

**PUBLIC NOTICE AND AGENDA
KEWAUNEE COUNTY BOARD MEETING
ANNUAL SESSION 2014**

MONTH OF: OCTOBER

DATE: October 21, 2014

TIME: 5:00 PM

**PLACE: County Board Room
Administration Center
810 Lincoln St, Kewaunee, WI**

- 1. Public Hearing on Proposed 2015 Budget at 5:00 PM**
 - a. Call to Order – Chairman Ron Heuer**
 - b. Hear Public Comments**
 - c. Adjourn**

- 2. Pledge of Allegiance and Prayer**

- 3. Call to Order (Annual Session)**

- 4. Roll Call**

- 5. Approve County Board Agenda**

- 6. Appointments**
 - a. Kewaunee County Conservationist – Davina E. Bonness**

- 7. Annual Reports and Other Reports to the Board as Requested by the County Board or Committee:**
 - a. None**

- 8. Committee Reports:**
 - a. Highway / Solid Waste Committee**
 - b. Personnel, Advisory & Legislative Committee**
 - c. Health Committee**
 - d. Extension, Education & Zoning Committee**
 - e. Land & Water Conservation Committee**
 - f. Law Enforcement Committee**
 - g. Finance and Public Property Committee**
 - h. Human Services Committee**
 - i. Promotion and Recreation Committee**
 - j. Revolving Loan Fund Committee**
 - k. Bay Lake Regional Planning Commission**

- 9. Citizen's Input (maximum 3 minutes per appearance, 20 minutes total per meeting)**

- 10. First Reading of Ordinance (vote to be taken at the next County Board meeting)**
 - a. None**

11. **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**
12. **Recess, for Finance Committee to approve bills**
13. **Consideration of Meeting Resolutions:**
 - a. **Approving the Revolving Loan Fund Application of: Wakker Cheese, LLC**
14. **Consideration of Ordinance read at previous County Board Meeting**
 - a. **None**
15. **Review Proposed 2015 Budget**
16. **Consideration of Budget Resolutions**
 - a. **Resolution Approving the 2015 Budget**
 - b. **Tax Levy 2014**
17. **Communications:**
 - a. **Resolutions from other Counties**
 - b. **Kewaunee County Events**
18. **Chairman comments regarding Budget**
19. **Set meeting date for next County Board Meeting**
 - a. **January 20, 2015 at 6:00 p.m. (proposed)**
20. **Adjourn**

/s/Ron Heuer
Kewaunee County Board Chairman

/s/Jamie Annoye
Kewaunee County Clerk

Persons with disabilities needing special accommodations to attend or participate should contact the County Clerk's Office at (920) 388-7133 at least 24 hours prior to the meeting so that accommodations may be arranged.



KEWAUNEE COUNTY ADMINISTRATOR'S OFFICE

Edward J. Dorner
County Administrator

October 21, 2014

APPOINTMENT

To: The Honorable Members of the Kewaunee County Board:

I hereby make the following appointment pursuant to Wisconsin Statutes 59.18(2)(b) effective October 9, 2014 and subject to County Board approval.

County Conservationist
Davina E. Bonness
1663 Scenic Lane
Luxemburg, WI 54217

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>



RESOLUTION NO.

**APPROVING THE REVOLVING LOAN FUND APPLICATION OF:
Wakker Cheese, LLC**

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

1 **WHEREAS**, Kewaunee County created a revolving loan fund to encourage economic development
 2 in Kewaunee County; and
 3
 4 **WHEREAS**, Wakker Cheese, LLC, has developed a business plan to operate an artisan cheese
 5 (primarily gouda) factory in the City of Kewaunee; and
 6
 7 **WHEREAS**, Wakker Cheese, LLC, has made application to the Revolving Loan Fund Committee for
 8 a loan to purchase equipment; and
 9
 10 **WHEREAS**, the Revolving Loan Fund Committee has considered the loan application and
 11 recommends approving a loan to Wakker Cheese, LLC, under the following general terms:

12
 13 Principal: \$220,000.00
 14 Interest: 4%
 15 Repayment term: 10 years
 16 Repayment schedule: During the first year, no payments during the first six months and
 17 interest only payments beginning after six months. Second and
 18 subsequent years principal and interest payments.
 19 Security/Collateral: The loan is secured with first position on the cheese making equipment.
 20 100% personal guarantees from Johannes and Olga Wakker, 100%
 21 guarantee from Wakker Dairy.
 22

23 **NOW, THEREFORE, BE IT RESOLVED**, that the Kewaunee County Board of Supervisors, duly
 24 assembled this 21st day of October 2014, that the Board hereby authorizes and approves the Loan
 25 Application of Wakker Cheese, LLC; and
 26

27 **BE IT FURTHER RESOLVED**, the Revolving Loan Fund Administrator shall provide Wakker
 28 Cheese, LLC, with notice the loan was approved and negotiate the final terms of the loan in a
 29 manner not inconsistent with the general parameters outlined above and the policies and
 30 procedures of the Kewaunee County Revolving Loan Fund Manual.

Respectfully Submitted,

REVOLVING LOAN FUND

APPROVED AS TO FORM

Jeffrey R. Wisnicky
 Corporation Counsel

FISCAL IMPACT STATEMENT:
 \$220,000.00 loan to Wakker Cheese
 LLC of Kewaunee.

	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.				
Mastair, J.				
Paape, G.				
Pagel, J.				
Palder, R.				
Reckelberg, G.				
Romdenne, T.				
Shillin, K.				
Sinkula, L.				
Tebon, K.				
Wagner, C.				
Weidner, R.				
TOTALS				



RESOLUTION NO.

A RESOLUTION APPROVING THE 2015 BUDGET

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

- 1 **WHEREAS**, The Kewaunee County Administrator has prepared and submitted a budget for the
- 2 year 2015 to the Kewaunee County Finance and Public Property Committee for consideration
- 3 and approval; and
- 4
- 5 **WHEREAS**, The Kewaunee County Finance and Public Property Committee has considered
- 6 and hereby recommends the proposed budget be adopted.
- 7
- 8 **NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly
- 9 assembled this 21st day of October 2014, that the county budget as recommended to the
- 10 Kewaunee County Board of Supervisors by the Finance and Public Property Committee is
- 11 hereby approved and adopted as the Budget of Kewaunee County for the year 2015.

Respectfully Submitted,

FINANCE AND PUBLIC PROPERTY 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				



RESOLUTION NO.

TAX LEVY 2014

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

1 **WHEREAS**, each year, the County Board of Supervisors is required to determine the amount of
 2 taxes to be levied in Kewaunee County against all taxable property for the year.

3
 4 **NOW, THEREFORE, BE IT RESOLVED** by the County Board of Supervisors of Kewaunee
 5 County, in annual session assembled this 21st day of October 2014, that the following taxes be
 6 levied on the taxable property of the County of Kewaunee, Wisconsin, in accordance with law;
 7 and

8
 9 **BE IT FURTHER RESOLVED** that the County Clerk be and is hereby authorized and directed to
 10 apportion and levy on each taxable district of Kewaunee County the proportionate share of said
 11 tax.

12
 13 **COUNTY PROPERTY TAX FOR 2014**
 14 Operation Other Than Highway

15		
16	GENERAL GOVERNMENT	\$ 3,318,930
17	PUBLIC SAFETY	3,894,029
18	TRANSPORTATION	3,694,500
19	HEALTH & HUMAN SERVICES	6,204,693
20	RECREATION & EDUCATION	1,146,651
21	CONSERVATION/DEVELOPMENT	532,371
22	DEBT SERVICE	1,511,609
23	TOTAL TAX	20,302,783
24	LESS GENERAL REVENUES	9,275,500
25	NET TAX LEVY	\$11,027,283

Respectfully Submitted,

FINANCE AND PUBLIC PROPERTY 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.				
Cravillon, D.				
Garfinkel, R.				
Haske, V.				
Heidmann, B.				
Heuer, R.				
Jahnke, S.				
Kirchman, L.				
Luft, L.				
Maestair, 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

September 17, 2014

The Highway Committee meeting was called to order at 8:45 A.M. by Chairman Larry Kirchman. Members present included: Larry Kirchman, Bruce Heidmann, Gary Paape, Tom Romdenne, and John Mastalir. Also present was Highway Commissioner Todd Every, Landfill Facility Manager Mike Paral, and Recording Secretary Jenny Salentine. Guests at today's meeting include: County Board Supervisor Bob Weidner who joined the meeting at 8:55.

Adoption of Agenda: Bruce Heidmann made a motion to adopt today's Agenda. Second by Tom Romdenne. Motion carried unanimously.

Approval of Minutes: Bruce Heidmann made a motion to approve the Highway Committee Minutes from their September 11th meeting. Second by Tom Romdenne. Motion carried unanimously.

Public Comments: None

Reports:

Landfill Facility Manager Mike Paral had the following to report:

- Cell 9 Sump has been torn out & concrete poured into the lines to seal the sump off. Once this is cured, we will begin pushing waste into this area. This sump was designed & built as a temporary holding area to accumulate leachate & then pump it to the tank located near cell 6 where the leachate is hauled out. With the opening of Cell 10, it is no longer needed.
 - We had a meeting w/ the DNR yesterday. Sally Hronek (our DNR point of contact) was here to observe the abandoning of the sump in Cell 9. While she was here she also did a site inspection. She notified staff that she will be issuing a Notice of Noncompliance (NON) for the following items:
 1. Garbage not fully covered
 2. Daily cover
 3. Leachate load-out thick hose needs to be doubled lined (450 ft of PVC Pipe is needed)
 4. Amount of leachate (elevated levels)

Commissioner Every and Mike Paral will review this information with the committee when the formal NON is received from the WDNR.

Chairman Kirchman asked how often Sally comes. Commissioner Every stated usually 2 times each year.

- Mike reviewed the need for more daily cover at the landfill. A couple of options exist to help with this issue immediately.
 1. We have received an email request from David Jacoboski from *Auburndale Recycling Center, dba Liberty Tire Recycling* to take ground up tires as daily cover. David is requesting we lower the price from \$25/ton to \$18/ton for daily cover. Committee member John Mastalir had concerns about using tires as daily cover. Discussion followed.
 2. The soils from the Hamachek property are starting to be trucked to Outagamie County landfill today. Discussion followed. At 9:45, Charlie Peterson from the City of Kewaunee and a representative from Badgerland Demolition joined the meeting to discuss the Hamachek demolition project. Discussion followed.

The Highway and Solid Waste Committee will schedule a short meeting during the break of the County Board meeting on September 23rd to address issues related to the shredded tires and the soils from the Hamachek project.

An email was shared that had been sent from John Mastalir to Commissioner Every, Chairman Kirchman, & County Board Chairman Heuer regarding a new sludge by-product from *Agropur*. Mike Paral explained the product is not of good quality for the landfill. Discussion followed.

Commissioner Todd Every had the following to report:

- ❖ Follow-up from the previous meeting where we discussed a resident's request to privately pave the shoulder on a County Rd they live on. No other counties in the region allow it.
- ❖ Updated the committee on the asphalt oil pricing from Flint Hills & Meigs.
- ❖ Today is our 3rd day paving on CTH "S" north of Algoma. We will need to purchase more materials from NE Asphalt in order to maximize the CHIP-D Funding.

Review / Discuss 2015 Landfill Budget: Commissioner Every was asked to prepare 2 budgets, one with a 0% impact & another with a 5% decrease. The following is a summary of the information used to prepare the draft budgets for the 2015 Landfill operations:

❖ *General Information:*

- I. Salaries & benefits were calculated for all three employees plus LTE's. In previous years, one of the employees was technically in the highway department. However, for a true cost of the landfill operations, this position was included in the budget.
- II. The equipment used at the landfill continues to age. The Equipment Maintenance line items have been increased.
- III. The annual cost of the EnviroCover film has been included. The estimated cost for the film is \$45,000.00
- IV. The Contracted Services line item has increased due to all general engineering costs have been placed here.
- V. Gasoline & Diesel Fuel costs have been increased.
- VI. No costs associated with the Phase III expansion have been included in the operating budget. Any costs with this phase will be included in the capital borrowing
- VII. Capital items include funding for the construction of another office/storage room, a used 4 x 4 pickup, and some fencing.

❖ *Revenues:*

In 2013, the revenue for the landfill operations was \$1,262,989.00. For the preparation of the 2015 budget, estimated revenue for the landfill operations are \$1,200,000.00. 2014 is the first full year after the tipping fee changes designed to extend the life of the landfill. Also, there will be a decrease in the contracted amount for "shredder fluff" after our revised agreement earlier this year.

❖ *5% Budget Reduction*

A 5% reduction in the proposed budget would result in a reduction of the Landfill Operations budget of \$60,000.00. Here's is a summary of the items reduced in order to meet a budget with a 5% reduction from the proposed 2015 funding level:

- Machinery/Equipment Repair was reduced from \$60,000.00 to \$40,000.00 (2014 level)
- Leachate Services was reduced from \$50,000.00 to \$30,000.00
- Gasoline & Diesel Fuel was reduced from \$60,000.00 to \$50,000.00
- Outlay was reduced from \$50,000.00 to \$40,000.00

Discussion followed. Bruce Heidmann made a motion to approve the 0% increase budget as prepared by Commissioner Every & refer it to the Finance Committee for final approval. Second by John Mastalir. All in favor. Motion carried unanimously.

Note: County Board Supervisor Bob Weidner left the meeting at 10:25.

Discuss Highway Department Operations Review Proposal: Commissioner Every spoke with Dan Koszalinski of Schenck following our previous meeting to discuss some concerns with additional administrative fees & mileage expenses. Brief discussion followed. Motion by Gary Paape to approve Schenck to prepare the Strategic Analysis Service for the Kewaunee County Highway Department not to exceed a cost of \$9,750.00. Second by Tom Romdenne. All in favor. Motion carried unanimously.

Approve & Sign Vouchers: Highway Vouchers paid by check: \$39,250.39. Highway Vouchers paid by credit card: \$9,053.66. Motion to approve vouchers as presented made by Bruce Heidmann. Second by Gary Paape. All in favor. Motion carried unanimously.

Approve Travel Requests:

- ❖ One request today: Robert Marquardt, Julie Repitz, & Mary O'Leary to attend the CHEMS Conference at Rock Garden's Conference Center in Green Bay on October 15th & 16th. Robert & Mary's over-night stay will be covered by the State. Julie will be commuting.

Motion to approve this travel request made by Bruce Heidmann. Second by Tom Romdenne. All in favor. Motion carried unanimously.

Any other business as allowed by law: None

Project Tour: No tours today.

Next Meeting Dates:

- ❖ Thurs., October 9th @ 8:45 AM
- ❖ Wed., October 22nd @ 8:45 AM
- ❖ Thurs., November 6th @ 8:45 AM
- ❖ Wed., November 19th @ 8:45 AM

Adjournment: Motion made to adjourn today's meeting by Tom Romdenne. Second by John Mastalir. All in favor. Motion carried. Meeting adjourned at 10:35 AM.

Respectfully submitted:


Jenny Salentine, Recording Secretary

MINUTES

HIGHWAY and SOLID WASTE COMMITTEE

Sept. 23, 2014

A meeting of the Highway and Solid Waste Committee was called to order by Chairman Larry Kirchman at 7:30 PM on Sept. 23, 2014 at the Administration Center.

Present: Larry Kirchman, John Mastalir, Bruce Heidmann, Gary Paape, and Tom Romdenne

Moved by Mastalir, second by Heidmann to adopt the agenda. Motion carried.

Moved by Mastalir, second by Paape to accept the soils from the Hamachek property to be used as daily cover at a tipping fee of \$25.00 per ton and directly invoiced to the City of Kewaunee. Motion carried.

Moved by Heidmann, second by Paape to accept shredded tires from Auburdale Recycling Center, dba Liberty Tire Recycling to be used as daily cover at a tipping fee of \$20.00 per ton and develop an agreement that indicates the fee, delivered quantity limits and material size specifications. Motion carried.

Moved by Heidmann, second by Mastalir to adjourn. Motion carried.

Meeting adjourned at 7:34 PM.

Submitted by: Tom Romdenne, Secretary

MINUTES

Personnel Committee

Oct. 15, 2014

The Personnel Committee meeting was called to order by Chairman Ron Heuer at 4:30 PM on October 15, 2014 at the Administration Center.

Present: Ron Heuer Bruce Heidmann Larry Kirchman Linda Sinkula Kaye Shillin
Bob Weidner Lee Luft Tom Romdenne

Excused: John Pagel

Also present: Ed Dorner Jef Wisnicky Pat Benes Todd Every

Moved by Heidmann second by Luft to adopt the agenda and approve the minutes of Sept. 17, 2014. Motion carried.

Moved by Heidmann second by Kirchman to set the wage of the assistant patrol superintendent at \$63,793.00 . Motion carried.

Moved by Kirchman second by Weidner that the Personnel Committee grant permission to Highway Administration to establish a Highway Worker Eligibility List to be used to fill vacancies within the Highway Department up to the approved staffing level of 23 full time employees and the Highway and Solid Waste Committee recommends that the Highway Administration can offer positions without having to seek approval each time from the Personnel Committee. There may be short periods of time when there may be more than 23 FTE at the department during the transition time between the employee leaving and hiring the new employee. Motion carried.

Administrator Dorner reported on various positions that are or will be filled. He is working with Human Services regarding the Public Health Department. The County Conservationist position has been filled with confirmation coming to the full Board. Karen Schoening will retire from the Clerk of Courts office on January 30, 2015. The part-time janitorial position will be advertised.

Committee discussed the idea of having an Administrative Coordinator vs the County Administrator position.

Moved by Weidner second by Sinkula to send a Resolution to the County Board to move from a County Administrator to an Administrative Coordinator with the job description of the Administrative Coordinator to be approved by the County Board. Motion carried: 6 yes 2 no (Heidmann and Luft).

Moved by Heidmann second by Luft to adjourn. Motion carried. Meeting adjourned at 6:00 PM.

Submitted by: Tom Romenne, Secretary

Health

- Monthly meeting of board of health was called to order at 12:00 in Human Services Center on October 13, 2014
- Roll call taken chairperson Kaye Shillin, Gary Paape, Chuck Wagner, Pat Benes, Audrey Krautkramer, Kathy Janosky, Shirley Kirchman Acting Public Health Nurse-Cindy Kinnard. Absent: Gordy Rickelberg and Dr. Kurowski.
- Motion to approve agenda Chuck Wagner, second Audrey Krautkramer – Motion Carried
- Motion to approve September minutes Chuck Wagner, second Shirley Kirchman – Motion Carried
- Motion to approve monthly bill Shirley Kirchman second Kathy Janosky – Motion Carried
- Representative from State of Wisconsin Health Department – Chris Culotta. Was here to present committee and health department with certificate for approval of our 140 program. We are now certified for five more years of Level II public health nurse, but could be inspected at any time between now and give year approval.
- Discussion followed about rabies, information should be sent out to all veterinarians in county by electronic mail if there is any problem. There has not been a problem in the last few years.

Cindy Report

- Immunization programs are at about 99% in county schools
- Blood pressure screening are low at the location they are being taken. We will try to use a different location to get more patients, so we can better test residents.
- Discussion was help about doing flu shots in health department. We only do children now. Adults are ones we would like to help in the future. There is also a charge for shots which could make up money and be cheaper than to drive out of town to get the shot.

- Grant has been approved. They were not approved yet when we did budget.
- More report on another sheet with minutes

Travel Request

- October 14-October 15 2014 Stoney Creek – Rothschild, WI
 - New Health Employee: Melissa Paty
- October 23, 2014 Family Training Program – Wausau, WI
 - Cindy Kinnard and Melissa Paty
- November 6, 2014 and November 17, 2014 Mandatory Materials Child Health – Wisconsin Dells, WI – Cindy Kinnard
- November 4, 2014 Pediatric Feeding Disorder Conference – Appleton, WI
 - Rachel Bauer
- Motion to approve Cindy report Gary Paape, second Audrey Krautkramer. Motion Carried

- No overtime
- Other matters by law
- Discussion of Public Health Department moving to Human Services Department
- Motion to adjourn Kathy Janosky second Audrey Krautkramer. Motion approved – Meeting adjourned at 1:20pm
- Next meeting date November 10, 2014 at 12:00pm at the Human Service Department

Secretary Pat Benes

Kewaunee County Public Health Department

Monthly Report

September, 2014

Total Visits – 4

TB Tests – 5

Immunization Program

Kewaunee – 8

Algoma – 5

Luxemburg – 10

WIC Imm. - 0

Other Imm. – 4

WIC Program

Contracted Caseload – 286

Caseload served – 278

12 Month Average – 273

Lead Testings – 6

Vaccine Total – 27

Blood Pressure Screening Program

Individuals Screened - 2

Client Total – 16

Communicable Diseases

Reported Cases - 6

Confirmed- 4

Complaints

Follow-up - 1

Office Visits:

09/02/2014 Performed a Lice Check

09/03/2014 Performed a Lice Check

09/16/2014 Conducted a Blood Pressure Clinic

09/17/2014 Performed a Lice Check

School Visits:

09/10/2014 Hearing Screening at Kewaunee Grade School

09/15/2014 Hearing and Vision Screening at St. Mary's School in Luxemburg

09/16/2014 Fitness Walk at St. Mary's School in Algoma

09/19/2014 Fitness Walk at St. Paul's School in Luxemburg

09/19/2014 Fitness Walk at St. Mary's School in Luxemburg

09/23/2014 Hearing and Vision Screening at St. Paul's School in Luxemburg

09/23/2014 Hearing and Vision Screening at St. Mary's School in Algoma

09/24/2014 Hearing and Vision Screening at Algoma Grade School

09/24/2014 Fitness Walk at Holy Trinity Catholic School in Casco

09/24/2014 Fitness Walk at Holy Rosary School in Kewaunee

09/26/2014 Hearing and Vision Screening at St. Paul's School in Luxemburg

09/29/2014 Hearing and Vision Screening at Holy Trinity Catholic School in Casco

Meetings/Conferences/Activities:

09/08/2014 Attended Safety Meeting

09/08/2014 Attended Board of Health Meeting

09/09/2014 Attended Abuse and Neglect Meeting

09/10/2014 Attended LEPC (Local Emergency Planning Committee) Meeting at the EOC (Emergency Operations Center) in Luxemburg

09/10/2014 Attended Administrative Review Meeting

09/11/2014 Attended WALHDAB (Wisconsin Association of Local Health Departments and Boards) at Liberty Hall in Kimberly

09/15/2014 Attended FACES (Families and Communities Encouraging Success) Meeting

09/17/2014 Held a Staff Meeting for Public Health Employees

09/17/2014 Attended WHEAP (Wisconsin Home Energy Assistance Program) Coordination Meeting at Hillcrest School

09/18/2014-
09/19/2014 Attended FAST (Functional Assessment Service Team) Training for Kewaunee County
Emergency Preparedness at the Marinette County Law Enforcement Center
09/18/2014 Meeting with Bev Hall regarding Fit Families Grant
09/25/2014 Attended WIMCR (Wisconsin Medicaid Cost Reporting) Training in Appleton
09/25/2014 Attended WWWP (Wisconsin Well Women Program) Coordinator Meeting in Brown
County
09/30/2014 Attended a WIC (Women, Infant and Children) Support Staff Training in Wausau
09/30/2014 Attended a MCH (Maternal and Child Health) Training on Brain Development in Appleton
09/30/2014 Attended Department Head Meeting

Zoning Committee Meeting
Kewaunee County Administration Committee Room
October 8th, 2014

Call to Order:

Chairman, Tom Romdenne called the meeting to order at 3:00 pm.

Roll Call:

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

Approval of Agenda:

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

The Zoning Committee, along with Glenn Selner, reviewed the 2015 Budget. One budget included a 0% increase and a budget at -5% was presented. The only large adjustment in the budget was under line item #56400.000.254 Investigations. This increase was due to the possible need for on site digs of failing septic systems.

The Wisconsin Fund Grant Program was reviewed. This grant is for residents that qualify for assistance in failed septic system replacement.

The changes to minimum lot sizes in shoreland zoning areas was discussed.

Also discussed were the issues in getting contractors redoing failed septic systems, due to wet weather conditions.

The Board of Adjustment held a hearing at which the Board denied a building permit due to set back issues. The owner has a 30 day deadline to appeal.

A hearing will be held on October 15th, 2014 with Dominion, regarding new dry cast storage units. Dominion is requesting a change to the height regulations.

Communications: None

Travel Expense: Two conference requests.

(1) October 22-24 County Code Administration Conference at Minoqua, WI.

(2) October 29-30 Flood Plane Conference at Wisconsin Dells

Overtime Expense: None

Approval of Bills/Travel Expense:

A motion was made by Gary Paape to approve the bills and travel expense as presented and was seconded by Ron Paider. Motion carried.

Next Meeting Date:

November 12th, 2014 at 4:00 pm. Kewaunee County Administration Committee Room.

Adjournment: A motion was made to adjourn by Ron Paider and seconded by Bob Garfinkel. Motion carried. Meeting adjourned at 3:38 pm.

Respectfully Submitted:

Gary Paape
Secretary

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

Call to Order:

Chairman, Tom Romdenne called the meeting to order at 3:39 pm.

Roll Call:

Member included: Tom Romdenne, Gary Paape, Ron Paider and Bob Garfinkel. Renee Koenig, Family Living Educator, Aeric Bjurstrom, Agriculture Agent, and Claire Thompson, Community Development Educator also attended.

Approval of Agenda:

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

Review/Approval of Minutes:

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

Citizen Input: None

Educators' Report:

Please review the complete written reports that are attached.

Reports were given on the 2017 Farm Tech Days. The dates and location are to be announced on Tuesday, October 14th, 2014 at 10:00 am. This is to be a Media Day Announcement.

Claire Thompson discussed the Memorandum of Understanding an agreement between Kewaunee County and Door County and the Peninsular Agricultural Research Station.

Overtime: None

Travel Expense: None

No other business as allowed by law.

Approval of Bills:

Gary Paape moved to approve all bills presented and Ron Paider seconded. Motion carried.

Set Next Meeting Date:

The next meeting date was set for November 12th, 2014 at 4:30 pm. Kewaunee County Administration Committee Room.

Adjourn:

A motion to adjourn was made by Bob Garfinkel and seconded by Gary Paape. Motion carried. Meeting adjourned at 3:52 pm.

Respectfully Submitted:

Gary Paape

Joint Meeting of the
Kewaunee County Agriculture & Extension Committee
and
Door County Agriculture & Extension Education Committee
October 8th, 2014
4:00 pm
Kewaunee County Administration Center Conference Room
Minutes

Call to Order:

Chairman, Tom Romdenne called the meeting to order at 3:58 pm.

Roll Call:

Members included: Tom Romdenne, Gary Paape, Ron Paider, Bob Garfinkel, Claire Thompson, Community Development Educator and Aerica Bjurstrom, Agriculture Agent.

Guest members from the Door County Agriculture & Extension Education Committee and State Representatives were as follows: Randy Halstead, Roy Englebert, John Neinas, Matt Stasiak, T. Gerald Correthers, Dean S. Volenberg, Donald Sitte and Dave Williams.

Reports:

Kewaunee and Door County Agriculture & Extension Educators and Committee members reviewed the MOU with the Peninsular Agricultural Research Station.

1. The purpose of this agreement.
2. Approval and renewal of understanding
3. Payment
4. Oversight committee
5. Educational information provided by U.W. Extension Resources.

This agreement will be on the November 12th, 2014 Kewaunee County Agriculture & Extension Committee meeting agenda: as a take action item.

A complete 2014 Activities Report is attached.

The two committees recessed and met at Ebert Enterprises, N6939 County Road D, Algoma. Randy Ebert gave the committee members a tour of a new calf facility. He then granted a tour of the complete dairy operation, explaining future improvements to be made to the dairy operation. He answered all questions presented. Both committees would like to thank the host family for the tour.

A motion was made by Ron Paider and seconded by Bob Garfinkel to adjourn the meeting. Motion carried. The meeting adjourned at 6:24 pm.

Respectfully submitted:

Gary Paape
Secretary

2014 Activities Report

UWEXT/PARS/Door-Kewaunee Co. Memorandum of Service:

Door and Kewaunee County purchase the equivalent of .3 FTE services from the Peninsular Agricultural Research Station for the purpose of providing education information, counsel, and guidance to the commercial fruit industry along with other aspects of horticulture & agronomy in Door and Kewaunee County.

N. E. W. Automated Weather Station Network:

Maintain six data-logger weather stations in Door (5) and Kewaunee (1) counties that provide the weather data that is interpreted and used in the Enviroweather Advisory Service.

Enviroweather Weather & Pest Management Advisory Service:

Provide pest management updates during the growing season to apple, grape and cherry producers in northeastern Wisconsin and beyond through Enviroweather web page.

Call-in/ Web Service for Tree Fruit Disease and Insect Management:

Provide area specific seasonal updates and recommendations from Kewaunee south to Sister Bay north.

Apple and Cherry IPM Scouting Program for Northeast Wisconsin:

Producers pay per acre fee and provided with apple and cherry pest scouting and consulting service. Between 500 – 1500 acres are enrolled yearly between 2005-2014 growing seasons.

Northeastern Wisconsin Fruit Growers Spring School:

We provide a day long education program featuring UW and PARS research and Extension speakers. Out-of-state presenters are also featured.

Assist growers in New Crop Development:

Information is generated and disseminated from plot work conducted on grapes and malting barley projects unique to the Door Peninsula.

Master Gardener Program:

Provide a site, maintenance, etc. for 'The Garden Door' educational and demonstration area.

Commercial Orchard Site Visits:

Make individual visits upon request and during maintenance of our weather monitoring equipment.

WAGA Annual Conference, Summer Orchard Tour and Summer IPM School:

Provide yearly updates and presentations to state apple growers at the annual Wisconsin Fresh Fruit and Vegetable Annual Meeting and Summer Fruit Schools since the early 1990's.

Aerica Bjurstrom
Agriculture Agent
Prepared for October 8, 2014

Corn Dry Down – Harvesting corn for silage needs to be done with the plant is at ideal moisture. Ideal moisture levels produce adequate fermentation and storage, and results in a better product to feed to cows. Ideal moisture is about 60-65% depending on whether silage will be stored in an upright silo or in a bunker. Feed in an upright silo can be a bit dryer than feed stored in a bunker. Kewaunee and Door County UW-Extension held two corn dry down events, one in Kewaunee County at Rio Creek Feed Mill on September 9 and one in Door County at a dairy on September 23. Because of promotion and publication of the event, the dates are usually set in early August. This year it was very dry over summer and shortly after the dates were set and publicized, it began raining for about three weeks. The rain set the corn harvest back significantly and even though we knew corn would be too green for the September 9 date, we went forward with it to get a baseline. I arranged for Dairyland Laboratories to be on-site at the Sturgeon Bay event so we could get sample results right away while producers waited. After the second sample day was complete, I decided to hold a third sample day because favorable drying weather was expected for a week and corn would dry quickly. I held the final sample day on September 30 without cooperation from Door County and had 55 samples submitted. The September 30 sample date is a prime example of how “Extension Responds” in Agriculture and Natural Resources, we assess current conditions and situations and provide timely programming based off what the current issue is. The issue this year was a very wet and cold spring, delayed planting, slow maturing corn due to a cool summer, and unfavorable harvesting weather. Based on the results from the September 30, most corn silage harvest will take place in the second and third weeks of October. The harvest is about three weeks later than 2013 and six weeks later than 2012.

OSHA Farm Assessment – Met with a Kewaunee County dairy farmer and Cheryl Skjolaas to assess what the farm would need to do to prepare for an OSHA inspection. OSHA has a Dairy Local Emphasis Program (LEP) and randomly inspects dairies around the state. Each of four regions has a determined number of farms to inspect and the farms are chosen off of two lists, the Wisconsin dairy CAFO list and the DATCP milk permit list. This is the 13th farm I have worked with in Kewaunee and Door Counties to evaluate risks, things that could be improved, and how to prepare for an OSHA inspection. Each farm is different with risks and so an individual plan needs to be developed for the specific farm.

Farm Visits – Visited five farms in Kewaunee County with Dr. David Kammel, UW-Extension/UW-Madison Agricultural Engineer to evaluate ventilation, farm remodeling, and dairy steer barn design. Dr. Kammel is available to all Kewaunee and Door County farmers for no charge and he provides expertise in ventilation and other farmstead planning. Follow up information from the visits are shared with the farmers as well as the veterinarian who services the farm.

Professional Development Tour – Hosted the East-Metro agriculture agents interested in dairy at two Kewaunee County agri-businesses. The first stop was at Gallenberger Dairy Records where we learned more about the services offered and the new technology they have to serve farmers all over the mid-west. The other tour was at Agropur where we had a very thorough tour of the new expansion and were able to see the cheese making process. Both tours were a great way to highlight dairy technology being used in Kewaunee County to agents from other parts of Wisconsin.

Kewaunee County Agriculture & Extension Committee

Renee Koenig, Family Living Educator, UW-Extension

Activities Report for October 8, 2014

Co-parenting Classes – This class is an educational program for parents who are experiencing divorce or separation or parents who have never married and are dealing with issues of paternity, parenting time or child support. Parents are urged to work out family transition decisions without putting their children in the middle or forcing the children to choose one parent over the other. The program looks at how family change affects children, co-parenting, communication and conflict. The goals of the program are to eliminate parental conflict in front of children, keep the children out of parents' issues, provide children with access to both parents, and put the best interests of the children first. We had 5 parents attend the September classes. The surveys collected from the parents after the class show that they gained useful parenting skills.

Health Literacy Committee – The committee conducted a survey to ask parents about their concerns related to safe medication use. The survey results show there is concern for medication safety among our literacy students. The committee is planning a health and safety program to address this need along with other home safety topics.

Home Visits and Outreach to Spanish Speaking Families – Last month I visited 4 families in the county that speak primarily Spanish at home. The WNEP Nutrition Educator from UW-Extension has been providing nutrition education to these families and introduced me to them. I am meeting with the families to provide connections to resources and offer parenting and health education.

Workplace Wellness – Kewaunee Public School District is one of the top ten largest employers in the county and offers wellness opportunities for faculty and staff after school hours. I collaborated with the school nurse and I have begun to instruct a 12-week exercise program for school teachers and support staff. The class participants are making an effort to take care of their health and they are serving as adult role models for the younger students. The CDC recommends children and adolescents should do 60 minutes or more of physical activity each day; having healthy role models in the schools helps children reach these goals.

Strong Bones – I am collaborating with the Aging & Disability Resource Center to teach Strong Bones classes. Strong Bones is an evidence-based strength training program developed by studies at Tufts University. This exercise program improves bone density, reduces falls among elderly, improves arthritis symptoms, increases flexibility and can benefit mental health. I will be teaching the classes for 8 weeks in October and November in Luxemburg. The class participants range in age from 72-90 years old. In addition to teaching the class to promote health, I will be using this opportunity to learn more about the unique needs of the older population in our county.

Kewaunee County Association for Home & Community Education (HCE) - I met with a planning committee of HCE to begin to map out the organization's 2015 educational series and calendar of events. HCE has 103 county wide members committed to the improvement of community life.

Kewaunee County 4-H Youth Development Extension Update

Jill Jorgensen, 4-H Youth Development Agent

October 8, 2014

Re-Enrollments: We are working with the 4-H club to re-enroll 4-H members for 2015. In 2013, the State 4-H office rolled out a new online enrollment system and switched families over to entering re-enrollments and enrollments online. This allowed families to have easier access to their information to readily make any needed changes. In 2014 will be the first time that families are re-enrolling using the program in this fashion. It is different from when they used the program the first time to enter the needed information. Again, this year, we will work with members and leaders to be successful in completing their enrollments and provide meetings to make sure everyone understands how to use the program.

Re-enrolling members will receive some extra time to re-enroll in 4-H. They will need to be enrolled by October 27th to be able to show at the 2015 Kewaunee County Fair. New members are able to enroll throughout the year. However, new members need to enroll by February 1st, 2015 to be eligible to show at the 2015 Kewaunee County Fair.

Statewide Leader Training Curriculum: In September, a colleague and I rolled out a new leader training curriculum that we created. This curriculum focuses on member retention and keeping members engaged in the 4-H program. The training will be used throughout the by all 4-H programs as the annual leader training curriculum for 2014-15. All 4-H county clubs, projects, and committees that are chartered groups are required to send a representative each year to take part in this annual leader training along with older youth members. In turn, the leaders and members return to their groups to share the information with other volunteers and older youth. The curriculum is designed to be relevant, hands-on and engaging for the learners. A statewide evaluation of the training will be conducted.

Wisconsin State 4-H Horse Expo: Youth from Kewaunee County that participated in the Expo in education events, showing, or both. This is an excellent opportunity for youth in the horse project to showcase their skills as riders and demonstrate their educational knowledge of horses through events such as horse judging, public speaking, and a variety of other activities.

This year, the youth did an outstanding job at both the educational and riding. Youth participated in educational contests such as model horse, photography, arts, posters, vet science, team problems and other related competitions. The youth talked about how much they learned from working together and that they look forward to training over the next year.

New Club Leaders: Over the last month, I have been meeting with new club leaders and we transition some long term volunteers from that role. We thank the dedicated leaders that have held the general leader role for these clubs and know that some great people are stepping into this role. During the upcoming year I will work with the leaders and clubs to make sure that the change is smooth for everyone.

Teens Making A Difference (TMAD): I had the opportunity to work with community coalition members from FACES to hold the first TMAD meeting of the year at Kewaunee High School. In TMAD, high school age students plan fun and safe events for middle school youth. During the first meeting we decided on the activities for the year, went over expectations, and talked about the goals for the group. Their first activity of the year will be their annual haunted house trip in October.

Upcoming Events:

Open House: 4-H Fall Fest/Open House: Preparations are being made for the annual 4-H Open House. The committee is meeting to prepare brochures, fliers, and letters to send to clubs and community members. The open house will be held on October 11, 2014 beginning at 1:00pm at the Kewaunee County Fairgrounds in Luxemburg. This is an opportunity for anyone who is interested in learning about 4-H to meet different clubs and their leaders, learn about different projects, make small projects, and find out more about the 4-H organization as a whole.



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

Local Food System Economy:

- Provided support and assistance to the Executive Committee in assembling the Food Committee for Farm Technology Days.
- Conducted initial research for a UWEX coordinated food systems program for Kewaunee County.
- Continued planning and provided technical support to a new entrepreneur at the Farm Market Kitchen in Algoma. This entrepreneur will be producing 26 products at the FMK starting this fall, 2014. I have also been providing education, facilitation and technical assistance to the FMK board and staff to ensure that this business partnership and launch is successful.
- Completed needs assessment survey of area producers for the SLO Farmers Co-op to determine feasibility and next steps in the strategic planning process. In addition, I continued facilitation and planning support to the Wisconsin Local Food Network to implement a Farm to Hospital program in Northeast Wisconsin in cooperation with the SLO Farmers Co-op and NWTC. This project will continue into 2015.

Organizational Development:

- Provided research and facilitation support to the City of Algoma in updating local ordinances pertaining to the Public Nuisance and Health and Safety Chapters of the municipal code book.

Economic Development:

- Provided business planning education and facilitation to two entrepreneurs considering opening businesses in Kewaunee County.
- Updated Business Plan resources for entrepreneurs at the Farm Market Kitchen and the UWEX office.

Other:

- Facilitated our local UWEX office communications strategic planning for 2015.
- Presented to the Luxemburg Chamber of Commerce about the role of UWEX Community Development Educator in Kewaunee County.
- Administrative duties associated with Department Head role.

Kewaunee County Board of Adjustment Minutes

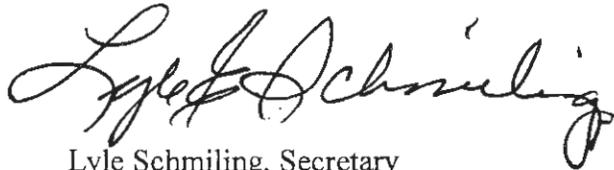
A meeting of the Kewaunee County Board of Adjustment was held on Monday September 22, 2014 at 8:15 A.M. to view the sites of Mr. Peter Fiala, West Kewaunee Township, and Dominion Energy Kewaunee, Carlton Township.

Board members present were Hub Jauquet, Lyle Schmiling, Eric Corroy, Ken Paplham, Gary Ledvina, and Glenn Selner, Kewaunee County Zoning Administrator. Randy Hallet was absent. He will view the Peter Fiala site on his own.

The meeting was held so the committee could view the sites before the public hearing. The Peter Fiala hearing is scheduled for September 24, 2014 at 7:00 P.M. The Dominion Energy hearing is scheduled for October 15, 2014 at 7:00 P.M.

The meeting adjourned at 10:45 A.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Lyle Schmiling". The signature is written in a cursive, flowing style with a large initial "L".

Lyle Schmiling, Secretary

Kewaunee County Board of Adjustment Minutes

A meeting of the Kewaunee County Board of Adjustment was held on Wednesday, September 24, 2014 at 7:00 P.M. to hear the variance appeal of Mr. Peter Fiala, West Kewaunee Township.

Board members present were Hub Jauquet, Lyle Schmiling, Ken Paplham, Randy Hallet, Eric Corroy, and Glenn Selner, Kewaunee Zoning Administrator.

Peter Fiala Hearing

Present: Peter Fiala, Barb Fiala, David Browne, Mary Browne, Edith Lauscher.

Chairman Hub Jauquet opened the hearing at 7:00 P.M. and informed the attendants of the Board's authority and rules of the hearing.

Lyle Schmiling read the public hearing notice. Glenn Selner stated he sent notices to 5 neighboring property owners, the Town of West Kewaunee, and the Department of Natural Resources.

Glenn explained Peter Fiala has started to construct his garage addition without a building permit from Kewaunee County and the Town of West Kewaunee. The garage addition is 6 feet from his lot line. The Kewaunee County Shoreland Zoning Ordinance requires a minimum setback of 10 feet from a lot line.

Peter Fiala explained he constructed the garage because the well is underneath the driveway in front of the garage door. He wants to upgrade his well and bring the well casing above-grade so he would lose part of his driveway. He can't construct any addition behind the existing garage because his septic is located there. He stated he wasn't aware of obtaining a County Shoreland Zoning building permit and he didn't get the Town building permit. Peter read a letter from the neighboring property owner in support of granting the variance.

Glenn Selner read a letter from the DNR stating they had no comments or recommendations on this matter.

The Board had many comments and questions to Peter in regards as to why he didn't get any building permits prior to starting the project. It was felt that if Peter had asked questions first, he would have known about the 10 foot setback requirement. It was also discussed that Peter could have met the required 10 foot setback and still upgrade his well in the driveway if he would have designed the building addition better.

A motion was made by Randy Hallet, seconded by Lyle Schmiling to deny the variance request to reduce the setback of 10 feet. The vote was 4-1 with Ken Paplham dissenting. The garage addition must be removed to meet the required 10 foot setback. Mr. Fiala has been made aware he can appeal the Board of Adjustment decision by filing an action in certiorari in the Circuit Court in this county within 30 days of the filing of this decision.

The hearing adjourned at 7:50 P.M.

Respectfully submitted,



Lyle Schmiling, Secretary

Kewaunee County Board of Adjustment Minutes

A meeting of the Kewaunee County Board of Adjustment was held on Wednesday, October 15, 2014 at 7:00 P.M. to hear the variance appeal of Dominion Energy Kewaunee.

Board members present were Hub Jauquet, Lyle Schmiling, Gary Ledvina, Randy Hallet, Eric Corroy, and Glenn Selner, Kewaunee Zoning Administrator. Ken Paplham served as the alternate. Jeff Wisnicky, Kewaunee County Corp Counsel, was also present.

Dominion Energy Kewaunee Inc. Hearing

Present: 17 people total – mainly Town of Carlton residents and Dominion representatives.

Chairman Hub Jauquet opened the hearing at 7:00 P.M. and informed the attendants of the Board's authority and rules of the hearing.

Lyle Schmiling read the public hearing notice. Glenn Selner stated he sent notices to neighboring property owners, the Town of Carlton, and the Department of Natural Resources.

Glenn Selner explained Dominion had received a variance in 2007 to exceed the height limitation for the dry storage casks, and now want another variance for higher casks for dry storage of the spent fuel rods.

Skip Jordan, Vice President of Dominion Energy Kewaunee, explained they want to place 24 additional casks with a height of 18'6" to store all of the spent fuel rods. The process of decommissioning involves moving fuel rods from wet storage to dry storage. The type of cask selected was chosen because of safety, technology, and the best option for the area. The current casks used are not sufficient to handle all of the fuel rods and are not licensed to handle some of the hot fuel that was in the reactor. All casks are NRC approved and Dominion must use a higher cask to store some of the spent fuel rods. Skip addressed all issues that are necessary for the granting of a variance.

Many questions were asked by the Board specifically as to whether this was only an economic request by Dominion. Skip stated that they will be required to utilize the higher casks because of safety and it will minimize the number of times they have to move spent fuel. The higher casks are required to handle some of the hot fuel.

Glenn Selner read correspondence from the DNR into the minutes.

After closing testimony, the Board deliberated on the variance decision.

A motion was made by Randy Hallet, seconded by Lyle Schmiling to grant the variance to allow 24 casks at a height of 18'6". The vote was unanimous.

The hearing adjourned at 7:55 P.M.

Respectfully submitted,



Lyle Schmiling, Secretary

**DECISION OF THE ZONING BOARD
OF
KEWAUNEE COUNTY
Findings of Fact**

Having heard the testimony and considered the evidence presented, the Board finds the following facts:

Case Number:	14-2
Filing Date:	August 1, 2014
Notice Date:	August 29, 2014
Hearing Date:	October 15, 2014
Name and Address of Applicant/Appellant:	Dominion Energy Kewaunee N490 State Road 42 Kewaunee, WI 54216

The applicant/appellant is the owner/lessee/mortgagee of the following described property, which is the subject of the application or appeal: **Town of Carlton, Gov't Lot 4, Section 25, T22N-R24E, Kewaunee County Wisconsin**

Property address is: N490 State Road 42, Kewaunee, WI 54216

The property is presently in use for **residential/recreational** and had been so used continuously since **1969**.

The applicant or appellant proposes (brief project description/attach plans) **to construct 24 concrete storage modules at a height of 18'6"**. The **Kewaunee County Shoreland Zoning Ordinance (Sec 2.93) states a maximum height of 14'**.

The applicant or appellant requests:

An appeal of the zoning Administrator's determination

A special exception

A variance

under **Section 2.93** of the ordinance.

CONCLUSIONS OF LAW

Based on the findings of fact the Board concludes that:

INTERPRETATION: The zoning administrator's interpretation of **Section 2.93** of the zoning code is a correct interpretation because: the ordinance requires a height of 14' for accessory buildings.

APPEAL: The order of the zoning administrator is not in excess of his authority because: the request exceeds the ordinance height of 14' by 4'6".

VARIANCE: The variance must meet all three of the following test:

1. Unnecessary hardship is present in that a literal enforcement of the terms of the zoning ordinance would deny the applicant all reasonable use of the property because: additional casks will be needed. The taller casks allow for less area to be occupied by building(s).
2. The hardship is due to the physical limitations of the property rather than the circumstances of the appellant because: logically, these new casks will be in the same area as the previous casks are located. The entire dry cask storage is in a confined area.
3. The variance will not be contrary to the public interest as expressed by the objectives of the ordinance because: no comments in opposition of the request to increase the height of the accessory building by 4'6" to a new height of 18'.

ORDER AND DETERMINATION

On the basis of the findings of fact, conclusions of law and the record in this matter the Board orders:

INTERPRETATION: The zoning administrator's interpretation of the zoning code or map is affirmed and the administrator is ordered to: grant the permit to increase in height to 18'6".

VARIANCE: The requested variance is denied, granted, granted in part subject to the following conditions:

- 1 _____
- 2 _____
- 3 _____

The zoning administrator is directed to issue a zoning permit incorporating these conditions:

Any privilege granted by this decision must be exercised within _____ months of the date of this decision by obtaining the necessary building, zoning and other permits for the proposed construction. This period will be extended if this decision is stayed by the order of any court or operation of law.

This order may be revoked by the Board after notice and opportunity to be heard for violation of any of the conditions imposed.

This decision may be appealed by filing an action in certiorari in the circuit court for this county within 30 days after the date of filing the decision. The municipality assumes no liability for and makes no warranty as to reliance on this decision if construction is commenced prior to expiration of this 30 day period.

KEWAUNEE ZONING BOARD OF ADJUSTMENT


Chairperson

10-17-14
Date

Lake Michigan Area Land and Water
Board of Directors Fall Meeting
October 10, 2014 Sheboygan

The committee (Ron Paider, Bob Garfinkel, and Andy Wallander) left Luxemburg at 8:00 am on Friday October 10th. Registration was at 9:00 am at the Highland House in Sheboygan.

Call to Order: The meeting was called to order by President Bill Schuster at 9:30 am.

Roll Call was taken by Buzz Kamke, Secretary.

Welcome was given by Sheboygan County Administrator, Adam Payne.

Approval of Agenda by Kewaunee County, seconded by Oconto County

Approval of May 30th minutes by Sheboygan, seconded by Shawano.

Treasurer's report by Buzz Kamke, Treasurer.

Sheboygan River Project was given by Aaron Brault.

Amsterdam Dunes Project was given by Adam Payne.

Forging Public /Private Partnerships- John Nelson , Nature Conservancy.

Soil Health , Mike Patin, NRCS District Conservationist.

Kewaunee County Public Health and Groundwater Ordinance; "What we proposed, why we proposed it, and status."

Agency Report-DATCP

County Roundtable Reoprts-What's happening in your county?

Next Board of Directors Meeting-January in Brown County.

Adjourn

The committee returned to Luxemburg at 2:23 pm

Acting Secretary

Bob Garfinkel

**Law Enforcement Committee Meeting
October 16th, 2014
Kewaunee County Sheriff Department, Kewaunee**

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, Matt Joski, and David Cornelius

Public Comment

None

Travel/Training Request

None

Law Enforcement Agenda

Review of annual jail inspection Report

Matt explained the Recommendations section in the Jail inspection report. They consist of a review of medical policies and OTC (Over the Counter) medications, programming areas for jail inmates, camera placement in the courthouse secure elevator, and the HVAC in the jail. The Inspector expressed her appreciation to Lieutenant Joe Treml and the staff for being cooperative and accommodating during the inspection. The jail is approved by the Department of Corrections for the detention of adult offenders with a maximum capacity of 22.

Status report on Communications System Upgrade

Matt reported that new production firmware was tested that addresses three main points of the portable radio operation and sources for the out of range complaints. Radios were tested in six different areas around the county with the new firmware with good results. Matt asks for feedback on any issues with radios or pagers in the future.

Approval of Bills

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

Set Next Meeting Date

Next meeting date was tentatively set for November 11th, 2014 at 10:00 a.m. at the Kewaunee County Integrity Room in Courthouse.

Such Other Matters As Authorized By Law

Committee left the Courthouse and went to the County Evidence and Training building for a tour of the site.

Adjournment

Linda made a motion to adjourn at 11:37 a.m. and Pat second. Motion carried.

Respectfully Submitted

Scott Jahnke
Secretary

MINUTES

FINANCE and PUBLIC PROPERTY COMMITTEE

Sept. 23, 2014

The Finance and Public Property Committee meeting was called to order by Chairman Lee Luft at 7:17 PM on Sept. 23, 2014 at the Administration Center.

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

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

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

Moved by Mastalir second by Haske to approve the County Board and Supplementary payroll. Motion carried.

Moved by Tebon second by Mastalir to adjourn. Motion carried.

Meeting adjourned at 7:29 PM.

Submitted by: Tom Romdenne, Secretary

MINUTES

Finance and Public Property Committee

Oct. 2, 2014

The Finance and Public Property Committee meeting was called to order by Chairman Lee Luft at 4:00 PM on October 2, 2014 at the Administration Center.

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

Also present: Ron Heuer Bob Garfinkel Gary Paape Ed Dorner Jamie Annoye Michelle Dax

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

Moved by Haske second by Tebon to approve the minutes of Sept. 10, 2014. Motion carried.

The Committee reviewed the proposed 2015 budget.

Moved by Mastalir second by Haske to authorize the Administrator to use funds from the Redaction Fee Fund to purchase five computers for the Register of Deeds office at a cost of \$3500.00. Motion carried.

Moved by Haske second by Tebon to remove \$3400.00 from the Zoning Outlaty account in the proposed budget for updating the Shoreland and Zoning Ordinance and use \$1500.00 from the 2014 Zoning outlay account and \$1900.00 from the Contingency Fund with payment made upon completion of the project. Motion carried.

Moved by Mastalir second by Tebon to recommend to the County Board the proposed 2015 Budget of \$20,302,783.00 with a levy of \$11,027,283.00 and a tax rate of \$7.59. Motion carried.

Moved by Tebon second by Haske to adjourn. Motion carried. Meeting adjourned at 7:37 PM.

Submitted by: Tom Romdenne, Secretary

MINUTES

Finance and Public Property Committee

October 16, 2014

The Finance and Public Property Committee meeting was called to order by Chairman Lee Luft at 2:00 PM on October 16, 2014 at the Administration Center.

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

Also present: Ron Heuer Ed Dorner Greg Gabriel Sue Weisser

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

Greg Gabriel, Maintenance Manager, appeared to discuss replacement of carpool vehicles. Currently there is not a vehicle replacement fund. There are eight vehicles in the fleet and many are aging with high mileage.

Moved by Haske second by Mastalir to replace the 2001 Grand Am and the 2005 Montana using funds from the Debt Service Fund and place \$15,000.00 from the Debt Service Fund into a vehicle replacement fund and budget \$15,000.00 annually beginning with the 2016 budget to be placed into the vehicle replacement fund. Motion carried.

Moved by Haske second by Tebon to approve the three year engagement with Schenck for audit services for the December 31, 2014 – 2016 period at a cost not to exceed \$44,800.00 for 2014, \$45,705.00 for 2015 and \$46,620.00 for 2016. Motion carried.

Moved by Mastalir second by Romdenne to authorize \$1495.00 from the Redaction Fee Fund for computers and system operating upgrades in the Register of Deeds Office. Motion carried.

Moved by Tebon second by Mastalir that of the \$40,000.00 designated for KCED Corp. in the 2015 budget, \$20,000.00 to be earmarked for origin markets tourism advertising with composition and placement of final ads to be approved by Kewaunee County. Motion carried.

Under Public Comment a question was asked about any specific contract with KCED Corp. relating to use of funds provided by Kewaunee County and a question regarding amounts paid to Brown and Manitowoc Counties for library use by Kewaunee County residents.

The County has been notified that the current Workers Compensation Policy will not be renewed. The Administrator is working on options for coverage.

Moved by Mastalir second by Tebon to approve bills. Motion carried.

The next meeting of the Finance and Public Property Committee will be on November 13, 2014 at 2:00 PM at the Administration Center.

Moved by Tebon second by Romdenne to adjourn. Motion carried.

Meeting adjourned at 3:40 PM.

Submitted by: Tom Romdenne, Secretary

Kewaunee County
Human Services Committee Minutes

October 8, 2014

The meeting was called to order by Chair Linda Sinkula at 9:00 a.m. Present for the meeting were Virginia Haske, Shirley Kirchman, John Mastalir, Ken Tebon, Rose Quinlan, Kaye Shillin, Paul Ravet, Mary Ann Szydel, Chuck Wagner, and Greg Thousand. Mark Buchanan was absent from the meeting. Also attending the meeting was Ron Opicka from Eastshore Industries.

The agenda was reviewed by the committee. Shillin moved to approve the agenda. Tebon seconded the motion. All voted in favor of the motion.

The minutes were reviewed from the September 4, 2014 meeting. Mastalir moved to approve the minutes. Kirchman seconded the motion. All voted in favor of the motion.

First on the agenda was to review and discuss the proposed Annual Report for 2013. Director Thousand went through the report for the committee explaining the many changes that took place in 2013. The board had some questions and he answered them along the way.

Next was an update on Family Care. Just in the last 24 hours there were messages sent from the State that could delay the anticipated start up in the county on March 1st, 2015. The Joint Committee on Finance was to hold a meeting yesterday, October 7th, to give the final approval for the Managed Care Organizations that were selected in a competitive bidding process. That meeting was cancelled and a new date has not been set. This will probably have minimal impact on the 2015 Human Services budget since any increases in expenses due to delay will be offset by the revenues generated by the long-term care programs the County will continue administer while awaiting transition to Family Care. However, these delays continue to create worry and uncertainty for consumers, providers, and employees who are impacted by the coming changes. Director Thousand will be checking with the other Northeast Wisconsin counties as well as the State to determine just what this will mean as far as any expected changes to the transition timeline for Kewaunee County and the other six counties comprising the Northeast region.

There were two contract approvals for this month. One for Clarity Care in the amount of \$13,539.60 and the other one to Phoenix Behavioral Center for Autism Therapy in the amount of \$84,023.00. These both are covered under Medicaid and have no county dollars required for them. Quinlan moved to approve the contracts. Shillin seconded the motion. All voted in favor of the motion.

The travel vouchers were reviewed by the committee. Wagner moved to approve the travel requests. Haske seconded the motion. All voted in favor of the motion.

The committee reviewed the vouchers for the last month. A motion by Haske to approve the vouchers was seconded by Mastalir. All voted in favor of the motion.

Mr. Opicka updated the board that they are selling one of the vans they now have.

There were no other matters discussed at this time. The next meeting date was set by consensus for November 12, 2014 at 9:00 a.m.

Kirchman moved to adjourn the meeting at 10:03 a.m. Shillin seconded the motion. Motion carried.

Respectfully submitted by;

Chuck Wagner, Secretary

PROMOTIONS & RECREATION COMMITTEE
Special Meeting
Tuesday, September 23, 2014

Call to Order: Chairman Bruce Heidmann called the meeting to order at 5:45 P.M. in the Committee Room at the Kewaunee County Administration Center. Committee Members present include: Dennis Cravillion, Larry Kirchman, Ken Tebon, and Scott Jahnke. Also present was Director Matt Payette.

Approval of Minutes and Agenda: Larry moved to approve the meeting agenda. Second by Dennis. Motion carried unanimously.

Public Input: None.

Discuss and Approve D-Lux Flooring, LLC Revolving Loan: Matt presented the loan to the committee for review. The Kewaunee County Revolving Loan Fund Committee recommended approval of the loan at their September 22nd meeting. Scott moved to approve the loan request by D-Lux Flooring, LLC. Second by Ken. Motion carried unanimously.

Adjournment: Larry moved to adjourn the meeting at 5:55 P.M. Ken seconded the motion. All in Favor.

Respectfully Submitted
Scott Jahnke, Kewaunee County Promotions and Recreation Secretary

PROMOTIONS & RECREATION COMMITTEE

Monthly Meeting
October 14th, 2014

Call to Order:

Chairman Bruce Heidmann called the meeting to order at 5:00 p.m. at the Kewaunee County Highway Dept. Conference Room. Committee Members present include: Dennis Cravillion, Scott Jahnke, Larry Kirchman, and Ken Tebon. Also present: Matt Payette and Gary Paape

Approval of Minutes and Agenda:

Ken motioned to approve, and Larry second. Motion carried.

Public Input:

Gary Paape attended the meeting to say "thank you" from the Town of Ahnapee for the pavement patch put in at Bruemmerville Park.

Committee Liaison Reports:

Bruce attended the dedication of the new sheep/goat enclosure at Bruemmer Park. Ken went to the announcement of Farm Technology Days at Ebert Enterprises. The scheduled date for the event is July 11th-13th, 2017.

Review Park and Open Space Plan Draft:

Matt explained the Kewaunee County Comprehensive Outdoor Recreation and Fairgrounds Space Plan.

Discuss and Approve Wakker Cheese, LLC RLF Loan:

Jonas Wakker approached the County to borrow money from the Revolving Loan Fund in order to make and sell artisan cheese. He plans to have six full time employees within three years. The company would be named Wakker Cheese, LLC. and be located in the old Tom's Bakery building in Kewaunee. Funds requested are \$220,000 with a ten year term. Larry motioned to approve the loan application and Ken second. Motion carried.

Discuss and Approve Cost for Ag Heritage Days at Fairgrounds:

There was a request for a reduction in the rent for the Fairgrounds because of the poor weather during the event this year. The consensus of the committee is to leave the rate as it is.

Discuss and Approve Seasonal Rates for Winter Park:

There was discussion of raising the rates for the Winter Park. If the use of the Park would remain the same as in the previous year, the increase of revenue would be about \$6800 for the season. Scott motioned to approve the new rate increase and Ken second. Motion carried.

Travel Request:

Matt Requested to go to the WRRRA Annual Conference in Wisconsin Dells November 5th-7th, 2014. Larry motioned to approve, second by Dennis. Motion carried.

Director's Report:

Matt reported that the Artic Fox had surgery on his eye. Park closing is under way for the winter. Winter Park equipment is being made ready for the sledding and skiing season. The revolving loan for D Lux Flooring, LLC is finalized. Taste of the County will be held at the Fairgrounds on Oct. 22nd. The Park ordinance will be gone over and will be discussed at another meeting. (See Director's Report)

Discussion and Approval of Bills:

Dennis motioned to approve payment of the bills, Scott second. Motion carried.

Set Regular Monthly Meeting Date:

Tuesday November 11th, 2014 at 5p.m. in the Kewaunee County Highway Dept. Conference Room

Unfinished Business or Other Business as Allowed by Law:

None

Adjournment:

Ken motioned to adjourn at 5:50p.m. Dennis second. Motion carried.

Respectfully Submitted

Scott Jahnke, Secretary



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 (September 9 – October 14)

Bruemmer Park

Buddy, our Arctic fox, had surgery on his eyelid to alleviate a continuing infection in his eye. He has been recovering in the park shop for the past two weeks and is healing well. He will spend an additional week or two in quarantine so ointment can be applied to his eye and he can completely heal.

Winter Park

We continue to prepare for the upcoming season at Winter Park. We have ordered replacement parts for our snow guns and will continue preparation as time permits. The Promotions and Recreation Committee also approved a price adjustment for the 2014/2015 season. The family rate for tubing will increase from \$22 per family to \$25. In addition, the rate for private parties will increase from \$3 per person to \$4 per person.

Snowmobile

Construction of the Behrmann Bridge has started off site and the bridge should be ready to be moved to its' new location by the end of the month.

Revolving Loan Fund

We closed on the D-Lux Flooring, LLC RLF Loan that the County approved last month. Loan payments have been dispersed and the business is now open to the public. The RLF Committee also approved a loan at their October 13th meeting for an artisan cheese making business that will be located in downtown Kewaunee. Wakker Cheese, LLC plans to specialize in making & selling high quality gouda cheese and other specialty items.

Fairgrounds

Luxemburg Speedway's race season concluded on September 26th with the 1st annual Battle by the Bay. Overall it was a challenging season due to low attendance affected by weather and other economic factors. Attendance for the year was approximately 11,000 over 15 races. The season was hampered by seven weather related cancelations.

The 6th annual Taste of the County will be held in the Exhibit Hall on October 22th from 5:30 P.M. to 8:00 P.M. The event will feature a culinary demonstration by Chris Wiltfang of Skaliwags in Algoma and local cuisine and beverage from over 25 local businesses. Tickets are \$35 per person and are available at any of the local banks located in Kewaunee County.

General Parks

We are in full swing of winterizing the County Park Season. We have taken out some docks, put away picnic tables and trash receptacles and have also begun winterizing bathrooms. This is a long process that can take up to a month.

We are in the process of updating our Outdoor Park and Recreational Plan. In order to qualify for many of the grants we have obtained in the past, and plan to apply for in the future, the State of Wisconsin requires that we have a valid and up to date plan on file. We have been completing this update in house.

KEWAUNEE COUNTY REVOLVING LOAN FUND COMMITTEE

September 22, 2014 1:00 P.M.

Call to Order:

The September meeting of the Kewaunee County Revolving Loan Fund Committee was called to order at 1:00 P.M., on Monday, September 22nd, in the Conference Room at the Kewaunee County Highway Department, E4280 County Road F, by Committee Chair Jim Lamack.

Committee Members Present: Chairman Jim Lamack, Jeff Wisnicky, Dave Luebbers, Robert Weidner, Dennis Cravillion, Ron Heuer and Administrator Matt Payette.

Committee Members Excused: Dan Vincent and Jennifer Brown.

Approval of Agenda and Minutes: Minutes for the August 11, 2014 meeting and agenda for the September 22nd meeting were presented. Mr. Heuer moved for approval of the agenda and approval of the August 11th minutes. Mr. Luebbers seconded the motion. All voted in favor.

Committee Chairman Remarks - Jim Lamack: None

Consider Motion to go into Closed Session Pursuant to Sec. 19.85(1) (f)–Considering the Financial History of Specific Persons, to Wit: Considering the RLF Loan Application of D-Lux Flooring, LLC – Frank Dorn: Mr. Weidner moved to go into closed session pursuant to Sec. 19.85(1) (f) Wis. Stats. Mr. Heuer seconded the motion. All voted in favor.

Consider motion to return to open session: Mr. Heuer moved to return to open session pursuant to Sec. 19.85(1) (f) Wis. Stats. Mr. Weidner seconded the motion. All voted in favor.

Consider Motion to Approve/Deny the RLF Loan Application of D-Lux Flooring, LLC – Frank Dorn: The loan proposed to D-Lux Flooring LLC is for working capital to be used for inventory and business costs. After discussion Mr. Heuer made a motion to approve the RLF loan application for D-Lux Flooring, LLC under the following conditions;

1. Term – Seven years (7), 1st year interest only, remaining years P & I Interest rate 4%.
2. Amount – \$50,000 - \$25,000 at closing, and the remaining \$25,000 after future review of business financial statement.
3. Personal Guarantees – Frank and Lindy Dorn.
4. 3rd position on home and 2nd position on inventory and equipment.
5. Renegotiation of building lease to 3 year term.

Mr. Weidner seconded the motion. All voted in favor.

Administrator's Report – Matt Payette: No additional information was provided

Next Meeting Date: The next meeting will be held on Monday, October 13, 2014 at 1:00 P.M. in the Kewaunee County Highway Conference Room, E4280 County Road F, Kewaunee, Wisconsin.

Any Other Business as Allowed by Law: None

Adjournment: The meeting was adjourned at 2:05 P.M. on a motion by Mr. Wisnicky and a second by Mr. Heuer. All in favor.

Minutes submitted by: Matt Payette, RLF Administrator

KEWAUNEE COUNTY REVOLVING LOAN FUND COMMITTEE

October 13, 2014 1:00 P.M.

Call to Order:

The October meeting of the Kewaunee County Revolving Loan Fund Committee was called to order at 1:00 P.M., on Monday, October 13th, in the Conference Room at the Kewaunee County Highway Department, E4280 County Road F, by Committee Chair Jim Lamack.

Committee Members Present: Chairman Jim Lamack, Jeff Wisnicky, Dave Luebbers, Dennis Cravillion, Ron Heuer, Dan Vincent, Jennifer Brown and Administrator Matt Payette.

Committee Members Excused: Robert Weidner. **Others Present:** Johannes and Olga Wakker.

Approval of Agenda and Minutes: Minutes for the September 22, 2014 meeting and agenda for the October 13th meeting were presented. Mr. Heuer moved for approval of the agenda and approval of the September 22nd minutes. Mr. Cravillion seconded the motion. All voted in favor.

Committee Chairman Remarks - Jim Lamack: None

Consider Motion to go into Closed Session Pursuant to Sec. 19.85(1) (f)–Considering the Financial History of Specific Persons, to Wit: Considering the RLF Loan Application of Wakker Cheese, LLC: Mr. Wisnicky moved to go into closed session pursuant to Sec. 19.85(1) (f) Wis. Stats. Mr. Luebbers seconded the motion. All voted in favor.

Consider motion to return to open session: Mrs. Brown moved to return to open session pursuant to Sec. 19.85(1) (f) Wis. Stats. Mr. Heuer seconded the motion. All voted in favor.

Consider Motion to Approve/Deny the RLF Loan Application of Wakker Cheese, LLC:

The loan proposed to Wakker Cheese, LLC is for equipment to be used for artisan cheese making. After discussion Mr. Wisnicky made a motion to approve the RLF loan application for Wakker Cheese, LLC under the following conditions;

1. Term – Ten years (10), first six (6) months payment deferral followed by six (6) months interest only; remaining nine (9) years P & I with Interest rate of 4%.
2. Amount – \$220,000.
3. Personal Guarantees – Johannes and Olga Wakker and Wakker Dairy.
4. 1st position on equipment purchased with loan proceeds

Mr. Heuer seconded the motion. All voted in favor.

Administrator's Report: Mr. Payette handed out an updated collection ledger that included loan balances and payments to date. As of October 13, 2014, the total funds available to re-loan in the RLF is approximately \$654,183 and current monthly payments total \$9,802.06

Next Meeting Date: The next meeting will be held on Monday, December 8, 2014 at 1:00 P.M. in the Kewaunee County Highway Conference Room, E4280 County Road F, Kewaunee, Wisconsin.

Any Other Business as Allowed by Law: None

Adjournment: The meeting was adjourned at 2:10 P.M. on a motion by Mr. Heuer and a second by Mr. Cravillion. All in favor.

Minutes submitted by: Matt Payette, RLF Administrator

**MONTHLY WORK PROGRAM ACTIVITY REPORT
SEPTEMBER 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 attended that annual grants workshop on September 3rd that was facilitated by staff from Wisconsin Coastal Management.
- The Executive Director presented at Wisconsin Economic Development Corporation's regional workshop held on September 4th in Appleton.
- The Natural Resources Planner attended the Healing our Waters/Great Lakes Coalition conference in Grand Rapids, MI from September 9th through the 11th.
- The full Commission meeting was held on September 12th at the Wildlife Sanctuary in Green Bay.
- On September 16th, the Natural Resources Planner gave a presentation to area stakeholders about Bay Beach while on a Foxy Lady boat tour.
- On September 17th, the Executive Director attended a Marketing Workshop in Appleton sponsored by the Fox Valley Community Partnership and Schenck.
- On September 25th, the Natural Resources Planner gave a presentation on Commission activities for the Wisconsin Coastal Management Council in Sheboygan.
- 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

- 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 Commission provided technical assistance for the administration and updating of zoning and other ordinances for Kewaunee County; and the Towns of Ahnapee, Casco, Franklin, Lincoln, Pierce, and Red River.

MANITOWOC COUNTY

- Commission staff continued working on an update to the Farmland Preservation Plan for Manitowoc County. An Open House was held on September 10th to present the plan to the public.
- The Natural Resources Planner worked on developing a WDNR Urban Forestry grant proposal for the City of Manitowoc Park and Forestry department for an update to their EAB Management Plan. However, the City has decided not to submit the application due to lack of financial match.
- Several activities regarding the Maritime Metro Transit Development Program (TDP) occurred in September. Commission staff worked on draft Chapter 4 of the TDP (Community Profile) during much of September, prepared minutes of the August 28th meeting of the Maritime Metro TDP Review Committee, and sent out the agenda for the October 2nd meeting of the Maritime Metro TDP Review Committee in late September.
- Commission staff utilized EMSI Analyst to compile an economic input/output summary report for Progress Lakeshore on the soft drink industry in Manitowoc County.
- Commission staff continued work on the county's hazard mitigation plan, which received approval from FEMA in August.

MARINETTE COUNTY

- Commission staff continued to assist the City of Marinette with the administration of its Shared-Ride Taxi Transit Program by attending the city's quarterly Transportation Committee meeting on September 16th.
- The Commission provided technical assistance for the administration and updating of zoning and other ordinances for the City of Marinette and the Town of Pound.
- The Natural Resources Planner continued to work with the City of Marinette to implement beach improvement work at Red Arrow Beach. Construction will begin in October 2014.
- Commission staff continued work on the City of Marinette's 2015 Shared Taxi application for State Aid (Section 85.20) and Federal Aid (Section 5311) for operation of the City's Shared-Ride Taxi transit services.
- Commission staff discussed various options with Town of Amberg officials to update the town's comprehensive plan.
- Commission staff compiled an economic summary report for Marinette County Association for Business and Industry, Inc. (MCABI) on the retail, entertainment, and event & hospitality drain in the cities of Marinette and Peshtigo; and Marinette County utilizing EMSI Analyst.

OCONTO COUNTY

- Commission staff presented to the Town of Riverview in Oconto County on September 30th regarding several options to update the town's comprehensive plan.
- Commission staff continued work on updating Oconto County's hazard mitigation plan.

SHEBOYGAN COUNTY

- Commission staff participated in Title VI training in Fond du Lac on September 16th.
- Commission staff attended the quarterly MPO Directors' meeting in Janesville the morning of September 24th.

- Commission staff participated in the annual MPO/RPC/WisDOT transportation planning conference in Janesville September 24th through 26th.
- Commission staff compiled an economic summary report for Sheboygan County on the Golf Course industry utilizing EMSI Analyst.
- Commission staff prepared the draft *2015 Sheboygan Metropolitan Planning Area Transportation Planning Work Program* in September. The draft Work Program was transmitted to pertinent WisDOT and USDOT staff for review in mid September; staff from the Wisconsin Department of Natural Resources Bureau of Air Management and from Shoreline Metro also received electronic copies of the draft Work Program. A teleconference meeting to review the draft Work Program was scheduled with WisDOT and FHWA staff for early October.
- Commission staff reviewed output from the travel demand forecast model regarding base year and horizon year traffic conditions (in terms of reasonableness) starting in late September.
- 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 September. Some of these visualization applications could also be transferred to other Commission-led planning efforts in the region.
- Commission staff provided a small amount of technical assistance to Shoreline Metro during the month of September.
- The Commission approved an amendment to the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2013 – 2016* at its meeting on September 12th. This amendment added a project requested by the WisDOT Northeast Region. The project involves a sequencing and prioritization study for various future projects on Interstate Highway 43 in Sheboygan, Manitowoc and Brown counties. The Sheboygan MPO Technical and Policy Advisory Committees recommended approval of this minor amendment at their joint meeting in late August. Commission staff will transmit this amendment to pertinent WisDOT and USDOT staff in early October.
- Commission staff prepared the main body of the *Sheboygan Metropolitan Planning Area TIP: Calendar Years 2015 – 2018* in September. Commission staff will prepare various appendices for that document in October.