

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

**MONTH: DECEMBER**

**DATE: December 15, 2015**

**TIME: 5:00 PM**

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

- 1. Call to Order**
- 2. Pledge of Allegiance and Prayer**
- 3. Roll Call**
- 4. Approve County Board Agenda**
- 5. Approve Previous County Board Minutes**
- 6. Citizen's Input (maximum 3 minutes per appearance)  
(20 minutes total per meeting)**
- 7. Appointments**
  - a. Veteran's Service Commission – Rick Philipps**
  - b. Library System Board – Robert Entringer & Linda Jonet**
  - c. Kewaunee County Highway Commissioner – Todd Every**
  - d. Transportation Committee**
  - e. Transportation Committee – John Mastalir**
- 8. Annual Reports and Other Reports to the Board as Requested by the County Board or Committee:**
  - a. Kewaunee County Treasurer – Michelle Dax**
  - b. Kewaunee County Land Information – Steve Hanson**
  - c. Kewaunee County Administrator – Scott Feldt**
- 9. Committee Reports:**
  - a. Highway/Solid Waste Committee**
  - b. Personnel, Advisory & Legislative Committee**
  - c. Health Vets & Child Support Committee**
  - d. Extension Education & Zoning Committee**
  - e. Land & Water Conservation Committee**
  - f. Law Enforcement & Emergency Mgmt. Committee**
  - g. Finance and Public Property Committee**
  - h. Human Services Committee**
  - i. Promotion and Recreation Committee**
  - j. Groundwater Task Force Committee**
  - k. Revolving Loan Fund Committee – (no meeting)**
  - l. Bay Lake Regional Planning Commission**

10. **First Reading of Ordinance (vote to be taken at the next County Board meeting)**
  - a. **None**
  
11. **Recess, if needed**
  
12. **Consideration of Resolutions:**
  - a. **Resolution Approving Guardianship Fee Schedule**
  - b. **Resolution Approving the Kewaunee County Shoreland Zoning and Sanitary Fee Schedule**
  - c. **Resolution Approving the Collective Bargaining Agreement with the General Teamsters Local 662 – Sheriff’s Department**
  - d. **Resolution in Support of a National Marine Sanctuary in WI Mid-Lake Region and Inclusion of Kewaunee Co. Coastal Areas**
  - e. **Resolution Approving County Fish & Game Project – Park Amenities**
  - f. **Resolution Authorizing the Withdrawal of Kewaunee Co. from the State of WI Local Government Property Insurance Fund (LGPIF)**
  - g. **Resolution Approving Adjustment to the Capital Improvement Fund**
  - h. **Resolution Approving the Taking of Tax Deeds**
  - i. **Resolution Approving Transfer of Budgeted Funds**
  
13. **Consideration of Ordinance read at previous County Board Meeting**
  - a. **None**
  
14. **Communications:**
  - a. **Resolutions from Other Counties**
  - b. **Farm Technology Days Progress Update – Aerica Bjurstrom**
  - c. **Kewaunee County Events**
  
15. **Chairman’s Comments**
  - a. **Update on the Library**
  - b. **State of the County Address**
  
16. **Set meeting date for next County Board Meeting**
  - a. **January 20, 2016 (Wednesday) at 6:00 p.m. (previously scheduled)**
  - b. **February 17, 2016 (Wednesday) at 6:00 p.m. (previously scheduled)**
  - c. **March 15, 2016 at 6:00 p.m. (proposed)**
  
17. **Adjournment**

/s/ Ron Heuer  
Ron Heuer  
Kewaunee County Board Chairman

/s/Jamie Annoye  
Jamie Annoye  
Kewaunee County Clerk

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

**NOVEMBER SESSION  
KEWAUNEE ADMINISTRATION CENTER  
NOVEMBER 10, 2015**

The meeting of the Kewaunee County Board of Supervisors was called to order by the Kewaunee County Chairman, Ron Heuer, on November 10, 2015 at 6:01 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, Pagel, Paider, Romdenne, Shillin, Sinkula, Wagner and Weidner (19) were present. Supervisor Tebon was excused.

Supervisors Heidmann moved and Pagel seconded to approve the County Board agenda. Motion carried.

Supervisors Haske moved and Wagner seconded to approve the October County Board minutes. Motion carried.

**Citizens Input:**

Mike Sipple spoke regarding KCEDC  
Gretchen Wilson spoke regarding the public library  
Jennifer Brown spoke regarding KCEDC  
Sue Hass spoke regarding the public library  
Lynie Vincent spoke regarding KCEDC  
Jodi Parins spoke regarding the Farmer's Market  
Min Townsend spoke regarding the public library  
Steve Sagrillo spoke regarding the public library  
Karen Naze spoke regarding KCEDC  
Scott Bortolini spoke regarding KCEDC

**APPOINTMENT**

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

Term: November 20, 2015 – July 31, 2018

Linda Teske  
1002 Adams Street  
Algoma, WI 54201

Sincerely,  
Scott Feldt, Kewaunee County Administrator

Supervisors Shillin moved and Haske seconded for approval of the above appointment. Motion carried.

**ANNUAL REPORTS  
UW Extension Staff**

**REPORTS**

Kewaunee County Administrator – Scott Feldt

**Committee Reports:**

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

**First Reading of Ordinance:**

None

**Budget Discussion:**

Supervisor Paape motioned to increase line item from \$30,000 to \$40,000 to KCEDC. The \$10,000 coming from the PIO/Tourism position. Supervisor Heidmann seconded the motion.

\*Friendly amendment to motion by Supervisor Wagner to increase amount from \$30,000 to \$40,000 to KCEDC. Supervisors Paape agreed but Heidmann disagreed. Friendly motion failed.

Roll call vote: 9 ayes (Garfinkel, Haske, Heuer, Luft, Mastalir, Pagel, Paider, Romdenne, Wagner) and 10 nays (Benes, Cravillion, Doell, Heidmann, Kirchman, Jahnke, Paape, Shillin, Sinkula, Weidner). Motion failed.

\*Amend the question by Supervisor Wagner to increase amount from \$30,000 to \$40,000 to KCEDC without reducing the PIO/Tourism position. Seconded by Supervisor Luft.

Roll call vote: 11 ayes (Benes, Doell, Garfinkel, Haske, Heidmann, Kirchman, Paape, Paider, Shillin, Sinkula, Wagner) and 8 nays (Cravillion, Heuer, Jahnke, Luft, Mastalir, Pagel, Romdenne, Weidner). Motion carried.

Recess at 8:03 p.m. until 8:30 p.m.

Consideration of Resolutions:

RESOLUTION NO. 13-11-15

A RESOLUTION APPROVING THE 2016 BUDGET

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

WHEREAS, The Kewaunee County Administrator has prepared and submitted a budget for the year 2016 to the Kewaunee County Finance and Public Property Committee for consideration and approval; and

WHEREAS, The Kewaunee County Finance and Public Property Committee has considered and hereby recommends the proposed budget be adopted.

NOW, THEREFORE, BE IT RESOLVED, by the Kewaunee County Board of Supervisors duly assembled this 10th day of November 2015, that the county budget as recommended to the Kewaunee County Board of Supervisors by the Finance and Public Property Committee is hereby approved and adopted as the Budget of Kewaunee County for the year 2016.

Respectfully Submitted,
Finance and Public Property Committee
HASKE, LUFT, MASTALIR, ROMDENNE, TEBON

Supervisors Luft moved and Cravillion seconded for adoption. Roll call vote: 15 ayes, 4 naves (Paider, Shillin, Sinkula, Wagner). Motion carried.

RESOLUTION NO. 14-11-15

TAX LEVY 2015

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

BE IT RESOLVED by the County Board of Supervisors of Kewaunee County, in annual session this 10th day of November 2015, that the following taxes be levied on the taxable property of the County of Kewaunee, Wisconsin, in accordance with law; and

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

COUNTY PROPERTY TAX FOR 2015

Table with 2 columns: Category and Amount. Includes Operation Other Than Highway, GENERAL GOVERNMENT, PUBLIC SAFETY, TRANSPORTATION, HEALTH & HUMAN SERVICES, RECREATION & EDUCATION, CONSERVATION/DEVELOPMENT, DEBT SERVICE, TOTAL, LESS GENERAL REVENUES, LESS FUND BALANCE APPLIED, NET TAX LEVY, TAX RATE (PER THOUSAND OF EQUALIZED VALUE).

Respectfully Submitted,
Finance and Public Property Committee
HASKE, LUFT, MASTALIR, ROMDENNE, TEBON

Supervisors Mastalir moved and Romdenne seconded for adoption. Roll call vote: 17 ayes, 2 naves (Sinkula, Wagner). Motion carried.

RESOLUTION NO. 15-11-15

A RESOLUTION APPROVING AMENDMENT TO THE PUBLIC HEALTH 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 Board of Health considered and hereby recommends making the following budget adjustments to the Public Health Department:

Table with 3 columns: Description, Code, and Amount. Includes Children and Youth with Special Health Care Needs, Stipend for Mentoring, Expenses: Wages, Social Security, Retirement, Workman's Compensation, Dental Insurance, Travel.

Bioterrorism Grant  
 Stipend for Mass Care.....\$1000.00 (Revenue)  
 Expenses:  
     226.54126.000.345 Mass Care Supplies.....\$1000.00

Women Infants and Children (WIC) Budget  
 Decrease to budget .....\$1809.00 (Decrease in Revenue)

100.54113.000.121	Wages.....	\$1377.00
100.54113.000.151	Social Security.....	\$94.00
100.54113.000.152	Retirement.....	\$94.00
100.54113.000.153	Workman's Compensation.....	\$55.00
100.54113.000.155	Dental Insurance.....	\$15.00
100.54113.000.342	Medical Supplies .....	\$174.00

**NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly assembled this 10th day of November 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,  
 Public Health Committee  
 Bencs, Doell, Paape, Shillin, Wagner

Supervisors Wagner moved and Pagel seconded for adoption. Roll call vote: 19 ayes, 0 nays. Motion carried.

**RESOLUTION NO. 16-11-15**

**A RESOLUTION IN RECOGNITION OF GORDON "GORDY" A. RECKELBERG**

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

**WHEREAS**, former Kewaunee County Board Supervisor Gordy Reckelberg, passed away on October 18, 2015; and

**WHEREAS**, Supervisor Reckelberg served on the Kewaunee County Board of Supervisors from 2010 until his resignation earlier this year representing the citizens of the Town of Montpelier, and

**WHEREAS**, throughout his years of service, Supervisor Reckelberg was well respected and admired for his contributions to the County Board.

**NOW, THEREFORE, BE IT RESOLVED**, that the Kewaunee County Board of Supervisors, duly assembled this 10th day of November 2015, herewith makes public its recognition of Supervisor Reckelberg's dedicated service to the citizens of Kewaunee County and expresses its heartfelt sympathy to all members of the Gordy Reckelberg family; and

**BE IT FURTHER RESOLVED**, that the Clerk forward a copy of this Resolution to members of the family.

Respectfully Submitted,  
 Kewaunee County Board of Supervisors  
 BENES, CRAVILLION, DOELL, GARFINKEL, HASKE, HEIDMANN, HEUER, JAHNKE, KIRCHMAN, LUFT, MASTALIR, PAAPE, PAGEL, PAIDER, ROMDENNE, SHILLIN, SINKULA, TEBON, WAGNER AND WEIDNER

Supervisors Benes moved and Paape seconded for adoption. Roll call vote: 19 ayes, 0 nays. Motion carried.

**RESOLUTION NO. 17-11-15**

**SALE OF COUNTY RIGHT-OF-WAY  
 Parcel No. 31 004 8.152  
 Town of Carlton**

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

**WHEREAS**, Kewaunee County solicited bids from all adjoining landowners of the real property known as Parcel No. 31 004 8.152, located in Section 8 in the Town of Carlton, which was acquired for highway purposes; and

**WHEREAS**, The Highway Commissioner confirmed Parcel No. 31 004 8.152 is surplus right-of-way property and would not be contrary to Kewaunee County's interests to sell; and

**WHEREAS**, the Finance & Public Property Committee considered two bids and hereby recommends awarding the sale to Gary L. Plansky.

Bid Summary:  
 Gary L. Plansky                   \$11,347.00  
 Donald and Debra Bauer       \$3,476.00

**NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly assembled this 10th day of November 2015, that the Board hereby awards Gary L. Plansky the property known as Parcel No. 31 004 8.152, located in Section 8, Town of Carlton for the sum of \$11,347.00; and

**BE IT FURTHER RESOLVED**, the Corporation Counsel shall draft the necessary documents and make closing arrangements with Gary L. Plansky; and

**BE IT FURTHER RESOLVED**, the County Clerk shall sign a quit claim deed and any other closing documents necessary to convey the above-mentioned property from Kewaunee County to Gary L. Plansky; and

**BE IT FURTHER RESOLVED**, the proceeds of the sale shall be deposited in the Highway Fund pursuant to Wis. Stat. §83.08(4).

Respectfully Submitted,  
Finance and Public Property Committee  
HASKE, LUFT, MASTALIR, ROMDENNE, TEBON

FISCAL IMPACT STATEMENT: \$11,347 revenue to HWY Fund.
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Supervisors Pagel moved and Heidmann seconded for adoption. Roll call vote: 19 ayes, 0 nays. Motion carried.

**RESOLUTION NO. 18-11-15**

**A RESOLUTION URGING THE WISCONSIN DEPARTMENT OF TRANSPORTATION TO MOVE-UP THE STH 54 RECONSTRUCTION PROJECT**

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

**WHEREAS**, Kewaunee County is hosting the 2017 Farm Technology Days from July 11-13, 2017; and

**WHEREAS**, Wisconsin Farm Technology Days is the largest agricultural show in Wisconsin and it is believed to be the largest farm exposition moved to multiple host sites in North America. The three-day outdoor event showcases the latest improvements in production agriculture, including many practical applications of recent research findings and technological developments; and

**WHEREAS**, Kewaunee County could receive significant economic benefit from hosting the event, with a projected total economic impact of over one million dollars including additional jobs, income and taxes; and

**WHEREAS**, Wisconsin Farm Technology Days is an excellent way to educate people about Kewaunee County agriculture, to showcase Kewaunee County, and to develop volunteerism and leadership roles; and

**WHEREAS**, the State of Wisconsin Department of Transportation (DOT) has tentatively scheduled the reconstruction of STH 54 from STH 57 to Stumpf Road in Brown County for the Spring of 2017; and

**WHEREAS**, the section of STH 54 slated for reconstruction in the Spring of 2017 is part of the main route of travel to the host site of Farm Technology Days; and

**WHEREAS**, a wide variety of farm equipment, including oversized and overweight equipment, will be entering and exiting Kewaunee County prior to and after the event. Though DOT has agreed to keep STH 54 open the week of the event, the Farm Technology Planning Sequence document allows equipment to arrive up to two weeks before the event. The condition of the road surface may be detrimental to safe transportation or the detour may be inadequate for large equipment; and

**WHEREAS**, Kewaunee County desires to showcase itself in the best possible light and eliminate those obvious and avoidable hindrances such as road construction activities that could affect the success of Kewaunee County Farm Technology Days 2017.

**NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly assembled this 10<sup>th</sup> day of November 2015, that the Board urges the Wisconsin Department of Transportation to move-up the STH 54 project slated for the Spring of 2017 so that it is 100% complete prior to the Kewaunee County Farm Technology Days; and

**BE IT FURTHER RESOLVED**, the Clerk shall forward a copy of this Resolution to Gov. Scott Walker, Sen. Frank Lasee, Rep. Joel Kitchens, The Wisconsin Department of Transportation, Sen. Jerry Petrowski and Rep. Keith Ripp.

Respectfully Submitted,  
Personnel, Advisory and Legislative Committee  
HASKE, HEIDMANN, HEUER, KIRCHMAN, LUFT, PAGEL, ROMDENNE, SHILLIN, WEIDNER

Supervisors Weidner moved and Romdenne seconded for adoption. Roll call vote: 19 ayes, 0 nays. Motion carried.

**Consideration of Ordinances:**  
None

**Communications:**  
Resolutions from other counties (9)  
Kewaunee County Events – Fairest of the Fair Gala, tomorrow is Veteran's Day, free meals at The Cannery tomorrow in Green Bay for veterans

Supervisors Pagel moved and Heidmann seconded that the January County Board Meeting will be changed to Wednesday, January 20, 2016 at 6:00 p.m.  
Motion Carried.

Supervisors Paape moved and Wagner seconded that the February County Board Meeting will be held on Wednesday, February 17, 2016 at 6:00 p.m.  
Motion Carried.

Supervisors Pagel moved and Kirchman seconded to adjourn. Motion carried.





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# KEWAUNEE COUNTY ADMINISTRATOR'S OFFICE

*Scott Feldt*  
*County Administrator*

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December 15, 2015

Veteran's Service Commission

Honorable Members of the Kewaunee County Board:

Pursuant to Wisconsin Statutes 45.12 I hereby make the following appointment to the Veteran's Service Commission subject to County Board approval.

**Term January 1, 2016 to December 31, 2018**

Rick Philipps  
N667 Norman Road  
Kewaunee, WI 54216

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Scott Feldt", is written over a light blue horizontal line.

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.kewauneeeco.org>



# KEWAUNEE COUNTY ADMINISTRATOR'S OFFICE

*Scott Feldt*  
County Administrator

December 15, 2015

Honorable Members of the Kewaunee County Board:

Pursuant to the provisions of Wisconsin Statutes 43.17(1) I hereby make the following appointment to the Kewaunee County Library System Board subject to County Board approval.

**Term January 1, 2016 – December 31, 2018**

Robert Entringer  
321 Mill Street  
Algoma, WI 54201

Linda Jonet  
N6427 Cedar Drive  
Casco, WI 54205

Respectfully submitted,

Scott Feldt  
Kewaunee County Administrator

Kewaunee County  
810 Lincoln Street  
Kewaunee, WI 54216

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



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## KEWAUNEE COUNTY ADMINISTRATOR'S OFFICE

*Scott Feldt*  
County Administrator

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December 15, 2015

Honorable Members of the Kewaunee County Board:

Pursuant to Wisconsin Statutes 83.01(1)(c) I hereby appoint Todd Every to the position of Kewaunee County Highway Commissioner subject to Board approval.

TERM JANUARY 1, 2016 TO DECEMBER 31, 2017

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Scott Feldt", is written over a light blue horizontal line.

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.kewauneeeco.org>



# KEWAUNEE COUNTY ADMINISTRATOR'S OFFICE

*Scott Feldt*  
County Administrator

December 15, 2015

Honorable Members of the Kewaunee County Board

Under the authority of Wis. Stat. §85.22(3)(h) and Wis. Admin. Code TRANS §2.10, I hereby make the following appointments to the Transportation Committee.

TERM

January 1, 2016 – December 31, 2016

CLASSIFICATION

NAME

Transportation Providers	Dan Daul, Volunteer Driver Julie Devries, Transportation Provider
County ADRC	Wendy Hutterer
Human Services	Melissa Annoye, Jodi Vandervest
Public Health	Cindy Kinnard
Community Service Providers	Tracy Nelsen, ESI Mike Rabas, Atrium Acute Care Laurie Bouche, Transportation Coord, Helping Hands Pam Busch, Door County Transport Mary Kay Messman, Linden Manor
Veteran's Affairs	Jane Babcock
Sheriff's Department	Dave Cornelius
Emergency Management	Tracy Nollenberg

Sincerely,

Scott Feldt  
Kewaunee County Administrator

Kewaunee County is an Equal Opportunity Employer

Kewaunee County  
810 Lincoln Street  
Kewaunee, WI 54216

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



# KEWAUNEE COUNTY

Ronald H. Heuer  
COUNTY BOARD CHAIRMAN

December 15, 2015

Honorable Members of the Kewaunee County Board

Under the authority of Wis. Stat. §85.22(3)(h) and Wis. Admin. Code TRANS §2.10, I hereby make the following appointment to the Transportation Committee.

TERM

January 1, 2016 – December 31, 2016

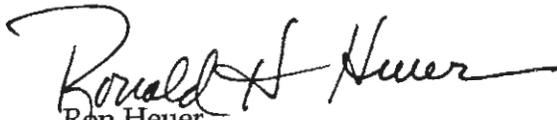
CLASSIFICATION

NAME

County Board Member

John Mastalir

Sincerely,

  
Ron Heuer  
Kewaunee County Board Chairman

Kewaunee County  
810 Lincoln Street  
Kewaunee, WI 54216

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



**RESOLUTION NO.**  
**RESOLUTION APPROVING GUARDIANSHIP FEE SCHEDULE**

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

1 **WHEREAS**, pursuant to Wis. Stat. §66.0628 any fee imposed by a county shall bear a reasonable  
 2 relationship to the service for which the fee is imposed; and

3  
 4 **WHEREAS**, the Corporation Counsel and the Human Services Department work collaboratively to  
 5 establish guardianships for impaired individuals who are unable to competently manage their own affairs  
 6 pursuant to the law and procedures of Chapter 54 of the Wisconsin Statutes; and

7  
 8 **WHEREAS**, the establishment of a Guardianship requires hours of staff time including meeting all the  
 9 persons involved, obtaining and reviewing medical and psychological reports, locating suitable guardians  
 10 to serve, drafting legal documents, arranging and transporting the individual in need to Court, and  
 11 appearing in Court to secure the guardianship; and

12  
 13 **WHEREAS**, the Finance and Public Property Committee has considered and hereby recommends  
 14 Kewaunee County impose the following fees related to the establishment of a Guardianship:

15  
 16 Establishment of guardianship: \$250  
 17 Post establishment actions (e.g. successor guardian, review of guardianship): \$50

18  
 19 **NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County  
 20 Board of Supervisors duly assembled this 15th day of December 2015,  
 21 that the Board finds the proposed fees reasonable and hereby approves  
 22 the same.

23  
 24 **BE IT FURTHER RESOLVED**, the Guardianship Fee Schedule is  
 25 effective January 1, 2016.

Respectfully Submitted,

**FINANCE AND PUBLIC PROPERTY COMMITTEE**

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

**APPROVED AS TO FORM**  
 Jeffrey R. Wisnicky  
 Corporation Counsel

FISCAL IMPACT STATEMENT:
Estimated \$2,500 per year in revenue.

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



## RESOLUTION NO.

### A RESOLUTION APPROVING THE KEWAUNEE COUNTY SHORELAND ZONING AND SANITARY FEE SCHEDULE

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

1 **WHEREAS**, periodically county fee schedules are reviewed and updated; and

2  
3 **WHEREAS**, the Zoning Committee has reviewed the zoning fee schedule and made  
4 comparisons with fee schedules of neighboring counties and has made several adjustments.

5  
6 **NOW THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly  
7 assembled this 15<sup>th</sup> day of December 2015 that a new fee schedule be established; and

8  
9 **BE IT FURTHER RESOLVED**, the new fee schedule shall be as follows and shall be effective  
10 January 1, 2016.

<u>Sanitary Permits</u>	<u>Existing Fee</u>	<u>New Fee</u>
Conventional Systems/Holding Tanks	\$400.00	\$400.00
Mound Systems/At-Grade Systems	500.00	500.00
In-Ground Pressure Systems	475.00	475.00
Pretreatment Systems (Sand Filters Aerobic Units, etc.)	600.00	600.00
Replacement of Septic Tank/Pump Chamber (Only)	250.00	250.00
Installation of Aerobic Unit for System Rehabilitation	200.00	200.00
Repair of System Permit	150.00	150.00
Re-connection Permit	150.00	150.00
Plan Approval for Holding Tanks (1-2 Family Dwellings, Small Commercial Business)	100.00	100.00
Septic System Evaluations	150.00	150.00
Re-inspection Fee	100.00	100.00
Transfer Sanitary Permit	75.00	75.00
Renewal Sanitary Permit	75.00	75.00
Wis. Fund Grant Program Application	100.00	100.00
Soil and Site Evaluation Review Fee	25.00	25.00
<b>Septic Maintenance Fee (Placed on tax assessment)</b>	<b>5.00</b>	<b>10.00</b>
<u>Zoning/Building Permits</u>		
Footprint of Structure/Use ≤100 Square Feet	50.00	50.00
Footprint of Structure/Use 101-500 Square Feet	75.00	75.00
Footprint of Structure/Use 501-1,000 Square Feet	150.00	150.00
Footprint of Structure/Use 1,001-2,000 Square Feet	200.00	200.00
Footprint of Structure/Use 2,001-5,000 Square Feet	400.00	400.00
Footprint of Structure/Use >5,001 Square Feet	500.00	500.00
Commercial/Industrial (New)	500.00	500.00

1  
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21  
22  
23

Commercial/Industrial (Additions) 250.00 250.00  
 Nuclear Dry Storage Structures (Stand Alone or Attached) 1500.00 1500.00

Land-Use Permits (Filling, Excavating, Grading)

1,000-5,000 Square Feet 50.00 50.00  
 5,001-20,000 Square Feet 100.00 100.00  
 >20,000 Square Feet 300.00 300.00

**Note:** If any project commences prior to the issuance of an appropriate permit or public hearing approval, all required fees shall double or the applicant will incur an additional charge equal to 3 percent of the project cost, whichever is greater.

Special Exception Hearing 550.00 550.00  
 Variance Hearing 550.00 550.00  
 Zoning Amendment Changes 400.00 400.00  
 Subdivision Plat Review 100.00 100.00  
 Water Samples Taken By County ZA 35.00 35.00  
 Topographic Maps 3.00 3.00  
 Kewaunee County Ordinances  
 Floodplain 5.00 5.00  
 Sanitary 5.00 5.00  
 Shoreland 5.00 5.00

Respectfully Submitted,

**ZONING COMMITTEE**

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

**APPROVED AS TO FORM**

Jeffrey R. Wisnicky  
 Corporation Counsel

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

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



**RESOLUTION NO.**

**A RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT WITH THE GENERAL TEAMSTERS LOCAL 662 – SHERIFF’S DEPARTMENT**

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

- 1 **WHEREAS**, the Bargaining Sub-Committee of the Personnel, Advisory, and Legislative Committee held
- 2 negotiations with the Bargaining Committee of the General Teamsters Local 662, on behalf of the
- 3 Sheriff’s Deputies of Kewaunee County; and
- 4
- 5 **WHEREAS**, a summary of the successor agreement reached between the above-mentioned parties is
- 6 attached hereto and incorporated herein by reference as if fully set forth herein; and
- 7
- 8 **WHEREAS**, the Personnel, Advisory and Legislative Committee considered the proposed successor
- 9 agreement and hereby recommends its approval.
- 10
- 11 **NOW, THEREFORE, BE IT RESOLVED**, that the Kewaunee County Board of Supervisors, duly
- 12 assembled this 15<sup>h</sup> day of December 2015, that the Board hereby approves and ratifies the 2016-2018
- 13 Collective Bargaining Agreement between Kewaunee County and the General Teamsters Local 662.

Respectfully Submitted,

**PERSONNEL, ADVISORY & LEGISLATIVE COMMITTEE**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**APPROVED AS TO FORM**  
 Jeffrey R. Wisnicky  
 Corporation Counsel

FISCAL IMPACT STATEMENT:			
	<u>Wage Increase %</u>	<u>WRS Contribution</u>	<u>Health Insurance</u>
2016	3.0%	2.2%	13/87
2017	2.5%	4.4%	14/86
2018	2.2%	*Full	15/85

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

## Notes

### Collective Bargaining with Teamsters November 30, 2015

Appearances: For the County: Scott Feldt, Sheriff Joski, Jeffrey R. Wisnicky, Ron Heuer, Bob Weidner, Lee Luft & Tom Romdenne.

For the Union: Jason Veaser, Eric Zellner, Dave Hoepfner, Mitch Perkl, Dusty Smidle.

The Parties continued negotiations from November 19, 2015.

#### Union Proposal 1

##### B. ACCUMULATION OF LEAVE.

Employees will be allowed to carry over one (1) week of vacation from one (1) year to the next. **Unused vacation in excess of the allowable one week carry-over will be paid out in an amount not to exceed one week.** Extensions shall be granted in the event of worker's compensation leave, extended illness or disability and layoffs. An employee who retires before reaching his or her anniversary date of employment, shall receive vacation benefits for the year of retirement, pro-rated on the portion of the year worked prior to retirement.

The parties agree unused vacation in excess of the allowable one week carry-over will be paid out in an amount not to exceed one week.

#### Union Proposal 2 and 3.

##### D. ADVANCED REQUEST FOR LEAVE REQUIRED.

All requests for specific vacation dates shall be made in writing and received by the Sheriff, Chief Deputy, a Lieutenant or any Sergeant at least nine (9) days in advance of the scheduled dates. **An employee will be afforded the opportunity to secure vacation time twenty-seven (27) days in advance. A minimum of two employees may be off on vacation at any given time.** The advance notice requirement may be waived in whole or in part, in the sound discretion of the Department Head or his designee, if the employee can establish good cause for the failure to comply and if granting the vacation request would not adversely affect staffing requirements or other employees properly scheduled vacation leaves.

The parties agree on this proposal.

#### Union Proposal 4

ARTICLE 7: HOLIDAYS

A. PAID HOLIDAYS

The following paid holidays shall be granted to all employees who are subject to this Agreement: A holiday can be used as an equivalent to a vacation day.

The parties agree on this proposal.

**Union Proposal 5**

ARTICLE 3: HOURS OF WORK

G. FTO/TACTICAL INSTRUCTOR PREMIUM

A FTO/Tactical Instructor premium of one-dollar (\$1.00) per hour shall be paid for all hours worked as a Field Training Officer or Tactical Instructor.

The Parties agree to no change to the FTO premium.

**Union Proposal 6**

ARTICLE 4: WAGES

Investigators receive ~~\$1.00~~ \$1.25 above the top hourly rate.  
Sergeants receive ~~\$1.50~~ \$2.25 above the top hourly rate.

The Parties agree to increase Investigators to \$1.25 and Sergeants to \$2.25 above the top hourly rate.

**Union Proposal 7**

D. NIGHT SHIFT PREMIUM

1. A night shift premium of fifty (50) cents per hour shall be paid for all hours worked on shifts scheduled to begin between 3:00 p.m. and 7:00 p.m.
2. A night shift premium of sixty (60) cents per hour shall be paid for all hours worked on shifts scheduled to begin between 7:00 p.m. and 12:00 midnight.

The Parties agree to no change to the night shift premiums.

**County Proposal 1**

ARTICLE 2: PROBATIONARY AND EMPLOYMENT STATUS

B. REGULAR EMPLOYEE

A regular employee is hereby defined as an employee hired to fill a regular position. All permanent part-time employee benefits shall be pro-rated on the amount of hours actually worked. **Only employees that work 30 hours per week or more are eligible to enroll in the employer's medical/health insurance plan.**

The Parties agree to this proposal.

**County Proposal 2**

ARTICLE 3: HOURS OF WORK

L. PRISONER TRANSPORTS

All out of county prisoner transports, beyond the contiguous counties will be conducted by a minimum of two deputies, one of which shall be a certified law enforcement officer.

The Parties agree to no change to the prisoner transport provision.

**County Proposal 3**

ARTICLE 6: SICK LEAVE

B. ACCUMULATION OF LEAVE

Payment for leave of absence due to sickness or accident shall be allowed to all permanent employees who have completed one (1) year of continuous service, on the basis of eight (8) hours per month of continued service, to a cumulative maximum amount of one thousand (1,000) hours, and at the rate paid for the job classification the employee was in at the time of such absence for sickness or accident; providing no payments to the employee were made under the Workmen's Compensation Act.

**The maximum accumulation for employees hired on or after January 1, 2013 is eight hundred fifty (850) hours.**

The Parties agree to the changes for new hires. The accumulation remains at 1,000 hours for existing employees.

**County Proposal 4**

ARTICLE 6: SICK LEAVE

C. USE AND REPLACEMENT OF LEAVE

Sick leave taken and allowed for any day on which the normal work day as defined in Article 3 of the Agreement is less than eight (8) hours shall be allowed only for the number of hours normally worked on such day. Such number of hours shall be subtracted from the cumulative number of hours credited to the employee's account. Replacement of such sick leave hours used, under this Article, shall be required upon the return to active service, at the rate of eight (8) hours per month of continuous service until the cumulative total reaches the maximum of one thousand (1,000) hours.

**The maximum accumulation for employees hired on or after January 1, 2013 is eight hundred fifty (850) hours.**

The Parties agree to the changes for new hires. The accumulation remains at 1,000 hours for existing employees.

**County Proposal 5**

ARTICLE 6: SICK LEAVE

F. RETIREMENT

Upon retirement, an employee shall be credited with the cash equivalent of eighty-five percent (85%) of the employee's accumulated but unused sick leave up to a maximum of seven hundred twenty (720) hours. Said monies shall remain on account with the Employer and shall be used to pay for the cost of continued group health insurance coverage until exhausted.

**Upon retirement, employees hired on or after January 1, 2013 shall be credited with the cash equivalent of seventy percent (70%) of the employee's accumulated but unused sick leave up to a maximum of five hundred ninety-five (595) hours. Said monies shall remain on account with the Employer and shall be used to pay for the cost of continued group health insurance coverage until exhausted.**

The Parties agree to the payout changes.

**County Proposal 6:**

ARTICLE 6: SICK LEAVE

G. DONATION OF SICK LEAVE

Continuing employees shall be allowed to contribute sick leave from their accrual for another employee who has exhausted his/her available leaves, including, without limitation, all his/her own accrued sick leave, any compensatory time, and any vacation leave, with the exception of one (1) week, to which he/she may be entitled, and who needs leave for continuing illness or injury. Donated hours will be valued at the lower of the rate of pay of the donor or the recipient of the hours. No employee who terminates his/her employment with Kewaunee County shall be allowed to donate any accrued sick leave to any other employee.

The Parties agree to no changes to the sick leave donation provision.

**County Proposal 7:**

**ARTICLE 20: CLOTHING ALLOWANCE**

Kewaunee County shall provide all employees with all duty clothing and equipment required by the Sheriff's Uniform and Equipment Policy. Worn or damaged clothing or equipment will be replaced or repaired at the discretion of the employee's supervisor. Investigators and the School Liaison Officer shall receive \$450.00 as a clothing allowance each year.

The Parties agree to no changes to the clothing allowance provision.

**WAGES – WRS - HEALTH INSURANCE**

\*Full means the employees will be paying the full employee percentage contribution established by the Employee Trust Fund Board for general municipal employees.

**Tentative Agreement**

<u>Wage Increase %</u>	<u>WRS Contribution</u>	<u>Health Insurance</u>
2016 3.0%	2.2%	13/87
2017 2.5%	4.4%	14/86
2018 2.2%	*Full	15/85

Additionally, the County agrees to look into TeamCare in good faith, have employees fill-out the paperwork/questionnaires and receive a quote for the County.

**Bargaining History**

Union Proposal #1

	<u>Wage Increase %</u>	<u>WRS Contribution</u>	<u>Health Insurance</u>
2016	4.0%	2.2%	10/90
2017	3.5%	4.4%	Insurance Opener
2018	3.0%	*Full	

County Proposal #1

	<u>Wage Increase %</u>	<u>WRS Contribution</u>	<u>Health Insurance</u>
2016	2.2%	2.2%	13/87
2017	2.2%	4.4%	14/86
2018	2.2%	*Full	15/85

(\$500 signing bonus)

Union Proposal #2

	<u>Wage Increase %</u>	<u>WRS Contribution</u>	<u>Health Insurance</u>
2016	3.75%	2.2%	10/90
2017	3.5%	4.4%	Insurance Opener
2018	3.0%	*Full	

County Proposal #2

	<u>Wage Increase %</u>	<u>WRS Contribution</u>	<u>Health Insurance</u>
2016	3.0%	2.2%	13/87
2017	2.2%	4.4%	14/86
2018	2.2%	*Full	15/85

Union Proposal #3

	<u>Wage Increase %</u>	<u>WRS Contribution</u>	<u>Health Insurance</u>
2016	3.0%	2.2%	10/90
2017	3.0%	4.4%	10/90
2018	3.0%	*Full	10/90

(2-weeks vacation payout, \$1.50 FTO, \$1.75 Inv., \$2.75 Sgt., .60 & .70 Night Shift)

County Proposal #3

	<u>Wage Increase %</u>	<u>WRS Contribution</u>	<u>Health Insurance</u>
2016	3.0%	2.2%	13/87
2017	2.2%	4.4%	14/86
2018	2.2%	*Full	15/85

(Sgt. \$2.00)

Union Proposal #4

<u>Wage Increase %</u>	<u>WRS Contribution</u>	<u>Health Insurance</u>
2016 3.0%	2.2%	10/90
2017 2.5%	4.4%	11/89
2018 2.0%	*Full	12/88

(2-weeks vacation payout, \$1.75 Inv., \$2.75 Sgt.)

County Proposal #4

<u>Wage Increase %</u>	<u>WRS Contribution</u>	<u>Health Insurance</u>
2016 3.0%	2.2%	13/87
2017 2.2%	4.4%	14/86
2018 2.2%	*Full	15/85

(Sgt. \$2.00, 1 week vacation payout)

Union Proposal #5

<u>Wage Increase %</u>	<u>WRS Contribution</u>	<u>Health Insurance</u>
2016 3.0%	2.2%	13/87
2017 2.5%	4.4%	14/86
2018 2.2%	*Full	15/85

(2-weeks vacation payout, \$1.50 Inv., \$2.50 Sgt.)

County Proposal #5

<u>Wage Increase %</u>	<u>WRS Contribution</u>	<u>Health Insurance</u>
2016 3.0%	2.2%	13/87
2017 2.5%	4.4%	14/86
2018 2.2%	*Full	15/85

(\$1.25 Inv., \$2.25 Sgt., 1 week vacation payout)

-Tentative Agreement reached at about 7:30 PM



## RESOLUTION NO.

### A RESOLUTION IN SUPPORT OF A NATIONAL MARINE SANCTUARY IN WISCONSIN'S MID-LAKE REGION AND INCLUSION OF KEWAUNEE COUNTY'S COASTAL AREAS

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

1 **WHEREAS**, The natural resources in the Mid-Lake region of Lake Michigan, including the coastal areas  
2 of Kewaunee County, are part of a rich, bio-diverse ecosystem that supports one of the largest spawning  
3 populations of indigenous lake trout and serves as an important flyway for migratory birds that traverse  
4 Canada, the U.S., Central and South America; and  
5

6 **WHEREAS**, the Mid-Lake region of Lake Michigan is comprised of sand beaches, steep bluffs, Niagara  
7 limestone formations, wetlands, prairies, and freshwater sand dunes that support a wide variety of life;  
8 and  
9

10 **WHEREAS**, the Mid-Lake region of Lake Michigan contains an extraordinary collection of nationally  
11 significant shipwrecks including 15 shipwrecks listed on the National Register of Historic Places including  
12 two additional shipwrecks on the National Register of Historic Places in Kewaunee County's coastal  
13 waters (the American and the Daniel Lyons) and more than 30 other documented Kewaunee coastal  
14 shipwrecks in total; and  
15

16 **WHEREAS**, the architectural integrity and accessibility (nearly one-quarter of the documented  
17 shipwrecks are in less than 20 feet of water), of many of these shipwrecks makes the Mid-Lake region of  
18 Lake Michigan an outstanding choice for a new National Marine Sanctuary; and  
19

20 **WHEREAS**, a National Marine Sanctuary would be invaluable in telling the cultural history of the Mid-  
21 Lakes region including human settlement patterns, shipbuilding, commercial fishing, lumbering, mining  
22 and maritime transportation; and  
23

24 **WHEREAS**, a National Maritime Sanctuary would support and enhance local, state, regional and  
25 national and international tourism as one of the key economic drivers of the Mid-Lake region; and  
26

27 **WHEREAS**, tourism in Ozaukee, Sheboygan, Manitowoc and Kewaunee Counties constitutes more than  
28 \$400 million per year in visitor spending and supports more than 7,400 equivalent full-time jobs  
29 generating more than \$675 million in total business sales and \$50 million in state and local taxes; and  
30

31 **WHEREAS**, a National Marine Sanctuary that includes Kewaunee County would build upon the  
32 nationally known sport fishing industry in Kewaunee County, the recently approved Kewaunee Harbor  
33 and Pierhead Lighthouse restoration project and the walkway project connecting the Pierhead  
34 Lighthouse to the Ahnapee Trail; and  
35

36 **WHEREAS**, a new Lake Michigan Marine Sanctuary would support and promote a wide range of youth  
37 and adult educational activities and enhance the cultural and historical understanding of this region; and  
38

39 **WHEREAS**, the Wisconsin Historical Society (WHS) in partnership with the Department of  
40 Administration's Wisconsin Coastal Management Program (WCMP), recommended that an 875-square

1 mile area within the 2,552-square mile Mid-Lake Michigan region be considered for a national marine  
 2 sanctuary in Wisconsin; and

3  
 4 **WHEREAS**, the WHS, the WCMP, the University of Wisconsin Sea Grant Institute, and the citizens of  
 5 the State have invested a quarter of a century in documenting, preserving, and celebrating Wisconsin's  
 6 maritime heritage.

7  
 8 **NOW, THEREFORE, BE IT RESOLVED** by the Kewaunee County Board of Supervisors duly assembled  
 9 this 15<sup>th</sup> day of December 2015, that the Board enthusiastically supports the nomination to NOAA of a  
 10 national marine sanctuary in this Mid-Lake region of Lake Michigan and encourages NOAA to include  
 11 Kewaunee County's coastal areas in this marine sanctuary designation.

12  
 13 **BE IT FURTHER RESOLVED** that the County Clerk shall forward copies of this Resolution to Governor  
 14 Walker, state and federal legislative representatives having constituencies in Kewaunee County, the  
 15 Wisconsin Counties Association, and such other public officials as the Clerk may deem appropriate.

Respectfully Submitted,

**PERSONNEL, ADVISORY AND LEGISLATIVE COMMITTEE**

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

**APPROVED AS TO FORM**  
 Jeffrey R. Wisnicky  
 Corporation Counsel

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

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



**RESOLUTION NO.**

**A RESOLUTION APPROVING COUNTY FISH AND GAME PROJECT – PARK AMENITIES**

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

1 **WHEREAS**, the legislature of the State of Wisconsin enacted legislation providing for allocation to the  
 2 respective counties in that state on an acreage basis for county fish and game projects on the condition  
 3 that the counties match the state allocation; and  
 4

5 **WHEREAS**, Kewaunee County desires to participate in county fish and game projects pursuant to  
 6 provisions of s. 23.09(12) of the Wisconsin Statutes; and  
 7

8 **WHEREAS**, existing park amenities (picnic tables and grills) at Bruemmer Park are in poor condition and  
 9 in need of replacement; and  
 10

11 **WHEREAS**, The Kewaunee County Promotions and Recreation Department has funds in grounds and  
 12 grounds improvement sufficient fund to match the state allocation for the project.  
 13

14 **NOW, THEREFORE, BE IT RESOLVED**, that the Kewaunee County Board of Supervisors, duly  
 15 assembled this 15th day of December 2015, authorizes the expenditure of funds from the grounds and  
 16 grounds improvement fund and the funds to be received from the State of  
 17 Wisconsin, for the improvement of fish and wildlife habitat, and to operate  
 18 and maintain or to cause to be operated and maintained the project for its  
 19 intended purpose.

Respectfully Submitted,

**PROMOTIONS AND RECREATION COMMITTEE**

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

**APPROVED AS TO FORM**

Jeffrey R. Wisnicky  
 Corporation Counsel

**FISCAL IMPACT STATEMENT:**  
 Donated Matching Contribution:  
 \$884.00

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



**RESOLUTION NO.**

**A RESOLUTION AUTHORIZING THE WITHDRAWAL OF KEWAUNEE COUNTY FROM THE STATE OF WISCONSIN LOCAL GOVERNMENT PROPERTY INSURANCE FUND (LGPIF)**

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

1 **WHEREAS**, the Local Government Property Insurance Fund (LGPIF) program has notified Kewaunee  
 2 County that the renewal premium for 2016 will increase substantially; and  
 3

4 **WHEREAS**, this change is partially the result of Wisconsin state budget changes; and  
 5

6 **WHEREAS**, Kewaunee County has already received a quote from the Wisconsin County Mutual  
 7 Insurance Company that is substantially less than that of the LGPIF; and  
 8

9 **WHEREAS**, having already received a quote less than that of LGPIF it makes sense to complete the  
 10 process of withdrawing from the LGPIF; and  
 11

12 **WHEREAS**, pursuant to the requirements of Wis. Stats. §605.21(3), to withdraw from the Local  
 13 Government Property Insurance Fund, the local municipality must provide certified notice to LGPIF by  
 14 majority vote that they have elected to withdraw from the fund.  
 15

16 **NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly  
 17 assembled this 15<sup>th</sup> day of December 2015, that the Board hereby withdraws Kewaunee County from the  
 18 LGPIF as of December 31, 2015.  
 19

20 **BE IT FURTHER RESOLVED**, the Clerk shall forward a copy of this  
 21 Resolution to the Local Government Property Insurance Fund.

Respectfully Submitted,

**FINANCE AND PUBLIC PROPERTY COMMITTEE**

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**APPROVED AS TO FORM**

Jeffrey R. Wisnicky  
 Corporation Counsel

FISCAL IMPACT STATEMENT:

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



**RESOLUTION NO.**

**A RESOLUTION APPROVING ADJUSTMENT TO THE CAPITAL IMPROVEMENT FUND**

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

1 **WHEREAS**, in accordance with Section 65.90(5)(a), Wis. Stats., the amounts of the various  
 2 appropriations and the purposes for such appropriations stated in a budget may not be changed unless  
 3 authorized by a vote of two-thirds of the entire membership of the County Board of Supervisors; and  
 4

5 **WHEREAS**, In the last several years there were several large projects and some smaller purchases in  
 6 the Capital Improvement Fund. Some projects were under budget (Radio/Evidence) and some were  
 7 over (Fairgrounds). With the last project now completed, a transfer is needed to cover the \$84,964.10  
 8 net fund deficit accumulated from those projects.  
 9

10 **WHEREAS**, The Finance and Public Property Committee considered and hereby recommends making  
 11 the following budget adjustments to the Capital Improvement Fund:  
 12

13 A transfer in the amount of \$84,964.10 from the Debt Service Fund to the Capital Project Fund.  
 14

15 **NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly  
 16 assembled this 15th day of December 2015, that the Board approves the budget adjustments set forth  
 17 above.  
 18

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

Respectfully Submitted,

**FINANCE AND PUBLIC PROPERTY COMMITTEE**

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

**APPROVED AS TO FORM**  
 Jeffrey R. Wisnicky  
 Corporation Counsel

**FISCAL IMPACT STATEMENT:**  
 \$84,964.10 from Debt Service to the  
 Capital Improvement Fund

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



## RESOLUTION NO.

### A RESOLUTION APPROVING THE TAKING OF TAX DEEDS

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

1 **WHEREAS** the County of Kewaunee is the owner of a certain tax certificates issued by the Kewaunee  
2 County Treasurer pursuant to Wisconsin Statute §74.57(1) relating to delinquent real property taxes for  
3 which the period of redemption has now run, and more specifically described in the Notice for Application  
4 for Issuance of Tax Deeds served on the following named persons, copies of which are on file in the  
5 Office of the Kewaunee County Treasurer:

<u>Owner</u>	<u>Parcel Number</u>	<u>Location of Parcel</u>	<u>Amount Due</u>
Kevin Berkovitz	31 020 2.123	Town of W. Kewaunee	\$301.32
Harbor Portfolio VII LP	31 241 OTP 18	City of Kewaunee	\$1,815.40
Dean & Shelly Karnopp	31 014 23.053	Town of Montpelier	\$2,810.80
Lawrenz Trust	31 201 GL2-34 2.2	City of Algoma	\$3,371.72
	31 201 GL2-34 2.3		\$3,524.27
	31 201 GL2-34 2.4		\$3,946.91
Thomas & Jessica Miller	31 020 31.022	Town of W. Kewaunee	\$1,995.48
Thomas Miller	31 014 24.132	Town of Montpelier	\$1,547.22
Linda Wuenn	31 18 SBC 5	Town of Red River	\$2,089.35

24 **AND WHEREAS**, Notice of Application for Issuance of Tax Deeds have been served upon the owners of  
25 record, occupants and interested parties pursuant to Wisconsin Statutes §75.12 within the time  
26 prescribed by statute and proof thereof has been filed with the County Clerk for Kewaunee County.

28 **NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly  
29 assembled this 15<sup>th</sup> day of December 2015 that the County Clerk for the County of Kewaunee issue and  
30 execute a deed of any land described in the said tax certificate remaining unredeemed which shall vest  
31 in the county an absolute estate in fee simple in such land as provided in Wisconsin Statutes §75.14.

33 **BE IT FURTHER RESOLVED**, that the said deed shall be recorded in the Register of Deeds Office and  
34 the County is authorized to take such action as may be necessary to take possession of the land.

Respectfully Submitted,

**THE FINANCE & PUBLIC PROPERTY COMMITTEE**

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**APPROVED AS TO FORM**

Jeffrey R. Wisnicky  
Corporation Counsel

FISCAL IMPACT STATEMENT:  
Please see amounts due  
above.

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



**RESOLUTION NO.**

**A RESOLUTION APPROVING TRANSFER OF BUDGETED FUNDS**

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

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

6 **WHEREAS**, The Finance and Public Property Committee considered and hereby recommends  
 7 transferring a total of \$61,321.47 between Sheriff's Department funds as outlined in the Budget  
 8 Transfer Request attached hereto.  
 9

10 **NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly  
 11 assembled this 15th day of December 2015, that the Board approves transferring \$61,321.47  
 12 between the Sheriff's Department funds as requested; and  
 13

14 **BE IT FURTHER RESOLVED**, that within 10 days the County Clerk shall file a Class 1 notice of this  
 15 transfer of budgeted funds.

Respectfully Submitted,

**FINANCE AND PUBLIC PROPERTY COMMITTEE**

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

**APPROVED AS TO FORM**  
 Jeffrey R. Wisnicky  
 Corporation Counsel

**FISCAL IMPACT STATEMENT:**  
 \$61,321.47 transfer of previously budgeted  
 funds.

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

**Kewaunee County  
Budget Transfer Request**

Date: 12/07/2015  
 Department: Sheriff  
 Requested by: Matt Joski

FROM:			TO:		
Account Number	Account Description	TRANSFER AMOUNT	Account Number	Account Description	TRANSFER AMOUNT
A	1.00521E+13 Gasoline	20,266.76	1.00521E+13 Outlay	20,266.76	
	1.00521E+13 Board Of Prisoners	10,500.00	1.00521E+13 Medical Services	10,500.00	
	1.00521E+13 Salaries- Reg Perm Emplo:	22,245.00	1.00521E+13 Wages- Reg Perm OT	22,245.00	
	1.00521E+13 Salaries- Reg Perm Emplo:	4,159.71	1.00521E+13 Wages Reg Perm Employee	4,159.71	
	1.00521E+13 Training/ School Expenses	150.00	1.00521E+13 Membership Dues	150.00	
B	1.00521E+13 Training/ School Expenses	4,000.00	1.00521E+13 Uniform allowance	4,000.00	
C					
<b>61,321.47</b>			<b>61,321.47</b>		

REASON FUNDS ARE AVAILABLE FOR TRANSFER (BE SPECIFIC):		Circle one:
A	(351) Lower than Expected Fuel Prices/ (111) Vacant position wages covered by Workers Compensation (293) Creative Boarding Options/ (339) Increased In House Training	<input checked="" type="radio"/> One-time OR <input type="radio"/> Ongoing
B	(339) Increased In House Training	<input checked="" type="radio"/> One-time OR <input type="radio"/> Ongoing
C		<input type="radio"/> One-time OR <input type="radio"/> Ongoing

REASON TRANSFER IS NEEDED (BE SPECIFIC):		Circle one:
A	(813) Unforeseen Equipment Needs/ (211) Increase of Jail Nurse Hours/ (122) Back filling of Vacant Position/ Membership to new organizations.	<input checked="" type="radio"/> One-time OR <input type="radio"/> Ongoing
B	(346) Increased Initial Issue for New Hires. Additional Vest purchase needs	<input checked="" type="radio"/> One-time OR <input type="radio"/> Ongoing
C		<input type="radio"/> One-time OR <input type="radio"/> Ongoing

FINANCE DIRECTOR Funds are are not available for transfer Signature / Date: [Signature] 12/8/15

COUNTY ADMINISTRATOR Recommended / Not Recommended Signature / Date: [Signature] 12-8-15

OVERSIGHT COMMITTEE Approved / Denied Signature (Chair) / Date: [Signature] 12/8/15

FINANCE COMMITTEE Approved / Denied Signature (Chair) / Date:

COUNTY BOARD Approved / Denied Signature (Chair) / Date:

TRANSFER IS FROM:	FOR AMOUNT:	THEN APPROVAL IS NEEDED UP TO:
Within an individual department's budget	Up to \$1,000	County Administrator
Within an individual department's budget	Up to \$20,000	Oversight & Finance Committee
Within an individual department's budget	Over \$20,000	County Board (Resolution Needed)
Contingency Fund OR Capital Improvement Fund	Up to \$20,000	Oversight & Finance Committee
Contingency Fund OR Capital Improvement Fund	Over \$20,000	County Board (Resolution Needed)
Fund Balance	Up to \$20,000	Oversight & Finance Committee
Fund Balance	Over \$20,000	County Board (Resolution Needed)
Any other source	any amount	County Board (Resolution Needed)

Last Updated: 07/02/2015

*To be received by SF, RW*

*[Handwritten Signature]*

# Highway/Landfill Committee Minutes

October 21, 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, Landfill Facility Manager Mike Paral, and Recording Secretary Jenny Salentine. Guests at today's meeting included: 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 October 8<sup>th</sup> meeting. Second by Tom Romdenne. Motion carried unanimously.

Public Comments: None

## Reports:

Mike Paral, Landfill Facility Manager had the following to report:

- ❖ We have been hauling out leachate ~ about 1 load each day. With the Highway Department workload, they are not able to send an employee to haul leachate at this time.
- ❖ #963 dozer is back from getting the planetary drives repaired
- ❖ We've begun taking down the old barn building ~ all barn boards are off
- ❖ We are now taking a paper fiber product from GB Packaging. We are able to use this as ADC (Alternate Daily Cover).

Commissioner Todd Every had the following to report:

- ❖ Hand-Outs: Landfill Account Aging Report ~ Receivables (effective 10/18/15)
- ❖ Highway Dept Updates Include:
  - Continuing the work on the STH "54" PBM Crack filling project (Luxemburg-Algoma)
  - Center Line and Fog Line painting has been completed
- ❖ Commissioner Every also presented a Preliminary Budget for the Roads & Bridges Fund

Discuss Kewaunee County/Brown County/Fox River Fiber MOU: A copy of the draft MOU was provided to all committee members. The agreement would be between Kewaunee County, Fox River Fiber, and Brown County. The Paper Sludge product will be used as ADC. We are currently on hold before proceeding, negotiations are on-going. No Action Taken.

Discuss Alternative Funding Options for Highway Department Operations: The Committee discussed the possibility of the County implementing a wheel tax (municipal vehicle registration fee). Kewaunee County has approximately 18,565 vehicles. Examples could be a \$10 wheel tax which would generate \$185,650.00 in revenue, \$20 wheel tax would generate \$371,300.00, and a \$25 wheel tax would generate \$464,125.00. A "frequently asked questions" fact sheet was shared with the committee.

Highway Dept. Equipment Inventory Review: No new information at this time.

Discuss Use of Commissioner Vehicle during winter months: Similar to the 2014/2015 Winter Season, Commissioner Every is requesting permission to take the commissioner's vehicle out of the county at night during the winter months in order to use the vehicle to patrol roads and respond as needed in a timely efficient manner. Approval was given to Commissioner Every to take the commissioner's vehicle out of the county during the months of December 2014 thru March 2015.

Commissioner Every is requesting to add November & April to the authorized months this winter season.

The following motion was made by John Mastalir: The Highway & Solid Waste Committee recommends the Personnel, Advisory, and Legislative Committee approves Commissioner Every's request to take the Commissioner's Vehicle out of the County during the winter months (November 1<sup>st</sup>, 2015 thru April 30<sup>th</sup>, 2016). The Commissioner will reimburse the County \$3.00 per day for said use. The Commissioner will also be required to submit a log at the end of the season tracking the use of the vehicle. Second by Tom Romdenne. Motion carried 4-1 with Kirchman voting no.

Approve & Sign Vouchers: Highway Vouchers paid by check: \$27,870.59. Highway Vouchers paid by credit card: \$12,441.68. Motion to approve vouchers as presented made by Gary Paape. Second by John Mastalir. All in favor. Motion carried unanimously.

Approve Travel Requests: WCHA Winter Highway Conference ~ January 18 -20, 2016 in Wisconsin Dells. Motion to approve this travel request for the Highway Commissioner plus any interested Highway Committee Members made by Bruce Heidmann. Second by Tom Romdenne. All in favor. Motion carried unanimously.

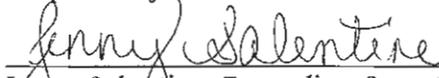
Any other business as allowed by law: None

Next Meeting Dates:

- ❖ Wed., November 18<sup>th</sup> @ 8:45 AM
- ❖ Thurs., December 3<sup>rd</sup> @ 8:45 AM
- ❖ Wed., December 16<sup>th</sup> @ 8:45 AM

Adjournment: Motion made to adjourn today's meeting by Bruce Heidmann. Second by Gary Paape. All in favor. Motion carried. Meeting adjourned at 10:15 AM.

Respectfully submitted:

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

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

Date: Thursday, November 19, 2015 / Time: 10:30 a.m., Conference Room  
Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216

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

Roll Call: Members present were Ron Heuer, Tom Romdenne, Lee Luft, Kaye Shillin, Larry Kirchman, Bob Weidner, Bruce Heidmann, John Pagel excused, Virginia Haske absent.

Others present: Jeff Wisnicky, Scott Feldt, Pat Benes, Matt Joski, Chris VanErem, David Cornelius, Todd Every

Approve November 19, 2015 Agenda:

Motion by Bruce Heidmann, second by Bob Weidner to adopt the November 19, 2015 agenda beginning with item #10 first, then move item #6 to be after item #13 and to approve the October 28, 2015 meeting minutes. Motion carried.

Discussion of WRS Contribution by Sheriff Department Command Staff: The committee reviewed a letter that Dave Cornelius submitted to the Personnel Committee regarding the command staff offering to pay a portion into WRS. It is the recommendation of the Personnel Committee to call a future meeting and take up this issue.

Review & Possible Action of County Vehicle Use Policy: The committee reviewed and discussed an updated draft of the policy. The committee discussed the Highway Commissioner taking his county vehicle home for a particular time frame during the year. The Highway Committee had previously approved this and forwarded it to the PAL committee at this time.

Time Frame Motion by Larry Kirchman, second by Bob Weidner to do exactly like last year December 1 through the end of March 30 for Highway Commissioner. Motion carried.

Motion by Bruce Heidmann, second by Lee Luft to approve the language that is inserted in the policy. Motion carried.

The Personnel committee will decide on a reimbursement rate at a future meeting.  
Jeff Wisnicky will continue to review IRS guidelines.

Discussion and Possible Approval to Fill Position Vacancies in the Sheriff's Department:

Scott Feldt indicated Chris Gulbrand will retire as of December 31, 2015. Paula Ebert and Susan Steiner have resigned. Jamie Tlachac filled Susan's position. There will be three vacancies by the end of the year. Approval requested to start recruitment and fill position of Operations Lieutenant and School Liaison Officer. Sheriff Joski indicated with the domino effect there will be three vacancies at entry level positions by March and he is requesting to have them all approved now. Approval was given for 2 entry level and the committee will still hold discussions regarding the third position.

Motion by Bob Weidner, second by Kaye Shillin to approve the positions as requested that would provide for all cascading effects of 2 (operations lieutenant and school liaison) vacancies and that those also be approved. Motion carried.

Discussion of Clean Energy Grant Application:

Ron Heuer updated the committee regarding the manure processing presentation that he presented in Madison. The grant would give us a feasibility study and map out all of the issues. Ron indicated the committee would discuss this more at the next PAL meeting.

Review of Tourism Marketing/Public Communications Specialist Position Description: Ron Heuer suggested to the committee that this agenda item be discussed at the next PAL committee meeting, the committee agreed.

Discussion & Possible Action Regarding County Correspondence: Ron Heuer suggested to the committee that this agenda item be discussed at the next PAL committee meeting, the committee agreed.

Consider a motion to convene in closed session pursuant to s.19.85(1)(e) to deliberate the County's bargaining strategy for the union negotiations with the Sheriff's Department.

Motion by Bruce Heidman, second by Lee Luft to convene in closed session pursuant to s.19.85(1)(e) for reasons stated on the agenda. Motion carried.

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

Other Matters Authorized by Law: None

Next Meeting: Not discussed.

Adjournment: Motion by Larry Kirchman, second by Bruce Heidmann to adjourn the meeting. Motion carried. Adjourned at 12:21 p.m.

Submitted by, Peggy Jeanquart, Recording Secretary



Kewaunee County  
PERSONNEL, ADVISORY, AND LEGISLATIVE COMMITTEE MEETING

## Meeting Minutes

Date: Thursday, December 10, 2015 / Time: 10:30 a.m., Conference Room  
Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216

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

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

Others present: Pat Benes, Gary Paape, Jeff Wisnicky, Dave Cornelius, Scott Feldt.

Approve December 10, 2015 Agenda Motion by Bruce Heidmann, second by Larry Kirchman to approve the December 10, 2015 agenda with the addition of the agenda item Public Comment. Motion carried.

Approve November 19, 2015 Meeting Minutes: Motion by Bruce Heidmann, second by Larry Kirchman to approve the November 19, 2015 meeting minutes. Motion carried.

Public Comment: William Iwen, Mick Sagrillo, Jesse Jerabek, Jodi Parins, Nancy Utesch, Dick Swanson, Joe Mills.

Approval for Human Services Transportation Coordinator Position: Scott Feldt informed the committee that there is a position in Human Services that was 50 percent funded ADRC and 50 percent funded through Human Services. Now, ADRC is no longer funding the position. The Human Services Director would like to repost as half time Transportation Coordinator. They would like approval to post this job and fill the position with a wage of \$14.02.

Motion by Bruce Heidmann, second by Virginia Haske to approve the Human Services Transportation Coordinator position, job description, and posting.

Review and Approval of Tourism/PIO Job Description: Scott handed out the draft job description. This position was originally budgeted for \$66,022 then per the budget meeting was approved with a salary of \$55,022. Discussion continued if this person would start employment January 1 or March 1 and full time or part time employment. Discussion continued if this position would report to the County Administrator or the Promotion and Recreation Director.

Motion by Bob Weidner, second by John Pagel, to approve the job description with salary and opportunity to review and amend it in January if necessary. Motion carried.  
Bruce Heidmann, opposed.

Resolution in Support of Marine Sanctuary: Lee Luft updated the committee regarding the Marine Sanctuary project and resolution. Lee also indicated additional letters of support for the Marine Sanctuary are forthcoming.

Motion by Larry Kirchman, second by Bruce Heidmann to approve the resolution as presented with one change to the title: remove the word "possible". Motion carried.

Discuss with Possible Action Both Consulting Agreement WI Capitol Solutions LLC & PSC Grant: Ron Heuer updated the committee regarding Project Phoenix. Discussion continued regarding a consulting agreement with WI Capitol Solutions LLC.

Motion by Bruce Heidmann, second by Tom Romdenne to table the lobbying agreement indefinitely. Motion carried.

Motion by Larry Kirchman, second by Tom Romdenne to suspend the rules to allow public comment. Motion carried.

Public Comment: Jesse Jerabek, Joe Mills, Mick Sagrillo, William Iwen, Dick Swanson, Jodi Parins

Motion by Bruce Heidmann, second by Lee Luft to approve that we accept the grant from PSC and put the resolution before the County Board for approval. Motion carried

Discussion continued regarding the grant funds being used for the feasibility study by June 15, 2016. Ron Heuer indicated that now there are no plans for the county to put county funds into this project. In the future, an implementation grant would follow the feasibility study.

Discuss with Possible Action 3 Year Union Agreement for Protected Group: Scott Feldt indicated that they met with Teamsters and came to a tentative agreement. Discussion continued regarding various details of the agreement. Scott recommended the committee and county board approve the agreement.

Motion by Lee Luft, second by Bob Weidner to approve the CBA and present the resolution to the full County Board. Motion carried.

WRS Contribution for Command Staff: Scott Feldt indicated that if the County Board approves the Teamsters Agreement, then the command staff will make the same contribution at the same time as the Teamsters. The committee also discussed wage compression issues with sergeants and the command staff. The committee directed Scott Feldt to conduct an analysis of this compression issue in early 2016.

Union Negotiations for Courthouse & Professionals:

Jeff Wisnicky informed the committee the Professional and Courthouse group want to begin bargaining. Jeff indicated .73 is CPI for January. The committee discussed wages.

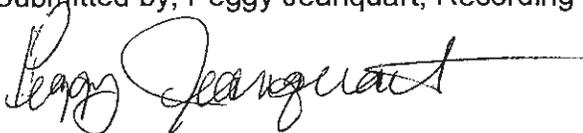
Review and Approve Vehicle Use Policy: The committee discussed employee county vehicle use. The committee asked Scott Feldt to create a policy recommendation for those employees that take county vehicles home.

Other Matters Authorized by Law: None

Next Meeting: January 13, 2016 at 10:30 a.m.

Adjournment Motion by Bruce Heidmann, second by Bob Weidner to adjourn the meeting. Motion carried. Adjourned at 1:03 p.m.

Submitted by, Peggy Jeanquart, Recording Secretary



**Agriculture & Extension Education Committee Meeting**  
**December 2, 2015**  
**3:00 P.M.**  
**Kewaunee County Administration Center**  
**Committee Room**

**Minutes**

1. Call to Order at 3 PM by committee Chair Tom Romdenne.
2. Roll Call – Gary Paape, Tom Romdenne, Ron Paider, Bob Garfinkel, Renee Koenig, Aeric Bjurstrom, Claire Thompson
3. Approval of Agenda/Minutes – Motion to approve made by Gary Paape, seconded by Ron Paider. Motion passed.
4. Citizen Input – None
5. Educators Reports – Written. Claire spoke about her programming efforts over the last two months with Farm Market Kitchen, Farm to School Taskforce, and Algoma Summer Program.
6. Dog Damage Claims – none
7. UW-Extension Regionalization – Educators presented the regionalization format to the committee. Due to the budget cut to the UW-System, UW-Extension has been working on a plan to reorganize. Regional offices gave each county office the opportunity to submit thoughts about reorganization. The reorganization process will take time to implement and at this time the final plan has not been presented to UW-Extension.
8. Overtime – None
9. Approval – Travel – Jill Jorgensen will be participating in National Extension Leadership Development (NELD) in 2016. She has four trips out of the office to take throughout the course of the year, Chicago – January, Costa Rica – April, Washington, D.C. – July, and St. Paul – October. Motion to approve travel by Ron Paider, seconded by Bob Garfinkel. Motion passed.
10. Approval – Bills. Motion to approve bills made by Ron Paider, Seconded by Bob Garfinkel.
11. Set Future Committee Meeting Dates. Next meeting will be held on January 6 at 3 PM, and the following meeting is set for February 3 at 3 PM at the Administration Center.
12. Adjourn – Motion to adjourn made by Gary Paape, seconded by Bob Garfinkel. Meeting adjourned at 4:02 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.

10  
11  
12, 11, 15

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

**4-H Fall Forum** – I presented a public speaking program at an Extension conference in April and was asked by the 4-H Associate program leader & volunteer specialist asked me to present the program at the 4-H Fall Forum. I presented the program to 24 4-H youth at the Fall Forum in Wisconsin Dells and had very good feedback from participants. Per their request, I sent the presentation to about half the kids who attended so they could use it to teach it to their clubs. I also presented the same program to the Fairest of the Fair candidates at the Fairest of the Fair Gala.

**All-Faculty Conference** – Attended the all-faculty conference in Madison. While there, I visited the University of Wisconsin Veterinary School and learned more about their programs and new apps. A research project is being developed with the East-Metro dairy agents to use the apps in real situations in order to gather data and provide general recommendations and farm-specific recommendations.

**Farm Technology Days Extension Visioning Session** – Met with a group of UW-Extension agents who previously hosted Farm Technology Days to develop a vision for the role of Extension in future shows. With the face of Extension changing in the future, the Farm Technology Days show will also need to adjust to the reorganization. The change probably won't impact the Kewaunee County show, it is a plan that will need to be implemented starting as soon as 2018. We will meet two or three more times to draw up a vision and plan.

**Program Planning** – Worked on developing a CAFO meeting in Green Bay and Fond du Lac in February. Topics will include leachate management, manure irrigation, and neighbor relations. Traditionally this meeting has drawn over 120 people each year.

Other programs in planning are the Modernization meeting (March), Heifer Meeting (February), and developing a research project.

I am also working with Annie Deutsch, the Door County Ag Agent to develop a land rental survey for early 2016.

## Kewaunee County 4-H Youth Development Extension Update

Jill Jorgensen, 4-H Youth Development Agent

December 2, 2015

**4-H Club and Committee Charter Renewal Process:** I continued working on the charter renewal process for the club and committees in Kewaunee County. A 4-H audit committee, our Leader's Association treasurer, and I have worked with the process to get all of the pieces together to file with the state 4-H office. All 4-H charters and financial documents need to be filed with the State 4-H Office. I reviewed these documents and then uploaded them to a state system for review.

**4-H Teen Association:** The 4-H Teen Association is gearing up for the annual Toys for Tots campaign. Last year, they began working with the program during the holiday season. I worked with the youth to make this a service learning project for the group. Service learning goes beyond community service and engages the members at levels of the service process. They are currently in the planning and collection phase of the service-learning project. One of the major activities that they plan is children's area. They are currently planning what activities that they are going to do with the children during this time. Typically, the teens plan child friendly, hands-on activities like decorating cookies and making crafts.

The teens issue a challenge to the 4-H community clubs to collect for the campaign. The club that collects the most gifts wins an ice cream and movie party from the teen association. This year the clubs were issued a challenge to collect food to distribute to the families. As in the past, a local church collects food for to distribute to a number of the families at Toys for Tots. The teens noted that it would be great if more families could receive food boxes. Any leftover food will be donated to the local food pantry. At a future meeting, we will be inviting someone from the food pantry to talk about the need for this service in our community. This service learning activity has a big impact on the youth involved in the 4-H Teen Association and they enjoy working with the program each year.

**Exploring Higher Education with the Teen Association:** The 4-H teens have been learning about continuing education after high school over the last two months. An admission's counselor from UW-Green Bay spent time with the teens at one of their meetings to talk about the college admissions' process, writing personal essays, and some things to consider as high school/middle school students if they are interested in pursuing high education. In November, the group went on a tour of St. Norbert College and spoke with an admissions counselor and current students about high education. The group was able to tour the facilities and learn about life on campus. Both opportunities lead to many questions and great discussion from the teens. At a future meeting, I am going to invite a representative from NWTC to speak with the group about the options available at a technical college. In addition, we will be working with members to put together a resume of their experiences to use with their future goals.

**Professional Development:** In November, I had the opportunity to attend the UW-Extension All Faculty Conference. This was an excellent opportunity to learn about inclusion from keynote speakers, concurrent sessions, and other educational opportunities. One session I found particularly interesting focusing on first generation 4-H members and inclusion in the 4-H program. I was able to reflect on potential opportunities for the current program as well as reaching new audiences. In addition, I appreciated the time to network with colleagues from throughout the state and work on topics that are pertinent to our county programs. This conference provided a number of great ideas that I hope to explore for Kewaunee County.

### *Upcoming Events*

**Project Day:** The Kewaunee County annual Project Day planning is under way for 2016. The event is tentatively scheduled for March 2016. We are currently seeking older youth and adult presenters as well as volunteers willing to help with the day's activities. Last year we had over 100 youth (both 4-H and non 4-H members) participate and this year we are anticipating more participants. Not only does the program provide the youth with new life-skills, but it also is a good method for promoting the 4-H program in Kewaunee County.

*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 December 2, 2015

**UW-Extension State Conference** – I attended the conference in Madison on November 11-12. I presented a session on the topic of digital parenting including the preliminary research findings I collected. The conference was helpful for me to learn about the work that my colleagues are doing around the state and connect with them to bring relevant opportunities back to Kewaunee County. Likewise, I hope that my colleagues will benefit from the work that I shared.

**Door County Daily News and Radio** – The Door County Daily News representative met with us and invited us to submit weekly news. I have been writing articles and recording audio clips on various topics to educate and inform the public audience.

**Supporting Children When Parenting Apart** – Each year Kewaunee County averages 48 divorces affecting 66 kids. In addition, a growing number of parents who never married are raising their children while living apart. UW-Extension Family Living provides a 4-hour class that meets the Wisconsin state statute for required parenting education. If you are interested in reading my full report summarizing the evaluations collected from parents, please contact me. I have shared the data with our Judge and Family Court Commissioner and I plan to share it with our future judge.

**Survey of Families About Children's Summertime Activities** – Jill, Claire, Jenny and I have worked collaboratively to develop a survey to identify the needs and interests of parents relating to summer programs and activities for children. We hope to gather data that will inform our efforts for educational outreach.

**Parent Circles** – Results from the surveys that parents filled out after our Parent Circles held at Algoma Elementary School in October were positive. A majority of the parents reported that they plan to make positive changes in the way they interact with their children. Due to the success, our committee is planning to hold another series in the Kewaunee School District.

**Home and Community Educators (HCE) Association** – I helped the organization plan their educational programs for 2016 and develop their annual budget.

Kewaunee County Agriculture and Extension Committee  
Activities Report for October & November, 2015  
Claire Thompson, Community Development Educator  
Kewaunee County Cooperative Extension

Economic and Organizational Development:

- Committed to serving on Completed report and facilitation for Kewaunee County Public Health Department's 2015 Community Health Assessment process.
- Completed report for First Impressions trip between the City of Algoma and the City of Oconto. Organized follow-up of community stakeholders.
- Continued participation and planning work on Live Well Algoma Community initiative.
- Developed survey research tool with Jill Jorgensen, Jenny Spude and Renee Koenig to assess youth summer activity/programming needs in Algoma.

Local Food System Economy:

- Initiated planning work for Kewaunee County TAC advisory committee initiative "Let's Get to Work – Getting Youth with Disabilities into the workplace."
- Planning assistance to Farm Technology Days Food Committee.
- Program development and planning for fermenters program at the Farm Market Kitchen (beer, wine, hard cider).
- Committed to serving on Algoma Farm to School Task Force
- Provided business planning to two entrepreneurs considering opening food related businesses in Kewaunee County.
- Continued support to Farm Market Kitchen with education, facilitation and technical assistance to the FMK board and staff to support succession planning of staff members, and to continue support to new processor with a number of products.
- Implementation and planning assistance for Taste of Kewaunee County event held in October.

Other:

- UWEX Tenor Advisory Committee and Standards, Rank and Promotion Committee work.
- Administrative duties associated with Co-Department head role.
- UWEX All Faculty Conference attendance.
- Extended reduced appointment to 60% FTE until June 30, 2016.

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

Call to Order:

Chairman Tom Romdenne called the meeting to order at 4:03 P.M.

Roll Call:

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

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.

Department Report:

Glenn Selner updated the committee on the Wisconsin Fund Grant program. \$189,305.00 has been paid out to 40 of the 46 applicants. Of the remaining 6 applicants, money has been requested for 3 of them and the other 3 have not had their septic systems installed yet.

Glenn informed the committee that the money has been requested from the Department of Natural Resources for the Shoreland NR 115 grant to help with the revisions of the Shoreland Zoning Ordinance. Glenn received a letter from the DNR stating the grant money had to be requested by December 31, 2015. Glenn will be attending a meeting in December and will get more information regarding updating the ordinance at that time.

Glenn and the committee discussed 3 sanitary violations.

Next Meeting Dates:

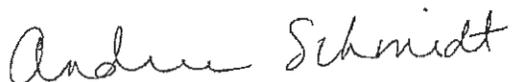
January 6, 2016 and February 3, 2016 at 3:00 P.M. Kewaunee County Administration Committee room.

Adjournment:

A motion was made by Ron Paider and seconded by Bob Garfinkel to adjourn. Motion carried.  
Meeting adjourned at 4:17 P.M.

Respectfully submitted:

Andrea Schmidt, Recording Secretary



**Kewaunee County Land and Water Conservation Regularly Scheduled Committee Meeting**  
**Kewaunee County Fairgrounds Office November 10, 2015 9:00 AM**  
**Minutes**

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

**2) Roll Call:** Committee Members present: John Pagel, Ron Paider, Lee Luft, Bob Garfinkel

Absent: Clark Riemer

LWCD and Cooperating Agency Staff present: County Conservationist, Davina Bonness; Kewaunee County Board Chairman, Ron Heuer; County Board Supervisor, Gary Paape; Joe Johnson (NRCS); LCC advisor, Tom Konop, and Aerica Bjurstrom (UWEX) were present.

**3) Approval/Repair of Agenda:** Motion to accept the November 10, 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 October 13, 2015 Meeting Minutes:** Motion to accept the October 13, 2015 meeting minutes as presented was made by Bob Garfinkel and seconded by Ron Paider. Committee vote was unanimous in favor of the motion.

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

There were eight (8) public comments that discussed the following topics; (1) LCC needs to take on a greater role of leadership to improve soil loss and manure handling; (2) landowner letter should be addressed at the next LCC meeting; (3) discuss volunteer well testing statistics because an email was sent referencing 3.79% of wells are unsafe; (4) EPA reports should be kept in LWCD and released to the public; and (5) all manure spills need to be discussed at LCC meetings.

**6) Department Reports:**

*a) Animal Waste Storage Permits*

Sam Kinnard – 3 month stacking pad -- \$1,000

*b) Farmland Preservation/Standards and Prohibitions Walkovers*

Total Walkovers in October were 13 of which 6 are fully in compliance with NR151, and 6 have been entered into a Compliance schedule and 1 has received a recommendation for a Manure Storage/ Barnyard. Reasons for compliance schedule include reconstruction of Grassed Waterways and Tillage Setbacks from surface water; all compliance schedules are to be complete by December of 2016.

*c) Conservation Plans for Approval*

There were 2 plans for approval including James Steinhorst and David Wisnicky.

*d) Notice of Non-Compliance Updates*

--No NONC

--One Notice of Discharge (NOD) issued by DNR for Larry Dax. A complaint reported cattle in waterway, (which are now fenced out) and barnyard runoff into an adjacent waterway. Landowner is currently working with LWCD to achieve compliance

*e) Public Health & Groundwater Protection Ordinance Update*

Davina Bonness handed out three (3) 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 Dave & Dennis Dalebroux'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.

2. Motion to approve Jim Treml'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.

3. Motion to approve Pat Dantoin's Public Health & Groundwater Ordinance Stacking Variance Request was made by Bob Garfinkel and seconded by Ron Paider. Committee vote was unanimous in favor of the motion.

**7) Cooperating Agency Reports:**

- a) **USDA Natural Resources Conservation Service (NRCS):** Joe Johnson discussed Cover Crops in Kewaunee County.
  
- b) **UW-Extension** – Aerica discussed she along with the new Door County Ag Agent are working with cover crops and on implementing new research for both Kewaunee & Door County. In February, she is also be sending out a land rental survey.

**8) Other Matters:**

1. **Manure Spills:**

Gerald Paape (County Board Supervisor & Town of Ahnapee Chairman) discussed how he was notified late on 11/3/15 regarding a spill in the Township of Ahnapee. This information led to a discussion on how the County LWCD Staff and DNR responded to this spill and how there needs to be an open line of communication between the Townships, LCC, and LWCD regarding DNR reported spills.

2. **Non-Resident Landowner Letter:**

Action Item: Bob Garfinkel and Lee Luft requested that Chairman Pagel put the letter to non-resident landowners on the December 2015 agenda.

A discussion occurred regarding the letter and whether it needed to be voted on by the entire County Board, and that a vote was made in the October 2015 Personnel Committee.

**9) Scheduling of Future Committee Meetings:** Tuesday, December 8, 2015 at 9:00am; Tuesday, January 5, 2016 at 9:00am.

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

**11) Adjournment:** A motion to adjourn the meeting at 10:30 AM was made by Ron Paider and seconded by Bob Garfinkel. Motion carried unanimously.

Respectfully submitted by Davina Bonness – Kewaunee County, County Conservationist

**Kewaunee County Land and Water Conservation Regularly Scheduled Committee Meeting**  
**Kewaunee County Fairgrounds Office December 8<sup>th</sup>, 2015 9:00 AM**  
**Minutes**

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

**2) Roll Call:** Committee Members present: John Pagel, Ron Paider, Lee Luft, Clark Riemer

Excused Absence: Bob Garfinkel

LWCD and Cooperating Agency Staff present: County Conservationist, Davina Bonness; Kewaunee County Board Chairman, Ron Heuer; County Board Chairman, Larry Kirchman & Gary Paape; LCC advisor, Tom Konop; and Brian Maedtke (USDA) were present.

**3) Approval/Repair of Agenda:** Motion to accept the December 8th agenda as presented was made by Ron Paider and seconded by Lee Luft. Committee vote was unanimous in favor of the motion.

**4). Approval/Repair of November 10, 2015 Meeting Minutes:** Motion to accept the November 10th meeting minutes as presented was made by Lee Luft and seconded by Ron Paider. Committee vote was unanimous in favor of the motion.

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

There were 3 public comments that all supported sending out the Non-resident landowner responsibility letter.

**6) Department Reports:**

a) *Animal Waste Storage Permits: None*

b) *Farmland Preservation/Standards and Prohibitions Walkovers*

Total Walkovers in November were six (6). Of the 6 completed, 3 were issued compliance schedules due to missing grassed waterways. All 3 waterways had been planted through and were no longer meeting the standard or functioning.

c) *Conservation Plans for Approval*

There were 5 plans for approval including Richard Schmidt; Kevin Paplham; Gregory Paplham; Johannes Wakker; and Pagel's Ponderosa

d) *Notice of Non-Compliance Updates*

--No NONC issued by LWCD

(1) *NOD by DNR-- Buresh Farms -- 11/13/15 -- feed runoff through a storm water pipe and to a tile line into intermittent*

(2) *NOV by DNR -- Stahl Brothers -- 11/12/15 -- manure spread through intermittent streams*

e) *Public Health & Groundwater Protection Ordinance Update*

Davina Bonness handed out one (1) variance requests for spreading locations. The committee discussed the variance. All maps and descriptions will be kept at the Land & Water Conservation Department.

1. Motion to approve Paul Wallace'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.

**7) Cooperating Agency Reports:**

a) **USDA Natural Resources Conservation Service (NRCS): none**

b) **USDA APHIS Wildlife Services -- Brian Maedtke**

1. Set 2015 WDACP 90% harvest date.

1. Motion to approve the WDACP 90% harvest date of December 15, 2015 was made by Ron Paider and seconded by Lee Luft. Committee vote was unanimous in favor of the motion.

## 8) Letter to Non-Resident Landowners

Discussion among LCC was held.

Roll Call Vote to send out Non-Resident Landowner Responsibility letter as written was as follows:

Yes Vote (1) – Lee Luft

No Vote (3) – John Pagel, Ron Paider & Clark Riemer

Absent Vote (1) – Bob Garfinkel

## 9. Other Matters:

1. Preliminary Result Summary (12/7/15) from the Kewaunee County Groundwater Study (Principal Investigators Mark Borchardt & Maureen Muldoon) were as follows:

Kewaunee Co. Results Summary 12-7-15

These results include all samples regardless of time received, except re-test samples are not included

**Preliminary Data**

### Summary of results

Samples analyzed for:

Total coliform & E. coli	317
Nitrate	320

Positive wells <sup>a</sup>	Number	%
Total coliform	86	27
E. coli	5	2
Nitrate > 10 mg L <sup>-1</sup> N-NO <sub>3</sub> <sup>-</sup>	37	12

<sup>a</sup>Does not include re-test results

The team is validating depths to bedrock with well construction reports so data stratified by depth of bedrock will hopefully be completed in January.

Overall results were --- 110 wells (34%) were unsafe ie positive for either total coliform or high nitrate.

2. New position for a County Conservation Specialist was posted; resumes are due to the County Administrator by Tuesday, December 29<sup>th</sup>.

3. The LCC discussed a recent meeting held at Feeco International for the Kewaunee County Town Board Chairs that discussed new manure treatment and irrigation.

4. Ron Heuer discussed Kewaunee County was recently awarded a \$50,000 grant from the PSC to conduct a feasibility study regarding a manure processing hub-satellite initiative.

5. Lee Luft distributed the recent Groundwater Protection Bill that was introduced by State Legislatures Hansen & Genrich.

6. The Groundwater Task Force website is up and running and can be found at <http://www.co.kewaunee.wi.gov/section.asp?linkid=2374&locid=194>

**10) Scheduling of Future Committee Meetings:** Tuesday, January 5, 2016 at 9:00am; Tuesday, February 9, 2016 at 9:00am

**11) Approval of Bills:** Motion to accept the December 8, 2015 bills as presented was made by Ron Paider and seconded by Lee Luft. Committee vote was unanimous in favor of the motion.

**12) Adjournment:** A motion to adjourn the meeting at 10:05 AM was made by Lee Luft and seconded by Ron Paider. Motion carried unanimously.

Respectfully submitted by Davina Bonness – Kewaunee County, County Conservationist

## **Law Enforcement Committee Minutes November 17, 2015**

The Law Enforcement Committee meeting was held on November 17, 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. Guests present were Lt. Chris VanErem, and County Administrator, Scott Feldt.

### **Law Enforcement Agenda:**

- a) Jail/Dispatch Scheduling & filling current vacancies on the staff:** Sheriff Joski explained how at the last meeting the department was down one position in the jail, but there has been a number of changes with retirements, which caused two more vacancies, and now puts us down 3 positions. Joski recommended putting aside the scheduling issue at this time until the sheriff's department can get back to full staff. We are currently on the 1946 hours and pulling people on the light weeks up on extra regular hours to fill where needed. Joski explained it would be too chaotic to change schedules at this point, when we are not at full staff. With the retirement of Lt. Chris Gulbrand, this could cause a ripple/domino effect in filling these positions if they are filled from staff within the department. Lt. Chris VanErem did share a handout with an analysis breakdown for three months for a 6-3 schedule, a 12 hour shift, and a 2080 hours schedule. Discussion on pros and cons of each took place. The issue of FMLA and workman's comp was also factored into the scheduling in the analysis presented.

Administrator Feldt agreed Sheriff Joski had a legitimate point, and believed the staffing issues need to be filled, but the scheduling issues will still need to be addressed at a later time. Feldt also stated the open jail sergeant position has been difficult to fill, due to those out on patrol do not want to return to the jail, mainly because of the protected/general status difference. Feldt recommends we definitely need to post for the open positions, starting with the Patrol Lieutenant position, being vacated by Lt. Chris Gulbrand's retirement, effective December 31, 2015, and also posting for the school liaison position (regarding Paula Ebert's resignation). Feldt also believes that due to the lack of interest and inexperience for the Jail Sergeant position which is still open, we may have to post externally for that position, which had been previously approved by the personnel committee to fill. Administrator Feldt also noted that the possibility of part time positions be analyzed, if it would be a possibility to cover "openings" in the schedules instead of the extra-regular or overtime.

Feldt did recommend the committee solidify the two open entry level positions, and continue with our "options" on the third position once those two are filled. Discussion on the current county hiring freeze took place. Feldt has proposed the freeze be lifted in the case of the sheriff's department, due to the cascading affect that may take place in filling the open positions.

Discussion on the positions that need to be filled, especially the Patrol Lieutenant position, and the domino effect that could happen if it is filled from internally took place.

A motion was made by Pat Benes to recruit and fill the Patrol Lieutenant position and the School Liaison position, and the subsequent positions that may open as a result of internal hiring's in those two positions, along with the two entry level positions in the jail. Motion was seconded by Linda Sinkula. Motion carried.

It was requested that the Chief Deputy continue to keep Administrator Feldt informed on the filling of these vacancies.

**Other Matters as Authorized by Law:** Sheriff Joski updated the committee on the jail assessment survey which was recently completed. The survey covered jail needs and current status. This will be a slow process, which could take a number of years, but it is moving forward.

Chief Deputy asked Administrator Feldt if he had received the letter regarding the good faith offer to pay into the retirement until the union contract is settled, versus the insurance plan offered to those in protected status. This will be discussed at the upcoming personnel committee meeting.

**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 Scott Jahnke, motion carried. Meeting adjourned at 1247 hours.

Minutes provided by: Recording Secretary, Mary Berkovitz

:lmab

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

**Emergency Management Committee Minutes**  
**December 8, 2015**

The Emergency Management Committee meeting was held on December 8, 2015 at Luxemburg Fairgrounds Building.

**Called to Order:** Chairman Robert Weidner called the meeting to order at 9:33 a.m.

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

**Public Comment:** none

**Travel Request:** none

**Emergency Management Updates:** Budget transfer request of SARA accounts. Motion made by Linda Sinkula to approve, seconded by Scott Jahnke; motion carried.

Director Nollenberg explained current status of upgraded Point Beach Nuclear Plant siren software. There are some issues with the new system that are being worked out yet.

The current status of non-operational siren #17 located in the Village of Luxemburg was discussed and it was noted that the legal responsibility now belongs to the Village of Luxemburg, not Kewaunee County/Kewaunee County Emergency Management.

Director Nollenberg shared information regarding upcoming courses being sponsored by FEMA – Emergency Management Institute, in February/March 2016 that the committee is welcome to attend (REP Core Concepts Course).

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

**Other Business:** Guest speaker, Luxemburg Village Police Chief, John Massart. Chief Massart explained the status of siren# 17 located in the Village of Luxemburg. This siren was given to the Village by Dominion (Kewaunee Power Station) in 2014 and the maintenance & related costs are now the obligation of the Village. This siren is currently non-operational. The Village has not decided if it will be able to fund the cost of repairing this siren, and as it stands, the siren is not scheduled to be fixed.

**Next Meeting:** The next meeting was scheduled for Tuesday January 12th, 9:30 a.m., Kewaunee County Courthouse.

**Adjourned:** Linda Sinkula made the motion to adjourn, Pat Benes seconded; motion carried. Meeting adjourned at 9:54 a.m.

Submitted by:



Terri Marcusen

Recording Secretary

**Law Enforcement Minutes  
December 8, 2015**

The Law Enforcement Committee meeting was held on on December 8, 2015 at Luxemburg Fairgrounds Building.

**Call to Order:** Robert Weidner called the meeting to order at 9:56 a.m.

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

**Public Comment:** none

**Travel/Training Requests:** Investigator Steve Haen to attend Background Investigation Training in Beloit, WI. Linda Sinkula made the motion to approve request, Pat Benes seconded; motion carried.

**Law Enforcement Updates:** Sheriff Joski & Chief Deputy Cornelius updated the committee on the status of staffing. Jason Veeseer has accepted the position of Lieutenant of Operations, start date December 13<sup>th</sup> to train alongside retiring Lieutenant of Operations, Chris Gulbrand. The department has been authorized to hire two entry level Jailer-Dispatchers. That process is in its final stages and proceeding well. Staffing levels will also be affected by FMLA issues. Given the existing cascading vacancies, FMLA issues and new hires, the department is hopeful it will be "made whole" as much as possible by the end of February 2016. The need for a third position once the current issues are dealt with was emphasized, as well as re-addressing the need for an IT position.

2015 Budget Transfers discussed and handout distributed. Pat Benes motioned to approve transfers (pending approval of Finance Director & County Administrator) and then submit to Finance Committee, Scott Jahnke seconded; motion carried.

Sheriff Joski & Chief Deputy Cornelius explained the request for funding to update the Spillman Server (master server/integrated public safety software). The operating system format has been changed from Unix to Linux by Spillman & as a result, the changeover is now required or no support will be given the County. This is being done nationwide. Joski said they are now backed into a corner & can no longer put this off. Chief Deputy Cornelius recommended charging each municipality per user/officer for this package, beginning in 2017. He stated the County can no longer continue footing the entire bill as the costs increase. Pat Benes made a motion to send this server update request on through the proper channels, including Finance Committee. Motion seconded by Scott Jahnke; motion carried.

Update was given on Jail planning status. Joski distributed a Jail and Justice System Assessment Information Survey originating from the National Institute of Corrections. The planning process is on-going.

**Bills:** Motion to approve made by Linda Sinkula, seconded by Scott Jahnke; motion carried.

**Other Matters:** Chairman Weidner explained the details of tentative agreement reached with Protected Union.

**Next Meeting:** The next meeting was scheduled for Tuesday January 12th, 9:30 a.m., Kewaunee County Courthouse.

**Adjourn:** Linda Sinkula motioned to adjourn, seconded by Pat Benes; motion carried. Meeting adjourned at 11:17 a.m.

Submitted by:   
Terri Marcussen, Recording Secretary

Kewaunee County

FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

**MEETING MINUTES**

Date: November 10, 2015 Time: Recess of County Board Meeting  
Kewaunee County Administration Center, 810 Lincoln St, Kewaunee, WI 54216  
Conference Room

Call to Order: The meeting was called to order at 8:10PM by Chairman Lee Luft

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

Others Present: Scott Feldt, Paul Kunesh

Approve November 10, 2015 Agenda: Motion by Tom Romdenne, second by John Mastalir to adopt the agenda. Motion carried.

Approve October 28, 2015 Minutes: Motion by John Mastalir, second by Tom Romdenne to adopt the October 28, 2015 meeting minutes. Motion carried.

Approval of Sale of County Highway B Property: Motion by Virginia Haske, second by John Mastalir to approve the sale of County Highway B property to Gary Plansky. Motion carried.

Approval of 2015 Tax Levy & Mill Rate: Motion by Tom Romdenne, second by John Mastalir to approve the 2015 Tax Levy of \$11,177,945 and the mill rate of \$5.82. Motion carried.

Approve Additional Bills for Payment: Motion by Virginia Haske second by Lee Luft to approve the revised bills for KCEDC as presented in the amount of \$6922.68. Motion passed 3 to 1, with John Mastalir voting no.

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

Other Matters as Authorized by Law: None.

Next Meetings: November 13 2015 at 10:00AM

Adjournment: Motion by John Mastalir, second by Tom Romdenne to adjourn the meeting. Motion carried. Meeting adjourned at 8:23PM.

Submitted by:  
Paul Kunesh, Recording Secretary



Kewaunee County  
FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

**MEETING MINUTES**

Date: November 13, 2015 Time: 10:00 AM  
Kewaunee County Administration Center, 810 Lincoln St, Kewaunee, WI 54216  
Conference Room

Call to Order: The meeting was called to order at 10:00 AM by Chairman Lee Luft

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

Others Present: Scott Feldt, Paul Kunesh, Ron Heuer

Approve November 13, 2015 Agenda: Motion by John Mastalir, second by Tom Romdenne to adopt the agenda. Motion carried.

Approve November 10, 2015 Minutes: Motion by John Mastalir, second by Tom Romdenne to adopt the minutes. Motion carried.

Monthly Financial Report: Paul Kunesh presented the monthly financial reports for September. To date all departments are within their total budget. Some individual line items are over but are either temporary or will be addressed with a department's budget transfer request.

Review 2014 Federal Awards & State Financial Assistance Report: Paul Kunesh presented the report and reviewed the audit findings and comments. Findings, especially repeat findings, can result in future problems such as increased scrutiny or loss of funding. Plans are in place to correct all findings.

Authorization for Lease of County Land: Scott Feldt presented a list of County owned parcels that are currently not needed. The committee reviewed the property list and selected parcels to be pursued further, and for the Administrator to return with any recommendations or offers. The parcels selected for further action are:

31 010 23.112	31 018 21.051	31 018 33.162	31 201 OW 24
31 008023.104	31 006 17.123	31 016 20.076	31 018 24.164
31 111 BLK D 16	31 201 CGB 8	31 201 MCH2 21	31 241 DK 15
31 002 6.6GL3.05 R26E			

Public Comment: None

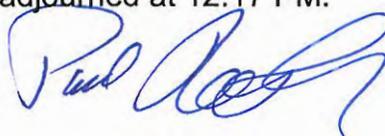
Other Matters as Authorized by Law: Scott Feldt reviewed the overtime report.

Next Meetings: Dec 11<sup>th</sup> 10AM Jan 8<sup>th</sup> 10AM

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

Adjournment: Motion by Ken Tebon, second by Tom Romdenne to adjourn the meeting. Motion carried. Meeting adjourned at 12:17 PM.

Submitted by:  
Paul Kunesh, Recording Secretary



Kewaunee County

FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

**MEETING MINUTES**

Date: December 11, 2015 Time: 10:00 AM

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

Call to Order: The meeting was called to order at 10:00 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 Kunesch, Jeff Wisnicky, Steve Hanson, Michelle Dax, Ron Heuer

Approve December 11, 2015 Agenda: Motion by Tom Romdenne, second by Virginia Haske to adopt the agenda. Motion carried.

Approve November 13, 2015 Minutes: Motion by Tom Romdenne, second by John Mastalir to adopt the November 13, 2015 meeting minutes. Motion carried.

Overtime Report: Scott Feldt reviewed the year to date overtime report. Highway—down from prior years due to lack of snow. Human Services—up from previous years, due to conversion to Family Care. Sheriff & Jail—up due to scheduling & FMLA & other time off. This will be reviewed further for potential changes/savings.

Monthly Financial Report: Reports as of October 31<sup>st</sup> were reviewed. Expenditures across the board continue to be in line with expectations for this point in the year as they have been in prior months. Nothing new has come up since last month. Some Revenue continues to lag behind but the lag is anticipated or expected in most cases.

Approval of transfer from Debt Service Fund to Capital Improvements Fund: As noted in the memo provided with the committee packets, a transfer is needed to zero out the Capital Improvement Fund now that all projects are complete. Motion by Virginia Haske, second by Tom Romdenne to transfer \$84,964.10 from the Debt Service Fund to the Capital Improvement Fund. Motion carried.

Approval of Quit Claim Deed, County Road D: Steve Hanson handed out information referring to a very small wedge of land that is owned by the County but not needed. A request was made to Quit Claim the SW corner of parcel to the adjoining parcel to the west. Motion by Tom Romdenne, second by Virginia Haske to prepare a quit claim deed for the small SW corner of parcel #31.016.19.041 to become part of parcel #31.016.19.047. Motion carried.

Tax Delinquent Property: Michelle Dax presented a list of tax delinquent property for Tax Deed process consideration. She reviewed and updated the status of each. The committee discussed the circumstances of each parcel. Motion by Tom Romdenne, second by Virginia Haske to authorize a resolution to tax deed the following parcels:

- 1 Berkovitz 31 020 2.123
- 2 Harbour Portfolio 31 241 OTP 18
- 3 Karnopp 31 014 23.053
- 4 Lawrenz 31 201 GL2-34 2.2
- 5 Lawrenz 31 201 GL2-34 2.3
- 6 Lawrenz 31 201 GL2-34 2.4
- 7 Miller 31 020 31.022
- 8 Miller 31 014 24.132
- 11 Wuenn 31 018 SBC 5

Motion carried.

Lee Luft discussed the Hornig parcel status. Adding a driveway is needed to increase the value and ability to sell the parcel. Steve Hanson will send map, & the DNR indicated they will review & provide a letter if they determine a driveway is allowed.

Lease Proposal for FSA at Fairgrounds Exposition Building: The Fairground building was built with the intention of housing FSA next to the Land Conservation offices. The current FSA lease at another location is ending soon. A proposal was submitted to GSA for \$49,000 per year for 10 years. Some small changes needed to the conference room. FSA in this building will also benefit the Land Conservation department and their customers.

Approval of Guardianship Fee Schedule: Jeff Wisnicky provided a proposed fee schedule for preparing guardianship documents. Motion made by Virginia Haske, second by John Mastalir to establish a guardianship fee schedule for the Corporation Counsel office. Motion carried.

Insurance Renewals (Property, Liability, Workers Compensation): Scott Feldt handed out a summary of insurance coverage & renewal information. Scott recommend MPIC/Robertson & Ryan quote for property insurance of \$45,517, and WCM for Liability & Workers Compensation. Discussion followed. Motion by John Mastalir, second by Virginia Haske to accept the recommendations and quotes by MPIC for property insurance at \$45,517 & WCM for liability & Workers Compensation. Motion carried

Approval of Resolution-Removal from Local Government Property Insurance Fund(LGPIF): Motion by Tom Romdenne, second by Ken Tebon to approve a resolution withdraw from LGPIF. Motion carried.

Public Comment: none

Discussion Items 1) other revenue sources, 2) capital projects, 3) county tourism marketing:

- 1) Need to put one or more on future agendas since 2016 used FB & that can't continue. H&D insurance increases to be addressed as well. May need up t 1M. Potential sources: sales tax, exceed tax levy limit, wheel tax, other fees, etc.
- 2) Potential new jail as a future capital project
- 3) Continue to boost existing efforts – tall ships, Farm Technology Days, Harbor, etc.

The committee agreed that the above items should be a part of the Finance agendas for the remainder of the year.

Next Meetings: January 8 at 10AM, February 12 at 10AM.

Approve Additional Bills for Payment: Motion by Ken Tebon second by Virginia Haske to approve the bills. Motion carried.

Adjournment: Motion by John Mastalir, second by Tom Romdenne to adjourn the meeting. Motion carried. Meeting adjourned at 12:01 PM.

Submitted by:   
Paul Kunesh, Recording Secretary

**KEWAUNEE COUNTY  
HUMAN SERVICES COMMITTEE MINUTES  
November 11, 2015**

The meeting was called to order by 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, and Ken Tebon. Also present were Denise Harmann, Melissa Annoye, Tracy Nelson from East Shore Industries and Jack Schad.

Excused: Douglas Doell and Charles Wagner.

After review, a motion was made by Kaye Shillin and seconded by Ken Tebon to approve both the November 11<sup>th</sup> agenda and the October 14, 2015 meeting minutes. Motion carried.

Denise Harmann, Director of Coordinated Community Services, presented the board with an explanation of the CCS program. CCS is a voluntary program for both adults and children when they have Mental Health and/or AODA issues. The clients must be on Medical Assistance thereby making the costs 100% covered/reimbursed. CCS has been in the county since 2007. As of December 1, 2014, Kewaunee became a part of the Lakeshore Recovery Consortium with Door and Shawano Counties. Door County is the Lead and is also where the newly hired CCS Coordinator for the region, Jason Latva, is located. Mr. Latva will coordinate the three counties, oversee training for workers and develop uniform forms for each county. Kewaunee County currently has 26 adults and 12 children on the program. Along with the CCS director, there are two case managers, a three-quarter time worker and a contracted worker.

Ms. Haske reported that the HS Budget passed the county board without any further explanations. Mr. Schad reported that County Administrator, Scott Feldt has authorized the hiring of a Behavioral Health manager.

Melissa Annoye reported that with the 2016 budget, the COP funding will go to both behavioral health and Children's Long Term Support. At the last LTS Committee meeting it was recommend that the Long Term Support Committee be formally disbanded. A Motion was made by Mark Buchanan and seconded by Ken Tebon to formally disband the LTS Committee. Motion carried.

Melissa Annoye explained that the new Children's COP funding and Family Support funding will be combined in 2016. She also detailed that the committee for the Children's COP will be comprised of parents, school personnel, service providers, law enforcement and public health and that the board would need to make a motion to establish this committee. Motion made by John Mastalir and seconded by Mark Buchanan to go ahead with the formation of this committee. Motion carried. Along with the members noted, it is also necessary to have a county board volunteer on the committee. HS Board member Kaye Shillin will request appointment to this committee.

Regarding the Transportation Committee, Melissa reported that the 2016 85.21 Transportation Grant is in its final phase. The grant includes the Algoma bus, the Kewaunee van, the driver escort program, and East Shore Industries transportation. Both the budget and grant will be brought to the next HS meeting

for approval. Another part of the grant is the reformation of the Transportation Committee. This committee is comprised of public health, community residents, veterans, law enforcement, ADRC, consumers and a county board member. John Mastalir will request appointment to this committee. Following the next HS Board meeting on December 9<sup>th</sup> at 10:30, there will be a public hearing on transportation.

Membership in the CCS/CSP Committee was explained by Melissa and the need for representation from the Board. Virginia Haske will request appointment to this CCS/CSP Committee.

Jack handed out information on the December 3<sup>rd</sup> and 4<sup>th</sup> WCHSA Conference and asked if there were any board members who would like to attend this. Virginia Haske expressed her interest and will be assisted with her registration.

There were two contracts for approval – Kewaunee County Public Health MOU and Trempealeau County Health Care Center. Motion made by Kaye Shillin and seconded by Shirley Kirchman to approve the contracts. Motion carried.

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

Motion made by Paul Ravet and seconded by Shirley Kirchman to approve the credit card vouchers as presented. Motion approved.

Motion made by Rose Quinlan and seconded by Ken Tebon to approve the travel as presented. Motion approved.

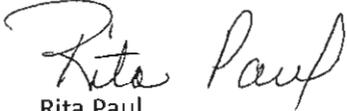
There were no public comments.

Interim Director, Jack Schad, wanted the Board to know that he thanks the Human Services Staff for their dedication in keeping the Agency together following the disruption that occurred.

Motion made by Ken Tebon and seconded by Paul Ravet to set the next meeting date for Wednesday, December 9<sup>th</sup> at 9:00 a.m. Motion carried. This meeting will be followed at 10:30 by the Transportation public hearing.

Motion made by Kaye Shillin and seconded by Paul Ravet to adjourn the meeting. The meeting adjourned at 9:52 a.m.

Respectfully submitted,



Rita Paul

Administrative Assistant

**KEWAUNEE COUNTY  
HUMAN SERVICES COMMITTEE MINUTES  
December 9, 2015**

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

Excused: John Mastalir

Mr. Schad asked that if there weren't any objections could the 85.21 Transportation approval be moved up to immediately follow the In-Service of Jodi Vandervest. There being no objections, a motion was made by Chuck Wagner and seconded by Paul Ravet to approve the change and the December 9<sup>th</sup> 2015 agenda. Motion carried.

A motion was made by Shirley Kirchman and seconded by Kaye Shillin to approve the November 11<sup>th</sup>, 2015 minutes as mailed. Motion carried.

Jodi Vandervest, Adult Protective Services Worker, informed the board that the CCR I-Team (Interdisciplinary Team) meets monthly to discuss elder abuse and adults at risk. The team consists of Judge Mleziva, Sheriff Joski, Human Services staff, the Court Commissioner, VIP, and the District Attorney. The CCR I-Team develops protocols or procedures to be followed by each agency in order to provide consistent help to those at risk. Elders at risk are those persons who are age 60 years or older and experience abuse, neglect or financial exploitation such as scams. Adults at risk are those that are age 18 or over who may also need protection. One of the new projects is to help seniors avoid scams. An example was given of a serious situation from a CNN news report. Examples of scams were handed out. The I-Team is looking at methods to educate seniors or their caretakers on ways of avoiding scam artists.

Melissa Annoye reviewed the 85.21 Transportation grant explaining the amount of money to run the transportation program, the county match and the vehicles involved in the program along with their locations for usage and also the driver escort program. It was suggested that a card or schedule be made available to individuals who may be interested in any part of this program. There being no further questions or discussions, Chuck Wagner made a motion to approve the 85.21 Transportation Grant and this was seconded by Rose Quinlan. Motion carried.

There was no one in attendance at the WCHSA Conference to provide a report.

Two spreadsheets were handed out on the 2016 State-County Contract and Funding changes. The majority of the changes are due to the recent roll-out of Family Care. Also noted was additional funding in Adult Protective Services and some Basic County Allocation monies.

Jack informed the board that his contract with the county has been increased from 24 to 28 hours generally due to the unfilled behavioral health manager position but he did state that the position has now been posted. The 85.21 transportation position will be overseen by Human Services and will become a half-time position at the beginning of the year. Laurie Bouche will still handle the driver escort program. The local transportation number will no longer be routed to Manitowoc ADRC but will come directly to the agency. All changes are hoped to be in place by January 4, 2016.

The eight final 2015 contracts needing approval were passed out to the board members. After a brief discussion and explanation a motion was made by Rose Quinlan and seconded by Mark Buchanan to approve the contracts. Motion carried.

Motion made by Kaye Shillin and seconded by Mary Ann Szydel to approve the vouchers as presented. Motion carried. Motion carried.

There were no credit card vouchers for approval.

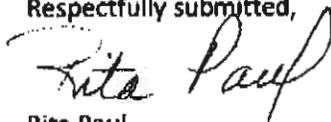
Motion made by Chuck Wagner and seconded by Shirley Kirchman to approve the travel as presented. Motion approved. Jack informed the board that Training Plans are being gathered from employees in order to provide a better understanding of the continuing education credits needed by staff.

There were no public comments or other items

Motion made by Chuck Wagner and seconded by Mark Buchanan to set the next meeting date for Wednesday, January 13, 2016 at 9:00 a.m. Motion carried.

Motion made by Mary Ann Szydel and seconded by Kaye Shillin to adjourn the meeting. The meeting adjourned at 9:56 a.m.

Respectfully submitted,



Rita Paul

Administrative Assistant

# Promotions & Recreation Committee Minutes

November 12<sup>th</sup>, 2015

The Promotions & Recreation Committee meeting was called to order at 5:00 PM by Chairman Bruce Heidmann. Members present included: Bruce Heidmann, Larry Kirchman, Scott Jahnke, Dennis Cravillion and Ken Tebon. Also present was Promotions & Recreation Director Dave Myers, Fairgrounds Care-taker Jerry Jonet, & Recording Secretary Jenny Salentine. Guests at today's meeting included: Josh Salentine, Brian Bruechert, Steve Haen, Netti & Joe Salm, Peter Devlin (Door County Advocate) and County Board Supervisor Lee Luft.

Adoption of Agenda & Approval of Minutes: Scott Jahnke made a motion to adopt today's agenda and approve the October 13<sup>th</sup> Promotions & Recreation Committee Minutes. Second by Ken Tebon. All in Favor. Motion carried unanimously.

Public Comments: Josh Salentine inquired if the Committee has considered to rent the Pit Maintenance Building for winter storage similar to how the other barn buildings and mid-way shelter building are leased for winter storage.

Committee Liaison Reports: None

Discuss Luxemburg Speedway Request for Proposals: The deadline for RFP's was today (Nov. 12<sup>th</sup>) at 3:00 PM. We did not receive any RFP's. We have already spent \$1,500+ on advertising. We will not do additional advertising at this time, people around the racing circuit know the track is looking for a promoter. Members of the committee recommend we work with anyone coming forward. Any such individuals would work thru Dave (Dept. Director) & Jeff Wisnicky (Corporation Counsel). At this time, Chairman Heidmann opened the floor. The following individuals spoke:

Brian Bruechert spoke very passionately about racing at the Luxemburg Fairgrounds, has raced @ our track for 24 years, that's 360 nights & 11,000 laps! Brian mentioned it's very important to keep our IMCA Sanctioning. Brian stated if we do not find a promoter and don't run on Friday nights, we'll lose Friday nights, drivers & fans will go elsewhere. Brian stated 4 years ago we had 1 bad bid to promote the track, now we have no bids. Brian highly recommends the County talks w/ Shawano Speedway. Brian has talked w/ a previous promoter and he won't promote alone. 2002 – 2011 were profitable and the promoter during those years paid a significantly higher rental rate than the present. Brian also suggested the revenue the County generates from the race-track should be reinvested in the track & not put into the general fund.

Steve Haen is a race fan & stated he doesn't want to see the track close. Local drivers who live here left & went to drive at other tracks because of the most recent promoter. We need to draw those drivers back.

Peter J. Devlin, writer for the Door County Advocate stated he was here to listen in as Door County Parks Dept is also seeking proposals. Mr. Devlin would like to write an article covering both Counties.

The Promo & Rec Committee has 2 goals: 1. Keep track going & racing to continue and 2. Break-Even. Committee member Dennis Cravillion asked if it's the recession or management of the track that has been hurting us to which those present all agreed it was a little of both.

Conversation continued with an inquiry about the insurance requirements. Kewaunee County requires \$3-million however nationwide it's \$1-million.

Discuss County Conservation Aid Funds: The WI-DNR sets funding aside in County Conservation grants. These grants must be related to hunting or fishing and are 50% matching funds. Dave has prepared a grant application requesting \$884.00 in matching funds for Picnic Tables, Grills, & Garbage Cans to be located along the Kewaunee River in Bruemmer Park. Motion to approve the Grant Application made by Scott Jahnke. Second by Larry Kirchman. All in favor. Motion carried unanimously.

Discuss Possibility of Grant Applications for West Alaska Lake Improvements: Dave has met w/ the Tri-Lakes Assoc. There is a need to replace the boat dock @ West Alaska Lake. This would be a 50% matching grant from the WI-DNR. The County has funds from the boat launch fees to cover their 50% match. Tri-Lakes Assoc will also

contribute funds towards the improvement project. A motion to proceed with the grant application for West Alaska Lake was made by Larry Kirchman. Second by Ken Tebon. All in favor. Motion carried unanimously.

Approve Travel Requests: None

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

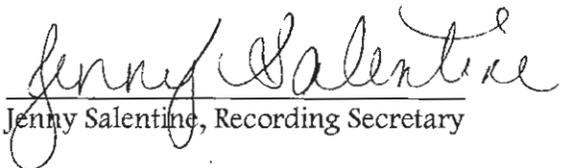
Approve & Sign Vouchers: Motion to approve vouchers as presented made by Dennis Cravillion. Second by Scott Jahnke. All in favor. Motion carried unanimously.

Any other business as allowed by law: County Board Supervisor & Finance Committee Chairman Lee Luft spoke about the approved Budget items from the County Board meeting earlier this week because Supervisor Ken Tebon missed the meeting. The Tourism Coordinator / Public Information Officer position has been approved. The salary for this position will be in addition to the Promo & Rec Dept Budget. New "Welcome Signs" at the County Borders were also approved and again, this funding will be covered in addition to the Promo & Rec Dept Budget. Lastly, funding was approved to enhance existing web-sites, including the Promo & Rec Dept Page and again, will be funded in addition to the Promo & Rec Dept Budget.

Next Meeting Dates: The next Promotions & Recreation Committee meeting will be Tuesday, December 8<sup>th</sup> @ 5:00 PM, in the Highway Dept Conference Room.

Adjournment: Motion made to adjourn today's meeting by Larry Kirchman. Second by Ken Tebon. All in favor. Motion carried. Meeting adjourned at 5:50 PM.

Respectfully submitted:

  
Jenny Salentine, Recording Secretary

# Director's Report

## General Parks

- Docks have been pulled for the year at West Alaska, Blahnik, Bolt and East Alaska lakes
- Bruemmer restrooms and all but the port-a-potty at Bruemmer by the river have also been pulled for the season.

## Winter Park

- So far we have 19 reservations for the tube hill, we started taking reservations November 1st
- Construction of new tube storage garage is almost complete thanks to the hard work of Barry Nelson and the volunteers that are working diligently on this project
- Working on clearing the ski run of fallen branches/trees and other debris and general prep work for the upcoming season

## ATV Park

- Currently closed for the gun/deer season

## Fairgrounds

- Situation with Larry Lautenbach
- Getting Gene and his equipment off of the Fairgrounds property
- Hoping to find a promoter for the race track!

## Upcoming Events

- Fairest of The Fair Gala Nov 28<sup>th</sup> located at the Fairgrounds Exhibit Hall

## Grants

- We have applied for our CCA grant, I included new picnic tables and grills for Bruemmer Park to be used by the river parking area. This grant is only to be used for areas that are used by hunters and/or fisherman (commonly called a hook and bullet grant)

## PROMOTIONS & RECREATION COMMITTEE

Monthly Meeting  
December 8th, 2015

### Call to Order:

Chairman Bruce Heidman called the meeting to order at 5:00 p.m. in the Kewaunee County Highway Dept. Conference Room. Committee Members present include: Scott Jahnke, Ken Tebon, Larry Kirchman, and Dennis Cravillion. Also present: Dave Myers, and Jerry Jonet. Interested members of the racing community and Fair Board were also present.

### Approval of Minutes and Agenda:

Ken motioned to approve. Dennis second. Motion carried.

Public Input: None

Committee Liaison Reports: None

### Discuss and Approve FFA use of Horse Ring at Fairgrounds:

Marty Novak requested the use of the Horse Ring at the fairgrounds for 2016. They would use the ring for four events. One of the events coincides with the Ag Heritage days. Motion was made by Ken to approve the use of the Horse ring, same as in 2015, at a cost of \$50 per event with a total cost of \$150 for the season, with a refundable \$100 deposit. Larry second. Motion carried.

### Discuss Luxemburg Speedway Status:

Dave reported that there are four parties interested in promoting the Race Track for 2016, but no proposals were turned in to him. One person in the audience said that he knows of someone seriously interested, but was looking for financial backing. Questions asked were: Is the proposed Tourism/Promotions person going to be involved with the track and promote the venue? Could the Fair Board manage the track? Could someone apply for a loan from the Revolving Loan Fund? In the end, Bruce replied that an applicant for a loan would have to meet the criteria needed to receive a loan, and Committee needs to have a proposal submitted to Dave Myers before any decisions can be made.

### Discuss Eviction of previous Race Promoter with Possible Action:

Dave reported that equipment was still in the storage building at the track. The contract says that it is to be moved out at the end of the season. The former promoter said he will have it out by the end of the weekend on the 13<sup>th</sup> of December. No action was taken.

Travel Request: None

### Director's Report:

Dave Myers had reports on the status of Winter Park, the Ryan Park grant, and events planned for the Ahnapee Trail . (See Director's report)

Discussion and Approval of Bills:

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

Set Regular Monthly Meeting Date:

The next meeting is scheduled for Tuesday January 12th' 2016 at 5p.m. in the Kewaunee County Highway Dept. Conference Room.

Unfinished Business or Other Business as Allowed by Law:      None

Adjournment:

Scott motioned to adjourn at 5:48 p.m. Ken second. Motion carried.

Respectfully Submitted

Scott Jahnke,  
Secretary



## KEWAUNEE COUNTY PROMOTIONS & RECREATION DEPARTMENT

Dave Myers, Director  
E4280 County F  
Kewaunee, WI 54216

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

### Director Report (November 12th – December 8<sup>th</sup>)

#### Winter Park

W.P.A has finished the new Tube storage shed and we are in the process of installing a new water pump in the river to fill the ponds for snow making. This was made possible with the aid of the DNR who had originally agreed to do this work back in 2005 when they started using the ponds at Winter Park for raising fish.

Obviously weather has been warm, we are hoping for some cooler temps to get snow made so we can be open for business. We have received some new/used snow guns via a generous donation and are hoping to put those to work this year. As it stands now our goal was to be open the weekend of Christmas, but with temps so high we will probably be pushing back to the first weekend of January. We shall see what the weather brings for us to work with.

#### Ahnapee State Trail

The Friends of the Ahnapee Trail are looking for ways to expand the trail and have many ideas including possibly purchasing land for a new trailhead. They are also working on ways to increase participation in the Summer Solstice 50 run that they hold annually.

#### Fairgrounds

Scott is working with the GSA which is an agency that deals with the renting/leasing of office space for Governmental Agencies to bring the FSA in at the fairgrounds to rent the office space that has sat vacant. This would bring us hopefully around \$49,000 annually in rent payments to the County.

We had the Fairest of The Fair Gala Thanksgiving weekend in the exhibit hall, from what I have been told it was a successful event for them this year.

We are working on getting the past promoter's property off of the fairgrounds property and hopefully getting a new proposal turned in soon!

#### Ryan Park

We will be having the property surveyed December 9<sup>th</sup> so that we can fulfill our paperwork with the DNR.

### **Snowmobile Alliance**

The DNR has changed legislation this year regarding trail passes for snowmobilers this year. This would require users to buy an annual snowmobile trail pass for anyone using the state trails. Cost is \$30 or \$10 if you are a member of a snowmobile club associated with the AWSC (Association of Wisconsin Snowmobile Clubs). This money is being placed in a segregated account to be used for upkeep of the snowmobile trails. Information on this can be found on the DNR website.

### **Red River Park**

Our sign at the entrance of the park sustained heavy damage during a windstorm. We are currently looking at ideas for a new sign and I will bring this up at our next meeting to discuss. I did find that we had been paying WPS for a meter base by the sign for a light that hasn't worked in years. My plan is to replace the sign and use solar lighting in that location. This would save us roughly \$29 per month in utilities. Not a huge amount, but over time this would help us be more efficient.

### **General Parks**

Parks have been winterized and are ready for the winter season.



**Kewaunee County  
Treasurer's  
2014  
Annual Report**

*Michelle M. Dax*  
Kewaunee County Treasurer

ANNUAL REPORT OF COUNTY TREASURER

TO: THE HONORABLE CHAIRMAN AND BOARD OF SUPERVISORS OF KEWAUNEE COUNTY

*The following is a report of all business transactions of my office for the year ending December 31, 2014.*

*Michelle M. Dax  
Kewaunee County Treasurer*

Report of Cash Balance on Hand

Cash Balance January 1, 2014 \$864,061.86

Receipts

General (55474-58471)	\$37,484,061.26
Redemption (72560-73048)	\$674,404.10
County Tax (200-7980)	\$6,966,947.04
NSF checks	_____

Total Receipts \$45,125,412.40

Total Balance & Receipts 45,989,474.26

Disbursements

County Orders (133420-137780)	\$31,329,851.06
Salary Orders (62217-67240)	\$5,253,812.85
State & Federal wire transfers	\$2,385,088.08
State Sales Tax	\$2,197.38
RETR	\$127,786.42
WI Retirement	\$1,168,941.30
JPMorgan Chase	\$1,192,393.33
USB Internet Transfers	\$2,469,968.25
ACH Fee	\$600.00
DNR Fee	\$2,970.05
Affordable Care Act	\$18,394.12
to landfill long term care	\$100,000.00
Total Disbursements	_____

44,052,002.84

**Total Treasurer's Cash December 31, 2014 1,937,471.42**

Reconciliation

USB Checking Acct Balance per statement 12-31-14	\$1,989,385.88
Less Outstanding Checks	_____
	-\$51,914.46

**Total Treasurer's Cash December 31, 2014 1,937,471.42**

Reconciliation as of December 31, 2014:

Available Cash - Checking	\$1,937,471.42
Investments - *see below	\$6,434,006.59
Petty Cash in Office	\$500.00
Total	<u>\$8,371,978.01</u>

\*Summary of Investments:

Local Government Investment Pool	
General	\$145,582.15
Bank of Luxemburg checking	\$227,037.41
Charles Schwab	\$2,613,205.13
ADM (Baylake)	
Health & Human Service Building	\$0.00
Communication System	\$593,363.32
Operating Account	\$1,554,042.00
Associated Bank	<u>\$1,300,776.58</u>
Total Investments	\$6,434,006.59

Miscellaneous Accounts:

Landfill - Closure Account	\$870,716.12
Landfill - Long Term Care	\$1,320,196.14
War Memorial Fund	\$1,711.47
Flex Account	\$32,806.28

Interest & Penalty on Delinquent Real Estate Taxes

Interest	\$123,261.51
Penalty	\$60,555.14
Total Interest & Penalty on Delinquent Taxes	\$183,816.65

Uncollected Real Estate Taxes - December 31, 2012, 2013, & 2014

	<u>12/31/2012</u>	<u>12/31/2013</u>	<u>12/31/2014</u>
Township of Ahnapee	\$70,791.77	\$71,475.36	\$66,917.76
Township of Carlton	\$11,101.01	\$17,431.62	\$17,781.37
Township of Casco	\$26,282.19	\$30,146.52	\$28,510.95
Township of Franklin	\$34,645.87	\$31,507.21	\$23,100.50
Township of Lincoln	\$15,887.99	\$17,151.40	\$23,818.99
Township of Luxemburg	\$22,394.43	\$19,636.20	\$26,278.18
Township of Montpelier	\$21,464.56	\$21,956.53	\$25,358.86
Township of Pierce	\$48,549.93	\$60,022.85	\$55,555.70
Township of Red River	\$19,415.46	\$14,245.14	\$23,866.30
Township of West Kewaunee	\$9,159.48	\$7,617.38	\$13,719.25
Village of Casco	\$1,388.05	\$32.67	\$6,750.11
Village of Luxemburg	\$19,231.73	\$22,981.33	\$12,603.07
City of Algoma	\$138,570.42	\$124,244.44	\$102,609.24
City of Kewaunee	\$150,318.99	\$158,541.46	\$108,645.40
<b>TOTAL</b>	<b>\$589,201.88</b>	<b>\$596,990.11</b>	<b>\$535,515.68</b>

RECEIPTS - 2014

<u>Month</u>	<u>Receipt #</u>	<u>Amount</u>	<u>Redemption Tax #</u>	<u>Amount</u>	<u>County Tax #</u>	<u>Amount</u>	<u>Total</u>	<u>Direct Deposits Pool</u>
January	55474-55752	\$4,579,124.42	72560-72591	\$32,151.11			\$4,611,275.53	\$556,589.90
February	55753-55979	\$4,566,707.69	72592-72625	\$31,510.03	2000-2195	\$197,874.64	\$4,796,092.36	\$275,981.55
March	55980-56248	\$2,965,898.68	72626-72682	\$65,540.87	2196-2357	\$207,011.53	\$3,238,451.08	\$985,175.14
April	56249-56509	\$3,788,011.11	72683-72714	\$88,224.36	2358-2442	\$90,687.40	\$3,966,922.87	\$75,392.01
May	56510-56783	\$3,181,281.59	72715-72742	\$94,169.27	2443-2506	\$78,368.26	\$3,353,819.12	\$830,536.05
June	56784-57081	\$752,552.27	72743-72766	\$21,479.37	2507-3154	\$728,571.34	\$1,502,602.98	\$1,310,684.83
July	57082-57311	\$783,159.58	72767-72791	\$27,939.49	3155-7262	\$4,849,050.54	\$5,660,149.61	\$4,246,252.21
August	57312-57560	\$4,738,333.55	72792-72813	\$25,771.44	7263-7980	\$815,383.33	\$5,579,488.32	\$234,058.96
September	57561-57791	\$2,564,570.72	72814-72897	\$114,215.45			\$2,678,786.17	\$550,662.37
October	57792-58019	\$2,989,687.84	72898-72965	\$80,882.42			\$3,070,570.26	\$292,822.93
November	58020-58190	\$2,368,978.35	72966-72994	\$47,555.86			\$2,416,534.21	\$1,416,929.78
December	58191-58471	\$4,205,755.46	72995-73048	\$44,964.43			\$4,250,719.89	\$766,825.35
<b>Total</b>		<b>\$37,484,061.26</b>		<b>\$674,404.10</b>		<b>\$6,966,947.04</b>	<b>\$45,125,412.40</b>	<b>\$11,541,911.08</b>

interest is included on total receipt amount (USB)

Disbursements - 2014

Month	County Orders	Amount	Salary Orders	Amount	State & Fed	Sales Tax	RETR	WI Retirement	Transfers			DNR Fee	other	Total
									JPMorgan Chase	USB	ACH Fee			
January	133420-133796	\$1,497,500.76	62217-62834	\$671,316.37	\$297,081.62	\$113.11	\$11,627.28	\$90,606.74	\$103,923.33	\$221,467.29	\$50.00			\$2,893,686.50
February	133797-134157	\$6,574,415.29	62835-63240	\$409,544.43	\$209,642.79	quarterly	\$15,807.36	\$145,109.07	\$293,823.40	\$227,644.86	\$50.00			\$7,876,037.20
March	134158-134531	\$1,460,412.93	63241-63659	\$405,358.20	\$186,362.61	quarterly	\$3,997.20	\$92,399.61	\$151,717.42	\$117,644.86	\$50.00	\$625.75		\$2,418,568.58
April	134532-134874	\$2,863,426.27	63660-64028	\$382,939.88	\$174,188.83	\$857.11	\$7,656.48	\$89,324.29	\$77,947.70	\$327,614.86	\$50.00	\$683.95		\$3,924,689.37
May	134875-135264	\$1,302,544.50	64029-64400	\$389,291.58	\$172,938.59	quarterly	\$14,231.28	\$88,050.91	\$53,632.46	\$227,392.56	\$50.00	\$582.90		\$2,248,714.78
June	135265-135614	\$1,278,608.32	64401-64782	\$397,431.39	\$177,293.65	quarterly	\$10,777.20	\$86,967.20	\$129,715.96	\$117,777.16	\$50.00	\$199.60		\$2,198,820.48
July	135615-135939	\$1,214,395.73	64783-65168	\$407,249.56	\$181,601.92	\$387.67	\$9,579.72	\$89,078.92	\$115,230.44	\$227,879.46	\$50.00	\$8.35		\$2,245,461.77
August	135940-136345	\$8,481,541.66	65169-65727	\$614,931.22	\$277,349.23	quarterly	\$12,590.86	\$90,455.92	\$64,190.83	\$122,044.19	\$50.00	\$121.25		\$9,663,275.16
September	136346-136729	\$1,519,050.02	65728-66110	\$410,972.21	\$184,316.47	quarterly	\$14,332.32	\$132,539.50	\$37,228.92	\$217,969.46	\$50.00	\$237.70		\$2,516,696.60
October	136730-137071	\$2,143,962.47	66111-66493	\$395,497.85	\$177,786.08	\$839.49	\$13,326.96	\$92,072.07	\$51,128.04	\$217,640.31	\$50.00	\$201.90		\$3,092,505.17
November	137072-137415	\$1,515,212.55	66494-66864	\$385,221.17	\$172,597.53	quarterly	\$9,904.08	\$86,331.82	\$65,762.27	\$117,542.62	\$50.00	\$142.00	\$18,394.12	\$2,371,158.16
December	137416-137780	\$1,478,780.56	66865-67240	\$384,058.99	\$173,928.76	quarterly	\$3,955.68	\$86,005.25	\$48,092.56	\$327,350.62	\$50.00	\$166.65	\$100,000.00	\$2,602,389.07
<b>Total</b>		<b>\$31,329,851.06</b>		<b>\$5,253,812.85</b>	<b>\$2,385,088.08</b>	<b>\$2,197.38</b>	<b>\$127,786.42</b>	<b>\$1,168,941.30</b>	<b>\$1,192,393.33</b>	<b>\$2,469,968.25</b>	<b>\$600.00</b>	<b>\$2,970.05</b>		<b>\$43,933,608.72</b>

\*\* November - \$18,394.12 - USDHHA - affordable care act

\*\* December - \$100,000 - to Landfill Long Term Care from Baylake Bank

\$44,052,002.84

## Total Checking Deposits - 2014

<u>Month</u>	<u>Amount</u>	<u>USB Int</u>	<u>DD Pool</u>	<u>Interest</u>	<u>check deposit before interest</u>
January	\$4,611,275.53	\$154.45	\$556,589.90	\$426.80	\$4,611,121.08
February	\$5,476,092.36	\$141.49	\$275,981.55	\$529.68	\$5,475,950.87
March	\$2,558,451.08	\$41.12	\$985,175.14	\$1,015.75	\$2,558,409.96
April	\$3,966,922.87	\$54.21	\$75,392.01	\$848.92	\$3,966,868.66
May	\$3,353,819.12	\$38.40	\$830,536.05	\$768.90	\$3,353,780.72
June	\$1,502,602.98	\$68.35	\$1,310,684.83	\$825.37	\$1,502,534.63
July	\$4,996,284.53	\$73.27	\$4,246,252.21	\$976.56	\$4,996,211.26
August	\$6,243,353.40	\$211.48	\$234,058.96	\$1,166.60	\$6,243,141.92
September	\$2,678,786.17	\$64.22	\$550,662.37	\$856.81	\$2,678,721.95
October	\$3,070,570.26	\$41.42	\$292,822.93	\$805.36	\$3,070,528.84
November	\$2,426,619.51	\$25.75	\$1,416,929.78	\$602.43	\$2,426,593.76
December	\$4,240,634.59	\$53.48	\$766,825.35	\$643.04	\$4,240,581.11
	<b>\$45,125,412.40</b>	<b>\$967.64</b>	<b>\$11,541,911.08</b>	<b>\$9,466.22</b>	<b>\$45,124,444.76</b>

\$663,865.08  
received in July  
(deposit Aug)

Checking deposits include the interest from USB

2014

	<u>Interest-General</u>	<u>Interest - Special</u>	<u>Penalty - General</u>	<u>Penalty - Special</u>	<u>Total</u>
January	\$4,235.83	\$88.13	\$2,037.03	\$44.08	\$6,405.07
February	\$5,854.24	\$23.41	\$2,851.69	\$11.84	\$8,741.18
March	\$13,770.37	\$413.78	\$6,798.80	\$206.57	\$21,189.52
April	\$19,359.72	\$36.58	\$9,589.29	\$18.35	\$29,003.94
May	\$16,240.19	\$177.07	\$8,086.66	\$88.54	\$24,592.46
June	\$6,968.53	\$35.50	\$3,449.88	\$17.82	\$10,471.73
July	\$8,418.21	\$36.36	\$3,919.85	\$16.71	\$12,391.13
August	\$10,991.02	\$20.44	\$5,439.30	\$10.27	\$16,461.03
September	\$12,023.05	\$36.10	\$5,794.89	\$18.06	\$17,872.10
October	\$10,665.14	\$68.32	\$5,332.55	\$34.18	\$16,100.19
November	\$7,189.46	\$3.90	\$3,476.57	\$1.95	\$10,671.88
December	\$6,351.67	\$254.49	\$3,116.66	\$127.28	\$9,850.10
	\$122,067.43	\$1,194.08	\$59,893.17	\$595.65	
County Share	<u>\$123,261.51</u>		\$60,488.82		
<u>Special Assessment in Trust</u>					
April		\$132.63		\$66.32	
				<u>\$60,555.14</u>	
County Total Interst & Penalty		\$183,816.65			

**DELINQUENT TAX COMPARISON**  
End of Year Totals

	2014	2013	2012	2014	2013	2012	2011	2010	2009
	Delinquent Real Estate - 3 years			Total Tax					
Ahnapee	66,917.76	71,475.36	70,791.77	\$1,582,864.19	\$1,667,521.50	\$1,638,294.82	\$1,620,136.89	\$1,585,506.26	\$1,557,336.07
Carlton	17,781.37	17,431.62	11,101.01	\$1,653,749.09	\$1,419,143.42	\$1,390,494.76	\$1,303,172.86	\$1,280,517.40	\$1,206,653.26
Casco	28,510.95	30,146.52	26,282.19	\$1,690,319.01	\$1,667,177.20	\$1,657,456.17	\$1,691,913.96	\$1,612,750.39	\$1,552,435.12
Franklin	23,100.50	31,507.21	34,645.87	\$1,729,998.12	\$1,729,428.75	\$1,767,471.38	\$1,758,877.77	\$1,717,133.36	\$1,605,858.29
Lincoln	23,818.99	17,151.40	15,887.99	\$1,406,614.78	\$1,445,846.56	\$1,396,531.55	\$1,315,522.19	\$1,308,032.14	\$1,216,965.36
Luxemburg	26,278.18	19,636.20	22,394.43	\$2,321,035.64	\$2,333,245.67	\$2,334,489.34	\$2,346,643.41	\$2,188,878.89	\$2,060,796.08
Montpelier	25,358.86	21,956.53	21,464.56	\$2,288,951.23	\$2,101,014.76	\$2,067,509.43	\$1,923,456.54	\$1,839,154.56	\$1,747,783.50
Pierce	55,555.70	60,022.85	48,549.93	\$1,521,693.59	\$1,603,730.31	\$1,610,837.93	\$1,526,083.79	\$1,537,732.55	\$1,540,426.37
Red River	23,866.30	14,245.14	19,415.46	\$2,649,399.50	\$2,686,604.32	\$2,662,222.65	\$2,579,376.45	\$2,457,203.79	\$2,355,754.70
W Kewaunee	13,719.25	7,617.38	9,159.48	\$1,868,126.16	\$1,943,660.80	\$1,938,231.59	\$1,814,415.33	\$1,770,144.87	\$1,764,656.20
Village of Casco	6,750.11	32.67	1,388.05	\$583,747.19	\$627,401.70	\$626,662.71	\$631,754.54	\$598,716.47	\$588,854.46
Village of Luxemburg	12,603.07	22,981.33	19,231.73	\$3,620,366.57	\$3,718,339.88	\$3,683,837.18	\$3,582,595.07	\$3,535,932.93	\$3,409,287.89
Algoma City	102,609.24	124,244.44	138,570.42	\$4,460,438.89	\$4,347,750.31	\$4,379,702.58	\$4,455,616.81	\$4,555,693.20	\$4,516,170.04
Kewaunee City	108,645.40	158,541.46	150,318.99	\$3,894,051.52	\$4,098,514.38	\$4,262,927.58	\$4,186,313.61	\$4,249,137.17	\$3,962,564.45
<b>TOTAL</b>	<b>535,515.68</b>	<b>596,990.11</b>	<b>589,201.88</b>	<b>\$31,271,355.48</b>	<b>\$31,389,379.56</b>	<b>\$31,416,669.67</b>	<b>\$30,735,879.22</b>	<b>\$30,236,533.98</b>	<b>\$29,085,541.79</b>

<b>Total Delinquent Dec 2014</b>	<b>0.57%</b>	Years 2011, 2012 & 2013	\$93,541,928.45
<b>Total Delinquent Dec 2013</b>	<b>0.65%</b>	Years 2010, 2011 & 2012	\$92,389,082.87
<b>Total Delinquent Dec 2012</b>	<b>0.65%</b>	Years 2009, 2010 & 2011	\$90,057,954.99

<b>Sept Sale Date 2015 Delinquent for 2014</b>	1.23%	269 parcels	2014 Sept Sale Date	\$386,172.63
<b>Sept Sale Date 2014 Delinquent for 2013</b>	1.41%	295 parcels	2013 Sept Sale Date	\$441,183.51

**Kewaunee County**  
**2016 - 2018**  
**Land Records Modernization Plan**

December 31, 2015



Steven D. Hanson  
LIO Director  
Land Information Office  
810 Lincoln St  
Kewaunee, WI 54216  
Phone: (920) 388-7190

Email: [hansons@kewauneeeco.org](mailto:hansons@kewauneeeco.org)

## EXECUTIVE SUMMARY

This document is the land information plan for Kewaunee County prepared by the land information director and the land information council. By Wisconsin statute, "a countywide plan for land records modernization" is required for participation in the Wisconsin Land Information Program (WLIP). The purpose of this document is twofold: 1) to meet WLIP funding eligibility requirements necessary for receiving grants and retaining fees for land information, and 2) to plan for county land records modernization in order to improve the efficiency of government and provide improved government services to businesses and county residents.

The WLIP, administered by the Wisconsin Department of Administration, is funded by document recording fees collected by register of deeds at the county-level. In 2015, Kewaunee County received \$73,000 in WLIP grants and retained a total of \$27,000 in local register of deeds document recording fees for land information. Beginning in 2016, WLIP Strategic Initiative grants are projected to increase the county land information budget by \$50k per year.

This plan lays out how funds from grants and retained fees will be prioritized. However, as county budgets are determined on an annual basis with county board approval, this plan provides estimated figures that are subject to change and are designed to serve planning purposes only.

Land information is central to county operations, as many essential services rely on accurate and up-to-date geospatial data and land records. A countywide land information system supports economic development, emergency planning and response, and a host of other citizen services. The Kewaunee County land information system integrates and enables efficient access to information that describes the physical characteristics of land, as well as the property boundaries and rights attributable to landowners.

In the next three years, Kewaunee County's Land Information Office strives to be recognized for its exceptional GIS mapping website, gains in governmental efficiencies by broadening the utilization of GIS, improvements in parcel mapping accuracy, and responsiveness to meeting the land records needs of residents and businesses.

The Land Information Office will provide efficient and high quality services to its residents and county departments by maintaining land records in an efficient manner, adopting standards to streamline the use of GIS data across departments, and provide services such as a more user-friendly GIS mapping website.

Kewaunee County's Land Information Office will partner with county departments to integrate land records, and improve public access to land records online.

To realize this mission, in the next three years, the county land information office will focus on the following projects:

- Snapping parcel lines to monuments
- Conversion of all GIS websites to HTML5 so everything works on smartphones and tablets
- Implementation of GCS Athena software module
- Continued maintenance of GCS software in property listing, treasurer, and zoning offices
- Complete a 6 inch resolution Pictometry oblique/ortho flight in 2017 or 2018
- Getting better GIS data in our karst areas from WGNHS and/or other sources
- Complete an ortho flight in 2020 as part of our 5 year schedule
- Acquire document scanning software for the property listing and other county offices
- Continue to assist Register of Deeds office with converting their records to scanned digital formats
- Continue to assist the county zoning office with technology updates
- Continue to assist townships with acquiring and converting their records to a digital format

The remainder of this document provides more details on Kewaunee County and the WLIP, summarizes past, current and future land information projects, and reviews the county's status in completion and maintenance of the WLIP map data layers known as Foundational Elements.

## INTRODUCTION

In 1989, a public funding mechanism was created whereby a portion of county register of deeds document recording fees collected from real estate transactions would be devoted to land information (as defined in Wis. Stats. section 16.967(1)(b)) through a new program called the Wisconsin Land Information Program (WLIP). The purpose of the land information plan is to meet WLIP requirements and aid in county planning for land records modernization.

In order to participate in the WLIP, Kewaunee County must do the following:

- Update the county's land information plan at least every three years
- Meet with the county land information council to review expenditures, policies, and priorities of the land information office at least once per year
- Report on expenditure activities each year
- Submit detailed applications for WLIP grants
- Complete the annual WLIP survey
- Subscribe to DOA's land information listserv
- Meet a June 30, 2017 deadline to post certain types of parcel information online

Any grants received and fees retained for land information through the WLIP must be spent consistent with the county land information plan.

A major development for the WLIP occurred in 2013 through the state budget bill, known as Act 20. It directed the Department of Administration (DOA) to create a statewide digital parcel map in coordination with counties.

Act 20 also provided more revenue for WLIP grants, specifically for the improvement of local parcel datasets. The WLIP is dedicated to helping counties meet the goals of Act 20 and has proposed that funding be made available to counties in the form of Strategic Initiative grants to be prioritized for the purposes of parcel dataset improvement. For Strategic Initiative grant eligibility, counties will be required to apply WLIP funding toward achieving certain statewide objectives, specified in the form of "benchmarks." Benchmarks for parcel data—standards or achievement levels on data quality or completeness—are determined through a participatory planning process and will be detailed as part of future WLIP grant applications.

County land information plans were initially updated every five years. However, as a result of Act 20, counties must update and submit their plans to DOA for approval every three years. Thus, the minimum planning horizon for these documents is now three years. However, we may incorporate a planning horizon that is longer if our needs and priorities warrant it.

## HISTORY OF LAND INFORMATION IN KEWAUNEE COUNTY

The Kewaunee County Land Information Program, as we know it today, officially began in 1989. That was when the county started to use Register of Deeds recording fees to develop an organized remonumentation program. Baudhuin Incorporated, from Sturgeon Bay, had been doing "spot" remonumentation up to that point for local surveyors as they made requests. However, we had never before collected any GPS coordinates for the monuments that were set as a result of those requests.

In 1990 we started working with Ruekert-Mielke Inc. as our GIS consulting firm. They guided us in our land records decision-making and did all of the county's GIS work for the next 6 years. In 1996 Kewaunee County had an employee in its Land & Water Conservation Department who started working part-time as the county's GIS Coordinator. This arrangement was in place for 10 years. In 2006 Kewaunee County created a Land Information Director position and consolidated the real property listing, GIS, LIO Officer, and land records departments into the Kewaunee County Land Information Office. This is still the structure that we have in place today.

Kewaunee County's first digital parcel map was started in 1992 by Ruekert-Mielke, and it was completed in 2000. We also did our first orthophoto flight in 2000 - a black and white, 1 foot resolution photo that was flown by Aero-metric for approximately \$50,000. Our parcel map maintenance was done by Ruekert-Mielke until 2006 when the land information director began doing parcel map maintenance in-house.

In 2004 and 2005 Kewaunee County completed the remonumentation of two of its townships and snapped the parcel lines to those monuments. From 2006 through 2014 we made a concerted effort to finish up the remainder of our remonumentation work. We did that in 2014. In 2015 we started snapping parcel lines to these recently acquired monument locations in our 8 remaining townships. We plan to snap parcel lines to monuments in at least one township every year until this work is completed.

Since our original orthophoto project in 2000 we have done additional orthophoto projects in 2005, 2010, and now again in 2015. We have also done two oblique imagery flights - one in 2009 and one in 2014. In 2012 we completed the most expensive project that we have undertaken to date - our county-wide LIDAR project.

The data from all of our "biggest" projects, which are mentioned above, along with a multitude of other GIS data layers and land records information can be found on our new land records portal by going to [www.kewauneeeco.org](http://www.kewauneeeco.org) and then clicking on Land Records on the left hand side.

## LAND INFORMATION COUNCIL & LIO CONTACT INFORMATION

### LIO CONTACT INFORMATION

**Steve Hanson, LIO Director**  
**Land Information Office**  
**Phone: 920-388-7190**  
**Email: hansons@kewauneeco.org**

### PLAN PARTICIPANTS (Land Information Council)

John Pagel County Board Member N4893 County Rd C Kewaunee, WI 54216 (920) 388-3333	Ross Loining IT Director 810 Lincoln St Kewaunee, WI 54216 (920) 388-7186
Scott Feldt County Administrator 810 Lincoln St Kewaunee, WI 54216 (920) 388-7111	Michelle Dax County Treasurer 810 Lincoln St Kewaunee, WI 54216 (920) 388-7152
Davina Bonness County Conservationist 625 Third St Luxemburg, WI 54217 (920) 845-9743	Todd Every Highway Commissioner E4280 County Rd F Kewaunee, WI 54216 (920) 388-7323
Matt Joski Sheriff 613 Dodge St Kewaunee, WI 54216 (920) 388-7177	Janet Wolf Register of Deeds 810 Lincoln St Kewaunee, WI 54216 (920) 388-7126
Tracy Nollenberg Emergency Management Director 625 Third St Luxemburg, WI 54217 (920) 845-9701	Glenn Selner Zoning Administrator 810 Lincoln St Kewaunee, WI 54216 (920) 388-7132
Dave Myers Promotion & Recreation Director E4280 County Rd F Kewaunee, WI 54216 (920) 388-7329	Chris VanErem Jail Administrator 613 Dodge St Kewaunee, WI 54216 (920) 388-7189
Kip Inman, Surveyor Titledown Surveying LLC 553 Kenney St Green Bay, WI 54301 (920) 336-7387	Jack Novak, Realtor Novak Agency Inc. 410 Milwaukee St Kewaunee, WI 54216 (920) 388-2890
Brian Dax, Title Company / Citizen Member E5260 County Rd O Kewaunee, WI 54216 (920) 388-0766	

## FOUNDATIONAL ELEMENTS

The Wisconsin DOA requires Kewaunee County to have a land information plan that addresses development of specific datasets or map layer groupings historically referred to as the WLIP Foundational Elements. Foundational Elements incorporate nationally-recognized "Framework Data" elements, the major map data themes that serve as the backbone required by users to conduct most mapping and geospatial analysis.

In the past, Foundational Elements were selected by the former Wisconsin Land Information Board under the guiding idea that program success is dependent upon a focus for program activities. Thus, the *Uniform Instructions* place priority on certain elements, which must be addressed in order for a county land information plan to be approved. Beyond the county's use for planning purposes, Foundational Element information is of value to state agencies and the WLIP to understand progress in completion and maintenance of these key map data layers.

The list of WLIP's Foundational Elements has evolved with each update of the county land information plan instructions. They are a guideline of what counties need to address in their plans *at a minimum*. The list of layers in this document is not exhaustive. Kewaunee County is continually expanding its GIS database as new needs arise.

### Public Land Survey System Monuments (PLSS)

- Status Completed
- Custodian LIO & Contracted County Surveyor
- Maintenance Contracted County Surveyor
- Standards
  - Statutory Standards for PLSS Corner Remonumentation
  - s. 59.74, Wis. Stats. Perpetuation of section corners, landmarks.
  - s. 60.84, Wis. Stats. Monuments.
  - ch. A-E 7.08, Wis. Admin. Code, U.S. public land survey monument record.
  - ch. A-E 7.06, Wis. Admin. Code, Measurements.
  - s. 236.15, Wis. Stats. Surveying requirements.
  - Wisconsin County Surveyor's Association survey grade standard:
  - Coordinates collected under the direction of a Professional Land Surveyor, in a coordinate system allowed by s. 236.18(2), and obtained by means, methods and equipment capable of repeatable 2 centimeter or better precision.

### Parcel Mapping

- Status Completed except for snapping to monuments
- Custodian LIO
- Maintenance LIO
- Standards Data dictionary (schema) created by GCS software  
see addendum 1 for our typical parcel attributes  
all attributes required by s. 59.72(2)(a) are already or will be available

### LIDAR and Other Elevation Data

- Status Completed
- Custodian LIO
- Maintenance none planned
- Standards meets all FEMA standards for floodplain mapping and all USGS standards for topos

### Orthoimagery

- Status Several oblique and orthophoto projects completed
- Custodian LIO
- Maintenance next planned flights in 2017 and 2020
- Standards meets standards that were set for the WROC project

#### Address Points and Street Centerlines

- Status Completed in townships. Built an app so cities and villages can map their own.
- Custodian LIO
- Maintenance LIO and cities / villages
- Standards digitized in-house over an air photo

#### Land Use Data

- Status Completed
- Custodian Baylake Regional Planning Commission
- Maintenance Baylake Regional Planning Commission
- Standards meets typical RPC standards for land use mapping

#### Zoning Data

- Status Built an app so towns, villages, and cities can map their own
- Custodian LIO
- Maintenance Towns, villages, and cities
- Standards same standards as our parcel data - local municipalities populate zoning code field

#### Administrative Boundaries

- Status Completed
- Custodian LIO
- Maintenance LIO
- Standards same standards as our parcel data

#### Other GIS Data Layers

- see addendum 2 for the layout of our ArcSDE database which contains all of our GIS layers

## KEWAUNEE COUNTY'S LAND INFORMATION SYSTEM

The WLIP seeks to enable land information systems that are both modernized and integrated. Integration entails the coordination of land records to ensure that land information can be shared, distributed, and used within and between government at all levels, the private sector, and citizens.

One integration requirement is listed under s. 16.967(7)(a)(1), Wis. Stats., which states that counties may apply for grants for:

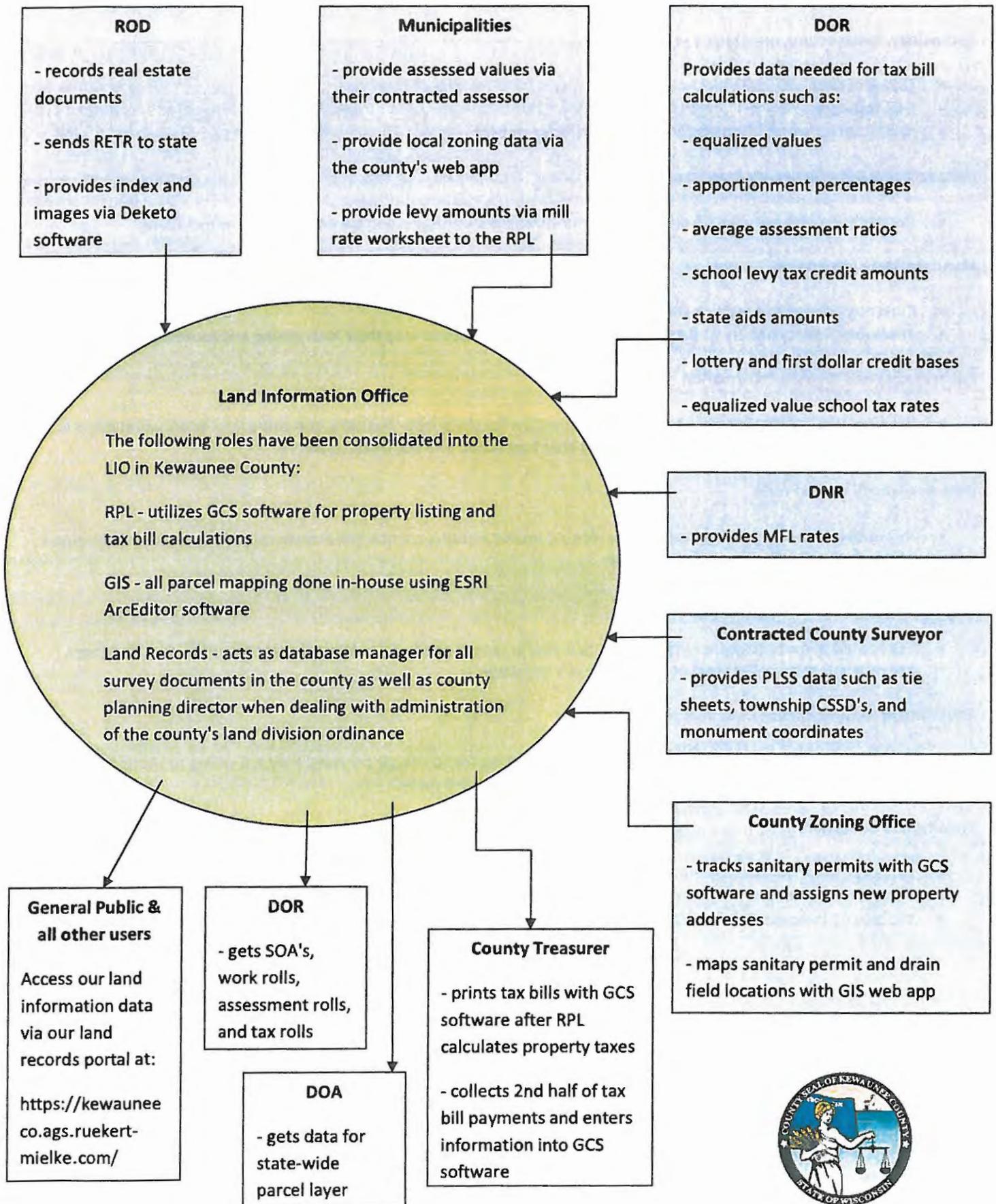
The design, development, and implementation of a land information system that *contains and integrates*, at a minimum, property and ownership records with boundary information, including a parcel identifier referenced to the U.S. public land survey; tax and assessment information; soil surveys, if available; wetlands identified by the department of natural resources; a modern geodetic reference system; current zoning restrictions; and restrictive covenants.

This chapter lists the key components of the county land information system, and it includes a diagram that shows how data related to land features and data describing land rights are integrated and made publicly available.

### Offices which are key components of Kewaunee County's Land Information System

Land Information Office:	Responsible for all Real Property Listing, GIS, Land Records, and County Surveyor functions in the county
Register of Deeds Office:	Document Index & Imaging
County Treasurer's Office:	Prints tax bills after RPL calculates them and also collects taxes
County Clerk's Office:	Maintains SVRS data
County Administrator's Office:	Redistricting decision-making and assisting in creation of data layers
IT Department:	Maintains web server, Novell file server, and SQL server for GCS data
County Zoning Office:	Maintains sanitary system data in GCS and GIS data via web application
UW-EX office:	Utilizes GIS data for plat books which benefits county 4-H program
Highway Department:	Uses GPS/GIS for road sign inventory and uses road centerlines for IoH application
Sheriff's Department:	Utilizes GPS/GIS data in e911 system and accident mapping system
Emergency Management:	Utilizes GIS data for Nuclear Plant emergency response drills
Land & Water Conservation:	Utilizes GIS layers for soils, manure spreading hazard areas, and nutrient management plans
Promotion & Recreation:	Utilizes GIS layers for recreational trails and parks
Public Health:	Utilizes GIS for well testing program
Veteran Services:	Utilizes GIS for cemetery locations and veteran burial locations
Town Clerks:	Provide data to county for property tax calculations
Town Zoning Administrators:	Enter local zoning classifications in county-provided web application

# KEWAUNEE COUNTY PARCEL DATA & LAND INFORMATION WORKFLOW DIAGRAM



# ADDITIONAL INFORMATION RELATED TO THE KEWAUNEE COUNTY LIO WORKFLOW

## Technology, Architecture, and Database Design

- ESRI ArcEditor
- GCS Software
- ArcGIS Server with SDE database and GeoCortex for website

## Metadata and Data Dictionary Practices

- Currently we only have a data dictionary for our GCS parcel attributes and we do not have any metadata

## Municipal Data Integration Process

- Currently none of our municipalities do their own in-house GIS work
- Kewaunee County has created web-based applications for them to map their local zoning and address points

## Public Access and Website Information

- We have very extensive access to our land information for the public. Basically, the entire land information office is available on-line and as a result we have very little foot traffic into our office anymore.

## Data Availability to the Public

- In addition to our data being available for viewing on our website, anyone can acquire our GIS for the pre-determined costs which are found in our fee schedule.

## Data Sharing Restrictions

- We are not allowed to share nuclear plant data and/or special needs data. We will share our other data, but there are restrictions on redistribution of our data to a 3rd party.

## Government to Government Data Sharing

- Yes, we will share our data with other government entities for no charge provided they are willing to share data with us in return and they agree to not redistribute our data to a 3rd party.

## Training and Education

- I attend the annual state meeting of the Wisconsin Real Property Lister's Association.
- I also attend WLIA and WSLIS conferences as I am able to.
- We also do in-house GIS and GCS software training as needed.

## RECENT, CURRENT, AND FUTURE PROJECTS

### Projects completed 2012 - EOY 2014

LIDAR (2012)	\$90,000
GIS layer improvement for e911 system (2013)	\$0.00 (In-house)
Integrating our address points with the voting districts for SVRS (2013)	\$0.00 (In-house)
Municipal Zoning Application (2013)	\$12,000
New County GIS website (2013)	\$25,000
Address Point mapping application (2013)	\$4,000
Land & Water Conservation theme for website (2013)	\$2,000
Emergency Management theme for website (2013)	\$2,000
Smart phone and tablet GIS applications for our new website (2013)	\$3,000
Abstract Index & Imaging project in Register of Deeds office (2014)	\$8,000
Oblique imagery flight (2014)	\$34,000
Remonumentation (EOY 2014)	\$32,000

### Projects to be completed in 2015

IoH web application	\$10,000
HTML5 application enhancement	\$10,000
Algoma zoning application	\$2500
Snap parcel lines to monuments (one township planned for 2015)	\$10,000 per township
Permit scanning project in Zoning	\$5,000
Add veteran's theme to website	\$2,000
6 inch orthophoto through WROC	\$34,000
1938 air photo project	\$10,000

### Projects to be completed 2016 - 2020

Snapping parcel lines to monuments (2016 - 2017)	\$10,000 per township
Conversion of all GIS websites to HTML5 (2016)	\$8,000
Implementation of GCS Athena software module (2016)	included with GCS
WGNHS bedrock mapping project in Lincoln Township (2016)	\$20,000
Complete a 6 inch resolution Pictometry oblique flight (2017)	\$34,000
Orthophoto flight as part of our 5 year maintenance plan (2020)	\$34,000

### Other items paid for annually with LIO funds

GCS Software (Property Listing, Tax Collection, & Permit Tracking)	\$17,240
Ruekert-Mielke (website and GIS data hosting)	\$7,500
ESRI software maintenance (only for LIO)	\$1,900
Register of Deeds microfilm	\$700
Computers, scanners, software, etc. for county departments	varies

**GCS Software, Inc.**

NS723 COUNTY ROAD SN  
ONALASKA, WISCONSIN 54650

TELEPHONE (800) 730-2434

**GENERIC PROPERTY RECORD DESCRIPTION  
Real Estate**

**Revision Date: 11/03/2008**  
**File Name: GENERIC**  
**Type: C = Character, N = Numeric**

<u>Field Description</u>	<u>Length</u>	<u>Type</u>	<u>Example</u>
PARCEL NUMBER	26	C	2-12345-0000
LAST NAME	60	C	SMITH
FIRST NAME	59	C	JOHN & MARY
CO-OWNER	120	C	NANCY THOMAS
MAILING ADDRESS	63	C	1608 MISSISSIPPI ST.
CITY	24	C	BADGERTOWN
STATE	2	C	WI
ZIP CODE	5	C	54623
ZIP CODE EXTENSION	4	C	1234
MUNICIPALITY NAME	30	C	VILLAGE OF SHOREWOOD
PROPERTY ADDRESS	63	C	3600 1/2 N PAMMEL CREEK AVE SE
ACRES	7 (3 Decimal)	N	37.123

*PROPERTY VALUATION DATA (CORRESPONDS TO CODES ON ASSESSMENT ROLL):*

**GENERAL PROPERTY**

1	LAND VALUE	9	N	60000
	IMPROVEMENT VALUE	9	N	120000
	ACRES	7 (3 Decimal)	N	12.234
2	LAND VALUE	9	N	
	IMPROVEMENT VALUE	9	N	

**GCS Software, Inc.**

Generic Property Description (Rev. 07/06/2006)

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Field Description	Length	Type	Example
ACRES	7 (3 Decimal)	N	
3 LAND VALUE	9	N	
IMPROVEMENT VALUE	9	N	
ACRES	7 (3 Decimal)	N	
4 LAND VALUE	9	N	
IMPROVEMENT VALUE	9	N	
ACRES	7 (3 Decimal)	N	
5 LAND VALUE	9	N	
IMPROVEMENT VALUE	9	N	
ACRES	7 (3 Decimal)	N	
6 LAND VALUE	9	N	
IMPROVEMENT VALUE	9	N	
ACRES	7 (3 Decimal)	N	
7 LAND VALUE	9	N	
IMPROVEMENT VALUE	9	N	
ACRES	7 (3 Decimal)	N	

<b>WOODLAND PROPERTY</b>
--------------------------

1 LAND VALUE	9	N	
ACRES	7 (3 Decimal)	N	
2 LAND VALUE	9	N	
ACRES	7 (3 Decimal)	N	
3 LAND VALUE	9	N	
ACRES	7 (3 Decimal)	N	
4 LAND VALUE	9	N	
ACRES	7 (3 Decimal)	N	
5 LAND VALUE	9	N	
ACRES	7 (3 Decimal)	N	
6 LAND VALUE	9	N	
ACRES	7 (3 Decimal)	N	
7 LAND VALUE	9	N	
ACRES	7 (3 Decimal)	N	
8 LAND VALUE	9	N	
ACRES	7 (3 Decimal)	N	

This area will be blank.  
This area will be blank.

**GCS Software, Inc.**

Generic Property Description (Rev. 07/06/2006)

Page 3

Field Description	Length	Type	Example
<b>EXEMPT PROPERTY</b>			
1 ACRES	7 (3 Decimal)	N	
2 ACRES	7 (3 Decimal)	N	
3 ACRES	7 (3 Decimal)	N	
4 ACRES	7 (3 Decimal)	N	
STATE SCHOOL DISTRICT #	5	C	0123A
SPECIAL DISTRICT #1	5	C	1234
SPECIAL DISTRICT #2	5	C	1234B
SPECIAL DISTRICT #3	5	C	0001X
LEGAL DESC	1000	C	(If Legal Description exceeds 1000 characters, Then last 3 characters will be "...")
FAIR MARKET VALUE	9	N	
TOTAL LAND VALUE	9	N	
TOTAL IMPROVEMENT VALUE	9	N	
GROSS PROPERTY TAX DUE	9 (2 Decimal)	N	
NET PROPERTY TAX DUE (gross – school credit – first dollar credit - Lottery Credit)	9 (2 Decimal)	N	
SPECIAL ASSESSMENTS, SPECIAL CHARGES, AND DELIQUENT UTILITY CHARGES DUE	9 (2 Decimal)	N	
WOODLAND TAX, MANAGED FOREST, AND PRIMARY FOREST CROP DUE	9 (2 Decimal)	N	
LOTTERY CREDIT	9 (2 Decimal)	N	
PROPERTY TAX & LOTTERY CREDIT PAID	9 (2 Decimal)	N	

Addendum 1 page 4

**GCS Software, Inc.**

Generic Property Description (Rev. 07/06/2006)

Page 3

<u>Field Description</u>	<u>Length</u>	<u>Type</u>	<u>Example</u>
SPECIAL ASSESSMENTS, SPECIAL CHARGES, AND DELIQUENT UTILITY CHARGES PAID	9 (2 Decimal)	N	
WOODLAND TAX, MANAGED FOREST, AND PRIMARY FOREST CROP PAID	9 (2 Decimal)	N	
SECTION	2	N	
TOWN	2	N	
TOWN DIRECTION	1	C	
RANGE	2	N	
RANGE DIRECTION	1	C	
TAX YEAR	4	N	1999
GENERAL PROPERTY 5M LAND VALUE	9	N	
IMPROVEMENT VALUE	9	N	
ACRES	7 (3 Decimal)	N	
BLOCK	8	C	
LOT	8	C	
ALTERNATE PARCEL NUMBER	26	C	3.34*12 (or 2-12345-0000)
40-ACRE QUARTER	2	C	NW
160-ACRE QUARTER	2	C	NW
FIRST DOLLAR CREDIT	9 (2 Decimal)	N	

---

**TOTAL RECORD LENGTH: 2005**

---

**Data Sets & Associated GIS data layers**

**ANIMAL HUSBANDRY**

- Bridges With Posted Weight Limits
- Hazard Points
- Road Weight Limits
- Transfer Sites
- White Backdrop

**ASSESSOR**

- CSM's Done
- Description or Acre Changes
- Had MFL Acreage 2014

**CADASTRAL**

- Cadastral Centerline
- Civil Divisions
- County Boundary
- Monuments
- Parcel Lines
- Parcels
- Platted Lands
- Plot Index
- PLSS Quarter Sections
- PLSS Sections
- PLSS Townships
- ROW Edge
- Survey Plats
- Zoning Parcels Old

**CADASTRAL OLD**

- Current Year Parcels
- Last Year Parcels

## **Addendum 2 Page 2**

### **Data Sets & Associated GIS data layers**

#### **CADASTRAL TEXT**

- Cadastral Text 100
- Cadastral Text 200
- Misc Text
- Note Line 100
- Note Line 200

#### **DISTRICTS AND PLACES**

- Address Points
- Algoma Aldermanic Districts
- Census Blocks 2010
- Kewaunee Aldermanic Districts
- School Districts
- Supervisory Districts
- Unincorporated
- Voting Wards

#### **EMERGENCY MANAGEMENT**

- Accidents 2008 - 2013
- Fire Dispatch
- Kew Evac Routes Updated
- New Patrol Sectors
- PBNP
- PBNP 10 Miles Radius
- PBNP Route Alerting Block
- Rescue Dispatch
- Siren Buffers
- Sirens

**Data Sets & Associated GIS data layers**

**NATURAL RESOURCES**

- DNR Land
- DNR Wetlands 2009
- Floodplain 100 Year
- Lakes
- Marsh Boundary
- Marsh Symbols
- Streams
- Subwatersheds
- Watersheds

**ROADS**

- County Highways
- County Road Annotation
- Road Centerlines
- State Highways
- State Road Annotation

**SANITARY**

- Drain Fields
- Sanitary Systems

**SOILS**

- Bedrock from 10 to 40 Inches
- Bedrock in 10 inches
- Clay Soils
- High Permeability Soils
- Hydric Soils
- Low or Very Low Attenuation
- Prime Farmland
- Sand and Gravel Subsoil
- Sand Subsoil
- Shallow Karst Potential Soil Types
- Soil Types
- Steep Slopes 6 Percent or Greater
- Water Table Within 2 Feet

**Data Sets & Associated GIS data layers**

**ZONING**

- Ag Pres Excluded Areas
- ECOR
- Franklin Conservancy Overlay
- Luxemburg Conservancy Overlay
- Pierce Conservancy Overlay
- Pierce Lakeshore Overlay
- Red River Lowland Conservancy Overlay
- Red River Niagra Escarpment Overlay
- Red River STH 57 Overlay
- Shoreland Zoning Jurisdictional Areas

**ZONING PARCELS**

- Multiple Zoning

