

**PUBLIC NOTICE AND AGENDA  
KEWAUNEE COUNTY BOARD PUBLIC HEARING  
AND COUNTY BOARD SESSION 2015**

**MONTH OF: OCTOBER**

**DATE: October 20, 2015**

**TIME: 5:00 PM**

**PLACE: County Board Room**

**Administration Center**

**810 Lincoln St, Kewaunee, WI**

- 1. Public Hearing on Proposed 2016 Budget at 5:00 PM**
  - a. Call to Order – Chairman Ron Heuer**
  - b. Hear Public Comments**
  - c. Adjourn**
- 2. Call to Order (County Board Session)**
- 3. Pledge of Allegiance and Prayer**
- 4. Roll Call**
- 5. Approve County Board Agenda**
- 6. Approve Previous County Board Minutes**
- 7. Citizen's Input (maximum 3 minutes per appearance, 20 minutes total per meeting)**
- 8. Appointments**
  - a. None**
- 9. Annual Reports and Other Reports to the Board as Requested by the County Board or Committee:**
  - a. Kewaunee County Administrator – Scott Feldt**
- 10. Committee Reports:**
  - a. Highway / Solid Waste Committee**
  - b. Personnel, Advisory & Legislative Committee**
  - c. Health, Veterans & Child Support Committee**
  - d. Extension, Education & Zoning Committee**
  - e. Land & Water Conservation Committee**
  - f. Law Enforcement & Emergency Management Committee**
  - g. Finance and Public Property Committee**
  - h. Human Services Committee**
  - i. Promotion & Recreation Committee**
  - j. Groundwater Task Force Committee**
  - k. Revolving Loan Fund Committee**
  - l. Bay Lake Regional Planning Commission**

11. **First Reading of Ordinance (vote to be taken at the next County Board meeting)**
  - a. **None**
  
12. **Recess, if needed**
  
13. **Consideration of Meeting Resolutions:**
  - a. **Resolution Urging Amendment to §43.12 County Payment for Library Services**
  - b. **Resolution Granting the Petition for Bridge Aid – Town of Carlton**
  - c. **Resolution Approving the Revolving Loan Fund Application of: JV Kids LLC**
  
14. **Consideration of Ordinance read at previous County Board Meeting**
  - a. **None**
  
15. **Communications:**
  - a. **Resolutions from other Counties**
  - b. **Kewaunee County Events**
  
16. **Set meeting date for next County Board Meeting**
  - a. **November 10, 2015 at 6:00 p.m. – Budget Approval & County Board Session (previously scheduled)**
  - b. **December 15, 2015 at 5:00 p.m. (previously scheduled)**
  - c. **January 19, 2016 at 6:00 p.m. (proposed)**
  
17. **Adjourn**

**/s/Ron Heuer**  
**Kewaunee County Board Chairman**

**/s/Jamie Annoye**  
**Kewaunee County Clerk**

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

**AUGUST SESSION  
KEWAUNEE ADMINISTRATION CENTER  
AUGUST 18, 2015**

The meeting of the Kewaunee County Board of Supervisors was called to order by the Kewaunee County Chairman, Ron Heuer, on August 18, 2015 at 6:02 PM.

The Pledge of Allegiance was recited, followed by prayer.

Roll Call: Supervisors Benes, Cravillion, Garfinkel, Haske, Heidmann, Heuer, Jahnke, Kirchman, Mastalir, Paape, Pagel, Paider, Romdenne, Shillin, Tebon, Wagner and Weidner (17) were present. Supervisors Luft and Sinkula (2) were excused. District 8 is vacant.

Supervisors Paape moved and Benes seconded to approve the County Board agenda. Motion carried.

Supervisors Haske moved and Tebon seconded to approve the previous County Board minutes. Motion carried.

**Citizens Input:**

None

**APPOINTMENT**

Pursuant to Wisconsin Statutes 59.03(3)(e), I hereby make the following appointment to fill the vacancy in Supervisory District No. 8 subject to County Board approval.

Douglas R. Doell  
E2440 Church Rd., Luxemburg, WI 54217

Respectfully submitted,  
Ron Heuer, County Board Chairman.

Supervisors Kirchman moved and Cravillion seconded for approval of the above appointment. Motion carried.

County Clerk, Jamie Annoye, gave Douglas R. Doell the oath of office.

There are now 18 County Board Supervisors present. Supervisors Luft and Sinkula are excused.

**APPOINTMENT**

I hereby make the following change to the Kewaunee County Board Standing Committee appointments subject to County Board approval.

**Human Services Committee**

Add Virginia Haske as Human Services Committee Chairman, Remove Linda Sinkula as Chairman  
Add Douglas R. Doell, Remove Linda Sinkula

**Health, Veteran Service & Child Support Committee**

Add Douglas R. Doell, Remove Gordon Reckelberg

**Personnel, Advisory & Legislative Committee**

Add Virginia Haske, Remove Linda Sinkula

Respectfully submitted,  
Ron Heuer, Kewaunee County Chairman

Supervisors Pagel moved and Weidner seconded for approval of the above appointments. Motion carried.

**ANNUAL REPORT**

Kewaunee County Clerk of Courts – Becky Deterville  
Kewaunee County Emergency Management Director – Tracy Nollenberg  
Kewaunee County Public Health Director – Cindy Kinnard

**REPORT**

Kewaunee County Administrator – Scott Feldt

Supervisor Sinkula arrived at 6:22 p.m. There are now 19 County Board Supervisors present. Supervisor Luft is excused.

**Committee Reports:**

Highway/Solid Waste Committee - Supervisor Kirchman  
Personnel, Advisory & Legislative Committee – Supervisor Heuer  
Health Committee – Supervisor Shillin  
University Extension & Zoning Committee - Supervisor Romdenne  
Land & Water Conservation Committee – Supervisor Pagel  
Law Enforcement & Emergency Management Committee – Supervisor Weidner  
Finance & Public Property Committee - Supervisor Haske reported for Supervisor Luft  
Human Services Committee – Supervisor Haske  
Promotion & Recreation Committee – Supervisor Heidmann  
Groundwater Task Force – Supervisor Heuer reported for Supervisor Luft  
Bay-Lake Regional Planning – Supervisor Haske  
Revolving Loan Fund Committee – No Meeting

**First Reading of Ordinance:**

None

**Consideration of Resolutions:**

**RESOLUTION NO. 7-8-15**

**A RESOLUTION GRANTING THE PETITION FOR BRIDGE AID – TOWN OF FRANKLIN**

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

**WHEREAS**, the Town Board of the Town of Franklin has petitioned the Kewaunee County Highway Commissioner for bridge aid to repair or construct the Irish Road Bridge No. 1 located in Section(s) 19 in the Town of Franklin pursuant to §82.08, Wisconsin Statutes; and

**WHEREAS**, Section 82.08(3), Wisconsin Statutes, provides the Town and the County shall each pay one-half of the cost of construction or repair of a bridge; and

**WHEREAS**, the cost of said bridge construction and/or repairs is estimated at \$3,500.00; and

**WHEREAS**, the Town of Franklin hereby petitions the Honorable Kewaunee County Board of Supervisors to raise \$1,750.00 to cover the County’s share of said cost of the bridge construction and/or repairs.

**NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors, duly assembled this 18th day of August 2015, that the Board hereby approves the petition of the Town of Franklin and agrees to contribute the sum of \$1,750.00 representing the County’s share of the costs to construct and/or repair the aforementioned bridge.

**BE IT FURTHER RESOLVED**, the \$1,750.00 shall be paid from the 2015 County Aid Bridge Fund.

Respectfully Submitted,  
Highway and Solid Waste Committee  
HEIDMANN, KIRCHMAN, MASTALIR, PAAPE, ROMDENNE

<b>FISCAL IMPACT STATEMENT:</b>
\$1,750.00 from County Aid Bridge Fund in 2015

Supervisors Kirchman moved and Paider seconded for adoption. Roll call vote: 19 ayes, 0 nays and 1 excused (Luft). Motion carried.

**RESOLUTION NO. 8-8-15**

**A RESOLUTION APPROVING AMENDMENT TO THE EMERGENCY MANAGEMENT BUDGET**

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

**WHEREAS**, in accordance with Section 65.90(5)(a), Wis. Stats., the amounts of the various appropriations and the purposes for such appropriations stated in a budget may not be changed unless authorized by a vote of two-thirds of the entire membership of the County Board of Supervisors; and

**WHEREAS**, The Law Enforcement & Emergency Management Committee considered and hereby recommends making the following budget adjustments to the Emergency Management Department Budget due to a \$1,401 higher than budgeted Sara Grant award and the award of \$1,632 EPCRA Grant:

		<u>Revenue</u>	<u>Expense</u>
<u>Sara</u>			
100.43302.000	Sara Grant Revenue	\$1,401	
100.52601.000.312	Office Supplies		\$700
100.52601.000.332	Travel		\$200
100.52601.000.336	Training		\$501
<b>TOTAL Adjustments Sara</b>		<b>\$1,401</b>	<b>\$1,401</b>
<u>EPCRA</u>			
100.43309.000	EPCRA Grant Revenue	\$1,632	
100.52610.000.601	EPCRA Program		\$1,632
<b>TOTAL Adjustments EPCRA</b>		<b>\$1,632</b>	<b>\$1,632</b>

**NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly assembled this 18th day of August 2015, that the Board approves the budget adjustments set forth above.

**BE IT FURTHER RESOLVED**, that within 10 days the County Clerk shall file a Class 1 notice of this budget adjustment.

Respectfully Submitted,  
Law Enforcement & Emergency Management  
BENES, JAHNKE, SINKULA, WEIDNER

Supervisors Benes moved and Weidner seconded for adoption. Roll call vote: 19 ayes, 0 nays and 1 excused (Luft). Motion carried.

**Consideration of Ordinances:**

None

**Communications:**

Resolutions from other counties  
Kewaunee County Events: Zoobilee on 8/29/15, VIP Poker Run on 8/22/15, Food Pantry Rummage Sale & Raffle on 8/20/15-8/22/15,  
Labor Day VIP-Bring It Home Smokehouse Jamboree on 9/7/15, Hillcrest Back to School Days on 8/18/15

Supervisors Wagner moved and Romdenne seconded that the September 15, 2015 County Board Meeting should be rescheduled to September 29, 2015 at 6:00 PM. Motion carried.

Supervisors Paape moved and Benes seconded that the October County Board Meeting will be held on October 20, 2015 at 6:00 PM.  
Motion carried.

Supervisors Romdenne moved and Wagner seconded that the November County Board Meeting will be held on November 17, 2015 at 6:00 PM.  
Motion carried.

Supervisors Heidmann moved and Wagner seconded to adjourn. Motion carried.

Board adjourned at 7:18 PM.

---

Ron Heuer, Kewaunee County Board Chairman

---

Jamie Annoye, Kewaunee County Clerk

CERTIFICATION  
STATE OF WISCONSIN:

SS

COUNTY OF KEWAUNEE:

I, Jamie Annoye, County Clerk in and for Kewaunee County, Wisconsin do hereby certify that the following is a true and correct copy of the minutes of the meeting of the Kewaunee County Board of Supervisors held in regular Board Chambers at the Administration Center in Kewaunee on August 18, 2015.

---

Jamie Annoye, Kewaunee County Clerk

**SEPTEMBER SESSION  
KEWAUNEE ADMINISTRATION CENTER  
SEPTEMBER 29, 2015**

The meeting of the Kewaunee County Board of Supervisors was called to order by the Kewaunee County Chairman, Ron Heuer, on September 29, 2015 at 6:04 PM.

The Pledge of Allegiance was recited, followed by prayer.

Roll Call: Supervisors Benes, Cravillion, Doell, Garfinkel, Haske, Heidmann, Heuer, Jahnke, Kirchman, Luft, Mastalir, Paape, Paidcr, Romdenne, Shillin, Tebon, Wagner and Weidner (18) were present. Supervisors Pagei and Sinkula (2) were excused.

Supervisors Mastalir moved and Luft seconded to approve the County Board agenda. Motion carried.

**Citizens Input:**

Jodi Parins – Spoke regarding negative PR and reminder of local events  
Lynie Vincent – Spoke regarding Kewaunee County Economic Development Corp. information  
Dick Swanson – Requested more help to the Land & Water Department

**APPOINTMENT**

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

Respectfully submitted,  
Scott Feldt, County Administrator

**APPOINTMENT**

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  
Other Members

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

Respectfully submitted,  
Scott Feldt, County Administrator

**APPOINTMENT**

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, County Administrator

Supervisors Heidmann moved and Paape seconded for approval of all above appointments. Motion carried.

**ANNUAL REPORT**

Kewaunee County Register in Probate – Juliet Schleis  
Kewaunee County Family Court Commissioner – William Wolske

**REPORT**

Dominion Report – Stu Yuen  
Kewaunee County Administrator – Scott Feldt

**Committee Reports:**

Highway/Solid Waste Committee - Supervisor Kirchman  
Personnel, Advisory & Legislative Committee – Supervisor Heuer  
Health Committee – Supervisor Shillin  
University Extension & Zoning Committee - Supervisor Romdenne  
Land & Water Conservation Committee – Supervisor Paidcr  
Law Enforcement & Emergency Management Committee – Supervisor Weidner  
Finance & Public Property Committee - Supervisor Luft  
Human Services Committee – Supervisor Haske  
Promotion & Recreation Committee – Supervisor Heidmann  
Groundwater Task Force – Supervisor Luft  
Bay-Lake Regional Planning – Supervisor Haske





**RESOLUTION NO.**

**A RESOLUTION URGING AMENDMENT TO §43.12 COUNTY  
PAYMENT FOR LIBRARY SERVICES**

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

1 **WHEREAS**, Kewaunee County recognizes the importance of public libraries and the knowledge,  
2 information and resources public libraries provide; and  
3

4 **WHEREAS**, Kewaunee County is committed to and does provide substantial financial support to  
5 the public libraries located within Kewaunee County; and  
6

7 **WHEREAS**, under the provisions of Wis. Stat. §43.12, Kewaunee County is required to make  
8 payment to adjoining counties for materials loaned from adjoining county libraries to residents of  
9 Kewaunee County; and  
10

11 **WHEREAS**, Kewaunee County made payments totaling \$70,578 in 2013, \$63,956 in 2014,  
12 \$54,946 in 2015 and Kewaunee County expects to pay \$55,955 in 2016 for library services of  
13 which approximately 97% went to Brown County and the remaining to Manitowoc County; and  
14

15 **WHEREAS**, virtually all materials loaned to Kewaunee County residents at the adjoining county  
16 libraries are available to Kewaunee County residents if those same materials are requested  
17 directly from Kewaunee County libraries; and  
18

19 **WHEREAS**, Kewaunee County has made efforts to communicate to its residents the costs  
20 incurred by Kewaunee County when residents choose to loan materials directly from adjacent  
21 county libraries resulting in only a modest impact on the payments due to adjoining counties;  
22 and  
23

24 **WHEREAS**, In an effort to remedy the current statutory scheme, Kewaunee County proposes  
25 Wis. Stat. 43.12(8) be created to read:  
26

27 (8) To avoid any payments due under sub. (1), a county that does not maintain a  
28 consolidated public library may, by resolution, direct the county clerk to notify the  
29 county clerk of each adjacent county that the adjacent county libraries are to  
30 invoice out-of-county residents directly for any materials loaned.  
31

32 **NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly  
33 assembled this 20<sup>th</sup> day of October 2015, that the Board urges the Legislature to amend Wis.  
34 Stat. §43.12 with the proposed language described above; and  
35

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

3  
4 **BE IT FURTHER RESOLVED**, the Clerk shall forward a copy of this Resolution to the county  
5 clerk of each county of this state and to the Wisconsin Counties Association.

Respectfully Submitted,

**FINANCE AND PUBLIC PROPERTY COMMITTEE**

---

---

---

---

---

**APPROVED AS TO FORM**

Jeffrey R. Wisnicky  
Corporation Counsel

FISCAL IMPACT STATEMENT:

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



**RESOLUTION NO.**

**A RESOLUTION GRANTING THE PETITION FOR BRIDGE AID –  
TOWN OF CARLTON**

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

- 1 **WHEREAS**, the Town Board of the Town of Carlton has petitioned the Kewaunee County  
 2 Highway Commissioner for bridge aid to repair or construct the Sandy Bay Road Bridge located  
 3 in Section(s) 22 & 27 in the Town of Carlton pursuant to §82.08, Wisconsin Statutes; and  
 4  
 5 **WHEREAS**, Section 82.08(3), Wisconsin Statutes, provides the Town and the County shall  
 6 each pay one-half of the cost of construction or repair of a bridge; and  
 7  
 8 **WHEREAS**, the cost of said bridge construction and/or repairs is estimated at \$6,610.00; and  
 9  
 10 **WHEREAS**, the Town of Carlton hereby petitions the Honorable Kewaunee County Board of  
 11 Supervisors to raise \$3,305.00 to cover the County's share of said cost of the bridge  
 12 construction and/or repairs.  
 13  
 14 **NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors, duly  
 15 assembled this 20th day of October 2015, that the Board hereby approves the petition of the  
 16 Town of Carlton and agrees to contribute the sum of \$3,305.00 representing the County's share  
 17 of the costs to construct and/or repair the aforementioned bridge.  
 18  
 19 **BE IT FURTHER RESOLVED**, the \$3,305.00 shall be paid from the 2016 County Aid Bridge  
 20 Fund.

Respectfully Submitted,

**HIGHWAY AND SOLID WASTE COMMITTEE**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**APPROVED AS TO FORM**

Jeffrey R. Wisnicky  
 Corporation Counsel

**FISCAL IMPACT STATEMENT:**

\$3,305.00 from County Aid  
 Bridge Fund in 2016

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



**RESOLUTION NO.**

**APPROVING THE REVOLVING LOAN FUND APPLICATION OF:  
JV Kids LLC**

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

1 **WHEREAS**, Kewaunee County created a revolving loan fund to encourage economic development  
 2 in Kewaunee County; and  
 3  
 4 **WHEREAS**, JV Kids, LLC, has developed a business plan to operate a child care center; and  
 5  
 6 **WHEREAS**, JV Kids, LLC, has made application to the Revolving Loan Fund Committee for a loan  
 7 to purchase equipment; and  
 8  
 9 **WHEREAS**, the Revolving Loan Fund Committee has considered the loan application and  
 10 recommends approving a loan to JV Kids, LLC, under the following general terms:  
 11  
 12 Principal: \$50,000.00  
 13 Interest: 4%  
 14 Repayment term: 10 years  
 15 Repayment schedule: No payments the first year, interest only payments the second year, and  
 16 principal and interest the third and subsequent years..  
 17 Security/Collateral: The loan is secured with first position on the equipment. 100% personal  
 18 guarantees from Lisa and Chad Cochart.  
 19  
 20 **NOW, THEREFORE, BE IT RESOLVED**, that the Kewaunee County Board of Supervisors, duly  
 21 assembled this 20th day of October 2015, that the Board hereby authorizes and approves the Loan  
 22 Application of JV Kids, LLC; and  
 23  
 24 **BE IT FURTHER RESOLVED**, the Revolving Loan Fund Administrator shall provide JV Kids, LLC,  
 25 with notice the loan was approved and negotiate the final terms of the loan in a manner not  
 26 inconsistent with the general parameters outlined above and the policies and procedures of the  
 27 Kewaunee County Revolving Loan Fund Manual.

Respectfully Submitted,

**REVOLVING LOAN FUND**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**APPROVED AS TO FORM**

Jeffrey R. Wisnicky  
 Corporation Counsel

FISCAL IMPACT STATEMENT:  
 \$50,000.00 loan to JV Kids LLC.

	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

September 24, 2015

The Highway Committee meeting was called to order at 8:45 AM by Chairman Larry Kirchman. Members present included: Larry Kirchman, Bruce Heidmann, Gary Paape, Tom Romdenne, and John Mastalir. Also present was Highway Commissioner Todd Every, 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: Bruce Heidmann made a motion to adopt today's Agenda. Second by Tom Romdenne. Motion carried unanimously.

Approval of Minutes: Bruce Heidmann made a motion to approve the Highway Committee Minutes from their September 9<sup>th</sup> meeting. Second by Tom Romdenne. Motion carried unanimously.

Public Comments: None

## Reports:

Commissioner Todd Every had the following to report:

### ❖ Highway Updates:

- This is the last week of our 10-hour-days. Beginning Monday, September 28<sup>th</sup> hours will be Mon-Fri 7:00 – 3:15
- Commissioner Every has posted a notice for employees to sign up for the "Winter On-Call Schedule"
- We are looking for Part-Time Snow Plow Drivers
- "Wisconsin Refueling Readiness Grant" was awarded to Kewaunee County Highway Dept. & Emergency Management Dept
- Paving: Finished County Paving Schedule to include CTH "C", "AB", "G", & "SS"
- LRIP informational meeting was held here @ the Highway Dept last night. 4 Townships attended the meeting. Applications are due October 26<sup>th</sup>
- Commissioner Every met w/ the WI~DOT regarding our 6 year project planning. Discussion included:
  - Bridge reconstruction projects thru 2019
  - 2021 ~ Resurfacing Hwy. 42 thru Kewaunee
  - Hwy. 54 Luxemburg to Algoma in 2024
  - Resurfacing Hwy. 29 from the County line to Kewaunee City Limits in 2025
- Commissioner Every shared the annual Management Letters for the Highway Department and Solid Waste Operations prepared by Schenck.

### ❖ Solid Waste Updates:

- #963 dozer is currently at FABCO for repairs to the right planetary drive. Also, the undercarriage and tracks will need work before the close of the landfill. Staff is looking at the costs and timing of these repairs to spread out the impact of these repairs
- Commissioner Every & Corporation Counsel Jeff Wisnicky attended a meeting w/ Brown County Solid Waste and Fox River Fiber to work on a contract to accept their paper sludge product. A Memorandum of Understanding (MOU) is being developed and will be presented to the committee when complete
- Hand-Outs:
  - Schenck Management Letters
  - Tonnage & Charge Summary by account name January 1, 2015 thru August 31, 2015
  - Spreadsheet prepared by Committee Member John Mastalir regarding the 2016 Fee Schedule, including comparison fees at neighboring landfill sites

Review LP Gas Bids: Four bids were received, they are as follows:

Name	Bid Amount
Larsen Cooperative Co.	\$ 0.87 / gallon
Lakes Gas Co.	\$ 0.92 / gallon
Ferrellgas	\$ 0.979 / gallon
Country Vissions Cooperative	\$ 1.209 / gallon

Our contract last year was with Country Visions for \$ 1.509 / gallon. We used approximately 29,000 gallons. Motion made by Bruce Heidmann to enter into a contract with Larsen Cooperative Co. at \$ 0.87 / gallon. Second by Gary Paape. All in favor. Motion carried unanimously.

Discuss Town of Carlton Bridge Aid Request: Bridge Aid request for Sandy Bay Rd. in the Town of Carlton. Work to include the replacement of a 36" culvert pipe. Pipe to be replaced in 2016. Estimated cost is \$6,610.00. Town of Carlton is requesting \$3,305.00 in Bridge Aid. Motion to approve the Carlton Town Bridge Aid Request made by Gary Paape. Second by John Mastalir. All in favor. Motion carried unanimously.

Discuss Landfill Tipping Fees for 2016:

Handouts:

- ❖ 2013 Kewaunee County Solid Waste Rates & Fees
- ❖ 2016 Kewaunee County Solid Waste Proposed Fee Schedule
- ❖ Spreadsheet created by Committee Member John Mastalir outlining fees at surrounding landfill sites.

After reviewing the above materials & much discussion, a motion was made by Tom Romdenne to approve the Proposed 2016 Solid Waste Fee Schedule. Second by Gary Paape. All in favor. Motion carried unanimously.

Highway Dept. Equipment Inventory Review: Commissioner Every scheduled a site visit and asphalt plant evaluation with ASTEC, Inc. Reps from ASTEC looked at the various components of the plant, took pictures with an infrared camera, looked at the computer systems and control boards, and talked w/ our employees. Overall the reps felt it was a good plant for its age. The reps will provide estimated costs for recommended upgrades, costs to upgrade to using Recycled Asphalt Product (RAP), and the value of the plant if the county would sell it.

The county needs to decide if it's most cost effective to make our own hot-mix product vs. purchasing it & hauling it. No action taken.

Approve & Sign Vouchers: Highway Vouchers paid by check: \$153,749.72. Highway Vouchers paid by credit card: \$8,702.27. Motion to approve vouchers as presented made by Bruce Heidmann. Second by John Mastalir. All in favor. Motion carried unanimously.

Approve Travel Requests: None

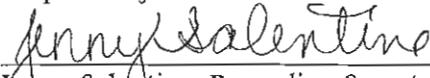
Any other business as allowed by law: County Board Chairman Ron Heuer asked if we'd consider putting a \$13/hour employee daily at the Scale at the Landfill to save budget money whereas the current facility manager could be used elsewhere at the Landfill therefore allowing a different employee currently at the Landfill to be utilized at the Highway Dept.

Next Meeting Dates:

- ❖ Thurs., October 8<sup>th</sup> @ 8:45 AM
- ❖ Wed., October 21<sup>st</sup> @ 8:45 AM
- ❖ Thurs., November 5<sup>th</sup> @ 8:45 AM
- ❖ Wed., November 18<sup>th</sup> @ 8:45 AM

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

Respectfully submitted:

  
Jenny Salentine, Recording Secretary

## **Regular Board of Health Minutes October 5, 2015**

The monthly meeting of the Board of Health was called to order at Noon at the Public Health & Human Services Building on Monday, October 5, 2015 by Chairperson Kaye Shillin.

Members present were: Kaye Shillin, Pat Benes, Kathy Janosky, Shirley Kirchman, Douglas Doell, Cindy Kinnard, and Gary Paape. Charles Wagner and Dr. Kurt Kurowski were absent.

Public present were: Nancy Utesch.

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

Citizen input by Nancy Utesch concerned spray irrigation and permits from the DNR.

A motion was made by Gary Paape and seconded by Douglas Doell to approve the September 14, 2015 minutes as mailed. The motion carried. Chairperson Kaye Shillin made note of the number of Grants the Department currently has and the hours spent to obtain and dedication of the staff to maintain the Grants.

September Monthly Report was given by Cindy Kinnard. WIC contracted caseload is 272 and the caseload served was 272; 15 more clients and we may be able to get funding that we were docked (due to a decrease in caseload) back from the State. Immunizations numbers were down a little in the month of September but numbers for October will increase greatly due to mass clinics for the influenza vaccine which will be held at schools. Communicable diseases were primarily Stds. All six complaints were dog bites. The Hostile Action Based exercise held on September 15, 2015 was held with Point Beach Nuclear Plant and was a takeover (terrorist attack) rather than a melt down exercise. The Department partnered with Health Literacy at the Luxemburg-Casco School on September 24, 2015 for a Healthy Eating night. The Department presented a "Rethink Your Drink" presentation with alternatives to soda and sugary drinks. A motion was made by Kathy Janosky and seconded by Pat Benes to approve the September Monthly Report as mailed. The motion carried.

Cindy Kinnard updated the Board as to diseases in the County/area. She advised the Board that Mumps has resurfaced again and there is 6 confirmed cases at UW-Whitewater but no confirmed cases in Kewaunee County. Weekly updates from the State will be received concerning any further cases. Cindy Kinnard advised the Board that Karen McKeown, State Health Officer shared an analysis that Kewaunee County has a lower than the State average for MRSA cases.

Cindy Kinnard presented a Budget Transfer Request regarding the Preparedness Grant that ended on July 31, 2015. Monies budgeted in Social Security, Retirement and Health Insurance were not spent due to the Preparedness Coordinator decreasing her hours and not needing health insurance. These monies were spent on Office Supplies, Travel, and Telephone (the yearly charge of a satellite phone in case of an emergency was the biggest expense). A motion was made by Gary Paape seconded by Pat Benes to approve the Emergency Preparedness Budget Transfer as requested. Motion carried.

Cindy Kinnard requested that the Board approve a \$30.00 charge for the adult influenza vaccine. The Health Department will bill Medicare Part B or a citizen can pay by cash or check. A motion was made by Douglas Doell seconded by Shirley Kirchman to approve the influenza vaccine price of \$30.00 per dose as requested. Motion carried.

Three travel requests were presented: (1) Cynthia Farrell to attend a Public Health New Employee Orientation in Wausau on October 15-16; (2) Cynthia Farrell to attend a Prenatal Care Coordinators Meeting in Menasha on October 20 and (3) Cynthia Farrell to attend the Wisconsin Radon Conference in Green Lake on October 22. A motion was made by Pat Benes seconded by Gary Paape to approve all three travel requests. Motion carried.

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

No overtime to report.

The next meeting date has been set for Monday, November 2, 2015 at Noon.

Other items as authorized by law: The Board asked Cindy Kinnard to add an additional action item to the next Board Meeting to discuss the spray irrigation issue in Kewaunee County.

A motion was made by Kathy Janosky and seconded by Pat Benes to adjourn the meeting. The meeting was adjourned at 1:00 pm. The motion was carried.

Respectfully Submitted,



## VETERANS SERVICE COMMITTEE MEETING

October 5, 2015

### KEWAUNEE COUNTY PUBLIC HEALTH AND HUMAN SERVICES CENTER

#### Call to Order:

The meeting was called to order at 1:07 p.m. by Chairperson Kaye Shillin.

#### Roll Call:

Members present were Chairperson Kaye Shillin, Pat Benes, Doug Doell, and Gary Paape. CVSO Jane Babcock was excused and Chuck Wagner was unexcused. Others present included Tara LaCrosse, Veteran Services Administrative Assistant, in place of CVSO Babcock.

#### Approval of Agenda:

Discussion was made to move the "Approval of the Agenda" before the "Approval of Last Month's Minutes."

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

#### Approval of Last Month's Minutes:

A discussion was held on the "Care of Veterans Graves" budget line item. Tara LaCrosse went into detail on how "Care of Veterans Graves" is governed by a State Statute for Perpetual Care and how the hope is to slowly eliminate the need for this budget line item. To do this, information needs to be gathered from each cemetery to determine how much perpetual care costed originally, and how much has been paid out thus far. It was determined this elimination would not occur in 2016, therefore the elimination of the budget line item cannot be done, per the State Statute. Kaye is going to address this issue with County Administrator Scott Feldt, and Gary is going to address this issue with Finance Director Paul Kunesh.

The approval of last month's minutes has been tabled to the next meeting, following other corrections that were noted by the Committee.

#### Approval of Bills:

A motion was made by Pat Benes and seconded by Gary Paape to approve the bills as presented. The motion carried.

#### Department Operations:

Tara LaCrosse presented the revised monthly report, followed by a discussion. Request for improvements were made and an updated report will be presented at the next meeting.

It was noted in the time frame of 3/23/2015-6/7/2015 (following CVSO Joe Aulik's departure and prior to CVSO Jane Babcock's arrival) the Veterans Service Office initiated 5 Compensation Claims and 4

Pension Claims. During that same timeframe in 2014, the office initiated 15 Compensation Claims and 0 Pension Claims.

During the timeframe of 6/8/2015-10/2/2015 (after CVSO Babcock's arrival) the Veterans Service Office initiated 32 Compensation Claims and 9 Pension Claims. During that same timeframe in 2014, the office initiated 17 Compensation Claims and 0 Pension Claims.

The Committee requests CVSO Babcock to present reports on the 2015 Fall NACVSO Conference, any veterans meetings, or any other meetings in the community she attends and what benefits were discussed. It was also requested that any other statistical data to measure the department operations would be beneficial to present to the committee.

Travel Requests:

None

Overtime:

None

Such Other Matters as Authorized by Law:

None

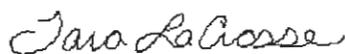
Next Meeting Date:

November 2, 2015 at 1:00 p.m. at Kewaunee County Public Health and Human Services Center.

Adjournment:

A motion to adjourn was made by Pat Benes, and seconded by Doug Doell. The motion carried and the meeting adjourned at 2:10 p.m.

Respectfully Submitted,



Tara LaCrosse  
Recording Secretary

**Agriculture & Extension Education Committee Meeting**  
**October 7, 2015**  
**4:00 P.M.**  
**Kewaunee County Administration Center**  
**Committee Room**

**Minutes**

1. Call to Order at 4:00 PM by Chair Tom Romdenne.
2. Roll Call - Bob Garfinkel, Ron Paider, Tom Romdenne, Gary Paape, Aerica Bjurstrom, Jill Jorgensen
3. Approval of Agenda/Minutes – Motion to approve minutes and agenda made by Gary Paape and seconded by Ron Paider. Motion passed.
4. Citizen Input - none
5. Educators Reports – Educators submitted written reports, there was some discussion on programs carried out over the last month. Programs discussed were State Horse Expo, World Dairy Expo, and Health Literacy Night.
6. Overtime - none
7. Approval of Travel - none
8. Approval of bills – Motion to approve bills made by Ron Paider and seconded by Gary Paape. Motion passed.
9. Set/Confirm Future Committee Meeting Dates – Future meeting dates were set for November 4 and December 2 at 4:00 PM.
10. Adjourn – Moved to adjourn made by Ron Paider and seconded by Bob Garfinkel. Meeting adjourned at 4:42 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.

*Aerica Bjurstrom*  
10/8/15

**Aerica Bjurstrom**  
Agriculture Agent  
Prepared for October 7, 2015

**Corn Dry Down** – Each year UW-Extension holds corn silage dry down days free to the public with the help of sponsors. Depending on the maturity of the crop and the season, there may be two or three dry down days. This year I scheduled three and the first one was canceled because the crop was not ready for harvest yet. The second dry down day was held at Rio Creek Feed Mill and was a tremendous success with 114 samples submitted, which made it one of the biggest dry down days we've ever held. Thanks to excellent timing and good weather, the dry down day was able to test samples for over 75 different farms. Dairyland Laboratories from DePere was on hand with their NIR machine which allowed farmers to wait just a few minutes to get their results rather than waiting until the next day to get them. While many local mills hold their own dry down events, the UW-Extension event still remains very popular and will continue to be held in the future.

**Farm Visits** – Visited three farms in Kewaunee and Door Counties with Dr. David Kammel, UW-Extension/UW-Madison Agricultural Engineer to evaluate farmstead planning. Follow up information from the visits are shared with the farmers as well as the veterinarian who services the farm. The Door County meetings were initiated from the Door County Land & Water Conservation Department. They asked for technical advice on farmstead planning and incorporating their plans of work with the farm with future farm modernization potential.

**Joint Kewaunee/Door Ag & Extension Meeting** – Met with the Door County Ag & Extension committee at the Peninsular Agriculture Research Station. The memorandum of understanding was signed by both committees which promises funds to the station in order to return information and research back to fruit crop growers in Kewaunee County. One Kewaunee County orchard also hosts a Michigan State weather station which is one of several in the Door Peninsula and are managed by the research station. You can find *minute-to-minute weather updates at the location in Kewaunee County* on the website: <http://www.enviroweather.msu.edu/homeMap.php> The new agriculture agent in Door County started October 1.

**DATCP Employee Training** – Participated in an employee training for Wisconsin Department of Ag, Trade, and Consumer Protection employees. The purpose of the program was to teach employees how to assess and deal with issues on farms if they are called to intervene regarding animal welfare issues. I trained employees on animal behavior and cattle handling. Approximately 30 people from DATCP attended the training and it was held at the Arlington Agriculture Research Station.

**Beef Cow/Calf Meetings** – As part of my appointment to the state Beef Team, I plan and carry out multiple beef cow/calf meetings throughout the summer at locations around Wisconsin. I am also a presenter at the meetings. The series of meetings wrapped up in September in Walworth and Trempealeau Counties.

**World Dairy Expo** – The UW-Extension Dairy Team has a booth at the World Dairy Expo each year. Approximately 15 dairy extension agents work at the booth and talk to visitors at the show. I am in charge of the booth display and another agent sets it up for the show. I also have the opportunity to work at the show and network and learn more about the newest technology available in dairy. Many Kewaunee County dairy producers show at and attend the five day event in Madison.

## **Kewaunee County 4-H Youth Development Extension Update**

Jill Jorgensen, 4-H Youth Development Agent

October 7, 2014

**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. This training will serve as the annual leader training that representatives from chartered 4-H groups must participate in each year to remain a chartered 4-H group.

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

This was a standout year for Kewaunee County youth in both the educational and showing competitions. Kewaunee County youth teams dominated in a number of educational contests. They received grand champion awards in senior horse judging and senior team demonstration. In addition, the junior horse judging, junior team problems, and senior team problems earned reserve champion awards. Several other individuals earned grands, reserves, and top ten award in many other horse educational projects. In the riding classes, youth participants received a number of grand champion, reserve champion, and top ten awards. The demonstration team will be representing Wisconsin at the National 4-H Horse Round-Up competition in Kentucky in November.

**Summer Camp Team Meeting:** I met with colleagues from the Eastern District Camp Team to reflect on the summer camp program and decide directions for the future. Overall, the summer camp program was a success and we continue to look for opportunities to make it even better for next year. In 2016 we will be shifting the county camp pairings due one of the county partners leaving to attend another camp. Camp pairing and dates will be available this winter.

**“Growing 4-H Opportunities Together: Volunteers in vision and action” (GOT VIVA) training:** The state 4-H office provided an opportunity to work with the curriculum developers and trainers on the GOT VIVA toolkit. This program helps educators look at aligning program development and volunteers systems. It provides a platform to engage programs in a vision to action process. The training had several very useful tools to look at the current state of a program and consider the steps for future direction. I am currently looking at how I can use and adapt this program from use on the local county level.

**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 27th 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 1st, 2015 to be eligible to show at the 2015 Kewaunee County Fair.

### ***Upcoming Events:***

**Open House: 4-H Fall Fest/Open House:** Preparations are being made for the annual 4-H Open House. The committee is meeting to prepare brochures, fliers, and letters to send to clubs and community members. The open house will be held on October 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 October 7, 2015

**Health Literacy** – The Healthy Eating Family Fun Night was held on September 24 at the Luxemburg-Casco Middle School. This educational event was a collaborative effort of UW-Extension Family Living and WNEP, Literacy Partners and the Public Health Department. Nearly 40 people attended the event which focused on many aspects of healthy eating. Adults and children together attended six short learning stations to interact with educators on nutrition and physical activity topics. Following the learning stations, participants worked hands-on in classroom kitchenettes to make healthy snacks and drinks. Evaluations from the participants showed an increase in knowledge about healthy eating and everyone rated the program highly.

**Digital Parenting** – I am continuing to work on several projects that use digital technology to provide education to parents. Reaching parents who are busy and on the move can be challenging. I am leading a statewide pilot study that provides an electronic curriculum for recently divorced parents. The pilot phase of the project will be ending in October and I will be evaluating the results to improve the curriculum and look for opportunities to implement additional parenting interventions.

**Algoma Live Well-** I am assisting the Healthy Individuals committee of the Algoma Live Well group to interview key stakeholders from the community about their roles in implementing a successful initiative. I have also helped coordinate several events that promote physical activity including two school walking programs and partnering with the Northeastern Area Health Education Center for using the bicycle smoothie blender.

**Farm Technology Days** – I am involved in planning the Family Living Tent for Farm Technology Days. I drafted a work list to help our committee identify duties and deadlines.

**Qualities of a Volunteer** – On September 10, I helped present a workshop for volunteers. It was attended by 17 members of Kewaunee County Association for Home and Community Education. The workshop helped volunteers identify their personality strengths and give them strategies for working well with others on a team.

**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 Board of Adjustment Minutes**

A meeting of the Kewaunee County Board of Adjustment was held on Monday, September 21, 2015 at 9:00 A.M. to view the site of Mitch & Sharon Lambert, Red River Township.

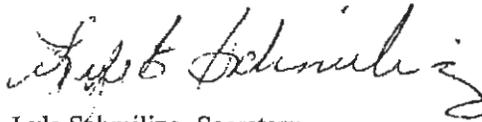
Board members present were Hub Jauquet, Lyle Schmiling, Ken Papham, Randy Hallet, Eric Corroy, and Glenn Selner, Kewaunee County Zoning Administrator.

### **Mitch & Sharon Lambert On-Site Meeting**

The meeting was held so the committee could view the site before the public hearing.

The meeting adjourned at 10:30 A.M.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Lyle Schmiling".

Lyle Schmiling, Secretary

## **Kewaunee County Board of Adjustment Minutes**

A meeting of the Kewaunee County Board of Adjustment was held on Wednesday, September 23, 2015 at 7:00 P.M. to hear the variance appeal of Mitch & Sharon Lambert, Red River Township.

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

### **Mitch & Sharon Lambert Hearing**

Present: Mitch Lambert, Sharon Lambert, and Keith Tielens.

Chairman Hub Jauquet opened the hearing at 7:01 P.M. and informed the attendants of the Board's authority and rules of the hearing.

Lyle Schmiling read the public hearing notice. Glenn Selner stated he sent notices to 18 neighboring property owners, the Town of Red River, and the Department of Natural Resources.

Glenn explained the Lamberts want to remove an old cottage and construct a new home on their lot. They can meet the required building setback from the ordinary high water mark, but cannot meet the required setback from the town road. Mitch Lambert stated they want to move into this location permanently and need a larger building. They have a handicapped daughter and need to make everything accessible for her. The garage is the structure that is located close to the road and need the garage to be a 2 stall garage.

After much discussion regarding other houses placed closer to the center line of a dead-end town road, a motion was made by Randy Hallet and seconded by Ken Paplham to approve the variance to place a structure 45 feet from the center line of a town road. The vote was unanimous.

Meeting adjourned at 7:45 P.M.

Respectfully submitted,



Lyle Schmiling, Secretary

Zoning Committee Meeting  
Kewaunee County Administration Committee Room  
October 7, 2015  
Minutes

Call to Order:

Chairman Tom Romdenne called the meeting to order at 4:44 P.M.

Roll Call:

Members included: Tom Romdenne, Gary Paape, Ron Paider, Bob Garfinkel, Glenn Selner, and Steve Hanson, Kewaunee County Land Information Director.

Approval of Agenda:

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

Approval of Minutes:

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

Steve Hanson met with the committee to discuss updating the Farmland Preservation Plan and Kewaunee County's Comprehensive Plan. If the update is done for both plans by June of 2016 for a cost not to exceed \$30,000, there will be 50% cost-sharing available if we sign a contract with Baylake RPC before May of 2016. A motion was made by Bob Garfinkel and seconded by Ron Paider for Steve to present updating the Farmland Preservation Plan and Kewaunee County's Comprehensive Plan to the Finance Committee.

Glenn Selner and the committee discussed the proposed 2016 budget.

Glenn discussed the Shoreland Zoning Grant with the committee. Even though the Shoreland Zoning Ordinance has not been updated yet, the grant money must be requested before December 31, 2015. Glenn will request the money before the deadline.

Glenn informed the committee that as of 10/6/2015, \$187,697 has been requested for 36 of the 46 Wisconsin Fund Grant applicants that applied for the program from February 1, 2014 thru January 31, 2015.

Next Meeting Dates:

November 4, 2015 and December 2, 2015 at 4:00 P.M. Kewaunee County Administration Committee Room.

Adjournment:

A motion was made by Gary Paape and seconded by Bob Garfinkel to adjourn. Motion carried.  
Meeting adjourned at 5:17 P.M.

Respectfully submitted:

Andrea Schmidt, Recording Secretary



**Kewaunee County Land and Water Conservation Regularly Scheduled Committee Meeting**  
**Kewaunee County Fairgrounds Office October 13, 2015 10:00 AM**  
**Minutes**

**1) Call to Order:** Meeting called to order at 10:00 AM by Chairman John Pagel

**2) Roll Call:** Committee Members present: John Pagel, Ron Paider, Lee Luft, Bob Garfinkel; LWCD and Cooperating Agency Staff present: Davina Bonness; Kewaunee County Board Chairman, Ron Heuer; Brian Maedtke (USDA); and Aerica Bjurstrom (UWEX) were present.

Excused: Clark Riemer

**3) Approval/Repair of Agenda:** Motion to accept the October 13, 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 September 8, 2015 Meeting Minutes:** Motion to accept the September 8, 2015 meeting minutes as presented was made by Bob Garfinkel and seconded by Lee Luft. Committee vote was unanimous in favor of the motion.

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

There were no public comments.

**6) Department Reports:**

*a) Animal Waste Storage Permits*

Red River Valley Dairy (Chuck Kinnard) – 3 month stacking pad – \$1,000

*b) Farmland Preservation/Standards and Prohibitions Walkovers*

Total Walkovers in September were 13; we are working with a new participant on Nutrient Management and grassed waterways; 2 landowners entered into schedule of compliances due to missing or needing to improve waterways. GIS updated with newly discovered karst features to ensure map accuracy.

*c) Conservation Plans for Approval*

There were three plans for approval including Silver B Farms (Lambrecht); Steven Sevcik; Philip Staats

*d) Notice of Non-Compliance Updates*

--None

*e) Public Health & Groundwater Protection Ordinance Update*

Davina Bonness handed out 4 variance requests for spreading and/or stacking locations. The committee discussed each variance. All maps and descriptions will be kept at the Land & Water Conservation Department.

1. Motion to approve Steve Martin's Public Health & Groundwater Ordinance Stacking Variance Request was made by Ron Paider and seconded by Lee Luft. Committee vote was unanimous in favor of the motion.

2. Motion to approve Jerry Agamaite's Public Health & Groundwater Ordinance Stacking Variance Request was made by Lee Luft and seconded by Bob Garfinkel. Committee vote was unanimous in favor of the motion.

3. Motion to approve Dave Jauquet's Public Health & Groundwater Ordinance Stacking Variance Request was made by Lee Luft and seconded by Ron Paider. Committee vote was unanimous in favor of the motion.

4. Motion to approve Rock LeFerve's Public Health & Groundwater Ordinance Spreading Variance Request was made by Ron Paider and seconded by Lee Luft. Committee vote was unanimous in favor of the motion.

*f) 2016 Proposed Land & Water Budget*

LCC discussed the County Administrator's proposed budget which recommends a 1.0 FTE project position to continue to support the current duties carried out by our intern.

**7) Cooperating Agency Reports:**

- a) **USDA Natural Resources Conservation Service (NRCS):** NRCS was unable to attend the meeting
- b) **Brian Maedtke (USDA – Wildlife Specialist) –** Presented 2015 Crop Price Proposal and 2016 Wildlife Abatement & Claims Program budget.

Motion to approve Kewaunee County's 2015 Crop Price Proposal was made by Ron Paider and seconded by Lee Luft. Committee vote was unanimous in favor of the motion.

Motion to approve Kewaunee County's 2016 Wildlife Damage Abatement & Claims Program budget was made by Bob Garfinkel and seconded by Lee Luft. Committee vote was unanimous in favor of the motion.

- c) **Steve Hanson (Land Information Office) –** Steve Hanson discussed the need to update both the Kewaunee County Farmland Preservation Plan and Comprehensive Plan. He has contacted both Brandon Robinson at Baylake Regional Planning Commission and Alison Volk at the WI DATCP in regards to these updates. With a total cost of \$30,000, DATCP can cost share 50%, which will leave \$15,000 for Kewaunee County to fund. Steve would be willing to pay the \$15,000 out of the Land Information Fund.

Motion for Steve Hanson to go to the Finance Committee and request to spend Land Information Office Funds up to \$15,000 to pay for Kewaunee County's Comprehensive Plan and Farmland Preservation Plan was made by Bob Garfinkel and seconded by Ron Paider. Committee vote was unanimous in favor of the motion.

- d) **UW-Extension –** Aerica discussed Farm Technology Days committees are meeting and planning is underway. Also noted was that Door County hired a new Agricultural Specialist – Annie Deustch.

**8) Other Matters:**

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

LCC discussed Lee Luft's "Non-Resident landowner responsibility" letter, specifically how many non-resident landowners rent their land, the concern of potentially missing landowners, and how the LCC should or should not take a leadership role in telling landowners about their responsibility. Davina will work with Steve Hanson to get the number of non-resident landowners for next month's meeting.

**9) Scheduling of Future Committee Meetings:** Tuesday, November 10, 2015 at 9:00am; Tuesday, December 8, 2015 at 9:00am.

**10) Approval of Bills:** Motion to accept the October 13, 2015 bills as presented was made by Ron Paider and seconded by Bob Garfinkel. Committee vote was unanimous in favor of the motion.

**11) Chairman's Wrap-Up Comments:** Chairman Pagel discussed how there was a manure spill last week, but before calling the news and press, make sure all the facts are straight.

**12) Adjournment:** A motion to adjourn the meeting at 11:20 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 October 8, 2015**

The Emergency Management Committee meeting was held on October 8, 2015 , in the Integrity Meeting Room, at the Kewaunee County Courthouse.

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

**Members Present:** Bob Weidner, Pat Benes, Linda Sinkula, Scott Jahnke, Sheriff Matt Joski, Chief Deputy David Cornelius, Tracy Nollenberg, Emergency Management Director. Guests present were Ron Heuer, Lt. Chris VanErem, and Lee Luft.

**Travel Request:** A request was made to attend the Radiological Preparedness Program on November 4 – 6. Pat Benes made a motion to approve this request, and it was seconded by Linda Sinkula. Motion carried.

**Monthly Financial Report:** Tracy Nollenberg shared the monthly financial report with the committee. She pointed out that on the EMPG line we have only received ½ of this year's reimbursement, and some of this total is from 2014.

**2016 Budget Review:** Nollenberg pointed out the major cuts made to the EOC budget which totaled approximately \$5,000. Nollenberg noted that the Emergency Management grant depends on the proration rates through Point Beach, and some reimbursement funds may be cut due to the cuts made in our budget. There was also a large cut in the phone budget, some of which was due to the county-wide renegotiated contract with AT&T.

**Siren #17 Update:** The siren is currently being looked at, and there is a radio issue causing the problems. The Village of Luxemburg is aware of this siren currently being down.

**Point Beach HAB Exercise:** All went well with the drill/exercise as a whole. All 19 criteria were met in Kewaunee County.

**Bills:** Pat Benes made a motion to approve the bills as presented. The motion was seconded by Scott Jahnke. Motion carried.

**Other Matters as Authorized by Law:** None.

**Next Meeting:** The next meeting was scheduled for December 8, 2015 at 9:30a.m., at the Kewaunee County Emergency Management office in Luxemburg.

**Adjourned:** Linda Sinkula made the motion to adjourn the meeting. Motion seconded by Pat Benes, motion carried. Meeting adjourned at 1221 hours.

Minutes provided by: Recording Secretary, Mary Berkovitz

:lmab

A handwritten signature in cursive script that reads "Mary Berkovitz". The signature is written in black ink and is positioned to the right of the text ":lmab".

## **Law Enforcement Committee Minutes October 8, 2015**

The Law Enforcement meeting was held on October 8, 2015, in the Integrity Meeting Room, at the Kewaunee County Courthouse.

**Call to Order:** Robert Weidner called the meeting to order at 1222 hours.

**Members Present:** Robert Weidner, Pat Benes, Linda Sinkula, Scott Jahnke, Sheriff Matt Joski, Chief Deputy David Cornelius, Tracy Nollenberg, Emergency Management Director. Guests present were Ron Heuer, Lt. Chris VanErem, and Lee Luft.

**Public Comment:** No public comment.

**Travel/Training Requests:** None

### **Law Enforcement Updates:**

- a.) Status report on Communications Systems Upgrade: Sheriff Joski stated there was a paging issue approximately two weeks ago involving CSNI (Control System Network Information). It is being addressed and taken care of free of charge. The issues with Bruce Depeau's radio, is also being done. His radio was physically taken to be corrected and he has another to work with while this is being done.  
It was reported that the pagers that were "replaced" with the high density pagers are successful. Those affected have been working with Bay Electronics, and trading for these high density pagers. Sheriff Joski reports that all parties involved have been working closely to "close this out". Bay Electronics will continue to provide their services with any issues, along with EF Johnson for the state. Any issues that come up are documented within the Sheriff's Department CAD system.
- b.) Update New Hire/Eligibility Process: Lt. VanErem reported they received approximately 24 applicants for the eligibility list. Last week 8 were scheduled for testing, of which 2 did not show. Another 10 will be testing this week. It was explained the applicants must score 75% or better in this testing in order to move on to the first interview stage. Cuts are then made to the top 5 and eventually, the top 3, in which further evaluations are completed, and background checks, prior to a final list being compiled. Sheriff Joski also informed there were 13 applicants for the Sheriff's Assistant position, and he is scheduled to go through those with Scott Feldt the next day, and keep the process moving on hiring for that position.
- c.) FMLA issues/impact on Sheriff's Department: It was noted one officer currently on FMLA has requested a 30 extension. There is another officer that is out currently, scheduled to return in November. There are potentially 2 or 3 additional officers that may be out on FMLA issues in the upcoming weeks for a variety of reasons. The committee was informed Deputy Susan Steiner will be

leaving the department later in October on duty disability. Deputy Steiner's years of service were commended by Chief Deputy Cornelius, and it was noted Steiner was a National Officer of the Year in 2005, and her service to Kewaunee County will be missed.

- d.) Discussion of 2016 Budget/Recommendations to Finance: Sheriff Joski began by handing out the current 2015 budget totals through 8/31/15. Joski pointed out the sheriff's/jail budgets are tight, but we are pretty much on budget so far this year. Joski stated his concerns regarding the proposed 2016 budgets, stating he understands the 5% cuts requested, but he does not understand the position cut in the sheriff's department. Joski shared written documentation from Judge Mleziva, Court Commissioner Wolske, Clerk of Court Deterville, and Nancy T. from the Department of Corrections, sharing their concerns on this position cut. Also, included was a letter dated 4-15-99 from then jail inspector, Dawn V. regarding the jail be staffed with 2 officers to do the "jailing" and a separate officer as a 911 dispatcher, and it should not consist of a jailor/dispatcher "team". Sheriff Joski expressed the county has reaped the rewards of our department using the jailor dispatch combination for years, but in cutting a position, we are being "reckless" to our obligations of safety for our staff and for the public. Joski notes in a letter dated 12-12-02, the jail was to maintain the current staffing levels, and at this time (2015) we are down 3 positions from that level. The sheriff's department has consistently taken every possible measure to maintain the proper staffing levels mandated by the state, through multi-tasking, cross-training etc., along with cuts over the years. Joski is concerned if we make this personnel cut it puts both our department and the citizens of this county at risk. Chairman Weidner would like Administrator Feldt to be given this information presented by Sheriff Joski, and the obvious risk factors involved. On another note, it was pointed out that the "Power Map" in the dispatch center needs to be upgraded and installed. The one in dispatch has been "replaced" with the Power Map that was in the backup dispatch at the EOC center, and there is not one at the EOC at this time. The cost to upgrade/replace this vital equipment is just under \$200,000 which is for both the main dispatch center and the backup at EOC. There is a process to obtain funding we need for this, and staff is checking on available grants etc. There was discussion on some of the cuts to the "expense side" of the budget, and how it has been increasingly more difficult to find these on the expense side, and the county board needs to start looking at the "revenue side" of the budget, and a possible county sales tax be considered. It was decided to take all of the information/documentation shared today, and present Administrator Feldt with this, along with scheduling options on what schedule would be best in saving money overall. Chief Deputy will put together the different schedules for that meeting. Lee Luft encouraged the committee to share all of the factual information presented today to make our case to restore the position with Administrator Feldt. Sheriff Joski will provide Feldt will all of the documentation prior to the special meeting with him, scheduled for October 14, 2015 at 9:00 a.m.

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

**Other Matters:** No other matters presented.

**Next Meeting:** A special committee meeting with County Administrator, Scott Feldt to discuss final budget issues was set for Wednesday, October 14, 2015 at 9:00 a.m. to be held at the Administration Center.

The next meeting was scheduled for December 8, 2015 at 9:30a.m., at the Kewaunee County Emergency Management office in Luxemburg.

**Adjourn:** Motion to adjourn was made by Linda Sinkula, and seconded by Scott Jahnke. Motion carried. Meeting adjourned at 2:00 p.m.

Minutes provided by: Recording Secretary, Mary Berkovitz  
:mab

A handwritten signature in cursive script that reads "Mary Berkovitz". The signature is written in black ink and is positioned below the typed name and initials.

Kewaunee County

FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

**MEETING MINUTES**

Date: September 29, 2015 Time: 5:30 PM

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

Call to Order: The meeting was called to order at 5:30 PM by Chairman Lee Luft

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

Others Present: Scott Feldt, Paul Kunesh, Ron Heuer

Approve September 29, 2015 Agenda: Motion by John Mastalir, second by Ken Tebon to adopt the agenda. Motion carried.

Approve September 10, 2015 Minutes: Motion by Tom Romdenne, second by Virginia Haske to adopt the September 10, 2015 meeting minutes. Motion carried.

Approve Additional Bills for Payment: Included in the bills for payment are three invoices for reimbursement to Kewaunee County Economic Development Corporation. The Committee discussed those invoices and decided further discussion was needed at a future Committee meeting.

Motion by Tom Romdenne, second by Ken Tebon to approve the bills as presented excluding the three invoices for the Kewaunee County Economic Development Corporation. Motion carried.

Motion by John Mastalir, second by Virginia Haske to table the three invoices for Kewaunee County Economic Development Corporation. Motion carried

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

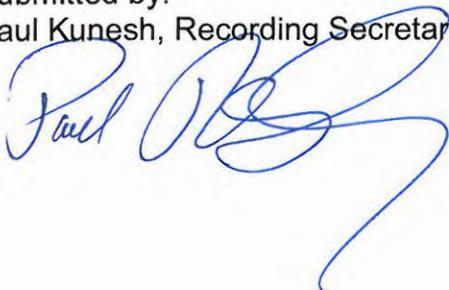
Other Matters as Authorized by Law: Scott Feldt mentioned that discussions with the Fair Board over an updated agreement will begin soon.

Health Insurance plan design changes will be brought to a future meeting for discussion and possible decision.

Adjournment: Motion by Ken Tebon, second by Virginia Haske to adjourn the meeting. Motion carried. Meeting adjourned at 5:58 PM.

Submitted by:

Paul Kunesh, Recording Secretary



KEWAUNEE COUNTY

FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

**MEETING MINUTES**

Date: October 14, 2015 Time: 10:30 AM

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

Call to Order: The meeting was called to order at 10:36 AM by Chairman Lee Luft

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

Others Present: Scott Feldt, Paul Kunesh, Ross Loining, Gary Paape, Larry Kirchman, Ron Heuer, Steve Hanson, Jeff Wisnicky, Ron Paider, Bob Weidner, Pat Benes, Lynie Vincent, Jamie Annoye, and Sue Weisser

Approve October 14, 2015 Agenda: Motion by Mastalir, second by Tebon to adopt the agenda. Motion carried.

Approve September 29, 2015 Minutes: Motion by Romdenne, second by Mastalir to adopt the September 29, 2015 meeting minutes. Motion carried.

Overtime Report: Scott Feldt presented overtime report on all departments. Larry Kirchman requested that the highway commissioner be asked to put on paper a schedule that would eliminate all Solid Waste overtime, Chairman Luft recommended this be done.

Monthly Financial Report: Paul Kunesh went over the financial report, and said the County is on track. Mr. Kunesh went over line items on August report. Scott Feldt mentioned that each departments expenses should be at around 67% at this point and that most are.

Health Plan Design Changes – Discussion & Approval: Scott Feldt went over paperwork from Horton. Different options were gone over and discussed. Mr. Feldt recommended the finance committee make approval on these. Chairman Luft asked for a motion to approve design changes as shown on attached Exhibit 10. approved by Mastalir, seconded by Haske, motion carried. Chairman Luft asked for a motion to approve option 1 approved by Haske, seconded by Mastalir, motion carried.

Health Insurance Premium – Discussion & Approval: Scott Feldt recommended a 1% rate increase in dental and 10% rate increase in health insurance premiums. Chairman Luft asked what this amount would be per month, Mr. Feldt indicated the amounts would be \$27 for family \$12 for single. Chairman Luft asked for a motion to increase the monthly premiums by an increase of 1% for dental and 10% for health. Mastalir made a motion, Haske seconded. Motion carried.

Lease of County Farmland – Discussion & Approval: Scott Feldt showed letter sent to adjacent property owners and they were told they were given until October 28 at 4:00 PM to reply. Supervisor Kirchman asked why Highway Committee was not given opportunity to have input in this. Mr. Feldt said that there is still time and the highway

committee could have input in it if they would like. Jeff Wisnicky mentioned that the proceeds should go into the road & bridges fund because the property was acquired for Highway purposes.

Scott Feldt recommended that Discussion of budget should be moved to the bottom of agenda due to the fact that it would take longer to go over and there are people present for the public comment portion. Chairman Luft agreed.

Approval of Economic Development Corporation Invoices: Chairman Luft mentioned that the 3 invoices were presented at last meeting and were tabled to be further addressed at this meeting. There was discussion of what the \$10,000.00 to KCEDC was budgeted for and what services the invoices were actually for. Lynie Vincent, Chairman of the KCEDC was available to speak on their behalf. Ron Heuer requested that the full board make this decision instead of just the Finance Committee. Bob Weidner urged the committee to table this again to get more understanding of what these invoices are for. Chairman Luft asked for a motion to return invoices to KCEDC for more in depth info as to what the services were for on the invoices and then take to the full County Board for approval. Approved by Romdenne, seconded by Haske. motion carried.

Public Comment:

Sue Weisser, Town of West Kewaunee, spoke regarding library fees from other Counties. She is in support of changing act 43.12 to have the individuals pay their own fees when they use these libraries. She suggested a County resolution or a note in tax bills educating county residents. Chairman Luft made a motion to prepare a resolution be drafted by Corp. Counsel re: 43.12 and that it be introduced to the full County Board. Approved by Haske, seconded by Mastalir, motion carried. Luft directed administrator to check with treasurer with costs and ability to prepare an insert re: 43.12 to be included in tax envelopes.

Lynie Vincent, Luxemburg, spoke in support of KCEDC and its value to the County. He also asked that the committee attend the Taste of the County to see the value of KCEDC.

Chairman Luft asked for a 5 minute recess at 12:07. Meeting reconvened at 12:14.

Discussion of the 2016 Proposed Budget Scott Feldt informed the committee that he would just touch base on FTE's and specific line items as requested for each department.

Bob Weidner addressed the reduction of 1.0 FTE in law enforcement that was recommended by the administrator. Weidner suggested not filling tourism position until the replacement of the law enforcement position is taken care of. Romdenne thought it was the Sheriffs recommendation to reduce the FTE, Mr. Feldt said it was what was submitted to Admin office to meet 5% reduction that was requested of the department heads & that it was not necessarily what was wanted. Mr. Feldt felt a 2080 schedule vs. 1946 is why he recommended this and feels a change is needed in scheduling. Feldt said he recommended making available the FTE but having it remain vacant until scheduling changes are tried. Chairman Luft asked for a motion to restore the 1.0 FTE positions into the jail division as well as add the \$90,500.00 into wages, Tebon approved, seconded by Romdenne motion carried.

Larry Kirchman addressed the \$706,308.00 that was removed from the road & bridges fund. He explained that the department has been restructured over the last few years. The savings in the road & bridges fund is used to replace equipment when it is needed. He also mentioned the plan to use money from the fund to repair the roads around the area of the Farm Technology Days being held in 2017. He is asking for a decrease in the amount being taken from the fund. Scott Feldt stated that we need to look at the county as a whole and not by department. It is not sustainable but is needed to balance the budget. Mr. Feldt recommended removing \$615,743.00 instead of \$706,308.00 due to the increase in transportation aid by \$90,000.00 that we have since received. Administrator Scott Feldt asked for a motion to reduce the fund application from \$706,308.00 to \$615,743.00 being transferred from the road & bridges fund to the general fund, approved by Romdenne and seconded by Tebon, motion carried.

John Mastalir and Lee Luft asked questions regarding the budget by page number that were answered by either Paul Kunesh or Scott Feldt.

A change was made on page 168 of the budget to correct a typo in the first sentence of an incorrect year, 2011 to 2001.

Chairman Luft asked for Land & Water wages to be increased from \$47,000 to \$52,000.00, Mastalier approved, seconded by Tebon, motion carried.

Chairman Luft asked for an addition of \$10,000.00 to be added to the budget under a promotions line item, Mastalir approved, seconded by Romdenne, motion carried.

Gary Paape asked that \$40,000.00 be given to KCEDC in this budget. Committee discussed but decided to leave at \$30,000.00.

Ron Heuer asked that \$10,000.00 be placed into a Parks & Recreation fund to get new Welcome to Kewaunee County signs made, approved by Tebon, seconded by Haske, motion carried.

Chairman Luft and County Board Chairman Heuer suggested an employee raise increase of 1% to help offset the insurance premium increase. Scott Feldt agreed with the employees deserving an increase, he commented that he didn't add it to the original budget due to lack of funds. He did mention that if they do this with the other increases that were already suggested they are going to need to look for additional revenues. Haske suggested a bonus instead of a wage increase. There was discussion on how to implement the increase. Chairman Luft asked for a motion to increase the budget by \$127,200.00 for a one time wage supplement subject to negotiations of protected employees, approved by Tebon, seconded by Romdenne, motion carried.

Tom Romdenne was concerned with the reduction in the travel line item for UW Extension. He was also concerned with the reduction in the Septic Service Investigation line item for the Zoning department. He was told that these would be contingency items at a later time as it would be something that "may" happen and will be addressed when and if it was needed.

Other Matters as Authorized by Law: Possible future request for budget transfer for the public health department to be addressed at a later date. Register of deeds may have a request for use of redaction fees to be addressed at a later date. There may be a

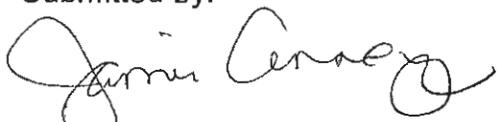
request coming from the maintenance department for boiler repairs to be addressed at a later date.

Next Meeting: October 20, 2015 at 4:30 P.M. at Administration Center.

Approve Bills for Payment: Motion by Mastalir, second by Haske to approve bills for payment as presented . Motion carried.

Adjournment: Motion by Tebon, second by Romdenne to adjourn the meeting. Motion carried. Meeting adjourned at 3:12 PM.

Submitted by:

A handwritten signature in black ink, appearing to read "Jamie Annoye". The signature is written in a cursive, flowing style with some loops and flourishes.

Jamie Annoye, Recording Secretary

Active Plan

EXHIBIT 10

PPO Deductible \$500 single/\$1,000 Family, Non-PPO Deductible/\$750 single/\$1,000 family; Coinsurance 90% PPO/70% Non-PPO; Deductible/coinsurance/OV Out-of-Pocket Max \$2,500 single/\$5,000 family PPO, \$6,750 single/\$13,500 family Non-PPO; \$25 office visit copayment then ded/coinsurance; urgent care \$25 copayment then ded/coinsurance; \$100 ER copay; inpatient 90% PPO / 70% Non-PPO; Rx \$5/\$20/\$50 (2 x mail order - 90 day supply)

Projected Claims + Admin (Included Initial 3% adjustment for plan changes)	Percent of Change
\$2,955,771	16.37%

Plan Advisor Projected Savings	Humana Carrier Factors
-----------------------------------	---------------------------

Plan Change Values @ 83%	Savings	Projected Claims + Admin	Percent of Change
-----------------------------	---------	--------------------------	-------------------

<b>Option 1 - Move to a \$750/\$1,500 in network Deductible; \$1,500/\$3000 Non-Network Deductible</b>	
Percentage Savings	-3.20%

-2.66%	-\$44,823	\$2,906,466	14.43%
--------	-----------	-------------	--------

<b>Option 2 - Move to a \$1,000/\$2,000 in network Deductible; \$2,000/\$4,000 Non-Network Deductible</b>	
Percentage Savings	-5.90%

-4.90%	-\$82,568	\$2,864,946	12.79%
--------	-----------	-------------	--------

<b>Option 3 - Increase deductible/coinsurance out-of-pocket limit for PPO to \$3,000 Single/\$6,000 family</b>	
Percentage Savings	-0.50%

-0.42%	-\$7,078	\$2,947,985	16.06%
--------	----------	-------------	--------

<b>Option 4 - Increase urgent care copayment from \$25 to \$75 <i>\$50</i></b>	
Percentage Savings	-0.80%

-0.66%	-\$11,122	\$2,943,537	15.89%
--------	-----------	-------------	--------

<b>Option 5 - Move to a \$750/\$1500 in network Deductible; \$1,500/\$3,000 Non-Network Deductible; increase deductible/coinsurance out-of-pocket limit for PPO to \$2,750 Single/\$5,500 family</b>	
Percentage Savings	-3.50%

-2.91%	-\$49,036	\$2,901,832	14.25%
--------	-----------	-------------	--------

<b>Option 6 - Move to a \$1,000/\$2,000 in network Deductible; \$2,000/\$4,000 Non-Network Deductible; increase deductible/coinsurance out-of-pocket limit for PPO to \$3,000 Single/\$6,000 family</b>	
Percentage Savings	-6.50%

-5.40%	-\$90,993	\$2,855,679	12.43%
--------	-----------	-------------	--------

<b>Option 7 - Increase emergency room copayment from \$100 to \$200</b>	
Percentage Savings	-0.90%

-0.75%	-\$12,639	\$2,941,869	15.82%
--------	-----------	-------------	--------

<b>Option 8 - Increase emergency room copayment from \$100 to \$250</b>	
Percentage Savings	-1.30%

-1.08%	-\$18,199	\$2,935,752	15.58%
--------	-----------	-------------	--------

<b>Option 9 - Change Rx copayments from \$5/\$20/\$50 to \$10/\$25/\$50 (2 times mail order)</b>	
Percentage Savings	-2.20%

-1.83%	-\$30,837	\$2,921,850	15.03%
--------	-----------	-------------	--------

<b>Option 10 - Change Rx copayments from \$5/\$20/\$50 to \$10/\$35/\$50 (2 times mail order)</b>	
Percentage Savings	-4.20%

-3.49%	-\$58,809	\$891,081	13.82%
--------	-----------	-----------	--------

<b>Option 11 - Office visit subject to deductible; then copayment</b>	
Percentage Savings	-0.56%

-0.46%	-\$7,752	\$2,947,244	16.03%
--------	----------	-------------	--------

<b>Option 12 - Elimating the fourth quarter deductible carryover</b>	
Percentage Savings	-1.45%

-1.20%	-\$20,222	\$2,933,528	15.49%
--------	-----------	-------------	--------

<b>Option 13 - Removal of Morbid Obesity coverage</b>	
Percentage Savings	-2.44%

-2.03%	-\$34,207	\$2,918,143	14.89%
--------	-----------	-------------	--------

## Scott Feldt - RE: FW: Kewaunee County - 1/1/16 changes

---

**From:** Kelly Jagelski <Kelly.Jagelski@thehortongroup.com>  
**To:** "Scott Feldt" <FeldtS@kewauneeco.org>, Peggy Jeanquart <Jeanquap@ke...>  
**Date:** 10/8/2015 12:56 PM  
**Subject:** RE: FW: Kewaunee County - 1/1/16 changes  
**CC:** Brian Dubinski <Brian.Dubinski@thehortongroup.com>

---

Scott:

Under the current plan, if the employee dies while covered under the Kewaunee County plan, the surviving spouse and any eligible dependent children can continue under the plan until the spouse reaches 65, and the dependent children reach age 27.

Recommendations:

 Option 1 – Upon the death of the employee, the spouse and any eligible dependent children covered at the time of the death, would be eligible for COBRA coverage only (generally 36 months).

There are still a handful of older public sector plans that expand coverage beyond COBRA for the surviving dependents, but for the most part, this is an outdated provision that most plans have eliminated. Even some of the school District plans that have a similar provision, limit it to only those age 55 and older, and benefits are done upon remarriage, or age 65.

Although the surviving dependents would continue to pay the premium equivalent cost, since this is a self funded plan, the County is on the hook for any claim costs that are greater than the premium equivalent rates. In the past, there may not have been options, particularly for those with health conditions. Now with the Federal Exchange, these participants would be eligible for other coverage once COBRA expires.

Option 2 – Upon the death of the employee, the spouse and any eligible dependent children covered at the time of the death would be eligible to continue until the spouse reaches 65 years of age. The dependent child would only be covered until the end of the month they turn 26, or until the spouse reaches age 65, whichever is earlier. If the spouse remarries, the surviving spouse would lose eligibility for the plan, as would the dependent.

This is a less attractive option from Horton's viewpoint, as there would still be substantial liability to the County. It partially reduces the liability to the County by removing the coverage upon remarriage, and limiting the dependents to the age they would have been covered under the medical plan. I am not aware of any plans, public sector or otherwise that allow surviving dependents to continue upon the remarriage of the spouse. As far as the dependent age, we are simply making this consistent with the medical plan, and not allowing the children to continue beyond the date the retiree turns 65. Again, there is coverage available through the exchange.

Option 3 – Upon the death of the employee, the spouse and any eligible dependent children covered at the time of the death would be eligible to continue for up to **five** years, or until the spouse reaches 65 years of age, whichever comes first. The dependent child would only be covered until the end of the month they turn 26, until the spouse reaches age 65, or the end of the five years, whichever is earlier. If the spouse remarries, the surviving spouse would lose eligibility for the plan, as would the dependent. COBRA would run concurrently so it would not be extended beyond the 5 year period. The number of years is arbitrary, but at least this provides a true end date.



## KEWAUNEE COUNTY ADMINISTRATOR'S OFFICE

*Scott Feldt*  
*County Administrator*

---

October 9, 2015

Dear Property Owner,

Kewaunee County is selling a parcel of property that is adjacent to you. To ensure that all property owners have an equal opportunity to purchase the property, Kewaunee County is conducting a sealed bid process for the parcel.

The parcel is 1.216 acres located along County Highway B. The parcel number is 31.0048.152. A plat survey and an aerial GIS photograph are enclosed for your review.

The minimum bid for this parcel is \$3040.00. A bid form is also included.

Bids must be received in a sealed envelope marked "Sealed Bid - County B Parcel" by the County Administrator's office. Bids must be received at the County Administrator's office located at 810 Lincoln Street, Kewaunee, WI 54216 by Wednesday, October 28<sup>th</sup> at 4:00 p.m. All bids received will be opened shortly after 4:00.

If you have any questions, please contact the Administrator's office at 920-388-7164.

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**  
**HUMAN SERVICES PUBLIC HEARING NOTES**  
**September 24, 2015 – 5:00-6:00 p.m.**

Present at the Public Hearing were Human Services Committee Members: Virginia Haske, Shirley Kirchman, John Mastalir, Rose Quinlan, Paul Ravet, Kaye Shillin, and Charles Wagner.

Human Services Staff: Jack Schad and Melissa Annoye.

Public: Sabina Becker.

The 2016 Budget was presented in brief with the narrative and Department goals.

Questions were asked regarding:

- Public – Private partnerships.
- Grants available
- Dementia and other long-term care.

**KEWAUNEE COUNTY**  
**HUMAN SERVICES COMMITTEE 2016 BUDGET APPROVAL MEETING MINUTES**  
**September 24, 2015**

The meeting was called to order by Chairperson Virginia Haske at 6:10 p.m. Present for the meeting were Douglas Doell, Virginia Haske, Shirley Kirchman, John Mastalir, Rose Quinlan, Paul Ravet, Kaye Shillin, and Charles Wagner. Also present were Sabina Becker, Melissa Annoye and Jack Schad.

Excused: Mark Buchanan, Mary Ann Szydel, Ken Tebon

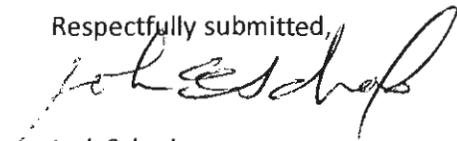
A motion was made by Chuck Wagner and seconded by Kaye Shillin to approve the agenda as mailed. Motion carried.

The 2016 Human Services Budget was presented in detail by program area. County and State funds were explained. In answer to a question, Human Services presently has 25 regular staff, 7 contracted.

A motion was made by Chuck Wagner and seconded by Rose Quinlan to approve the 2016 Human Services Budget. Motion carried.

Motion made by Kaye Shillin and seconded by Paul Ravet to adjourn the meeting. The meeting adjourned at 6:41 p.m.

Respectfully submitted,



Jack Schad  
Interim Director

**KEWAUNEE COUNTY**  
**HUMAN SERVICES COMMITTEE MINUTES**  
**October 14, 2015**

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

Excused: Douglas Doell.

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

A motion was made by Shirley Kirchman and seconded by Kaye Shillin to approve the September 8<sup>th</sup> minutes as mailed *and* the September 24<sup>th</sup> Special Meeting minutes that were handed out. Motion carried.

Motion made by Chuck Wagner to elect Virginia Haske as the chairperson of the Human Services Committee. The motion was seconded by John Mastalir. The vote was unanimous.

Jack Schad reviewed the budget as it was presented to the County Board. The half-time position that was originally proposed was removed by Administrator Feldt. Clarification as to the difference between the Community Support Program Director and the Comprehensive Community Services Coordinator was given. Mr. Wagner expressed his disappointment that there were not raises for the county employees in the county budget, the discontent of employees that have left county employment and the potential of future losses.

Interim Director Jack Schad shared updates on the positions of Human Services Director and Behavioral Health Director. The County Administrator is hoping to have a director by the end of November. The behavioral health position would be filled after that.

Mr. Schad reported the county HIPAA (Health Insurance Portability and Accountability Act) needs serious upgrading and Administrator Feldt is aware of this. The last update was in 2005. A major piece that needs to be added is the use of electronics.

Mr. Schad reported that the Mental Health protocols with the county jail are completed and written.

While work is still being done on the Memorandum of Understanding, the addition of the public health nurses working with the behavioral health unit is going well.

Mr. Schad wanted the board to know that the Human Services "phone tree" is being revised and should be updated soon.

All Human Services job descriptions are complete and will be given to the County Administrator. Contracted positions will be gone over by Mr. Feldt. The county job descriptions will then go to the personnel committee for their approval.

As a last update, Mr. Schad passed around a listing of past and present members of the Coordinated Services Team and asked that any Board members that may want to be on this committee please let him know.

The Board agreed that they would like to see program presentations at monthly Board meetings, particularly if there are changes in those programs, plus it gives the Board members a face to put with the job.

There were no contracts for approval.

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

Motion made by Ken Tebon and seconded by Mark Buchanan to approve the credit card vouchers as requested. Motion carried.

Motion made by Kaye Shillin and seconded by Rose Quinlan 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 Ken Tebon to set the next meeting date for Wednesday, November 11<sup>th</sup> at 9:00 a.m. Motion carried.

Motion made by Kaye Shillin and seconded by Chuck Wagner to adjourn the meeting. The meeting adjourned at 9:50 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Rita Paul". The signature is written in black ink and is positioned above the printed name.

Rita Paul

Administrative Assistant

## PROMOTIONS & RECREATION COMMITTEE

Monthly Meeting  
October 13th, 2015

### Call to Order:

Chairman Bruce Heidman called the meeting to order at 5:00 p.m. at the Kewaunee County Highway Dept. Conference Room. Committee Members present include: Dennis Cravillion, Scott Jahnke, Larry Kirchman, and Ken Tebon. Also present: Dave Myers, Jerry Jonet, Aerica Bjurstrom, Dave Wessel, Pat Benes, Brian Bruechert, Nancy LaCrosse, Alan Hoppe, Darlene Boeder, Jane Theys, Randy Ebert, and Scott Ratajczak.

### Approval of Minutes and Agenda:

Larry motioned to approve. Ken second. Motion carried.

### Public Input:

None

### Discuss possibly adding an open air pavilion/show ring to the Fairgrounds:

Darlene Boeder and Randy Ebert explained the idea of adding a show area in front of the cattle barns in the Fairgrounds. It would free up space in the barns and would save money that is presently used for setting up tents. The Fair Board is in favor of this idea. Naming rights were discussed for the 60' X 120' building. Committee, by consensus, agreed with the idea of the open show area, and gave them permission to come up with a plan and proposal.

### Discuss Luxemburg Speedway Request for Proposals:

One RFP was received. Ken motioned that the proposal be reviewed by the County Administrator and Corp. Council to either accept the offer or send out another RFP. Larry second. Motion carried.

### Director's Report: (See Director's report)

### Discussion and Approval of Bills:

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

### Set Regular Monthly Meeting Date:

The next meeting is scheduled for Tuesday Nov 12th' 2015 at 5p.m. in the Kewaunee County Highway Dept. Conference Room.

### Adjournment:

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

Respectfully Submitted  
Scott Jahnke



## **Kewaunee County Groundwater Task Force DRAFT MINUTES Regular Monthly Meeting**

Wednesday, October 7<sup>th</sup>, 2015 1:00 PM  
Kewaunee County Administration Building  
810 Lincoln Street - Kewaunee, WI 54216  
Large Conference Room

- 1) Call To Order – Chairman Luft at 1:00 pm, Wednesday, October 7<sup>th</sup>, 2015
- 2) Roll Call – Secretary Bonness

Present: Cindy Kinnard, Nick Cochart, Lee Luft, Ron Heuer, Davina Bonness, Tom Kleiman, Dick Swanson, Aerica Bjurstrom; and Kyle Burton (DNR)

Excused: John Pagel

- 3) Approval of October 7<sup>th</sup>, 2015 Agenda without changes: Motion to approve agenda by Davina Bonness and seconded by Tom Kleiman. Task Force was unanimous in favor of motion, passed.
  - 4) Approval of September 9<sup>th</sup> Meeting Minutes without changes: Motion to approve minutes by Cindy Kinnard and seconded by Tom Kleiman. Task Force was unanimous in favor of motion, passed.
  - 5) Discuss recent ground and surface water related events or issues.
- A) DNR established five work groups to address Kewaunee County's ground and surface water problems at our August 5<sup>th</sup> meeting. Members discuss updates at each of the five work groups since September 9<sup>th</sup>, 2015:
- a. Short Term Solutions to obtain clean water for citizens living with unsafe wells. (Davina Bonness, John Pagel, Cindy Kinnard and Ron Heuer are members of this workgroup).

Previous meeting August 25<sup>th</sup>: Workgroup needed to define "bacteriologically contaminated" well and DNR response protocol to contamination events.

Last meeting was September 28<sup>nd</sup>: Workgroup discussed the group's scope and "what does short term mean to you?"; DNR presented their animal waste response tool kit and draft well treatment fact sheet; we discussed the Kewaunee County bottled water survey and flow charts on how to get clean water to landowners who have contaminated water.

- b. Best Management Practices for agriculture in dealing with Kewaunee County's vulnerable areas. (Davina Bonness is a member of this workgroup).

Previous meetings August 25<sup>th</sup>: DNR presented on septage and industrial waste applications in Kewaunee County. Workgroup discussed DNR sensitive areas paper, susceptibility map, Karst Report and 590 standards. Kewaunee County discussed new Public Safety and Groundwater Protection Ordinance.

Last meeting was September 22, 2015: A majority of the meeting was a detailed discussion on the new draft 590 (Nutrient Management) standard prohibitions. Also discussed was the need to verify septic and industrial waste applications are accounted for in NMP and where that “other” waste is being stored in the county.

- c. Compliance and enforcement issues. (Davina Boness and Lee Luft are members of this work group).

Previous meeting: September 11<sup>th</sup>. Candid discussion between community members of this workgroup and the DNR regarding the need for greater monitoring and compliance. Several members noted that to be effective not all compliance measures can be voluntary. Discussion topic: With nearly 80% of farm land under a detailed Nutrient Management Plan water conditions in Kewaunee County should be among the best in the State but that this is not the case now. Greater regulation of some practices may help, but sentiment from community members was that monitoring and enforcement of the existing regulations was also lacking.

Last meeting was September 29<sup>th</sup> – Group reached a consensus that we have good regulations, but lack enforcement, compliance and monitoring. Also discussed where improvements are needed and where to focus our efforts with limited resources, in which the group agreed we need to focus on non-point source pollution.

- d. Communication, getting accurate information to the public and information hub for all other group’s recommendations. Has not been established
- e. Alternative Technologies for waste treatment, disposal, and spreading. Has not been established

- B) Water testing and water quality abatement processes for private wells per DNR personnel. Kyle Burton attended from DNR. Passed out a draft handout regarding treatment options for a bacteriologically unsafe well (will be publicly available in the next few months). Group discussed when a well is contaminated for bacteria and how nitrate contamination is a separate issue. If you need information on DNR/DSPS approved treatment systems, they have a full list available online. If a landowner contacts the DNR with a bacteriologically unsafe well, DNR may, but has actually only required one or two landowners to abandon that well. **HOWEVER**, if your well is up to code and met code requirements when installed, DNR **WILL NOT** make any landowner drill a new well. They will direct you to options, but ultimately that is the landowner’s decision.
- C) Kewaunee County citizen, Mr. Jesse Jerabek was invited to speak about longer-term (10+ years) use of Reverse Osmosis systems in his household. He emphasized that you need to install systems approved by DSPS Plumbing Products Register as required by the State Statutes. His installed system reduces their nitrates by about 80%, but **does NOT** remove any E.coli or coliform bacteria from the water. There is annual maintenance and upkeep on these systems and this maintenance can be costly depending on the system.
- D) Lee Luft mentioned another water purification technology, Ozone. He is going to get more information on this and report back.
- E) Determining when a well is “contaminated” and who may be eligible for water or other compensation. Once DNR handout is approved and out of draft form, it will be released to public.

F) Possible short term clean water access in Algoma from the public schools. Group discussed liability issues with individuals filling water jugs and/or touching hoses and faucets. Possibilities of having individuals sign a waiver. Nick Cochart was going to look into this option more and report back.

G) Other issues for discussion? None

#### 6) Task Force Goals and champion(s) for each Goal

**On an continuing basis**, the Kewaunee County Groundwater Task Force will work with the Kewaunee County Health Department, the UW-Extension Office Kewaunee County, the Kewaunee County Land and Water Conservation Department, the Wisconsin DNR, the USDA Natural Resources Conservation Service and other individuals, industry representatives and agencies as appropriate to help educate the citizens of Kewaunee County on ground and surface water issues of importance to all county residents. This effort may include all of the following: well testing results, surface water test results, actions by regulatory agencies to help in dealing with water quality concerns, industry efforts to improve water quality, updates on the actions of the Task Force and any other appropriate information of public interest. **Champions -- ALL**

**By no later than December, 2015** the Kewaunee County Groundwater Task Force will establish a website that will provide a "one-stop" source for the latest updates on Kewaunee County ground and surface waters. This site would reside on the Kewaunee.org website with links to the Kewaunee County Land and Water Conservation Department, the UW Extension and more. **Champions – Cindy Kinnard / Aerica Bjurstrom**

**By no later than November, 2015**, the Groundwater Task Force will publish no less than one press release per month that is intended to update Kewaunee county residents and others on the activities of the Task Force. These press releases will include the latest information regarding the plans and action steps of the Task Force along with news about the other Local, State and Federal entities working to improve ground and surface water conditions in Kewaunee County. A sub-committee of the Task Force would be charged with the preparation of draft news releases for approval by a majority of the full Task Force. News releases will be sent to all local newspapers and radio stations and will be featured prominently on the planned Groundwater Task Force website. **Champions – Lee Luft**

Approval of Task Force Goals as established at the September 9<sup>th</sup> meeting with the potential to make changes as needed through April 2016: Motion to approve by Tom Kleiman and seconded by Ron Heuer. Task Force was unanimous in favor of motion, passed.

#### 8. Public Comments (3 minutes per person – 20 minutes total)

1. Mick Sagrillo asked Jesse Jerabek if a water softener was required for his R.O system, which can be site specific.

2. Bob Garfinkel – agrees on the focus of non-point source pollution and that zoning is doing a great job in inspecting septic systems in the county.

3. Bill Iwen – discussed his recent tour of NEW water (former GB-MSD). Mr. Iwen noted the very significant expenditure of resources (over \$100 million) necessary to treat water from the 17 municipalities who are part of NEW water.

4. Jesse Jerabek – discussed being wary of all the new technology coming out for manure treatment, and wondered if it would be self-regulating or if an independent contractor would be hired.

5. Jodi Parins – discussed DNR short term group was going to add a member from Dept. Health Services, the need for an accurate cow number for the county, and maybe our CFO would look into grants/funding ideas for the county.

6. Joe Mills – discussed the need of an accurate nutrient balance sheet and is going to do his own. Asked about where to get accurate cow numbers and was directed to [nass.usda.gov](http://nass.usda.gov) Lee Luft said he had spoken with the Wisconsin DNR's Green Bay office and they indicated that a nutrient balance sheet using the new (higher) animal census is in the works.

9. Other matters to discuss

Dick Swanson mentioned that DNR approved pivot spray manure irrigation in Wood County and it will be coming soon to Kewaunee County. Also discussed the new bill (WPS239) which changes terminology for high capacity wells.

6) Set next meeting date

November 4<sup>th</sup>, 2015 at 1:00pm

Motion to adjourn at 2:53pm was made by Tom Kleiman and seconded by Cindy Kinnard. Task Force was unanimous in favor of motion, passed.

**KEWAUNEE COUNTY**  
**REVOLVING LOAN FUND COMMITTEE MEETING**

**MINUTES**

**Date: October 12, 2015 Time 1:00 PM**

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

Call to order: The meeting was called to order at 1:00PM by Chairman Jim Lamack

Roll call: Members present: Jim Lamack, Jeff Wisnicky, Paul Kunesh, David Lubbers, Dennis Cravillion, Jennifer Brown, Robert Weidner. Members excused: Ron Heuer, Dan Vincent.

Approve agenda: Motion by Dennis Cravillion, second by Robert Weidner to adopt the October 12, 2015 agenda and approve the March 23<sup>rd</sup> 2015 minutes. Motion carried.

Board chair's remarks: None

Consider motion to go into closed session pursuant to Sec. 19.85 (1)(f) –Considering the loan application of JV Kids LLC: Motion by Robert Weidner, second by Dennis Cravillion to go into closed session pursuant to Sec. 19.85(1)(f) to consider the loan application of JV Kids LLC . Motion carried.

Consider motion to return to open session: Motion by Robert Weidner, second by David Lubbers to return to open session pursuant to Sec. 19.85(1)(f). Motion Carried

Consider motion to approve/deny loan application of JV Kids LLC: Motion by Robert Weidner, second by Jeff Wisnicky to approve the loan application of JV Kids LLC for inventory and equipment under the following conditions:

1. Amount - \$50,000
2. Rate – 4%
3. Term – 10 years
4. Payment schedule – 12 months deferred payments, 12 months interest only payments, principal and interest for the remaining 8 years.
5. Personal guarantees – Personal guarantees from LLC members.
6. Position - 1<sup>st</sup> position on equipment & inventory purchased with loan proceeds

Motion carried.

The loan amount of \$50,000 would require the borrower to create or retain 2.5 jobs.

Administrators report: New RLF administrator Paul Kunesh a brief RLF update. There were 5 to 6 loan inquiries in the last few months. The State provided a webinar with reporting and other program updates. More supporting information will need to accompany the semi-annual RLF report to the State. The State requirement for loan proceeds to jobs created/retained is \$35,000 for 1 job. The committee requested that the County's ratio of \$20,000 to 1 job be reviewed at a future meeting, as well as a review of rates and terms of RLF loans.

Revolving Loan Fund update: Paul Kunesh handed out a YTD loan status report. Outstanding loans total \$636,268 and there is \$1,159,455 of cash available. Paul will start emailing this report quarterly so the committee members have this information even if there is no meeting.

Other matters as allowed by law: None

Next meeting: Next meeting will be set as needed

Adjournment: Motion by Robert Weidner, second by David Lubbers to adjourn the meeting. Motion carried. Meeting adjourned at 2:23PM.

Submitted by: Paul Kunesh, RLF Administrator



**MONTHLY WORK PROGRAM ACTIVITY REPORT**  
**SEPTEMBER 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**

- On September 9<sup>th</sup>, the newly hired Executive Director began working for the Commission in the Green Bay office.
- On September 10<sup>th</sup>, the Natural Resources Planner presented on the Commission's coastal management activities to the WCMP Council in Algoma.
- On September 10<sup>th</sup>, the Transportation Planner participated in a meeting with WisDOT staff to review and recommend a firm to conduct transit performance reviews for transit agencies across Wisconsin. This meeting was held at the Hill Farms State Transportation Building in Madison.
- On September 11<sup>th</sup>, the Commission held its quarterly meeting in Green Bay.
- On September 15<sup>th</sup>, the Natural Resources Planner participated in a meeting of the Green Bay Conservation Partners steering committee in Oneida.
- On September 18<sup>th</sup>, the Executive Director attended a quarterly meeting of the Association of Wisconsin Regional Planning Commissions in Madison.
- On September 19<sup>th</sup>, the Natural Resources Planner participated in a Clean Bay Backers tour event of the Lower Green Bay and Fox River Area of Concern held for elected officials and communities leaders.
- On September 24<sup>th</sup>, the Executive Director attended a half-day "It's Your Choice" open enrollment period kick-off meeting in Madison to learn about changes to the various benefits programs, primarily addressing medical and dental insurance.
- On September 25<sup>th</sup>, the Natural Resources Planner presented about the Phragmites project at a WDNR meeting of the Lower Green Bay and Fox River Area of Concern in Green Bay.
- In September, Commission staff continued to gather and input the 2015 Community and Economic Development Project Inventory survey results from towns, villages, and cities, along with planning and economic development staff members throughout the region.
- 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.
- Commission Staff prepared and submitted Bay-Lake RPC's preliminary 2016 Regional Transportation Work Program to WisDOT staff for review.

- Commission staff attended the quarterly meeting of the Northeast Wisconsin Transportation Committee (NEWTC) on September 15<sup>th</sup>.

### **BROWN COUNTY**

- The Executive Director met with Tom Sieber, Brown County Commissioner, on September 22<sup>nd</sup> to discuss an approach to meeting with the Brown County Executive in the very near future in hopes of getting Brown County to rejoin the Commission.
- On September 25<sup>th</sup>, the Natural Resources Planner met with the WDNR and Wisconsin Sea Grant to discuss permitting for the restoration of Bay Beach.
- The Natural Resources Planner continued work on the City of Green Bay EAB mitigation project. The Commission is currently awaiting approval of a time extension at the request of the City.
- Commission staff attended the Brown County Transportation Subcommittee reviewing the *Green Bay MPO 2045 Long-Range Transportation Plan, 2016 Transportation Planning Work Program, and the 2016-2020 Transportation Improvement Program for the Green Bay Urbanized Area*.
- Commission staff reviewed the Town of Ledgeview 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 teleconference September 11<sup>th</sup> with members of the county's Land Conservation Committee and Zoning Committee to review materials and discuss the remainder of the timeline to complete the plan.
- Commission staff had discussions with DATCP regarding Florence County's Farmland Preservation Plan.

### **KEWAUNEE COUNTY**

- Commission staff had discussions with DATCP regarding a possible update to the Kewaunee County Farmland Preservation Plan/Comprehensive Plan.
- The Commission provided technical assistance for the administration and updating of zoning and other ordinances for Kewaunee County; and the Towns Lincoln, Casco, and Pierce.
- Commission staff conducted a road pavement survey for the City of Algoma in September.

### **MANITOWOC COUNTY**

- Commission staff continued work on updating the Manitowoc-Two Rivers-Mishicot SSA Plan.
- Work on the Maritime Metro Transit Development Program (TDP) continued in September. This work involved continued planning for boarding and alighting and passenger opinion surveys that will take place in the early fall. The Maritime Metro Passenger Opinion Survey

was administered during the entire service day on September 28<sup>th</sup>, and the Maritime Metro Boarding and Alighting Survey will take place in early October.

- Commission staff began work on the Town of Manitowoc Rapids Comprehensive Plan update.

### **MARINETTE COUNTY**

- Commission staff continued to prepare the City of Marinette's 2016 Shared-Ride Taxi application. Meetings for the application development took place on September 24<sup>th</sup> and 29<sup>th</sup>

### **OCONTO COUNTY**

- Commission staff continued work on updating Oconto County's hazard mitigation plan. The plan was submitted to FEMA for final review.
- Commission staff continue to update the Town of Riverview comprehensive plan.
- Commission staff had communication with the Town of Brazeau and the Village of Lena regarding updates to their respective zoning codes.

### **SHEBOYGAN COUNTY**

- Commission contracted with the City of Sheboygan to assist with Davis-Bacon wage rate compliance on their Pennsylvania Avenue roadway project that is underway.
- Commission staff continued preparing the draft *2016 Sheboygan Metropolitan Planning Area Transportation Planning Work Program* in the first half of September. The draft MPO Work Program was sent to WisDOT and USDOT staff as well as to other interested parties on September 17<sup>th</sup>. A meeting was scheduled for early October to review the draft MPO Work Program.
- Commission staff hired a limited term employee (LTE) Transportation Technician in September. This individual will assist the Commission with various transportation tasks in the Sheboygan MPO program and in other Commission activities for the remainder of 2015.
- 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 September 24<sup>th</sup>.
- Commission staff assisted the City of Sheboygan Falls' Director of Public Works with street pavement evaluation surveys on September 29<sup>th</sup>. This assistance will continue in mid-October.
- 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 is currently working to secure personnel to assist with administering these surveys.
- Commission staff began preparing pertinent tables for the *Sheboygan Metropolitan Planning Area Transportation Improvement Program (TIP): Calendar Years 2016 – 2019* in late September.

- Commission staff participated in a meeting of the Congestion Mitigation and Air Quality (CMAQ) project selection committee at the Southeastern Wisconsin Regional Planning Commission office in Waukesha on September 30<sup>th</sup>.