

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

MONTH: FEBRUARY

DATE: February 17, 2016

TIME: 6:00 PM

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

- 1. Call to Order**
- 2. Pledge of Allegiance and Prayer**
- 3. Roll Call**
- 4. Approve County Board Agenda**
- 5. Approve Previous County Board Minutes**
- 6. Citizen's Input (maximum 3 minutes per appearance)
(20 minutes total per meeting)**
- 7. Appointments**
 - a. None**
- 8. Annual Reports and Other Reports to the Board as Requested by the
County Board or Committee:**
 - a. 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**
 - 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 to Designate Working Bank & Public Depositories**
- b. **Resolution Awarding the Contracts for the County Highway H Bridge Rehabilitation**
- c. **Resolution Approving the Transfer of Budgeted Funds – Sheriff’s Dept. – Purchase New Server, Linux OS & Data Migration**
- d. **Resolution Approving Transfer of Budgeted Funds – Vanguard Systems, Inc. – Document Scanning & Image Software**
- e. **Resolution Approving the Collective Bargaining Agreement with Kewaunee County Courthouse Employees, Local 2959, AFSCME, AFL-CIO**

13. Consideration of Ordinance read at previous County Board Meeting

- a. **None**

14. Communications:

- a. **Resolutions from Other Counties**
- b. **Kewaunee County Events**

15. Set meeting date for next County Board Meeting

- a. **March 15, 2016 at 6:00 p.m. (previously scheduled)**
- b. **April 20, 2016 (Wednesday) - Organizational Session at 5:00 p.m. (previously scheduled)**
- c. **May 17, 2016 at 6:00 p.m. (proposed)**

16. Adjournment

/s/ Ron Heuer
Ron Heuer
Kewaunee County Board Chairman

/s/Jamie Annoye
Jamie Annoye
Kewaunee County Clerk

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

**JANUARY SESSION
KEWAUNEE ADMINISTRATION CENTER
JANUARY 20, 2016**

The meeting of the Kewaunee County Board of Supervisors was called to order by the Kewaunee County Chairman, Ron Heuer, on January 20, 2016 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, Paider, Romdenne, Shillin, Sinkula, Tebon, Wagner and Weidner (19) were present. Supervisor Pagel was excused.

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

Supervisors Paape moved and Tebon seconded to approve the December County Board minutes. Motion carried.

Citizens Input:

None

APPOINTMENT

Honorable Members of the Kewaunee County Board:

Pursuant to Wis. Stats. 59.54 (8), I hereby make the following appointments to the "Local Emergency Planning Committee."

<u>Classification</u>	<u>Term (9/12/2014 - 9/12/16)</u>
Elected Local Official (group 1)	Kaye Shillin Ken Tebon Jeff Vollenweider
Law (group 2)	Matt Joski John Massart
Emergency Management (group 2)	Tracy Nollenberg Terri Marcussen
Fire (group 2)	Greg Hlinak
Transportation (group 2)	Todd Every
Environmental (group 2)	David Allen
Community Groups (group 4)	Jack Novak - Rotary Club Joy Krieger - Chamber
Print Media (group 3)	Karen Ebert Yancey
Facility Operators (group 5)	Green Bay Water Utility - Tom Landwehr Luxemburg Water Utility - Rick Simonar Algoma Utility - Peter Haack Agropur Inc - Ted Winkelman Kewaunee Power Station - Ted Maloney Kewaunee Water Utility - Matt Murphy
Public Health (group 2)	Cindy Kinnard

Sincerely,
Ron Heuer

Supervisors Heidmann moved and Romdenne seconded for approval of the above appointments. Motion carried.

REPORTS

Kewaunee County Administrator – Scott Feldt

Committee Reports:

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

First Reading of Ordinance:

None

Consideration of Resolutions:

RESOLUTION NO. 28-1-16

A RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT WITH KEWAUNEE COUNTY PROFESSIONAL EMPLOYEES, LOCAL 2959A, AFSCME, AFL-CIO

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

WHEREAS, negotiations have been conducted between the Personnel, Advisory, and Legislative Committee of the Kewaunee County Board and the Bargaining Committee of Local 2959A, AFSCME, AFL-CIO, on behalf of the professional employees of Kewaunee County; and

WHEREAS, the successor agreement reached between the above-mentioned parties is attached hereto and incorporated herein by reference as if fully set forth herein; and

WHEREAS, the membership of the Local 2959A has ratified the proposal for a successor agreement with Kewaunee County.

NOW, THEREFORE, BE IT RESOLVED, that the Kewaunee County Board of Supervisors, duly assembled this 20th day of January 2016, hereby approves and ratifies the 2015 Collective Bargaining Agreement between Kewaunee County and Local 2959A.

FISCAL IMPACT STATEMENT: 0.73% wage increase for 2016
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Respectfully Submitted,
Personnel, Advisory & Legislative Committee
HASKE, HEIDMANN, HEUER, KIRCHMAN, LUFT, PAGEL, ROMDENNE, SHILLIN, WEIDNER

COLLECTIVE BARGAINING AGREEMENT
PROFESSIONAL EMPLOYEES

THIS AGREEMENT made and entered into by and between Kewaunee County, Wisconsin, hereinafter referred to as "County", and the Kewaunee County Professionals, Local 2959A, of the American Federation of State, County and Municipal Employees, AFL-CIO, hereinafter referred to as the "Union".

- Recognition.** County recognizes Union as the exclusive bargaining representative of all regular full-time and regular part-time professional employees of Kewaunee County, excluding supervisory, managerial and confidential employees. Union is the exclusive bargaining representative of all such employees for the purposes of collective bargaining with the above named Municipal Employer, or its lawfully authorized representatives, on questions of base wage.
 - Term.** This agreement is effective January 1, 2016 and remains in effect to and including December 31, 2016.
 - Wages.** Wages paid to employees shall increase 0.73% for calendar year 2016. County will adhere to the pay schedule attached hereto for calendar year 2016.
 - Complete Agreement.** This document contains all the terms of agreement between the parties hereto:
- IN WITNESS WHEREOF, the parties have hereunto set their hands and seals, by their duly authorized representatives this ____ day of January 2016.

Kewaunee County	Kewaunee County Professional Employees Local 2959A, Wisconsin Council of County and Municipal Employees #40 AFSCME, AFL-CIO
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_____ Ron Heuer, Chairman	_____ President
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_____ Scott Feldt, Administrator	_____ Secretary
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District Representative

HS 3	29.39
HS 2	26.47
After 60 months	
After 48 months	24.31
After 36 months	23.32
After 24 months	22.64
After 12 months	21.77
HS 1 - Start	20.95

Public Health Nurses	
After 36 months	28.01
After 24 months	27.16
After 12 months	26.31
Start	25.21

Registered Nurses	
After 36 months	26.68
After 24 months	25.75
After 12 months	25.08
Start	24.14

Supervisors Heidmann moved and Romdenne seconded for adoption. Roll call vote: 18 ayes, 1 naye (Sinkula). Motion carried.

RESOLUTION NO. 29-1-16

AMENDMENTS TO SALARY SCHEDULE II

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

WHEREAS, the Personnel, Advisory and Legislative Committee has considered and hereby recommends approving the following amendments to Salary Schedule II:

Amendments:		<u>Current</u>	<u>Proposed</u>
	Chief Deputy	\$69,503	\$76,024
	Lieutenant	\$66,413	\$69,784

WHEREAS, the proposed pay amendments are effective retro-active to January 1, 2016 and are made in lieu of the previously budgeted 1.5% pay supplement for the positions affected.

NOW THEREFORE, BE IT RESOLVED by the Kewaunee County Board of Supervisors duly assembled this 20th day of January 2016, that the Board adopts and approves the amendments to the 2015 Salary Schedule II.

FISCAL IMPACT STATEMENT:
 This adjustment will cost approximately \$12,800 over the current salaries. It is anticipated there are sufficient funds in the budget to cover this expense.

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

Supervisors Wagner moved and Weidner seconded for adoption. Roll call vote: 15 ayes, 4 nays (Benes, Luft, Mastalir, Sinkula). Motion carried.

Consideration of Ordinances:
None

Communications:
Resolutions from other counties (5)
Kewaunee County Events:
WCA Legislative Exchange in Madison on February 2-3, 2016
KCEDC meets 1/21/16 at 8:00 a.m. at Bank of Luxemburg
Kewaunee Chamber of Commerce – Cabin Fever at the Heritage Farm on 1/30/16

Chairman’s Comments:
Groundwater and well update

The April County Board Organizational Meeting will be held on Wednesday, April 20, 2016 at 5:00 p.m., all in favor.

Supervisors Heuer moved and Paape seconded to adjourn. Motion carried.

Board adjourned at 7:10 p.m.

Ron Heuer, Kewaunee County Board Chairman

Jamie Annoye, Kewaunee County Clerk

CERTIFICATION
STATE OF WISCONSIN: SS
COUNTY OF KEWAUNEE:

I, Jamie Annoye, County Clerk in and for Kewaunee County, Wisconsin do hereby certify that the following is a true and correct copy of the minutes of the meeting of the Kewaunee County Board of Supervisors held in regular Board Chambers at the Administration Center in Kewaunee on January 20, 2016.

Jamie Annoye, Kewaunee County Clerk



RESOLUTION NO.

RESOLUTION TO DESIGNATE WORKING BANK & PUBLIC DEPOSITORIES

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

1 **WHEREAS**, the Finance and Public Property Committee considered and hereby recommends the
 2 following banking institutions be approved as public depositories by Kewaunee County:
 3

- | | |
|-------------------------------|----------------------------------|
| 4 American Deposit Management | Harbor Credit Union |
| 5 Associated Bank | Local Government Investment Pool |
| 6 Bank of Luxemburg | Nicolet Bank |
| 7 Baylake Bank | BMO Harris |
| 8 Charles Schwab | First Merit |
| 9 First Business Bank | |

10
 11 **NOW, THEREFORE BE IT RESOLVED**, that the Kewaunee County Board of Supervisors duly
 12 assembled this 17th day of February 2016, designate the Baylake Bank as the working bank for
 13 Kewaunee County; and
 14

15 **BE IT FURTHER RESOLVED**, the above-named banking institutions are qualified as public depositories
 16 under Chapter 34 of the Wisconsin Statutes and are hereby designated depositories of public monies
 17 coming into the hands of the Kewaunee County Treasurer.

Respectfully Submitted,

FINANCE & PUBLIC PROPERTY COMMITTEE

APPROVED AS TO FORM
 Jeffrey R. Wisnicky
 Corporation Counsel

FISCAL IMPACT STATEMENT:
 No financial impact.

	Y E S	N O	A B S E N T	A B S T A I N
Benes, P				
Cravillon, 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 AWARDING THE CONTRACTS FOR THE COUNTY HIGHWAY H BRIDGE REHABILITATION

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

1 **WHEREAS**, the Highway and Solid Waste Committee received bids for the rehabilitation of the County
 2 Highway H Bridge; and

3
 4 **WHEREAS**, the bids received by the Highway and Solid Waste Committee are as follows:

5	Lunda Construction Company, Little Chute, WI	\$319,441.20
6	Zenith Tech., Inc., Waukesha, WI	\$351,448.00
7	Pheifer Brothers Construction Company, Inc., Neenah, WI	\$369,805.24
8	Concrete Structures Inc., Janesville, WI	\$379,208.00
9	NuGen Johnson, Sussex, WI	\$394,494.30

10
 11 **WHEREAS**, the Highway and Solid Waste Committee considered and hereby recommends awarding the
 12 contract for the rehabilitation of the County Highway H Bridge to the lowest qualified and responsible
 13 bidder, Lunda Construction Company of Little Chute, Wisconsin, for a total bid of \$319,441.20.

14
 15 **NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly
 16 assembled this 17th day of February 2016, that the County hereby awards the contract for the
 17 rehabilitation of the County Highway H Bridge to the lowest qualified and responsible bidder, Lunda
 18 Construction Company of Little Chute, Wisconsin, for a total bid of \$319,441.20; and

19
 20 **BE IT FURTHER RESOLVED**, the Kewaunee County Highway Commissioner is authorized to negotiate
 21 the final terms of the contract, including negotiations to achieve project
 22 savings, but the final terms of the contract shall not detract from the
 23 scope of the project as authorized by this resolution; and

24
 25 **BE IT FURTHER RESOLVED**, that the Kewaunee County Highway
 26 Commissioner is authorized to execute all necessary contracts or
 27 agreements consistent with this Resolution.

Respectfully Submitted,
HIGHWAY AND SOLID WASTE COMMITTEE

APPROVED AS TO FORM
 Jeffrey R. Wisnicky
 Corporation Counsel

FISCAL IMPACT STATEMENT: \$319,441.20 from 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.				
Heldmann, 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
Sheriff's Department – purchase new server, Linux OS & data migration**

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**, The Finance and Public Property Committee considered and hereby recommends
 6 purchasing a server, Linux OS, and data migration for the Kewaunee County Sheriff's Department for a
 7 total cost of \$33,935.59; and
 8
 9 **WHEREAS**, The Finance and Public Property Committee recommends utilizing the following funds to
 10 purchase the server, Linux OS, and data migration:
 11 1. Fund Balance in the General Fund to the extent of the Sheriff Department's 2015 budget surplus, and
 12 if needed,
 13 2. Fund balance in the Jail Assessment Fund.
 14
 15 **NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly
 16 assembled this 17th day of February 2016, that the Board approves purchasing the server, Linux OS and
 17 data migration for a total cost of \$33,935.59 utilizing the fund sources identified above; and
 18
 19 **BE IT FURTHER RESOLVED**, that within 10 days the County Clerk shall file a Class 1 notice of this
 20 transfer of budgeted funds.

Respectfully Submitted,

FINANCE AND PUBLIC PROPERTY COMMITTEE

APPROVED AS TO FORM
 Jeffrey R. Wisnicky
 Corporation Counsel

FISCAL IMPACT STATEMENT:
 \$33,935.59 from the funds outlined 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				



KEWAUNEE COUNTY SHERIFF'S DEPARTMENT

620 Juneau Street
Kewaunee, Wisconsin 54216
Telephone: 920-388-3100
Fax: 920-388-3998

MATTHEW J. JOSKI
SHERIFF

January 29, 2016

To: Law Enforcement Committee

From: Sheriff Matt Joski

Ref: Spillman Server Upgrade

REQUEST:

We are requesting the purchase of a server which operates the Kewaunee County Sheriff's Department Record Management System. The system is a proprietary system provided through Spillman Technologies. We have been a client of Spillman since 2000 and rely very heavily on the various modules which facilitate operational needs from all facets of our agency.

The Kewaunee County Sheriff's Department uses the Spillman Records Management System for daily computer entries including records management, jail processing, photos, civil processing, citations, accident reports, name and vehicle information and many other functions. The department depends on these records daily and is critical in the day to day operations. The information generated is used by everyone in the department, as well as, outside agencies and departments and it is necessary for everything from solving crimes to providing emergency response services to the public.

BACKGROUND:

Spillman provides us with free upgrades to its system and the current upgrade is pending. Despite receiving free upgrades it is our responsibility to provide the hardware necessary to support the upgrade and be compatible with the new version of software. We are currently utilizing the operating system, Unix, which Spillman will no longer support at some point in 2017. We would then need to purchase a new server to support the new operating system, Linux. The most pressing issue with our current server is that it will be approaching 5 years old, sometime in 2016. It is recommended that servers are replaced every 5-6 years to avoid a computer crash. Spillman is currently booked out until August 2016 for server replacement and data migration service, due to the outdating of the Unix operating system and other agencies already scheduled for updating to Linux. This could cause a significant issue with system maintenance should our current server go down at some point.

COST:

Working with Kewaunee County IT Specialist, Ross Loining, Spillman and CDW-G, a private sector vendor, I believe, the Kewaunee County Sheriff's Department has coordinated the most cost effective resolution:

Server and Linux OS (CDW-G and Red Hat Services)	\$11,185.59
Data Migration (Spillman)	<u>\$22,750.00</u>
Total	\$33,935.59

Through the hard work of Ross Loining and administrative staff of the Kewaunee County Sheriff's Department we were able to create a savings of approximately \$12,377.41 from the original quote for Spillman to provide all hardware and technical support. (Pease see attached Quotes)

Thank you for your consideration of this request.



RESOLUTION NO.

**A RESOLUTION APPROVING TRANSFER OF BUDGETED FUNDS
Vanguard Systems, Inc. – document scanning & imaging software**

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**, The Finance and Public Property Committee considered and hereby recommends
 6 purchasing the Vanguard document scanning and imaging system for a total cost of \$47,018; and
 7
 8 **WHEREAS**, The Finance and Public Property Committee recommends utilizing the following funds to
 9 purchase the Vanguard imaging system:
 10 1. Land Information Office 2016 budgeted funds of \$20,000
 11 2. County Clerk elections 2015 budget surplus of \$21,795
 12 3. Fund Balance from the General Fund of \$5,323
 13 4. Any additional grant money that may become available
 14
 15 **NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly
 16 assembled this 17th day of February 2016, that the Board approves purchasing the Vanguard document
 17 scanning and imaging system for a total cost of \$47,018 utilizing the fund sources identified above; and
 18
 19 **BE IT FURTHER RESOLVED**, that within 10 days the County Clerk shall file a Class 1 notice of this
 20 transfer of budgeted funds.

Respectfully Submitted,

FINANCE AND PUBLIC PROPERTY COMMITTEE

APPROVED AS TO FORM
 Jeffrey R. Wisnicky
 Corporation Counsel

FISCAL IMPACT STATEMENT:
 \$47,018.00 from the funds outlined 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				

Good Morning,

I wanted to make a statement on how strongly I feel that Kewaunee County is in need of an OCR program, especially in the County Clerk's Office. I truly feel that this type of program is a necessity in Kewaunee County. I have wanted to get an OCR program since I started as County Clerk in 2013, however, the budget hasn't allowed for this to happen. With the grant money being offered from Steve Hanson and the extra funds in my 2015 election budget I feel it would be a good opportunity for the county at this time. This program will aid in saving/searching documents (resolutions, ordinances, deeds, invoices, election results, minutes, agendas, etc.). All of these important county documents at this time are in paper format bound in large books. If there were any kind of natural disaster we currently have NO backup of any kind on these items and could potentially lose all this valuable information. This would also give us the capability of an online search tool for the public, which is requested of us frequently. Lastly, it currently takes a considerable amount of staff time to search for items requested from both the public and employees. We have had requests that have literally taken weeks to find a single document. With the implementation of this program you would simply type a word in and it would find the document for you. I feel it would be a shame to waste this grant opportunity Steve Hanson has offered us. Thank you for your consideration on this matter. If you have any further questions I would be happy to speak with you in person.

Jamie Annoye
Kewaunee County Clerk



VANGUARD
SYSTEMS, INC.

Vanguard Systems. Inc.
2901 Dutton Mill Rd. • Suite 220
Aston, PA 19014
Main: (800) 445-1418
Fax: (610) 891-9117
www.vansystems.com

SALES QUOTE
-CONFIDENTIAL-
powered by EliteForm

Attention: Kewaunee County 01
810 Lincoln
Kewaunee, WI 54216

Bill Wilson
wwilson@vansystems.com
(800) 445-1418 x1735

Quote Number

Quote Expires

901276 Q0005 -001 IMS Processor Suite P05

2/16/2016

Item Number	Description	Unit Price	Quantity	UM	Extended Amount
	IMS/21 Suite P05 Processor Unlimited Users	44,675.00	1	SW	44,675.00
	Includes, Full Text Search Portable Briefcase, Hypercache Workflow		1	DS	
	Installation Training IMS/21 5 days est @ \$1,500 per/day Dorton Technology to install	7,500.00	1	PJ	7,500.00
	Wisconsin County Discount	5,000.00	1-	SW	5,000.00-
	Annual Software Support 15% of Total Software		1	DS	
	Vanguard's 4th Quarter Promo Software Carry Over	5,000.00	1-	SW	5,000.00-
	Vanguard's 4th Quarter Promo for Labor	1,125.00	1-	SW	1,125.00-
	Annual Software Support Promo Start 6 months after install savings of \$3,351.00		1	DS	
Total all items:					41,050.00

Vanguard Spotlight:

Improve your PCI compliance strategy.
Redact personal identity information
systematically with **ID Protect** and
reduce your corporate exposure.



ID Protect
from Vanguard Systems

Customer Contact

Authorized Signature

Email:

Print Name:

Date:

X



Easy Document Digital Conversion:

Easily capture and convert paper-based information into digital files that can be efficiently stored, transmitted and formatted

Instant Document Access Anytime, Anywhere:

Your employees can quickly access data when they need it from existing ERP Software a PC or mobile device at any time, no matter where they are.

Reduce Paper, Storage And Faxing Costs:

Having little to no paper-based data will have a significant impact on your bottom line via reduced paper and storage, and faxing charges.

Regulatory Compliance Assistance:

Helps you easily comply with government regulations such as HIPAA, HITEC and FERPA, reducing non-compliance fears.

No Off-Site Storage Needs:

The elimination of paper volume eliminates the need for all of the unwanted issues related to expensive remote document storage.

Safeguard Data:

Prevent anyone – including your employees – from stealing confidential client or employee information.



Documents, whether electronic or paper, are an essential component of just about any enterprise. Managing business information, sometimes from several sources, can be a challenging task. Depending on the nature of your company, a document management (DM) solution that captures, stores, and retrieves both paper and electronic documents can provide many key benefits to your organization.

Top 7 benefits of document management systems, including:

Reduced Storage Space

Enhanced Security

Improved Regulatory Compliance

Easier Retrieval

Better Collaboration

Better Backup and Disaster Recovery

And the "Intangibles"

Read on to learn more!

[1. Reduced Storage Space](#)

Commercial property costs are increasing and so is the expense to store paper documents. A software-based document management solution (DMS) that can reduce the need for file cabinets, boxes and storage bins is a valuable asset to any enterprise, freeing up precious office space. Documents that have to be kept as hard copies can often be stored in less expensive locations, such as an offsite warehouse or vault.

[2. Enhanced Security](#)

Document security is vital to many enterprises. DMS provides better control over sensitive documents. Access to documents can be controlled at the folder level for different groups or individuals. Also, a DMS leaves an audit trail of who has viewed a document, when it was accessed, and how it may have been modified. Managed documents are highly traceable and can be tagged to allow for automated alerts.



3. Improved Regulatory Compliance

Compliance requirements for certain documents can be quite complex. Non-conformance can lead to fines, revoked licenses, and in some cases criminal liability. Federal and state regulatory regulations such as Sarbanes Oxley and HIPAA mandate strict security and privacy guidelines. DMS reduces the risk of non-compliance. Records retention schedules, for example, can be automated, and new documents can be more easily classified and stored.

4. Easier Retrieval

Searching for and retrieving documents can be very time consuming - and we all know time is money. In fact, PWC published these statistics illustrating the costs related to the average time spent managing paper documents: Why document management systems? Because it costs \$20 to file a document, \$120 to find a misfiled document, and \$220 to reproduce a lost document

Organizations spend \$20 in labor to file a document, \$120 in labor to find a misfiled document, and \$220 in labor to reproduce a lost document.

7.5% of all documents get lost; 3% of the remainder get misfiled.

Professionals spend 5 to 15% of their time reading information, and up to 50% of their time looking for it.

A document management solution, specific for your enterprise, can be a powerful, time-saving tool. Depending on the solution implemented, a DMS can retrieve files by a word or phrase in a document – full text search, or DMS can apply index categories to a document or folder. Easier integration with business applications facilitates access to critical information. DMS also gives the opportunity to access documents remotely. As long as there is internet connection, documents can be accessed from virtually anywhere.

5. Better Collaboration

With DMS, information sharing and collaboration can be a lot easier. Documents captured from different sources can be accessed from multiple locations. Electronic imaging makes sharing documents over a network via email or the Internet possible. DMS provides greater visibility to business processes and can allow for better workflow monitoring. Authorized access by external users can be allowed and monitored. DMS also offers Version Control which allows for older versions of the same document to be recovered if needed. This feature is important if several parties work on the same document and there are changes made to a document that were not authorized or meant to happen.



6. Better Backup and Disaster Recovery

Any document management solution should include a data backup and disaster recovery plan. With digital archiving as a backup, paper documents are protected from fire and flood and other disasters. With a DMS, documents are highly traceable and can be tracked within a range of criteria.

Also, because imaged documents are centrally stored they cannot be lost or misplaced after viewing. Documents are less likely to be misfiled, and if so they are easier to locate with cross-indexing. Documents can be digitized and archived at their point of entry into the system.

7. The Intangibles

Just a few of the intangible benefits of a document management system include:

Flexibility

Competitiveness

Improved client relations

Peace of mind

Time is valuable, and time saved is a definite benefit of DMS that often translates directly into increased productivity. Faster and more efficient document retrieval can boost staff morale and increase client satisfaction. Also, document management solutions are scalable to meet the changing needs of any enterprise.

Kewaunee County				
IMS/21 Project Plan (Project Plan, Responsibilities, Milestones, and TimeLine)				
Phases				
1 IMS/21 Installation/Training				
Date	Phase	Seq	Task	Who?
	1	1	Project kick-off meeting. The goal of the project kick-off meeting is to discuss the overall project, identify a pilot department to use for the initial installation/training, and set project time lines	DTS/Kewaunee
	1	2	Install/Configure IMS/21 on the iSeries	DTS/IT
	1	3	Install/Configure IMS/21 associated modules	DTS/IT
	1	4	Begin fact gathering to identify documents to be setup and current workflow including	DTS/IT/Dept
	1		Meeting with pilot department to discuss pilot documents to be imaged, workflow of the documents, and current filing procedures for those documents	
	1		Which PC will be used as the scan PC	
	1		Discuss IMS/21 Configuration (App/Fol/Docs) to get initial configuration for Prototype	
	1		Get list of initial users for prototype	
	1		Review application to be used for prototype	
	1	5	Setup initial App/Fol/Docs and users	DTS/IT
	1	6	Install IMS/21 Client and configure scan station	DTS/IT
	1	7	Test scanning into test environment	DTS/IT
	1	8	Integrate initial application with IMS/21 for prototype	DTS/IT
	1	9	Install IMS/21 client on additional workstations for testing and knowledge transfer to IT for setting up additional workstation	DTS/IT
	1	10	User training: Interactive scanning, batch scanning, and viewing/deleting documents	DTS/IT/Dept Trainer
	1	11	User Testing	Kewaunee
	1	12	Technical training	DTS/IT
			Notes:	
			Technical training will be provided at various steps throughout the phase:	
			The implementation plan is based on a "train the trainer" type of approach. Kewaunee should select key personnel to be involved in the installation, configuration, and training of the system. The number of trainers and the number of documents to be used for the pilot implementation may affect the overall scope.	



RESOLUTION NO.

A RESOLUTION APPROVING THE COLLECTIVE BARGAINING AGREEMENT WITH KEWAUNEE COUNTY COURTHOUSE EMPLOYEES, LOCAL 2959, AFSCME, AFL-CIO

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

- 1 **WHEREAS**, negotiations have been conducted between the Personnel, Advisory, and
- 2 Legislative Committee of the Kewaunee County Board and the Bargaining Committee of Local
- 3 2959, AFSCME, AFL-CIO, on behalf of the courthouse employees of Kewaunee County; and
- 4
- 5 **WHEREAS**, 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 membership of the Local 2959 has ratified the proposal for a successor
- 9 agreement with Kewaunee County.
- 10
- 11 **NOW, THEREFORE, BE IT RESOLVED**, that the Kewaunee County Board of Supervisors, duly
- 12 assembled this 17th day of February 2016, hereby approves and ratifies the 2016 Collective
- 13 Bargaining Agreement between Kewaunee County and Local 2959.

Respectfully Submitted,

PERSONNEL, ADVISORY & LEGISLATIVE COMMITTEE

APPROVED AS TO FORM

Jeffrey R. Wisnicky
 Corporation Counsel

FISCAL IMPACT STATEMENT:
 0.73% wage increase for 2016

	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				

**COLLECTIVE BARGAINING AGREEMENT
COURTHOUSE EMPLOYEES**

THIS AGREEMENT made and entered into at Kewaunee, Wisconsin, by and between the Kewaunee County Board of Supervisors, hereinafter referred to as the "County", and the Kewaunee County Courthouse Employees, Local 2959 of the Wisconsin Council of County and Municipal Employees #40, AFSCME, AFL-CIO, hereinafter referred to as the "Union".

1. **Recognition.** County recognizes the Union as the exclusive bargaining agent of all employees of Kewaunee County employed in the Courthouse and associated departments, excluding elected officials, supervisory, managerial, confidential, and deputized law enforcement employees, professional employees in the Department of Human Services and Public Health, and Highway Department employees, other than secretarial-clerical employees, in regard to base wage.
2. **Term.** This agreement is effective January 1, 2016 and remains in effect to and including December 31, 2016.
3. **Wages.** Wages paid to employees shall increase 0.73% for calendar year 2016. County will adhere to the pay schedule attached hereto for calendar year 2016.
4. **Complete Agreement.** This document contains all the terms of agreement between the parties hereto:

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals, by their duly authorized representatives this ____ day of January 2016.

Kewaunee County

Kewaunee County Courthouse
Employees Local 2959, Wisconsin
Council of County and Municipal
Employees #40 AFSCME, AFL-CIO

Ron Heuer, Chairman

President

Scott Feldt, Administrator

Secretary

District Representative

Class Grade 7	Class Grade 6	Class Grade 5
Accounting Specialist Child Support Specialist	Assistant EM Director Account Clerk III	Account Clerk II Clerk of Court Assistant Emergency Management Assistant Legal Secretary Medical Records Assistant Register in Probate Secretary Register of Deeds Secretary
Custodian/Maintenance Payroll Technician Economic Support Specialist	Child Support Worker Deputy Clerk of Courts Deputy County Treasurer Deputy Register in Probate Deputy Register of Deeds Human Services Administrative Assistant Judicial Administrative Assistant LIO Administrative Assistant Program Specialist UW Extension Program Assistant Veteran's Services Administrative Assistant Zoning Administrative Assistant Deputy County Clerk	Sheriff's Assistant

Class Grade 4	Class Grade 3	Class Grade 2
Account Clerk I Aging Unit Secretary Clerk of Court Secretary District Attorney Secretary Health and HS Secretary Hwy/Promotions & Recreation Secretary Human Services Secretary Land & Water Conservation Secretary Public Health Secretary WIC Aide	Human Services Clerk	Custodian

	7	6	5	4	3	2
Step 5	21.38	19.94	18.6	17.41	16.31	15.25
Step 4	20.48	19.11	17.88	16.77	15.77	14.83
Step 3	19.53	18.31	17.18	16.15	15.20	14.23
Step 2	18.65	17.49	16.46	15.52	14.64	13.71
Start	17.71	16.69	15.75	14.93	14.12	13.16

Highway/Landfill Committee Minutes

January 14, 2016

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, Patrol Superintendent Joe Dax, Landfill Facility Manager Mike Paral, and Recording Secretary Jenny Salentine. Guests at today's meeting included: County Board Supervisor Pat Benes.

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

Approval of Minutes: Gary Paape made a motion to approve the Highway Committee Minutes from their December 16th 2015 meeting. Second by Bruce Heidmann. Motion carried unanimously.

Public Comments: None

Reports:

Landfill Facility Manager Mike Paral had the following to report:

- ❖ All went well w/ the DNR inspection on 12/17/15, everything passed
- ❖ We are scheduled to change the tracks on the CAT for February, estimated cost will be \$12,000.00
- ❖ Aljon is due for normal maintenance
- ❖ We are estimating approximately enough space at the landfill to last 2 years
- ❖ Hand-outs:
 - Tonnage & Charge Summary by Refuse – Year End Report (January 1 – December 31, 2015)
 - Tonnage & Charge Summary by Refuse (December 1 – 31, 2015)
 - Tonnage & Charge Summary by Hauler Name – Year End Report
 - Account Aging Report – Receivables (as of January 10, 2016)
 - Monthly Revenue & Expenditures Report (prepared by Finance Dept) (November 2015)
 - We have sent emails & made phone calls to each municipality to gather their information of the solid waste and recycling services they provide to their residents. The goal is to make this information available to the residents so they know their options when the county's solid waste and recycling services are no longer available.
 - Chairman Kirchman feels it's unnecessary for us to send information to townships & residents. He feels all we need to do is let the town chairman know, it should be their responsibility to inform their residents.
 - We feel we need to be proactive about the future closure of the County Landfill.
- ❖ We are caught up on hauling leachate
- ❖ Daily Cover: We are getting it as we call & ask for it.

Patrol Superintendent Joe Dax had the following to report:

- ❖ After the December rain, we've cleaned bridges
 - Debris washed up & we had many plugged culvert pipes
- ❖ Snow-Fencing has been installed for the State Highways & Luxemburg Township
- ❖ Approx. 10" of frost under the road surface
- ❖ Snow Storm (December 28) update:
 - All 14 units out, including all men plus 2 part-time employees

Commissioner Todd Every had the following to report:

- ❖ The Commissioner forwarded an email to all committee members regarding the car-killed-deer contract with the State. We will continue "as is" thru the end of February
- ❖ Update: Hot-mix information will be available / presented at our next meeting
- ❖ Update: Inventory at Pits & Quarry:
 - Scans are Complete
 - Next Step is to weigh our materials

- ❖ Village of Luxemburg – Main Street (CTH “AB”) Enhancement Project (STH “54” South to Ash St.)
 - The Village of Luxemburg is looking to enhance this section of Main St using TIF District Funding. They are looking to resurface the street and parking lanes, replace sidewalks, storm sewers, and upgrade lighting.
 - The Village would cover the entire expense of this project and in return would like to receive credit when the time comes to repave the rest of CTH “AB” thru the Village Limits.
 - Commissioner Every has spoken w/ County Administrator Scott Feldt & Corporation Counsel Jeff Wisnicky regarding this project. Both are in favor of it & recommend a MOU (Memo of Understanding) be issued.
 - Committee Member John Mastalir expressed he doesn’t feel the County should give any future credits to the Village of Luxemburg unless the paving is completed by the county. Commissioner Every stated he spoke to the village about completing the paving. However, there is a possibility the funding source may not allow the funding to be spent with the county for this item. The village will look into this item.
 - More to come at future meetings. The Village of Luxemburg would like this project completed prior to the County Fair in July 2016.
- ❖ 2016 is the last year of our agreement for the lease of the land the Asphalt Plant is located. Commissioner Every will be contacting the landowner to renew the lease agreement.
- ❖ Commissioner Every would like to schedule a time w/ our Bridge Program Manager from *Ayres & Associates* to review the bridge program (meeting w/ Towns & Villages too).

Discuss Highway Department Operations & Highway Department Job Vacancies: Additional retirements and resignations have created a need to fill positions. Commissioner Every attended the Personnel Committee meeting and received approval to hire three people. The Commissioner will work with the County Administrator to fill these positions.

The Office Manager and Commissioner are currently analyzing the positions in the stockroom and shop. Staff is looking at the flow of information regarding the ordering of parts, parts charge out, invoicing, inventory management, and recordkeeping. Staff will also be meeting with our vendors to see if they offer any services to improve the efficiency for parts ordering and delivery.

Discuss 2016 – 2020 Transportation Improvement Plan: Commissioner Every presented a copy of the 2016-2020 Transportation Improvement Plan. A copy is attached.

Approve & Sign Vouchers: Highway Vouchers paid by check: \$17,496.34. Highway Vouchers paid by credit card: \$7,000.86. Solid Waste Vouchers paid by check: \$7,210.92. Solid Waste Vouchers paid by credit card: \$336.25. Motion to approve vouchers as presented made by Bruce Heidmann. Second by Tom Romdenne. All in favor. Motion carried unanimously.

Approve Travel Requests: None

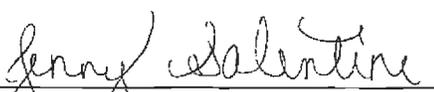
Any other business as allowed by law: Committee member Bruce Heidmann said he received a request to limit the amount of brine applied to STH “54” near the Apple Orchard located near Hillside. Commissioner Every has talked w/ the State regarding this request as the State has certain guidelines we need to follow.

Next Meeting Dates:

- ❖ Thurs., February 4th @ 8:45 AM
- ❖ Thurs., February 18th @ 8:45 AM
- ❖ Thurs., March 10th @ 8:45 AM
- ❖ Wed., March 23rd @ 8:45 AM

Adjournment: Motion made to adjourn today’s meeting by Gary Paape. Second by Tom Romdenne. All in favor. Motion carried. Meeting adjourned at 11:22 AM.

Respectfully submitted:



 Jenny Salentine, Recording Secretary

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

Date: Wednesday, February 10, 2016 / 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: Scott Feldt, Pat Benes, Cindy Kinnard, Claire Thompson, Aerica Bjurstrom

Approve February 10, 2016 Agenda and Approve January 13, 2016 Meeting Minutes: Motion by Bruce Heidmann, second by Virginia Haske to approve the February 10, 2016 agenda and to approve the January 13, 2016 meeting minutes. Motion carried.

CBA for Courthouse Employees: Scott Feldt received a signed agreement from the Courthouse Union of .73 wage increase for calendar year 2016. Motion by Larry Kirchman, second by Bruce Heidmann to approve CBA for courthouse employees. Motion carried.

Approval to Fill Sheriff Assistant Position: Scott Feldt requested approval to fill the Sheriff Assistant position. Motion by Bob Weidner, second by Lee Luft to approve filling of the position. Motion carried.

WIC Aide Position in Public Health (from .7 FTE to .4) There is a vacancy in the WIC/Immunization Aide position. Scott Feldt requested approval to move the position from .7 FTE to .4FTE. Cindy Kinnard feels she can get done what she needs to in the position at .4 FTE and moving the Public Health Secretary position from .7 FTE to 1.0 FTE. Motion by Lee Luft, second by Virginia Haske to reduce WIC Aide position from .7 FTE to .4 FTE. Motion carried.

Increase Public Health Secretary Position From .7 to 1.0 FTE: Scott Feldt requested approval to move the position from .7 FTE to 1.0 FTE. Discussion continued regarding employee benefits that are available at full-time. Other Public Health department staff are covering front desk and taking time away from other things they need to be doing. Motion by Kaye Shillin, second by John Pagel to increase Public Health Secretary from .7 FTE to 1.0 FTE position. Motion carried. Bob Weidner voted no.

Reclassification Request LWCD Program Specialist: Bob Weidner addressed the Reclassification Policy. Bob indicated this is to be done mid-summer prior to the budget plan instead of today. Ron Heuer indicated he would like to have this wage study done before we make any decisions on reclassifications. Motion by Bob Weidner, second by Bruce Heidmann to address the proposed reclassification in June of this year so that it complies with our existing policy. Motion carried.

Update on Project Phoenix: Scott Feldt indicated an RFP was sent out for proposals on a feasibility study. We will be having a vendor conference call in the near future.

Public Comment: None

Other Matters Authorized by Law: Scott Feldt indicated Jan Tess has retired, there is a vacancy in UWEX, he would recommend that the committee approve filling the position. Scott will bring this as an agenda item for the Personnel Committee at their meeting next month. Aerica Bjurstom distributed updated job descriptions to the committee.

Scott Feldt distributed a Personnel Report.

Scott Feldt informed the committee that recruitment advertisements would go out in the coming weeks for the Tourism/PIO position.

Scott Feldt indicated those employees receiving \$450 uniform allowance each year will provide receipts for those items and then be reimbursed.

Bob Weidner inquired if a Highway department employee recently change from part-time to full-time. Scott Feldt and Larry Kirchman responded that no employee recently changed from part-time to full-time employment in the Highway department.

Larry Kirchman indicated that items on the agendas don't say what we are doing with the agenda item. Larry sees this in other committees, it doesn't say whether we are discussing or approving an item.

Ron Heuer indicated we had a meeting last week regarding a county wide sex offender ordinance. A Milwaukee County Judge is releasing sex offenders to other counties that don't have an ordinance. We are working on a first draft of the ordinance and it will be on the agenda for the next meeting.

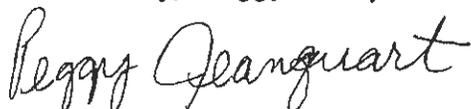
Ron Heuer discussed 43.12 library issue. We get billed every year from Brown County and Manitowoc County for library usage and we allocate that bill to the townships. Ron has had discussions with Sen. Lasee and Rep. Kitchens. The County is asking the State how we deal with how the cost has to be paid - include a phrase that says county option to do by equalized value or usage.

Bob Weidner talked about the upcoming Finance Committee Meeting that all town, city, village officials were invited to attend. Bob indicated we have a big deficit in the future and there are two known fixes a sales tax and a referendum to increase our levy. Bob indicated the question is going to come if we did none of the 2 big fixes and you look at staffing, there is no room to give up so logically we would have to discontinue programs to cover the deficit. Discussions continued.

Next Meeting: Wednesday, March 9, 2016 at 11:00 a.m.

Adjournment: Motion by John Pagel, second by Virginia Haske to adjourn the meeting. Motion carried. Adjourned at 11:44 a.m.

Submitted by, Peggy Jeanquart, Recording Secretary



Regular Board of Health Minutes February 8, 2016

The monthly meeting of the Board of Health was called to order at Noon at the Public Health & Human Services Building on Monday, February 8, 2016 by Chairperson Kaye Shillin.

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

Public present were: Nancy Utesch, and Wm. Iwen.

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

Citizen input by Nancy Utesch concerned spray irrigation and a Public Hearing on February 25, 2016 at the Land and Water Department in Luxemburg. Wm. Iwen concerned well conditions in Kewaunee County and spray irrigation.

A motion was made by Chuck Wagner and seconded by Pat Benes to approve the January 11, 2016 minutes as mailed with the correction of the next meeting date to read "Monday, February 8, 2016" rather than February 9, 2016. The motion carried.

January Monthly Report was given by Cindy Kinnard. Cindy indicated that WIC numbers were low but that is across the State and efforts are being continued to increase participation. There were no questions from the Board, a motion was made by Gary Paape and seconded by Kathy Janosky to approve the January Monthly Report as mailed. The motion carried.

Cindy Kinnard updated the Board as to diseases in the County/area. She advised the Board that a high level of flu cases have been reported in Northeast Wisconsin. The flu has been reported to be more severe than in past years. We still have influenza vaccine available in our office. Cindy touched on the Zika virus outbreak but no cases in Wisconsin. There are currently interim guidelines and the virus is similar to flu like symptoms with fever and soreness. There has been a confirmed case of person to person (sexually transmitted) in Texas.

Cindy advised the Board that Lisa VanRemortal who was the WIC/Immunization Aide has resigned from her position as of January 29, 2016. Lisa has taken a full time position down the hall with ADRC of the Lakeshore. Cindy indicated that a motion will be made before the Personnel Committee on Wednesday, February 10, 2016 that the Public Health Secretary position be changed from part-time to full time to encompass the Immunization Aide duties and the WIC aide position will be advertised as a .4 position. Cindy is currently drafting new job descriptions for the positions.

Cindy informed the Board that Becky Larsen from the UW-Extension Manure Work Group and Rob Thiboldeaux ,Toxicologist, with the Department Health Services will be holding informational presentations for the Board at the March 14, 2015 Board Meeting. The Board Meeting will be held in the large training room due to the presentations.

Dr. Kurowski advised the board that improvements will be made at Bellin concerning more access to physicians and that he should have more information concerning this progress in a month or two. He further advised that the newly opened Prevea Clinic has a new physician there one day per week.

Travel request: None.

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

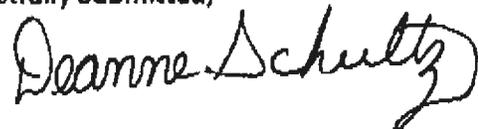
No overtime to report.

The next meeting date was scheduled at the January 11, 2016 meeting but was confirmed for Monday, March 14, 2015 at Noon.

Other items as authorized by law: Charles Wagner discussed his past and current problems with his private well at his residence.

A motion was made by Gary Paape and seconded by Kathy Janosky to adjourn the meeting. The meeting was adjourned at 12:35 pm. The motion was carried.

Respectfully Submitted,

A handwritten signature in black ink that reads "Deanne Schultz". The signature is written in a cursive style with a large, looped initial "D".

VETERANS SERVICE COMMITTEE MEETING

February 8, 2016

KEWAUNEE COUNTY PUBLIC HEALTH AND HUMAN SERVICES CENTER

Call to Order:

The meeting was called to order at 12:50 p.m. by Chairperson Kaye Shillin.

Roll Call:

Members present were Chairperson Kaye Shillin, Pat Benes, Gary Paape, Chuck Wagner and CVSO Jane Babcock. Doug Doell was absent.

Others present included County Board Chairman Ron Heuer and Mary Dobbins.

Approval of Agenda:

A motion was made by Chuck Wagner and seconded by Gary Paape to approve the agenda. The motion carried.

Approval of Previous Month Meeting Minutes:

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

Approval of Bills:

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

Department Operations:

CVSO Babcock provided an update on Assembly Bill 821 and Senate Bill 668. Briefly, the bills would make CVSOs optional and allow the state to approve a consortium amongst counties where the state is in charge of the offices. The bills' sponsors stated that the CVSOs were in agreement to these changes, when they really were not. The committee briefly discussed the issues and Chairman Heuer stated that he spoke to Senator Lasee and Representative Kitchens and both stated that AB 821 is dead for this sessions because the sponsors backed off due to backlash. CVSO Babcock stated that this bill is now being moved to a study to further investigate the proposed changes.

Further discussion was held on the changes to the WDVA Grant (from a guaranteed \$10,000 grant to a reimbursable grant for specific allowable expenses that have not been fully defined) and possible proposals being made by the CVSO Association. The Committee requested to see a copy of the grant paperwork. CVSO Babcock stated that the grant changes have not been published yet, but she can share the communications that have been received so far.

Reviewed the office monthly reports presented, CVSO Babcock stated that there are approximately 60 open claims in the Kewaunee office.

Travel Requests:

CVSO Babcock announced there is a Spring Conference in April 2016 that will be held in Kenosha, but there is no agenda currently published. The Committee is postponing this approval until next month when an agenda is available.

Overtime:

None

Such Other Matters as Authorized by Law:

None

Next Meeting Dates:

March 14, 2016 at 12:00 p.m. at Kewaunee County Public Health and Human Services Center.

Adjournment:

A motion to adjourn was made by Gary Paape, and seconded by Chuck Wagner. The motion carried and the meeting adjourned at 1:25 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Tara LaCrosse".

Tara LaCrosse
Recording Secretary

Agriculture & Extension Education Committee Meeting
February 3, 2016
3:00 P.M.
Kewaunee County Administration Center
County Board Room

Minutes

1. Call to Order by Chairman Tom Romdenne at 3:00 PM
2. Roll Call – Tom Romdenne, Gary Paape, Bob Garfinkel, Ron Paider, Aerica Bjurstrom, Jill Jorgensen, Claire Thompson, Jenny Spude.
3. Approval of Agenda and Minutes – Motion to approve made by Ron Paider, seconded by Bob Garfinkel. Motion passed.
4. Citizen Input - none
5. Educators Reports – Written (attached). Additional conversation about filling the position left by Jan Tess's retirement. A position description will be ready for the personnel committee for the February meeting.
6. Overtime - None
7. Approval – Travel - None
8. Approval of bills – motion to approve bills made by Gary Paape, seconded by Ron Paider. Motion passed.
9. Set Future Committee Meeting Dates – March 9, 2016 at 3 PM and April 6 at 3 PM
10. Adjourn – Motion to adjourn made by Gary Paape, seconded by Ron Paider. Meeting adjourned at 3:49 PM.

Respectfully submitted by Aerica Bjurstrom

 2/3/16

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

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

Aerica Bjurstrom
Agriculture Agent
Prepared for February 3, 2016

Door County – Met with Annie Deutsch, the Door County agriculture agent (as her mentor) and her other Mentor, Kevin Jarek from Outagamie County to discuss her programming and future direction of cross programming between Door and Kewaunee County. We also visited farms and discussed future programs to be held between both counties. We will visit farms again in February and March.

I am also serving as a mentor for another agriculture agent in Central Wisconsin. I attended her mentor team meeting as she prepares for her three-year review this coming summer.

Water Quality – Working on several water quality workgroups both locally and within UW-Extension. My work with Extension is to help define what role Extension agriculture agents play in the water quality issue since many of us (myself included) are educated in animal sciences and hired as such, and do not have extensive experience and training in water quality. UW-Extension will be holding a “boot camp” for Agriculture Agents who are interested in learning more about where they fit into the public water quality issue without having training or experience in the topic. Extension’s primary goal is to provide unbiased, science-based research and education.

Farm Technology Days – Planning continues and the chairs met for the first all-committee meeting in January. Each committee gave a short update of their progress thus far and had time to meet and network with other chairs. The all-committee meetings will take place every three months or so in 2016 and then monthly in 2017 leading up to the show.

Economic Development Corporation Ag Committee – The EDC Ag Committee is planning its third Ag Career Day at Pagel’s Ponderosa on April 21 and 22. Kewaunee, Algoma, L-C, Southern Door and Demark school districts have all been invited and plan to attend. The day will highlight agriculture careers focusing on specific types of work such as careers related to cattle, cropping/agronomy, business, mechanic/machinery, and careers tied to agriculture such as conservation and forestry. Nearly 1,000 7th and 8th graders are expected to attend the two-day event.

Upcoming programming – Planned and organized several upcoming UW-Extension ag programs in February; Pesticide Applicator Training, CAFO meeting, heifer meeting, Meat Animal Quality Assurance, and a Japanese dairy producer meeting. I also have several farm calls with David Kammel planned for February.

Jill Jorgensen
Ag and Extension Report
February 2016

National Extension Leadership Development (NELD) cohort: I was nominated and selected to be one of the delegates from Wisconsin for this 2016 Midwest cohort experience. This is a leadership experience that will be held over the next year. The opportunity allows me to learn, apply, and reflect on new effective leadership, organizational collaboration, and change concepts and strategies. In addition, we will strengthen competence in decision-making, build leadership capacity, improve effectiveness of extension programming, enhance personal effectiveness, and promote lifelong learning. The first session was held at the end of January. We focused on feedback, emotional intelligence, the context for leadership, asking good questions, the roles we play as leaders/followers, followership, cultural self awareness and active listening. This amazing opportunity provides hands-on, useable that I will be able to use in my professional role.

State 4-H Horse Meeting: I am one of the advisors for the state 4-H youth association. In January, we met to prepare for the upcoming year, plan programming, and build capacity as leaders. We are working to build this program in a new direction with greater focuses on overall youth leadership and skill development. Kewaunee County youth members and adult volunteers are actively involved in the state wide program. Many of them have assumed leadership roles and I am able to actively engage them in this team.

Teen Association Fundraiser: I worked with the 4-H Teen Association and their advisors to plan, organize, and implement their annual prom dress sale fundraiser. This is a community event that is held in conjunction with Luxemburg-Casco High School. The school is a great partner that works to provide a facility and an ongoing in-kind support for the program. This fundraiser provides teen members with the life skills such as planning and organizing, customer service, implementation of an event, communication, teamwork, responsibility, entrepreneurial skills, and others. The end goal of the program is not only to raise funds but in the future to have a prom dress closet for young women who cannot afford a dress.

New Leader Orientation: I am conducting new volunteer orientation throughout the winter and spring for adult community members enrolled as new community club leaders. The orientation is required of all new volunteers and covers program policies and practices, basic information about 4-H and UW-Extension, risk management, youth development practices, child abuse and neglect, engaging youth leaders, and related topics. In addition, all volunteers sign an expectation statement and have a background check conducted.

Upcoming Events:

Project Day: The Kewaunee County 4-H annual Project Day planning continued into January. The event is scheduled for March 5, 2016. A number of youth and adult presenters teach hands-on educational and fun activities for youth in grades 1st – 6th in Kewaunee County. Event brochures about went out to area schools in late January and are due back in early February. Last year we had over 100 youth participating in the event that is open to both 4-H members and community youth.

Renee Koenig, Family Living Educator, UW-Extension Kewaunee County

Activities report for February 3, 2016

Healthy Aging Programs – I am participating in several activities to help promote healthy aging for our county residents. These activities include partnerships with the Algoma Live Well committee for blood pressure checks, working with our ADRC on aging-friendly initiatives, and teaching Strong Bones exercise classes twice a week in Kewaunee to a group of people ages 55-87.

Mentoring – As a member of the UW Department of Family Development, I am working with my colleagues across the state to develop a Mentoring Handbook that will help newly hired staff adjust to their positions and be successful in their new roles.

Grant Reviews – I volunteered to be on the Resource Management Team which is a committee that reviews grant applications from our East Metro Regional Extension offices. The grants support innovative programs, professional development, and summer interns or student employees. Twenty-seven applications were reviewed requesting a total of more than \$150,000.

Parent Circles – In partnership with the county human services department staff, the Kewaunee School District staff and Advocates for Healthy Transitional Living LLC agency, we are planning a series of three Parent Circles in February and March. Families are invited to share their experiences and learn how to make healthy parenting decisions.

Scholarly Work - It is an expectation of my position that I develop and share my scholarly work. I have been writing presentation proposals for upcoming conferences across the country and connecting with my peers to work together on shared projects.

Kewaunee County Agriculture and Extension Committee
Activities Report for January, 2016
Claire Thompson, Community Development Educator
Kewaunee County Cooperative Extension

Economic and Organizational Development:

- Facilitated community action planning for First Impressions Team for the City of Algoma.
- Continued participation and planning work on Live Well Algoma Community initiative.
- Research and Planning for Algoma Youth Summer Programs community meeting.
- Continued planning work for Kewaunee County TAC advisory committee initiative “Let’s Get to Work – Getting Youth with Disabilities into the workplace.”
- Provided organizational development work to a new 501 c3 organization in Kewaunee County

Local Food System Economy:

- Participation and planning assistance for Algoma Farm to School Task Force
- Provided business planning education for one entrepreneur considering opening a food related businesses in Kewaunee County.
- Support to Farm Technology Days Food Committee.
- 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.
- Continued program development and planning for fermenters program at the Farm Market Kitchen (beer, wine, hard cider).

Other:

- Attended Wisconsin Local Food Network Food Summit
- Administrative duties associated with Co-Department head role.
- Extended reduced appointment to 60% FTE until June 30, 2016.

Zoning Committee Meeting
Kewaunee County Administration Committee Room
February 3, 2016
Minutes

Call to Order:

Chairman Tom Romdenne called the meeting to order at 3:50 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 Ron Paider and seconded by Bob Garfinkel to approve the agenda.
Motion carried.

Approval of Minutes:

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

Department Report:

Glenn Selner discussed the 2015 Annual Report with the committee. Glenn will present the annual report at the March County Board meeting.

Glenn notified the committee that 15 applicants signed up for the 2015-2016 WI Fund Grant Program totaling approximately \$84,500.00.

Glenn informed the committee that 2 Board of Adjustment Variance hearings scheduled in January were both approved. He has one Board of Adjustment Special Exception hearing scheduled for February 17, 2016.

Next Meeting Dates:

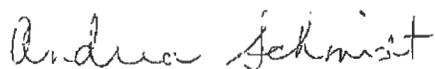
March 9, 2016 and April 6, 2016 at 3:00 P.M. Kewaunee County Administration Committee room.

Adjournment:

A motion was made by Gary Paape and seconded by Ron Paider to adjourn. Motion carried.
Meeting adjourned at 4:24 P.M.

Respectfully submitted:

Andrea Schmidt, Recording Secretary



Kewaunee County Land and Water Conservation Regularly Scheduled Committee Meeting
Kewaunee County Fairgrounds Office February 9, 2016 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, Clark Riemer

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

3) Approval/Repair of Agenda: Motion to accept the February 9th agenda was made by Ron Paider and seconded by Bob Garfinkel. Committee vote was unanimous in favor of the motion.

4). Approval/Repair of January 5, 2015 Meeting Minutes: Motion to accept the January 5th meeting minutes as presented was made by Ron Paider and seconded by Lee Luft. Committee vote was unanimous in favor of the motion.

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

There were 4 public comments regarding the letter that Dick Swanson is sending to all landowners in Kewaunee County, the DNR/Kewaunee County well water study and the disconnect between EPA, DNR, and the County regarding communication.

6) Department Reports:

- a) *Animal Waste Storage Permits: None*
- b) *Farmland Preservation/Standards and Prohibitions Walkovers: Walkovers will resume in Spring 2016.*
- c) *Conservation Plans for Approval: Kevin Swagel and Bruce Schmidt*
- d) *Notice of Non-Compliance Updates: None*
- e) *Public Health & Groundwater Protection Ordinance Update*

In house protocol for violations and complaints was completed. The LWCD followed up on about 10 complaints, in which only 2 were in the 20' or less to bedrock area, in which both operators received a written "first violation" letter. A second violation will receive a citation

f) *New Employee Update: Erin Hoff will start on February 15th, 2016.*

Chuck Wagner gave a report on Glacierland RC&D regarding their programs and efforts in the community including grassland farming and grazing initiatives, woodlands conferences, boat inspections for invasive species, and urban forestry projects.

7) Cooperating Agency Reports:

- a) **USDA Natural Resources Conservation Service (NRCS):** Joe Johnson explained that NRCS is wrapping up EQIP contracts and that the general CRP sign up is going on. He also discussed (along with Davina Bonness) the recent NRCS TAG meeting that occurred on January 28th. The TAG is currently seeking all the research that is out there regarding surface and groundwater to help set our Desired Future Conditions and Baseline data.
- b) **UW-Extension:** Aerica discussed Farm Tech committees are working hard and that UW-EX is holding a Crop Field day on June 16th with a soil pit at Ebert Farms. More information will come later.
- c) **Brian Maedke** – presented the 2015 Damage Abatement & Claims, 2 claims for 2015.
 - a. Motion to approve the 2015 Wildlife Damage Abatement & Claims was made by Lee Luft and seconded by Ron Paider, Committee vote was unanimous in favor of the motion.
 - b. 2015 Deer Donation Update – They received 22 deer which was the equivalent of 1200 pounds of meat that was distributed to 3 local pantries.

8) Other Matters to Discuss (if needed)

1. Lee Luft mentioned Bayfield County passed new Ordinances regarding Large Scale Concentrated Animal Feeding Operations and Public Safety.
2. Davina Bonness mentioned she was asked by Mr. Kitchens to testify in Madison regarding AB822 (Well Compensation Program) last Thursday, and she did.
3. A Manure Irrigation Presentation was held at UWGB on February 5th; there should be a full report soon, but a lot of great information was presented.

9) Scheduling of Future Committee Meetings: March 15, 2016 at 9:00am & April 12, 2016 at 9:00am

10) Approval of Bills: Motion to accept the February 9th 2016 bills as presented was made by Lee Luft and seconded by Bob Garfinkel. Committee vote was unanimous in favor of the motion.

11) Chairman's Wrap Up Comments:

Mentioned all the good things that are happening especially the new staff member to be starting on Monday.

12) Adjournment: A motion to adjourn the meeting at 9:51am was made by Bob Garfinkel and seconded by Ron Paider. Motion carried unanimously.

Respectfully submitted by Davina Bonness – Kewaunee County, County Conservationist

Davina Bonness

Law Enforcement/ Emergency Management Committee Minutes February 9, 2016

The Law Enforcement Committee meeting was held on February 9, 2016 in the Integrity Meeting Room, at the Kewaunee County Courthouse.

Call to Order: Bob Weidner called the meeting to order at 12:03 p.m.

Members Present: Bob Weidner, Pat Benes, Linda Sinkula, Scott Jahnke, Sheriff Matt Joski, and EM Director, Tracy Nollenberg. Guests present were Ron Heuer and Mary Dobbins. Excused: Chief Deputy Cornelius (attending training)

Public Comment: No public comment.

Travel/Training Request:

The Sheriff's Department requested Lt. Chris VanErem to attend the Corrections Update training at Nicolet Technical College on March 9 & 10, 2016. Tuition is \$100.00, plus mileage and lodging at the State rate. Motion was made by Pat Benes to approve this travel request, second was made by Scott Jahnke. Motion carried

Emergency Management requested Director Nollenberg's attendance at the Radiological Emergency Preparedness (REP) Exercise Evaluator Course in Madison, March 21-24, 2016. This is a FEMA course, and fully reimbursed by Point Beach, just have to cover lodging.

EM is also requesting Director Nollenberg to attend the National Radiological Emergency Preparedness (NREP) Conference in North Charleston, South Carolina May 2-5, 2016. The lodging for this conference is \$186 per night, and currently the flights are around \$450.00 round trip, (which have not been booked yet). Tuition for this conference is \$400.00 and also fully funded by Point Beach. A motion to approve both travel requests for Emergency Management was made by Pat Benes, second made by Scott Jahnke. Motion carried.

Agenda:

Law Enforcement:

- a) Update on Staffing: Deputy Kim Pribyl is finishing her training, and a swearing in ceremony is scheduled for Thursday, February 18 at 0945 hours. Deputy Beau Berger started his training this week. The testing will take place for the sheriff's assistant applicants on Thursday, February 11, and the sheriff's department will be requesting to do the interviews early the following week in order to offer the position and get Luann's replacement in as soon as possible. Luann LeCloux has graciously agreed to not take her vacation as planned, and is working through her retirement date of February 26, 2016. Sheriff Joski

expressed the urgency to get this replacement hired. All of the new personnel in the new positions are transitioning into their new roles, and doing well. Deputy Justin Farley in the jail will begin cross-training for patrol soon. Due to the two new hires, which came off of the eligibility list, we will need to update that list again sometime this spring.

- b) Sheriff Joski shared the follow up on the Spillman Upgrade which he shared with Finance. Joski explained it is exactly the same information shared at last month's law enforcement meeting, but in Administrator Feldt's presentation format. This will now go back to Finance again. Due to having this delay and, missing the due date of the end of December, we are now going to be put on the wait list with Spillman to have the upgrades done, and it will probably not be done by them until late summer at the earliest.
- c) Protective Status update: Sheriff Joski shared a handout on the recent court action involving Chippewa Falls appeals. Sheriff Joski asked the law enforcement committee members to read this over closely. There are similar appeals from our officers that were classified as unprotected.
- d) 911 Upgrades: There are currently no monies available for the GPS & Texting 911 upgrades. There is a "pot of money" from police and fire fees, but the state a number of years ago put those monies into shared revenues. It was stressed to look at getting a bill out there to have the police and fire fees go back to "police and fire" to cover these 911 upgrades. Sheriff Joski will send an email he received regarding this issue to committee members.
- e) In regards to the Jail Project Planning, Sheriff Joski has received word we have been approved as a project, but no other updates from Dee Haley.
- f) At the recent radio meeting they discussed the "bugs" which are still occurring with the system statewide. A discussion took place on some of the local issues that have been addressed recently. At the recent meeting it was agreed to have Corporation Counsel draft a letter to meet with WISCOM and others involved, and get things in order in regards to who is responsible for the costs of rectifying some of these issues, and eventually possibly put together an extended warranty on the radio project, as the system is still not working up to par.

Emergency Management:

- a) Director Nollenberg shared the monthly financial report, showing the year-end figures. She stated there will be at least two budget transfers being made this month. Also, there is an \$800 bill for vehicle maintenance that will put the 2016 budget over budget. She has spoken with Administrator Feldt about this already.
- b) Nollenberg stated Siren 18 (near Simonar's) is still not responding, and she has had conversation with Chief Massart about it. They are not sure, but believe it may be a blown fuse. The other siren (#17, near Village hall) has not been working for some time, and these are the only two in the Village. It has been discussed that both may be taken out of the computer system until the problems are fixed. The Village is aware none of their sirens are operational at this time.

- c) The sirens in the county are not sounded from December through March, but monthly sounding will begin again starting in March.

Approval of Bills: Linda Sinkula made the motion to approve the payment of bills for both Law Enforcement and Emergency Management, seconded by Scott Jahnke. Motion carried.

Next Meeting: The meeting for March was cancelled, and both departments were directed to forward their bills next month directly to Finance.

Other Matters as Authorized by Law: No other matters were discussed.

Adjourned: Linda Sinkula made the motion to adjourn the meeting. Motion seconded by Pat Benes, motion carried. Meeting adjourned at 1256 hours.

Minutes provided by: Recording Secretary, Mary Berkovitz

:mab

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

Kewaunee County

FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

MEETING MINUTES

Date: January 20, 2016 Time: 5:30 PM

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

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

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

Others Present: Scott Feldt, Paul Kunesh

Approve January 20, 2016 Agenda: Motion by Ken Tebon, second by Tom Romdenne to adopt the agenda. Motion carried.

Approve January 8, 2016 Minutes: Motion by Virginia Haske, second by John Mastalir to adopt the minutes. Motion carried.

Budget Transfer Request – Clerk of Circuit Court: Motion by Virginia Haske, second by Ken Tebon to approve the transfer. Motion carried.

Discussion and possible action – Sheriff’s department records management software upgrade: The Sheriff’s department is requesting a replacement of the server used for the Spillman Records Management System with a cost estimated at \$33,936. Lee Luft handed out a list of information the committee should have when departments request unbudgeted funds. The committee requested additional information from the Sheriff and Administration before moving forward.

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

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

Other Matters as Authorized by Law: Committee questions about Solid Waste volume & expenses from the last meeting were discussed. Net tons collected in 2015 are just under 30,000. The break even volume would be approximately 25,500 tons.

Adjournment: Motion by Virginia Haske, second by Tom Romdenne to adjourn the meeting. Motion carried. Meeting adjourned at 5:56PM.

Submitted by: 
Paul Kunesh, Recording Secretary

Kewaunee County

FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

MEETING MINUTES

Date: Friday, February 12, 2016

Time: 9:00 AM

Health and Human Services Center, 810 Lincoln St, Kewaunee, WI 54216
Training Room

Call to Order: The meeting was called to order at 9:00 am by Chair Lee Luft.

Roll Call: Finance Committee members present were Lee Luft, Ken Tebon, John Mastalir, Tom Romdenne, & Virginia Haske.

Others Present: County Administrator Scott Feldt, County Finance Director Paul Kunesh, County Treasurer Michelle Dax, County Clerk Jamie Annoye, Kewaunee County Information Systems Director Ross Loining, County Supervisor Robert Weidner, Corporation Counsel Jeff Wisnicky, Sheriff Matt Joski, Algoma City Administrator Jeff Wiswell, County Supervisor Kaye Shillin, Pierce Town Clerk Samantha Stauber, Pierce Town Chair Brian Paplham, County Board Chair Ron Heuer, County Board Supervisor and Ahnapee Town Chair Gary Paape, County Board Supervisor and Carlton Town Clerk Linda Sinkula, Carlton Chair Dave Hardtke, Lincoln Town Chair Cory Cochart, Kewaunee County residents Sue Weisser, and Mimi Dobbins

Introduction of Finance Committee Members and Invited Guests: Lee Luft made the introductions

Purpose of Meeting/Purpose of Invited Guests & Meeting Format Explained:

Lee Luft explained that \$600,000 of unallocated road funds in the County Highway Department were used to balance the budget. Lee indicated that this was a one-time use of unallocated funds and that these funds will not be available in the future. Lee also stated that the \$740,000 in utility tax payments the county used to receive will continue to decline by 20% each year until they end in 2019. He explained that the county has tried to reduce costs over the past two years by reducing staffing from 176 to 142 employees (due in part to the change in human services and highway department staff reductions.) In addition, the represented members of the Sheriff's department are now paying their portion of their retirement benefit and higher insurance premiums. There have been changes made to the health insurance plan creating higher deductibles and the employee's share of the premium has been increased.

The committee is looking to plan for the next 5 years or more. The hope is to keep the taxes reasonable and fair. They don't want to short change our community. The questions then are, where can and should we make cuts and what are the options for creating revenue to balance our budget in 2017 and beyond.

Approve February 12, 2016 Agenda: Motion by Ken Tebon, second by Virginia Haske to adopt the agenda. Motion carried unanimously.

Approve January 20, 2016 Minutes: Motion by Virginia Haske, second by John Mastalir to approve the January 20, 2016 meeting minutes. Motion carried unanimously.

Overtime Report: Scott Feldt presented the overtime report.

Monthly Financial Report: Paul presented the financial report based on what was received through the end of December 2015. He also stated that the auditors will be coming in May and not in July as they had in the past. Paul will be doing the audit entries before they come. This will provide the committee the information sooner than it had received it in the past.

Approval of Sequoia Consulting Group Contract: Paul explained that Sequoia currently does our indirect cost report. Paul likes the quality of work of their work and believes it is a fair price. He stated that Sequoia has a great product and will stand behind it. A motion to approve the five year contract with Sequoia Consulting Group in the amount of \$4100 per year was made by Virginia Haske, second by John Mastalir. Motion carried unanimously.

Approval – Designate Working Bank & Public Depositories: Michelle Dax explained that the resolution is to update our previous one. Baylake is now our working bank since it bought out Union State Bank. First Business Bank and Nicolet have been added to the approved depositories and Union State Bank has been removed. Michelle and Paul will be looking to do a RFP (request for proposal) in the coming months for our working bank. A motion was made by Tom Romdenne to approve the resolution and bring it to the county board for approval, second by John Mastalir. Motion carried unanimously.

Approve Purchase of IMS 21 Software:

Jamie explained that product will take us out of paper age and make it easier to locate documents. It will also provide back-up to our documents that we currently do not have. Human Services had been audited and this has been recommended. Ross stated that this is being used in the surrounding counties of Door and Manitowoc. It allows the client information to be available on the server and not put in file cabinet. The implementation handout was discussed. The cost of the project is \$47,117.20. A LIO (Land Information Office) grant of \$20,000, excess elections 2015 budget of \$22,000 and possibly \$5000 from Human Services will be used to fund this project. Ron Heuer stated that Veterans Office may have funds for this project, Ross will contact Jane. Tom asked why this was not put in the budget. Scott stated that he was holding off because he didn't feel like he had enough information and the LIO grant was not available until after the budget. Without that grant, it appeared we would not have had the money to purchase it. Two scanning stations are included with the purchase. They can be moved and there is unlimited licensing. Paul stated that he had worked with this company and product in Manitowoc County and would endorse them, they had very good support. A motion to recommend the purchase of the IMS 21 Software and bring the resolution to the county board was made by Virginia Haske, second by Ken Tebon. Motion carried unanimously.

Approve Copier Lease: Ross stated that our current lease agreement with Bartelt will expire in April 2016. After meeting with Bartelt Business Machines, we will look to replace 8 of the 19 copiers. Bartelt will continue to service the remaining 11. With this agreement, the county will look to save \$24,203.56 per year. Ross recommends that we sign the five year agreement with Bartelt, because of the substantial savings and the excellent service they have provided the county. Scott Feldt also recommends this. Motion made to approve the five year copier lease with Bartelt Business Machines was made by John Mastalir, second by Tom Romdenne. Motion carried unanimously.

Update on Race Track Contract and Possible Action: Rock 'EM Entertainment is going to be our new racetrack promoter. A draft of the contract was handed out.

Update on Spillman Server Upgrade for Sheriff's Department and Possible Action: The Sheriff's Department was notified at the end of November that they were going to have to upgrade the Spillman Server. Sheriff Joski stated that this system has been used since 2000 and that it is necessary to upgrade the server in order to maintain our current services. He stressed that this benefits all the police departments in the county. Sheriff Joski stated that he has the surplus 2015 budget funds to cover the project of \$33,935.59. Motion to recommend the upgrade of the Spillman Server and bring the resolution to the county board was made by Virginia Haske, second by Tom Romdenne. Motion carried – John Mastalir opposed.

Group Discussion

Projected short fall for the 2017 Kewaunee County Budget
How we are going to address the shortfall?

Scott and Paul explained where the county's money comes from and where it goes. (Please see attached "Pie Charts" showing county revenues and spending)
Scott explained that we are here to serve, not make a profit. Government when run like a business tries to maximize revenues and minimize expenses.

Projected shortfall for 2017 budget expected to be \$600,000 – \$1 million

How to solve:

Increase revenue:

- *Increase the county's levy limit.* We are currently levying to the maximum allowed under State law. The county would need to go to a referendum if we want to increase this the levy limit. The levy limits are imposed by the State of Wisconsin for each county and a referendum is required to exceed the state mandated limit.
- *Institute county sales tax.* The county board can approve a ½% sales tax or the county board can request that a proposal to have a ½% sales tax go to the voters in a referendum for their approval
- *Increase fees:* Boat launching fees, wheel tax, but if we create new fees, the revenue from those fees must be related to the service we are providing and raising these fees will not have a significant impact on closing the budget shortfall.
- *Raise the property values in the county:* Net new construction allows us to raise our levy limit but given the county's current equalization values, it will take an increase of \$10 million just to increase county tax revenues by \$50,000. In short, it will take a lot of new development to increase the levy limit by an amount that will help close the budget shortfall.

Discussion items:

Majority of our costs are for the people who provide our services and the majority of those are for services in our Sheriff's Department and in our Health and Human Services areas. Cutting people will affect our levels of service to our citizens.

At present, we are not a growing county. If you are not growing, you are not going to see increased tax revenue. Some efforts must continue to support economic development in Kewaunee County.

Some town representatives felt it's important to be honest with our residents; we need to increase our levy.

\$20 wheel tax. Majority of the funds would generated by those who live in the city and villages and the villages and cities already pay additional taxes for their town roads. We would need to use any money from a county wheel tax to go to the county roads.

Examples of impact fees.

A fee for an officer to respond to a call. This was not an idea that anyone present wanted to pursue.

A ½ of 1% sales tax is expected to bring in \$1.1 to \$1.4 million per year. The cost to consumers would be \$5.00 for every \$1,000 in purchases. Visitors to the county help pay this tax.

The County will continue to look at which services are mandated by the State or Federal Governments and which may not be mandated. Many services the county provides are required by State or Federal mandates and cannot be cut.

It will take a concerted effort to boost tourism but very good things are happening here in Kewaunee County. Lee pointed out the new \$4+ million Kewaunee Harbor project, farm technology days will bring an estimated 30,000 – 40,000 visitors to Kewaunee County, Algoma will host the tall ships this year, and a new fire equipment museum will help bring tourists to our area. Other projects such as a greatly enhanced web presence, cooperation between the various Chambers of Commerce, and new welcome signs that can display current events will help retain tourists in Kewaunee County for a longer period of time.

Other Comments included:

- Can't lose \$700,000 in utility aid and expect to make it up on cuts.
- Grant money of \$80,000 was used for voting registration & equipment. MOU had to be redone.
- Didn't like that the voter registration was just sprung on the municipalities.
- Must educate the public – show why we need to increase our levy.
- If we have a referendum – we need the support from all the municipalities.
- Sales tax seems to be fairer to the residents.
- Would like highway department to generate more and work with other counties.
- Need a combination of efficiencies and revenue.

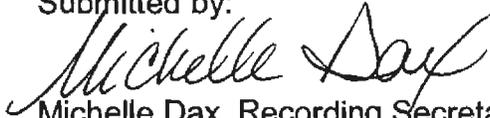
- Efficient and effective government. Must face the music – build a consensus

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

Next Finance Committee Meeting: February 17th at 5:30 pm, March 11th at 9:00 am, April 8th at 9:00 am (will ask the municipalities to attend)

Adjournment: Motion by Virginia Haske, second by Ken Tebon to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 11:42 am.

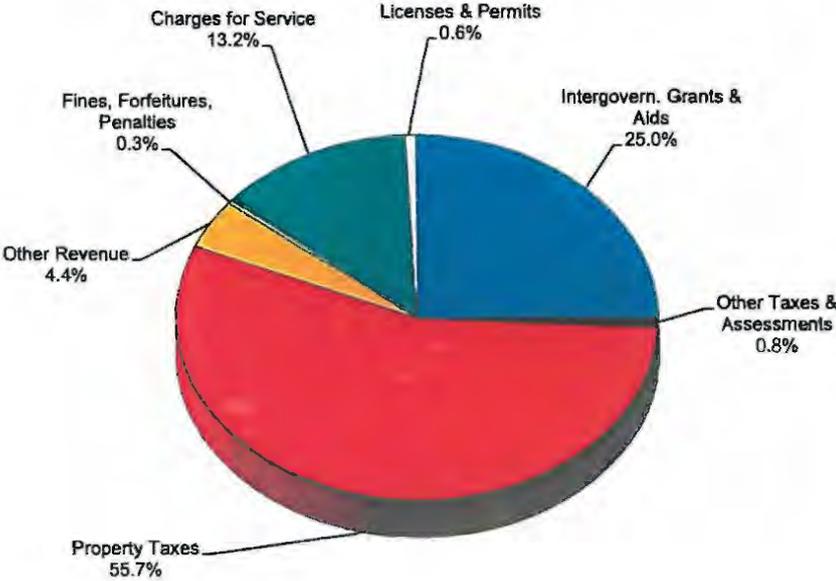
Submitted by:


Michelle Dax, Recording Secretary

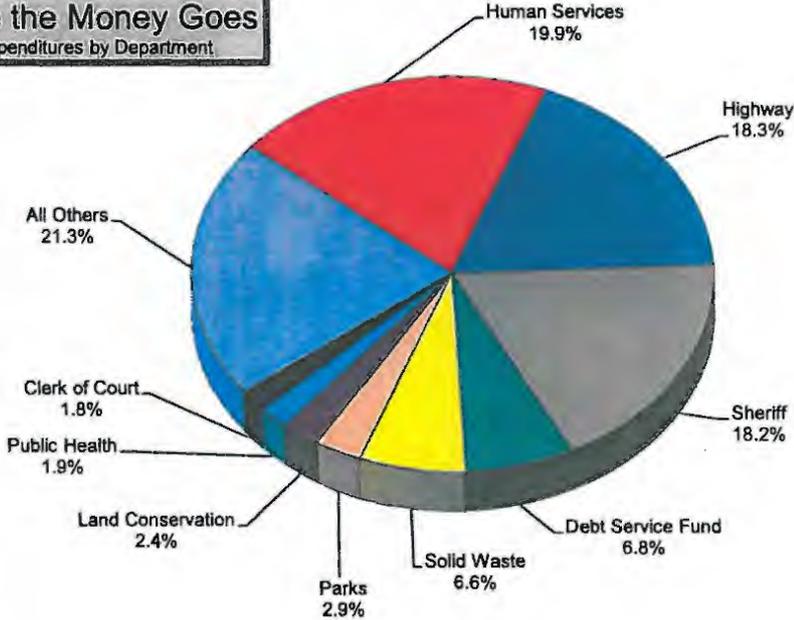
Kewaunee County
2016 Adopted Budget
Graphical Representation

Total Expenditures = \$20,630,184

Where the Money Comes From
 % Source of Total Revenue



Where the Money Goes
 % Expenditures by Department

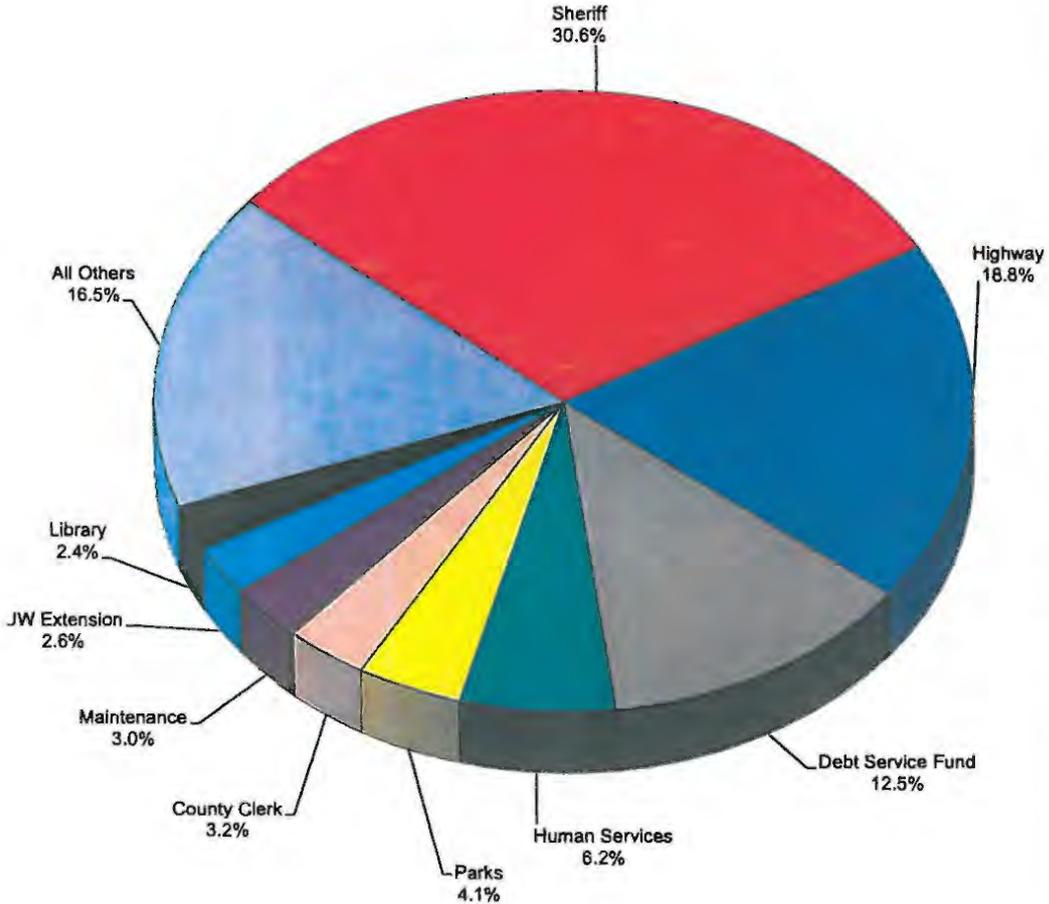


All Others:			
County Clerk	1.81%	Administrator-HR/Other	0.88%
Maintenance	1.65%	Treasurer	0.83%
UW Extension	1.42%	County Board	0.79%
Library	1.31%	Finance	0.70%
Land Information Office	1.26%	District Attorney	0.70%
Zoning	1.13%	Veterans Service	0.69%
County Administrator	1.12%	Information Services	0.64%
Child Support	1.12%	Corporation Counsel	0.35%
Register of Deeds	1.11%	Family Court	0.33%
Non-department	1.10%	Circuit Court	0.31%
Register in Probate	0.97%	Coroner	0.14%
Emergency Management	0.90%		

**Kewaunee County
2016 Adopted Budget
Graphical Representation**

Total Tax Levy = \$11,177,945

Tax Levy
% of Levy by Department



All Others:			
Land Conservation	2.40%	Register of Deeds	0.95%
County Administrator	2.07%	HSD-ADRC	0.78%
Clerk of Court	1.85%	Corporation Counsel	0.63%
Public Health	1.81%	Family Court	0.57%
Solid Waste	1.64%	Zoning	0.55%
Administrator-HR/Other	1.53%	Emergency Management	0.35%
Register in Probate	1.53%	Hwy-Bridge Aid	0.27%
County Board	1.45%	Coroner	0.20%
Land Information Office	1.35%	Circuit Court	0.11%
Finance	1.30%	Child Support	-0.04%
Information Services	1.18%	Treasurer	-0.35%
Veterans Service	1.16%	Non-department	-7.79%
District Attorney	1.02%		

**KEWAUNEE COUNTY
HUMAN SERVICES COMMITTEE MINUTES
February 10, 2016**

The meeting was called to order by Chairperson Virginia Haske at 8:59 a.m. Present for the meeting were Mark Buchanan, Virginia Haske, John Mastalir, Rose Quinlan, Paul Ravet, Kaye Shillin, Mary Ann Szydel, Ken Tebon and Chuck Wagner. Also present were Cathy Ley, Mary Ellen Dobbins, Melissa Annoye and Jack Schad. Excused: Douglas Doell and Shirley Kirchman

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

A motion was made by Paul Ravet and seconded by Mary Ann Szydel to approve the January 13, 2016 *Amended* minutes. Motion carried.

Introductions to the committee of new employees were made by Melissa Annoye and Denise Harmann. Melissa introduced Marian Giffin, who will be the new part-time Transportation assistant. Denise introduced Sarah McKnight who is contracted through Helping Hands for the full time position of CCS Facilitator.

Cathy Ley, Director of the Aging and Disability Resource Center of the Lakeshore, presented an overview of the ADRC to the Human Services Board. Because of regulations, the ADRC had to have a hearing aid looped lobby and this is what brought about the move of the ADRC offices. The ADRC currently has 8 staff in Kewaunee County. The core services includes I&A (Information and Assistance), Prevention and Early Intervention and access to Long Term Care. The ADRC has a Family Care Specialist providing assistance to caregivers, a dementia care specialist, meal sites, frozen meals and meals –on-wheels. There is a Registered Dietician, an Elder Benefit Specialist, and a Disability Benefit Specialist who works with consumers from age 18-59. The ADRC has four core prevention classes that are held in both Kewaunee and Manitowoc counties. Medical equipment loans are obtained through the local Lions Clubs. In 2015, the ADRC averaged over 450 calls per month, the vast majority regarding public benefits, Medicare and insurance questions. Cathy then answered questions from the Board.

Jack explained the handout which listed CST (Coordinated Services Team) encumbered expenditures. Permission was granted by the state to obligate monies to the CST program so as not to lose those monies. Questions from the committee regarding items on the list were answered by Jack and Melissa.

Director Updates included the murals that will be painted by professional artists. There will be two murals, funded through the CST program, one in the waiting room and one in the hallway across from

the training room. The murals will be painted on canvas and maintenance will build frames for them so they will look like paintings. The murals will be removable with the local themes of nature, farm and water.

Trauma Informed Care training will begin soon. Kewaunee County is a part of this with Door County. The three components of Trauma Informed Care are - Trauma Informed Parenting training, Train the Clinicians, and Whole Agency training which will involve schools and Law Enforcement. The State will do the training.

Karen Jick, Clinical Social Worker/Therapist gave morning and afternoon presentations to Agency staff, ADRC staff and Public Health staff involving change and organizational skills. This presentation was funded through the CST program.

Agency administration is continuing to update policies and procedures. Job evaluations were completed and given to the Administration office at the end of January. The balance of 2016 contracts was completed and is being submitted today for approval.

Jeff Wisnicky, Jack Schad, Ross Loining, Scott Feldt and Cindy Kinnard are in the process of upgrading county HIPAA regulations.

The second interviews are today for a Behavioral Health Manager. There are still the part time counselor position and the psychologist positions to be filled.

Contracts for the following organizations were presented for approval. Those included were: Advocates for Healthy Transitional Living, American Foundation, Aspiro, Crossing the Bridges, East Shore Industries, Fond du Lac Co. DCP, Gina Greatens, Helping Hands, Innovative Services, Justice Point, Kathleen Lyons, Kewaunee Co. Public Health MOU, Lepak-Jostsons, Lutheran Social Services, Mercy Medical Center MOU, North Central Health Care, Phoenix Behavioral Center, Dr. Shopbell, Trempealeau Co HCC, and WI Early Autism Project. Motion made by Kaye Shillin to approve the contracts presented. Ken Tebon seconded the motion. Motion carried.

Motion made by Chuck Wagner and seconded by Mark Buchanan to approve the vouchers as presented. Motion carried.

Motion made by Ken Tebon and seconded by Paul Ravet to approve the credit card vouchers as presented. Motion carried.

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

There were no public comments or other items.

The next meeting date was set for Wednesday, March 9, 2016 at 9:30 a.m.

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

Members were then offered a tour of the Human Services building.

Respectfully submitted,

A handwritten signature in black ink that reads "Rita Paul". The signature is written in a cursive style with a small flourish at the end of the word "Paul".

Rita Paul

Administrative Assistant

PROMOTIONS & RECREATION COMMITTEE

Special Meeting
January 20th, 2016

Call to Order:

Chairman Bruce Heidmann called the meeting to order at 7:15 p.m. at the Kewaunee County Administrative Center. Committee Members present included: Dennis Cravillion, Scott Jahnke, Larry Kirchman, and Ken Tebon. Also present were Dave Meyers and Jeff Wisnicky.

Agenda to discuss Fairgrounds Race Contract:

Dennis motioned to approve the agenda, second by Ken. Motion carried.

Larry asked if the Highway Department will be paid for the grading of the track. Dave said that the bill would be paid out of the Promotions and Recreation account. The amount was figured in the rental amount. The clay fee of \$1000 would come out of the \$5000 deposit per year charged to the promoter.

Scott asked if there could be a line in the contract explicitly stating that the promoter was liable to pay for any Rescue or Fire Department call on the grounds. Jeff Wisnicky said he would look into it.

Motion was made by Ken to approve the Race Contract, Larry second. Motion carried.

Motion was made by Larry to adjourn at 7:20pm, Scott second. Motion carried.

Respectfully Submitted

Scott Jahnke, Secretary



KEWAUNEE COUNTY PROMOTIONS & RECREATION DEPARTMENT

Dave Myers, Director
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Kewaunee, WI 54216

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

Director Report (January 12th – February 9th)

Winter Park

We have both the Tubing and Ski hill open and have been very busy. We set some record attendance numbers for the last three weekends and so far this year we have had 5322 people attend the park this season. With roughly a month to go we should be pretty busy! We are also looking for some more part time help on the hill. We have lost a few employees to school and work obligations and our reservations for private parties have increased this year as well.

Fairgrounds

We are still working on getting the past promoter's property off of the fairgrounds property and we are still in the process of negotiating a contract with the new promoters.

Snowmobile Alliance

The trails are currently open. I will keep in touch with the clubs as time progresses and see where we stand. Currently trails are in fair to good condition, a little more snow would help firm up the base and we have some bad spots in open fields where snow base has degraded quickly with some of the warmer temps we have seen.

Upcoming Events

"Zoupart" a soup tasting event and Student Art Show will be held at the Fairgrounds Exhibit Hall Sunday, Feb. 28th from 11am – 2pm all proceeds go to benefit Bruemmer Park Zoo. Also Derek Moede will be holding a Race Car Parts show at the Fairgrounds Exhibit Hall Saturday, March 5th.

Winter Park will also be holding their Annual Soap Box Derby and Race The Face Event on Saturday February 27th, more information can be found on the Winter Park Facebook Page and info is posted at Winter Park in the Chalet.

General Park

Nothing new to report



Kewaunee County Groundwater Task Force Meeting Minutes Regular Monthly Meeting

Wednesday, February 10th, 2016 1:00 PM
Kewaunee County Administration Building
810 Lincoln Street - Kewaunee, WI 54216
Large Conference Room

- 1) Meeting was called to order at 1:00pm by Chairman Luft
- 2) Roll Call – Secretary Bonness

Present: Lee Luft, Ron Heuer, Dick Swanson, Davina Bonness, Aerica Bjurstrom, Cindy Kinnard, Tom Kleiman

Excused: John Pagel, Nick Cochart

- 3) Approval/Repair of February 10th, 2016 Agenda; Motion to accept the February 10th agenda was made by Davina Bonness and seconded by Ron Heuer Committee was unanimous in favor of the motion.
- 4) Approval/Repair of January 6th, 2016 Meeting Minutes; Motion to accept the January 6th meeting minutes as presented was made by Cindy Kinnard and seconded by Dick Swanson. Committee was unanimous in favor of the motion.
- 5) Discuss recent ground and surface water related events or issues.

Update on **NRCS Technical Advisory Group Meeting** of January 28, 2016. Davina, Ron, Lee, John, Cindy, Nick, Aerica from the Groundwater Task Force were all in attendance. Key effort is to identify: Environmental quality concerns; Desired Future Conditions; Key Indicators and Target values, (% of contaminated wells for example). Then decide to if the group will accept the existing conditions, adjust quality criteria, develop new criteria, or adopt some combination of the above

All NRCS recommendations need to keep in step with State and Federal Rules. Example: Most waterways have a designated use and associated water quality standards that are to be preserved or attained. Also talked about acceptable levels of soil loss or "T" value. Davina Bonness added that the NRCS is currently in Step 2 of the 9 step planning process and that we are currently working on gathering baseline data to set our Desired Future Conditions.

A) DNR established five work groups to address Kewaunee County's ground and surface water problems at our August 5th meeting. Members discuss updates from the three active work groups since the January 6th, 2016 Groundwater Task Force meeting.

- a. Short Term Solutions to obtain clean water for citizens living with unsafe wells. (Davina Bonness, Cindy Kinnard, John Pagel, Dick Swanson, and Ron Heuer are members of this workgroup).

Previous meeting, December 16, 2015: Workgroup discussed:

*Testing of ~300 Kewaunee County wells in areas with varying soil depths to bedrock e.g. 0 to 5 feet of soil, 5 to 20 feet of soil and more than 20 feet of soil, *Workgroup discussed finalizing the list of recommendations coming from the Short Term Solutions workgroup. Goal is to have a solid prioritized list of recommendations.

Note: Short Term Solutions workgroup has completed its work by preparing a list of prioritized recommendations that were forwarded to the Communication Team.

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

Russ Rasmussen indicated at the January 28th NRCS TAG meeting that the Best Management Practices Workgroup has not yet completed its work/recommendations. Mr. Rasmussen said there were potentially three more meeting dates scheduled for this group, February 10th, February 24th, and March 9th (March 9th meeting only if needed).

January 21st, 2016 --- Discussion continued on the BMP's for the different levels of soil to bedrock, i.e. in this meeting our team discussed the 2-3' range and what BMP's can be recommended to landowners/operators to protect groundwater that go above and beyond current regulations.

Davina Bonness reported that progress toward final recommendations was made at the February 10, 2016 meeting and that the Best Management Practices workgroup did intend to meet again on February 24th and March 9th to complete its work and formulate a prioritized list of recommendations.

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

Previous meeting: December 15th: At this meeting the Compliance Workgroup voted on an extensive list of recommendations.

Some of the Consensus (unanimous) recommendations were as follows:

- Greater education/outreach for farmers, citizens, manure haulers, crop consultants, and landowners who rent lands for agricultural activities.
- Greater DNR review of Nutrient Management Plans to ensure all direct conduits to groundwater are mapped, confirm all that is to be utilized for land spreading is under contract, confirm no "overlapping" fields, e.g. fields being declared as available for manure application that are listed by multiple farms.
- More frequent DNR inspections of large and medium size farms, inspections after rains and snow, scheduled and unscheduled inspections.
- Fill current DNR warden vacancy
- Conduct more on site land application/hauling audits
- Develop a communication plan for all landowners who rent their lands regarding regulations and landowner agreements (2/3 majority voting in favor).

Note: Compliance Workgroup had completed its work by preparing a list of prioritized recommendations and they were forwarded to the Communication Team.

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

Previous meeting: December, 2015. This group is going to be the hub for all the information from the other groups. They will do outreach and education to get the work group's recommendations out to the public and stakeholders and work on the finalized report. Next Meeting: February 11, 2016.

- d. Alternative Technologies for waste treatment, disposal, and spreading.

This group has not started meeting yet, but will include members of the Best Management Practices Group and will ultimately look at Technology being done successfully elsewhere, new and promising technologies, and asking the question; are we implementing new technologies in a timely and proper manner?

- B) Update of November 13th/14th and November 20th/21st Private Well Water Test results.

How far along is the stratification analysis (well results by well depth)?

No update as of February 10th, 2016.

- C) Update on clean water access project in Algoma headed by Algoma Public Schools and Stonehouse Technologies of Milwaukee. Publish community instructions for use on the Groundwater Task Force website. - Nick Cochart

Lee Luft provided the group with a handout that explained the kiosk and Cindy and Aerica will make sure it goes on our website.

- D) Other issues for discussion?

A. Davina Bonness mentioned she was asked by Wisconsin Representative Joel Kitchens to testify in Madison regarding AB822 (Well Compensation Program) last Thursday, and she did. This bill would increase the amount of money an individual could receive to replace an unsafe well and lift the income levels for those who need it to qualify for state well replacement aids. Davina indicated that there were a good number of questions regarding Kewaunee County's water concerns from the legislators.

B. Ron Heuer is having discussions with USDA about potential pots of money and our current Project Phoenix.

- 6) Discuss progress in achieving approved Groundwater Task Force goals.

- A. **Goal:** Groundwater Task Force will establish a website that will provide a "one stop" source for updates on Kewaunee County's ground and surface waters. New site will reside on Kewaunee County's website (kewauneeco.org and as appropriate, UW Extension website. **Champions:** **Cindy Kinnard and Aerica Bjurstrom.**

The following documents will be added online: manure spill response guide, Algoma Kiosk handouts, citizen reporting of possible well contamination events checklist, current links to the nass (ag. statistics), karst task report, and our 3rd press release.

- a) Update on web site development by Aerica Bjurstrom and Cindy Kinnard. Press Release #1 and #2 are posted. Posting of well test results? Post Press Release #3 Interview with Supervisor Chuck Wagner. Post Press Release #4 Algoma Clean Water Kiosk Instructions.

Group discussed this press release, which will be posted online and in the papers.

- B. **Goal:** Groundwater Task Force will publish no less than one press release per month to update Kewaunee County residents on the activities of the Task Force along with news about other County, State, and Federal entities working to improve groundwater and surface water conditions in Kewaunee County. **Champion: Lee Luft**

- a) Review of Press Release Topics Listing as presented at the January 6th GWTF Meeting. The Groundwater Task Force would like to move ahead with the following news releases as soon possible or as the information becomes available to publish:
 - 1) Well testing results reported by soil depth
 - 2) The final recommendations of the DNR Short Term Solutions, Best Practices and Compliance workgroups.
 - 3) A map of the areas of Kewaunee County that have unsafe wells

7) Public Comments (3 minutes per person – 20 minutes total)

1. Bill Iwen had a question regarding if the state paid to drill a well and that well went bad, would the state drill another well or would there be any payback?
2. Todd Loheny discussed how he was conflicted with the Algoma kiosk because he doesn't want that to be the finish line for clean water. Members of the task force addressed Mr. Loheny's concern and said that was a short term solution to get water to residents now. The long-term goal is to clean up the aquifer so kiosks would not be needed. He would also like to know the general location of unsafe wells, Davina Bonness said she can get a map online that she has distributed in the past.
3. Lynn Utesch discussed how the LWCD is working with NRCS to have Ray Archeletta come on February 29th to hold a Soil Water Quality presentation. Details will be distributed as soon as a time is set. The presentation will be occurring at the Luxemburg Expo Center.
4. Jodi Parins discussed how the BMP workgroup is working on getting a consensus down the line and that the alternative technology group will also look into some of the old techniques and practices that may need to be incorporated into our current practices. She also commended the group on their open dialogue with citizens at this meeting.

8) Other matters to discuss

- a) Ron Heuer gave an update on Public Service Commission grant, RFP's were sent out and a vendor call will be occurring this week. He wanted to note that this is not a community digester, but a hub-spoke approach system.

9) Set next meeting date, March 9, at 1:00pm

- 10) Adjournment: A motion to adjourn the meeting at 1:53pm was made by Ron Heuer and seconded by Dick Swanson. Motion carried unanimously.

Respectfully submitted by Davina Bonness – Kewaunee County, County Conservationist