deputy Clerk of Circuit Court (part time)	<u>894.00</u>	<u>836.00</u>
<i>TOTAL</i>	<i>1,070.00</i>	<i>1,024.25</i>

2013 TOTAL TIME INVESTED 7,566.10 HOURS

2012 Total Time Invested – 7,492.63 Hours

CHILD SUPPORT CASES

CATEGORICAL BREAKDOWN

<u>CASE TYPE</u>	<u>2013</u>	<u>2012</u>
AFDC / W-2	40	37
Substitute Care (Foster Care)	54	36
Non-AFDC	434	409
Medicaid Only	263	257
Arrears Only	41	41
Non IV-D *	<u>138</u>	<u>133</u>
<i>CASE TOTAL</i>	<i>970</i>	<i>913</i>

* Non IV-D cases: Child, family, or spousal support cases for which no child support enforcement case has been opened with Kewaunee County Child Support.

CHILD SUPPORT COLLECTIONS

<i>SOURCE OF COLLECTION</i>	<i>AMOUNT</i>
Federal Tax Refund	\$ 75,215.02
State Tax Refund	\$ 27,229.69
Unemployment Compensation	\$ 89,600.92
Income Withholding	\$1,869,604.85
Other States	\$ 21,881.85
Other Sources	<u>\$ 275,290.21</u>
<i>2013 TOTAL COLLECTIONS</i>	<i>\$2,358,822.54</i>

2012 Total Collections - \$2,234,090.65

COLLECTIONS DISTRIBUTION

<i>RECIPIENT</i>	<i>AMOUNT</i>
Collections forwarded to other States	\$ 23,004.04
State Assistance Reimbursement	\$ 46,638.65
Medical Support	\$ 33,653.52
IV-D Families	\$1,782,091.57
Non IV-D Families	<u>\$ 473,434.76</u>
<i>2013 TOTAL COLLECTIONS DISTRIBUTED</i>	<i>\$2,358,822.54</i>

CHILD SUPPORT PROGRAM FISCAL SUMMARY

COUNTY OFFICE

CLAIMED COSTS

	<u>2013</u>	<u>2012</u>
Child Support Agency	\$222,730.58	\$223,485.55
Family Court Commissioner	\$ 5,476.22	\$ 4,821.77
Corporation Counsel	\$ 2,786.77	\$ 2,767.28
Sheriff	\$ 1,054.88	\$ 436.39
Clerk of Circuit Court	<u>\$ 28,561.28</u>	<u>\$ 27,774.28</u>
<i>TOTAL</i>	<i>\$260,609.73</i>	<i>\$259,285.27</i>

2013 REIMBURSEMENT TO KEWAUNEE COUNTY

SOURCE

AMOUNT

Administrative Costs	\$213,357.66
County Cooperative Agreements	\$ 24,998.26
Program Base Funding	\$ 27,488.00
Medical Support Incentives	<u>\$ 2,929.00</u>
<i>TOTAL</i>	<i>\$268,772.92</i>

2012 Revenues - \$242,684.14

2011 Revenues - \$202,689.98