

**APRIL ORGANIZATIONAL SESSION
KEWAUNEE ADMINISTRATION CENTER
APRIL 20, 2016**

The organizational session of the Kewaunee County Board of Supervisors was called to order by Kewaunee County Chairperson pro tem, Scott Feldt, on April 20, 2016 at 5:00 PM.

The Pledge of Allegiance was recited.

County Clerk Jamie Annoye read the Certificate of Board Membership.

**CERTIFICATION OF MEMBERS OF THE KEWAUNEE COUNTY
BOARD OF SUPERVISORS**

STATE OF WISCONSIN:

SS

COUNTY OF KEWAUNEE:

I, Jamie Annoye, County Clerk, in and for the County of Kewaunee in the State of Wisconsin, do hereby certify that all of the following named persons are members of the County Board of Supervisors of Kewaunee County, Wisconsin having been elected at the Spring Election held on April 5, 2016, according to their certified statements filed in my office by the Kewaunee County Board of Canvassers.

**SUPERVISORY
DISTRICT NO.**

NAME

RESIDENCE

1	Gerald Paape	N8272 Maple Court, Algoma, WI 54201
2	Larry Kirchman	N7376 County P, Algoma, WI 54201
3	Charles Wagner	E1934 County S, Luxemburg, WI 54217
4	Robert A. Weidner	E2111 Hillside Road, Luxemburg, WI 54217
5	Christopher Rasmussen	331 Northbrook Rd, Luxemburg, WI 54217
6	Donna Thomas	260 Rueckl Dr., Apt. #1, Luxemburg, WI 54217
7	Dennis Cravillion	416 Oak Street, Casco, WI 54205
8	Douglas Doell	E2440 Church Rd., Luxemburg, WI 54217
9	Scott Jahnke	N4443 Jahnke Rd., Luxemburg, WI 54217
10	Ron L. Paider	N1751 County Rd. V, Denmark, WI 54208
11	Linda Sinkula	N890 Town Hall Rd., Kewaunee, WI 54216
12	Mary Ellen Dobbins	N2734 St. Peters Rd., Kewaunee, WI 54216
13	John T. Pagel	N4893 County Rd. C, Kewaunee, WI 54216
14	Thomas J. Romdenne	70 Sunset Avenue, Algoma, WI 54201
15	Linda J. Teske	1002 Adams Street, Algoma, WI 54201
16	Virginia Haske	720 Third Street, Algoma, WI 54201
17	Patrick F. Benes	E3864 Train Road, Algoma, WI 54201
18	Lee T. Luft	N4702 Lakeshore Dr., Kewaunee, WI 54216
19	John E. Mastalir	1454 Sundancer Lane, Kewaunee, WI 54216
20	Kaye E. Shillin	724 Fourth Street, Kewaunee, WI 54216

Dated at Kewaunee, Wisconsin this 20th day of April, 2016.

/s/Jamie Annoye, Kewaunee County Clerk

County Clerk Jamie Annoye administered the Oath of Office.

Roll Call: 20 members present, 0 absent.

Pro tem Scott Feldt informed the Board Membership that an election of full-term Chairperson would be next.

ELECTION OF FULL-TERM CHAIRPERSON

At this time, pro tem Scott Feldt asked for nominations from the floor for Chairperson. Supervisor Haske nominated Supervisor Luft and Supervisor Teske nominated Supervisor Weidner for Chairperson. Pro tem Scott Feldt asked three more times, if there were any more nominations. Hearing none, pro tem Feldt asked for a motion to close nominations. Supervisors Mastalir made a motion to close and Romdenne seconded the motion. Motion carried. County Clerk Jamie Annoye prepared the ballot for voting. Corporation Counsel Jeff Wisnicky and County Clerk Jamie Annoye were appointed Ballot Clerks. The tabulation for Chairperson was Supervisor Luft received nine (9) votes; Supervisor Weidner received eleven (11) votes. Supervisor Wagner made a motion to destroy the ballots. No motion was needed. Corp Counsel Jeff Wisnicky agreed to shred the ballots.

ELECTION OF VICE-CHAIRPERSON

Supervisor Shillin nominated Supervisor Sinkula, Supervisor Teske nominated Supervisor Wagner and Supervisor Romdenne nominated Supervisor Luft for Vice Chairperson. Supervisor Luft declined the nomination. Chairman Weidner asked three more times for any more nominations. Hearing none, Supervisors Kirchman made a motion to close nominations and Paape seconded the motion. Motion carried. Supervisor Sinkula received twelve (12) votes and Supervisor Wagner received eight (8) votes.

APPROVAL OF THE RULES OF ORDER FOR THE KEWAUNEE COUNTY BOARD OF SUPERVISORS

RULES OF ORDER OF BUSINESS

Pursuant to Resolution 2-5-02, the following procedure shall be used for election of a County Board Chairman when the County Board holds its organizational meeting. If a vacancy occurs in the office of Board Chairman, the Vice-Chairman shall conduct the meetings of the County Board until a successor is elected by the County Board.

“At a time set to convene the first meeting after each regular election at which members are elected for full terms, the County Administrator shall occupy the chair as Chairperson pro tem to call the meeting into order and conduct the election of a full-term chairperson.”

The order of business at the first meeting after each regular election at which members are elected for full terms shall be:

- Call to Order by the Chairperson pro tem
- Pledge of Allegiance led by the Chairperson pro tem
- Certification of Election Results by the County Clerk
- Oath of Office Administered by the County Clerk
- Roll Call of Supervisors by the County Clerk
- Election of the Full-Term Chairperson
- Election of the Vice-Chairperson
- Approval of the Rules of Order for the Kewaunee County Board of Supervisors
- Election of the Highway Committee
- Election of the Chair of the Highway Committee
- Ratification of Standing Committee Appointments
- Such Other Matters of Business as shall be placed on the Agenda by the County Clerk

Rule 1 The hour of the monthly meetings of this Board shall be at 6:00 P.M. unless otherwise ordered.

Rule 2 The Chairman shall take the Chair at the time to which the Board stands adjourned and the Board shall then be called to order. The Clerk of the Board shall provide a roll call of all members of the Board whose names shall be arranged alphabetically and the roll shall be called by names and not by districts. Any member thereof not answering roll call shall not receive compensation for such missed roll call; also, to receive compensation for a roll call period, no excused absence shall be made within the first hour subsequent to each convening. If a member does not answer to the roll call, but joins the session at least one hour before adjournment such member shall receive compensation for such session. The record shall show at what time a tardy member reports to or leaves a session. A majority of the members elected shall constitute a quorum.

Rule 3 The Chairman shall preserve order, and shall decide questions of order, subject to an appeal of the Board.

Rule 4 The Chairman shall vote on all roll call questions taken by "Yeas" and Nays" except on appeals from his own decisions.

Rule 5 Unless otherwise ordered the monthly agenda shall be:

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approve County Board Agenda
5. Appointments for Confirmation
6. Annual Reports and Appearances to Report to the Board
7. Committee Reports
8. Communications
9. Consideration of Petitions and Memorials, etc.
10. Citizen's Input (Shall be limited to 1-3 minutes per speaker for a period not to exceed 20 minutes.)
11. Consideration of Bridge Aid Petitions
12. First Reading of Ordinances (Vote to be taken at next County Board Meeting)
13. Consideration of Bills and Claims for Approval
14. Recess for Finance Committee to review and approve Resolution for County Board and Supplementary Payroll
15. Consideration of Resolutions and Resolution for County Board and Supplementary Payroll
16. Consideration of Ordinance read at previous Board Meeting
17. Consideration of other matters as authorized by law
18. Chairman's Comments
19. Set meeting date for next County Board Meeting
20. Adjournment

Rule 6 Every member, previous to his speaking, shall address himself to the Chair.

Rule 7 When two or more members address the Chair at once, the Chair shall designate the member who is first to speak; but in all cases, the member who is first to address the Chair shall speak first.

Rule 8 No member shall speak more than thrice on the same subject without leave of the Board.

Rule 9 No motion shall be debated or put, unless the same is seconded. It shall be stated by the Chairman before the debate; and any such motion shall be reduced to writing, if any member desires it.

Rule 10 After a motion shall be stated by the Chairman, it shall be deemed in possession of the Board, but it may be withdrawn at any time before amendment or decision. But all motions, resolutions and amendments shall be entered at large upon the Journal, unless withdrawn.

Rule 11 When a question is under debate no motion shall be received except:

1. Adjourn
2. To lay on the table
3. For the previous question
4. To postpone to a certain day
5. To commit to a standing committee
6. To commit to a select committee
7. To amend

8. To postpone indefinitely
And these separate motions shall have precedence in order in which they are named.

Rule 12 The motion to adjourn shall always be in order, except when a member is speaking; that, and a motion to lay on the table, and for the previous question, shall be decided without debate.

Rule 13 When the previous question is moved by a member of the Board; the Chair shall state, "Those that second the motion shall stand" and if more than two members shall stand the Chairman shall put the question in this form, "Shall the main question be not put?" and after this is carried it cuts off further debate and the next move will be on the amendments and the main questions.

Rule 14 If the question on debate contains several points, any member may have it divided.

Rule 15 A member, called to order shall immediately sit down, unless permitted to explain and the Board if appealed to shall decide the case. If there by no appeal, the decision of the Chair shall be submitted to.

Rule 16 Every written resolution or motion shall have signed thereon the name of the person, or the names of the members of the committee introducing the same.

Rule 17 A roll call vote of any question shall be taken by "Yeas" and "Nays" when called for by any member of the Board; and the roll call vote shall be called for in all cases when an appropriation of money is considered.

Rule 18 All questions shall be put in the order they were moved except privileged questions.

Rule 19 No motion for reconsideration shall be in order, unless one of those voting with the majority shall move such consideration.

Rule 20 The standing committees of the Board shall be as follows:
(with the designated number of Board Members)

- * FINANCE & PUBLIC PROPERTY (5)
- HUMAN SERVICES (6)
- * HEALTH, VETERANS SERVICE, & CHILD SUPPORT (5)
- * EXTENSION EDUCATION & ZONING (4)
- LAND & WATER CONSERVATION (4)
- * LAW ENFORCEMENT, EMERGENCY MANAGEMENT (4)
- * HIGHWAY/SOLID WASTE (5 members elected by County Board)
- * PROMOTION & RECREATION (5)
- PERSONNEL, ADVISORY & LEGISLATIVE

“(This Committee shall consist of the Chairman of the Kewaunee County Board of Supervisors, Chairman of the Finance & Public Property Committee, Chairman of the Health, Veterans, & Child Support Committee, Chairman of the Extension Education & Zoning Committee, Chairman of the Land & Water Committee, Chairman of the Law Enforcement/Emergency Management Committee, Chairman of the Highway/Solid Waste Committee, Chairman of the Promotion & Recreation Committee, and a County Board member of the Human Services Board as appointed by the County Board Chair.)”

Rule 21 In all cases when an order, resolution or motion shall be entered on the Journal of the Board, the name of the members moving the same shall be entered on the Journal.

Rule 22 A. Resolutions offered for consideration by a Committee of the Board or an individual board member must be prepared, signed, approved by Corporation Counsel as to form, and shall contain a fiscal impact statement signed by the County Administrator or appropriate Department Head, and filed with the County Clerk in time to be included on the Board Meeting Agenda. A copy of all resolutions shall be sent to each Board Member prior to each meeting along with the meeting notice and agenda.

B. All ordinances shall be presented and read at one County Board Meeting and acted upon at the next regular monthly meeting.

Rule 23 Any rule of the Board may be suspended, altered, or amended by consent of two-thirds of the members present.

Rule 24 Written Committee Reports prepared by the Committee Secretary shall be filed with the County Clerk in a timely manner to be included with the mailing of the monthly meeting notices and agenda. No per diem shall be paid for any committee meeting until the minutes of such meeting have been filed with the County Clerk's Office.

Rule 25 Reports shall be taken up for action when that order of business is reached, as the Chairman may direct; but the Chairman may order any report to be laid aside and another one to be taken up at its pleasure.

Rule 26 When a report is taken up and is under consideration, the main question shall be, "Shall the recommendation of the committee be concurred in by the Board?" But the recommendation of the committee shall always be open to amendment offered in the usual parliamentary form.

Rule 27 It shall always be in order for any member of the Board to call for the reading of any account by item, and on the request, a separate vote shall be had on the allowance of any item unless the Board is under the operation of the previous question.

Rule 28 No account or claim against the County shall be audited unless it is made out in items and duly verified, and be filed with the Clerk of the Board in the manner prescribed by law.

Rule 29 The Committee on finance shall be charged with the duty of reporting the necessary tax levies for the County.

Rule 30 Highway Committee election process:

1. The Clerk shall read the names of all Supervisors who announced their intention to run for election to the Kewaunee County Highway Committee. Nominations from the floor shall also be in order.

2. Each Supervisor shall receive a ballot on which shall be listed the names of all Supervisors nominated for the Kewaunee County Highway Committee. Each Supervisor shall vote for no more than five (5) names.
3. A nominee must receive the votes of a majority of Supervisors to be elected. The five nominated Supervisors receiving the highest vote totals shall be elected to the Kewaunee County Highway Committee.
4. In the event of a tie vote for the fifth highest vote total, there shall be a single runoff ballot between the tied nominees. If there is still a tie vote after the single runoff ballot, then the tie shall be broken by some random chance means, coin toss or cut of cards.

Rule 31 When budgeted funds from a line item are transferred into a different line item by the Finance Committee and the total dollar amount is greater than \$20,000.00, the concurrence of the full board is required. The concurrence of the full board is also required when the Finance Committee approves an expenditure of greater than \$20,000.00 from the contingency or capital improvements funds or combination thereof, exempting the health and dental insurance.

Rule 32 Any proceedings not covered by the rules as adopted shall be governed by Robert's Rules of Parliamentary Order.

Rule 33 When a quorum of the regular members of any Committee of the County Board are not present at a meeting of that committee, the Chairman of the County Board, if present, can serve as a voting member of said committee to create a quorum. If a vote by any Committee of the County Board results in a tie, the Chairman of the County Board, if present, can cast a tie breaking vote. The Vice Chairman of the County Board has authority under this rule in the absence of the Chairman of the County Board.

Rule 34 All proposed resolutions and ordinances shall be deemed to be read in full by the clerk reading the title of said resolution or ordinance, if said document was sent to all members prior to the meeting date. Any members may request that said proposed resolution or ordinance be read in full. The Chairperson shall honor such a request and the clerk will read the entire document.

Chairman Weidner asked for a motion to approve the Rules of Order. Supervisors Wagner made a motion to adopt the Rules of Order as presented and Benes seconded it. Voice vote: 20 ayes, 0 nays. Motion carried.

Chairman Weidner requested that they skip item #9 on the agenda (Approval of the Duties of the Committees). He would like to give all of the Supervisors a chance to look it over. It will be voted on at the next county board meeting.

Supervisor Kirchman asked that it goes to all committees to review the Duties of Committees and give their input.

Supervisor Wagner asked if there was a time this needed to be done. Corporation Counsel said no but it will need to be approved by a 2/3 vote instead of simple majority.

Chairman Weidner suggested this be approved after the committees meet, no certain date but within a reasonable time.

ELECTION OF HIGHWAY/SOLID WASTE COMMITTEE

County Clerk Jamie Annoye read letters of intent from: Supervisors Paape, Kirchman, Romdenne, Benes and Mastalir. Supervisor Wagner made a motion to close nominations and move for a unanimous ballot cast for the 5 nominees. Supervisor Paider seconded the motion. Motion carried by a unanimous motion.

ELECTION OF THE CHAIRPERSON FOR THE HIGHWAY/SOLID WASTE COMMITTEE

Supervisor Romdenne nominated Supervisor Kirchman as Chairperson for the Highway / Solid Waste Committee. Supervisor Mastalir seconded the motion. Motion carried by a unanimous motion.

APPOINTMENT

Kewaunee County Public Health Committee

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

Term April 20, 2016 - July 31, 2018

Julie Janicsek

621 Juneau Street

Kewaunee, WI 54216

920-388-3096

Sincerely,
Scott Feldt, Kewaunee County Administrator

Supervisors Sinkula moved and Shillin seconded for adoption. Appointment approved.

CONSIDERATION OF RESOLUTIONS:

RESOLUTION NO. 1-4-16

COMMITTEE DAYS

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

WHEREAS, pursuant to Section 59.13(2)(b) the Board may, by a two-thirds vote of the members present, establish the number of Committee Meetings for which compensation and mileage may be paid in any one year; and

WHEREAS, The limitations established for committee meetings for the previous Board of Supervisors were as follows:

1. The number of days for which compensation and mileage may be paid a committee member in any year is limited to 75 days not counting meetings of the Highway & Solid Waste Committee.
2. The number of days for which compensation and mileage may be paid a committee member in any one year for service on the Highway and Solid Waste Committee is limited to 60 days.
3. The County Board Chairman, or another Board member designated by the Chairman, shall be paid for all meetings and events he or she attends for Kewaunee County.
4. All committee members of the County Board are granted permission to attend all conferences, conventions, and tours in which their committee participates including any district or state association meetings.
5. The limitations provided above do not apply in the following instances:
 - a. Regular standing committees are assigned special duties by the County Board in addition to their regular duties as adopted by the County Board;
 - b. Service on Special County Board Committees that are created from time to time;
 - c. County Board Supervisors are attending conferences, conventions, tours or state and district association meetings;

NOW, THEREFORE, BE IT RESOLVED, by the Kewaunee County Board of Supervisors duly assembled this 20th day of April 2016, that the Board hereby approves the committee meetings limitations set forth above.

Respectfully Submitted,
Robert Weidner, Kewaunee County Board Chairperson

Supervisors Romdenne moved and Paape seconded for adoption. Motion carried.

Per Chairman Weidner, defer proposed committee appointments until the next meeting.

Supervisors Wagner made a motion to schedule the next County Board meeting on April 28, 2016 at 5:00 p.m. and Romdenne seconded it. Both rescinded the motion.

Supervisors Romdenne made a motion to schedule the next County Board meeting on May 2, 2016 at 5:00 p.m. and Paape seconded it. Motion carried. Committee appointments will be decided at this meeting.

Supervisor Teske announced there will be a groundbreaking ceremony at St. John's Lutheran Church in Rankin on Sunday, May 1, 2016 at 11:30 a.m. and Supervisor Pagel announced that Career Days will be held on Thursday, 4/21 and Friday, 4/22 at Pagel's Ponderosa from 9:00 a.m. – 3:00 p.m.

At this time, adjourn and go into committee appointment interviews.

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

Board adjourned at 6:08 PM.

Robert Weidner, 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 April 20, 2016.

Jamie Annoye, Kewaunee County Clerk

