

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

**MONTH: JUNE**

**DATE: June 16, 2015**

**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. Appointments**
  - a. Kewaunee County Veteran Service Officer – Patricia Jane Babcock**
  - b. Board of Adjustments – Randy Hallet**
- 6. Annual Reports and Other Reports to the Board as Requested by the County Board or Committee:**
  - a. Kewaunee County Register of Deeds – Janet Wolf**
  - b. Kewaunee County Sheriff's Dept. – Matt Joski**
  - c. Kewaunee County Library Services Board – Bob Entringer**
  - d. Kewaunee County Administrator – Scott Feldt**
- 7. Committee Reports:**
  - a. Highway/Solid Waste Committee**
  - b. Personnel, Advisory & Legislative Committee**
  - c. Health Committee – *No Vets or Child Support Meeting***
  - d. Extension Education & Zoning Committee**
  - e. Land & Water Conservation Committee**
  - f. Law Enforcement & Emergency Mgmt. Committee**
  - g. Finance and Public Property Committee**
  - h. Human Services Committee**
  - i. Promotion and Recreation Committee – *No Meeting***
  - j. Groundwater Task Force Committee**
  - k. Revolving Loan Fund Committee – *No Meeting***
  - l. Bay Lake Regional Planning Commission**
- 8. Citizen's Input (maximum 3 minutes per appearance)  
(20 minutes total per meeting)**

9. **First Reading of Ordinance (vote to be taken at the next County Board meeting)**
  - a. **None**
  
10. **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**
  
11. **Recess, if needed**
  
12. **Consideration of Resolutions:**
  - a. **Resolution to Amend the Rules and Duties of the Finance and Public Property Committee**
  
13. **Consideration of Ordinance read at previous County Board Meeting**
  - a. **Ordinance Amending the Land Divisions, Parcel Combinations and Certified Survey Maps**
  
14. **Communications:**
  - a. **Resolutions from Other Counties**
  - b. **Kewaunee County Economic Development Corp. – Tourism Update by Jennifer Brown**
  - c. **Chairman Comments – RE: Highway/SW, Human Services, Dominion**
  - d. **Kewaunee County Events**
  
15. **Set meeting date for next County Board Meeting**
  - a. **July 21, 2015 at 6:00 p.m. (previously scheduled)**
  - b. **August 18, 2015 at 6:00 p.m. (previously scheduled)**
  - c. **September 15, 2015 at 6:00 p.m. (proposed)**
  
16. **Adjournment**

/s/ Ron Heuer  
Ron Heuer  
Kewaunee County Board Chairman

/s/Jamie Annoye  
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

*Scott Feldt*  
*County Administrator*

June 16, 2015

### APPOINTMENT

To: The Honorable Members of the Kewaunee County Board:

I hereby make the following appointment pursuant to  
Wisconsin Statutes Sec. 45.80(1)(c) effective June 1, 2015 and subject to  
County Board approval.

#### Kewaunee County Veterans Service Officer

Patricia Jane Babcock  
1123 Wisconsin Avenue  
Manitowoc, WI 54220

Respectfully submitted,

Scott Feldt  
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

*Scott Feldt*  
County Administrator

June 16, 2015

### BOARD OF ADJUSTMENTS FOR SHORELAND AND FLOOD PLAIN ZONING

Honorable Members of the Kewaunee County Board:

Pursuant to Section 18.5 of the Kewaunee County Ordinance No. 104-1-69 and Section 59.99(2) Wisconsin Statutes, I hereby make the following appointment to the Board of Adjustments for Shoreland and Flood Plain Zoning Ordinance:

**Term July 1, 2015 to June 30, 2018**

Randy Hallet  
N7173 County Road C  
Casco, WI 54205

Respectfully submitted,

Scott Feldt  
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.**

**A RESOLUTION TO AMEND THE RULES AND DUTIES OF THE  
FINANCE AND PUBLIC PROPERTY COMMITTEE  
(2/3 Vote Required for Approval)**

**TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:**

- 1 **WHEREAS**, the Finance and Public Property Committee considered and hereby recommends  
 2 amending its Rules and Duties as set forth in the attachment to this Resolution; and  
 3  
 4 **WHEREAS**, Rule 23, of the Rules of Order provides, "Any rule of the Board may be suspended,  
 5 altered, or amended by consent of two-thirds of the members present, except Rule **22B** may  
 6 **NOT** be suspended, altered, or amended."  
 7  
 8 **NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly  
 9 assembled this 16th day of June 2015, that the Board approves amending the Rules and Duties  
 10 of the Finance and Public Property Committee.

Respectfully Submitted,

**FINANCE AND PUBLIC PROPERTY COMMITTEE**

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**APPROVED AS TO FORM**

Jeffrey R. Wisnicky  
 Corporation Counsel

FISCAL IMPACT STATEMENT:  
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 \_\_\_\_\_

	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				

## FINANCE AND PUBLIC PROPERTY COMMITTEE

1. ~~Review and approve all just claims and accounts submitted on vouchers against the County, and submit same to County Board for payment. If a County Board meeting is not held in any given month, The Committee shall have claims paying authority for that month and all claims are approved as if acted on by the County Board.~~
1. Review and audit all just claims and accounts submitted against the County and submit the same to the County Board for final review and audit. Approve claims and authorize payment for claims not previously authorized by an oversight committee. The several oversight committees are authorized to approve budgeted claims up to \$10,000 and authorize payment arising from their respective departments. The County Administrator shall have authority to approve budgeted claims up to \$10,000 and authorize payment when necessary to assure timely payment.
2. Approve or disallow all requests, reports, or resolutions of all committees involving expenditures of county funds in excess of the budget and requiring an appropriation.
3. Approve or disallow requests for transfer of funds from contingency account to budget accounts up to \$20,000.00. Have authority to authorize expenditures from the Capital Improvement Fund up to \$20,000.00. Review and recommend to the County Board, all transfers from the General Fund and all transfers from Contingency and Capital Improvement Funds exceeding \$20,000.00. The County Administrator shall have authority to authorize requests for transfer of funds from the contingency account to budget accounts up to \$2,500.00 and expenditures from the Capital Improvement Fund up to \$2,500.00 when a genuine necessity exists and calling a timely Finance and Public Property Committee meeting is impossible or impracticable.
4. Examine and audit all accounts and County Board members per diem, and mileage claims, and make a report of their findings to the County Board. If a County Board meeting is not held in a given month, approval by the Committee shall be authorization to pay the monthly Supplementary Payroll.
5. It shall check the various accounts and balances from time to time to see that all departments stay within their budgets and that budgets are not overdrawn.
6. ~~Approve transfer of funds between budget account line items with no change in the overall budget (over \$1,000.00).~~

6. Approve transfer of funds over \$1,000 between account line items with no change in overall budget.
7. Review annual County Budget as presented by the County Administrator and upon approval, recommend to the County Board for adoption.
8. Recommend to the County Board the working bank and the depository for all county funds.
9. Review all matters pertaining to defective and insufficient tax title and approve all tax deeds taken and all quit claim deeds issued.
10. Approve and recommend to the County Board the advertising and disposal of all county lands acquired by tax deed. Any sale of county right-of-way must be reviewed by the highway committee to determine how such sale would affect property that is adjacent to or part of a highway right future highway projects. A written opinion of the advisability of such sale would be forwarded from the highway committee to the finance committee.
11. Authorize the contract for the annual audit of all the departments of the county.
12. Approve County Treasurer and Administrator's recommendations to invest any funds not being used in accordance with Section 66.0603 (1m) of the Wisconsin Statutes.
13. Approve any plans for the maintenance, repair, improving, and remodeling of all county buildings excluding the Highway facilities.
14. Review and approve requests for the purchase of capital equipment and supplies for the above mentioned buildings in excess of \$2,500.00. The County Administrator shall have authority to authorize budgeted expenses up to \$2,500.00.
15. Review annually a complete inventory of all property owned by Kewaunee County and file a copy with the County Clerk.
16. Review and approve recommendations from the County Administrator to purchase adequate insurance to cover any and all county liability including without limitation workers compensation insurance. The committee shall from time to time consult with other standing committees of the County Board to determine special insurance needs of the various agencies and departments supervised by the other committees. Other standing

committees may request special action by the committee for special needs.

17. Recommend to the County Board, all other types of insurance coverage deemed necessary, and purchase all the insurance coverage approved by the County Board.
18. Review and approve both the bond and the sufficiency of the sureties for all county officers and report in writing to the County Board their actions on all bonds.
19. To have charge of the property belonging to the Edward Decker Memorial Collection and pursuant to Resolution No. 25-10-96, the Committee shall act as the "Edward Decker Memorial Commission" as specified in Board Resolution dated June 9, 1909.
20. To perform all such other duties imposed by law or by order of the County Board.
21. Pursuant to Resolution No. 45-12-90, Finance and Public Property Committee is designated as the Data Processing Committee for Kewaunee County and shall be responsible for establishing priorities for existing and new data processing needs, survey county agencies for possible uses of computers
22. Acts as County Civil Rights Compliance Committee.



**ORDINANCE NO.**

**AN ORDINANCE AMENDING THE LAND DIVISIONS, PARCEL COMBINATIONS & CERTIFIED SURVEY MAPS 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 16.967, 59.07(6), and 59.88 of the Wisconsin Statutes.
- 3
- 4 The Kewaunee County Board of Supervisors, duly assembled this 16th day of June 2015,
- 5 hereby adopt the Amended Land Divisions, Parcel Combinations and Certified Survey Maps
- 6 Ordinance, as set forth in the attachment hereto.
- 7
- 8 **Effective Date:** This ordinance shall take effect upon passage and publication.

Respectfully Submitted,

**FINANCE AND PUBLIC PROPERTY COMMITTEE**

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**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				

## Land Divisions, Parcel Combinations And Certified Survey Maps

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- 1.01 Authority
  - 1.02 Purpose
  - 1.03 Prior Ordinances
  - 1.04 Abrogation and greater restrictions
  - 1.05 Interpretation
  - 1.06 Severability
  - 1.07 Definitions
  - 1.08 Jurisdiction
  - 1.09 Compliance
  - 1.10 Effective Date
- 

- 1.01 Authority. The Kewaunee County Board of Supervisors adopts the provisions of this ordinance pursuant to the authority granted in Sections 16.967, 59.07(6), and 59.88 of the Wisconsin Statutes.
- 1.02 Purpose. To establish a county-wide policy which will protect the citizens of Kewaunee County by insuring that future land divisions and parcel combinations comply with local ordinances, meet minimum surveying standards, and maintain or enhance the accuracy of Kewaunee County's land information system.
- 1.03 Prior Ordinances. This ordinance supersedes and repeals all prior land division, parcel combination and parcel map ordinances.
- 1.04 Abrogation and Greater Restrictions. It is not intended by this ordinance to repeal, abrogate, annul, impair, or interfere with any existing easements, covenants, deed restrictions, agreements, rules, regulations, ordinances, or permits previously adopted or issued pursuant to law, except as set forth in the "Prior Ordinances" paragraph. However, where this ordinance imposes greater restrictions, the provisions of this ordinance shall govern.
- 1.05 Interpretation. The provisions of this ordinance shall be held to be minimum requirements and shall be liberally construed in favor of this ordinance and Kewaunee County and shall not be deemed a limitation or repeal of any other power granted by Wisconsin Statutes.
- 1.06 Severability. If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the ordinance shall not be affected thereby.
- 1.07 Definitions. Terms used in this ordinance mean as follows:

- (a) Certified Survey Map, CSM, or CSMs: A map of a division of land prepared in accordance with Chapter 236 of the Wisconsin Statutes.
- (b) Land Division: The act of creating two or more separately described parcels from a single parcel of land by the owner thereof or his agent.
- (c) Local Unit of Government: The village, city, town, or county in which zoning laws apply.
- (d) Lot: A parcel of land having frontage on a public street, occupied or intended to be occupied by a principal structure or use and sufficient in size to meet the lot width, lot frontage, yard, parking area, and other open space provisions of any applicable zoning code.
- (e) Parcel: A continuous acreage of land described in a single description in a deed or one of a number of lots or outlets on a plat, separately owned or capable of being separately conveyed.
- (f) Plat: A map of a division of land for the purpose of sale, lease, or building development.
- (g) Surveyor: A land surveyor duly registered in the State of Wisconsin.
- (h) Tract: See Parcel
- (i) Undeveloped Land: Land in parcels or tracts sufficiently large for future subdivisions which is presently in agriculture, woodland, or other non-intensive use.

1.08 Jurisdiction. Jurisdiction of these regulations shall include all lands and waters within the limits of Kewaunee County. The provisions of this ordinance shall not apply to:

- (a) Transfers of interest in land by will or pursuant to court order or operation of law.
- (b) Leases, mortgages, or easements.
- (c) The sale or exchange of property between adjacent landowners if that property is attached to and incorporated into an existing tax parcel provided that the remnant parcel is not less than 1.5 acres in size. Wis. Stat. §236.45(2)(a)3.
- (d) Cemetery plats made under Wis. Stat. §157.07.
- (e) Assessor's plats made under Wis. Stat. §70.27. Assessor's plats shall comply with Wis. Stats. §§236.15(2)(a) to (g) and 236.20(1) and (2)(a) to (e).
- (f) Parcels that are split or combined as whole lots in a recorded subdivision plat or parcels that are split or combined as whole quarter/quarter sections in the public land survey system provided the local zoning authority approves the exemption for the split or combination.

1.09 Compliance. No person shall divide any land located in Kewaunee County so that division results in a subdivision, land division, or replat; no such subdivision, land division, or replat shall be entitled to recording; and no street shall be laid out or

improvements made to land without compliance with all requirements of this ordinance and the following:

- (a) Provisions of Chapter 236 of the Wisconsin Statutes.
- (b) Rules of the Wisconsin Department of Transportation relating to safety of access and the preservation of the public interest and investment in the highway system if the land owned or controlled by the sub-divider abuts on a state trunk highway or connecting street.
- (c) Any applicable zoning code and all other applicable local or county ordinances.
- (d) Combining and Dividing Parcels. In addition to state statutory requirements for certified survey maps, subdivision plats, replats, assessor's plats, condominium plats and other recordable documents, the following additional requirements shall be adhered to for the purposes of this ordinance:
  - (1) Parcel Splits: A certified survey map shall be prepared and recorded in the Register of Deeds office for all land divisions that create a new parcel. A CSM will not be required for the sale or exchange of property between adjacent landowners if that property is attached to and incorporated into an existing tax parcel unless it results in a remnant parcel that is less than 1.5 acres in size. Wis. Stat. §236.45(2)(a) 3.
  - (2) Parcel Combinations: A certified survey map shall be prepared and recorded in the Register of Deeds office for all parcel combinations unless the combination is required by the local assessor or the Kewaunee County Land Information Office for valuation purposes under Wis. Stat. §70.23(2).
  - (3) Present zoning shall remain on a subdivided or combined parcel until a zoning change is applied for by the applicant and granted by the governing body of jurisdiction.
- (e) Document Specifications; Certified Survey Maps.
  - (1) A CSM being prepared and submitted for recording shall show on its face any adjacent recorded CSMs and their accompanying document, volume and page numbers, previous CSM number which is being replaced in part or whole by a new CSM, and section, town and range.
  - (2) Road dedication shall be the minimum width required by each local unit of government, or by state law.
  - (3) A CSM shall be accompanied by a certificate of the Surveyor, Local Unit of Government, and the Owner. The owner's

certificate shall include the following statement: "All mortgagees associated with this property have been contacted and made aware of these property boundary changes."

(f) Required Reviews.

- (1) CSM Reviews. All certified surveys submitted for recording in the Register of Deeds office shall have undergone a self-review by the surveyor. Evidence of this review will be in the form of a completed, County approved CSM review checklist. The CSM review checklist shall be filed in the Kewaunee County Land Information Office prior to the recording of the certified survey, and the LIO shall stamp the CSM to indicate that the required self-review was completed.
- (2) Condominium Plat Reviews. All condominium plats shall be reviewed by a Registered Land Surveyor designated by Kewaunee County to insure that they meet basic surveying standards.

- (g) Zoning Certification. Each parcel that is split and partially combined with an adjacent parcel that is currently under different ownership, or will be under different ownership with the contemporaneous recording of a deed or other document of conveyance, shall be certified by the local zoning administrator and, if applicable, the Kewaunee County shoreland zoning administrator, to verify compliance with the governing zoning ordinance. The zoning certification must be filed in the Kewaunee County Land Information office at or prior to recording any documents of conveyance.

1.10 Effective Date. This ordinance shall be effective upon passage and publication.

# Highway/Landfill Committee Minutes

April 22, 2015

The Highway Committee meeting was called to order at 8:45 AM 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, Office Manager Mary O'Leary, Landfill Facility Manager Mike Paral and Recording Secretary Jenny Salentine. Guests at today's meeting included: County Board Chairman Ron Heuer; County Board Supervisor Pat Benes, County Administrator Scott Feldt, and Mark Banton from *Meigs*.

Adoption of Agenda: Gary Paape made a motion to adopt today's Agenda. Second by John Mastalir. Motion carried unanimously.

Approval of Minutes: Gary Paape made a motion to approve the Highway Committee Minutes from their April 2<sup>nd</sup> meeting. Second by John Mastalir. Motion carried unanimously.

Public Comments: County Board Supervisor Pat Benes stated he attended the Town of Pierce's Annual Meeting last night and inquired about discussion about Jeff's Sports Bar which is located at the corner of CTH "D" & STH "42". Mr. Benes asked questions about the State Highway right-of-way and about the possible relocation of this business' driveway. Commissioner Every stated he has been contacted by the State regarding doing the work for this project which could include grading, gravel, & post markers. Commissioner Every also commented the State is looking to turn the right-of-way property over to adjacent property owners. The idea of an access road for the houses & businesses located there has also been discussed.

## Reports:

Office Manager Mary O'Leary had the following to report for staff activities:

- ❖ Effective April 19<sup>th</sup>, 2015, the Fringe Rate will be set at 77.96%, it was previously at 83.33% in 2014
- ❖ Effective April 19<sup>th</sup>, 2015, the Small Tool Rate will be set at 0%, it was previously at 1% in 2014
  - Chairman Kirchman inquired about why the large difference. Mary explained the large amounts of department retirements played a factor in the calculation. Mary also stated there is flexibility from the State to change the fringe rate twice a year, if factors change such as health insurance.
- ❖ Tom Karman from Schenck will be here May 5<sup>th</sup> & 6<sup>th</sup> to close out our 2014 financials.
- ❖ Management from the Hwy Dept met with Paul Kunesh, Finance Director, on numerous occasions to review Highway Dept Operations. Mary also spent approximately 3 hours training Paul on the CHEMS-PRO system and reviewing the process for transferring data into the County accounting system.
- ❖ Hand-outs: Roads & Bridges Budget January 1 thru March 21. April Billing Cycle ended on April 18<sup>th</sup> and the final numbers are in the process of being posted.

Landfill Facility Manager Mike Paral had the following to report:

- ❖ We are currently working on a new "turn around" area of the landfill
- ❖ We will be meeting w/ Ayres regarding clay for the borrow pit area once it's dry enough. 6" of immediate cover (clay) is needed.
- ❖ Paper-Pickers are currently caught up. Although, we will be down in paper-pickers & will need to hire LTE Paper Pickers within the next few weeks. We would like to look into the possibility of hiring in-mates to pick paper. County Administrator Scott Feldt mentioned we may need to consider raising the wage. The current wage for paper-pickers is \$10 per hour.
- ❖ County Administrator Scott Feldt, Commissioner Every, & Landfill Facility Manager Mike Paral met to discuss the landfill options & will be presenting information to the Highway Committee in the near future

- ❖ #963 Dozer repair is complete! The original estimate was \$33,000.00. The final price was \$35,539.77 and the financing plan thru CAT has been set-up (no payments for 6 months, then 12 equal payments with no interest)
- ❖ We received a NONC (Notice of Non Compliance) in March on 4 criteria areas. On April 6<sup>th</sup> we responded via a letter that we've corrected these areas.
- ❖ Mike shared information with the committee regarding a product from Agropur that we no longer can accept at the Landfill
- ❖ Mike shared information with the committee regarding a product from Algoma Hardwoods (dust). Bruce asked if we could still accept this product if they cut back from 4 loads each week to only 1 load per week. Commissioner Every & Mr. Paral will contact with Algoma Hardwoods.

Committee member John Mastalir inquired about our tipping fee for sand & he requested to know when the fee increased. Mr. Mastalir also would like to know if there is a difference in the tipping fee if the sand will be used as "daily cover".

County Board Chairman Ron Heuer questioned if the cost for boring, clay, and capping the cell was in the budget. Further explanation and discussions followed.

Commissioner Todd Every had the following to report:

- ❖ Bridge on CTH "E", above the Ahnapee State Trail
  - Posted a 10 ton weight limit
  - The Bridge is on the 5-yr list, checked w/ the DOT to see if the project can be moved up & completed sooner
- ❖ Commissioner Every has met w/ County Administrator Scott Feldt to discuss the ongoing Operations Study, including:
  - Make vs. Purchase of Materials
  - Personnel Levels
  - Equipment Inventory
- ❖ Presently working with Tracy from Emergency Management regarding a grant available to municipalities to be available 24/7 for fueling

Discuss 2015 Asphalt Oil and Emulsion Oil Bids: We received the following 2 bids:

PG 58-28 Asphalt:	Flint Hills Resources	=	\$514.82 per ton
	Henry G. Meigs	=	\$516.00 per ton
Emulsion Oil (HFRS-2):	Flint Hills Resources	=	\$1.96 per gallon (oil)
	Application Cost	=	<u>\$0.50 per gallon</u> (Pearson Bros. Inc.)
	<b>Total</b>	=	<b>\$2.46 per gallon</b>
	Henry G. Meigs	=	\$2.31 per gallon (oil)
	Application Cost	=	<u>\$0.12 per gallon</u> (Meigs Advantage)
	<b>Total</b>	=	<b>\$2.43 per gallon</b>

Committee member Tom Romdenne asked about the language worded in the bid request. Discussion followed.

Motion made by Bruce Heidmann to accept the proposal from Henry G. Meigs for HFRS-2 Emulsion Oil and application costs for \$2.43 per gallon; also to accept the proposal from Flint Hills Resources for PG 58-28 asphalt oil for \$514.82 per ton; also allowing the Commissioner the flexibility to split the orders between the 2 above mentioned companies if Meigs will meet the low bid for PG 58-28 with approximately 75% of the orders going to flint Hills Resources & 25% going to Meigs. Second by John Mastalir. All in favor. Motion carried unanimously.

Review Commissioner Vehicle Use Log and On-Call Schedule from Previous Winter:

A report log of activity during the winter weekend on-call schedule was provided for review. Everything this past season went smoothly. Committee member Gary Paape asked if this process/practice will be reviewed again before the 2015-2016 winter season, also, when? Mr. Paape also wanted to know what the total costs were for the on-call schedule. County Board Chairman Ron Heuer stated he would prefer this practice be presented to the Personnel Committee for their approval. Commissioner Every will update the information and make a recommendation regarding this topic at the next meeting.

A log showing the Commissioner's vehicle use was also presented. The Commissioner had the authorization / approval to take the vehicle home each night @ a cost of \$3.00 per day paid by the Commissioner from December through March. Commissioner Every will also present these same reports / logs to the Personnel Committee soon.

Discuss Implements of Husbandry (IoH): To date, the commissioner has received 3 sets of applications for either over weight on the axle on the power unit or gross overweight. The first 2 were approved & returned. The 3<sup>rd</sup> was a blanket permit for County Roads.

Approve & Sign Vouchers: Highway vouchers paid by check: \$72,926.79. Highway vouchers paid by credit card: \$22,043.54. Motion to approve vouchers as presented made by Gary Paape. Second by Bruce Heidmann. All in favor. Motion carried unanimously.

Approve Travel Requests: June 8-9-10 WCHA Summer Conference @ Chula Vista in Wisconsin Dells. Request for Commissioner Every to attend plus any interested Highway Committee members. Motion to approve the above travel request made by Bruce Heidmann. Second by Gary Paape. All in favor. Motion carried unanimously.

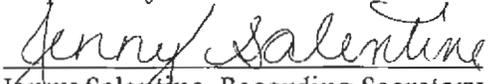
Any other business as allowed by law: None.

Next Meeting Dates:

- ❖ Thurs. May 7th (Attend WCHA Northeast Region Spring Meeting – Sturgeon Bay), Mtg @ 7:30 (Algoma Highway Shop) then continuing to WCHA.
- ❖ Wed., May 20<sup>th</sup> @ 8:45
- ❖ Thurs., June 4<sup>th</sup> @ 8:00
- ❖ Wed., June 17<sup>th</sup> @ 8:00

Adjournment: Motion made to adjourn today's meeting by John Mastalir. Second by Tom Romdenne. All in favor. Motion carried. Meeting adjourned at 11:25 AM.

Respectfully submitted:

  
Jenny Salentine, Recording Secretary

# Highway/Landfill Committee Minutes

May 7, 2015

The Highway Committee meeting was called to order at 7:30 AM 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.

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

Public Comments: None

Reports:

Commissioner Todd Every had the following to report:

- Pulverizing proposals we accepted for this year's projects.
- A request for bids to purchase hot mix asphalt was advertised. Bids will be due on May 18<sup>th</sup>.
- The Wisconsin Refueling Readiness Grant application was submitted.
- Tom Karmon from Schenck will attend the meeting on June 4<sup>th</sup> to review the 2014 Financial Audit for the department.
- An update was given on the bridge condition on the Rustic Road. The department is investigating options to repair the bridge abutments and deck.

Update on the CTH H Bridge Deck Replacement Project Schedule: the engineering plans for the project are complete. Advertising for bids are in the paper and construction trade magazines. Bids will be due on May 19<sup>th</sup>. Ayres Associates will review the bids and provide a recommendation also on May 19<sup>th</sup>. A committee meeting will need to be held prior to the May county board meeting to recommend approval of a resolution to award the successful bidder a contract. Commissioner Every is working with the Corporation Counsel to draft a resolution for the county board agenda. Construction is scheduled to start in mid-June.

Approve & Sign Vouchers: Motion to approve vouchers as presented made by Tom Romdenne. Second by John Mastalir. All in favor. Motion carried unanimously.

Northeast Region WCHA Spring Meeting: The committee travelled to Sturgeon Bay to attend the meeting. Presentation topics included: budget update from the Secretary of Transportation, Northeast Region project updates, Implements of Husbandry (IOH) permitting process, and state and federal legislative issues.

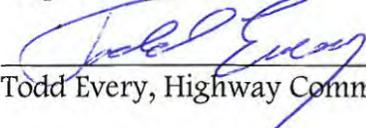
Any other business as allowed by law: None.

Next Meeting Dates:

- ❖ Tues. May 19<sup>th</sup> @ 4:30
- ❖ Wed. May 20<sup>th</sup> @ 8:45
- ❖ Thurs. June 4<sup>th</sup> @ 8:00
- ❖ Wed. June 17<sup>th</sup> @ 8:00

Adjournment: Motion made to adjourn today's meeting by Bruce Heidmann. Second by Gary Paape. All in favor. Motion carried. Meeting adjourned at 1:00 PM.

Respectfully submitted:

  
Todd Every, Highway Commissioner

# Highway/Landfill Committee Minutes

May 20, 2015

The Highway Committee meeting was called to order at 8:45 AM by Chairman Larry Kirchman. Members present included: Larry Kirchman, Bruce Heidmann, Tom Romdenne, and John Mastalir. Gary Paape was excused. Also present was Highway Commissioner Todd Every, Patrol Superintendent Joe Dax, Landfill Facility Manager Mike Paral, and Recording Secretary Jenny Salentine. Guests at today's meeting included: County Administrator Scott Feldt, Count Board Chairman Ron Heuer, & County Board Supervisor Bob Weidner.

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

Approval of Minutes: John Mastalir made a motion to approve the Highway Committee Minutes from their April 22<sup>nd</sup> & May 7<sup>th</sup> meetings. Second by Bruce Heidmann. Motion carried unanimously.

Public Comments: None

## Reports:

Office Manager Mary O'Leary wasn't able to attend today's meeting. Commissioner Every had the following to report on Mary's behalf:

- ❖ An over-time report was provided to the committee as previously requested showing the amount of hours & costs annually from 2011 – 2015

Both Bruce Heidmann & John Mastalir stated that over-time can be beneficial & productive to get work completed. Bob Weidner added to the conversation stating over-time isn't a bad thing when used properly. John Mastalir also commented about laws limiting truck drivers to working no longer than 11 ½ hours per day.

Patrol Superintendent Joe Dax had the following to report:

- ❖ Currently replacing culvert pipes on CTH "C", "AB", & "SS", plus in the towns of Casco, Ahnapee, & Lincoln
- ❖ Will have additional culvert pipes to replace for the Town of Montpelier
- ❖ We have been repairing Guard Rail on CTH "F", "N", & "K"
- ❖ Our D-8 (CAT Dozer) plus an operator was sent to Manitowoc County to assist with stripping their pit
- ❖ Rip-Rap Bridges for repairs from bridge inspections
- ❖ We acquired work for the Town of West Kewaunee Crack-Filling, 3 of the 5 miles are complete
- ❖ We are prepping the Hot-Mix Plant
- ❖ We received a request from Door County to use our Snooper Truck plus 2 men
- ❖ Center-lining began this week & will continue next week
- ❖ Trucks are un-harnessed. A few un-used trucks will keep the plow & wings attached, but all sanders have been converted over to summer use
- ❖ Mechanics are prepping tractors for ditch-mowing

Committee Chairman Kirchman praised the staff on the STH "42" Culvert Replacement Project. Mr. Kirchman stated the job was very well done & he was very impressed with the complete results, stating the road is very smooth. Committee Member Bruce Heidmann echoed Chairman Kirchman's remarks. Mr. Kirchman asked how many townships we will be ditch-mowing this year. So far, we've been contacted by West Kewaunee, Red River, and Montpelier.

Landfill Facility Manager Mike Paral had the following to report:

- ❖ Part-Time Paper-Pickers have been hired
  - One of the new hires is an existing employee that currently cleans at the Highway Dept.
  - The 3<sup>rd</sup> individual is a student who comes after classes
- ❖ Currently working on getting pricing on replacing the plugs in the leachate lines
  - There was a design flaw that needs to be fixed
- ❖ We are ready for Breaker-Run for the turn-around in Cell 10

- ❖ We'll need clay hauled in for intermediate cover
- ❖ Hand-outs:
  - Account Aging Report ~ Receivables (thru 5/7/15)
  - Revenues & Expenditures
- ❖ *B&B Metals* ~ Our current contract will be expiring soon. *B&B* is requesting a lower rate to haul their shredder fluff here. We'd like to set a weekly minimum in the contract to ensure a steady source of material that can be used as ADC.
  - We haven't been receiving enough tire chips from *Liberty Tire*
  - Discussions continue with *B&B Metals*. They are offering \$8.00/ton with a minimum amount per week. A recommendation from Commissioner Every, Mike Paral, & County Administrator Mr. Feldt is to inter into a contract with *B&B Metals* at this price.

County Board Supervisor Bob Weidner asked what percentage of material brought in daily is used as "daily cover". Mike Paral stated approximately 23%, which is low. Chairman Kirchman asked if we're getting other forms of "daily cover". Mike Paral stated we do receive and use some sand. Chairman Kirchman requested the following reports for a future meeting: Charge Summary & Tonnage Summary. Committee Member Bruce Heidmann asked for an update on the CAT.

Commissioner Todd Every had the following to report:

- ❖ Seasonal Employees are returning
  - 2 college students
  - 2 retirees
- ❖ Update on the ROW issue at STH "42" & CTH "D" which was brought up at a previous meeting by County Board Supervisor Pat Benes
  - The State has collected survey data
  - The State will have their Plan together hopefully by the end of the month
  - Our Highway Dept. will be doing the work for the State
- ❖ Summer Town Work Includes:
  - Ahnapee ~ Pulverize ½ mile & chip seal a ½ mile on Poplar Road
  - Village of Casco ~ LRIP Fund Money to purchase Hot-Mix & we will pave on Braeburn, Applewood, and Cortland
  - Montpelier ~ we have estimated projects for Chip Sealing, Paving, & Pipe Replacements
- ❖ Tom Karman will be at the June 4<sup>th</sup> Committee Meeting to report on the 2014 Highway Dept Financials
- ❖ Bridges ~ Applications will be prepared for three town projects. These are federal aid projects. If approved, 80% of the funds will be federal dollars & 20% will be local dollars. Half of the local share would be county bridge aid. The 2015 – 2020 Program includes:
  - Town of Ahnapee – Willow Road Bridge
  - Town of Casco – Elm Road Bridge
  - Town of Franklin – Old Settlers Road Bridge
- ❖ Update on CTH "H" Bridge Deck Replacement Project: The bids came in at 3 times the estimated project cost. Some factors include which could have led this were:
  - timing of the work schedule (summer season)
  - companies are busy & and their schedules are full
  - poor bidding time frame

Staff and the consultant will review the information, review the estimated costs, and then plan another bidding, and revise the budget accordingly.

#### Discuss Highway Operations Study Recommendations:

Commissioner Every advertised for proposals to purchase hot mix from suppliers. One proposal was received from NE Asphalt. This information will be used as we move forward analyzing the Make/Buy decision for this material.

Commissioner Every also met with representatives from NE Asphalt to discuss their proposal, company services, and options as a supplier of materials.

Staff will begin analyzing our equipment inventory in the next few weeks after we receive the final 2014 audit numbers. More information and recommendations will be available in the near future.

Discuss Landfill Operations Options: Commissioner Every, Facility Manager Paral, and Administrator Feldt met to discuss the analysis of the landfill operations and future of the solid waste activities in the county. They provided a summary of some decisions which the Committee needs to talk about in order to narrow the focus of the operations future. A summary document was provided to the committee posing the following questions to be answered:

The Strategic Assumptions need to be determined:

- Are we getting out of the landfill business?
- Are we getting out of the Solid Waste disposal business?

Analysis:

- Assumption 1 ~ Kewaunee County is staying in the landfill business
- Assumption 2 ~ Kewaunee County is getting out of the landfill business
- Assumption 3 ~ The County is staying in the solid waste disposal business
- Assumption 4 ~ The County is getting out of the solid waste disposal business

Comments/Discussion: John Mastalir stated he feels the business community will be hurt/affected the most. County Administrator Scott Feldt repeated question #1 from above ... and how do we proceed.

County Board Chairman Ron Heuer said “Yes, we are getting out of the landfill business”, now the question is “how are we going to get out of the landfill business”. From a PR standpoint, per Mr. Heuer, most of the County residents simply don’t care if the landfill closes or not. Mr. Heuer stated the only people that do care are farmers that have large quantities of plastic to dispose of. Mr. Heuer stated the best way to do this is to cut back the hours of operation & change the tipping fees to be equal to what the transfer station in Door County Charges.

Mr. Mastalir didn’t feel cutting hours of operation will save any money.

Landfill Facility Manager Mike Paral stated the “Mom & Pop” drop off waste only makes up for 10% of the garbage brought to the landfill.

Mr. Heuer would like us to decrease our hours so that businesses will go elsewhere and therefore decrease our volume by 90%.

Chairman Kirchman stated in December 2012, a resolution was PASSED at County Board to NOT proceed with Phase III at the Landfill. In Mr. Kirchman’s opinion, the decision was made in 2012 ~ we are getting out of the solid waste business. A similar recap was provided by County Board Supervisor Bob Weidner who had been the County Board Chairman in 2012.

Mr. Feldt stated that is a fair assessment with 3 options: 1) continue as is 2) fill quickly 3) fill slowly.

Staff will continue to research the options based upon the committee’s direction and follow up with more information in the future.

Discuss Winter On-Call List Recommendation to Personnel Committee: Commissioner Every provided a report to the committee members that summarized the weekend on-call activities during this past winter season. Commissioner Every is requesting the committee to recommend to the Personnel Committee to continue to use this on-call procedure.

Chairman Kirchman asked about the dates for the On-Call Schedule. Originally the schedule began the first weekend in November & ran thru the end of April. However, it was changed to begin the first weekend in December & ran thru the end of March.

Bob Weidner asked how we can get more money from the State. The State is paying 40% of 1 stipend for 1 weekend when both the Commissioner & Patrol Superintendent are not on-call. Commissioner Every stated that the state will not pick up any more of the costs.

Bruce Heidmann asked if it would be feasible to not include the month of March. Commissioner Every stated he would not recommend that since we often have winter events in March.

A motion was made by John Mastalir stating the Highway & Solid Waste Committee requests the approval from the Personnel, Legislative, and Advisory Committee to continue the use of Highway Department employees assisting with the Winter On-Call Schedule and paying the stipend. Second by Tom Romdenne. All in favor. Motion carried unanimously.

Discuss Recommendation to Personnel Committee to fill Highway Department job vacancies: Commissioner Every stated we've had 3 retirements so far in 2015. We currently have 21 employees.

Last year we set the staffing levels to be at 23 employees on a motion that carried unanimously at our June 26, 2014 committee meeting. Discussion followed ... County Board Supervisor Bob Weidner had the following comments:

- Do we need 2 additional employees? Discussion followed.
- Over-Time show there's a need for additional employees

Bruce Heidmann commented even at 23 employees last summer that was not enough for paving alone. Bruce also commented that we passed a budget that covered 23 employees. Commissioner Every commented that it took most of the staff to perform the paving operation, so other operations/projects had to be suspended until time and staffing were available.

Bruce Heidmann made a motion stating the Highway & Solid Waste Committee requests the Personnel, Legislative, and Advisory Committee Approves filling 2 vacant position in the Highway Dept. Second by Tom Romdenne. All in favor. Motion carried unanimously.

Approve & Sign Vouchers: Highway vouchers paid by check: \$49,925.38. Highway vouchers paid by credit card: \$71,242.18. Motion to approve vouchers as presented made by Tom Romdenne. Second by John Mastalir. All in favor. Motion carried unanimously.

Approve Travel Requests: None

Any other business as allowed by law: None.

Next Meeting Dates:

- ❖ Thurs., June 4<sup>th</sup> @ 8:00 AM
- ❖ Wed., June 17<sup>th</sup> @ 8:00 AM
- ❖ Wed., July 1<sup>st</sup> @ 8:00 AM
- ❖ Thurs., July 23<sup>rd</sup> @ 8:00 AM

Adjournment: Motion made to adjourn today's meeting by Bruce Heidmann. Second by Tom Romdenne. All in favor. Motion carried. Meeting adjourned at 11:35 AM.

Respectfully submitted:

  
Jenny Salentine, Recording Secretary

Kewaunee County  
PERSONNEL, ADVISORY, AND LEGISLATIVE COMMITTEE MEETING  
**MEETING MINUTES**

Date: Wednesday, May 27, 2015

Time: 11:00 a.m.

Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216  
Conference Room

Call to Order: The meeting was called to order at 11:00 a.m. by Ron Heuer.

Roll Call: Members present were Ron Heuer, Tom Romdenne, Lee Luft, Kaye Shillin, Larry Kirchman, John Pagel, Bob Weidner, Bruce Heidmann, Linda Sinkula

Staff Members Present: Scott Feldt, Jeff Wisnicky, Ross Loining

Approve May 27, 2015 Agenda and Approve April 9, 2015 Minutes: Motion by Bruce Heidmann, second by Tom Romdenne to approve the May 27, 2015 agenda and to approve the April 9, 2015 meeting minutes. Motion carried.

Review Vehicle Usage Report: IS Department: Ross Loining distributed a vehicle usage report from November 20, 2014 – May 25, 2015 showing events that he has done before and after work hours and on weekends so that the committee could see his activity/use of the van. The committee would like to review any/all vehicle usage reports/updates all at the same time. Ron Heuer suggested and it was decided by consensus of the PAL committee, that the PAL committee and Ross continue as they are, until such time the committee deals with the overall subject of vehicle issues.

Update on Employee Vacancies - Recruitment

- a. Sheriff's Department: IT position County Administrator, Scott Feldt informed the committee that Sheriff Matt Joski and Scott are still in discussion regarding bringing forth a possible request for an IT position for the Sheriff's Department. Scott Feldt will discuss this with the PAL committee before anything further happens.
  
- b. Veterans Service Officer Recruitment Update: Scott Feldt informed the committee that he has received an accepted offer for the Veterans Service Officer position. Jane Babcock is the current CVSO in Manitowoc County. Jane will be starting employment on June 1 as interim VSO for Kewaunee County pending County Board approval.
  
- c. Promotion + Recreation Director Recruitment Update: Scott Feldt informed the committee that he has received an accepted offer for the Promotions and Recreation Director position. Dave Myers is the current Parks Caretaker for Kewaunee County. Dave will be starting as interim Promotion and Recreation Director on June 1 pursuant to County Board approval.

The general consensus from the PAL committee was for Scott Feldt to advertise for the Parks Caretaker position at this time.

Scott Feldt handed out a Personnel Report.

Consider a motion to convene in closed session to discuss a notice of claim submitted to the County from a former human services employee. This discussion will involve sensitive personnel matters and provide the Committee the opportunity to confer with legal counsel pursuant to Wis. Stat. s. 19.85(1)(f)&(g). Motion by John Pagel, second by Larry Kirchman to convene in closed session per Wis. Stat. 19.85 to discuss all three closed session agenda items for reasons stated on the agenda. All committee members voted in favor. Motion carried.

Consider a motion to convene in closed session to consider a request for a compensation increase from Veterans Service Department and Promotion & Recreation Department pursuant to Wis. Stat. s. 19.85(1)(c).

Consider a motion to convene in closed session for the preliminary consideration of and investigation into personnel problems in the Kewaunee County Department of Human Services which if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such problems or investigations pursuant to Wis. Stat. s. 19.85(1)(f).

Consider a Motion to Return to Open Session: Motion by Bruce Heidmann, second by John Pagel to return to open session. Motion carried.

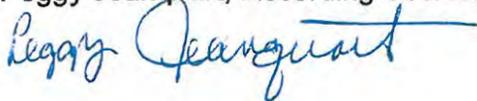
Motion by Bob Weidner, second by Lee Luft regarding formation of Investigative Committee to look into investigation of personnel problems in Kewaunee County Department of Human Services. Members are Scott Fedt, Sheriff Matt Joski, Jeff Wisnicky, Davina Bonness, Cindy Kinnard, pursuant to the Personnel Policy, Scott Feldt is Chairman of the Committee. Motion carried.

Other Matters Authorized by Law: none

Next Meeting: June 11, 2015 at 10:30 a.m.

Adjournment Motion by Bruce Heidmann, second by Linda Sinkula to adjourn the meeting. Motion carried. Adjourned at 12:00 noon.

Submitted by,  
Peggy Jeanquart, Recording Secretary



Kewaunee County  
PERSONNEL, ADVISORY, AND LEGISLATIVE COMMITTEE MEETING

**MEETING MINUTES**

Date: Thursday, June 11, 2015

Time: 10:30 a.m., Conference Room

Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216

Call to Order: The meeting was called to order at 10:30 a.m. by Ron Heuer.

Roll Call: Members present were Ron Heuer, Tom Romdenne, Lee Luft, Kaye Shillin, Larry Kirchman, John Pagel, Bob Weidner, Bruce Heidmann, Linda Sinkula

Staff Members Present: Scott Feldt, Jeff Wisnicky, Todd Every

Approve June 11, 2015 Agenda: Motion by John Pagel, second by Lee Luft to approve the June 11, 2015 agenda. Motion carried.

Approve May 27, 2015 Minutes: Motion by Bruce Heidmann, second by Bob Weidner to approve the May 27, 2015 meeting minutes. Motion carried.

Update on Employee Vacancies - Recruitment, Sheriff's Department: IT position: Scott Feldt handed out a Personnel Report. Discussions are ongoing with the Sheriff's Department and Scott as to the duties and qualifications of an IT position.

Scott indicated he was previously directed by PAL committee to begin advertising to fill the vacancy of Parks Caretaker. Bob Weidner commented that the Parks Caretaker position should be taken away from the Highway Schedule.

Approval to Fill the Parks Caretaker Position: Motion by Bruce Heidmann, second by Lee Luft to approve filling of the Parks Caretaker position. Motion carried.

Discuss Recommendation From the Highway Committee for Continuing the Winter On-Call List, With Possible Action: Todd Every indicated that last fall we created a method for staff to participate in weekend on-call and we did that schedule from December through March. The total cost was \$6,300. Motion by Larry Kirchman, second by Lee Luft to approve continuing the winter on-call list as we did last year. Motion carried.

Discuss Recommendation From the Highway Committee for Filling Highway Department Job Vacancies, With Possible Action: Todd Every indicated there were 2 retirements in 2015, he is requesting to fill those 2 positions. Motion by Bob Weidner, second by Lee Luft to authorize to fill 1 position. Motion carried, one voting no (Heidmann).

Discussion and Update Regarding Dominion Agreement, With Possible Action: Ron Heuer confirmed there is no agreement with Dominion and Kewaunee County. Discussion continued regarding Dominion.

Consider a motion to convene in closed session under Wis. Stat. s. 19.85(1)(f) consider a motion to convene in closed session under Wis. Stat. s. 1985(1)(c) for "considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility," and s. 1985(1)(f)

"considering medical histories or data of specific persons which if discussed in public would have a substantial adverse effect upon the reputation of any person referred to in such histories and data." To-wit: Workers Compensation Claims: Motion by Bruce Heidmann, second by John Pagel to convene in closed session per Wis. Stat. s. 19.85(1)(f) and (c) for both closed session agenda items for reasons stated on the agenda.

Consider a motion to convene in closed session under Wis. Stat. s. 1985(1)(c) for "considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility."  
to-wit: 90 - day performance evaluation of County Administrator.

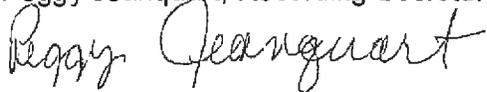
Consider a Motion to Return to Open Session: Motion by Larry Kirchman, second by Tom Romdenne to return to open session. Motion carried.

Other Matters Authorized by Law: Larry Kirchman thanked Ron Heuer for his efforts with the Highway Internal Operations budget. Scott Feldt indicated he will inform the Personnel Committee as to any recommendations from the Investigative Committee at a July Personnel Committee Meeting.

Next Meeting: Tentative meeting is July 16 at 10:30 a.m.

Adjournment: Motion by Bruce Heidmann, second by Tom Romdenne to adjourn the meeting. Motion carried. Adjourned at 12:23 p.m.

Submitted by,  
Peggy Jeanquart, Recording Secretary



## **Board of Health Minutes June 8, 2015**

The monthly meeting of the Board of Health was called to order at 12:00 Noon at the Public Health & Human Services Building on Monday, June 8, 2015 by Chairperson Kaye Shillin.

Members present were: Kaye Shillin, Pat Benes, Kathy Janowski, Shirley Kirchman, Audrey Krautkramer, Dr. Kurt Kurowski, Charles Wagner, Cindy Kinnard and Cynthia Farrell. Gary Paape had an excused absence and Gordy Reckelberg was absent.

Public present were: Nancy Utesch and Brian Hansen.

A Motion was made by Pat Benes and seconded by Audrey Krautkramer to approve the agenda as mailed. The motion carried.

Citizen input by Nancy Utesch and Brian Hansen concerning water issues in Kewaunee County and Nancy Utesch requested handouts be copied and given to each Board Member concerning manure spraying.

A motion was made by Chuck Wagner and seconded by Shirley Kirchman to approve the April 13, 2015 as mailed with the exception of adding that Melissa Patz, RN submitted the minutes from the April 13, 2015 meeting. The motion carried.

April and May Monthly Reports were given by Cindy Kinnard. WIC numbers from April to May decreased but a goal for the Department is to increase numbers and have already commenced outreach to daycares, Piggly Wiggly and libraries with information sheets to be sent home. The free Skin Cancer Screening held in April at the Luxemburg Medical Center was well received and over 60 people participated in the event. Hepatitis B vaccines administered to Luxemburg-Casco Staff in April were administered to new employees. Increased immunization numbers in May reflect the Tdap vaccinations that were done at the area schools for the 5<sup>th</sup> grade students (entering 6<sup>th</sup> grade next year). A motion was made by Audrey Krautkramer and seconded by Pat Benes to approve April and May Monthly Reports as mailed. The motion carried.

An update of beach signs and flags was given. Cindy Kinnard indicated that a phone call was made to Kaye Shillin with approval given to order signs from Rent A Flash from Wausau at \$258 per 10 signs (the other company JAG wanted \$858 per 10 signs) and flags from Fly Me Flag, Green Bay at the cost of \$334 were ordered. There will be signs at each Algoma entrance and one at the Kewaunee beach entrance. Flags will be green, yellow and red and flags will be changed by the UW-Oshkosh students that do the beach testing. Beach testing started the Tuesday after Memorial Day and will be tested twice a week through the UW-Oshkosh in Manitowoc. If there are problems with the water then it is tested every day until the problem

is cleared up. The DNR does not have money to help cover the cost of the signs and flags but Cindy discussed this issue with Scott Feldt, County Administrator and monies will be taken from the Public Health budget.

Cindy updated on the Groundwater Task Force stating that the last monthly meeting discussed goals and a Mission Statement. Chuck Wagner further discussed water issues.

Cindy advised that our Medicare Application was finally approved last week and we can now bill for flu shots. A discussion followed with regards to ordering of flu vaccine for the upcoming flu season. After discussion by the Board and input by Dr. Kurowski it was moved by Kathy Janowski and seconded by Chuck Wagner that 200 doses of flu vaccine should be ordered this first year from Glaxo Smith Kline. The motion carried.

A TB Dispensary Contract was discussed that Cindy received from the State. Cindy was advised by the State that we are nearly the only county that does not have this contract and this Contract offers a line of credit to the County starting at \$1,000 and can reach up to \$30,000 for any low income individual that may need to be tested for TB/needs treatment for TB. Dr. Kurowski advised Cindy to contact Kari Heim at the Bellin Clinic to set up a Memorandum of Understanding with Bellin and with Bellin Hospital for services that may be needed for an individual. Cindy indicated that a Memorandum of Understanding already exists with the Kewaunee County Sheriff's Department if an individual needs to be quarantined. A motion was made by Chuck Wagner and seconded by Shirley Kirchman to move forward with getting the Contract signed and approved by the State. The motion carried.

Cindy advised the Board that an additional \$1,000.00 Preparedness Stipend was granted under the Bioterrorism Grant by the State to the Public Health Department. This stipend was approved last week and needs to be spent by June 30, 2015. The monies have already been spent to make Shelter Kits/Mass Clinic Care kits in case of an emergency. Items purchased included flashlights, latex gloves, Drug Handbooks, Communicable Diseases Books and pull overs in neon pink imprinted with the Kewaunee County Public Health Department logo to be worn to denote the staff in a mass clinic.

Cynthia Farrell was introduced to the Board as the Public Health Nurse that started on June 1, 2015. Cynthia is a recent Bellin Nursing graduate and already has a Public Administration degree with a minor in Environmental Policy and previously worked as a Veterinary Assistant for six years.

There are no travel requests.

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

No overtime to report.

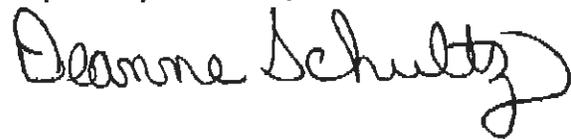
The next meeting date has been set for Monday, July 13, 2015 at Noon.

There were no other items as authorized by law discussed.

A motion was made by Kathy Janowski and seconded by Chuck Wagner to adjourn the meeting.

The meeting was adjourned at 1:00 pm. The motion was carried.

Respectfully Submitted,

A handwritten signature in black ink that reads "Deanne Schultz". The signature is written in a cursive style with a large, looping initial "D" and a long, sweeping underline that extends to the right.

**Agriculture & Extension Education Committee Meeting**  
**June 3, 2015**  
**4:00 P.M.**  
**Kewaunee County Administration Center**  
**Committee Room**

**Minutes**

1. Call to Order 4:00 p.m.
2. Roll Call – Bob Garfinkel, Ron Paider, Tom Romdenne, Gary Paape, Claire Thompson, Jenny Spude, Aerica Bjurstrom, Jill Jorgensen
3. Approval of Agenda/Minutes. A motion was made by Ron Paider and seconded by Bob Garfinkel to approve the agenda and minutes. Motion carried.
4. Citizen Input. None.
5. FY2016 County Agreement Letter with Wisconsin Nutrition Education Program  
Jenny Spude reviewed the agreement for this Federally supported program funded through SNAP. See attachment.  
A motion was made by Gary Paape and seconded by Ron Paider to accept the Agreement Letter as written. Motion carried.  
Jenny also gave a program review of the summer meal program for kids in Algoma and her role in bringing that to the community.
6. Educators Reports – Written – see attached.
7. Overtime - none
8. Approval – Travel - none
9. Approval – Bills – approved at Zoning Committee meeting.
10. Set Future Committee Meeting Dates: July 1 and August 5 at 4:00 p.m.
11. Meeting was adjourned at 4:40 p.m.

The Committee welcomes all visitors to listen and observe, but only Committee members and those invited to speak will be permitted to do so. Persons with disabilities needing special accommodations to attend or participate should contact the County Administrator's Office at (920) 388-7164 prior to the meeting so that accommodations may be arranged.

A majority of the members of the County Board of Supervisors or any of its committees including: Finance & Public Property, Personnel, Advisory & Legislative, Health, Child Support, & Veterans Service, Human Services, Aging Services Unit Advisory, Extension Education, County Farm, & Zoning, Law Enforcement & Emergency Management, Land & Water Conservation, Highway & Solid Waste, Promotion & Recreation, May be present at this meeting to listen, observe, and participate. If a majority of any such committee is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.



**Wisconsin Nutrition Education Program (WNEP)  
Fiscal Year – 2016  
Kewaunee County Agreement Letter - Extension Office**

The UW-Extension Wisconsin Nutrition Education Program (WNEP) has been offering nutrition education programming to the food stamp-eligible residents of Kewaunee County since 1992. During the period of October 2013 to March 2014 233 educational contacts were made in Kewaunee County reaching 67 persons at locations such as East Shore Industries, Grandview Apartments and in their own homes. At Kewaunee County Food Pantry 337 contacts were made with those receiving food pantry donations. Participants learn to make healthy food choices, to manage their food dollars, and handle their food safely.

Much of the cost to provide WNEP educational programming is paid with the \$67,248 in federal funds that WNEP is bringing into Kewaunee County during this current year. WNEP Federal dollars pay the salaries, fringe benefits and direct teaching expenses for WNEP colleagues in the county office.

WNEP relies upon our County partners to provide office space and related overhead costs, as well as basic operating costs and resources such as internet service, IT support and basic software, office telephones, shared supplies and equipment in the Extension Office. These contributions from the County are essential to WNEP's work and presence in the County Extension Offices.

We ask that a representative of Kewaunee County confirm continued support of the work of WNEP by signing below.

**AGREEMENT STATEMENT:**

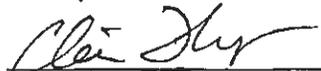
During the period from October 1, 2015 to September 30, 2016, Kewaunee County agrees to support Food Stamp Nutrition Education (also known as SNAP-Ed) as part of the UW-Extension Wisconsin Nutrition Education Program (WNEP) within the County Extension Department by contributing the following:

Physical Space--Offices and shared work spaces in the County Extension Office used by WNEP colleagues and other Cooperative Extension colleagues when they are working on WNEP efforts.

Shared Direct & Indirect Costs & Resources--Resources such as overhead, supplies, equipment, information systems support and county administrative costs (categories and amounts vary by county) to be used by WNEP colleagues in support of WNEP work. These resources are supplied to WNEP colleagues as they are to other Cooperative Extension colleagues in the office.

  
\_\_\_\_\_  
County Official

6-3-15  
Date

  
\_\_\_\_\_  
County Extension Department Head

6-3-15  
Date

**Ag & Extension Report**  
**Aerica Bjurstrom, Agriculture Agent**  
**Prepared for June 3, 2015**

**Farm Technology Days** – Farm Technology Days planning continues with new chairs being named and a chair orientation meeting being scheduled for July. Kewaunee County will have a delegation of chairs and representatives attend the Dane County Farm Technology Days Show in August. Chairs will partner up with their Dane County counterparts to learn the ins and outs of the show first-hand.

**Farm Management Teams** – Continued work with farm management teams, one working in cooperation with the School of Veterinary Medicine and the other with local experts. Both farms are making changes to improve cow comfort, which should in turn result in higher milk production. Management teams are long-term projects and usually result in positive changes that improve a farm's profitability.

**Farm Visits** – Visited five farms with UW-Extension state specialist David Kammel. All farms we visited want to upgrade facilities and modernize to improve cow comfort and make them more user-friendly for the farmer. I followed up with additional information and visits to help facilitate any projects the farmers may take on based on feedback from their farm visits.

**Scissor Clipping** – Scissor Clipping alfalfa samples is an annual event that is put on UW-Extension. Scissor clipping involves selecting several sites around Kewaunee County representing various climates and varieties of alfalfa. I collect samples and take them to the forage lab in DePere. The lab returns a complete analysis of the samples and I in turn send out forage values to a mailing and FAX list of about 300 recipients. Results are also sent to local radio and TV stations where they are shared with listeners/viewer. This year's dry weather with favorable conditions has allowed the crop to grow extremely well and provided weather is good for harvest, there should be a very large first crop harvested this year. In some cases, however, fields suffered significant winter kill from frost heaving and soil compaction from last fall's very wet weather. Most of the corn crop and over half of the soybeans are planted in Kewaunee County, which puts farmers way ahead of last year's pace. Timely rains will give the crop a good head start for 2015.

**Conservation Day** – Held the Conservation Tour for sixth grade students at Kewaunee, Luxemburg-Casco, and the parochial schools in Kewaunee County. I organize the event for the schools and set up tour stops. Stops include Page's Ponderosa digester, Kewaunee Fish Hatchery, NEW Plastics, Rosiere Wind Farm, Kewaunee Landfill, and Wagner's managed forest area. Each stop is 45 minutes and the buses travel to each site throughout the day. The program is meant to focus on, and educate the youth on natural resources and renewable energy.

**Rural Safety Day** – Hosted approximately 275 children at Rural Safety Day at the fairgrounds. All third grade children in the county attend Rural Safety Day. Thirteen stations were set up for children to visit. Each session was 15 minutes and covered topics such as pet safety, 4-wheeler safety, bully prevention, electrical safety, farmstead safety, wildlife, and many more. I manage the budget for the event and get a grant from the UW Center for Ag Safety and Health and matching fund donation from the Kewaunee County Farm Bureau. I also presented large animal safety at one of the stations at the event.

**Renee Koenig, Family Living Educator, UW-Extension**

Kewaunee County Ag & Extension Committee

Activities Report for June 3, 2015

**Rural Safety Day** – More than 250 third grade students attended Rural Safety Day held at the Fairgrounds on May 20<sup>th</sup>. I worked with Aerica, Jill and Cindy from Public Health to arrange 16 presentations. The feedback from the school teachers is very positive about the event.

**Gardening and Beekeeping Workshop** – I was one of the presenters at the Community Garden workshop on straw bale gardening, beekeeping, composting and gardening for health. My role included creating awareness of the health benefits of gardening and stretching demonstrations.

**Co-parenting Education** – I am leading a statewide workgroup for a project called eParenting co-parenting. This electronic curriculum supplements the co-parenting after divorce classes and is delivered to parents using text messages and blog posts.

**eParenting® High Tech Kids** – Kewaunee Grade School partnered with me to deliver parenting resources to 375 homes on a weekly basis from January to May. Feedback from the school counselor was positive because this project allowed the school to reach a broad range of parents.

**Family Financial Literacy** - Literacy Partners Inc. has identified a need for financial literacy and I have started to research curricula to teach ELL or immigrant students.

**Home Alone: Preparing Children for Self-Care** – The Home Alone program is an online training program to help parents prepare their children to stay home alone safely. The videos in the training were recorded with the help of school-age actors and local professionals from Kewaunee and Manitowoc counties. I am working with the schools to help make families aware of this training before school ends and children are left unsupervised over summer.

**Parenting the Preschooler** – Fact sheets about preschool age child development have been updated and I am in the process of distributing them to child care centers, parents, schools and health clinics.

**Live Well Algoma** – I am continuing to work with the steering committee on plans for Live Well Algoma.

**Food Pantry Food Safety**- I have reached out to the food pantries to identify food safety standards.

**Home and Community Education (HCE) Association** – I delivered a short presentation on the health benefits of staying socially connected through participation in organizations like HCE at their spring banquet.

**Impact** - I encourage county board members and anyone interested in learning more about the impact of Family Living Programs on the state of Wisconsin to visit <http://flp.ces.uwex.edu/wisconsin-impacts/>. Open the links on this webpage to read short reports explaining why Family Living Programs in every Wisconsin county are an excellent public investment.

## Kewaunee County 4-H Youth Development Extension Update

Jill Jorgensen, 4-H Youth Development Agent

June 2015

**Camp Counselor Training:** Together, Kewaunee, Door, and Calumet counties held an overnight camp counselor training at Camp Bird. An overnight and longer training time together would allow the counselors to build stronger relationships and feel more like a team. In addition, as a team of 4-H youth development educators, we were able to provide the best possible educational experience for the teens and we confident that the group was receiving consistent messages about counselor expectations. Overall, this created a better experience for the counselors and ultimately the campers.

Throughout our time together we worked with the counselors on creating inclusive environments, emotional and physical safety, ages and stages of child development, life skills gained at camp, teambuilding, handling conflict with campers, the importance of having a positive attitude at camp and a variety of other topics aimed at helping them become the best counselor that they can be. In addition, the counselors worked together to plan evening programs, campfires, and flextime activities. Each county will have an additional counselor training before camp. Camp is going to be held June 9<sup>th</sup>-12<sup>th</sup>.

**Yearly 4-H Club Leader Training:** The volunteers that give their time and talents to the 4-H organization play a large part in creating effective 4-H community clubs and projects. The volunteer leaders devote a great deal of their time to make the experience successful for all of the youth involved. One of the ways that I support the leaders is through continued education to help them in their roles. In May, I engaged club leaders in discussions and activities about the topic: The 4-H Road to Retention: Recruiting, retaining and maintaining 4-H members. It is important for leaders to understand what motivates families to join 4-H and reasons why they choose to remain members. In addition, the training provided an opportunity for volunteers to review how their club is working and identify some string points as well as opportunities for growth. During the training, we worked through three main learning objectives:

- To identify strategies that affect member retention and may be the reason members leave 4-H
- To identify strategies to engage members and families in 4-H club and county activities
- To identify strategies to recruit and retain new members (how to replace those leaving and graduating out)

In addition, Annual Leader Training is a great chance for the leaders to meet together and converse about the issues and opportunities that are happening in their club. Older youth representatives were also invited to attend this training. By having the older youth at the training, it reinforces the topics with the youth and in turn helps the club leaders implement these ideas and practices on a club level.

**Teen group end of the year evaluations:** I created and conducted end of the year evaluations with the students from Kewaunee High School involved in the Teens Making a Difference group. The end of the year evaluations help us to better understand how being involved in the group affected their life skills, leadership skills, and youth/adult partnerships. Also, the evaluations help to determine future programming and training needs with the participants.

**Rural Safety Day:** Together, Aerica Bjurstrom, Renee Koenig, and I worked with Cindy Kinnard from Public Health to conduct Rural Safety Day. At rural safety day, all third grade students in the county are invited to learn more about safety practices that they should be aware of while living in a rural community. The day is a hands-on, fun, and educational experience. Additionally, I prepare a booklet for the youth to take home with them to remind of the information points that they learned that day. It is our hope that the booklets will promote conversations between family members about the topic of rural safety practices and readiness.

### *Upcoming Events that I am working on:*

**Camp:** The camp association met and plans are underway for Camp 2015. We will be returning to Camp Bird and camping with Door and Calumet Counties this year during the week of June 9-12th. 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 and Extension Committee  
Activities Report for May, 2015  
Claire Thompson, Community Development Educator  
Kewaunee County Cooperative Extension

Economic and Organizational Development:

- Continued planning support for Solar Power Hour educational program on May 28<sup>th</sup> to be held at the Luxemburg Fair Grounds in collaboration with Rural Enterprise Network, Midwest Renewable Energy Association, and the Wisconsin Farmers Union.
- Implemented survey research work for Kewaunee County Public Health Department's 2015 Community Health Assessment process.
- Continued planning support to match the City of Algoma and the City of Oconto and participate in the First Impressions program.
- Commenced work on Live Well Algoma Community initiative as a member of the Commons Committee.

Local Food System Economy:

- Coordinated, wrote and submitted \$20,000 USDA Farm Market Promotion Program grant to support development of the Kewaunee County Farmers Market and collaborative project between the Rural Enterprise Network, UW Extension and the Farm Market Kitchen.
- Continued support to Farm Market Kitchen with education, facilitation and technical assistance to the FMK board and staff on an as-needed basis to help launch a new processor with a number of products.
- Provided business planning education to one food based entrepreneur looking to start a bakery.

Other:

- Hosted and attended UWEX County Leadership Conference.
- Serving on Center for Community and Economic Development Hiring and Screening Committee.

Zoning Committee Meeting  
Kewaunee County Administration Committee Room  
June 3, 2015  
Minutes

Call to Order:

Chairman Tom Romdenne called the meeting to order at 4:48 P.M.

Roll Call:

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

Approval of Agenda:

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

Motion carried.

Approval of Minutes:

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

Motion carried.

Glenn Selner, along with the committee, discussed the Shoreland Zoning Ordinance. The Shoreland Zoning Ordinance has to be updated by October 2016. Any work on the revisions to the ordinance will be done after the State Budget is passed because of amendment add-ons.

Glenn Selner, along with the committee, discussed the Property Value Guarantee Issue. It was decided this issue will be discussed again at next month's committee meeting as they are awaiting further information from the State Attorney General on an opinion.

Approval of Bills:

A motion was made by Gary Paape and seconded by Ron Paider to approve all bills as presented.

Motion carried.

Next Meeting Dates:

July 1, 2015 and August 5, 2015 at 4:00 P.M. Kewaunee County Administration Committee Room.

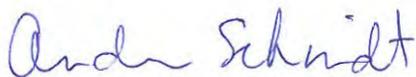
Adjournment:

A motion was made by Bob Garfinkel and seconded by Gary Paape to adjourn. Motion carried.

Meeting adjourned at 5:00 P.M.

Respectfully submitted:

Andrea Schmidt, Recording Secretary



**Emergency Management Committee Minutes**  
**June 9, 2015**

The Emergency Management Committee meeting was held on June 9, 2015, in the Integrity Meeting Room, at the Kewaunee County Courthouse.

**Call to Order:** Bob Weidner called the meeting to order at 1010 hours.

**Members Present:** Bob Weidner, committee chairman, Pat Benes, Linda Sinkula, Scott Jahnke, Sheriff Matt Joski, (excused) Tracy Nollenberg, Emergency Management Director, (excused), Chief Deputy David Cornelius.

**Travel Request:** A travel request was presented for Tracy to attend a Tier II Manager (WHOPRS) Emergency Planning Module on June 16. A motion was made by Pat Benes to approve this travel request, seconded by Scott Jahnke. Motion carried.

**Reports of Emergency Management:** Director Nollenberg requested to review and approve an increase in the spending on the SARA budget, (the county ID program) with funding from the 2015 computer and Hazmat Grant. A brief discussion took place, and Pat Benes made the motion to approve this increase, Scott Jahnke seconded the motion. Motion carried.

**Bills:** Linda Sinkula made a motion to approve the bills. The motion was seconded by Pat Benes. Motion carried.

**Next Meeting:** The next meeting was scheduled for July 14, at 10:00 a.m., at the Kewaunee County Sheriff's Department.

**Adjourned:** Scott Jahnke made the motion to adjourn the meeting. Motion seconded by Linda Sinkula, motion carried. Meeting adjourned at 1012 hours.

Minutes provided by: Recording Secretary, Mary Berkovitz

:lmab 

## **Law Enforcement Committee Minutes June 9, 2015**

The Law Enforcement meeting was held on June 9, 2015, in the Integrity Meeting Room, at the Kewaunee County Courthouse.

**Call to Order:** Robert Weidner called the meeting to order at 1013 hours.

**Members Present:** Robert Weidner, committee chairman, Pat Benes, Linda Sinkula, Scott Jahnke, Sheriff Matt Joski, (excused) Chief Deputy David Cornelius, Tracy Nollenberg, Emergency Management Director (excused)

**Public Comment:** No public comment.

**Travel/Training Requests:** None

### **Law Enforcement Updates:**

- a) Communications System Update: Chief Deputy Cornelius informed that law enforcement administration met with EF Johnson (from TX) on Monday, 06/08/15. Their technician will be here for 1 to 2 weeks running diagnostics on each radio in our system, to narrow down and correct any issues still occurring. They have already possibly found a problem linked to the Dodge Chargers and the voltage. The technician is "auditing" each radio. No additional problems have come up recently. EF Johnson agreed they need to fix all of the problems prior to the final sign off.
- b) The most recent new hire, Deputy John Mleziva was sworn in on Monday, 06/08/15. He has started his FTO training. The second new hire, will begin his field training on 06/29/15. The workman's comp case is still pending, and the next meeting is 07/09/15 to determine the status, and if the deputy can return to work. Until then, Deputy Jamie Tlachac will continue in patrol in place of this deputy, and his status will become "protected" 06/14/15. Deputy Schley has replaced Deputy McCambridge, who retired at the end of May, on patrol.

It was asked if the sheriff's department will continue to replace open patrol spots with personnel from the jail. It was explained, that for now, yes, but it will come to a point where these positions will be offered to jail staff and the public to get the best person qualified. All current employees would be grandfathered in, once the decision is made to include the public in the application process.

Chief Deputy also reminded the committee that the sheriff's assistant position held by Luann LeCloux should be advertised soon, as Luann intends on retiring at the end of February, 2016. Luann will also have 5 weeks of vacation for next year, added on her anniversary in January, and will be using that prior to her actual retirement. A cross-over training period is strongly urged, and a start date in September for the new hire would allow for this training.

- c) Authorization for Re-classifying & posting vacant Jail/Communications Sgt. Position: Chief Deputy Cornelius shared a letter from Sgt. Pam Beilke resigning her position as Sergeant in the jail. Currently to qualify for this position, you have to have 5 years or longer of progressive law enforcement background. There are a few people in the jail currently that qualify, and others, who are not interested in the position for various reasons. A few patrol officers were also asked if they would be interested, and also stated they were not interested. A major reason being the jail positions are not in a protected status.

Discussion took place on how we could replace the sergeant position. Sgt. Beilke is willing to stay on until her replacement is found. This position is very vital to the jail operations, due to supervisory of staff and inmate review. Cornelius did share a number of options/scenarios to help in this issue. It comes down to the pay and the protected status as the main issues, along with the 5 year minimum experience. The committee recommended Chief Deputy discuss these options on filling this position with Administrator, Scott Feldt, come up with a solution, and refer it to personnel.

- d) Part-time IT Staff: A handout was shared with the committee on the proposed job description for the Information Technician position. The committee discussed the information in this handout. The updated proposal has already been forwarded to Administrator Feldt for his review. Pat Benes made a motion to recommend Scott Feldt and Chief Deputy Cornelius finalize this position, and forward it to personnel. The motion was seconded by Linda Sinkula. Motion carried.
- e) Review of current ordinances. A general discussion took place on some current ordinances, and at this time there will be no action taken to make any changes to any of them.

**Bills:** Linda Sinkula made a motion to approve the bills as presented. Motion seconded by Pat Benes. Motion carried.

**Other Matters:** None

**Next Meeting:** The next meeting was scheduled for July 14, 2015 at 10:00 a.m., at the Sheriff's Department, Integrity Meeting room.

**Adjourn:** Motion to adjourn was made by Pat Benes, and seconded by Scott Jahnke. Motion carried. Meeting adjourned at 11:42 a.m.

Minutes provided by: Recording Secretary, Mary Berkovitz

:mab



Kewaunee County

FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

**MEETING MINUTES**

Date: Tuesday, May 19, 2015

Time: 4:30 P.M.

Kewaunee County Administration Center, 810 Lincoln St, Kewaunee, WI 54216  
Committee Room

Call to Order: The meeting was called to order at 4:30 pm by Chairman Lee Luft.

Roll Call: Members present were Lee Luft, Ken Tebon, John Mastalir, Tom Romdenne, Virginia Haske

Others Present: Scott Feldt, Paul Kunesh, Jeff Wisnicky, Robert Weidner

Approve May 19, 2015 Agenda: Motion by John Mastalir, second by Virginia Haske to adopt the agenda and adopt the May 8 meeting minutes. Motion carried.

Review and approve Sale of Arendt Tax Deed parcel: Motion by Ken Tebon, second by Tom Romdenne to approve the tax deed sale of parcel 31 201 34.053 for \$13,000. Motion carried.

Approval of the Stop-Loss Insurance Renewal: Scott Feldt called Rae Anne Beaudry of Horton by phone for a short presentation on the recommended change to the stop-loss level from \$50,000 to \$55,000, and keeping a 12 month renewal period. Discussion followed and committee member questions were answered.

Motion by Virginia Haske, second by Ken Tebon to approve the Stop-Loss Insurance renewal with a change from \$50,000 to \$55,000 level and a 12 month renewal period. Motion carried.

Approve Additional Bills for Payment: Motion by Tom Romdenne, second by John Mastalir to approve the bills. Motion carried.

Approve County Board and Supplementary Payroll: Motion by Ken Tebon, second by Virginia Haske to approve the Supplementary and County Board payroll.

Other Matters as Authorized by Law: Scott Feldt and Paul Kunesh gave a brief status update on the monthly financial information and statements. Scott also presented an initial plan for the upcoming budget process. With guidance and parameters set by the Finance Committee, Scott would meet with departments and assemble and present a budget to the committee.

Adjournment: Motion by John Mastalir, second by Tom Romdenne to adjourn the meeting. Motion carried. Meeting adjourned at 4:50 pm.

Submitted by:

Paul Kunesh, Recording Secretary



Kewaunee County

FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

**MEETING MINUTES**

Date: Friday, June 5, 2015

Time: 2:00 P.M.

Kewaunee County Administration Center, 810 Lincoln St, Kewaunee, WI 54216  
Committee Room

Call to Order: The meeting was called to order at 2:01 by Chairman Lee Luft

Roll Call: Members present were Lee Luft, Ken Tebon, Virginia Haske, John Mastalir

Absent: Tom Romdenne

Others Present: Scott Feldt, Paul Kunesh, Ron Heuer, Steve Hanson, Michelle Dax, Gary Paape, Rae Anne Beaudry

Approve June 5, 2015 Agenda: Motion by Ken Tebon, second by Virginia Haske to adopt the agenda. Motion carried.

Approve Previous Meeting Minutes: Motion by Virginia Haske, second by Ken Tebon to adopt the May 8, 2015 & May 19, 2015 meeting minutes. Motion carried

Reports:

- a. Scott Feldt, County Administrator – Overtime Report. Scott reported that overall the overtime is running the same as in previous years. There has been an increase in Human Services due to the transition to Family Care. He will continue to review the reports but sees no concerns at this time. It was asked if overtime is budgeted, Scott stated that it was.
- b. Paul Kunesh, Finance Director –
  - a. Monthly Financial Report. Paul handed out the General Fund Summary report it showed that for the most part the expenditures were in line. The committee asked that they continue to receive a detailed version of all the funds. Ron Heuer asked if Human Services is providing services that are not mandated. Scott Feldt stated that they were. Ron would like a report with the name of the service, what it is, what it does, how much it costs, what we get back in revenue and if it is mandatory. Scott stated that he will be working on that.
  - b. Budget Transfer Request form. Paul presented a budget transfer request form that he created. He explained how it will work. Committee very satisfied with the result.
  - c. Refinance of County Debt. Paul was looking at refinancing a debt issue. If we refinance now, we could save \$200,000. Paul is looking into this. At this time he is expecting to wait until the maturity in May of 2017 and the return will be greater. He will continue to monitor the rates and will continue to look at all the options as for what will be best for Kewaunee County.
- c. Other Department Head Reports as Needed
  - a. Steve Hanson mentioned that he attended the Lincoln Town Meeting. Lincoln Town gave him permission to seek \$10,000 LIO Base Budget Grant Funding and \$10,000 from the County LIO Fund to assist in paying for a WGNHS mapping project.

- b. Michelle Dax, County Treasurer handed out the May reconciliation report. There was discussion about moving the Revolving Loan Fund from Promo/Parks to the Finance Department.

County Owned Real Property – Update on Hornig Parcel – Wetland Delineation Estimates

Steve Hanson presented a map from Surveyor Terry McNulty showing that the buildable area of the parcel is very limited. Steve was instructed to send the map to the DNR to see if it is possible to get a driveway permit to enter this buildable area.

Revision of Finance Committee Rules and Duties

Motion made by John Mastilar, second by Ken Tebon to approve the amended finance committee rules as written by corp counsel. Motion carried. Resolution will be presented at the June County Board meeting.

Discuss Health Insurance Renewal Process for 2016 Policy

Lee asked Rae Anne Beaudry, if we were on track and if she had any early recommendations for next year's health insurance coverage. She stated that there is improvement in the utilization of the plan, however there have been 9 claims over the stop loss coverage. There will not be a budget decrease in 2016. She gave some possible ideas to restructure the plan. She concluded that the majority of the population is doing it right, we just have a bad cycle of claims. Lee suggested that there be a meeting with finance and health insurance study committee on August 7<sup>th</sup> at 2 pm. with a possible meeting with the employees on August 11<sup>th</sup>.

Next Meetings

Tuesday, June 16<sup>th</sup> at 5:30 pm (before the county board meeting), Friday, July 10<sup>th</sup> at 2:00 pm and August 7<sup>th</sup> at 2 pm.

Approve Bills for Payment: Motion by John Mastalir, second by Ken Tebon to approve the bills. Motion carried.

Adjournment: Motion by Virginia Haske, second by Ken Tebon to adjourn the meeting. Motion carried.  
Meeting adjourned at 4:00 pm

Submitted by:

Michelle Dax, Recording Secretary

**KEWAUNEE COUNTY  
HUMAN SERVICES COMMITTEE MINUTES  
June 10, 2015**

The meeting was called to order by Chair Linda Sinkula at 9:00 am. Present for the meeting were Virginia Haske, Shirley Kirchman, John Mastalir, Rose Quinlan, Paul Ravet, Kaye Shillin, Mary Ann Szydel, Ken Tebon, Charles Wagner and Greg Thousand. Mark Buchanan was excused. Also attending the meeting were County Board Chair Ron Heuer, Assistant District Attorney Jeff Wisnicky, Paul Kunesh, Finance Director, Kewaunee County Economic Support Specialists Kim Vanderboss, Terri Schleis and Jodi Zimmerman, Brenda Vandermause, Accounting Specialist, Tracy Nelson from Eastshore Industries and Jenniffer Gozdziwski.

The agenda was reviewed by the committee. A motion was made by John Mastalir and seconded by Ken Tebon to approve the agenda as mailed. All voted in favor of the motion.

The minutes were reviewed from the May 13, 2015 meeting. A motion was made by Paul Ravet and seconded by Kaye Shillin to approve the minutes as mailed. All voted in favor of the motion.

Director Greg Thousand presented Kewaunee County Economic Support Specialists Kim Vanderboss, Terri Schleis and Jodi Zimmerman with the Wisconsin Shares Child Care Subsidy Performance Award from the Department of Children and Families and thanked them for their hard work.

Discussion of the 2015-17 State Biennial Budget Updates followed. By the end of 2015, 64 of the 72 Counties in Wisconsin will have Family Care.

A list of department updates had been sent to the board members before the meeting. Director Thousand reviewed the list and indicated that the transition to Family Care is nearly complete and the remaining 28 of our 206 consumers will transition on July 1. A special acknowledgment to Cathy Ley, the ADRC of the Lakeshore Staff, Melissa Annoye and the Long Term Staff for their hard work and effort during this project. There were no questions or comments regarding the Agency Updates by the Committee.

A review of the 2015 Expenses and Revenues and Comparisons to Prior Years was handed out by Director Thousand. Finance Director, Paul Kunesh explained that the new one page summary report will be made available to the Committee so they are kept more informed . revenues and expenditures during the year.

There were no new contracts for approval before the Committee this month.

After reviewing the vouchers Charles Wagner moved to approve them. Virginia Haske seconded the motion. All voted in favor of the motion.

A discussion concerning approval of credit card vouchers followed concerning the 3 purchases made (2-Kwik Trip; 10-Subway and 18-TJ Max) for gift cards. Assistant District Attorney upon being asked advised the Committee to pay the credit card bill in full (to stay in good faith and not incur additional charges) and then request that these purchases be sent back to the Finance Committee. A motion was made by Ken Tebon, seconded by John Mastalir to pay the credit card vouchers in full and send this issue back to the Finance Committee for further discussion and clarification. All voted in favor of the motion.

There were some travel requests for the board. Charles Wagner moved to approve the travel requests. Kaye Shillin seconded the motion. All voted in favor of the motion.

Public Comment made by Ms. Jennifer Gozdziwski raised a concern regarding recent credit card purchases to the committee. There being nothing further, public comment was closed.

Charles Wagner moved to set the next meeting date for July 15, 2015 at 9:00 am. The motion was seconded by Mary Ann Szydel and all voted in favor of the motion.

A motion was made by Kay Shillin, seconded by Virginia Haske to adjourn the meeting. The meeting was adjourned at 9:58 am.

Respectfully submitted by,

A handwritten signature in cursive script that reads "Deanne Schultz". The signature is written in black ink and is positioned below the text "Respectfully submitted by,".

Kewaunee County Groundwater Task Force Agenda  
Regular Monthly Meeting Notes  
June 3, 2015

Submitted by: Davina Bonness, County Conservationist

1. Call To Order – Chairman Lee Luft at 1:00pm, Thursday, June 3, 2015
2. Roll Call: by Davina Bonness (Secretary)

Present: Cindy Kinnard, Nick Cochart, Lee Luft, Dick Swanson, Aerica Bjurstrom, Ron Heuer and Davina Bonness John Pagel

Excused: Tom Kleiman

3. Approval of Agenda with changes to items 5 B) and 5 D): 5 B): No one from the Groundwater Task Force was present at the May 26<sup>th</sup> Phosphorus Summit Meeting to lead discussion. 5 D): Date for meeting between DNR/EPA and six organizations petitioning the EPA to take emergency action in Kewaunee County was actually May 26<sup>th</sup> not May 28<sup>th</sup>. Motion to approve agenda with changes by John Pagel and seconded by Ron Heuer. Task Force was unanimous in favor of the motion, passed.

4. Approval of May 7, 2015 meeting minutes without changes: Motion to approve agenda by Cindy Kinnard and seconded by Aerica Bjurstrom. Task Force was unanimous in favor of the motion, passed.

5. Committee Updates

A) Cindy Kinnard gave an update on the beach signs which are currently being constructed. UW-Oshkosh will be in charge of changing the flags on the beaches and beach testing started last week Tuesday.

B). Stephanie Kelnhofner who was in attendance presented on USDA 504 Home Repair & Rehab Loans & Grants. Provided the group with a handout of her presentation. Grants and loans for water treatment systems could be available for low income residents of Kewaunee County whose wells have been tested and found to be unsafe.

C). Jim Siminar who was in attendance from Lemens Water Care discussed treatment options (Reverse Osmosis & Ultra Violet) for wells that are considered unsafe.

**UV System** – They **CANNOT** install a **UV system on an unsafe well to make your water safe.**

This is a liability issue and their parent company (WaterCare) is regulated by the state of Wisconsin and by DNR. They must have DNR approval before installing a UV (which targets coliform bacteria and e-coli). They can't treat Point of Use, which is what a well would be. Approximate costs run \$3000 without the required pre-treatment (softener systems, etc.) and yearly maintenance \$200. A UV system can be installed as a preventative measure on home water systems that have not tested positive for bacteria.

**RO System**- used to decrease nitrates/arsenic and they can install these in homes. They do not remove bacteria/ecoli. Approximate costs run \$850 to install; and \$100/year for filters/maintenance. No DNR or other approvals are needed for installation of a RO system.

**ACTION ITEM:** Lee Luft & Ron Heuer draft a letter to DNR to lessen these regulations so that homeowners who are experiencing e-coli/coliform bacteria problems can install UV systems.

D). Kewaunee County Health Department does have free well testing kits available in their office for first time mom's and low income families (must meet requirements). They also have pay kits available.

E). Lee Luft is working on a Well Myth Buster's article for the Star News....this item to be continued until next month.

F). Lincoln Township will be going through with the bedrock mapping project. They are working with the Wisconsin Geological & Natural History Survey. Work will hopefully start in the next couple months and the Township will fund their project with some financial assistance through our Kewaunee County GIS department. Maps that will be created – Depth to Bedrock, Water Table, Recharge, Groundwater Contaminant Susceptibility, Karst Landform.

#### 5. Discuss recent ground and surface water related events / issues

A. Public Health & Groundwater Ordinance is **MANDATORY** and will be effective January 1, 2016. Land & Water is currently sending out letters/maps to all landowners/operators who own/operate fields with less than 20 feet to bedrock.

B. May 26th Phosphorus Summit Follow-up meeting with Small to Midsize Farmers. Reid Ribble mentioned that he also was meeting with small farmers group and non-profit groups. No one from the Groundwater Task Force attended these meetings.

C. May 28<sup>th</sup> Phosphorus Summit Roundtable with County Conservationists, County Executives and 3 members from the Town of Lincoln. Discussed Phosphorus issues and what's happening in the surrounding counties. Brown County discussed their Phosphorus trading program and demo farms. Other counties talked about needing more staff and "boots on the ground" especially when it comes to implementing nutrient management plans and best management practices. Mr. Ribble did mention follow up meetings, but no timetable was discussed.

**Action Item:** Potentially have Mr. Ribble talk to DNR about the UV system (well treatment) regulations. Lee Luft will follow up with Reid Ribble's office and copy Senator Frank Lasee and Representative Joel Kitchens on the correspondence with Ribble's office.

D. May 28<sup>th</sup> Meeting update with EPA/DNR/Petitioners. Davina Bonness did attend. Same information given to this group as was the CAFO group; including all the handouts that Chairman Luft handed out at the May Ground Water Task Force Meeting. DNR presented the proposed approach and solicited input and participation. Outcome; Mr. Rasmussen is going to establish workgroups to include short/long term goals like getting people clean water to drink, enforcement, susceptible areas, BMP's, ect. Russ would like to attend one of our Groundwater Task Force meetings in the upcoming months. **Action Item:** Davina will email him dates/times.

E. May 29<sup>th</sup> Lake Michigan Area Land & Water Conservation Association Meeting. Reference Lee Luft's Handout. This meeting was hosted by the Kewaunee County Land and Water Conservation Committee with a presentation by Davina Bonness and presentations by Bill Schuster (Door County Conservationist).

Some Key Points:

1. Most manure haulers (75%) did not have copies of the Nutrient Management Plans needed to properly apply manure.
2. Door County Land and Water Conservation Department found deficiencies or mis-representations in all 8 of the Nutrient Management Plans submitted for Door County farms.
3. Door County has made Wisconsin Statutes NR 151 (Nutrient Runoff Regulations) a County Ordinance so that Door County can enforce these regulations without having to wait for the DNR to act.
4. Bill Schuster reported that in Door County conservation efforts have "gone backwards". Terracing, countouring, waterway construction have been removed to allow the use of larger farm implements.
5. Jimmy Bramblett, Wisconsin Conservationist for the Natural Resources Conservation Service of the USDA reported that the NRCS must retrain its staff on conservation techniques as conservation has not been the primary focus of the NRCS for some time.
6. David Dybdahl of American Risk Management reported that new rulings by the Wisconsin Supreme Court have changed the risk exposure for farmers and those who rent their lands for farming. New rules are based on "let the polluter pay" principle. Bankers want farms to have insurance to mitigate risks.
7. Wisconsin DNR runoff specialist, Joe Baeten reported that emergency winter spreading needs to be curtailed and that every request for emergency spreading in the 2014 season was approved without exception.

F. May 20, 2015 – Robert Atwell Presentation, Water, Money and Community -- Reference Lee Luft's Handout

Some Key Points:

1. Atwell is Chairman and Chief Executive of Nicolet National Bank and he spoke to approximately 100 young executives in Green Bay.
2. During his presentation, Atwell referenced the conditions in Kewaunee County a number of times. Atwell said, "We are undermining the very reasons people come to live and visit here", e.g. clean land, water and air. He said, agriculture is consuming itself, Kewaunee County is a dust bowl at times."

G. Washington State settlement -- Reference Lee Luft's Handout

1. The EPA has settled with some Washington State Dairies and that settlement will require the dairies to employ much more stringent manure storage requirements and to pay for bottled water or water treatment systems for residents whose wells have been contaminated with manure/runoff.

## 6. Discuss expected outcome of the Task Force Work / Goals

**Action Item:** Every member of the GW Task Force must submit 1-2 new goals by June 24<sup>th</sup>, 2015 to Lee Luft. Luft will compile the goals as submitted prior to the July 1<sup>st</sup> meeting.

Goals will be discussed at the July 2015 meeting with a goal of voting on the top three or four goals for 2014/2015.

**Action Item:** Every member of the GW Task Force must read/understand by August 2015 meeting the 2007 Karst Task Force Report.

## 7. Public Comments: There were 5 public comments:

1. Sandy Winnemueller – said she had a brown water event on 6/2/15, but couldn't confirm with testing. Also mentioned that she heard Certified Crop Advisors were taking soil samples for Nutrient Management Plans from ditches. Ms. Winnemueller said samples were taken from ditches because these are areas that would not have been land spread and would not indicate higher existing levels of nutrients.
2. Lynn Utesch – stated that if you put in a UV system it reduces the effectiveness and doesn't work. Also mentioned that the EPA/DNR meeting with the Petitioners on May 26<sup>th</sup> had two priorities, #1 – drinking water to Lincoln Township and #2 – Increase in enforcement.
3. Bill Iwen – feels we have a right to know what chemicals are used in our locale, especially Atrazine, Glyphosate, 2,4,D and more. And have the option of having our water tested for any or all of the above.
4. Mick Sagrillo – discussed how he looked into treatment options but they are costly to maintain. Mentioned that treatment gets clean water but doesn't fix the problem.
5. Karen Yancey (Star News) – will be reporting on manure technology in a series in the Star Newspaper.

## 8. Other matters to discuss

None

## 9. Set Next Meeting Date

July 1<sup>st</sup>, 2015 at 1:00pm

August 5<sup>th</sup>, 2015 at 1:00pm

10 Adjournment -- A motion to adjourn the meeting at 2:49 pm was made by Ron Heuer and seconded by John Pagel, Motion carried unanimously

**MONTHLY WORK PROGRAM ACTIVITY REPORT**  
**MAY 2015**  
**By County**

**BAY-LAKE REGIONAL PLANNING COMMISSION**  
**425 SOUTH ADAMS STREET, SUITE 201**  
**GREEN BAY, WI 54301**  
**[www.baylakerpc.org](http://www.baylakerpc.org)**

**MULTI-COUNTY/REGIONAL**

- The Commission's Executive Committee met on May 12<sup>th</sup> and 29<sup>th</sup>, to begin the hiring process for a new Executive Director.
- On May 13<sup>th</sup>, the Natural Resources Planner participated in a phone conference with the Lake Michigan Stakeholders and the Lake Michigan Forum to discuss a merger.
- On May 13<sup>th</sup> the Natural Resources Planner met with WDNR and UW-Extension to discuss the GLRI Phragmites project. On May 21<sup>st</sup>, the kick-off meeting of the Phragmites Advisory Council was held in Howard.
- The Executive Director participated in a *Global New North* teleconference on May 14<sup>th</sup> to continue preparing an EDA grant application to seek funding for a Foreign Direct Investment Study for NE Wisconsin.
- On May, 14<sup>th</sup>, the Natural Resources Planner was interviewed by the Wisconsin Sea Grant Program for an article on the Oconto County hazard mitigation plan and climate change planning.
- On May 18<sup>th</sup> and 29<sup>th</sup>, the Natural Resources Planner participated in meetings of the Lower Green Bay and Fox River Area of Concern in Green Bay.
- On May 19<sup>th</sup>, the Natural Resources Planner participated in a meeting of the Lower Fox River Total Maximum Daily Load (TMDL) Outreach Committee in Appleton.
- On May 28<sup>th</sup>, the Natural Resources Planner participated in a meeting of the Green Bay Conservation Partners Steering Committee at the US Fish and Wildlife office in New Franken.
- Commission staff prepared the minutes of the April 29<sup>th</sup> meeting of the Northeast Wisconsin Regional Access to Transportation Committee (NEWRATC) in early May.
- 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.
- Commission staff continued updating the Transportation Element of the Bay-Lake Regional Planning Commission's Regional Comprehensive Plan. The Commission was awarded a \$20,000 grant by Wisconsin Coastal Management to update other elements of the plan. The project is set to begin in July.

**BROWN COUNTY**

- On May 4<sup>th</sup>, the Natural Resources Planner attended a meeting of the Cat Island Advisory Committee in Green Bay.

- The Natural Resources Planner continued work on updating the Oneida Tribe hazard mitigation plan.
- The Natural Resources Planner concluded work on the Bay Beach improvement project. A final report for the project is now being developed and is due to EPA at the end of August 2015.
- The Natural Resources Planner continued work on the City of Green Bay EAB mitigation project with completion of the project scheduled for this coming summer.

### **DOOR COUNTY**

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

### **FLORENCE COUNTY**

- Commission staff presented to the Florence County Towns Association on May 18<sup>th</sup>. The meeting was held at the Town of Fern Town Hall.
- Commission staff continued updating the Farmland Preservation Plan for Florence County.

### **KEWAUNEE COUNTY**

- The Commission provided technical assistance for the administration and updating of zoning and other ordinances for Kewaunee County; and the Towns of Luxemburg and Lincoln.

### **MANITOWOC COUNTY**

- Commission staff continued work on updating the Manitowoc-Two Rivers-Mishicot SSA Plan.
- A small amount of work on the Maritime Metro Transit Development Program (TDP) took place in May. Commission staff began preparing for passenger opinion and boarding and alighting surveys that will be taking place in the near future.

### **MARINETTE COUNTY**

- On May 4<sup>th</sup>, the Executive Director attended the steering committee meeting facilitated by MCABI to continue studying the possibility of building a new hotel, sports complex, and convention center somewhere in the City of Marinette area.
- 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 May 19<sup>th</sup>.

### **OCONTO COUNTY**

- Commission staff continued work on updating Oconto County's hazard mitigation plan. The plan is currently being reviewed by FEMA.
- Commission staff continue discussions with Town of Riverview officials to update their comprehensive plan.

### **SHEBOYGAN COUNTY**

- Commission staff continued to assist the Town of Lyndon with its comprehensive plan update.

- The Sheboygan MPO Technical and Policy Advisory Committees met jointly on May 28<sup>th</sup>. Members of both committees elected their respective officers (Chairperson and Vice Chairperson) for two year terms at this meeting.
- The public comment period on the *Year 2045 Sheboygan Area Transportation Plan (SATP)* ran through May 29<sup>th</sup>. The public hearing on the *Year 2045 SATP* was held on May 19<sup>th</sup>. The Sheboygan MPO Technical and Policy Advisory Committees recommended approval of the *Year 2045 SATP* on May 28<sup>th</sup>, and the Commission approved the *Year 2045 SATP* at a meeting of its Executive Committee on May 29<sup>th</sup>.
- Commission staff provided a small amount of technical assistance to Shoreline Metro during the month of May.
- Commission staff reviewed potential mid-year amendments to the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2015 – 2018* in May.
- Commission staff reviewed information regarding the Surface Transportation Program (STP) Urban funding allocation for the Sheboygan Urbanized Area for the 2015 – 2020 funding cycle in May. This information was presented to members of the Sheboygan MPO Technical and Policy Advisory Committees at their joint meeting on May 29<sup>th</sup>. The MPO advisory committees will continue their discussion regarding STP Urban funding at their June joint meeting.

**Kewaunee County**  
**Register of Deeds**  
**2014**  
**Annual Report**



# Kewaunee County Register of Deeds

Administration Center  
810 Lincoln Street • Kewaunee, WI 54216  
(920) 388-7126 • (920) 388-7129 Fax • wolfj@kewauneeeco.org • www.kewauneeeco.org

Janet L. Wolf  
Register of Deeds

Honorable Members of the Kewaunee County Board of Supervisors,

On June 25, 2010, per legislation, the recording fee for real estate documents went to a flat fee of \$25 each, plus an additional \$5 was added for the purpose of redacting social security numbers from documents viewable on the internet. Counties could retain \$5 per document for redacting purposes until January 1, 2015. The state budget raised the flat fee from \$25 to \$30, effective July 1, 2013, so even after counties completed redacting, they could still collect \$30 recording fee. The \$5 that was collected for redaction ended December 31, 2014. After that, the \$5 must be sent to DOA for statewide parcel mapping, in addition to the \$2 they already get for Land Information Program. The County gets \$8 of recording fee for Land Information Program also.

Our office completed redacting social security numbers ourselves from online documents the end of 2014. Back scanned images are all online now back to approximately late 1930's. This includes Vol. 86 of Records to present, Vol. 40 to 74 of Deeds, Vol. 7 to 8 Miscellaneous, Vol. 3 to 13 Probate, all miscellaneous filed documents, all certified survey maps, all condo and subdivision and TPP plats. Any documents available on the internet can only be viewed by customers, such as attorneys and title companies that sign a contract and pay a subscription or escrow account fee. Complete indexes and images are available from June 19, 1987 to present. The rest of the documents can be searched by volume and page to view the image, and the index contains the recording information, but not names and legal.

Online access to our recorded document index and images is available to interested parties. We presently have 46 escrow accounts for online access. Escrow account holders have fees taken off their account per usage. To see details of an index is 50 cents, and to view and/or print copies, is the statutory copy fee per document of \$2 for the first page and \$1 for each additional page.

I had our abstract indexes scanned. The beginning of 2014, a member of Ruckert & Mielke, Inc. set up an index for me and I entered all volumes and pages of abstract indexes to the proper municipality, section and subdivision. They then made the index and scanned images available online from the Kewaunee County website by searching Land Records and going to Abstract Search.

We still get paper copies of marriages to file if it occurred in our county. We no longer get paper copies of births since February 1, 2011 and deaths since September 1, 2013. Deaths prior to that date are still issued from our paper copies. We receive deaths online now from the funeral home, if a death occurred in our county. After reviewing, it is submitted electronically to Vital Records in Madison. After they register it, we can then issue certified copies from the online system. We also issue certified copies online for ones that died in another county, but were residents here at time of death. Births prior to 1979 that are not on the State online system, are issued from our paper copies. We complete all of our vital applications on Vitals online system in Madison.

Preservation of the records and prompt, courteous and efficient service to all customers continues to be the priority of this office. Following is the 2014 Annual Report of the Kewaunee County Register of Deeds.

Respectfully submitted,

Janet L. Wolf  
Register of Deeds

2014 RECORDING FEES

2014	TRANSFER FEES	RECORDING & FILING FEES	MISCELLANEOUS FEES	FAX FEES	MONTHLY TOTALS
January	\$ 19,759.20	\$ 7,500.00	\$ 3,009.00	\$ 3.00	\$ 30,271.20
February	\$ 4,996.50	\$ 6,540.00	\$ 3,909.00	\$ -	\$ 15,445.50
March	\$ 9,570.60	\$ 6,960.00	\$ 4,672.00	\$ -	\$ 21,202.60
April	\$ 17,789.10	\$ 7,080.00	\$ 3,499.00	\$ 6.00	\$ 28,374.10
May	\$ 13,471.50	\$ 7,680.00	\$ 4,277.00	\$ -	\$ 25,428.50
June	\$ 12,030.90	\$ 8,790.00	\$ 4,480.00	\$ -	\$ 25,300.90
July	\$ 15,756.00	\$ 11,160.00	\$ 3,756.00	\$ -	\$ 30,672.00
August	\$ 17,915.40	\$ 8,730.00	\$ 3,768.00	\$ -	\$ 30,413.40
September	\$ 16,658.70	\$ 9,510.00	\$ 4,236.00	\$ 2.50	\$ 30,407.20
October	\$ 12,380.10	\$ 9,000.00	\$ 4,424.00	\$ 1.50	\$ 25,805.60
November	\$ 4,944.60	\$ 7,440.00	\$ 3,391.00	\$ -	\$ 15,775.60
December	\$ 16,146.00	\$ 11,940.00	\$ 3,826.00	\$ 5.00	\$ 31,917.00
TOTALS	\$ 161,418.60	\$ 102,330.00	\$ 47,247.00	\$ 18.00	\$ 311,013.60

2014 TRANSFER FEES

2014	Electr Returns No Fee	Electr Returns \$.30/\$100	Electr Returns \$.10/\$100	Total Returns	50% State Share	50% County Share	State Share @ 50%	County Share @ 50%	Total
Jan	41	34	0	75			\$ 15,807.36	\$ 3,951.84	\$ 19,759.20
Feb	19	22	0	41			\$ 3,997.20	\$ 999.30	\$ 4,996.50
Mar	24	28	0	52			\$ 7,656.48	\$ 1,914.12	\$ 9,570.60
April	28	31	0	59			\$ 14,231.28	\$ 3,557.82	\$ 17,789.10
May	21	36	0	57			\$ 10,777.20	\$ 2,694.30	\$ 13,471.50
June	22	40	1	63	\$ 75.00	\$ 75.00	\$ 9,504.72	\$ 2,376.18	\$ 12,030.90
July	102	45	0	147	0	0	\$ 12,604.80	\$ 3,151.20	\$ 15,756.00
Aug	31	43	0	74	0	0	\$ 14,332.32	\$ 3,583.08	\$ 17,915.40
Sept	41	50	0	91	0	0	\$ 13,326.96	\$ 3,331.74	\$ 16,658.70
Oct	14	41	0	55	0	0	\$ 9,904.08	\$ 2,476.02	\$ 12,380.10
Nov	23	18	0	41	0	0	\$ 3,955.68	\$ 988.92	\$ 4,944.60
Dec	29	27	0	56	0	0	\$ 12,916.80	\$ 3,229.20	\$ 16,146.00
<b>TOTALS</b>	395	415	0	811	\$ 75.00	\$ 75.00	\$ 129,014.88	\$ 32,253.72	\$ 161,418.60
Note: Transfer Fees for deeds in satisfaction of land contracts dated 12-17-71 to 8-31-81 are \$.10/\$100 with state share of 50%									
DOR	T.F. due	interest	penalty	total	State	County			
AUDIT					share	share			
2011	\$ 34.90	\$ 9.79	\$ 25.00	\$ 69.69	\$ 55.75	\$ 13.94			

2014 LAND INFORMATION FEES

2014	No. Doc's	No. Pages	Wisconsin Land Information Program				SSN REDACTION - \$5	Remaining \$15 Rec fees- Co Share	TOTAL \$30 Recording Fees
			WLIP Doc's	State Share \$2 ea	County Share				
					\$6 ea	Public Access \$2			
January	250	944	246	\$ 492.00	\$ 1,476.00	\$ 492.00	\$ 1,250.00	\$ 3,790.00	\$ 7,500.00
February	218	733	207	\$ 414.00	\$ 1,242.00	\$ 414.00	\$ 1,090.00	\$ 3,380.00	\$ 6,540.00
March	232	952	227	\$ 454.00	\$ 1,362.00	\$ 454.00	\$ 1,160.00	\$ 3,530.00	\$ 6,960.00
April	236	935	225	\$ 450.00	\$ 1,350.00	\$ 450.00	\$ 1,180.00	\$ 3,650.00	\$ 7,080.00
May	256	1112	252	\$ 504.00	\$ 1,512.00	\$ 504.00	\$ 1,280.00	\$ 3,880.00	\$ 7,680.00
June	293	1271	285	\$ 570.00	\$ 1,710.00	\$ 570.00	\$ 1,465.00	\$ 4,475.00	\$ 8,790.00
July	372	1364	355	\$ 710.00	\$ 2,130.00	\$ 710.00	\$ 1,860.00	\$ 5,750.00	\$ 11,160.00
August	291	1203	285	\$ 570.00	\$ 1,710.00	\$ 570.00	\$ 1,455.00	\$ 4,425.00	\$ 8,730.00
September	317	1344	312	\$ 624.00	\$ 1,872.00	\$ 624.00	\$ 1,585.00	\$ 4,805.00	\$ 9,510.00
October	300	1294	296	\$ 592.00	\$ 1,776.00	\$ 592.00	\$ 1,500.00	\$ 4,540.00	\$ 9,000.00
November	248	990	241	\$ 482.00	\$ 1,446.00	\$ 482.00	\$ 1,240.00	\$ 3,790.00	\$ 7,440.00
December	398	2055	391	\$ 782.00	\$ 2,346.00	\$ 782.00	\$ 1,990.00	\$ 6,040.00	\$ 11,940.00
TOTALS	3411	14197	3322	\$ 6,644.00	\$ 19,932.00	\$ 6,644.00	\$ 17,055.00	\$ 52,055.00	\$ 102,330.00

**2014 MISCELLANEOUS FEES**

2014	Certified & Uncertified Births	Certified & Uncertified Deaths	Certified & Uncertified Marriages	Certified & Uncertified Real Estate-\$2-1st pg, \$1-add'l pg	Internet Access Fees	Total
January	\$ 726.00	\$ 858.00	\$ 302.00	\$ 373.00	\$ 750.00	\$ 3,009.00
February	\$ 887.00	\$ 611.00	\$ 298.00	\$ 538.00	\$ 1,575.00	\$ 3,909.00
March	\$ 1,070.00	\$ 354.00	\$ 226.00	\$ 604.00	\$ 2,418.00	\$ 4,672.00
April	\$ 608.00	\$ 764.00	\$ 215.00	\$ 1,007.00	\$ 905.00	\$ 3,499.00
May	\$ 966.00	\$ 581.00	\$ 229.00	\$ 456.00	\$ 2,045.00	\$ 4,277.00
June	\$ 794.00	\$ 616.00	\$ 339.00	\$ 451.00	\$ 2,280.00	\$ 4,480.00
July	\$ 631.00	\$ 665.00	\$ 539.00	\$ 601.00	\$ 1,320.00	\$ 3,756.00
August	\$ 622.00	\$ 454.00	\$ 475.00	\$ 537.00	\$ 1,680.00	\$ 3,768.00
September	\$ 536.00	\$ 672.00	\$ 448.00	\$ 315.00	\$ 2,265.00	\$ 4,236.00
October	\$ 592.00	\$ 639.00	\$ 533.00	\$ 630.00	\$ 2,030.00	\$ 4,424.00
November	\$ 513.00	\$ 655.00	\$ 285.00	\$ 293.00	\$ 1,645.00	\$ 3,391.00
December	\$ 688.00	\$ 540.00	\$ 153.00	\$ 365.00	\$ 2,080.00	\$ 3,826.00
<b>TOTALS</b>	<b>\$ 8,633.00</b>	<b>\$ 7,409.00</b>	<b>\$ 4,042.00</b>	<b>\$ 6,170.00</b>	<b>\$ 20,993.00</b>	<b>\$ 47,247.00</b>

**BIRTHS-\$8,633**

394 Issued @ \$20 each	\$ 7,880.00	STATE SHARE	COUNTY SHARE	TOTAL COUNTY
County Share @ \$5 for 394			\$ 1,970.00	
251 Add'l issued at time of request @ \$3 ea (co fund)			\$ 753.00	
Total County Share				\$ 2,723.00
State Share (children's trust fund)@ \$7 ea for 394	\$ 2,758.00			
State Share (online) @ \$8 ea for 394	\$ 3,152.00			

**DEATHS-\$7,409**

178 Issued @ \$20 each	\$ 3,560.00			
County Share @ \$7 for 178			\$ 1,246.00	
1283 Add'l issued at time of request @ \$3 each (co. fund)			\$ 3,849.00	
Total County Share				\$ 5,095.00
State share (online) @ \$13 ea for 178	\$ 2,314.00			

**MARRIAGES-\$4,042**

176 Issued @ \$20 each	\$ 3,520.00			
County Share @ \$7 ea for 176			\$ 1,232.00	
174 Add'l issued at time of request @ \$3 each (co. fund)			\$ 522.00	
Total County Share				\$ 1,754.00
State share (online) @ \$13 ea for 176	\$ 2,288.00			

STATE SHARE TOTAL (VITALS)

\$ 10,512.00

COUNTY SHARE TOTAL (VITALS)

\$ 9,572.00

COPIES OF REAL ESTATE(\$2608 COPIES & \$3562 ESCROW)	\$ 6,170.00
INTERNET CONTRACTS- INDEX & IMAGES -ACCTS (\$300/MON-3 SUBSCRIPTIONS & 46 Escrow Accounts)	\$ 20,993.00
<b>TOTAL MISCELLANEOUS FEES</b>	<b>\$ 47,247.00</b>

2014 ALLOCATION OF FEES

**COUNTY SHARE**

Transfer Fees	\$ 32,328.72
Certificates of Birth	\$ 2,723.00
Certificates of Deaths	\$ 5,095.00
Certificates of Marriages	\$ 1,754.00
Other Recording and Filing Fees	\$ 52,055.00
Fax Fees	\$ 18.00
Other Miscellaneous Fees -copies, internet accts	\$ 27,163.00
Wisconsin Land Information Program	\$ 19,932.00
Wis. LIO - Public Access	\$ <u>6,644.00</u>

**TOTAL COUNTY SHARE**

**\$ 147,712.72**

Social Security Number Redaction Fees

\$ 17,055.00

\$ 17,055.00

**STATE SHARE**

Transfer Fees	\$ 129,089.88
Certificates of Birth-Children's Trust Fund	\$ 2,758.00
Certificates of Birth-Online Revenue	\$ 3,152.00
Certificates of Deaths-Online Revenue	\$ 2,314.00
Certificates of Marriages-Online Revenue	\$ 2,288.00
Wisconsin Land Information Program	\$ <u>6,644.00</u>

**TOTAL STATE SHARE**

**\$ 146,245.88**

**TOTAL**

**\$ 311,013.60**

2014 NUMBER OF DOCUMENTS

**FILED DOCUMENTS**

Certified Survey Maps	46	
UCC Real Estate Fixture Filings	<u>27</u>	
<b>TOTAL DOCUMENTS FILED</b>		73

**RECORDED DOCUMENTS**

Federa Tax Liens	16	
Release Federal Tax Liens	5	
Warranty Deeds	432	
Quit Claim Deeds	205	
Personal Representative Deeds	35	
Sheriff's Deeds	28	
Transfer on Death Deeds	49	
Condominium Deeds	3	
Land Contracts	26	
Amendments/Assignments of Land Contracts	12	
Trust Deeds	74	
Easements	41	
Holding Tank Agreements	11	
Power of Attorney	16	
Affidavits	37	
Transfers by Affidavit	7	
Agreements	16	
Real Estate Mortgages	810	
Satisfactions of Real Estate Mortgages	899	
Partial Releases of Mortgages	36	
Assignments of Mortgages	88	
Subordination of Mtg	31	
Modification of Mortgages	21	
Assignment of Rents	18	
Satisfaction of Assignment of Rents	15	
Security Agreements	29	
Satisfaction of Security Agreements	45	
Lis Pendens	30	
Release of Lis Pendens	21	
Other legal documents	193	
**Termination of Decedent's Property Interest (HT-110)	87	
**TOD to Beneficiary	2	
<b>TOTAL DOCUMENTS RECORDED</b>		<u>3338</u>

**TOTAL DOCUMENTS FILED AND RECORDED**

3411

**FREE COPIES ISSUED TO:**

## Veterans' Service Office--certified copies

Births	1
Deaths	33
Marriages	4
Discharges	<u>38</u>

TOTAL	76
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## Various Other County Agencies

Real Estate	6
Birth	1

TOTAL	<u>7</u>
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<b>TOTAL FREE COPIES ISSUED</b>	<u><u>83</u></u>
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**REAL ESTATE**

Real Estate documents recorded & filed	3411
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**VITALS**

Termination of Domestic Partnership filed	1
Marriages filed	123

**DISCHARGES**

Veteran's Discharges recorded	<u>37</u>
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<b>TOTAL FILED &amp; RECORDED</b>	<u><u>3572</u></u>
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**2014**

# **Annual Report**

***Kewaunee County Sheriff's Department***



***"To Serve and Protect***

***with***

***Pride and Integrity"***



**KEWAUNEE COUNTY SHERIFF'S DEPARTMENT**

---

**2014 Annual Report**

**Kewaunee County Sheriff's Department**

**To the citizens of Kewaunee, I submit the 2014 Annual Report of the Office of Sheriff,  
Kewaunee County.**

**The men and women of the Kewaunee County Sheriff's Department consider it an honor to  
serve the good citizens of Kewaunee County. It is with extreme pride that we sacrifice  
whatever it takes to maintain a high quality of life for our community.**

**Respectfully Submitted,**

**Matt J. Joski  
Sheriff, Kewaunee County**



## **KEWAUNEE COUNTY SHERIFF'S DEPARTMENT**

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### **2014 Annual Report**

It has been a busy year at the Kewaunee County Sheriff's Department, and I hope that this narrative will provide a brief, but helpful insight into the many projects, processes, and initiatives that show our continued commitment to improving the level of services we provide to the citizens of Kewaunee County. The following pages summarize the various duties of the Sheriff's Department, and provide statistics which we use to determine our progress in those respective areas.

#### **Radio System Upgrade:**

After many years of planning and many months of implementation, we are closing in on the end of our radio system upgrade. Due to this upgrade and our decision to utilize WISCOM for daily communications, we have been able to develop solutions to many interoperability issues we have faced due to the changes in other adjacent community's systems. This was evident recently in our communication needs with County Rescue for the purposes of communications during Paramedic Intercepts. Due to the overlapping coverage we are now able to communicate with this vital resource the minute they leave their facility in Brown County and maintain seamless communications as they enter into Kewaunee County. This would not have been possible in the past. Another benefit has been the increased capacity in the form of Talk Groups. We are now able to separate talk paths so that agencies can communicate during multiple events without interference. The one limitation has been the reduced performance of our frequencies in narrowband. It is our goal to continue to enhance this new system as technology presents additional resources.

#### **Algoma City Police Department Management Contract:**

In late 2013 the Kewaunee County Sheriff's Department and the City of Algoma entered into an agreement which created a new relationship between local partners. This agreement is very unique and allows for the City of Algoma Police Department to maintain their identity while providing a substantial savings to the citizens of the City of Algoma. The feedback thus far has been very positive both from the City of Algoma Police Officers as well as from the citizens of that community. The staff of both the Kewaunee County Sheriff's Department as well as the staff of the Algoma Police Department are to be commended for their flexibility and patience throughout this transition.

#### **Evidence Building:**

In early 2012 the County purchased the building at 210 Duvall Street in the City of Kewaunee for use as an Evidence Facility/ Equipment Storage Facility. Since our move from the three buildings previously used, we have seen many advantages to the consolidation. We have utilized this building in everything from an armory, to records storage to training facility. In the future we would like to add a trench drain to the equipment floor so that vehicles can be washed, and limit the road debris brought in from the outdoor elements.

**Jail Operations:**

Although the county has improved many of its facilities, the one building which will still requires attention is our County Jail. Our facility was built in 1969 and has served our community well over the past decades. We have seen a great deal of changes both in technology as well as processes throughout these many years, and the staff at the Kewaunee County Sheriff's Department should be commended for adapting to these changes within the confines of the existing structure. Each year we are inspected by the State of Wisconsin Department of Corrections, and every year they note the limitations of our facility and comment on the outstanding job done the staff has done in overcoming these obstacles. We have made the best use possible of technology to offset the housing limitations through the use of GPS monitoring. We also utilize video conferencing when possible in an effort to reduce transports. While capacity may not be the compelling reason to explore a new facility, the aging characteristics of the building and the security components will be. As additional inmate programming mandates are implemented throughout the state, we will face the real possibility of either compliance or closure. It is our hope that we can begin this discussion in the near future to allow for ample time to plan, design and build an effective solution to carry us into the next many decades.

**Staffing:**

Each year we are asked to do more with less in an effort to become even more fiscally sound. As one looks at the budget of not only the Sheriff's Department, but any organization, it becomes very clear very quickly that the only way to have an impact on the overall budget is through our greatest asset; our staff. This presents a unique challenge as it is through our staff that we are able to perform our mission, and ultimately be successful. It would be easy to merely reduce staff in a blind sweep focused solely on budgetary impact. The more responsible approach is to look at the staff as the resource that they are and work to develop them and draw out their given talents so that they are able to be part of the changes necessary to becoming a more streamlined agency. We have seen many changes to our staff over the past few years, and continue cross train in an effort to be as fluid as possible. These efforts have been hampered through the reclassification of our Jailer/ Dispatchers. We have taken great pride in the fact that we hire all law enforcement certified staff, and use them on a daily basis in the same role as their Patrol, Investigations, and School Liaison Counterparts. It is our goal to continue our effort in properly classifying these professionals to maintain the efficiencies that have and will continue to benefit our community.

I hope that this brief explanation has provided you with a better understanding of the efforts put forth by the Kewaunee County Sheriff's Department to maintain the highest level of professionalism and efficiency while operating in an environment of decreasing resources. It is the goal of this department to continue to strive for excellence by making the most of every opportunity of both financial, and personnel resources.

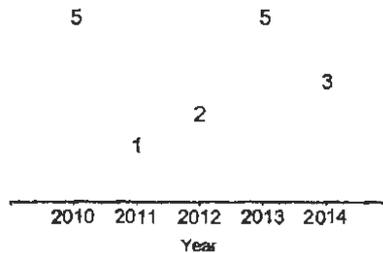


# Wisconsin Uniform Crime Reporting

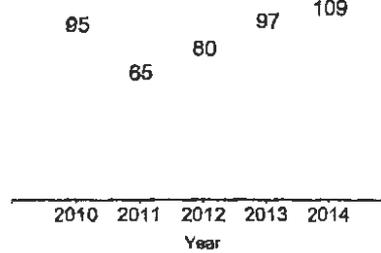
Wisconsin Department of Justice - Bureau of Justice Information & Analysis

## 2014 Annual UCR Summary for Kewaunee Co. SO (IBR)

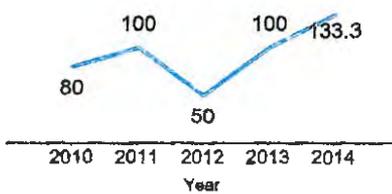
**Violent Offenses 5 Year Trend**



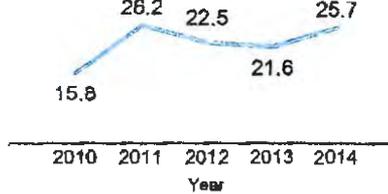
**Property Offenses 5 Year Trend**



**Violent Crime Clearance Rates  
(% of Actual Offenses)**



**Property Crime Clearance Rates  
(% of Actual Offenses)**



### Summary-Based Violent and Property Offenses

UCR Description	2013 Offenses	2014 Offenses	% Change
Murder and Nonnegligent Homicide	0	0	*
Forcible Rape	2	1	-50.0%
Robbery	0	0	*
Aggravated Assault	3	2	-33.3%
<b>Total Violent</b>	<b>5</b>	<b>3</b>	<b>-40%</b>
Burglary	37	51	37.8%
Larceny Theft	55	52	-5.5%
Motor Vehicle Theft	5	4	-20.0%
Arson	0	2	*
<b>Total Property</b>	<b>97</b>	<b>109</b>	<b>12%</b>

*Note for Incident-based reporting agencies: This report contains converted summary-based data, using the FBI's IBR to SBR data conversion rules. Each Incident appears only once in the above table, as the most serious offense that was reported on the incident, using the Hierarchy Rule. Crimes Against Persons are counted by the number of victims. Burglaries when occurring in rental storage facilities are counted by the number of premises entered.*

\* = This information could not be calculated, due to a zero value



# Wisconsin Uniform Crime Reporting

Wisconsin Department of Justice - Bureau of Justice Information & Analysis

## 2014 Annual UCR Summary for Kewaunee Co. SO (IBR)

### Adult and Juvenile Arrests

Offense	Adult			Juvenile			Total		
	2013	2014	% Chg	2013	2014	% Chg	2013	2014	% Chg
Murder	0	0	*	0	0	*	0	0	*
Negligent Manslaughter	0	0	*	0	0	*	0	0	*
Forcible Rape	0	0	*	0	0	*	0	0	*
Robbery	0	0	*	0	0	*	0	0	*
Aggravated Assault	3	3	0%	0	0	*	3	3	0%
Burglary	3	10	233%	3	3	0%	6	13	116%
Theft	6	10	66%	6	3	-50%	12	13	8%
Motor Vehicle Theft	0	0	*	0	1	*	0	1	*
Other Assaults	23	15	-34%	3	3	0%	26	18	-30%
Arson	0	0	*	0	0	*	0	0	*
Forgery	0	5	*	0	0	*	0	5	*
Fraud	10	4	-60%	0	0	*	10	4	-60%
Embezzlement	0	0	*	0	0	*	0	0	*
Stolen Property	0	1	*	0	2	*	0	3	*
Vandalism	3	4	33%	4	3	-25%	7	7	0%
Weapons	2	3	50%	2	0	-100%	4	3	-25%
Prostitution	0	0	*	0	0	*	0	0	*
Sex Offenses	3	3	0%	3	1	-66%	6	4	-33%
Opium/Cocaine Sales	0	1	*	0	1	*	0	2	*
Marijuana Sales	12	4	-66%	4	2	-50%	16	6	-62%
Synthetic Narcotic Sales	0	4	*	0	2	*	0	6	*
Other Drug Sales	10	4	-60%	0	0	*	10	4	-60%
Opium/Cocaine Possession	4	1	-75%	0	0	*	4	1	-75%
Marijuana Possession	11	11	0%	5	1	-80%	16	12	-25%
Synthetic Narcotic Possession	0	4	*	0	0	*	0	4	*
Other Drug Possession	4	4	0%	0	3	*	4	7	75%
Bookmaking	0	0	*	0	0	*	0	0	*
Numbers and Lottery	0	0	*	0	0	*	0	0	*
All Other Gambling	0	0	*	0	0	*	0	0	*
Family Offenses	0	0	*	0	0	*	0	0	*
Driving While Intoxicated	34	37	8%	1	1	0%	35	38	8%
Liquor Laws	18	1	-94%	8	2	-75%	26	3	-88%
Disorderly Conduct	31	30	-3%	11	5	-54%	42	35	-16%
Vagrancy	1	0	-100%	0	0	*	1	0	-100%
All Other (Except Traffic)	234	272	16%	16	15	-6%	250	287	14%
Curfew and Loitering	0	0	*	0	0	*	0	0	*
Runaways	0	0	*	0	1	*	0	1	*
<b>Total</b>	<b>412</b>	<b>431</b>	<b>4%</b>	<b>68</b>	<b>49</b>	<b>-25%</b>	<b>478</b>	<b>480</b>	<b>0%</b>

\* = This information could not be calculated, due to a zero value



# Wisconsin Uniform Crime Reporting

Wisconsin Department of Justice - Bureau of Justice Information & Analysis

## 2014 Annual UCR Summary for Kewaunee Co. SO (IBR)

### Property Stolen by Classification

	2013			2014		
	Offenses	\$ Stolen	Avg \$	Offenses	\$ Stolen	Avg \$
<b>Robbery</b>						
Highway	0	\$0	*	0	\$0	*
Commercial House	0	\$0	*	0	\$0	*
Gas or Service Station	0	\$0	*	0	\$0	*
Convenience Store	0	\$0	*	0	\$0	*
Residence	0	\$0	*	0	\$0	*
Bank	0	\$0	*	0	\$0	*
Miscellaneous	0	\$0	*	0	\$0	*
<b>Total</b>	<b>0</b>	<b>\$0</b>	<b>*</b>	<b>0</b>	<b>\$0</b>	<b>*</b>
<b>Larceny Theft</b>						
Pocket-Picking	0	\$0	*	0	\$0	*
Purse-Snatching	0	\$0	*	0	\$0	*
Shoplifting	1	\$30	\$30	0	\$0	*
From Motor Vehicles	3	\$4,850	\$1,617	7	\$3,545	\$506
Motor Vehicle Parts	1	\$2,000	\$2,000	1	\$12	\$12
Bicycles	1	\$250	\$250	0	\$0	*
From Building	3	\$2,870	\$957	2	\$4,082	\$2,041
Coin Operated Machines	0	\$0	*	0	\$0	*
All Other	46	\$57,958	\$1,260	42	\$61,059	\$1,454
<b>Total</b>	<b>55</b>	<b>\$67,958</b>	<b>\$1,236</b>	<b>52</b>	<b>\$68,698</b>	<b>\$1,321</b>
<b>Burglary Residence</b>						
Night	4	\$1,183	\$296	12	\$16,161	\$1,347
Day	8	\$22,130	\$2,766	5	\$1,875	\$375
Time Unknown	0	\$0	*	0	\$0	*
<b>Total</b>	<b>12</b>	<b>\$23,313</b>	<b>\$1,843</b>	<b>17</b>	<b>\$18,036</b>	<b>\$1,061</b>
<b>Burglary Non Residence</b>						
Night	10	\$48,579	\$4,858	15	\$37,098	\$2,473
Day	15	\$30,285	\$2,019	19	\$63,407	\$3,337
Time Unknown	0	\$0	*	0	\$0	*
<b>Total</b>	<b>25</b>	<b>\$78,864</b>	<b>\$3,155</b>	<b>34</b>	<b>\$100,505</b>	<b>\$2,958</b>
<b>Total Burglary</b>	<b>37</b>	<b>\$102,177</b>	<b>\$2,762</b>	<b>51</b>	<b>\$118,541</b>	<b>\$2,324</b>

Note for incident-based reporting agencies: Number of offenses for Larceny-Theft in this property comparison is the number of completed offenses (not including attempted), because attempted thefts do not include property values. Please see the FBI's "Conversion of NIBRS to SRS" manual for additional details on data conversion.

\* = This information could not be calculated, due to a zero value



# Wisconsin Uniform Crime Reporting

Wisconsin Department of Justice - Bureau of Justice Information & Analysis

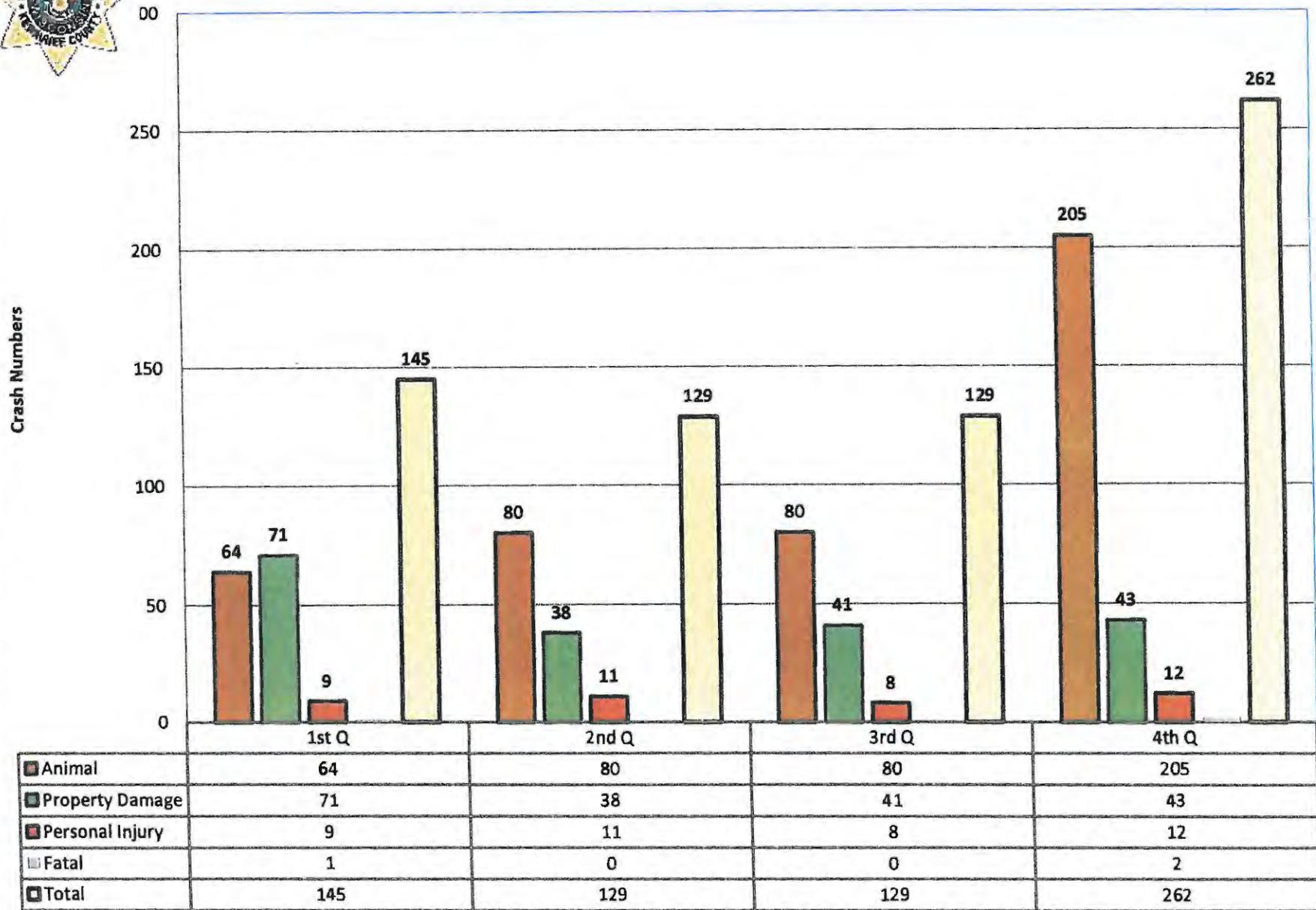
## 2014 Annual UCR Summary for Kewaunee Co. SO (IBR)

Property	Property Stolen by Type & Value			Recovered (% of \$ Stolen)	
	2013	2014	% Chg	2013	2014
Currency, Notes, etc.	\$22,762	\$29,539	30%	0%	16%
Jewelry and Precious Metals	\$11,420	\$1,863	-84%	0%	38%
Clothing and Furs	\$178	\$885	397%	33%	0%
Locally Stolen Motor Vehicles	\$49,000	\$43,000	-12%	100%	76%
Office Equipment	\$1,405	\$2,033	45%	79%	27%
Televisions, Radios, Stereos, etc.	\$1,298	\$3,875	199%	16%	7%
Firearms	\$10,365	\$1,700	-84%	0%	168%
Household Goods	\$5,444	\$34,017	525%	1%	30%
Consumable Goods	\$4,389	\$1,883	-57%	2%	0%
Livestock	\$0	\$0	*	*	*
Miscellaneous	\$112,894	\$88,444	-22%	0%	16%
<b>Total</b>	<b>\$219,135</b>	<b>\$207,239</b>	<b>-5%</b>	<b>23%</b>	<b>32%</b>

\* = This information could not be calculated, due to a zero value



## Crash Analysis by Type & Totals

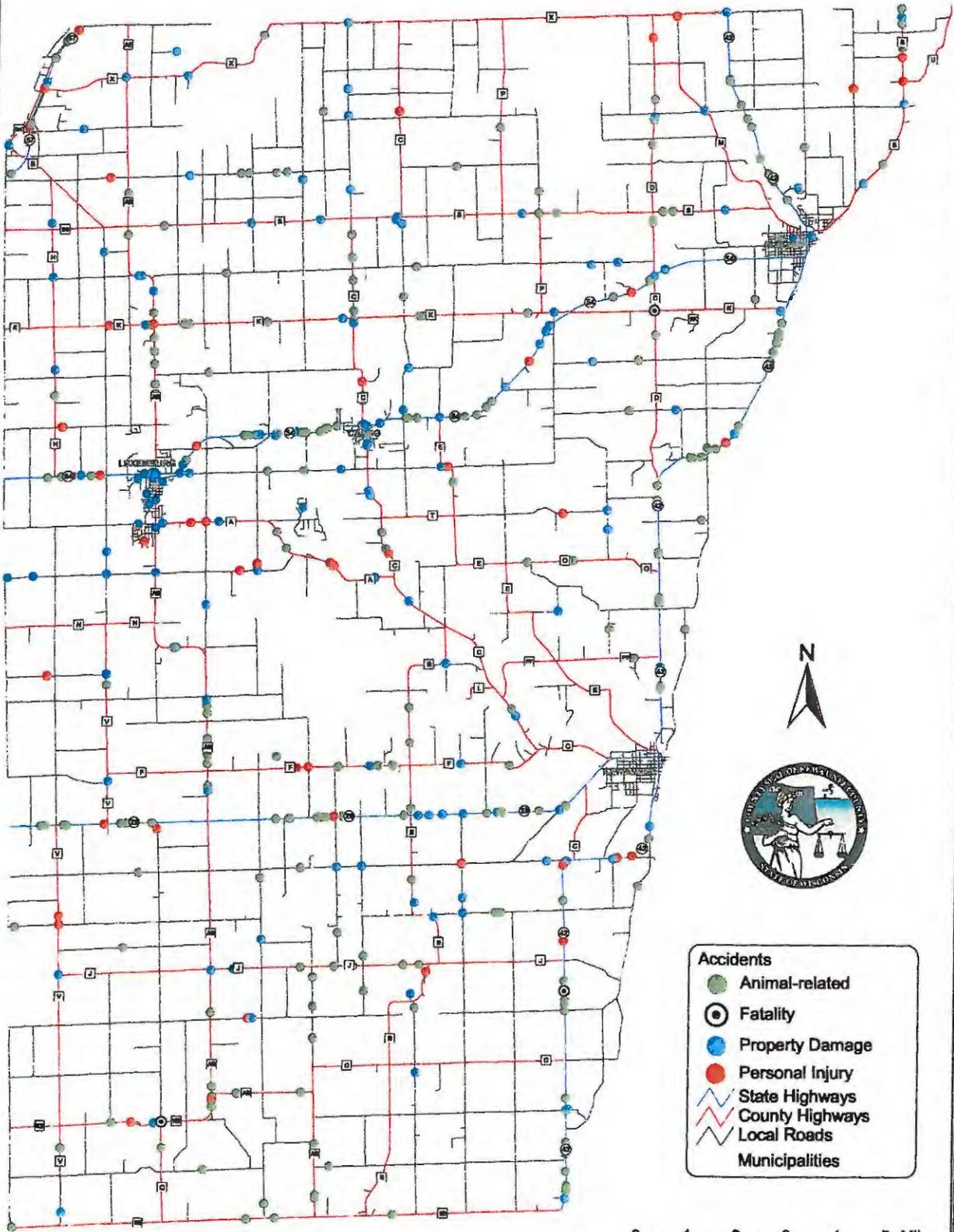




# Kewaunee County Sheriff's Department GIS Accident Mapping

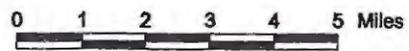


2014 Accidents



**Accidents**

- Animal-related
- Fatality
- Property Damage
- Personal Injury
- State Highways
- County Highways
- Local Roads
- Municipalities





**KEWAUNEE COUNTY SHERIFF'S DEPARTMENT**

January 20, 2015

<b>HIGHWAY SAFETY ACCIDENT INFORMATION</b>					
Months – 2014-4 <sup>th</sup> - Quarter	OCT '14	NOV '14	DEC'14	Quarter Totals	2013 Totals
Deer Accidents	62	79	64	205	187
Injury Accidents	4	7	1	12	11
Property Damage Accidents	13	19	11	43	50
Fatalities	0	0	2	2	1
<b>Total Accidents</b>	<b>79</b>	<b>105</b>	<b>78</b>	<b>262</b>	
<b>Previous Year Totals (2013)</b>	<b>70</b>	<b>112</b>	<b>67</b>		<b>249</b>

QUARTER TOTALS – 2013	1 <sup>ST</sup>	2 <sup>ND</sup>	3 <sup>RD</sup>	4 <sup>TH</sup>	Yearly Totals to Date
Alcohol Related Accidents	4	5	4	5	18
Car/Deer Accidents	64	80	80	205	429
Accidents/Fatalities	1	0	0	2	3
<b>Total Accidents</b>	<b>145</b>	<b>129</b>	<b>129</b>	<b>262</b>	<b>665</b>

2013 Total - 653

There were 12 more accidents reported in 2014 than in 2013.

There were 23 more car/deer accidents reported in 2014 than in 2013.

Alcohol related accident remain consistent with only one more reported in 2014 than in 2013.



**KEWAUNEE COUNTY SHERIFF'S DEPARTMENT**

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**Kewaunee County Sheriff's Department  
Patrol Statistics**

	2014	2013	2012
Complaints Assigned	3227	3702	3402
Complaint Assists	962	954	983
Arrests	225	213	184
Citations	627	908	1104
Warnings	548	745	984
Traffic Stops/Vehicle Contacts	1539	1924	1991
Papers Served or Attempted	685	701	788
Assist Other Agencies	602	509	517
Citizen Assists	432	279	320
Extra Patrol/Property Checks	2002	2875	1875



# KEWAUNEE COUNTY JAIL / COMMUNICATIONS ANNUAL REPORT

## 2014



## INMATE POPULATION



The Kewaunee County Jail has a maximum capacity of 22 beds and 3 receiving cells. The recommended population is 80% of the maximum by ACA standards, which would be 18 beds. During 2014, our average daily population was 30, which were 12 above the recommended population. To alleviate overcrowding, some inmates are placed on the home monitor program. The average daily population was 3 females and 19 males for the year. Average length of confinement was 19 days.

In 2014 the jail booked a total of 584 inmates, 412 of which were males and 172 females.

Juveniles are also held at other locations because we are not approved or staffed to accommodate them. Most are held in the Sheboygan County Juvenile detention center at a cost of \$75 per day. Brown County can house juveniles also, but at a cost of \$140 per day. During 2014, we paid \$9,380.00 to Brown County and \$14,705.00 to Sheboygan County for housing juveniles.

## Inmate Demographics

Asian or Pacific Islander	3
Black	25
Indian or Alaskan Native	4
Unknown	3
White/Hispanic Latin	16
White/Non Hispanic	532

## Average Inmate Population for 2014

Month	Average Monthly Head Count	Average # of Boarders	Gender		Average # of Inmates with Huber Privileges	Average # in Other Jails	Average # on EMP or Home Monitor
			Average # of Males	Average # of Females			
January	16	0	16	2	8	4	0
February	19	0	18	1	16	5	3
March	22	0	19	2	14	5	7
April	23	0	22	1	17	6	5
May	23	0	19	4	23	6	10
June	22	0	20	3	21	5	5
July	23	0	21	2	19	7	6
August	19	0	19	1	16	6	5
September	20	0	19	1	14	5	4
October	21	0	19	2	15	4	5
November	21	0	20	2	14	5	6
December	20	0	20	1	18	3	5
	21	0	19	3	15	4	5

## REVENUES

### HUBER LAW

The Kewaunee County Jail charges Huber inmates (inmates with work release privileges) **\$15.00** per day for their cost of room and board to reimburse the taxpayers for their stay and **\$5.00** per week for their laundry. Jailers wash the inmate's clothes and cost offsets the cost of soap and materials. In 2014, we had 38 inmates that were on Huber release for a total of 2330 days and collected **\$34,950**.

### JAIL FEES

In 2003, the Kewaunee County Board of Supervisors enacted several fees to be imposed by the jail for reimbursement for the cost of housing inmates. These fees include warrant fees, in the amount of **\$50.00** per warrant served, Home Monitor and startup fees which are imposed when the home monitor is used, Transfer fees or **\$150.00** per transfer when an inmate from another county transfers to this county to serve his/her sentence, and a Booking fee of \$25.00

In 2014 the following amounts were collected for these fees:

Booking Fee	\$1692.81
Laundry Fee	\$668.79
Monitor Startup Fee	\$1873.36
Transfer Fee	\$150.00
Warrant Fee	\$1755.71
Nurse Fee	\$8.58
Fingerprinting	\$338.00
Total	\$6487.25

### EMP - - HOME MONITORING PROGRAM

In order to manage the ever increasing jail population, a home monitoring program has been implemented. This system uses a device which is attached to the inmate's ankle and is tracked through a GPS device. This allows us to know exactly where the inmate is at all times. Exclusions are set up that he/she must be in certain areas and when violated, an alarm goes to dispatch or a cell phone. Inmates pay a **\$100.00** startup fee for the monitor and **\$30.00** per day. Deputies check on inmates regularly to make sure they are in compliance with the rules.

In 2014, 27 inmates were enrolled in the program for a total of 1162 days. \$17,430 was collected from inmates and \$13,670.84 was paid to the monitoring company which amounted to a profit of \$3759.16.

#### PAY FOR STAY

Sentenced nonworking inmates are charged \$17.00 per day for their cost of room and board to reimburse the taxpayers for their stay and are billed upon release. During 2014, \$5,049.99 was collected on this debt.

#### CANTEEN

Inmates are allowed to order certain supplies and food items from canteen. Canteen is run by the Swanson Company and administered by our jail staff. The canteen runs at a profit and the proceeds are used to fund supplies for the jail and pay for cable television for the inmates. Televisions for the inmates and supplies are purchased from this fund to offset the cost to the taxpayers. During the year 2014, \$16,509.46 was taken in on the canteen fund and \$12,603.53 was paid out leaving a profit of \$3905.93.

#### INMATE PAY PHONES

Inmates are supplied with a telephone in each of their cells provided by ICS Phone Service. These phones are used by the inmates to place calls to whomever they wish but can only be made collect. ICS monitors these calls and the revenues. We have a contract with ICS to provide this service and provide the County with part of the profits. In 2014, for this service, \$6,596.78, \$3,625.40 spent for a net profit of \$2,971.38.

#### JAIL ASSESSMENT

By state statute, a portion of each fine taken in the by county is assessed an amount to be used for the operation of the jail and care of the inmates. In 2014, \$8,961.29 was taken into this fund by the county.

## FOOD SERVICE



The Jail must provide the inmates with a nutritious meal three times per day. The menu is overseen by the Kewaunee County Health Department and was made with the help of the County Nutritionist. The Kewaunee County Jail has three part time cook staff to prepare the meals and order the food supplies. Typical meals consist of a bag lunch for breakfast, bag lunch at noon and hot meal for dinner. During 2014, the cost of food supplies to the jail was **\$38,178.20**. The average cost per meal would be \$1.58.

## COMMUNICATIONS



The communications center is an integral part providing, rescue, fire and police services to the citizens of Kewaunee County. Dispatchers receive all 911 calls along with non-emergency calls for service. These calls are then relayed to responding EMS, Fire and Police units. The Kewaunee County Dispatch Center is responsible for dispatching calls to the Algoma, Kewaunee, Luxemburg Police Department as well as all Kewaunee County Sheriff's Dept. units. We also dispatch to the DNR, State Patrol, Coast Guard, Eagle III as well as surrounding counties when needed. We also dispatch Kewaunee Rescue, Luxemburg Rescue, Algoma Rescue, Carlton First Responders, Viking Rescue and Brown County Rescue units when needed. Luxemburg Fire Dept., Kewaunee Fire Dept, Casco Fire Dept, Algoma Fire Dept, Carlton Fire Dept. Tisch Mills Fire Dept, Denmark Fire Dept. along with surrounding county Fire Departments are dispatched through our communications system. During 2014, the Kewaunee County Dispatch center received **9251** calls for service. Of these, **1067** were for EMS calls and **131** were for Fire calls. There were **182** alarms, **484** car/deer accidents, **317** traffic accidents with damage or injuries and **360** suspicious person calls. Below is a breakdown of total calls for the year 2014.

<u>Nature of Call</u>	<u>Total Calls Received</u>
911 hang-up	364
Abandoned Vehicle	3
Abuse of vulnerable person	4
Alarm	182
Alcohol Offense	21

Animal Problem	328
Apprehension Request	4
Assault	1
Attempt to Locate	8
Accident involving ATV	2
Bail Jumping	7
Boater Needs Assistance	9
Burglary	30
Vehicle/deer accident	484
Child Abuse or Neglect	14
Citizen Assist	450
Citizen Complaint -- Officer	5
Citizen Dispute	97
Communications Problem	27
Consent to search vehicle	25
Controlled Burn	264
Coroner Call	81
Court Order Violation	62
Curfew Violation	4
Dead Body	6
Deliver Message	5
Disabled Vehicle	242
Disorderly Conduct	141
DNR Violation	17
Domestic Problem	72
Drill	52
Controlled Substance Problem	24
Eluding an Officer	3
Emergency Detention	25
Escort	46
Extra Patrol	123
Traffic Accident, Fatal	3
Fire	131
Fireworks	20
Fraud	71
Gas Drive Off	26
Harassment	101
Hazardous Materials Spill	7
Hit & Run	58
Hwy Debris	10
Illegal Burning	11
Information Report	816

Intoxicated Person	18
Jail Incident	13
Juvenile Problem	135
Keep the Peace	81
Litter/Pollution/Public Health	22
Lockout	65
Lost Property	51
Lost or Found Animal	148
Missing Person	18
Multiple Case Investigation	1
Mutual Aid	70
Accident NO Damage	192
Noise Complaint	73
Nuclear plant drill	7
Officer Injury	6
OWI-operating while intoxicated	37
Paper Service	4
Parking Problem	50
Traffic Accident w/ Damage	266
Traffic Accident, w/ Injuries	51
Probation Pickup	36
Probation/Parole Violation	9
Property Check	42
Criminal Damage/Property	152
Prowler	2
Public Relations	6
Business or License Problem	14
Recovered Property	31
Rescue Call	1067
Robbery	1
Runaway Juvenile	17
Salvage Inspection	87
School Incident	1
Search Warrant	10
Sex Offender Registration	2
Sex Offense	34
Siren Test	3
Snowmobile Incident	4
Damage to Squad car	5
Stabbing	1
Possession of stolen property	1
Attempted Suicide	19

Suspicious Person/Circumstance	360
Tavern Check	8
Theft	142
Threatening	25
Tobacco Problem	4
Traffic Hazard	278
Traffic Violation	410
Prisoner Transport	155
Trespassing	37
Truancy	13
Unsecure Premise	55
Utility Problem	78
Vehicle Theft	2
Warrant Pickup	94
Weapon Offense	8
Weather	4
Welfare Check	238
Non-sufficient funds checks	2

The Kewaunee County Jail / Dispatch Center are staffed by 14 full time deputies. All of which are trained to function in both the jail and communication center. Deputies work a schedule of six days on and three days off, rotating shifts seven days per week, twenty-four hours. This ratio provides coverage of one jailer, one dispatcher on each of three shifts. This staffing also includes two sergeants, who work the second and third shifts. The sergeants are responsible for supervision on those shifts along with other supervisory duties they are assigned.

Report Respectfully Submitted:



Lt. Joe Trembl  
Jail Administrator

# 2014 Door/Kewaunee County Drug Task Force Annual Report for Kewaunee County

In 2014 Kewaunee County had a total of 320 total incidents involving drugs. Incidents involving drugs have been on an upswing the last couple of years. In 2011 we had 260 incidents, 2012 283 incidents, and 2013 we had 431 incidents. Drug abuse is the root of many problems police have to deal with. Burglaries and robberies go hand in hand with drug abuse. Many times violent offenders are under the influence of drugs and or alcohol. Drug sales are also directly responsible for thefts, threats, and rip off's.



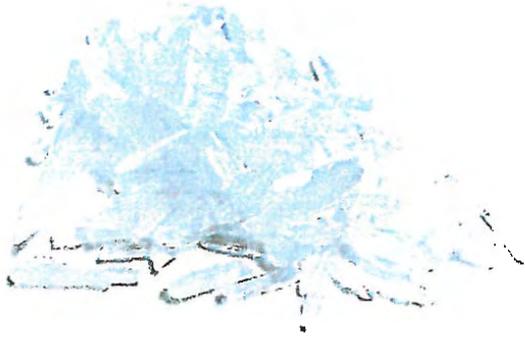
In 2014 most of the Drug Task Forces investigations involved individuals delivering prescription drugs. Most of our prescription drugs come from locally diverted sources. Some dealers get their drugs from sick family members. Some get their drugs from false ailments or by making their symptoms seem worse than they are. One individual who was arrested in 2014 was basically a center "hub" for anyone interested in selling their prescriptions. He would receive medications from dozens of sources and sell them regularly to abusers. He would go through the prescriptions so fast he usually sold out of a prescription in less than a days' time. He always seemed to have something to sell but it was rarely the same medications.

Marijuana and Synthetic Marijuana continue to be abused. Synthetic marijuana tends to be a lot more addictive than regular marijuana. In a recent interview an abuser stated she could "recreationally" inject methamphetamine but she admitted to being addicted to synthetic marijuana. Synthetic marijuana is basically a chemical that is similar to marijuana and when ingested gives similar effects to marijuana. Many individuals on probation and parole use synthetic marijuana because it is very difficult for probation agents to test for it. In Kewaunee County we have two main sources of synthetic marijuana. It is either ordered from out of

country and sent through the mail, or there are smoke shops usually in Milwaukee that occasionally sell “legal” synthetic marijuana. These shops are constantly being shut down but they open for a month or so at a time and make huge profits while they are open.



Heroin is a drug that frequently results in overdoses. Individuals who abuse heroin basically flirt with death whenever they use the drug. It is also very addictive. Kewaunee and Door Counties have seen a huge increase in overdose deaths in the last several years. If a drug dealer sells heroin to someone and they die of an overdose the dealer can be charged with 2<sup>nd</sup> degree homicide. Kewaunee County had 6 individuals charged with 2<sup>nd</sup> degree homicide resulting from heroin overdose deaths in late 2012 and 2013. Those cases were still pending in 2014. Four of those people charged were convicted of homicide charges, one was convicted of reckless injury, and one case is still pending.



Methamphetamine is the fastest growing abused drug in our area. It is also highly addictive. Unlike heroin it doesn't normally kill someone from an overdose. Methamphetamine is still very dangerous but it works a little slower than heroin. Abusers of methamphetamine age years ahead of when they should. Their bodies deteriorate causing them to appear to age well ahead of others their actual age. Many times abusers have heart attacks when in their 30's as methamphetamine is very hard on the heart. In 2014 Kewaunee County had two large dealers of methamphetamine from our county arrested in Brown County on joint investigations with the Door/Kewaunee and Brown County Drug Task Forces involved.

The Door Kewaunee Drug Task Force ran drug dogs through Kewaunee County Schools two times in 2014. The dogs are brought into the schools not only to try to catch individuals with drugs but more importantly to deter kids from ever bringing drugs to school. We normally utilize State Patrol to do the drug searches as they are the only jurisdiction that does not charge us for their services.



# Silk Road

## *anonymous marketplace*

As in recent years a new emerging trend is that individuals are getting drugs through the internet. Internet websites such as "Silk Road," "Agora," and "Black Market Reloaded" are sites we are seeing local people use to order illegal drugs over the internet. This trend seems especially attractive to young users and abusers who are very familiar with the internet and computers as there are steps to go through to order drugs on the internet that help keep people anonymous.



Another trend we are seeing is the vast amount of information we can get from someone's cellular phone. Because of the need to extract information from cellular phones, The Door Kewaunee Drug Task Force purchased a Cellebrite extraction computer. We are now capable of extraction information from cellular phones, GPS units, and tablets. This information has been useful in many criminal cases and drug cases. Purchasing our own unit was necessary as the State of Wisconsin Crime Lab does not examine phones, GPS units or tablets for local jurisdictions.

# KEWAUNEE COUNTY SHERIFF'S DEPARTMENT

## Personnel Roster

<u>Call No.</u>	<u>Name</u>
<b>COMMAND STAFF</b>	
100	Sheriff Matt Joski
101	Chief Deputy David Cornelius
102	Lt. Chris VanErem
103	Lt. Chris Gulbrand

<b>PATROL SUPERVISION</b>	
106	Sgt. Dustin Smidle
107	Sgt. Lawrence Ostermeier

<b>JAIL SUPERVISION</b>	
108	Sgt. Tyler Tuttle
109	Sgt. Pamela Beilke

<b>INVESTIGATORS</b>	
130	Inv. Jason Veaser
131	Inv. Eric Pieschek
132	Inv. Steven Haen

<b>DEPUTIES</b>	
141	Deputy Mark Jandrin
111	Deputy Joseph Kassner
113	Deputy Richard Karman
114	Deputy John McCambridge
115	Deputy Susan Steiner
151	Deputy Paula Ebert
152	Deputy Melissa Zellner
116	Deputy Eric Zellner
117	Deputy Brian Schultz
118	Deputy Kevin Schmidt
154	Deputy Kevin Manley
155	Deputy Patricia Schmidt
119	Deputy William Raduenz
120	Deputy Ryan Vandermoss
156	Deputy John Delebreaux
157	Deputy Aaron Schley
158	Deputy Dana Schopf
159	Deputy Jamie Tlachac
161	Deputy Justin Farley
162	Deputy Nia Bongle
163	Deputy Jordan Salentine

<b>ADMINISTRATIVE SUPPORT STAFF</b>	
	Luann LeCloux
	Mary Berkovitz

<b>MATRON/ COOKS</b>	
	Brenda Swintosky
	Connie Luedtke

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Report Selection:

Inclusions Ranges: Begin (thru) End  
Fund & Account... 100.52100 100.52102

Approval Plan..... thru  
Calendar Start Date..... 01 01 2014  
Calendar End (As Of) Date..... 12 31 2014  
Lowest Level to Print..... 4.0  
Level to Page Break..... 1.0  
MTD or QTD Detail (M/Q)..... M  
Print Inactive Accounts Too?..... N  
Exclude Accounts with Zero Dollars.. N  
Annual Budget or Year to Date Budget A

Run Instructions:

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Expenditure Guideline  
 FOR THE PERIOD(S) JAN 01, 2014 THROUGH DEC 31, 2014

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	
100	GENERAL FUND						
52100	SHERIFF						
000	NON SPECIFIED						
111	SALARIES - REG PERM EMPLOYEE	1,024,714.00	0.00	16,345.59-	874,897.77	149,816.23	85 -----
121	WAGES - REG PERM EMPLOYEES	95,000.00	0.00	8,036.16	106,689.56	11,689.56-	112 -----]
122	WAGES - REG PERM EMPLOY OT	60,000.00	0.00	8,258.61	57,271.66	2,728.34	95 -----]
125	WAGES - TEMPORARY EMPLOYEES	0.00	0.00	0.00	0.00	0.00	0 -----]
149	INTERPRETERS	1,500.00	0.00	264.00	1,211.25	288.75	80 -----]
151	SOCIAL SECURITY	84,000.00	0.00	3,688.42	83,542.89	457.11	99 -----]
152	RETIREMENT	177,377.00	0.00	8,707.39	197,616.36	20,239.36-	111 -----]
153	WORKMEN'S COMPENSATION	31,863.00	0.00	1,801.30	33,734.82	1,871.82-	105 -----]
154	HEALTH INSURANCE	334,189.00	0.00	0.00	342,066.70	7,877.70-	102 -----]
155	DENTAL INSURANCE	12,432.00	0.00	0.00	13,007.00	575.00-	104 -----]
156	HEALTH REIMBURSEMENT ACCOUNT	0.00	0.00	0.00	0.00	0.00	0 -----]
211	MEDICAL SERVICES	0.00	0.00	97.62	669.44	669.44-	9999 -----]]]]
239	MEG UNIT EXPENSES	0.00	0.00	0.00	0.00	0.00	0 -----]]]]
241	CAR/TRUCK MAINTENANCE	20,000.00	0.00	5,348.78	22,726.35	2,726.35-	113 -----]
254	INVESTIGATIONS	17,000.00	0.00	80.50	12,520.90	4,479.10	73 -----]
257	CREDIT CARD SERVICE	0.00	0.00	0.00	0.00	0.00	0 -----]
258	SPEAKER IDENTIFICATION PROG	0.00	0.00	0.00	0.00	0.00	0 -----]
259	CADIGAN INVESTIGATION	0.00	0.00	0.00	0.00	0.00	0 -----]
314	SMALL ITEMS OF EQUIPMENT	4,000.00	0.00	604.35	2,473.64	1,526.36	61 -----]
322	SUBSCRIPTIONS	250.00	0.00	26.95	326.90	76.90-	130 -----]]]]
324	MEMBERSHIP DUES	750.00	0.00	0.00	596.00	154.00	79 -----]]]]
332	TRAVEL EXPENSES	1,000.00	0.00	0.00	333.44	666.56	33 -----]]]]
339	TRAINING/SCHOOL EXPENSES	10,000.00	0.00	254.00	4,637.84	5,362.16	46 -----]]]]
342	MEDICAL SUPPLIES	1,500.00	0.00	359.10	359.10	1,140.90	23 -----]]]]
346	UNIFORM ALLOWANCE	14,000.00	0.00	3,517.99	15,185.64	1,185.64-	108 -----]]]]
347	FIREARM SUPPLIES	4,000.00	0.00	1,704.47	4,140.67	140.67-	103 -----]]]]
349	FILM SUPPLIES	0.00	0.00	20.00-	318.00-	318.00	9999 -----]]]]
351	GASOLINE & DIESEL FUEL	85,000.00	0.00	4,798.55	84,127.46	872.54	98 -----]]]]
532	EVIDENCE STORAGE RENTAL	0.00	0.00	0.00	87.81	87.81-	9999 -----]]]]
539	FIRING RANGE LEASE	0.00	0.00	0.00	500.00	500.00-	9999 -----]]]]
716	TRANSPORTATION OF CLIENTS	0.00	0.00	0.00	0.00	0.00	0 -----]]]]
813	OUTLAY	99,477.00	0.00	707.33	104,107.22	4,630.22-	104 -----]]]]
817	GRANT MATCH	0.00	0.00	0.00	0.00	0.00	0 -----]]]]
818	ERU EQUIPMENT	2,000.00	0.00	1,762.62	1,109.00	891.00	55 -----]]]]
TOTAL:	NON SPECIFIED	2,080,052.00	0.00	33,652.55	1,963,621.42	116,430.58	94 -----]]]]
TOTAL:	SHERIFF	2,080,052.00	0.00	33,652.55	1,963,621.42	116,430.58	94 -----]]]]
52102	JAIL DIVISION						
000	NON SPECIFIED						
111	SALARIES - REG PERM EMPLOYEE	871,000.00	0.00	38,226.84	857,346.07	13,653.93	98 -----]]]]
121	WAGES - REG PERM EMPLOYEES	25,000.00	0.00	9,404.64	58,979.30	33,979.30-	235 -----]]]]
122	WAGES - REG PERM EMPLOY OT	30,000.00	0.00	2,893.77	50,715.47	20,715.47-	169 -----]]]]
125	WAGES - TEMPORARY EMPLOYEES	30,000.00	0.00	1,321.88	26,610.88	3,389.12	88 -----]]]]
151	SOCIAL SECURITY	69,016.00	0.00	3,874.18	73,367.86	4,351.86-	106 -----]]]]

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	
100 GENERAL FUND							
52102 JAIL DIVISION							
000 NON SPECIFIED							
152 RETIREMENT	94,776.00	0.00	4,501.83	92,715.88	2,060.12	97	-----
153 WORKMEN'S COMPENSATION	26,408.00	0.00	1,989.46	31,229.80	4,821.80-	118	-----]
154 HEALTH INSURANCE	165,903.00	0.00	734.00	164,899.80	1,003.20	99	-----]
155 DENTAL INSURANCE	9,252.00	0.00	47.00	9,740.00	488.00-	105	-----]
156 HEALTH REIMBURSEMENT ACCOUNT	0.00	0.00	0.00	0.00	0.00	0	-----]
211 MEDICAL SERVICES	15,000.00	0.00	2,939.20	19,301.95	4,301.95-	128	-----] ]
216 CLEANING SERVICES	0.00	0.00	0.00	0.00	0.00	0	-----]
221 WATER & SEWER	9,000.00	0.00	1,489.16	7,775.44	1,224.56	86	-----]
222 ELECTRIC	21,500.00	0.00	1,426.01	17,680.66	3,819.34	82	-----]
224 GAS	0.00	0.00	0.00	60.97	60.97-	9999	-----] ] ] ]
225 TELEPHONE	45,000.00	0.00	8,122.19	36,447.36	8,552.64	80	-----]
226 KEWAUNEE CITY GARAGE	0.00	0.00	0.00	0.00	0.00	0	-----]
242 MACHY & EQUIP MAINT/REPAIRS	5,000.00	0.00	0.00	5,174.57	174.57-	103	-----]
247 BUILDING MAINTENANCE	2,000.00	0.00	337.03	1,636.72	363.28	81	-----]
249 MAINTENANCE AGREEMENTS	73,000.00	0.00	0.00	67,089.66	5,910.34	91	-----]
258 HOME MONITORING	0.00	0.00	1,993.26	13,671.28	13,671.28-	9999	-----] ] ] ]
292 TIME SYSTEM MONTHLY SERVICE	10,000.00	0.00	0.00	9,510.00	490.00	95	-----]
293 BOARD OF PRISONERS	20,000.00	0.00	2,064.60-	27,889.72	7,889.72-	139	-----] ] ]
294 FOOD SERVICES	30,000.00	0.00	1,577.01	38,117.79	8,117.79-	127	-----] ] ]
297 REFUSE COLLECTION	2,600.00	0.00	829.56	3,354.46	754.46-	129	-----] ] ]
311 POSTAGE	1,000.00	0.00	93.35	1,222.39	222.39-	122	-----] ] ]
312 OFFICE SUPPLIES	7,500.00	0.00	1,778.05	10,995.48	3,495.48-	146	-----] ] ] ]
313 PRINTING	1,000.00	0.00	0.00	377.00	623.00	37	-----]
314 SMALL ITEMS OF EQUIPMENT	2,500.00	0.00	222.25	2,637.16	137.16-	105	-----]
315 MARC REPEATER I D	0.00	0.00	0.00	0.00	0.00	0	-----]
344 HOUSEHOLD & JANITORIAL SUPP	1,000.00	0.00	0.00	79.81	920.19	7	-----]
345 LAUNDRY SUPPLIES	750.00	0.00	0.00	408.64	341.36	54	-----]
346 UNIFORM ALLOWANCE	0.00	0.00	0.00	0.00	0.00	0	-----]
352 GENERAL REPAIRS	0.00	0.00	0.00	0.00	0.00	0	-----]
355 PLUMBING & ELECTRICAL	0.00	0.00	0.00	0.00	0.00	0	-----]
360 BOILER REPAIRS	0.00	0.00	0.00	0.00	0.00	0	-----]
533 EQUIPMENT RENTAL & LEASES	3,000.00	0.00	211.73	2,245.42	754.58	74	-----]
716 TRANSPORTATION OF CLIENTS	2,000.00	0.00	0.00	3,423.78	1,423.78-	171	-----] ] ] ]
813 OUTLAY	10,000.00	0.00	0.00	3,443.21	6,556.79	34	-----]
814 RADIO SYSTEM UPGRADE	0.00	0.00	0.00	0.00	0.00	0	-----]
818 E-911 TELEPHONE SYSTEM	0.00	0.00	0.00	0.00	0.00	0	-----]
822 BUILDING IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0	-----]
TOTAL: NON SPECIFIED	1,583,205.00	0.00	81,947.80	1,638,148.53	54,943.53-	103	-----]
TOTAL: JAIL DIVISION	1,583,205.00	0.00	81,947.80	1,638,148.53	54,943.53-	103	-----]
TOTAL: GENERAL FUND	3,663,257.00	0.00	115,600.35	3,601,769.95	61,487.05	98	-----]

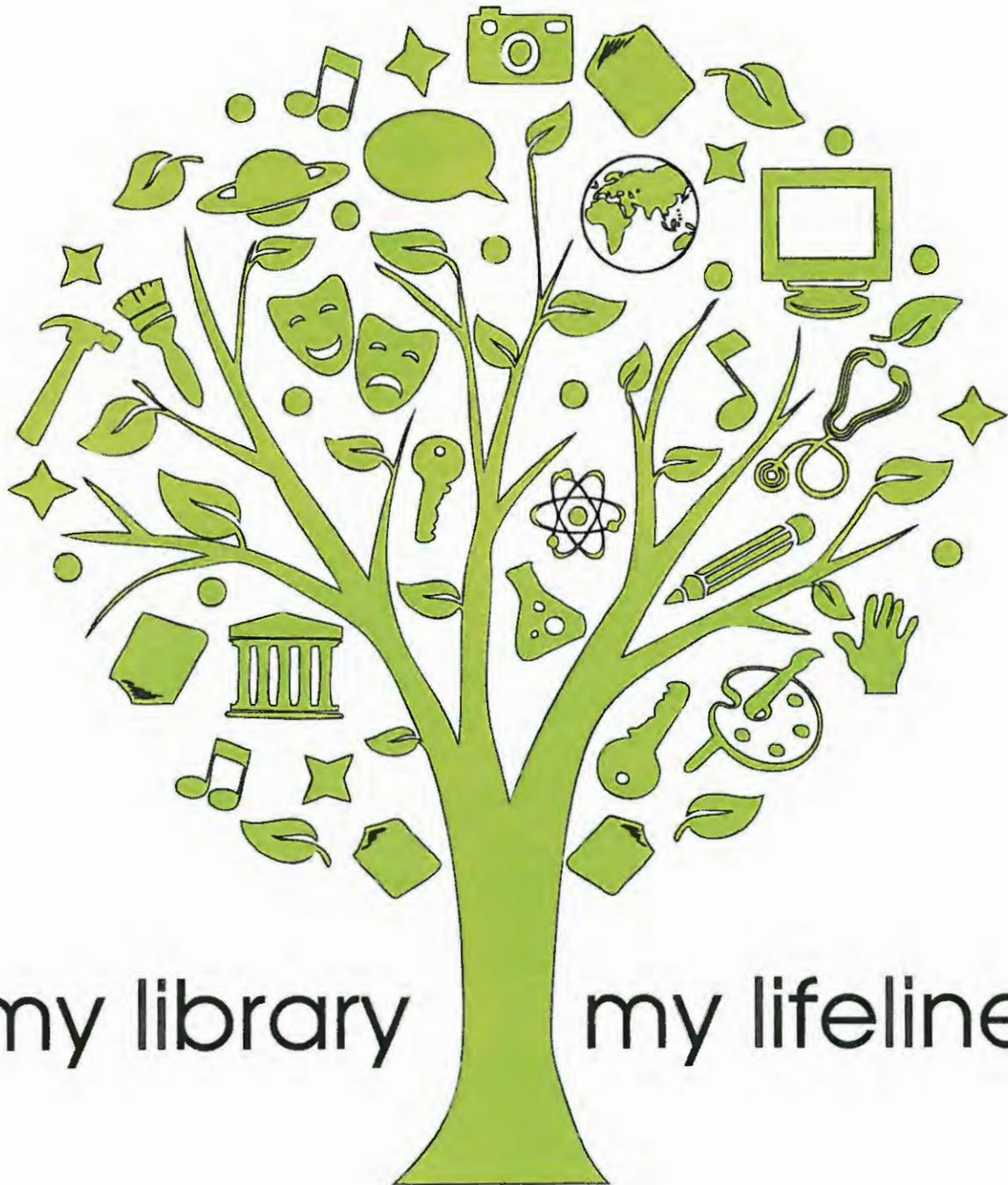
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4/15/2015 13:25:00  
LEVEL OF DETAIL 1.0 THRU 4.0

Expenditure Guideline  
FOR THE PERIOD(S) JAN 01, 2014 THROUGH DEC 31, 2014

KEWAUNEE COUNTY, WISCONSIN  
GL520R-V07.27 PAGE 3

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
-----						
GRAND TOTAL	3,663,257.00	0.00	115,600.35	3,601,769.95	61,487.05	98 -----
TOTAL NUMBER OF RECORDS PRINTED	76					

**KEWAUNEE COUNTY  
LIBRARY SERVICES BOARD**



my library

my lifeline<sup>™</sup>

**2014 ANNUAL REPORT**

**KEWAUNEE COUNTY LIBRARY SERVICES BOARD  
2014 ANNUAL REPORT**

Kewaunee County, served by the Kewaunee County Library Services Board (KCLSB), has completed its 39th year as a participating county in the Nicolet Federated Library System (NFLS). Two city libraries, one in Algoma and the other in Kewaunee, serve the residents of Kewaunee County.

Wisconsin provided the Algoma and Kewaunee Public Libraries, through the NFLS, with the following grant monies.

<b><u>Algoma</u></b>	<b><u>Used for</u></b>	<b><u>Spent</u></b>
NFLS Direct Cash Grant	E-Books	\$1,088.00
	Continuing Education	\$ 500.00
<b><u>Kewaunee</u></b>		
NFLS Direct Cash Grant	CD's	\$1,088.00
	Continuing Education	\$ 500.00
<b>Total</b>		<b>\$3,176.00</b>

Each year Kewaunee County receives a Library Collection Development Grant from NFLS for \$2,176.00. This grant is divided equally between the Algoma and Kewaunee Public Libraries and used to upgrade their collections. Grants are also received by both libraries for continuing education programs.

In addition, NFLS provided our libraries with membership in the North East Wisconsin Intertype Library Association, several in-service workshops, a printing allowance, the interloan library costs, and consulting services.



The 2014 budget for the KCLS Board was \$216,184.00, all of which was contributed by Kewaunee County. This funding puts Kewaunee County at the 60%-40% "city versus county" funding level recommended by the Library Study Committee and approved by the Kewaunee County Board of Supervisors in October, 1999.

The 2014 budget expenditures were as follows:

<u>Description</u>	<u>Budget</u>	<u>Amount Spent</u>	<u>Unexpended</u>
<b>Algoma Public</b>	<b>\$105,867.00</b>	<b>\$105,867.00</b>	<b>-0-</b>
<b>Kewaunee Public</b>	<b>\$105,867.00</b>	<b>\$105,867.00</b>	<b>-0-</b>
<b>Administrative Expense</b>	<b>\$ 1,450.00</b>	<b>\$ 492.00</b>	<b>\$958.00</b>

The remaining \$958.00 from the budget was divided between the two libraries.

The total amount spent by the Algoma Public Library in 2014 was \$303,600.00, while the Kewaunee Public Library's expenditures were \$225,735.00. The total budgets for both libraries were \$529,335.00.

Both libraries provided a variety of professional services to county residents. Examples of these services include:

	<u>Algoma</u>	<u>Kewaunee</u>
Reference questions answered	7,587	11,156
Interloan Library items loaned	15,310	19,654
Interloan Library items received	23,443	15,726

The Algoma and Kewaunee Public Libraries are happy to announce that wireless internet service is now available, thanks partially to a grant from the Federal Institute of Museum and Library Services. Anyone with a computer equipped with a wireless network card will now have access to wireless internet service when they visit either library.

<b>Circulation of all materials</b> (including books, magazines, DVD/VHS, music CD's and electronic items)	<b>89,712</b>	<b>79,819</b>
<b>Materials circulated that are not bar coded</b> (including pamphlets, magazines before 1998, art prints, local history items, newspapers on microfilm, and filmstrips)	<b>-0-</b>	<b>335</b>
<b>Internet station use:</b>	<b>7,180</b>	<b>13,412</b>
<b>Wireless internet use:</b>	<b>3,609</b>	<b>4,774</b>
<b>Other equipment use</b> (microfilm machine, employment and genealogy computers, movie screen, any other equipment)	<b>1,203</b>	<b>1,092</b>
<b>Total number of programs:</b>	<b>474</b>	<b>229</b>
<b>Total attendance at programs:</b>	<b>7,011</b>	<b>2,797</b>

Additionally, each library presented its own specialized programs, as follows:

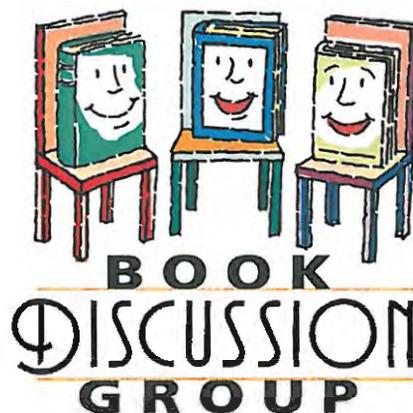
### **Algoma Library Program**

The Algoma Public Library conducted 474 programs throughout 2014 with a total attendance of 7,011 adults and children. Parents took advantage of preschool story hours, baby story time and play and share activities. The summer reading program, FIZZ, BOOM, READ, was a great success. The library held programs in June, July and August, with 1,059 children and adults enjoying the summer reading programs for children, families and adults.

The library sponsored book discussions for adults, class visits, book talks, craft activities for all ages, music concerts, after school programs (Beyond the Bell), movie nights, Milwaukee Bucks Read to Succeed, teacher in-service program, e-reader assistance, group sharing apps for various devices, bead making and duct tape creations, outreach to long term care, reading assistance therapy dogs, healthy eating, healthy life, plant exchanges, and job center hours. Adults came to the library to hear about Algoma 100 years ago and the Peshtigo fire, gardening programs, Community Gardens, conservation, and healthy living.

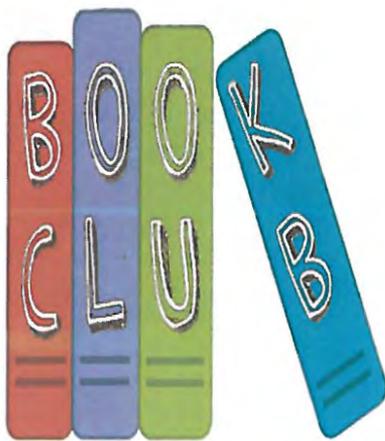
The Algoma library partners with the Algoma schools to offer book discussions for young adults, the Algoma Optimists for visits with Santa and Mrs. Claus, the Job Center of Door County for employment related workshops and office hours. The library is also a meeting place for students and tutors working with the Literacy Partners of Kewaunee County.

The Algoma Library began digitizing the public domain newspapers on microfilm from 1873 – 1923 thanks to a generous donation in memory of Maynard and Clarice Dionne Feld. The Algoma School District agreed to be the host server for this project. Digitized newspapers came online in the fall of 2014 allowing worldwide access to the Algoma microfilmed newspapers from this era.



## Kewaunee Library Program

The Kewaunee Public Library held 229 meetings and programs in 2014 with an attendance of 2,797 children and adults. The offerings for adults included knitting groups, homemakers workshops, job center sessions, insurance information groups, Tammy Baldwin, Ron Johnson and Reid Ribble listening sessions, Kewaunee Zoological Society, genealogy sessions, e-book classes, computer instruction, magazine giveaway cooking classes, Rosetta Stone sessions and many Kewaunee Literacy tutoring sessions, and an antique appraisal event featuring Mark Moran from Antique Roadshow. Children took part in the 1000 Books Before Kindergarten program with 81 children registered and over 19,000 books read, summer reading FIZZ, BOOM, READ program including a performance by science-themed magician Jim Lenz which over 130 attended with a total of 637 children attending the six week program. Also book clubs, class visits, story hours and bedtime story hours, the Milwaukee Bucks Read for Success program, and an outdoor movie night. In the month of October, they hosted A Little Bit of Art for children in conjunction with the Kewaunee Artisan Center and 100 children participated. A Night Owl Party was held during National Library Week with 75 in attendance, a Wimpy Kid book release party with 40 in attendance and during the holidays they held a Grinch party with 65 in attendance. Teens programs included a teen book club, teen spa night, photography class, quote collage making, and storytelling around the campfire. Also in 2014 they continued their partnership with the Literacy Partners of Kewaunee County and over 10 visits by tutors and students. The library also hosted many meetings during the year including Girl Scout Leaders, child care providers, homemakers, Kewaunee PR Association, Kewaunee Library Board and Friends of the Library. Finally they again collected new and gently used books to give as gifts to children in the community. A total of 84 books were collected and distributed by the Toys for Tots program. A total of 3,589 books have been collected in this program over the last twenty two years.



The Algoma Public Library and the Kewaunee Public Library are members of the Nicolet Federated Library System (NFLS) and the Outagamie Waupaca Library System (OWLS) consortium. Participation in OWLSNet offers the public access to more than 1,653,156 items through the library's automation system and InfoSoup, the online card catalog. Library cards are issued for three years and can be used at any of the 53 libraries in the OWLSNet consortium. Library customers can also use their cards to order library materials through InfoSoup and have those items directed for pickup to the library of their choice. The total number of Kewaunee County residents registered with library cards as well as total circulation is listed below by location.

**2014 COMBINED LIBRARY STATISTICS – ALGOMA AND KEWAUNEE**

	<u>CARDHOLDERS</u>	<u>CIRCULATION</u>
ALGOMA CITY	2,523	34,516
KEWAUNEE CITY	1,862	32,271
AHNAPEE TOWNSHIP	502	8,852
CARLTON TOWNSHIP	276	4,634
CASCO VILLAGE	153	1,265
CASCO TOWNSHIP	350	3,498
FRANKLIN TOWNSHIP	107	1,406
LINCOLN TOWNSHIP	277	3,016
LUXEMBURG TOWNSHIP	299	3,576
LUXEMBURG VILLAGE	425	5,388
MONTPELIER TOWNSHIP	214	2,980
PIERCE TOWNSHIP	441	9,936
RED RIVER TOWNSHIP	130	1,353
WEST KEWAUNEE TOWNSHIP	559	7,996
OUTSIDE OF KEWAUNEE COUNTY	629	6,810
<b>TOTAL</b>	<b>8,747</b>	<b>127,497</b>
Non-Barcoded Items		335
Electronic Circulation (E-books)		6,735
Interlibrary Loan Items loaned (Materials sent to other libraries and not included in circulation figures) (Algoma - 15,310) (Kewaunee - 19,654)		34,964
<b><u>COMBINED CIRCULATION FROM ALGOMA &amp; KEWAUNEE</u></b>		<b><u>169,531</u></b>

## **Kewaunee County Library Study Report**

In January of 1997, Kewaunee County Board Chairman Harold Reckelberg appointed and the County Board approved a Library Study Committee in February. The committee was appointed in response to a meeting in October of 1996 attended by members of the boards of the cities of Algoma and Kewaunee, the County Board, the Library Services Board, the librarians, and interested citizens. The purpose of this committee was to study the current library system, determine if it meets the needs of the county, and, if not, make recommendations to change the library system and possibly its funding.

Members of the Library Study Committee included Ed Dorner, Chair, Jean Doell, Ron Opicka, Kathy Hutchinson, Cheryl Rayome, Tom Romdenne, John Slatky, Bob Entringer, and librarians Sue Grosshuesch and Ann Schmitz. The committee issued an interim report in August of 1997. The final report was issued in June of 1998, and approved by the Kewaunee County Library Services Board in November.

The final report from the Library Study Committee concluded with four recommendations. Following the recommendation is the action taken by the KCLSB on that particular recommendation.

1. Kewaunee County should continue operating under the current County Library System until the full impact of Wisconsin Act 150 is known.

### **Action:**

As the KCLSB still does not know the impact of Wisconsin Act 150. Therefore, as recommended, no action has been taken.



2. Kewaunee County should study and implement a satellite library service in the Luxemburg-Casco area in cooperation with the existing county libraries.

**Action:**

The KCLSB has added personnel from the Luxemburg-Casco area to the board, to keep close tabs on the wishes of the residents in that area.

A satellite library station has been established in Luxemburg.

3. Beginning in 1999, the Library Services budget should be adopted to reflect a 60% city and 40% county split in funding level.

**Action:**

The Kewaunee County Board of Supervisors approved a 60/40 funding split at their October, 1999 budget meeting. This level of county funding is reflected in the 2000 budget.

4. The Library Services Board should review the County Library Plan every two to three years.

**Action:**

This was done in 2002.

A fitting conclusion to this annual report can be quoted from the last paragraph of the Library Study Committee's final report: "Our goal is to see library service continue to develop and meet the ever-changing needs of the people of Kewaunee County. We have been served by a system that has provided a quality service to Kewaunee County. With the above recommendations and careful consideration and planning, we are sure that the integrity of this system will be maintained well into the future."

Respectfully submitted,

*Robert Entringer*

President of KCLSB, on behalf of the  
Kewaunee County Library Services Board



## **2014 Kewaunee County Library Services Plan**

The Kewaunee County Board of Supervisors in 2014 authorized an Ad Hoc Committee to develop a new library plan for the county that would update the plan adopted in 1999.

The Library Services Planning Committee included: Bob Entringer Chairman, Jerry Abitz, Jean Doell, Bob Garfinkel, Linda Jonet, Mark Teske, Jan Tess and Karen Tremel. Library Directors, Susan Grosshuesch and Rita Schiesser also served on the committee. County Administrator Ed Dorner and NFLS Director Mark Merrifield served the committee as consultants.

The committee met regularly during 2014 and in its planning sessions developed a mission statement and a series of goals and objectives to guide the county's future library services. The committee also held two public hearings to encourage citizen input into the library plan.

Highlighting the plan were provisions calling for continued membership in the Nicolet Federated Library System (NFLS) and the Outagamie Waupaca Library System Consortium (OWLSNet). The plan also continued the 60% - 40% City - County funding formula established in the 1999 library plan and continued support for the Luxemburg Library Station. The plan concluded by calling for continued efforts by the County Library Services Board to communicate with the County Board and the Algoma and Kewaunee Library Boards.

The Library Services Plan was then submitted to the County Board and was unanimously approved and adopted at its meeting on August 19, 2014.



## OFFICERS

Jean Doell, Vice President

Jan Tess, Secretary/Treasurer

Robert Garfinkel, Kewaunee County Board Representative

Robert Entringer, NFLS Representative & President

Linda Jonet, County Representative

Karen Trembl, School Representative

Mark Teske, County Representative

Rita Schiesser, Librarian

Sue Grosshuesch, Librarian



**KEWAUNEE COUNTY LIBRARY SERVICES BOARD MEMBERS**

**3 YEAR TERM TO EXPIRE DECEMBER 31, 2017**

Jean Doell  
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Mark Teske  
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**2 YEAR TERM TO EXPIRE DECEMBER 31, 2016**

Karen Trembl  
1812 Woodhaven Court  
Luxemburg, WI 54217  
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Jan Tess  
1409 Second Street  
Kewaunee, WI 54216  
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**1 YEAR TERM TO EXPIRE DECEMBER 31, 2015**

Robert Entringer  
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(920) 487-3814 (H)

Linda Jonet  
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**COUNTY BOARD REPRESENTATIVE**

Robert Garfinkel  
312 Maple Street  
Luxemburg, WI 54217  
(Term Expires April, 2016)

**LIBRARIANS**

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Rita Schiesser  
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