

**PUBLIC NOTICE AND AGENDA  
KEWAUNEE COUNTY BOARD MEETING  
AMENDED 9/25/15**

**MONTH: SEPTEMBER**

**DATE: September 29, 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. Approve Previous County Board Minutes
6. Citizen's Input (maximum 3 minutes per appearance)  
(20 minutes total per meeting)
7. Appointments
  - a. Kewaunee County Health Committee – Kathleen Janosky
  - b. Kewaunee County Land Information Council
  - c. Kewaunee County Revolving Loan Committee – Paul Kunesh
8. Annual Reports and Other Reports to the Board as Requested by the County Board or Committee:
  - a. Register in Probate – Juliet Schleis
  - b. Family Court Commissioner - William Wolske
  - c. **Dominion Report**
  - d. Kewaunee County Administrator – Scott Feldt  
-Present 2016 proposed budget
9. Committee Reports:
  - a. Highway/Solid Waste Committee
  - b. Personnel, Advisory & Legislative Committee
  - c. Health Vets & Child Support Committee
  - 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
  - j. Groundwater Task Force Committee
  - k. Revolving Loan Fund Committee – (no meeting)
  - l. Bay Lake Regional Planning Commission

10. **First Reading of Ordinance (vote to be taken at the next County Board meeting)**
  - a. **None**
11. **Recess, if needed**
12. **Consideration of Resolutions:**
  - a. **Appreciation to Sen. Frank Lasee and Rep. Joel Kitchens for their leadership in the passage of SB-252**
13. **Consideration of Ordinance read at previous County Board Meeting**
  - a. **None**
14. **Communications:**
  - a. **Resolutions from Other Counties**
  - b. **Kewaunee County Events**
15. **Set meeting date for next County Board Meeting**
  - a. **October 20, 2015 at 5:00 p.m. – October Business Meeting and Public Comment on the 2016 Budget (previously scheduled)**
  - b. **October 27, 2015 at 6:00 p.m. – 2016 Budget Approval (proposed)**
  - c. **November 17, 2015 at 6:00 p.m. (previously scheduled)**
  - d. **December 15, 2015 at 5:00 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.*



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## KEWAUNEE COUNTY ADMINISTRATOR'S OFFICE

*Scott Feldt*  
*County Administrator*

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September 29, 2015

### APPOINTMENT Kewaunee County Public Health Committee

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

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

Term September 29, 2015 - July 31, 2018

Kathleen Janosky  
E4036 County FF  
Kewaunee, WI 54216

Sincerely,

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

September 29, 2015

Honorable Members of the Kewaunee County Board

Pursuant to Wisconsin Act 314, I hereby make the following appointments to the  
"Kewaunee County Land Information Council".

TERM

September 29, 2015 – June 30, 2016

CLASSIFICATION

NAME

Other Members

Dave Myers, Promotion & Recreation Director  
Chris VanErem, Jail Administrator  
Tracy Nollenberg, Emergency Mgmt Director  
Davina Bonness, County Conservationist  
Scott Feldt, County Administrator

Sincerely,

Scott Feldt  
County Administrator

Kewaunee County is an Equal Opportunity Employer

Kewaunee County  
810 Lincoln Street  
Kewaunee, WI 54216

PHONE (920) 388-7164  
FAX (920) 388-7101  
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## KEWAUNEE COUNTY ADMINISTRATOR'S OFFICE

*Scott Feldt*  
*County Administrator*

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September 29, 2015

### APPOINTMENT

To: The Honorable Members of the Kewaunee County Board:

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

Term September 29, 2015 – April 19, 2016

County Staff Representative: Paul Kunesh

Further, Paul Kunesh is hereby designated as administrator of the revolving loan  
program.

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.kewauneecc.org>



**RESOLUTION NO.**

**APPRECIATION TO SEN. FRANK LASEE AND REP. JOEL KITCHENS  
FOR THEIR LEADERSHIP IN THE PASSAGE OF SB252**

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

**WHEREAS**, under current law, utility aid payments to Kewaunee County attributed to the decommissioned Kewaunee Power Station decrease from 100% to 0% in 20% increments over a period of five years; and

**WHEREAS**, current law reduces the step-down utility aid payments due Kewaunee County attributed to the Kewaunee Power Station by property taxes paid to Kewaunee County from the owner of the Kewaunee Power Station; and

**WHEREAS**, because of levy limits put in place by the State, the addition of the Kewaunee Power Station to the tax roll would mean Kewaunee County would not receive any further utility aid payments attributable to the Kewaunee Power Station; and

**WHEREAS**, through the thoughtful and common sense leadership of Sen. Frank Lasee and Rep. Joel Kitchens, the State Senate and Assembly unanimously passed SB 252 to soften the severe budget blow Kewaunee County was facing; and

**WHEREAS**, Kewaunee County will receive full step-down utility aid payments attributable to the Kewaunee Power Station with Governor Walker's approval of SB252.

**NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly assembled this 29<sup>th</sup> day of September 2015, that the Board expresses its sincere gratitude and appreciation to Sen. Frank Lasee and Rep. Joel Kitchens for their leadership on the passage of SB252; and

**BE IT FURTHER RESOLVED**, that the Board also recognizes the tremendous work of Robert Kovach and all the staff of Sen. Lasee and Rep. Kitchens that led to SB252 becoming a reality; and

**BE IT FURTHER RESOLVED**, the Kewaunee County Board of Supervisors urge Gov. Walker to sign SB252 into law as soon as practicable; and

**BE IT FURTHER RESOLVED**, the Clerk shall forward a copy of this Resolution to Sen. Frank Lasee, Rep. Joel Kitchens and Gov. Scott Walker.

Respectfully Submitted,

Ron Heuer, Board Chairman

**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				

# Highway/Landfill Committee Minutes

**August 6, 2015**

The Highway Committee meeting was called to order at 8:30 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, Patrol Superintendent Joe Dax, Office Manager Mary O'Leary, and Recording Secretary Jenny Salentine. Guests at today's meeting included: County Board Chairman Ron Heuer & County Board Supervisor Pat Benes.

**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 July 9<sup>th</sup> meeting. Second by Bruce Heidmann. Motion carried unanimously.

**Public Comments:** None

## **Reports:**

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

- ❖ Office staff has been busy working with the State's Representative reviewing costs to stay under the budgets, and charging the costs to the different budgets allocated for work done on the State System. The various budgets include Local Force Accounts, Discretionary Maintenance Agreements, and Routine Maintenance Agreements.
  - Seal Coating costs are being compiled and entered from the work done from the previous week.
  - Office personnel are doing a great job trying to keep up with the work load with absences in the department.
- ❖ Hand-outs:
  - Roads & Bridges Budget Report (January 1 – June 27)
  - Roads & Bridges Budget Report (January 1 – July 25)

Patrol Superintendent Joe Dax had the following to report:

- ❖ We have replaced 9 culvert pipes on STH "42", South of Kewaunee
- ❖ We have also completed some ditching on STH "42"
- ❖ Seal-Coating was completed in 1 day! We seal-coated the following:
  - County "X" ( 2.3 Miles)
  - County "K" ( 1.47 Miles)
  - Town of Ahnapee (1/2 mile)
  - Town of Montpelier ( Finger Rd., 1 mile; Belter Rd., 1 mile; and Cedar Ln., ½ mile)
- ❖ Upcoming State work: More ditching and asphalt patching on State on STH "42" & also on STH "54"
- ❖ Ditch Mowing Update: 1<sup>st</sup> cut (single strip) has been completed in Red River, Montpelier, Lincoln, & West Kewaunee Towns plus we've been mowing County Roads.
- ❖ We've been painting the center line & fog lines for the State plus center line for County Roads
- ❖ The sand sheds are almost full for winter
- ❖ We repaired a catch basin for the Village of Casco
- ❖ We had a fire call & several trees down due to storm damage
- ❖ Paving is complete on CTH "C",
- ❖ Prep work is being done on CTH "AB" to complete prior to paving

Chairman Kirchman asked if we'll be doing fence-to-fence cutting yet this year. Commissioner Every stated he would like to, however this will be determined as time allows.

Commissioner Todd Every had the following to report:

- ❖ Updated Highway Department financial reports were sent via email to committee members (January 1 – June 30)
- ❖ There will be a new budgeting process. The Commissioner will be working closely with Administration to detail the proposed budgets for the Highway Department and Landfill
- ❖ Billable State work thru July 25<sup>th</sup> included:
  - Routine Maintenance (\$218,000.00)
  - Discretionary Maintenance Work (\$347,000.00)
- ❖ State Budget Summary sent via email from WCHA
  - Culvert replacement approvals from the DNR may get less complicated for in-kind replacements.
  - Car killed deer ... in the budget summary it states funding will be for deer picked up on State Highways Only! Therefore, the local governments are responsible for picking up and disposing of the deer. Commissioner Every will prepare a letter to review offering this service through the county for a fee.
- ❖ Landfill Updates:
  - We are working on a MOU with Brown County for a paper sludge product
  - On Tuesday, Landfill Facility Manager Mike Paral & Commissioner Every met w/ Ayres & Assoc. regarding projects for 2015 and budgeting for 2016
  - June summaries will be sent to committee members prior to the next committee meeting
  - Sally from the DNR was here to do a Records Inspection (inside the office)
- ❖ Commissioner Every met w/ Maynard Kuehl. He had some concerns regarding the bridge replacement on CTH “E” and also about the brush along CTH “E” & River Rd. The City of Kewaunee completed the tree trimming on CTH “E”.

**State Highway PBM Projects:** Staff has prepared two proposals for State PBM projects. The proposed projects are shouldering on STH “42” from Kewaunee to Algoma and crack filling on STH “54” from Luxemburg to Algoma. A motion made by Bruce Heidmann authorizing Commissioner Every to sign the 2 PBM Contracts w/ the State for STH “42” Shouldering (estimated \$130,917.02) & STH “54” Crack Filling (estimated \$101,726). Second by John Mastalir. All in favor. Motion carried unanimously.

**Note:** County Board Chairman Ron Heuer left today’s meeting at 10:15 AM.

**Highway Operations ~ Equipment Inventory Discussion:** Discussion was held regarding liquidating small items & equipment. We discussed selling items for specific prices, hosting an auction (live or silent bid), or trading in items.

**Approve & Sign Vouchers:** Solid Waste Vouchers paid by check: \$20,211.46. Solid Waste Vouchers paid by credit card: \$590.33. Motion to approve vouchers as presented made by Gary Paape. Second by Tom Romdenne. All in favor. Motion carried unanimously.

**Approve Travel Requests:** Annual CHEMS Conference will be Oct. 15 – 16 at Tundra Lodge in Green Bay. The State pays for 2 individuals (this includes their conference registration fees, wages, incidentals, an over-night stay for both). Request for 3 individuals to attend with the county covering the registration cost of the 3<sup>rd</sup> county employee. No over-night stay for the 3<sup>rd</sup> employee. Motion to approve this travel request made by Tom Romdenne. Second by Gary Paape. All in favor. Motion carried unanimously.

**Any other business as allowed by law:** Bruce Heidmann wanted to thank Commissioner Every for helping Dave in the Promotions & Recreation Dept w/ a truck for fairgrounds. It’s nice to have good inter-dept relationships.

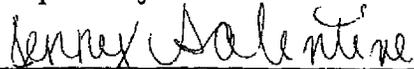
**Next Meeting Dates:**

- ❖ Wed., August 19<sup>th</sup> @ 8:30 AM
- ❖ Wed., September 9<sup>th</sup> @ 8:45 AM
- ❖ Thurs., September 24<sup>th</sup> @ 8:45 AM

- ❖ Thurs., October 8<sup>th</sup> @ 8:45 AM
- ❖ Wed., October 21<sup>st</sup> @ 8:45 AM

**Adjournment:** Motion made to adjourn today's meeting by Bruce Heidman. Second by John Mastalir. All in favor. Motion carried. Meeting adjourned at 10:45 AM.

Respectfully submitted:

  
\_\_\_\_\_  
Jenny Salentine, Recording Secretary

# Highway/Landfill Committee Minutes

August 19, 2015

The Highway Committee meeting was called to order at 8:30 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, Landfill Facility Manager Mike Paral, and Recording Secretary Jenny Salentine. Guests at today's meeting included: County Board Chairman Ron Heuer.

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

Approval of Minutes: Bruce Heidmann made a motion to approve the Highway Committee Minutes from their Aug. 6<sup>th</sup> meeting. Second by Tom Romdenne. Motion carried unanimously.

Public Comments: None

## Reports:

Landfill Facility Manager Mike Paral had the following to report:

### ❖ Handouts:

- Tonnage & Charge Summary (by refuse) January 1 – July 31
- Tonnage & Charge Summary (by refuse) Updated through August 17<sup>th</sup>
- Account Aging Report ~ Receivables (August 4, 2015)

Commissioner Every's observation is our year-to-date revenue is at about "on target". We will monitor this over the next few months to see how revenue is affected by decisions made earlier this year.

### ❖ Garbage volume is down slightly from last year

- Town of Casco will start w/ their own garbage road-side-pick-up & it won't be coming to the County Landfill, it's going to Green Bay. We'll see if this affects the volume of delivered garbage from individuals in the town

We haven't had to pump leachate in the last 1.5 months

Chairman Kirchman asked if the DNR had reviewed & approved our enviro-cover. Commissioner Every stated yes, we have been approved to use the enviro-cover thru the lifetime of the landfill.

Commissioner Todd Every had the following to report:

- ❖ Paving on CTH "C" is completed
- ❖ We are paving on CTH "AB" currently
- ❖ We will determine the remaining asphalt projects after the costs are in for CTH "AB" and "C". Other projects that could be completed are CTH "SS" and CTH "G"
- ❖ Working with Door County to coordinate our PBM shouldering project on STH "42". We will be renting their shouldering machine because it can install shoulders seven feet wide.
  - Project deadline is September 30<sup>th</sup>
- ❖ Car Killed Deer update:
  - State Budget will only cover deer pick-up on State Highways
  - Commissioner Every has drafted a letter explaining to local municipalities about this change which will begin October 1<sup>st</sup>, 2015. Each municipality will have a choice to participate.
- ❖ Commissioner Every informed the committee Administration is requesting \$100,000.00 out of our current 2015 budget to help with the anticipated year end short-fall. County Board Chairman Ron Heuer confirmed this.

Committee member Gary Paape asked if we are spraying guardrails throughout the County. Commissioner Every stated we spray guardrails once per year, and we completed this task in June.

Discuss 2016 Landfill Operations Budget: When the department received budget documents, we were asked to include the following:

1. Prepare goals & description of what our department does

2. Spreadsheet on wages & benefits only
3. Budget Worksheet
4. Capital Outlay
5. Request to look at our fees & should we look at increasing them

Committee member Bruce Heidmann asked what number we were told to use for Health Insurance. Commissioner Every stated we haven't been told anything about insurance numbers. Discussion followed about our tipping fees. Landfill Facility Manager Mike Paral recommends we increase our tipping fees \$2.00 for both residential & commercial waste. Chairman Kirchman requested to list this as an action item for our September 9<sup>th</sup> committee meeting.

It's the general consensus of the committee the draft copy of the landfill budget looks good and Commissioner Every should proceed to the next step. No action required.

**Discuss 2016 Highway Dept. Budget:** Once again, when the department received budget documents, we were asked to include the following:

1. Prepare a document detailing what we do, our strategic vision. Commissioner Every prepared the Highway Dept document to include:
  - a. Administrative Operations
  - b. County Highway Construction & Re-Construction projects
  - c. Local Bridges
  - d. State Highway Maintenance
  - e. County Highway Maintenance
  - f. Municipal Highway Maintenance
2. Spreadsheet on wages & benefits only
3. Budget Detail Worksheet
4. Capital Outlay
5. Increase Fees

We were also asked to prepare two different budgets, one at a 0% increase & the second at a 5% decrease. Commissioner Every spoke about the Highway Department's Internal Service Fund. The Commissioner has met w/ both Finance Director Paul Kunesh and Administrator Scott Feldt. They will be working together as a team to complete a draft budget for the Highway Internal Service Fund.

Chairman Kirchman thanked Commissioner Every for his time & efforts put into Budget preparation and again let Todd know how much he & the committee appreciates how thorough Todd is at providing the committee with information.

**Approve & Sign Vouchers:** Highway Dept. Vouchers paid by check: \$365,931.19. Highway Dept. Vouchers paid by credit card: \$31,055.10. Motion to approve vouchers as presented made by Tom Romdenne. Second by Gary Paape. All in favor. Motion carried unanimously.

**Approve Travel Requests:** Request for Commissioner Every to attend the Fall Commissioner Training to be held October 28-29 in Elkhardt Lake, including a one-night stay. Motion to approve this travel request made by Bruce Heidmann. Second by Gary Paape. All in favor. Motion carried unanimously.

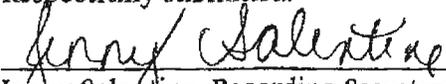
**Any other business as allowed by law:** None

**Next Meeting Dates:**

- ❖ Wed., September 9<sup>th</sup> @ 8:45 AM
- ❖ Thurs., September 24<sup>th</sup> @ 8:45 AM
- ❖ Thurs., October 8<sup>th</sup> @ 8:45 AM
- ❖ Wed., October 21<sup>st</sup> @ 8:45 AM

**Adjournment:** Motion made to adjourn today's meeting by Bruce Heidman. Second by John Mastalir. All in favor. Motion carried. Meeting adjourned at 11:00 AM.

Respectfully submitted:

  
 Jenny Salentine, Recording Secretary

# Highway/Landfill Committee Minutes

September 9, 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, and Tom Romdenne. Committee Member John Mastalir is temporarily excused and will be arriving later. Also present was Highway Commissioner Todd Every, Patrol Superintendent Joe Dax, 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 and County Board Supervisor Pat Benes.

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

Approval of Minutes: Gary Paape made a motion to approve the Highway Committee Minutes from their Aug. 19<sup>th</sup> meeting. Second by Bruce Heidmann. Motion carried unanimously.

Public Comments: None

## Reports:

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

- ❖ Hand-Outs:
  - ✓ Roads & Bridges Budget Report January 1 thru August 22
    - Expenses were mostly from paving projects
    - CTH "C" (we paved further than we originally planned)
    - Seal Coating last month on CTH "K" & CTH "X"

Patrol Superintendent Joe Dax had the following to report:

- ❖ Paving:
  - 1.3 miles on CTH "C" ~ 2 mats plus a 2 ft shoulder
  - 2.5 miles on CTH "AB" ~ 2 mats plus a 3 ft shoulder
- ❖ PBM Project Update:
  - Shouldering project on STH "42" is complete
- ❖ Crews swept up chips on CTH "K" and CTH "X" after the chip sealing projects
- ❖ Preparing to pave in the Town of West Kewaunee on Church Rd. This is a TRIP project. The town is purchasing approximately 650 tons of asphalt from Northeast and we will make the remaining material.
- ❖ Additional State Work includes:
  - Asphalt patches in Casco on STH "54"
  - Ditching and patches on STH "29"
  - Crack Filling on STH "54" from Algoma to Luxemburg
- ❖ Upcoming County Projects include paving on CTH "SS" and CTH "G"
- ❖ Will be completing some paint-striping for a few towns in Manitowoc County and our county highways

Chairman Kirchman asked if we've been contacted by any towns to complete additional grass cutting this fall. Commissioner Every stated we have not been contacted by any additional towns. We will be cutting in Red River, Montpelier, West Kewaunee, and Lincoln.

Landfill Facility Manager Mike Paral had the following to report:

- ❖ #963 Cat Dozer repair
  - Equipment is currently at FABCO in Green Bay
  - Planetary gear shot, we're waiting for more information, a used one is available for \$22,000.00 and a new one is available for \$30,000.00
  - Sheboygan County's Dozer is available if we need to rent one
- ❖ We've begun tearing down the barn building @ the landfill
- ❖ We need to pump out the pit
- ❖ Compost pile (yard waste) has been used for daily cover

- We do not charge for yard waste however last year it cost us \$3,000.00 to chip everything
- ❖ Hand-Outs:
  - Tonnage & Charge Summary January 1 – August 31
  - Tonnage & Charge Summary August 1 thru August 31
  - Account Aging Report ~ Receivables
  - Budget Standings
- ❖ Currently still working out details w/ Brown County for a contract on accepting paper sludge product
- ❖ We have finally received the inspections report from Sally @ the DNR. All items are compliant.

Commissioner Todd Every had the following to report:

- ❖ Car Killed Deer Contract w/ the State
  - We have received about 6 or 7 “yes” responses from our letters to the local municipalities to continue picking up their car killed deer at a cost per pick-up
  - The only town we’ve received a “no” response from was Town of Franklin
  - Commissioner Every recently received an email from the State informing us the topic of car-killed-deer-pick-up on non-State roads isn’t over yet
- ❖ PBM Project Update: We have completed the STH “42” shouldering PBM project and submitted the quantities for payment.
- ❖ LRIP (Local Road Improvement Program) meeting is scheduled for September 23<sup>rd</sup> with our local municipalities and will be here in the Highway Dept Conference Room
- ❖ Hand-Outs: Copies of the Internal Service Fund and Roads & Bridges Fund was provided to committee members as previously requested by Chairman Kirchman

Discuss 2016 Highway Department Budget: Commissioner Every provided the committee with a copy packet of budget information he prepared for County Administrator Scott Feldt and County Finance Director Paul Kunesh regarding the 2016 Proposed Budget highlighting the following:

1. Wages & Benefits
2. Revenues & Expenditures
3. 5% Reduction Discussion (Revenues & Expenditures)
4. Capital Outlay

Commissioner Every shared an email with the committee which he received from committee member John Mastalir requesting we consider doing additional paving above what is already planned for in the “5 year plan” due to Farm Technology Days being hosted in Kewaunee County in 2017. The “5 year plan” already has CTH “D” south of STH “54” on our schedule.

Note: Committee Member John Mastalir arrived at 9:30 AM.

A motion to approve the 2016 Highway Dept Budget as presented and forward to Administration for final approval by the County Board was made by Bruce Heidmann. Second by Tom Romdenne. All in favor. Motion carried unanimously.

Discuss 2016 Landfill Budget: Commissioner Every provided the Committee with a copy packet of what he prepared for County Administrator Scott Feldt and County Finance Director Paul Kunesh regarding the 2016 Budget highlighting the following:

1. Wages & Benefits
2. 2. Revenues & Expenditures
3. Capital Outlay

A motion to approve the 2016 Solid Waste Budget as presented and forward to Administration for final approval by the County Board was made by Tom Romdenne. Second by Gary Paape. All in favor. Motion carried unanimously.

Chairman Kirchman requested to see a copy of the Tonnage & Charge Summary by Charge Account Name. Commissioner Every will forward this information to the committee via email.

Discuss Raising Landfill Tipping Fees for 2016: Commissioner Every presented a Proposed Fee Schedule for 2016 for review by the committee. We are suggesting increasing the bale house dumping from \$58 to \$60 and the commercial

waste from \$48 to \$50. This is per ton & would be a \$2 increase. The committee reviewed the other pricing for items accepted at the facility. Commissioner Every will make the changes suggested and place this item on the next agenda.

**Approve & Sign Vouchers:** Solid Waste Vouchers paid by check: \$35,671.93. Solid Waste Vouchers paid by credit card: \$185.32. Motion to approve vouchers as presented made by Bruce Heidmann. Second by Tom Romdenne. All in favor. Motion carried unanimously.

**Approve Travel Requests:** Request for Office Manager Mary O'Leary to attend the NE Region Fall Office Manager's Meeting at Brown County Highway Dept. on October 20<sup>th</sup>, 2015. Motion to approve this travel request made by Bruce Heidmann. Second by Tom Romdenne. All in favor. Motion carried unanimously.

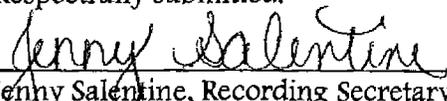
**Any other business as allowed by law:** County Board Chairman Ron Heuer commented to the committee about concerns about the County Vehicle Use Policy and use of county department vehicles has been brought to his attention by other County Board Supervisors. Mr. Heuer stated he has spoken to County Administrator Feldt about the concerns and the Administrator will be researching the issue.

**Next Meeting Dates:**

- ❖ Thurs., September 24<sup>th</sup> @ 8:45 AM
- ❖ Thurs., October 8<sup>th</sup> @ 8:45 AM
- ❖ Wed., October 21<sup>st</sup> @ 8:45 AM

**Adjournment:** Motion made to adjourn today's meeting by John Mastalir. Second by Gary Paape. All in favor. Motion carried. Meeting adjourned at 10:37 AM.

Respectfully submitted:

  
Jenny Salentine, Recording Secretary

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

Date: Thursday, September 10, 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, Bob Weidner, Bruce Heidmann, Virginia Haske, John Pagel was excused.  
Others Present: Scott Feldt, Jeff Wisnicky, Pat Benes, Sheriff Matt Joski, John Mastalir

Approve September 10, 2015 Agenda: Motion by Tom Romdenne, second by Lee Luft to approve the September 10, 2015 agenda. Motion carried.

Approve August 6, 2015 and August 11, 2015 Meeting Minutes: Motion by Bruce Heidmann, second by Tom Romdenne to approve the August 6, 2015 and August 11, 2015 meeting minutes. Motion carried.

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: 180 - day performance evaluation of County Administrator: Motion by Tom Romdenne, second by Larry Kirchman to convene in closed session per Wis. Stat. s. 1985(1)(c) for reasons stated on the agenda. Motion carried.

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

Authorization to Fill Sheriff Assistant Position: Sheriff Matt Joski indicated Luann LeCloux is retiring in January 2016. Sheriff Joski would like to have a good transition time for the new person and to now begin advertising to fill the position. Motion by Bruce Heidmann, second by Lee Luft giving authorization to fill the Sheriff Assistant position with Scott Feldt to determine start date. Motion carried.

Review and Clarification With Possible Action: Sick Leave Personnel Policy: Scott Feldt indicated that in the current unused sick leave personnel policy, there is not clarity. In order to use banked sick leave and retire, you must retire under ETF guidelines. Motion by Bob Weidner, second by Kaye Shillin to adopt the language to clarify this policy. Motion carried.

Update on Dominion: Ron Heuer updated the committee on the status of the utility tax.

Other Matters Authorized by Law: Ron Heuer discussed current taxation on ag production land with the committee. Scott Feldt distributed the September Personnel Report. Sheriff Joski answered questions from the committee regarding the Radio Operator Jailer (to establish an eligibility list) recruiting process.

Next Meeting: October 15, 2015 at 10:30 a.m.

Adjournment: Motion by Bruce Heidmann, second by Kaye Shillin to adjourn the meeting. Motion carried. Adjourned at 11:48 a.m.

Submitted by, Peggy Jeanquart, Recording Secretary

*Peggy Jeanquart*

## **Regular Board of Health Minutes September 14, 2015**

The monthly meeting of the Board of Health was called to order at 12:02 pm at the Public Health & Human Services Building on Monday, September 14, 2015 by Chairperson Kaye Shillin.

Members present were: Kaye Shillin, Pat Benes, Kathy Janosky, Shirley Kirchman, Dr. Kurt Kurowski, Douglas Doell, Cindy Kinnard, and Gary Paape. Also present were: County Board Chairman Ron Heuer. Charles Wagner was absent.

No one from the public was present.

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

A motion was made by Gary Paape and seconded by Shirley Kirchman to approve the August 10, 2015 minutes as mailed. The motion carried.

August Monthly Report was given by Cindy Kinnard. WIC contracted caseload is 272 and the caseload served was 274; we are hoping to keep increasing numbers over the year and to get to the 285 range which will result in an increase in funding from the State. Immunizations remained low again in the month of August even with children going back to school. The Portaccount Training held in Manitowoc was attended by Mellssa Patz and concerned the respiratory fit equipment that will be shared by the public health departments in Northeast Wisconsin. A motion was made by Pat Benes and seconded by Kathy Janosky to approve the August Monthly Report as mailed. The motion carried.

Cindy Kinnard presented the 2016 budget for the Public Health Department. Cindy indicated the last two columns for each account reflected 0% change and a 5% reduction. Account 54100 County Nurse reflects a slight reduction in wages since two new grants have been received from the State. There was also a 35% savings in telephone since the County has a new phone system. There is no monies allocated for Beach Testing since we will be receiving DNR Level funding in the amount of \$3,000. All signage and flags were paid for out of the Public Health Budget in 2015 and there is no more anticipated costs associated with those purchases. The Back to School line item was questioned and it was stated that those are all donated funds received from local businesses or individuals to purchase school items for the Program. All monies will be spent since they are donated. There is an increase in travel for County Nurse due to the radon training that will be attended because of the new grant for Radon. (Paul Kunesh has included the new Radon Grant within the County Nurse account).

Wisconsin BRACE Grant (Account number 54103) is new to our Department for 2016 in the amount of \$6,500. Cindy will be meeting with the State in order to get more information as to how the grant is to be spent but the grant is for educating the public in ways to improve water quality. Monies have been allocated for wages, travel and supplies. The County Immunization Program (account number 54106) pays the clinic nurse, immunization aide and travel throughout the county to administer immunizations. Cindy indicated that the reduction of 5% in the budget came from this account. It was further discussed that the Program would also fund the adult flu program and if the 5% reduction is taken the flu program will not continue past this year.

Cindy indicated the WIC (account number 54113) Grant funding received from the State for 2016 will be in the amount of \$69,801. CYSHCN (account number 54122) is a stipend from the State rather than a Grant as in the past, Rachel Bauer mentors another County and therefore received a stipend in 2015. It is estimated that there will be another stipend for 2016 between \$1000-\$1200 but have not received confirmation from the State yet. The Lead Grant was budgeted at \$1911 for 2016 but we have received confirmation from the State we will be receiving \$1961. Cindy indicated that the MCH Grant is the only County match Grant that we have and the budgeted amount was \$8072 with County match (75%) being \$6054. We have now received the exact contract amount and we will be receiving \$8976 and the match will increase to \$6732. The Prevention Grant (account number 54110) runs a different schedule and is on a two year cycle and we have not yet heard what the grant amount will be, the budgeted number at this point is \$3909.

The Immunization Grant was budgeted at \$6477 but received confirmation that the amount we will receive is \$6530. This grant funds the RN in doing immunization and mass clinics. Clinic Supplies increased to \$800 from \$100 in 2015 due to the fact that we will be holding mass flu clinics at the school (for school aged children up to age 18) and need to purchase supplies and the vaccine will be free from the State. The Wisconsin Well Women Program (account number 54118) is gone and is a regional program with our fiscal agent being Brown County. Women can still be signed up here but service providers will be Brown County.

Ebola Preparedness (account number 54123) is also a new grant in the amount of \$11,721 and monies will be used for trainings, supplies for mass clinics and technology updates. Bioterrorism Grant started July 1, 2015 and runs until June 30, 2016 with the amount of \$35,196 being received. The last grant is Fit Families (54135) which coincides with WIC and helps families improve their health by eating more fruits and vegetables, drinking more water, exercise and being good role models. There is an increase to this grant from 2015 in the amount of \$12390. The last page of the budget shows the 2016 budget at 0% change and the other column shows a 5% reduction in the budget. A motion was made by Gary Paape to

approve the budget and send the budget to the Finance Committee with the recommendation of a 0% change and it was seconded by Pat Benes. The motion carried. It was further stated that Cindy has already sent a narrative to Paul Kunesh concerning the budget and Cindy will explain the decision of the Board (at the 0% change) to the Finance Committee.

Cindy updated about the most recent activity with the Groundwater Task Force. Cindy traveled to Oshkosh recently and attended a DNR meeting as a representative of the Short Term Solutions Committee. The Committee is working on a definite definition of a contaminated well and solutions for owners of contaminated wells.

Grant updates were given (as previously discussed within the budget), a Radon Outreach Grant was received in the amount of \$3,500 which will be used to increase outreach into the community and increase social media and to purchase more radon test kits. A BRACE grant was also received in the amount of \$6500 which will be used to educate people concerning the improvement of water quality. Cindy is meeting with a State representative in the near future to discuss the grant and how it is to be spent.

Cindy indicated that the price of the Hepatitis B vaccine has gone up and would like to increase the price to administer the three dose series from \$110.00 to \$135.00. A motion was made by Pat Benes, seconded by Gary Paape to approve the increase in price to \$135.00 for Adult Hepatitis B Vaccine (3 dose series) as requested. Motion carried.

Cindy indicated that price of the Tubersol used to administer TB skin tests has increase in price and would like to increase the price of a TB skin test from \$12.00 to \$16.00 per test. A motion was made by Gary Paape, seconded by Shirley Kirchman to approve the increase in price to \$16.00 per TB skin test as requested. Motion carried.

There were no travel requests.

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

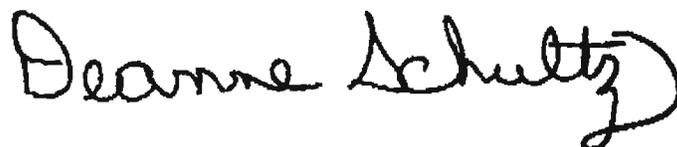
No overtime to report.

The next meeting date has been set for Monday, October 5, 2015 at Noon.

There were no other items as authorized by law discussed.

A motion was made by Kathy Janosky and seconded by Pat Benes to adjourn the meeting. The meeting was adjourned at 1:13 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".

CHILD SUPPORT COMMITTEE MEETING

September 14, 2015

PUBLIC HEALTH AND HUMAN SERVICES CENTER

The meeting of the Child Support Committee was called to order by Chairperson Kaye Shillin on September 14, 2015 at 1:15 P.M. Members present included: Kaye Shillin, Pat Benes, Gary Paape, Doug Doell, Ron Heuer, and Cindy Kudick, Child Support Coordinator. Charles Wagner was unexcused.

A motion was made by Pat Benes and seconded by Doug Doell, to approve the agenda. The motion carried.

Cindy Kudick reported the monthly stats for the month of August. The collections for the month were \$205,892.97, with a collection rate of 85.4%. Ms. Kudick reported that to date total Family Cases filed are 78 and the Paternity Cases are 11.

A motion was made by Gary Paape and seconded by Doug Doell to approve the monthly reports. The motion carried.

Cindy Kudick presented her 2016 proposed budget. A recommendation to accept and send the 0% budget increase was made by Pat Benes and seconded by Doug Doell. The motion carried.

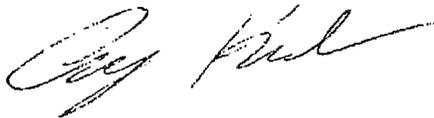
A motion was made by Doug Doell, and seconded by Gary Paape to approve the bills. The motion carried.

There was no travel request or overtime to report.

The next meeting is set for October 5, 2015 at noon at the Health and Human Services Center.

A motion was made to adjourn the meeting at 1:36 P.M. by Pat Benes and seconded by Doug Doell and approved by all.

Respectfully submitted



Cindy Kudick, Secretary

## Kewaunee County Veterans Service Office Board Meeting Minutes

09/14/2015

Meeting was called to order at 1:41 PM.

Present: Pat Benes, Kaye Shillin, Gary Paape, Ron Heuer, Doug Doell, and Jane Babcock.  
Chuck Wagner was not present.

Motion made by Pat Benes to approve the agenda. Seconded by Doug Doell. Motion carried.

Bills were discussed by Committee members and a motion to approve payment was made by Doug Doell, seconded by Gary Paape. Motion carried.

Kay requested a copy of the proposed budget, the report the previous CVSO used to present, and vouchers related to the upcoming conference travel for Jane Babcock (CVSO). Not being aware of the expectation to have these things Jane left the meeting to obtain related documents.

**BUDGET:** Jane returned with a copy of the proposed department budget explaining that Scott Feldt and Paul Kunesh had done the projections. Jane agreed with all but one line, "care of veteran graves". She had discussed with both Scott and Paul an effort to determine which graves had been purchased with perpetual care included in their cost and which graves the county may have already paid the full sum of perpetual care on and then notify the cemeteries that further payments for care would be phased out of the budget. Included would be a determination of which graves we still had not met either of the costs limits mentioned previously and discuss if it was financially advantageous to offer the balance, for the value of care at the time of offer, to the cemetery or continue annual payments until the monies paid equal the 2016 cost. Jane will discuss this with Scott and Paul. She will keep the Committee informed of the process.

A motion was made by Gary Paape to accept the budget proposal with the stipulation that Jane meet with Paul and Scott to further refine it, seconded by Pat Benes. Motion carried.

**CVSO Report:** Jane gave the Committee a copy of the claims reports the previous CVSO had been using. Jane was not certain if the numbers being provided were based on date of claim or date of award. Since claims can take anywhere from a month to 10 years to be awarded, Jane will look at revamping this report and provide some historical (annual) data to the Committee at the next meeting.

**TRAVEL:** Jane was only able to present a copy of the Conference Registration & Annual Dues form to the Committee. An Agenda has not been published yet.

A motion was made by Gary Paape to accept the Registration Form as evidence of travel being a business expense and to approve Janes upcoming travel expenses, seconded by Pat Benes. Motion carried.

No request for overtime compensation was made.

Next meeting date was set for October 5<sup>th</sup>, 2015. Jane will be at conference so Tara will meet with the Committee to discuss the new layout of the CVSO Report and any matter the Committee feels is pertinent.

A motion was made by Gary Paape to adjourn the meeting, seconded by Doug Doell. Motion carried.

Meeting adjourned at 3:00 PM.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be "Tara" followed by a stylized surname.

Zoning Committee Meeting  
Kewaunee County Administration Committee Room  
September 2, 2015  
Minutes

**Call to Order:**

Chairman Tom Romdenne called the meeting to order at 3:00 P.M.

**Roll Call:**

Members included: Tom Romdenne, Gary Paape, Ron Paider, Bob Garfinkel, Glenn Selner, and Kewaunee County Board Chairman Ron Heuer.

**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 discussed the proposed 2016 budget. Ron Paider motioned for a recommendation to the County Board to raise the Septic System Maintenance Surcharge from \$5 to \$10 beginning January 2016. Bob Garfinkel seconded the motion. Motion carried.

Glenn Selner handed out and discussed with the committee information regarding the number of compliant and non-compliant septic systems in the County.

**Travel Request:**

Glenn Selner requested to attend the WCCA Fall Conference in October. A motion was made by Ron Paider and seconded by Gary Paape to approve Glenn's travel request.

**Next Meeting Dates:**

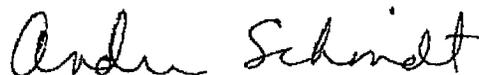
October 7, 2015 at 4:00 P.M. Kewaunee County Administration Committee Room.

**Adjournment:**

A motion was made by Bob Garfinkel and seconded by Gary Paape to adjourn. Motion carried.  
Meeting adjourned at 4:02 P.M.

Respectfully submitted:

Andrea Schmidt, Recording Secretary



**Agriculture & Extension Education Committee Meeting**  
**September 2, 2015**  
**4:00 P.M.**  
**Kewaunee County Administration Center**  
**Committee Room**

**Minutes**

1. Called to order by Chairman Romdenne at 4:04 PM.
2. Roll Call - Bob Garfinkel, Ron Paider, Tom Romdenne, Gary Paape, Claire Thompson, Aerica Bjurstrom, Jill Jorgensen, Ron Hauer
3. Approval of Minutes/Agenda – A motion was made to approve minutes and adopt the agenda was made by Gary Paape and seconded by Bob Garfinkel.
4. Citizen Input – none
5. Educators Reports – Written reports were submitted, there was some conversation about educator programs and activities such as Live Algoma, Wisconsin State Fair, and Farm Technology Days.
6. Review and Approve 2015 Budget – Two budgets were presented, one at zero percent reduction (with a slight decrease due to one staff member going to single coverage from family) totaling \$287,332. The second budget presented proposed cuts in staff hours, contracted services (Peninsular Ag Research Station support) and printing, totaling \$275,926. There was discussion on the impacts of the proposed 5% decrease. Gary Paape made a motion to approve the zero percent decrease budget, motion seconded by Ron Paider. Motion passed.
7. Joint Kewaunee Door Meeting - the joint meeting between Door and Kewaunee County Ag & Extension committees will be held on September 9 at the Peninsular Ag Research Station. Aerica will pick up Bob and Ron in Kewaunee and Gary and Tom in Algoma. The agenda has been to the Clerk's Office and will be sent to members shortly.
8. Overtime – none
9. Approval – Travel – none
10. Approval – Bills – Gary Paape made a motion to approve bills, seconded by Ron Paider. Motion passed.
11. Set/Confirm Future Committee Meeting Dates – Next meeting will be held at the Administration Center on Wednesday, October 7 at PM.
12. Adjourn – Motion to adjourn made by Bob Garfinkel, seconded by Ron Paider. Meeting adjourned at 5:06 PM.

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.

JB 9-4-15

**Aerica Bjurstrom**  
Agriculture Agent  
Prepared for September 2, 2015

**Farm Technology Days** – Attended Farm Technology Days in Dane County with two buses of chairs and committee members for the Kewaunee County show. Close to 60 people traveled on the buses and an additional 20 people drove themselves to the show. The day with Kewaunee County people was to allow the chairs and committee members meet their counterparts of the Dane County show to learn more about what they did for the show and some things that go on during the show. Approximately 40 Kewaunee County people attended the wrap-up meeting at the conclusion of the first day of the show. The wrap-up meeting is a way to make tweaks and changes for the following days of the show.

I also attended the show on a separate day to give farm tours as part of a tour crew of approximately 30 people. Farm tours are a very popular attraction at the show.

**Beef Cow/Calf Meetings** – As a member of the Beef Team, I am responsible for planning and carrying out beef cow/calf meetings during the summer months. This year eight counties will host the meetings spanning from late July to late September. The meetings focus on weaning, parasite resistance, and body condition scoring. I will speak at six of the eight meetings around Wisconsin. Local agents will speak in my place at the meetings I'm unable to attend.

**Corn and Soybean Field Day** – I held a corn and Soybean Field Day hosted by Clark and David Riemer, Kewaunee. It was the first time in my time at UW-Extension meeting of this content was held in Kewaunee County. UW-Extension Specialists Shawn Conley (Soybean) and Joe Lauer (Corn) spoke at the meeting giving and update of what they are finding this year in the crop and what to expect at harvest. There is interest to host UW research in Kewaunee County and it will be an option to explore over the winter. I am already planning the 2016 meeting which will include a soils and pest management component.

**Farm Management Meetings** - Met with two farms in August for Farm Management meetings. These farms have been making changes in management practices to improve cow comfort, resulting in more milk production and less feet and leg problems.

**Kewaunee County 4-H Youth Development Extension Update**  
Jill Jorgensen, 4-H Youth Development Agent  
September 2, 2015

**Heart of Leadership E-forum Training:** Over the last several months, I have been working with state staff and colleagues from Minnesota to create an online leader training for the 4-H Youth Development North Central Region. This training focuses on: different types of leadership roles and opportunities for young people, the elements to develop supportive youth/adult partnerships with young people, and creating strategies for volunteers to intentionally encourage leadership young people. I will be facilitating the training online later this fall for 4-H Youth Development volunteers from throughout the Midwest. Currently, we are working on finalizing the facilitator guide and tools for the training.

**State Fair:** Kewaunee County had an outstanding representation of youth exhibits at the 2014 State Fair. Kewaunee County had 36 youth exhibiting in six different animal areas. Many of the youth in the animal categories earned blue and red ribbons. In addition, youth earned numerous best of breed, best of show, and top showmanship awards in their species. These youth do an outstanding job each year educating fair goers about animal project areas, setting a positive example for others, and taking exemplary care of their animals.

In addition, 15 non-animal projects were exhibited at State Fair. The 15 projects were chosen from all of the Best of Show exhibits at the Kewaunee County Fair to go on to competition and be displayed among Best of Show projects from throughout the state. Several projects were awarded additional merit awards at State Fair. State Fair is great opportunity to interact and educate the public about their animals and production agriculture. Often, fair goers have not been exposed to these types of animals and agriculture. The youth exhibitors are able to provide them with information about their animals and answer any questions they may have.

**Back-to-school store program:** I worked for the first time this year with the community coalition that organizes the back-to-school store program. This program provides the necessary school supplies to Kewaunee County youth that lack the resources to attain the needed items. In addition, there are other community groups and county programs at the program that provides items such as such and information of dental care and healthy snacks. Additionally, I helped the group secure some additional funds from a local retailer's community foundation this year's event. One of the main reasons for becoming involved with the program was the Kewaunee 4-H Teen Association saw this as a place where they could lend their hands to greater service to their community. The teens know how important it is for all students to start the school year with the same necessary supplies as their classmates. Therefore, the teens donated their time to help set-up and work at the distribution day. In addition, they provided some of the crayons needed for the event. This was a great opportunity for the teens to help with another community focused event and gain a better understanding about how they can help with the event in the future.

**Re-Enrollments:** We are working with the 4-H club to re-enroll 4-H members for 2016. Families will continue to enroll online through the 4-H Online Enrollment system. This allows families to have easier access to their information to readily make any needed changes. We work with members and leaders to be successful in completing their enrollments and provide meetings as necessary to make sure everyone can enroll.

Re-enrolling members will receive need to be enrolled by October 27<sup>th</sup> to be able to show at the 2016 Kewaunee County Fair. New members are able to enroll throughout the year. However, new members need to enroll by February 1<sup>st</sup>, 2015 to be eligible to show at the 2015 Kewaunee County Fair.

**WI State 4-H Horse Association Meeting:** I am the advisor for the Youth WI State 4-H Horse Association. 4-H Horse project youth members from throughout the state are invited to attend the meeting. In addition, youth from throughout the state are selected by their county and district to be the representatives to the state association and board members. I met with the youth members at their autumn meeting to discuss upcoming state shows, fundraisers, community service, bylaws, and events for the year.

**Upcoming Events:**

**4-H Fall Fest Open House:** Preparations are being made for the annual 4-H Open House. The committee is meeting to prepare brochures, fliers, and letters to send to clubs and community members. The open house will be held on October 10, 2015 beginning at 1:00pm at the Kewaunee County Fairgrounds in Luxemburg. This is an opportunity for anyone who is interested in learning about 4-H to meet different clubs and their leaders, learn about different projects, make small projects, and find out more about the 4-H organization as a whole.



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

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

**Kewaunee County Ag & Extension Committee**

**Activities Report for September 2, 2015**

**Health Literacy** – Dental health care education and dental supplies were provided by the Health Literacy Committee at the annual Back to School supplies distribution event on August 18. Each year the Health Literacy Committee participates in the Back to School event where more than 250 children receive free school supplies and other resources. I also helped families learn about Smiles 4 Life, a new dental care program offered on-site at the public schools starting this year. In addition, I helped coordinate an effort to reach out to families at to educate them about their health insurance options through the Affordable Care Act. The Health Literacy Committee is planning a Healthy Eating Family Fun Night on September 24 in Casco.

**Digital Parenting** – Reaching parents who are busy and on the move can be challenging. I am continuing to work on several projects that use digital technology to provide education to parents. I am leading a statewide pilot study that provides an electronic curriculum for recently divorced parents. Divorced parents receive four hours of group classroom instruction followed by eight weeks of supplemental education offered via text messages and website blogs. One of the other digital parenting programs that I am continuing to promote and evaluate is the Home Alone program for parents who are preparing their children to stay home alone unsupervised. I am also evaluating are the results of the eParenting High Tech Kids project that Kewaunee Middle School collaborated with me on this past spring which offered 300 families weekly emails and blog posts to help raise children in a digital world.

**Strong Bones-** I am finishing teaching a Strong Bones exercise class at Grand View Terrace in Algoma. I have partnered with the Aging and Disability Resource Center to offer these wellness programs throughout the county; classes will begin in Luxemburg and Dykesville in Fall.

**Food Safety and Preservation** – Consumers are continuing to call the office to request food preservation guidelines such as canning pickles and tomatoes safely. We also offer free dial-guage testing for pressure canners.

**Farm Technology Days** – I am involved in planning the Family Living Tent for Farm Technology Days. I rode along with the busload of people and attended Farm Technology Days in Dane County on August 25<sup>th</sup>. I have been helping recruit volunteers and coordinate meetings.

**Qualities of a Volunteer** – On September 10, I will help present a workshop for volunteers. The workshop will help volunteers identify their personality strengths and give them strategies for working well with others on a team effort. Everyone is invited to attend this free workshop. Please let me know if you want to come. The workshop will take place at 10:30-12:30 in the County Board Room.

**Parent Circles** – As a member of the child abuse prevention workgroup for the county, I am helping plan events to support parents. The series of three Parent Circles are scheduled for October at the Algoma Elementary School to help parents learn protective factors and build healthy families.

**Kewaunee County Land and Water Conservation Regularly Scheduled Committee Meeting**  
**Kewaunee County Fairgrounds Office September 8, 2015 9:00 AM**  
**Minutes**

**1) Call to Order:** Meeting called to order at 9:00 AM by Chairman John Pagel

**2) Roll Call:** Committee Members present: John Pagel, Clark Riemer, Ron Paider, Lee Luft, Bob Garfinkel; LWCD and Cooperating Agency Staff present: Davina Bonness, Tom Konop (LCC advisor). Kewaunee County Board Chairman, Ron Heuer, Joe Johnson from USDA/NRCS, and Aerica Bjurstrom from UWEX were present.

**3) Approval/Repair of Agenda:** Motion to accept the September 8, 2015 agenda as presented was made by Ron Paider and seconded by Bob Garfinkel. Committee vote was unanimous in favor of the motion.

**4) Approval/Repair of August 11, 2015 Meeting Minutes:** Motion to accept the August 11, 2015 meeting minutes as presented was made by Lee Luft and seconded by Ron Paider. Committee vote was unanimous in favor of the motion.

**5) Public Comments regarding the regularly scheduled Land and Water Conservation Meeting:**

Six people commented today in public comment with concerns to the Phosphorus in the East Twin River, Kewaunee county staffing issues and taking enforcement action within our Land and Water department.

**6) Department Reports:**

*a) Animal Waste Storage Permits*

--Deer Run Dairy -- \$800.00 for Waste Transfer System / Reception Pit

*b) Farmland Preservation/Standards and Prohibitions Walkovers*

-- 11 Farmland Walkovers were completed this month of which all were in full compliance and karst features maps were updated to reflect findings from walkovers. Three needed updated Nutrient Management Plans, two of those have no manure applications on any fields and one had 3 beef animals. All three will be submitting updated plans to our office.

*c) Conservation Plans for Approval*

--None

*d) Notice of Non-Compliance Updates*

--None

*e) Public Health & Groundwater Protection Ordinance Update*

--Stacking variances for 2016 will come before the LCC in October / November meetings

*f) 2016 Proposed Land & Water Budget*

--Was postponed until October LCC meeting.

--All County Departments were asked to submit a "Proposed" zero percent and five percent (reduction) budget

*g) 2016 Proposed Animal Waste Storage Fee Schedule*

--Was postponed until October LCC meeting

**7) Cooperating Agency Reports:**

**a) USDA Natural Resources Conservation Service (NRCS):** Joe Johnson (NRCS) and Davina Bonness (LWCD) discussed the recent NRCS Technical Advisory Meeting (TAG). This meeting was a result of a Kewaunee County letter sent to NRCS asking for technical and financial support. The first TAG meeting was on September 3, 2015. The next meeting will be a Stakeholder meeting where the same information will be presented for all Kewaunee County residents on September 22, 2015 at 7:00pm at the Luxemburg Fair Grounds Expo Center.

**b) UW-Extension – Aerica** discussed Farm Technology Days. Committees are starting to be developed, fund raising has started, and a group of 65-70 went to Dane County Farm Technology Days two weeks ago to get a better understanding of the event.

**8) Other Matters:**

**a. Landowner Communication Letter (referencing Manure Ruling / Door County)**

Lee Luft handed out a "Non-Resident landowner responsibility" letter in which Jeff Wisnicky did review and asked the LCC / Davina to look over the letter for next month.

**b. DNR Nutrient Balance Summary**

Discussed the new Ag Stats were published and there are 98,000 "TOTAL" animals in Kewaunee County. Nutrient Balance needs to be updated, and we also need to find out how many animals are being shipped out of state to be raised.

**c. Also Discussed Several Questions to be Answered:**

How many people are actually buying bottled water because their water source is unsafe?

What is the scope of the problem?

How can we spend the \$40,000 in both 2016 and 2017?

When is a well unsafe?

**9) Scheduling of Future Committee Meetings:** Tuesday October 13, 2015 at 10:00am; Tuesday, November 10, 2015 at 10:00am

**10) Approval of Bills:** Motion to accept the September 8, 2015 bills as presented was made by Lee Luft and seconded by Bob Garfinkel. Committee vote was unanimous in favor of the motion.

**11) Chairman's Wrap-Up Comments:** Chairman Pagel discussed how positive things are happening and great information is being developed to move Kewaunee County forward.

**12) Adjournment:** A motion to adjourn the meeting at 10:20 AM was made by Ron Paider and seconded by Bob Garfinkel. Motion carried unanimously.

Respectfully submitted by Davina Bonness – Kewaunee County, County Conservationist

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

The Emergency Management Committee meeting was held on September 9, 2015 at Luxemburg Fairgrounds building.

**Call to Order:** Bob Weidner called the meeting to order at 12:02 p.m.

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

**Public Comment:** None.

**Travel Request:** Tracy Nollenberg submitted travel requests for Terri Marcusen and herself to attend the Wisconsin Emergency Management Association (WEMA) 2015 Conference in Oshkosh, WI. Linda Sinkula made the motion to approve these requests, seconded by Pat Benes; motion carried.

**Emergency Management Updates:** EM Director Nollenberg reviewed 2016 Budget with 0% increase as well as with 5% decrease option. Discussion of how decrease would impact reimbursement to Emergency Management from the State as well as from Point Beach Nuclear Plant. Nollenberg explained that the 2014 budget was for two full time employees and the 2015 budget was for one full time and one half time employee. No action taken.

**Bills:** Pat Benes motioned to approve bills, seconded by Linda Sinkula; motion carried.

**Other Business:** Presentation made to the committee by Brad Leonhardt, Point Beach Nuclear Power Plant Senior Emergency Preparedness Coordinator. Mr. Leonhardt explained the changes being made to sirens purchased in 2014 from Kewaunee Power Station (Dominion) and the effect on sirens within Kewaunee County. Maintenance responsibilities explained.

**Next Meeting:** The next meeting was scheduled for October 8, 12:00 p.m. at the Integrity Meeting Room, Kewaunee County Courthouse.

**Adjourned:** Linda Sinkula made the motion to adjourn, Scott Jahnke seconded; motion carried. Meeting adjourned at 12:46 p.m.

Submitted by:



Terri Marcusen, Recording Secretary

**Law Enforcement Minutes**  
**September 9, 2015**

The Law Enforcement meeting was held on September 9, 2015 at Luxemburg Fairgrounds building.

**Call to Order:** Bob Weidner called the meeting to order at 12:46 p.m.

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

**Public Comment:** None.

**Travel/Training Requests:** Sheriff Joski presented a request for Sergeant Tyler Tuttle to attend an All Hazards Communications Technician training, Fitchburg Fire Department, September 13-18. Linda Sinkula made the motion to approve request, seconded by Scott Jahnke; motion carried.

**Law Enforcement Updates:** Sheriff Joski discussed the status of communications systems upgrade. He also noted that the newly hired deputies John Mleziva and Adam Etienne are working very well. Sheriff noted that his department will be losing a deputy on October 11<sup>th</sup>. He also explained that on October 3<sup>rd</sup> & October 10<sup>th</sup>, eighteen applicants will be tested to establish an eligibility list.

Sheriff Joski reviewed his 2016 Budget with the 0% increase as well as with the 5% decrease option & the impacts each would have to the department and to the public. The 0% increase allows them to operate as usual, with the ability to still explore other options to cut cost and see if those options will work. The 5% decrease will cause cuts to operations and statutory obligations, example: court security and school liaisons. Reimbursement grants would also be impacted. Bottom line: cuts will significantly change how services are done or eliminate them altogether.

No action taken.

**Bills:** Linda Sinkula motioned to approve bills, seconded by Pat Benes; motion carried.

**Other Matters:** None.

**Next Meeting:** The next meeting was scheduled for October 8, 12:00 p.m. at the Integrity Meeting Room, Kewaunee County Courthouse.

**Adjourn:** Scott Jahnke motioned to adjourn, seconded by Pat Benes; motion carried. Meeting adjourned at 2:04 p.m.

Submitted by:



Terri Marcusen, Recording Secretary

Kewaunee County

FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

**MEETING MINUTES**

Date: Tuesday, August 18, 2015

Time: 5:30 PM

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

Call to Order: The meeting was called to order at 5:35 pm by Vice-Chair Virginia Haske.

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

Others Present: Scott Feldt, Michelle Dax

Approve August 18, 2015 Agenda: Motion by Ken Tebon, second by Tom Romdenne to adopt the agenda. Motion carried.

Approve August 7, 2015 Minutes: Motion by John Mastalir, second by Tom Romdenne to adopt the August 7, 2015 meeting minutes. Motion carried.

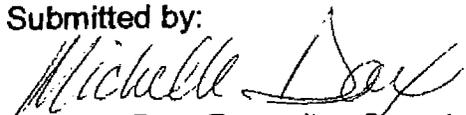
Approve Additional Bills for Payment: Motion by Tom Romdenne, second by Ken Tebon to approve the bills. Motion carried.

Approve County Board and Supplementary Payroll: Motion by John Mastalir, second by Tom Romdenne to approve the Supplementary and County Board payroll. Motion carried.

Other Matters as Authorized by Law: Committee directed Scott Feldt to follow up on concerns regarding the Fair Board proposal.

Adjournment: Motion by John Mastalir, second by Tom Romdenne to adjourn the meeting. Motion carried. Meeting adjourned at 5:40 pm.

Submitted by:



Michelle Dax, Recording Secretary

Kewaunee County  
FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

**MEETING MINUTES**

Date: September 4, 2015, Time: 8:30 A.M.

Kewaunee County Health and Human Services Center, 810 Lincoln Street, Kewaunee, WI 54216

Location: HHS Center Training Room

Call to Order: The meeting was called to order at 8:33 a.m. by Lee Luft.

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

Others Present: Jeff Wisnicky, Paul Kunesh, Steve Hanson, Scott Feldt, Bob Weidner, Ron Heuer, Tom Karman, Amber Drewieske, Rae Ann Beaudry, Kelly Jagelski, Health Insurance Study Committee.

Approve September 4, 2015 Agenda: Motion by John Mastalir, second by Tom Romdenne to approve the agenda. Motion carried.

Approve August 7, 2015 Finance Committee Meeting Minutes: Motion by Tom Romdenne, second by John Mastalir to approve the August 7, 2015 meeting minutes. Motion carried

Scott Feldt, County Administrator – Overtime Report: Scott Feldt distributed the overtime report. Scott indicated we are in line and doing well on overtime.

Paul Kunesh, Finance Director - Monthly Financial Report: Paul Kunesh reviewed the monthly financial report and indicated overall, things are good. As far as expenses, departments are on target. Fund balances are in line, good starting point for 2015.

Review of 2014 Financial Audit – Tom Karman, Schenck: Tom Karman distributed and reviewed the final Financial Report with the committee. Discussion continued regarding the landfill costs and plans for closure. The committee also discussed current banks the county does banking/investments with. Tom Karman also presented some comments from the Management Letter. The committee asked Scott Feldt to report back to the committee with a summary of services in the Human Services department that are mandated and those that are not mandated.

Discussion of County Fair: Scott Feldt presented a review of the 1978 agreement between Kewaunee County and the Kewaunee County Agricultural Association (Fair Board) and the proposed changes submitted by the Fair Board to be included in a new agreement. Scott Feldt's recommendations were reviewed and Scott will obtain additional information for the committee and bring the final information and his final recommendations to the committee.

Discussion and Possible Action – County B Property: A landowner inquired regarding 1.216 acres of land the county owns. Motion by John Mastalir, second by Virginia Haske to authorize entering into negotiations with adjacent landowners of the County B property with a floor of \$2,500 per acre. Motion carried.

Health Insurance Study Committee – Horton Group: As requested, Rae Anne Beaudry presented a comparison of self funded to fully insured. A list of health insurance plan change options and the resulting savings was handed out. Motion by John Mastalir, second by Tom Romdenne to authorize to spend \$2,400 to receive a quote from the State Insurance Plan. Motion carried.

Public Comment: None

Other Matters as Authorized by Law: None

Next Meeting: Special Finance Committee Meeting: September 10, 2015 at 9:00 a.m.  
Regular Monthly Finance Committee Meeting: October 9, 2015 at 10:00 a.m.

Approval of Bills: Motion by Tom Romdenne, second by Ken Tebon to approve the bills. Motion carried.

Adjournment: Motion by Tom Romdenne, second by John Mastalir to adjourn the meeting. Motion carried. Meeting adjourned at 12:17 p.m.

Submitted by:  
Peggy Jeanquart, Recording Secretary



Kewaunee County

FINANCE & PUBLIC PROPERTY COMMITTEE SPECIAL MEETING

**MEETING MINUTES**

Date: September 10, 2015 Time: 9:00 AM

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

Call to Order: The meeting was called to order at 9:00 AM by Chairman Lee Luft

Roll Call: Members present were Lee Luft, John Mastalir, Tom Romdenne, Virginia Haske. Ken Tebon arrived at 9:26AM.

Others Present: Scott Feldt, Paul Kunesh, Jeff Wisnicky, Ron Heuer, Matt Joski

Approve September 10, 2015 Agenda: Motion by John Mastalir, second by Virginia Haske to adopt the agenda. Motion carried.

Approve September 4, 2015 Minutes: Motion by Tom Romdenne, second by John Mastalir to adopt the September 4, 2015 meeting minutes. Motion carried.

Discussion on Recommendations Under Consideration for Employee Health Insurance Plan Changes: The committee reviewed and discussed several options in the health insurance plan that are not in typical health insurance plans. Discussion followed on each of four items listed on handout from Horton (exhibit 9).

Motion by John Mastalir, second by Tom Romdenne to approve changing health insurance coverage minimum eligibility from 600 hours worked per year to 30 hours worked per week. Motion carried.

Motion by John Mastalir, second by Virginia Haske to approve phasing out health insurance coverage eligibility for County Board supervisors including the County Board chairman. Motion carried.

Motion by Virginia Haske, second by John Mastalir to approve allowing a spouse and dependent child of a retiree to remain on the County plan until the retiree becomes Medicare eligible. Motion carried.

More information for the last option, Surviving dependent coverage, was requested by the committee and will be brought to a future committee meeting.

The committee then discussed the next list of options (Horton Exhibit #10) and the potential cost and impact of each.

Motion by John Mastalir, second by Tom Romdenne to accept Option #12-Eliminating the 4<sup>th</sup> quarter deductible carryover. Motion carried.

Motion by Tom Romdenne, second by Virginia Haske to accept Option #13-Removal of morbid obesity coverage. Motion carried.

Motion by John Mastalir, second by Tom Romdenne to accept Option #1-Move to a \$750/\$1500 in network deductible;\$1500/\$3000 Non-network deductible, Option #7-Increase emergency room copayment from \$100 to \$200, and Option #10-Change Rx copayments from\$5/\$20/\$50 to \$10/\$35/\$50 (2 times mail order). Motion carried.

Motion by Virginia Haske, second by Ken Tebon to accept Option #4, but modified to increase urgent care copayments from \$25 to \$50. Motion carried.

Discussion on 2016 Budget Initiatives: The committee discussed and recommended items to be addressed in the 2016 budget including retention of the Land Conservation staff including the temporary employee, and addressing or enhancing tourist and other information distribution by a Community Liaison or PIO. The committee also discussed Farm Technology Days preparations in 2016. Although not a 2016 budget item, the planning process to replace the jail will be started in 2016. This planning process could take 4 to 5 years.

Public Comment: None.

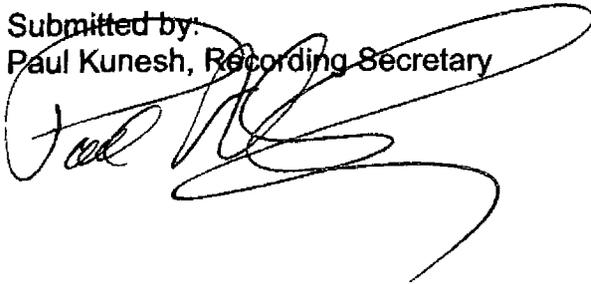
Other Matters as Authorized by Law: Lee Luft updated the committee on progress on the Hornig parcel valuation.

Next Meetings: October 9<sup>th</sup> at 10AM and November 13<sup>th</sup> at 10AM

Approval of Bills: None.

Adjournment: Motion by Tom Romdenne, second by Virginia Haske to adjourn the meeting. Motion carried. Meeting adjourned at 10:28AM.

Submitted by:  
Paul Kunesh, Recording Secretary

A handwritten signature in black ink, appearing to read 'Paul Kunesh', is written over the typed name. The signature is stylized and includes a large, sweeping flourish that extends to the right and then loops back down.

**KEWAUNEE COUNTY  
HUMAN SERVICES COMMITTEE MINUTES  
September 8, 2015**

The meeting was called to order by Acting Chairperson Virginia Haske at 9:00 a.m. Present for the meeting were Mark Buchanan, Douglas Doell, Virginia Haske, Shirley Kirchman, John Mastalir, Rose Quinlan, Paul Ravet, Kaye Shillin, Mary Ann Szydel, Ken Tebon and Charles Wagner. Also present was Melissa Annoye and Jack Schad.

After review, a motion was made by Chuck Wagner and seconded by John Mastalir to approve the agenda as mailed. Motion carried.

A motion was made by Mark Buchanan and seconded by Ken Tebon to approve the minutes as mailed. Motion carried.

Doug Doell was introduced as the new Board member replacing Linda Sinkula.

Jack Schad said that both the Human Services Director and Behavioral Health Manager job descriptions have been approved. Discussion is still going on regarding whether to hire the Behavioral Health Manager before the Human Services Director. The advertising for a psychologist has been approved.

Interim Director Jack Schad noted that he would be meeting with Cindy Kinnard, Public Health Director regarding possible utilization of county nurses.

Interim Director Jack Schad met with the County Finance Director, Paul Kunesh. The Human Services 2016 budget is not yet complete but will be soon.

Before the budget can be approved, there needs to be a Public Hearing date. After discussion it was decided the Public Hearing would be held on Thursday, September 24<sup>th</sup> from 5:00 – 6:00 p.m. After the Human Services Board votes to approve the budget, it will be presented at the September 29<sup>th</sup> County Board meeting.

Motion made by Ken Tebon to hold the Human Services Public Hearing on Thursday, September 24<sup>th</sup> from 5:00 – 6:00 in the large training room and immediately follow with a Human Services meeting to approve the budget. Kaye Shillin seconded the motion. Motion carried.

Melissa Annoye, Family and Community Services Unit Manager, gave the Board an update on Family Care. Two hundred and one clients have transitioned to Family Care. There were 30 consumers on a waitlist and the ADRC is contacting them. Melissa reported the collaboration with the ADRC, the MCO's (Managed Care Organizations) Lakeland, Care Wisconsin and IRIS is excellent. The main concern is psychiatric clinics and this is being worked out with the ADRC and our Behavioral Health unit. Melissa reported that former Long Term Support employees of Kewaunee County have kept in touch and some clients have their original case worker.

Jack met with Chief Deputy Davie Cornelius at the Sheriff's office regarding collaboration of the jail and Human Services. At this time the Intern goes to the jail for inmate counseling but Joanne Tulachka will take over at the end of the year when she will be certified. Security and counseling will be put in place to reduce any liability concerns on the part of both the Sheriff's Department or the Human Services Department.

There were no contracts for approval.

After discussion, a motion was made by Doug Doell and seconded by Chuck Wagner to approve the credit card vouchers as presented. Motion carried.

Motion made by Kaye Shillin and seconded by Chuck Wagner to approve the travel vouchers as presented. Motion carried.

There were no public comments and no other items.

Motion made by Chuck Wagner and seconded by Paul Ravet to set the next meeting date for Wednesday, October 14<sup>th</sup> at 9:00 a.m. Motion carried.

Motion made by Ken Tebon and seconded by Rose Quinlan to adjourn the meeting. The meeting adjourned at 9:54 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Rita Paul". The signature is written in a cursive style with a large, looping initial "R".

Rita Paul

Administrative Assistant

# Promotions & Recreation Committee Minutes

September 8<sup>th</sup>, 2015

The Promotions & Recreation Committee meeting was called to order at 5:00 PM by Chairman Bruce Heidmann. Members present included: Bruce Heidmann, Larry Kirchman, Scott Jahnke, Dennis Cravillion and Ken Tebon. Also present was Promotions & Recreation Director Dave Myers & Recording Secretary Jenny Salentine. Guests at today's meeting included: County Board Chairman Ron Heuer.

Adoption of Agenda & Approval of Minutes: Larry Kirchman made a motion to adopt today's agenda and approve the August 11<sup>th</sup> Promotions & Recreation Committee Minutes. Second by Ken Tebon. All in Favor. Motion carried unanimously.

Public Comments: None

Committee Liaison Reports: Chairman Heidmann reported the Zoobilee was successful. He also thanked the Bruemmer Family for donating \$5,000.00 to the Zoological Society to be used towards improvements at the Park & Zoo.

Discuss issuing of a RFP for a race track promoter for 2016 Season: As reported at the August Promotions & Recreation Committee meeting, the current Race Track Promoter, Mr. Mathu would have a new proposal for the committee's review prior to today's meeting. Nothing has been received by any committee members or the office. Dave presented a generic newspaper ad to the committee. Motion made by Scott Jahnke authorizing administration to publish a RFP for the 2016 Race Track Season. Second by Larry Kirchman. All in favor. Motion carried unanimously.

Discuss adding security system to Bruemmer County Park: We have received the following quotes:

- ❖ Martin Security Quote: \$ 2,554.00
- ❖ Bee Safe Security: \$2,300.00

Bee Safe Security has also installed security systems @ Ryan Park and Winter Park.

Funding for this project has been set aside from the sale of Fox Kits a few years ago.

Motion made by Dennis Cravillion approving the Bee Safe Security System at the price of \$2,300.00. Second by Scott Jahnke. All in favor. Motion carried unanimously.

Discuss Ryan Park Ag Land Contract: Short discussion about renewing land contract w/ Mr. Clinton Kinstetter for Ag Land @ Ryan Park. A motion made by Ken Tebon approving the lease to Clinton Kinstetter with the terms originally set with the gifting of the property from the late Mrs. Edna Besserlich. Second by Larry Kirchman. All in favor. Motion carried unanimously.

Discuss 2016 Department Budget: Our Dept was asked to present 2 budgets, one with a 0% increase and another with a 5% reduction. Affects of 5% reduction would include the elimination of a temporary summer employee & therefore less grass mowing at the Parks & would either lessen or eliminate garbage collection at the parks. Committee Member Scott Jahnke asked if we have checked into the cost of contracting our grass cutting. County Board Chairman Ron Heuer explained the revenue loss from Dominion & updated everyone on our status with legislation. Committee Member Larry Kirchman stated WRLU was conducting a survey to use a sale tax increase to balance the budget. Dave continued his budget presentation adding proposed fee increases to include:

- ❖ Boat Launch Daily Pass, currently \$3/day, increase to \$5/day
- ❖ Boat Launch Season Pass, currently \$20/season, increase to \$30/season
- ❖ Shelter Reservations @ Bruemmer Park (3 Open Air Shelters) & Ryan Park Open Air Shelter, currently \$30/use, increase to \$35/use
- ❖ Ryan Park 4-Season Shelter & Ski Chalet, currently \$110/use, increase to \$130/use
- ❖ All Fairgrounds Rental Fees shall remain the same.

Committee Member Dennis Cravillion mentioned our need for updating mowers on a regular basis and suggests we "put away" \$2,000 from each budget to purchase/update mowers. Committee Member Larry Kirchman asked what is the summer employee wage. The wage is the same as the Highway Temporary Employee Wage, \$11.72 per hour. The committee requests to receive monthly copies of the budget balances at each monthly meeting. A motion to approve the budget as prepared and forward to Administration for full County Board approval made by Larry Kirchman. Second by Dennis Cravillion. All in favor. Motion carried unanimously.

Approve Travel Requests: None

Directors Report: Please see the attached Director's Report.

**Approve & Sign Vouchers:** Motion to approve vouchers as presented made by Scott Jahnke. Second by Dennis Cravillion. All in favor. Motion carried unanimously.

**Any other business as allowed by law:** Larry Kirchman asked for a status update of the Race Track rent. Scott Jahnke asked for an update on the possible Eagle Scout Project for updating the sign & landscaping at Red River County Park.

**Next Meeting Dates:** The next Promotions & Recreation Committee meeting will be Tuesday, October 13<sup>th</sup> @ 5:00 PM, in the Highway Dept Conference Room.

**Adjournment:** Motion made to adjourn today's meeting by Larry Kirchman. Second by Ken Tebon. All in favor. Motion carried. Meeting adjourned at 5:45 PM.

Respectfully submitted:

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Jenny Salentine, Recording Secretary



## KEWAUNEE COUNTY PROMOTIONS & RECREATION DEPARTMENT

Dave Myers, Director  
E4280 County F  
Kewaunee, WI 54216

Phone: (920) 388-0444  
FAX: (920) 388-0434  
myersd@kewauneeeco.org

### Director Report (August 11<sup>th</sup> - September 8<sup>th</sup>)

#### Winter Park

W.P.A has started work on remodeling the existing snow tube storage building to increase the number of tubes we can hold in that building. We have also sent some older tubes in to be refurbished and will have those back before the season starts.

#### Ahnapee State Trail

We are continuing work on brushing and tree removal from the trail.

#### Bruemmer Park

Zoobilee was held the last weekend of August and we had a terrific turn out including a large donation from the Bruemmer family to the Zoological Society. The arctic foxes are enjoying their new exhibit and I am happy with how everything is falling into place with the new fencing. ZSKC is also arranging for the flag pole at the entrance of the park to be repaired at no cost to the county.

#### Fairgrounds

We need to get the RFP done and get some plans for a promoter for the next race season. Ag-Heritage Days is also coming up this month as well as one race left for the year (the last 2 have been cancelled due to rain).

#### Red River Park

We are working with the Dyckesville Lions Club to replace the roof on the restroom building. We are purchasing the materials and they are going to donate their time for all of the installation.

#### Ryan Park

I have been talking with the DNR about closing out the current grants involving Ryan Park and we are very close to getting the final payments taken care of.

#### West Alaska Lake

I met with Randy Kleiman of the Tri-Lakes Association and we discussed improvements at this Lake. I am going to start some planning as far as what we want to do here and I have been in contact with the DNR as to what grant availability would be here as well. I will have more info on this project in the upcoming months.

#### Snowmobile Alliance

We have been given a grant to build a previously planned bridge on the new trail re-route (DePrey Bridge). The grant is for \$39,200 and is 100% funded by the state. We will be working on getting bids for the project and hope to have this completed in the next year.

### **Promotions**

We will be working with updating travel Wisconsin on the fall color report – percentage of leaves changing and when we think we will hit peak fall colors.

### **General Park**

Our new caretaker has started and we are getting him up to speed as quickly as possible. He has a lot of ground to cover in the next few months, but I believe he will do very well learning all there is to know about our parks system.

Kewaunee County Groundwater Task Force  
September 9, 2015  
Regular Monthly Meeting Notes

1. Call to Order – Chairman Lee Luft at 1:00 pm, Wednesday, September 9th, 2015

2. Roll Call: by Davina Bonness (Secretary)

Present: Cindy Kinnard, Nick Cochart, Lee Luft, Ron Heuer, Davina Bonness, John Pagel, Tom Kleiman,  
Excused: Dick Swanson & Aerica Bjurstrom

3. Approval of Agenda without changes: Motion to approve agenda by John Pagel and seconded by Tom Kleiman. Task Force was unanimous in favor of the motion, passed.

Approval of August 5th, 2015 meeting minutes without changes: Motion to approve agenda by Davina Bonness and seconded by Ron Heuer. Task Force was unanimous in favor of the motion, passed.

1. Discuss recent ground and surface water related events or issues.

A) DNR approved Augustain Farm Expansion with some reductions to spreading on select fields.

Luft commented that the DNR has acknowledged that they have never, not approved a proposed farm expansion to CAFO status in Kewaunee County.

B) EPA adds Kewaunee County's portion of the East Twin River to its Impaired Waterways listing due to excessive Phosphorus. All three of Kewaunee County's major watersheds are now on the EPA's list of Impaired Waterways.

C) DNR established five subgroups to address Kewaunee County's ground and surface water

a. Short Term Solutions to obtain clean water for citizens living with unsafe wells.

First meeting: August 25<sup>th</sup>. DNR presented on private well treatment and well compensation and Kewaunee County presented on their Well contamination event protocol. Next steps include Define "bacteriologically contaminated" well; and DNR response protocol to contamination event (Add to Kewaunee County Document). Davina Bonness, John Pagel and Ron Heuer are members of this group

b. Best Management Practices for agriculture in dealing with Kewaunee County's vulnerable areas.

First meeting: August 25<sup>th</sup>. DNR presented on Septage & Industrial Waste applications in Kewaunee County; group discussed DNR sensitive areas paper, susceptibility map, Karst Report, and 590 standard; Kewaunee County discussed their new ordinance. Davina Bonness is a member of this group

c. Compliance and enforcement issues: First meeting: September 11<sup>th</sup>. (Lee is a member of this subgroup).

d. Communication, getting accurate information to the public and information hub for all other group's recommendations.

e. Alternative Technologies for waste treatment, disposal and spreading. This group has not yet been established.

D) Water testing and water quality abatement processes for private wells per DNR personnel.

Tom Kleiman discussed a Culligan state approved RO system and UV system. Lee Luft read an email from Kyle Burton discussing the DNR's response to questions regarding placing water treatment systems on "contaminated" private water wells. Here is the full written response to our well questions from Kyle Burton: "The simple answer to the first question is, yes, people that have wells contaminated with bacteria are allowed to put treatment on their wells, if that treatment installation is approved by the WI DNR and a WI DSPS approved device for the contaminant is installed. We are currently working on a document for public distribution that will better explain the process for approval and installation of treatment on contaminated private wells in more detail. A draft version of this document is currently going through internal and legal review, we hope to share that with your group when completed (October, 2015). I would encourage any individuals with contaminated wells who have specific questions about the treatment process to contact me directly." "As for the funding question, the Well Compensation Law does allow for the aiding of funding of treatment when the Department (DNR) determines it is not feasible to connect to or construct a new, safe source of drinking water. Eligibility for Well Compensation through this law is income based. Well compensation funds are only available to households with less than \$65,000 income in the previous calendar year. Additionally, the USDA may also have funding available to low income individuals over the age of 62 and need home improvements such as a new well (see USDA.gov).

- E) Our group discussed how is a well "contaminated" and who may be eligible for water or other compensation and if there is any short term water access in nearby cities. This discussion is being reviewed by DNR Workgroups. Davina is going to work with Cindy Kinnard to get a poll/survey to help determine how many people are actually buying bottle water because their well is unsafe for drinking.

## 2. Discuss mission statement for the Task Force

- A) The Task Force reviewed the current list of suggested task force goals for the next six months.
- a. Group identified three specific goals. Lee will consolidate the three goals we identified and resend to the group. Lee will forward our agreed upon goals for final review by Wednesday September 16.
- B) Add any new suggestions.
- a. Need to get Positive Press into Kewaunee County. Luft commented that a number of good things related to our ground and surface water issues are happening and should be highlighted, even as we must continue to identify and discuss the county's water concerns. The involvement of the DNR and the Natural Resources Conservation Service of the USDA are already having a positive impact on our efforts to understand the full scope of our concerns here.

3. Luft advised the Groundwater Task Force that the latest information from the USDA National Agricultural Statistics Service indicates that Kewaunee County is now home to 98,000 total cattle of which approximately 46,000 are full size milking cows and the remainder are dry cows or young stock. This number greatly exceeds the 76,000 cattle cited in the two Kewaunee County Nutrient Balance Sheet reports that were circulated by the DNR in 2014.

4. Luft read a number of quotes from the recently released Groundwater report by the University of Wisconsin Extension. This report looked at the activities and results of four counties in NE Wisconsin following the 2007 Karst Task Force recommendations. In summary, the report states, "Our (UW

Extension study) results revealed that no statistically significant changes occurred (following the publication of the 2007 Karst Task Force recommendations) in counties that only had education and training for manure application in a Karst setting. However in all scenarios tested, at least one statistically significant association (statistically significant improvement) occurred with counties that implemented regulatory changes as a result of the 2007 Karst Task Force report (Brown County, Manitowoc County or both). Implementing seasonal restrictions on waste application has had a positive impact on groundwater quality...”

Public Comments: There were 7 public comments:

1. Mick Sagrillo discussed when talking about RO/UV systems, we need to identify the upfront versus annual costs; and believes we need more Microbial Source Tracking testing done (human/bovine).
2. Tom Reczek discussed manure on fields and Lake Michigan dead zones and contaminated wells as major concerns. Tom also complimented the entire Groundwater Task Force for their efforts to date as well as the willingness of many members to donate their time to the Groundwater Task Force.
3. Lynn Utesch discussed we need to get out real positives like the Rural Enterprise Network. Lee asked Mr. Utesch to provide some details regarding the work of the REN for our next meeting.
4. Bill Iwen discussed the need for regulation and enforcement
5. Todd Lohenry discussed the possible website URL; and root cause analysis of problems.
6. Jodi Parins discussed the definition of a contaminated well is under WI Statute 123.03 and the DNR criteria for treatment systems
7. Joe Mills discussed the errors in methodology with the nutrient balance summary sheet. Luft indicated he would contact Brad Holtz to see if the DNR would update the Nutrient Balance Sheet for Kewaunee County in light of the recent National Agriculture Statistics Service reports showing a cattle population of 98,000 in Kewaunee County.

#### 9. Set Next Meeting Date

October 7, 2015 at 1:00pm at the Kewaunee County Administrative Department

10. Adjournment -- A motion to adjourn the meeting at 2:36 pm was made by John Pagel and seconded by Tom Kleiman Motion carried unanimously.

Submitted by:

Davina Bonness, County Conservationist

**MONTHLY WORK PROGRAM ACTIVITY REPORT**  
**AUGUST 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 August 7<sup>th</sup> and on August 20<sup>th</sup> to continue the hiring process for a new Executive Director. The August 7<sup>th</sup> meeting involved interviews of the finalist candidates, while the August 20<sup>th</sup> meeting involved a teleconference meeting.
- On August 12<sup>th</sup>, the Natural Resources Planner participated in meeting of the Lower Green Bay and Fox River Area of Concern in Green Bay.
- On August 14<sup>th</sup>, the Natural Resources Planner participated in a Lake Michigan Day conference in Manitowoc.
- On August 19<sup>th</sup>, Commission staff participated in a webinar illustrating the features of the new EMSI Developer software.
- In August, Commission staff prepared the 2015 Community and Economic Development Project Inventory survey and distributed it to all clerks of Commission member towns, villages, and cities, along with a number of planning and economic development staff members.
- 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 continues to update the Commission's Regional Comprehensive Plan.
- Commission staff continued work on the *Invasive Phragmites Management in the Fox River and Lower Green Bay Area of Concern* project.

**BROWN COUNTY**

- Commission staff continue to work on updating the Oneida Nation hazard mitigation plan. The Natural Resources Planner met with the Steering Committee on August 13<sup>th</sup>.
- The Natural Resources Planner continued work on the City of Green Bay EAB mitigation project.
- Commission staff began reviewing the *Green Bay MPO 2045 Long-Range Transportation Plan*.
- Commission staff reviewed the Town of Green Bay Comprehensive Plan update.

**DOOR COUNTY**

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

### **FLORENCE COUNTY**

- Commission staff continued updating the Florence County Farmland Preservation Plan, including a meeting on August 18th in Wausaukee with Florence County Soil and Water staff to review materials and discuss the remainder of the timeline to complete the plan.

### **KEWAUNEE COUNTY**

- On August 6<sup>th</sup>, the Natural Resources Planner met with the City of Algoma to discuss options for redesigning Crescent Beach.
- Commission staff had discussions with Kewaunee County on August 28th regarding updating its Farmland Preservation Plan.
- Commission staff had discussions with the Town of Casco on August 31st regarding updating its comprehensive plan and zoning ordinance.
- The Commission provided technical assistance for the administration and updating of zoning and other ordinances for Kewaunee County; and the Towns of Ahnapee, Lincoln, Casco, Pierce, Luxemburg, and Franklin.
- Commission staff conducted a road pavement survey for the Town of Ahnapee in August.

### **MANITOWOC COUNTY**

- Commission staff continued work on updating the Manitowoc-Two Rivers-Mishicot SSA Plan. The Natural Resources Planner met with the technical advisory committee on August 20<sup>th</sup> in Two Rivers.
- A small amount of work on the Maritime Metro Transit Development Program (TDP) took place in August. This work involved continued planning for boarding and alighting and passenger opinion surveys that will take place in the early fall.
- Commission staff had numerous discussions in August with the Village of Mishicot regarding the process of updating its comprehensive plan.
- Commission staff prepared and provided Manitowoc County Soil and Water Conservation Department with materials to update its land and water plan.

### **MARINETTE COUNTY**

- Commission staff began work on the City of Marinette's 2016 Shared-Ride Taxi application.

### **OCONTO COUNTY**

- On August 18th, Commission staff presented to the Town of Brazeau Town Board a variety of options to update the towns' zoning code.
- Commission staff continued work on updating Oconto County's hazard mitigation plan. The plan is currently being reviewed by FEMA.
- Commission staff continue to update the Town of Riverview comprehensive plan.

### **SHEBOYGAN COUNTY**

- The Sheboygan MPO Technical and Policy Advisory Committees met jointly on August 27<sup>th</sup>.

- Commission staff started preparing the draft *2016 Sheboygan Metropolitan Planning Area Transportation Planning Work Program* in late August.
- Commission staff participated in a Technical Subcommittee meeting of the Wisconsin Department of Natural Resources (WDNR) Bureau of Air Management's Transportation Conformity Work Group (via teleconference) the afternoon of August 13<sup>th</sup>.
- Commission staff worked with Shoreline Metro staff to prepare for passenger opinion and boarding and alighting surveys that should mostly take place in the fall of 2015. Commission staff prepared the overall passenger opinion survey instrument as well as the boarding and alighting survey forms for each Shoreline Metro route. Commission staff also prepared information on the shifts and hours needed to complete the task. A memorandum went out to Sheboygan area temporary employment agencies in late August soliciting their bids to assist with the surveys.
- Commission staff completed a survey regarding Title VI that was sent by the Office of Business Opportunity and Equity Compliance within the WisDOT Division of Transportation System Development. Information from this survey was to "be recorded and reported in this year's WisDOT Title VI/Nondiscrimination Annual Work Plan and Accomplishment Report."
- Mid-year amendments to the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2015 – 2018* that were approved in late July were transmitted to pertinent state and Federal agencies on August 12<sup>th</sup>. WisDOT sent the Commission a letter approving these amendments on August 18<sup>th</sup>. The amendments primarily impact the transit capital and street and highway project components of the TIP.
- The Sheboygan MPO Technical and Policy Advisory Committees continued their discussion regarding the Surface Transportation Program (STP) Urban funding allocation for the Sheboygan Urbanized Area for the 2015 – 2020 funding cycle at their August 27<sup>th</sup> joint meeting. The MPO advisory committees decided the projects that should be allocated these funds at this meeting.

**2014  
ANNUAL REPORT  
of  
REGISTER IN PROBATE**



Respectfully submitted by:

Juliet Schleis

**Register in Probate**

Kewaunee County Courthouse

613 Dodge Street

Kewaunee, WI 54216

Phone: 920-388-7143

Fax: 920-388-0852

Email: [Juliet.Schleis@wicourts.gov](mailto:Juliet.Schleis@wicourts.gov)

WRIPA Website: [www.wripa.org](http://www.wripa.org)

August 10, 2015

Honorable Members of the Kewaunee County Board of Supervisors:

Enclosed is the annual financial and statistical report of the Register in Probate/Juvenile Clerk Office for the period of January 1, 2014, through December 31, 2014.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Juliet Schleis".

Juliet Schleis  
Register in Probate

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# SECTION 1: STAFF

## KEWAUNEE COUNTY REGISTER IN PROBATE STAFF

Register in Probate/Deputy Juvenile Clerk	Juliet Schleis
Juvenile Clerk/Deputy Register in Probate	Candi Browne
Secretary	Debbie Van Ess

## SECTION 2: Case Information

### PROBATE CASES FILED

Case Type	Number of Cases Filed				
	2010	2011	2012	2013	2014
Estates	44	47	43	47	47
Trusts	0	1	1	0	2
Guardianship: Adult	11	12	11	11	13
Juvenile	3	6	12	4	7
Mental Commitments	61	41	31	32	46
Adoptions	11	3	17	7	3

### JUVENILE CASES FILED

Case Type	Number of Cases Filed				
	2010	2011	2012	2013	2014
TPR (Termination of Parental Rights)	6	2	12	2	1
Juvenile Delinquencies	23	21	26	23	14
JIPS (Juvenile in Need of Protection & Services)	0	1	0	0	4
CHIPS (Child in Need of Protection & Services)	16	16	10	20	7
Juvenile Ordinances	68	109	132	85	46

### GUARDIANSHIP ANNUAL ACCOUNTINGS

(Continuous monitoring of active Guardianship Cases)

2010	2011	2012	2013	2014
141	150	155	162	155

# SECTION 3: Revenue

## PROBATE REVENUE

### PROBATE FEES COLLECTED

2014	Filing Fees		Other Fees i.e. Form Fees	Certified Copies	Copies Not Certified	Claim Against Estate	Probate Search	Wills for Safekeep ing	Objection to will		Total Fees Collected	
	County 33.33%	State 66.67%							50%/county	50%/state		
			100%County									
January	1,312.94	2,626.29	10.00	87.00	44.00	3.00	-	-	-	-	4,083.23	
February	539.94	1,080.16	25.00	51.00	30.00	9.00	4.00	-	-	-	1,739.10	
March	2,300.43	1,150.03	30.00	110.00	45.00	9.00					3,644.46	
April	134.96	269.99	10.00	22.00	74.00	15.00					525.95	
May	376.29	752.71	20.00	27.00	15.00	3.00	4.00				1,198.00	
June	6.66	13.34	20.00	39.00	37.00	15.00					131.00	
July	164.31	328.69	25.00	57.00	40.00	3.00	-				618.00	
August	2,140.51	4,281.67	25.00	99.00	64.00	3.00					6,613.18	
September	403.95	808.05	77.00	75.00	43.00	9.00					1,416.00	
October	1,019.56	3,059.00	15.00	72.00	45.80	3.00	8.00				4,222.36	
November	2,126.57	4,253.78	20.00	111.00	60.00	3.00	-				6,574.35	
December	823.91	1,648.09	25.00	57.00	25.00	18.00					2,597.00	
<b>TOTAL</b>	<b>11,350.03</b>	<b>20,271.80</b>	<b>302.00</b>	<b>807.00</b>	<b>522.80</b>	<b>93.00</b>	<b>16.00</b>	-	-	-	<b>33,362.63</b>	
	Filing Fees		Form Fees	Certified Copies	Copies Not Certified	Claims Against	Probate Search	Wills for Safekeeping		Objection to will		

## JUVENILE REVENUE

Type of Revenue	Amount Collected					Description
	2010	2011	2012	2013	2014	
Juvenile Restitution - Formal	\$3,736.25	\$3,996.05	\$551.29	\$2,784.74	\$3,268.20	Collected and disbursed to victims through Clerk of Courts Office
Juvenile Restitution - Informal	\$471.10	\$455.89	\$0.00	\$125.00	\$1,261.00	Collected and disbursed to victims through Probate Office
Juvenile Ordinance Violations						
Court Costs	\$1,966.11	\$975.79	\$1,699.32	\$1863.38	\$2,000.97	
Village of Luxemburg	\$60.00	\$50.00	\$910.90	\$159.73	\$7.38	Collected and disbursed to Municipalities, County and State through Clerk of Courts Office
City of Algoma	\$985.49	\$951.44	\$735.74	\$1426.52	\$1,122.61	
City of Kewaunee	\$47.50	\$710.60	\$617.22	\$639.90	\$350.00	
Kewaunee County	\$1021.97	\$735.45	\$1,662.38	\$519.11	\$551.10	
<b>TOTAL</b>	<b>\$4081.07</b>	<b>\$3,423.28</b>	<b>\$5,625.56</b>	<b>\$4,608.64</b>	<b>\$4,032.06</b>	

## REIMBURSEMENT

Reimbursement of Fees Advanced by Kewaunee County	Amount Received				
	2010	2011	2012	2013	2014
GAL - Guardian ad Litem reimbursement	Figures Not Available Before 2011				
Probate Cases		\$2,577.26	\$7,072.73	\$4,643.58	\$5,227.64
Juvenile Cases		\$34.00	\$2,650.41	\$5,652.09	\$7,390.91
GAL – Guardian ad Litem from State of WI (shared with Clerk of Courts)	\$15,705.00	\$13,088.00	\$13,861.00	\$13,156.00	\$12,883.00
Tax Intercept	Figures Not Available Before 2011				
Probate Cases		\$0.00	\$0.00	\$0.00	\$0.00
Juvenile Cases		\$0.00	\$495.25	\$4,528.33	\$8,596.86

## REVENUE SUMMARY

### Kewaunee County's Share of Revenue

SOURCE OF REVENUE	REVENUE GENERATED				
	2010	2011	2012	2013	2014
Probate: Filing Fees	\$7,094.94	\$7,642.23	\$3,808.48	\$7,493.27	\$11,350.03
Probate: Form Fees	\$260.00	\$273.71	\$223.29	\$311.00	\$302.00
Probate: Certified Copies	\$705.00	\$613.45	\$721.55	\$795.00	\$807.00
Probate: Copies Not Certified	\$33.00	\$529.97	\$524.03	\$491.00	\$522.80
Probate: Claims Against Estate	\$48.00	\$111.00	\$93.00	\$81.00	\$93.00
Probate: Wills for Safekeeping	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00
Probate: Objection to Will	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00
Probate: Search Fee	\$0.00	\$4.00	\$16.00	\$0.00	\$16.00
Juvenile: Kewaunee County Ordinance Violations	\$1,021.97	\$735.45	\$1,662.38	\$519.11	\$551.10
Reimbursement: GAL from State of WI (shared with Clerk of Courts)	\$15,705.00	\$13,088.00	\$13,861.00	\$13,156.00	\$12,883.00
Reimbursement: GAL fees advanced by Kewaunee	Figures Not Available				
Probate Cases	Before 2011	\$2,577.26	\$7,072.73	\$4,643.58	\$5,227.64
Juvenile Cases		\$34.00	\$2,650.41	\$5,652.09	\$7,390.91
Reimbursement via Tax Intercept: Fees advanced by Kewaunee County	Figures Not Available				
Probate Cases	Before 2011	\$0.00	\$0.00	\$0.00	\$0.00
Juvenile Cases		\$0.00	\$495.25	\$4,528.33	\$8,596.86
<b>TOTAL</b>	<b>\$24,927.91</b>	<b>\$25,609.07</b>	<b>\$31,128.12</b>	<b>\$37,670.38</b>	<b>\$47,740.34</b>

William J. Wolske  
Family Court Commissioner

Circuit Court  
County of Kewaunee  
Office of  
**Family Court Commissioner**

510 Main Street  
P.O. Box 146  
Kewaunee, WI 54216

**TO:** Kewaunee County Board of Supervisors  
**FROM:** William J. Wolske, Family Court Commissioner  
**DATE:** September 29, 2015  
**RE:** 2014 Annual Report

The Family Court Commissioner is appointed by the Chief Judge of the Judicial Administrative District and supervised by Kewaunee County's Circuit Court Judge. The Family Court Commissioner's primary role is to conduct hearings and issue temporary orders during the pendency of divorce actions. In most divorces, one or more hearings are held to determine such matters as legal custody and physical placement of children, the amount of child support and/or spousal maintenance, responsibility for payment of debts and insurance premiums, use of the family residence and personal property, and other related matters.

Pursuant to the Wisconsin Statutes and upon the direction of the Circuit Court Judge, in our county the Family Court Commissioner also:

1. Issues temporary restraining orders and injunctions in domestic abuse and harassment actions.
2. Represents the Kewaunee County Child Support Agency in establishing, enforcing and revising child support orders.
3. Serves as the Director of Family Court Services, who is responsible for contracting for, administering and assigning mediators in disputes concerning child custody or physical placement, formerly visitation.

The Family Court Commissioner in Kewaunee County also serves as the Juvenile Court Commissioner and the County Mental Health Review Officer, and in the absence of the Circuit Court Judge, conducts initial hearings for juveniles in physical custody.

2014  
FAMILY COURT  
COMMISSIONER

*William J. Wolske*  
*Family Court Commissioner*

# FAMILY COURT COMMISSIONER

- ◆ CIRCUIT COURT COMMISSIONER
- ◆ DIRECTOR OF FAMILY COURT SERVICES
- ◆ ATTORNEY FOR COUNTY CHILD SUPPORT AGENCY
- ◆ JUVENILE COURT COMMISSIONER
- ◆ COUNTY MENTAL HEALTH REVIEW OFFICER

# ***Family Court Commissioner*** ***-- in Divorces***

Issues Temporary Orders:

- Support
- Maintenance
- Placement
- Custody

## ***DUTIES***

### **Family Court Commissioner**

- Position: Part-time.
- Source: Appointed by the Chief Judge of the Judicial Administrative District and supervised by the Kewaunee County Circuit Court Judge.
- Term: Until a successor is appointed and qualified. May be removed for cause.
- Compensation: Salary and office expense reimbursement.
- Authority: Sec. 757.68 of the Wisconsin Statutes.

### **Director of Family Court Services**

- Position: Part-time.
- Source: Appointed by the Kewaunee County Circuit Court Judge.
- Term: Serves at the discretion of the Kewaunee County Circuit Court Judge.
- Compensation: Included in Family Court Commissioner compensation.
- Authority: Sec. 767.405 of the Wisconsin Statutes.

### **Juvenile Court Commissioner**

Position: Part-time.

Source: Appointed by the Chief Judge of the Judicial Administrative District.

Term: Serves at the discretion of the Chief Judge of the Judicial Administrative District.

Compensation: Included in Family Court Commissioner compensation.

Authority: Sec. 757.68 of the Wisconsin Statutes.

### **Mental Health Review Officer**

Position: Part-time.

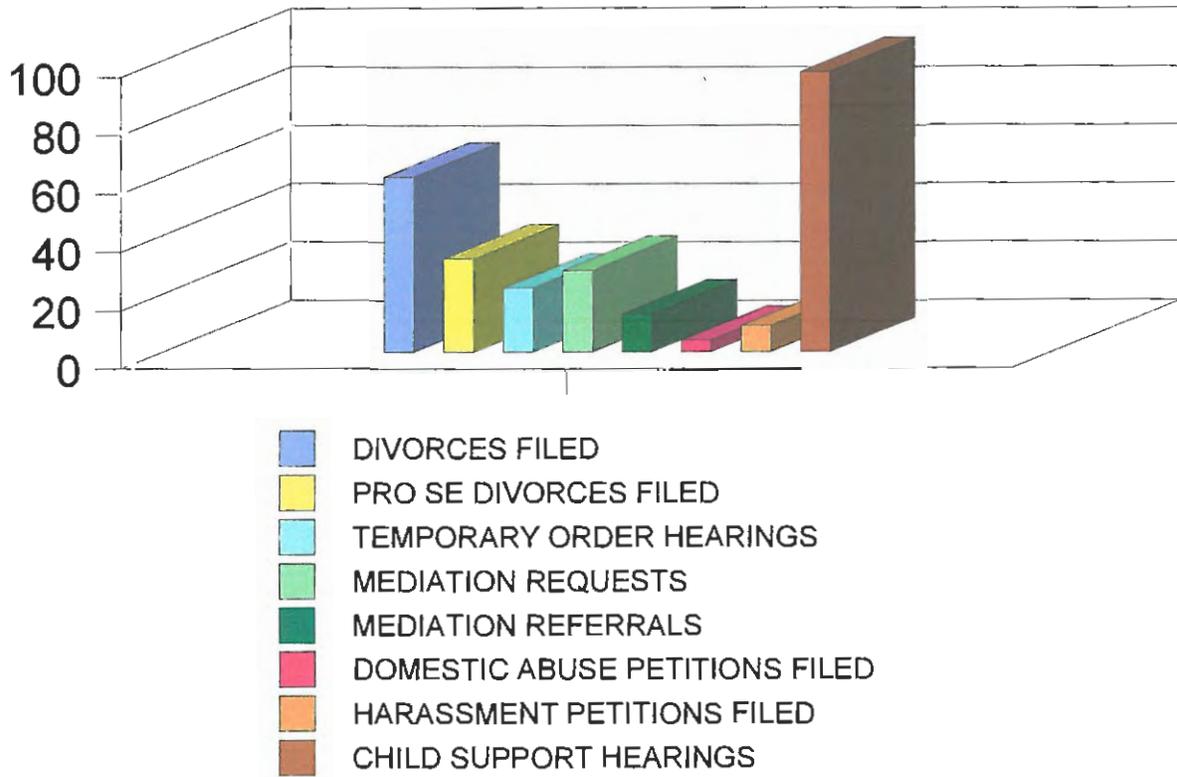
Source: Appointed by the Kewaunee County Circuit Court Judge.

Term: Serves at the discretion of the Kewaunee County Circuit Court Judge.

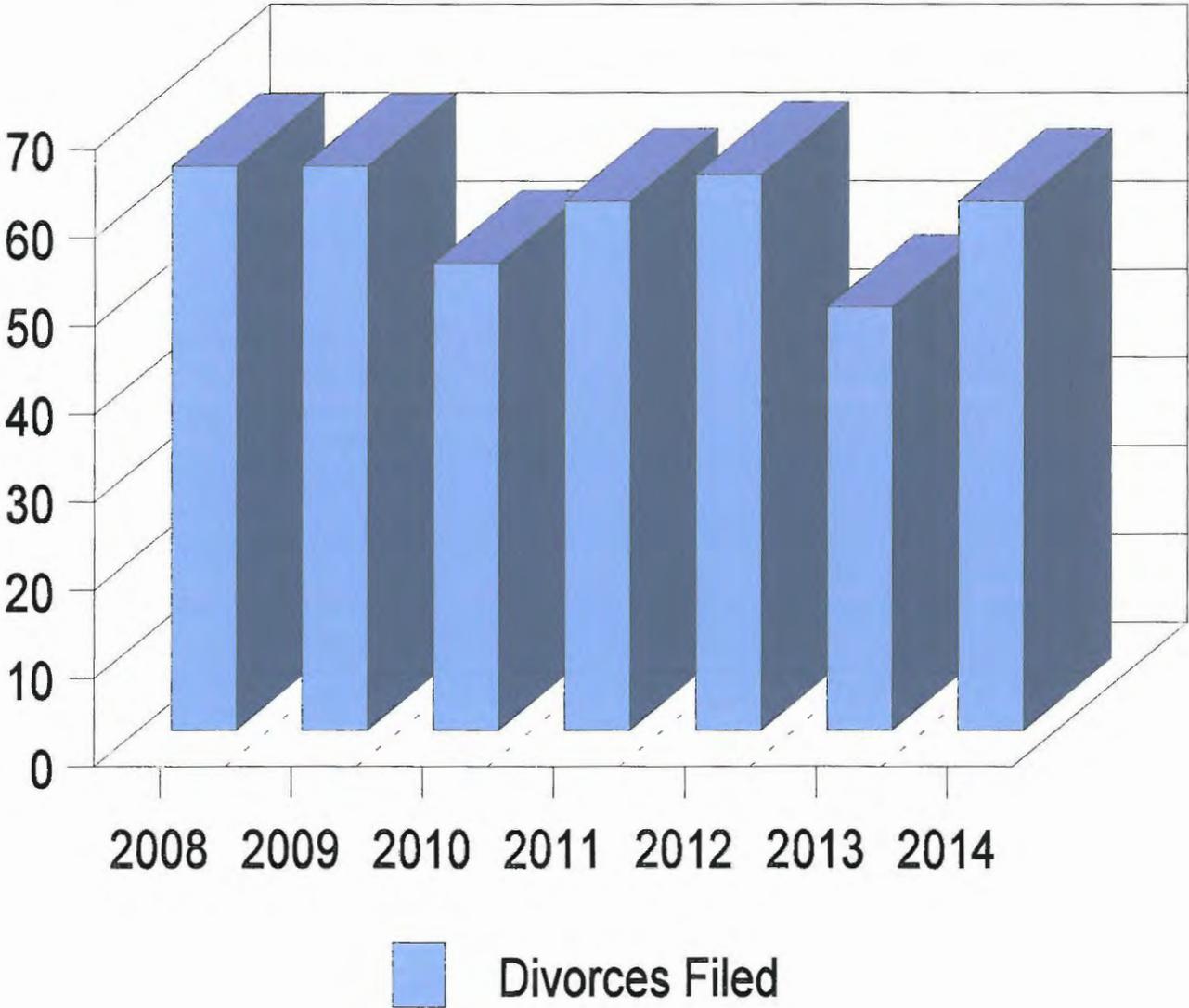
Compensation: Included in Family Court Commissioner compensation.

Authority: Sec. 51.14(2) of the Wisconsin Statutes.

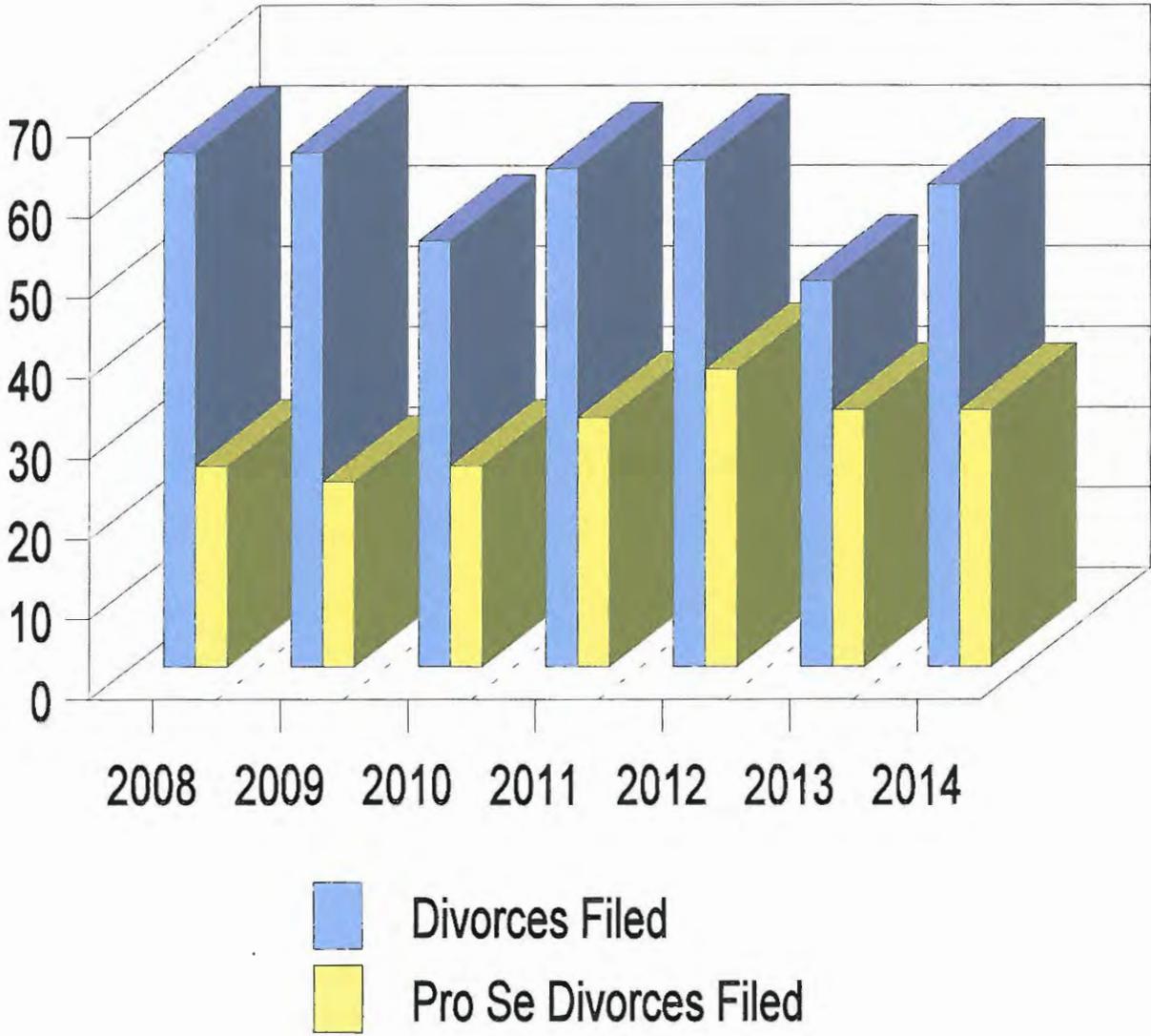
# 2014 SUMMARY



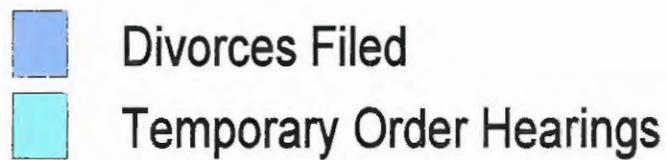
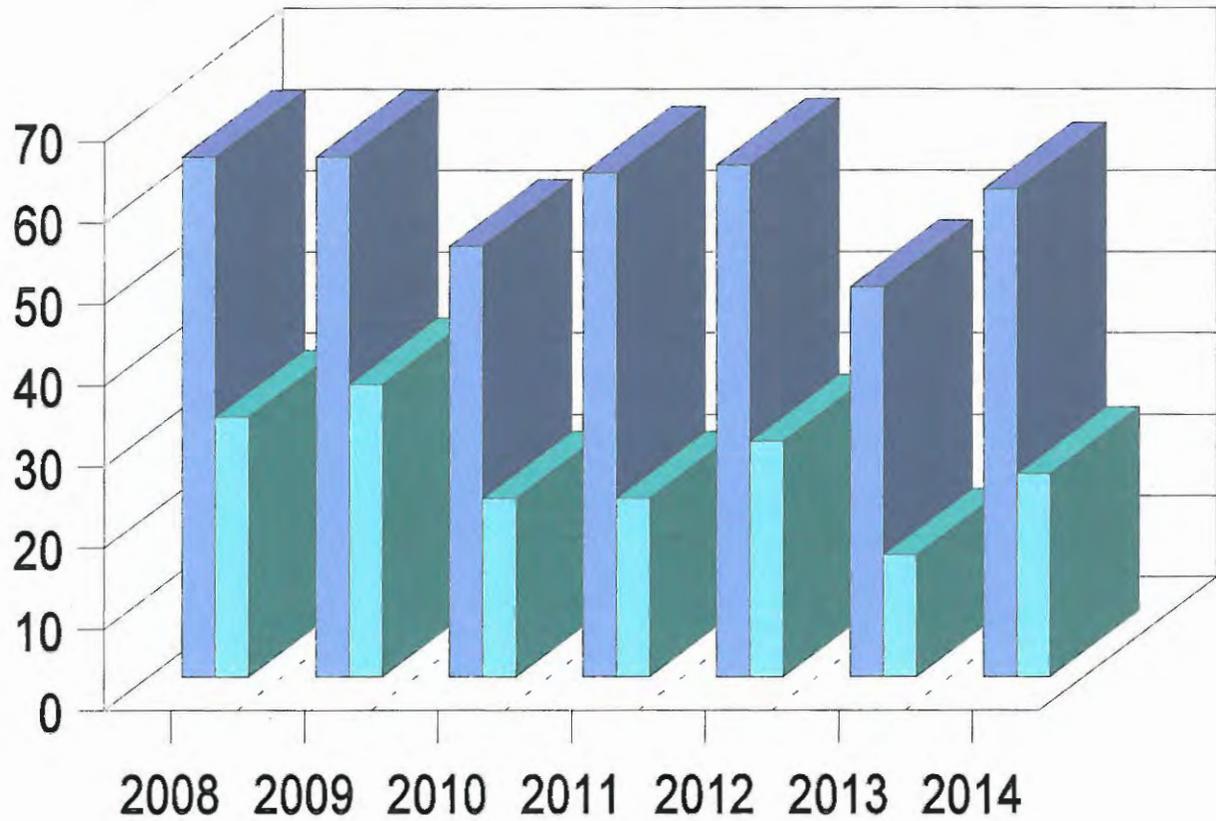
# Kewaunee County Divorces



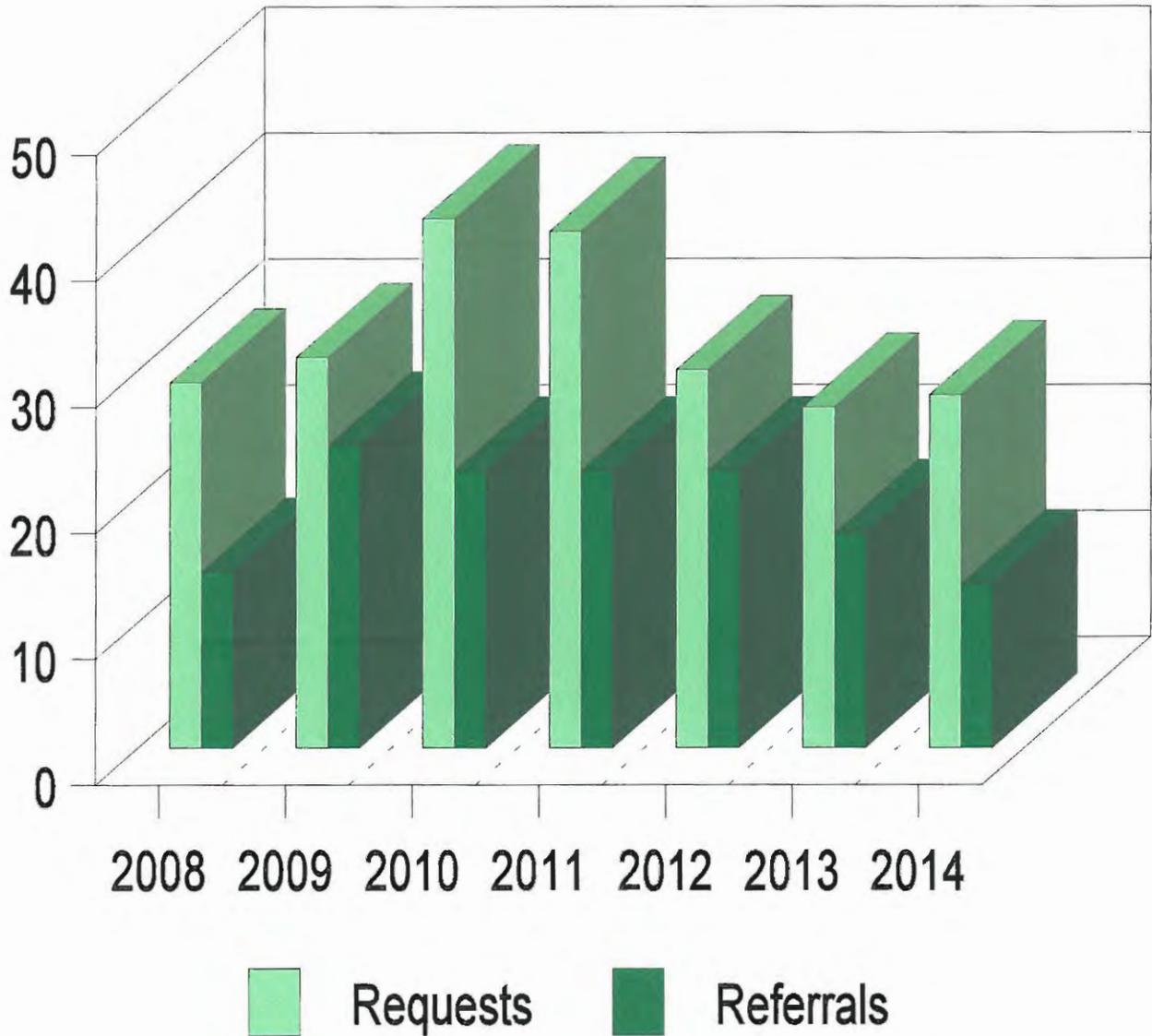
# Divorces/Pro Se Divorces



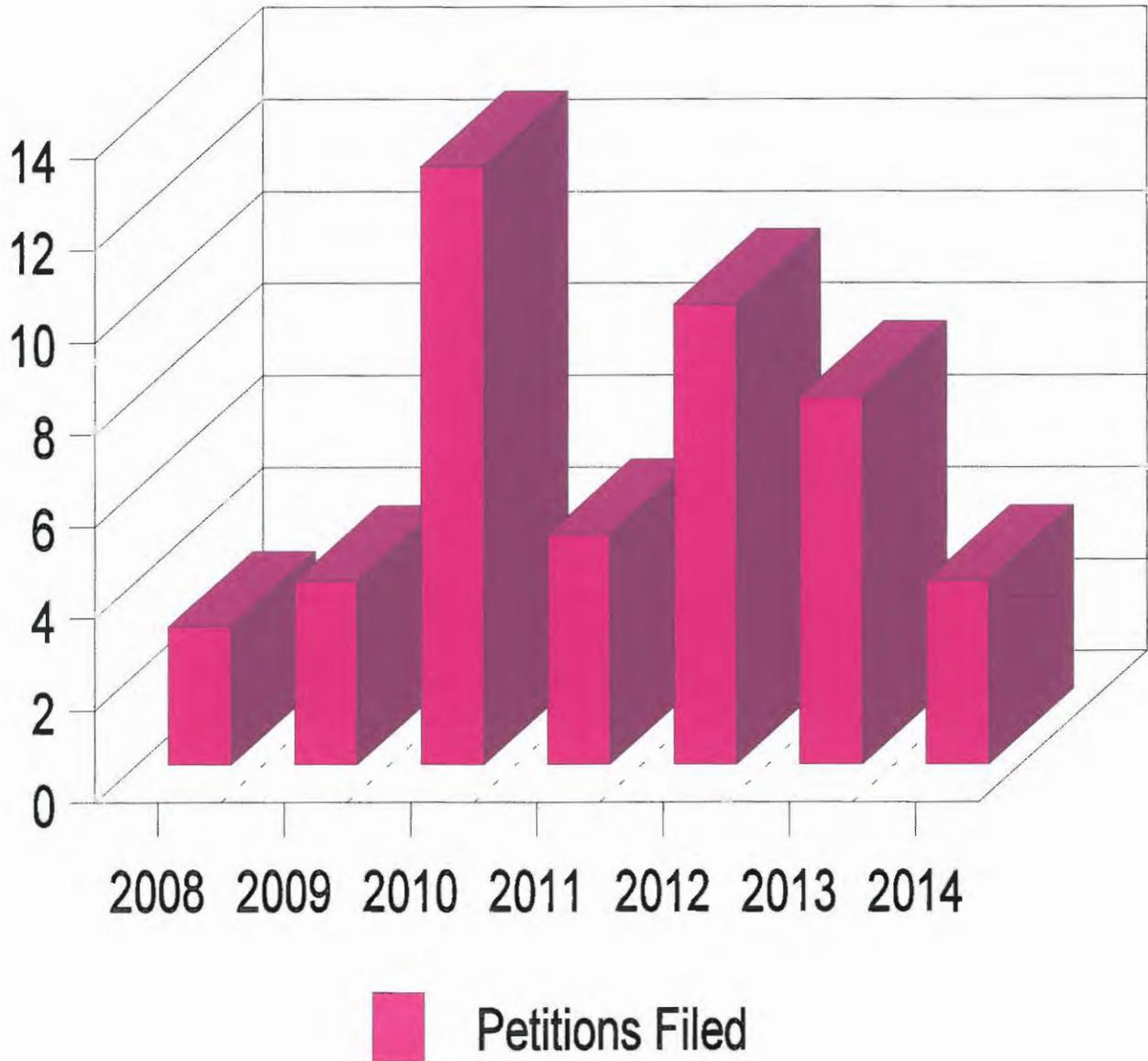
# Divorces/Temporary Orders



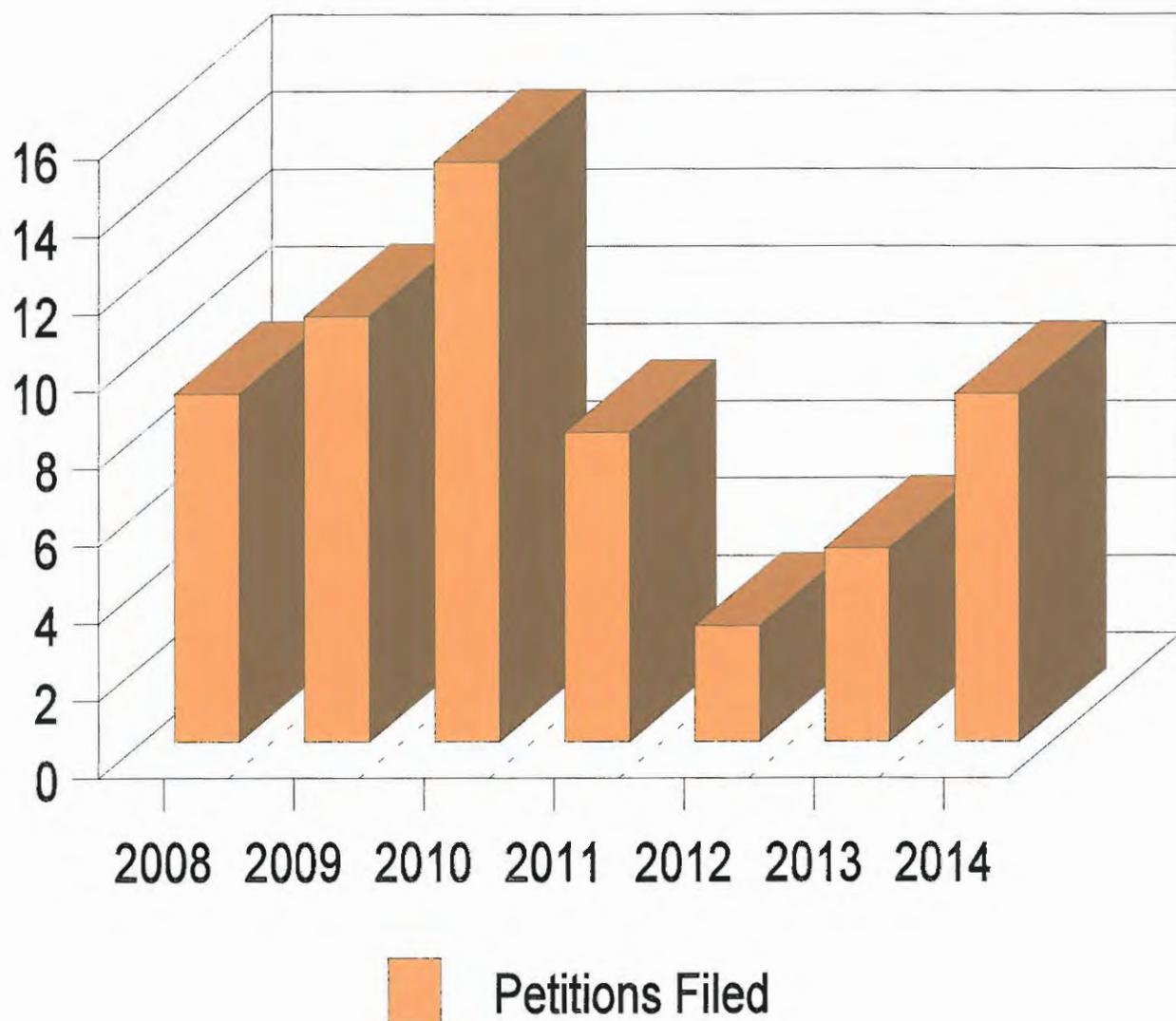
# Mediation



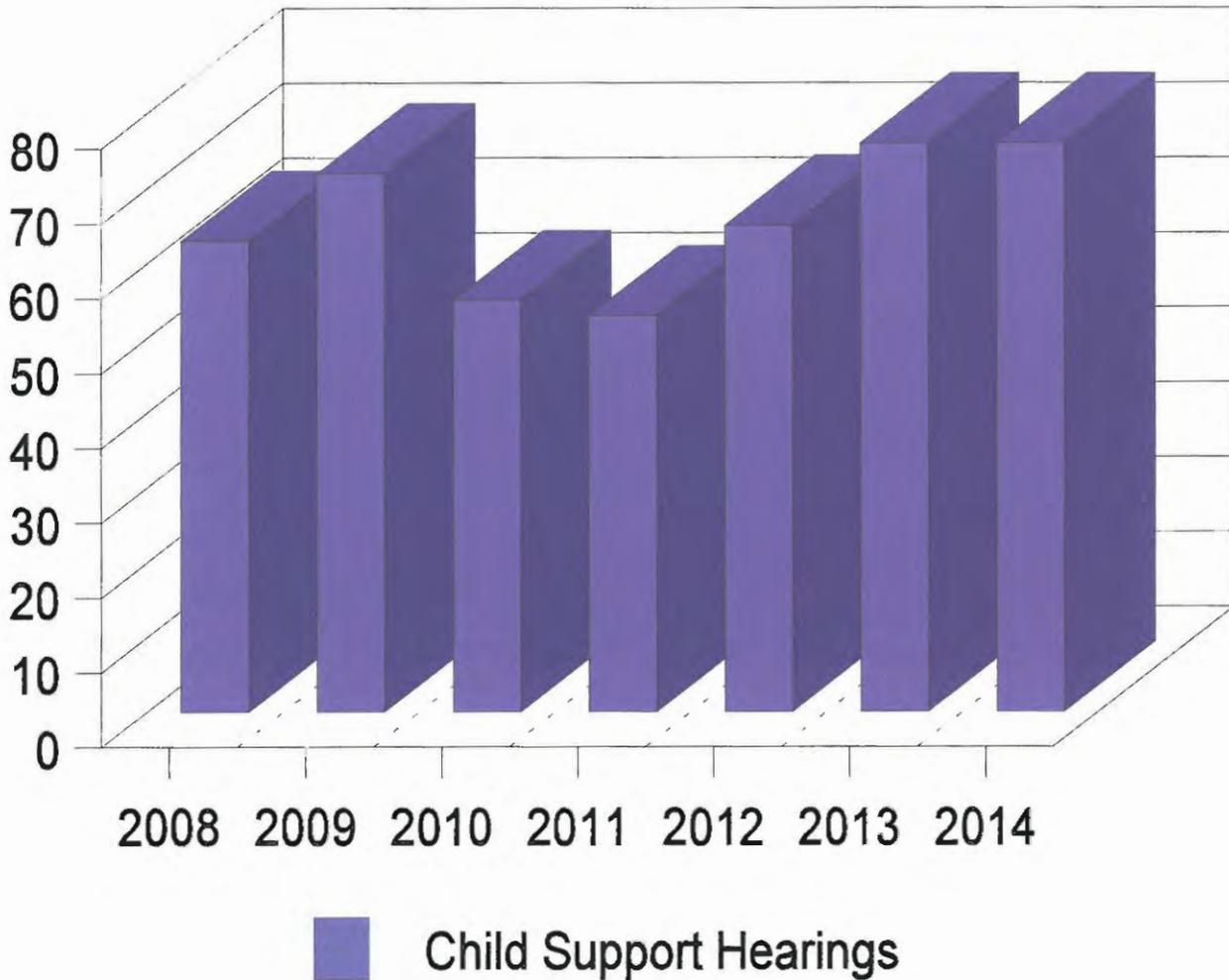
# Domestic Abuse



# Harassment



# Child Support Enforcement





WISCONSIN

kewaunee county



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Family Court Commissioner

**Department Head:** William J. Wolske

Telephone Number: (920)-388-2333

**Family Court Commissioner Documents**

[Kewaunee County Family Law Handbook](#)

[Parenting Program](#)

[Request for Mediation \(form\)](#)

[Instructions for Pro Se Modification or Enforcement of a Judgment](#)

[Domestic Abuse Temporary Restraining Order and Injunction Filing Instructions](#)

[Harassment Temporary Restraining Order and Injunction Filing Instructions](#)

[Injunction Stipulation and Order \(form\)](#)

[Harassment Restraining Orders & Injunctions](#)

[Guidelines for Completing Pro Se Divorce or Legal Separation Documents](#)

[UW Extension Supporting Children During Divorce program brochure](#)

**Links**

[Wisconsin Statutes](#)

[Wisconsin Administrative Code](#)

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