

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

MONTH: AUGUST

DATE: August 16, 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. Recognition - Retirement**
 - a. Kewaunee County Human Services – Rita Paul**
 - b. Kewaunee County Highway Dept. - Dale Jandrain**
 - c. Kewaunee County Circuit Court Judge – Dennis J. Mleziva**
 - I. Resolution in Honor of the Honorable Dennis J. Mleziva**
- 7. Citizen's Input (maximum 3 minutes per appearance)
(20 minutes total per meeting)**
- 8. Appointments**
 - a. Kewaunee County Human Services Director – Bob Mattice**
 - b. Kewaunee County Grievance Committee**
- 9. Annual Reports and Other Reports to the Board as Requested by the
County Board or Committee:**
 - a. Kewaunee County Clerk of Courts – Becky Deterville**
 - b. Kewaunee County Economic Development – Jennifer Brown**
 - c. Farm Technology Days Update – Aericia Bjurstrom**
 - d. Kewaunee County Administrator – Scott Feldt**
- 10. Committee Reports:**
 - a. Highway/Solid Waste Committee**
 - b. Personnel, Advisory & Legislative Committee**
 - c. Health Vets & Child Support Committee**
 - d. Extension Education & Zoning Committee**
 - e. Land & Water Conservation Committee**
 - f. Law Enforcement & Emergency Mgmt. Committee**
 - g. Finance and Public Property Committee**
 - h. Human Services Committee**
 - i. Promotion and Recreation Committee**
 - j. Groundwater Task Force Committee**
 - k. Revolving Loan Fund Committee (no meeting)**
 - l. Bay Lake Regional Planning Commission (no meeting)**

11. Recess, if necessary
12. First Reading of Ordinance (vote to be taken at the next County Board meeting)
 - a. Kewaunee County Shoreland Zoning Ordinance
 - b. Kewaunee County Sales & Use Tax Ordinance
13. Kewaunee County Sales and Use Tax
14. Consideration of Resolutions:
 - a. Resolution Honoring the Contributions of Local Law Enforcement Officers
 - b. Resolution Granting the Petition for Bridge Aid – Town of Carlton
 - c. Resolution Approving Transfer of Budgeted Funds – Hwy Roads & Bridges
 - d. Resolution Approving Transfer of Budgeted Funds - LIO
15. Consideration of Ordinance read at previous County Board Meeting
 - a. None
16. Communications:
 - a. Resolutions from Other Counties
 - b. Kewaunee County Events
17. Chair Comments
18. Set meeting date for next County Board Meeting
 - a. September 20, 2016 at 6:00 p.m. (previously scheduled)
 - b. October 18, 2016 at 5:00 p.m. - Budget Hearing & County Board Session (proposed)
19. Adjournment

/s/ Robert Weidner
Robert Weidner
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.



KEWAUNEE COUNTY ADMINISTRATOR'S OFFICE

Scott Feldt
County Administrator

August 16, 2016

APPOINTMENT

Honorable Members of the Kewaunee County Board:

Pursuant to Wisconsin Statutes 46.23(6m), I hereby make the following appointment subject to County Board approval, to the position of Kewaunee County Human Services Director:

Effective: July 24, 2016

Bob Mattice

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Scott Feldt".

Scott Feldt

Kewaunee County Administrator

Kewaunee County is an Equal Opportunity Employer

Kewaunee County
810 Lincoln Street
Kewaunee, WI 54216

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



KEWAUNEE COUNTY ADMINISTRATOR'S OFFICE

Scott Feldt
County Administrator

August 16, 2016

GRIEVANCE COMMITTEE

TO: Honorable Members of the Kewaunee County Board:

Pursuant to Wisconsin Statutes 59.26(8)(b) I hereby appoint the following individuals to serve on the Kewaunee County Grievance Committee:

Term August 17, 2016 to April 17, 2018

John Cmeyla	702 Ohio Street, Algoma, WI 54201
Ed Dorner	N5404 County Road AB, Luxemburg, WI 54217
Chris Gulbrand	E1592 Canyon Creek Lane, Luxemburg, WI 54217
Bruce Heidmann	1516 Clark Street, Algoma, WI 54201
Dennis Zuege	1410 Miller Street, Kewaunee, WI 54216

Respectfully submitted,

Scott Feldt
Kewaunee County Administrator

Kewaunee County
810 Lincoln Street
Kewaunee, WI 54216

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ORDINANCE NO.

KEWAUNEE COUNTY SHORELAND ZONING ORDINANCE

THE KEWAUNEE COUNTY BOARD OF SUPERVISORS DO HEREBY ORDAIN AS FOLLOWS:

- 1 **STATUTORY AUTHORIZATION.** This ordinance is adopted pursuant to the authorization in Wis.
- 2 Stat. §59.692 to implement Wis. Stats. §§59.692 and 281.31.
- 3
- 4 **NOW, THEREFORE, BE IT RESOLVED,** by the Kewaunee County Board of Supervisors, duly
- 5 assembled this 20th day of September 2016, that the Board hereby adopts the Kewaunee County
- 6 Shoreland Zoning Ordinance, as set forth in the attachment hereto.
- 7
- 8 **FURTHER,** the attached Kewaunee County Shoreland Zoning Ordinance supersedes and repeals
- 9 all prior Kewaunee County Shoreland Zoning Ordinances including Kewaunee County Ordinance
- 10 104-1-69.
- 11
- 12 **EFFECTIVE DATE.** This ordinance shall take effect October 1, 2016.

Respectfully Submitted,

EXTENSION EDUCATION & ZONING COMMITTEE

Thomas J. Romdenne, Chair

Gerald Paape

Ron Paider

Charles R. Wagner

APPROVED AS TO FORM
Jeffrey R. Wisnicky
Corporation Counsel

FISCAL IMPACT STATEMENT:

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

Chapter 16

Kewaunee County Shoreland Zoning Ordinance

- 16.01 Title, Finding of Fact, Purpose and Intent, And Statutory Authorization
 - 16.02 Definitions
 - 16.03 General Provisions
 - 16.04 Shoreland Zoning District Boundaries
 - 16.05 Shoreland-Wetland District
 - 16.06 Recreational-Residential District
 - 16.07 General Purpose District
 - 16.08 Land Division Review, Planned Unit Development, And Sanitary Regulations
 - 16.09 Minimum Lot Size
 - 16.10 Setbacks
 - 16.11 Impervious Surface Standards
 - 16.12 Vegetation
 - 16.13 Filling, Grading, Lagooning, Dredging, Ditching, Excavating
 - 16.14 Nonconforming Uses And Structures
 - 16.15 Mitigation
 - 16.16 Administrative Provisions
 - 16.17 Changes And Amendments
 - 16.18 Enforcement And Penalties
 - 16.19 Effective Date
- APPENDIX A ATTACHED
-

16.01 Title, Finding Of Fact, Purpose And Intent, And Statutory Authorization.

- (1) Title. Kewaunee County Shoreland Zoning Ordinance.
- (2) Finding Of Fact. Uncontrolled use of the shorelands and pollution of the navigable waters of Kewaunee County will adversely affect the public health, safety, convenience, general welfare, and impair the tax base. The legislature of Wisconsin has delegated responsibility to the counties to further the maintenance of safe and healthful conditions; prevent and control water pollution; protect spawning grounds, fish and aquatic life; control building sites, placement of structures and land uses; and to preserve shore cover and natural beauty. This responsibility is hereby recognized by Kewaunee County, Wisconsin.
- (3) Purpose And Intent. (NR 115.01) For the purpose of promoting the public health, safety, convenience and welfare, and promote and protect the public trust in navigable waters this ordinance has been established to:

- (a) Further the maintenance of safe and healthful conditions and prevent and control water pollution through:
 1. Limiting structures to those areas where soil and geological conditions will provide a safe foundation.
 2. Establishing minimum lot sizes to provide adequate area for private on-site waste treatment systems.
 3. Controlling filling and grading to prevent soil erosion problems.
 4. Limiting impervious surfaces to control runoff which carries pollutants.
- (b) Protect spawning grounds, fish and aquatic life through:
 1. Preserving wetlands and other fish and aquatic habitat.
 2. Regulating pollution sources.
 3. Controlling shoreland alterations, dredging, and lagooning.
- (c) Control building sites, placement of structures and land uses through:
 1. Prohibiting certain uses detrimental to the shoreland-wetlands.
 2. Setting minimum lot sizes and widths.
 3. Setting minimum building setbacks from waterways.
 4. Setting the maximum height of near shore structures.
- (d) Preserve and restore shoreland vegetation and natural scenic beauty through:
 1. Restricting the removal of natural shoreland cover.
 2. Preventing shoreline encroachment by structures.
 3. Controlling shoreland excavation and other earth moving activities.
 4. Regulating the use and placement of boathouses and other structures.

(4) Statutory Authorization. This ordinance is adopted pursuant to the authorization in s. 59.692, Wis. Stats., to implement ss. 59.692 and 281.31, Wis. Stats.

16.02 Definitions. For the purpose of administering and enforcing this ordinance, the terms or words used herein shall be interpreted as follows: Words used in the present tense include the future; words in the singular number include the plural number; and words in the plural number include the singular number. The word “shall” is mandatory, not permissive. All distances unless otherwise specified shall be measured horizontally. The following terms used in this ordinance mean:

- (1) “Access and viewing corridor” (NR 115.03(1d)) means a strip of vegetated land that allows safe pedestrian access to the shore through the vegetative buffer zone.
- (2) “Accessory structure” means a detached subordinate structure which is clearly incidental to, and customarily found in connection with, the

principal structure or use to which it is related, and which is located on the same lot as the principal structure or use.

- (3) "Boathouse" (NR 115.03(1h)) means a permanent structure used for the storage of watercraft and associated materials and includes all structures which are totally enclosed, have roofs or walls, or any combination of these structural parts.
- (4) "Building" means a structure.
- (5) "Building envelope" (NR 115.03(1p)) means the three dimensional space within which a structure is built.
- (6) "County Zoning Agency" (NR 115.03(2)) means that committee or commission created or designated by the county board under s. 59.9769(2)(a), Wis. Stats., to act in all matters pertaining to county planning and zoning.
- (7) "Department" (NR 115.03(3)) means the Department of Natural Resources.
- (8) "Development" (NR 116.03(5)) means any artificial change to improved or unimproved real estate, including but not limited to: the construction of buildings, structures or accessory structures; the construction of additions or substantial improvements to buildings, structures or accessory structures; the placement of buildings or structures; mining, dredging, filling, grading, paving, excavation, or drilling operations; and the storage, deposition or extraction of materials.
- (9) "Disabled" means having a physical or mental impairment that substantially limits one or more major life activities.
- (10) "Drainage system" means one or more artificial ditches, tile drains or similar devices which collect surface runoff or groundwater and convey it to a point of discharge.
- (11) "Existing development pattern" (NR 115.03(3m)) means that principal structures exist within 250 feet of a proposed principal structure in both directions along the shoreline.
- (12) "Floodplain" means the land which has been or may be hereafter covered by flood water during the regional flood as shown on the county's official floodplain zoning maps. The regional flood is based upon a statistical analysis of stream flow records available for the watershed or an analysis of rainfall and runoff characteristics in the general watershed region, or both. The flood frequency of the regional flood is once in every 100

years. In any given year, there is a 1% chance that the regional flood may occur.

NOTE: "Floodway" is defined in s. NR 116.03(22) to mean "the channel of a river or stream, and those portions of the floodplain adjoining the channel required to carry the regional flood discharge."

- (13) "Footprint" means the land area covered by a structure at ground level measured on a horizontal plane. The footprint of a residence or building includes the horizontal plane bounded by the furthest exterior wall and eave if present, projected to natural grade. For structures without walls (decks, stairways, patios, carports)-a single horizontal plane bounded by the furthest portion of the structure projected to natural grade.

NOTE: For the purposes of replacing or reconstructing a nonconforming building with walls, the footprint shall not be expanded by enclosing the area that is located within the horizontal plane from the exterior wall to the eaves projected to natural grade. This constitutes a lateral expansion under NR 115 and would need to follow NR 115.05(1)(g)5.

- (14) "Generally accepted forestry management practices" (NR 1.25(2)(b)) means forestry management practices that promote sound management of a forest. Generally accepted forestry management practices include those practices contained in the most recent version of the department publication known as Wisconsin Forest Management Guidelines and identified as PUB FR-226.
- (15) "Habitable rooms" means any room or portion thereof used or designed for living, sleeping, eating or cooking, or combinations thereof. Bathrooms, toilet compartments, closets, halls, storage rooms, laundry and utility spaces, basement recreation rooms, and similar areas are not considered habitable rooms.
- (16) "Habitable structure" means any structure or portion thereof used or designed for human habitation.
- (17) "Human habitation" means the use of a structure for living for any period of time for activities such as sleeping, eating or cooking, or combinations thereof.
- (18) "Impervious surface" (NR 115.03(4g)) means an area that releases as runoff all or a majority of the precipitation that falls on it. "Impervious surface" excludes frozen soil but includes rooftops, sidewalks, driveways, parking lots, and streets unless specifically designed, constructed, and maintained to be pervious. Roadways as defined in s. 340.01(54) or

sidewalks as defined in s. 340.01(58) are not considered impervious surfaces.

- (19) “Lot” means a continuous parcel of land, not divided by a public right-of-way, and sufficient in size to meet the lot width and lot area provisions of this ordinance.
- (20) “Lot area” means the area of a horizontal plane bounded by the front, side, and rear lot lines of a lot, but not including the area of any land below the ordinary high water mark of navigable waters.
- (21) “Lot of record” means any lot, the description of which is properly recorded with the Register of Deeds, which at the time of its recordation complied with all applicable laws, ordinances, and regulations.
- (22) “Maintenance and repair” (NR 115.05(1)(g)4.) includes such activities as interior remodeling, painting, decorating, paneling, plumbing, insulation, and replacement of windows, doors, wiring, siding, roof and other nonstructural components; and the repair of cracks in foundations, sidewalks, walkways, and the application of waterproof coatings to foundations.
- (23) “Mitigation” (NR 115.03(4r)) means balancing measures that are designed, implemented, and function to restore natural functions and values that are otherwise lost through development and human activities.
- (24) “Navigable waters” (NR 115.03(5)) means Lake Superior, Lake Michigan, all natural inland lakes within Wisconsin and all streams, ponds, sloughs, flowages and other waters within the territorial limits of this state, including the Wisconsin portion of boundary waters, which are navigable under the laws of this state. Under s. 281.31(2)(d) and 144.26(2)(d), Wis. Stats., notwithstanding any other provision of law or administrative rule promulgated thereunder, shoreland ordinances required under s. 59.692971, Wis. Stats., and ch. NR 115, Wis. Adm. Code, do not apply to lands adjacent to:
 - (a) Farm drainage ditches where such lands are not adjacent to a natural navigable stream or river, and such lands that were not navigable streams before ditching.
 - (b) Artificially constructed drainage ditches, ponds or stormwater retention basins that are not hydrologically connected to a natural navigable water body.
- (25) “Ordinary high-water mark” or “OHWM” (NR 115.03(6)) means the point on the bank or shore up to which the presence and action of surface water is so continuous as to leave a distinctive mark such as by erosion,

destruction or prevention of terrestrial vegetation, predominance of aquatic vegetation, or other easily recognized characteristics.

- (26) "Principal structure" means a structure that is designed for human habitation and includes sanitary and food preparation facilities whether such structure is attached to another structure or stands alone.
- (27) "Recreational vehicle" means any camping trailer, truck camper, houseboat, boat, or motor home.
- (28) "Regional flood" (NR 115.03(7)) means a flood determined to be representative of large floods known to have generally occurred in Wisconsin and which may be expected to occur on a particular stream because of like physical characteristics, once in every 100 years.
- (29) "Routine maintenance of vegetation" (NR 115.03(7m)) means normally accepted horticultural practices that do not result in the loss of any layer of existing vegetation and do not require earth disturbance.
- (30) "Shore bluff" means the lakeward edge of land, generally greater than 10 feet high, that is high enough to contain complex, multiple layers of soil and groundwater.
- (31) "Shoreland" (NR 115.03(8)) means lands within the following distances from the ordinary high-water mark of navigable waters: 1,000 feet from a lake, pond, or flowage; and 300 feet from a river or stream or to the landward side of the floodplain, whichever distance is greater.
- (32) "Shoreland setback" also known as the "Shoreland setback area" in s. 59.692(1)(bn) means an area in a shoreland that is within a certain distance of the ordinary high-water mark in which the construction or placement of structures has been limited or prohibited under an ordinance enacted under section 59.692, Wis. Stats.
- (33) "Shoreland-wetland district" (NR 115.03(9)) means the zoning district, created as a part of this shoreland zoning ordinance, comprised of shorelands that are designated as wetlands on the wetland maps which have been adopted and made a part of this ordinance.
- (34) "Special exception (conditional use)" (NR 115.03(10)) means a use which is permitted by this ordinance provided that certain conditions specified in the ordinance are met and that a permit is granted by the board of adjustment or, where appropriate, the planning and zoning committee or county board.

- (35) "Structure" (s. 59.692(1)(e), Wis. Stats.) means a principal structure or any accessory structure including a garage, shed, boathouse, sidewalk, walkway, patio, deck, retaining wall, porch, or fire pit.
- (36) "Substandard lots" means a legally created lot or parcel that met minimum area and minimum average width requirements when created, but does not meet current lot size requirements for a new lot.
- (37) "Unnecessary hardship" (NR 115.03(11)) means that circumstance where special conditions, which were not self-created, affect a particular property and make strict conformity with restrictions governing area, setbacks, frontage, height, or density unnecessarily burdensome or unreasonable in light of the purposes of this ordinance.
- (38) "Variance" means an authorization granted by the board of adjustment to construct, alter, or use a building or structure in a manner that deviates from the dimensional standards of this ordinance.
- (39) "Wetlands" (NR 115.03(13)) means those areas where water is at, near, or above the land surface long enough to be capable of supporting aquatic or hydrophytic vegetation and which have soils indicative of wet conditions.

16.03 General Provisions.

- (1) Areas To Be Regulated. Areas regulated by this ordinance shall include all the lands (referred to herein as shorelands) in the unincorporated areas of Kewaunee County which are:
 - (a) Within 1,000 feet of the ordinary high-water mark of navigable lakes, ponds, or flowages. (NR 115.03(8)) Lakes, ponds, or flowages in Kewaunee County shall be presumed to be navigable if they are listed in the Wisconsin Department of Natural Resources publication FH-800 2009 "Wisconsin Lakes" book available electronically at the following website: <http://dnr.wi.gov/lakes/lakebook/wilakes2009bma.pdf> or are shown on United States Geological Survey quadrangle maps (1:24,000 scale), or other zoning base maps. This shall be designated as the Recreational-Residential District.
 - (b) Within 300 feet of the ordinary high-water mark of navigable rivers or streams, or to the landward side of the floodplain, whichever distance is greater. (NR 115.03(8)) Rivers and streams in Kewaunee County shall be presumed to be navigable if they are designated as perennial waterways or intermittent waterways on United States Geological Survey quadrangle maps (1:24,000). Flood hazard boundary maps, flood insurance rate maps, flood boundary-floodway maps, county soil survey maps, or other existing county floodplain zoning maps shall be used to delineate

floodplain areas. This shall be designated as the General Purpose District.

- (c) The provisions of this chapter apply to regulation of the use and development of unincorporated shoreland areas unless specifically exempted by law; all cities, villages, towns, counties, and when s. 13.48(13), Wis. Stats., applies, state agencies are required to comply with, and obtain all necessary permits under local shoreland ordinances. The construction, reconstruction, maintenance, or repair of state highways and bridges carried out under the direction and supervision of the Wisconsin Department of Transportation is not subject to local shoreland zoning ordinances if s. 30.2022 (1), Wis. Stats., applies. (NR 115.02) Shoreland zoning requirements in annexed or incorporated areas are provided in s. 61.353 and s. 62.233, Wis. Stats.
 - (d) Determinations of navigability and ordinary high-water mark location shall initially be made by the zoning administrator. When questions arise, the zoning administrator shall contact the appropriate office of the Department for a final determination of navigability or ordinary high-water mark. The county may work with surveyors with regard to s. 59.692(1h).
 - (e) Under s. 281.31(2m) Wis. Stats., notwithstanding any other provision of law or administrative rule promulgated there under, this shoreland zoning ordinance does not apply to:
 - 1. Lands adjacent to farm drainage ditches if:
 - a. Such lands are not adjacent to a natural navigable stream or river.
 - b. Those parts of such drainage ditches adjacent to such lands were not navigable streams before ditching.
 - 2. Lands adjacent to artificially constructed drainage ditches, ponds, or stormwater retention basins that are not hydrologically connected to a natural navigable water body.
- (2) Shoreland-Wetland Maps. The most recent version of the Wisconsin Wetland Inventory as depicted on the Department of Natural Resources Surface Water Data Viewer is made part of this ordinance. The maps can be viewed at:
<http://dnrmaps.wi.gov/SL/Viewer.html?Viewer=SWDV&runWorkflow=Wetland>
- (3) Compliance. (NR 115.04) The use of any land, the size, shape, and placement of lots; the use, size, type, and location of structures on lots; the installation and maintenance of water supply and water disposal facilities; the filling, grading, lagooning, dredging of any lands; the cutting of shoreland vegetation; and the subdivision of lots shall be in full compliance with the terms of this ordinance and other applicable local, state or federal regulations. Buildings and other structures shall require a permit unless otherwise expressly excluded by a provision of this

ordinance. Property owners, builders, and contractors are responsible for compliance with the terms of this ordinance.

- (4) Municipalities And State Agencies Regulated. Unless specifically exempted by law, all cities, villages, towns, and counties are required to comply with this ordinance and obtain all necessary permits. State agencies are required to comply when s. 13.48(13), Wis. Stats., applies. The construction, reconstruction, maintenance and repair of state highways and bridges by the Wisconsin Department of Transportation are exempt when s. 30.2022(1) Wis. Stats., applies.
- (5) Abrogation And Greater Restrictions. (s. 59.692(5) Wis. Stats.) The provisions of this ordinance supersede any provisions in a county zoning ordinance that solely relate to shorelands. In other words, if a zoning standard only applies to lands that lie within the shoreland and applies because the lands are in shoreland, then this ordinance supersedes those provisions. However, where an ordinance adopted under a statute other than s. 59.692, Wis. Stats., does not solely relate to shorelands and is more restrictive than this ordinance, for example a floodplain ordinance, that ordinance shall continue in full force and effect to the extent of the greater restrictions.
- (a) (s. 59.692(2)(a), Wis. Stats.) This ordinance shall not require approval or be subject to disapproval by any town or town board.
- (b) (s. 59.692(2)(b), Wis. Stats.) If an existing town ordinance relating to shorelands is more restrictive than this ordinance or any amendments thereto, the town ordinance continues in all respects to the extent of the greater restrictions but not otherwise.
- (c) This ordinance is not intended to repeal, abrogate or impair any existing deed restrictions, covenants, or easements. However, where this ordinance imposes greater restrictions, the provisions of this ordinance shall prevail.
- (d) The following provisions of the Kewaunee County Zoning Ordinance are hereby incorporated by reference; these provisions shall only apply to the shoreland area where they impose greater restrictions than this ordinance otherwise imposes.
- (e) (s. 59.692(1d)(b), Wis. Stats.) This ordinance may establish standards to regulate matters that are not regulated in NR 115, but that further the purposes of shoreland zoning as described in s. 16.01(3) of this ordinance.
- (f) (s. 59.692(1k)(a)1., Wis. Stats.) Counties may not establish shoreland zoning standards in a shoreland zoning ordinance that requires any of the following:
1. Approval to install or maintain outdoor lighting in shorelands, impose any fee or mitigation requirement to install or maintain outdoor lighting in shorelands, or otherwise prohibits or

regulates outdoor lighting in shorelands if the lighting is designed or intended for residential use.

2. Requires any inspection or upgrade of a structure before the sale or other transfer of the structure may be made.

(g) (s. 59.692(7), Wis. Stats.) The construction and maintenance of a facility is considered to satisfy the requirements of a shoreland zoning ordinance if the department has issued all required permits or approvals authorizing the construction or maintenance under ch. 30, 31, 281, or 283.

1. A "facility" means any property or equipment of a public utility, as defined in s. 196.05(5), or a cooperative association organized under ch. 185 for the purpose of producing or furnishing heat, light, or power to its members only, that is used for the transmission, delivery, or furnishing of natural gas, heat, light, or power.

(6) Interpretation. (59.69(13)) In their interpretation and application, the provisions of this ordinance shall be liberally construed in favor of the county and shall not be deemed a limitation or repeal of any other powers granted by Wisconsin Statutes. Where a provision of this ordinance is required by statute and a standard in ch. NR 115, Wis. Adm. Code, and where the ordinance provision is unclear, the provision shall be interpreted in light of the statute and ch. NR 115 standards in effect on the date of the adoption of this ordinance or in effect on the date of the most recent text amendment to this ordinance.

(7) Severability. If any portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected.

16.04 Shoreland Zoning District Boundaries. The shorelands of Kewaunee County are hereby divided in the following districts:

- (1) Shoreland-Wetland District.
- (2) Recreational-Residential District.
- (3) General Purpose District.

16.05 Shoreland-Wetland District.

(1) Designation. This district shall include all shorelands within the jurisdiction of this ordinance which are designated as wetlands on the most recent version of the Wisconsin Wetland Inventory as depicted on the Department of Natural Resources Surface Water Data Viewer.

- (a) *Locating Shoreland-Wetland Boundaries.* (NR 115.04(b)2.note) Where an apparent discrepancy exists between the shoreland-wetland boundary shown on the Wisconsin Wetland Inventory and actual field conditions, the county shall contact the Department to determine if the map is in error. If the Department determines that a particular area was incorrectly mapped as wetland or meets the wetland definition but was not shown as wetland on the map, the county shall have the authority to immediately grant or deny a shoreland zoning permit in accordance with the applicable regulations based on the Department determination as to whether the area is wetland. In order to correct wetland mapping errors on the official zoning map, an official zoning map amendment must be initiated within a reasonable period of time.
- (2) Purpose. This district is created to maintain safe and healthful conditions, to prevent water pollution, to protect fish spawning grounds and wildlife habitat, to preserve shore cover and natural beauty, and to control building and development in wetlands whenever possible. When development is permitted in a wetland, the development should occur in a manner that minimizes adverse impacts upon the wetland.
- (3) Permitted Uses. (NR 115.04(3)) The following uses shall be allowed, subject to general shoreland zoning regulations contained in this ordinance, the provisions of chs. 30, 31 and 281.36, Wis. Stats., and the provisions of other applicable local, state and federal laws.
- (a) Activities and uses which do not require the issuance of a zoning permit, but which must be carried out without any filling, flooding, draining, dredging, ditching, tiling, or excavating except as allowed under s. 16.05(3)(a) or (b).
1. Hiking, fishing, trapping, hunting, swimming, and boating.
 2. The harvesting of wild crops, such as marsh hay, ferns, moss, wild rice, berries, tree fruits, and tree seeds in a manner that is not injurious to the natural reproduction of such crops.
 3. The pasturing of livestock.
 4. The cultivation of agricultural crops.
 5. The practice of silviculture, including the planting, thinning, and harvesting of timber.
 6. The construction or maintenance of duck blinds.
- (b) Uses which do not require the issuance of a zoning permit and which may include limited filling, flooding, draining, dredging, ditching, tiling, or excavating but only to the extent specifically provided below:
1. Temporary water level stabilization measures necessary to alleviate abnormally wet or dry conditions that would have an adverse impact on silvicultural activities if not corrected.

2. The cultivation of cranberries including flooding, dike and dam construction, or ditching necessary for the growing and harvesting of cranberries.
 3. The maintenance and repair of existing agricultural drainage systems including ditching, tiling, dredging, excavating, and filling necessary to maintain the level of drainage required to continue the existing agricultural use. This includes the minimum filling necessary for disposal of dredged spoil adjacent to the drainage system provided that dredged spoil is placed on existing spoil banks where possible.
 4. The construction or maintenance of fences for the pasturing of livestock, including limited excavating and filling necessary for such construction or maintenance.
 5. The construction or maintenance of piers, docks, or walkways built on pilings, including limited excavating and filling necessary for such construction and maintenance.
 6. The maintenance, repair, replacement, or reconstruction of existing town and county highways and bridges, including limited excavating and filling necessary for such maintenance, repair, replacement, or reconstruction.
- (c) Uses which require the issuance of a zoning permit and which may include limited filling, flooding, draining, dredging, ditching, tiling, or excavating but only to the extent specifically provided below:
1. The construction and maintenance of roads which are necessary to conduct silvicultural activities or agricultural cultivation, provided that:
 - a. The road cannot, as a practical matter, be located outside the wetland.
 - b. The road is designed and constructed to minimize adverse impact upon the natural functions of the wetland enumerated in s. 16.05(5)(b).
 - c. The road is designed and constructed with the minimum cross-sectional area practical to serve the intended use.
 - d. Road construction activities are carried out in the immediate area of the roadbed only.
 2. The construction or maintenance of nonresidential buildings, provided that:
 - a. The building is essential for and used solely in conjunction with the raising of waterfowl, minnows, or other wetland or aquatic animals; or some other use permitted in the shoreland-wetland district.
 - b. The building cannot, as a practical matter, be located outside the wetland.
 - c. Such building is not designed for human habitation and does not exceed 500 sq. ft. in floor area.

- d. Only limited filling or excavating necessary to provide structural support for the building is authorized.
 - 3. The establishment of public and private parks and recreation areas, natural and outdoor education areas, historic and scientific areas, wildlife refuges, game bird and animal farms, fur animal farms, fish hatcheries, public boat launching ramps, and attendant access roads, provided that:
 - a. Any private development is used exclusively for the permitted use and the applicant has received a permit or license under ch. 29, Wis. Stats., where applicable.
 - b. Filling or excavating necessary for the construction or maintenance of public boat launching ramps or attendant access roads is allowed only where such construction or maintenance meets the criteria in s. 16.05(3)(a)1.-6.
 - c. Ditching, excavating, dredging, or dike and dam construction in public and private parks and recreation areas, natural and outdoor education areas, historic and scientific areas, wildlife refuges, game bird and animal farms, fur animal farms, and fish hatcheries is allowed only for the purpose of improving wildlife habitat and to otherwise enhance wetland values.
 - 4. The construction or maintenance of electric, gas, telephone, water and sewer transmission, and distribution facilities by public utilities and cooperative associations organized for the purpose of producing or furnishing heat, light, power, or water to their members and the construction or maintenance of railroad lines, provided that:
 - a. The transmission and distribution facilities and railroad lines cannot, as a practical matter, be located outside the wetland.
 - b. Such construction or maintenance is done in a manner designed to minimize adverse impact upon the natural functions of the wetland enumerated in s. 16.05(5)(b).
- (4) Prohibited Uses. (NR 115.04(4)) Any use not listed in s. 16.05(3)(a), (b) or (c) is prohibited, unless the wetland or portion of the wetland has been rezoned by amendment of this ordinance in accordance with s. 16.05(5) of this ordinance and s. 59.69(5)(e), Wis. Stats.
- (5) Rezoning Of Lands In The Shoreland-Wetland District. (NR 115.04(2))
- (a) For all proposed text and map amendments to the shoreland-wetland provisions of this ordinance, the appropriate office with the Department shall be provided with the following:
 - 1. A copy of every petition for a text or map amendment to the shoreland-wetland provisions of this ordinance, within 5 days of the filing of such petition with the county clerk. Such

petition shall include a copy of the Wisconsin Wetland Inventory Map adopted as part of this ordinance describing any proposed rezoning of a shoreland-wetland.

2. Written notice of the public hearing to be held on a proposed amendment at least 10 days prior to such hearing.
 3. A copy of the county zoning agency's findings and recommendations on each proposed amendment within 10 days after the submission of those findings and recommendations to the county board.
 4. Written notice of the county board's decision on the proposed amendment within 10 days after it is issued.
- (b) A wetland, or a portion thereof, in the shoreland-wetland district shall not be rezoned if the proposed rezoning may result in a significant adverse impact upon any of the following:
1. Storm and flood water storage capacity.
 2. Maintenance of dry season stream flow, the discharge of groundwater to a wetland, the recharge of groundwater from a wetland to another area, or the flow of groundwater through a wetland.
 3. Filtering or storage of sediments, nutrients, heavy metals, or organic compounds that would otherwise drain into navigable waters.
 4. Shoreline protection against soil erosion.
 5. Fish spawning, breeding, nursery or feeding grounds.
 6. Wildlife habitat.
 7. Wetlands both within the boundary of designated areas of special natural resource interest and those wetlands which are in proximity to or have a direct hydrologic connection to such designated areas as defined in NR 103.04 which can be accessed at the following website:
<http://www.legis.state.wi.us/rsb/code/nr/nr103.pdf>

- (c) If the Department notifies the county zoning agency that a proposed text or map amendment to the shoreland-wetland provisions of this ordinance may have a significant adverse impact upon any of the criteria listed in s. 16.05(5)(b) of this ordinance, that amendment, if approved by the county board, shall contain the following provision:

"This amendment shall not take effect until more than 30 days have elapsed after written notice of the county board's approval of this amendment is mailed to the Department of Natural Resources. During that 30 day period the Department of Natural Resources may notify the county board that it will adopt a superseding shoreland ordinance for the county under s. 59.692 (6), Wis. Stats. If the Department does so notify the county board, the effect of this

amendment shall be stayed until the s. 59.692(6) adoption procedure is completed or otherwise terminated.”

16.06 Recreational-Residential District.

- (1) Designation. This district includes all shorelands under s. 16.03(1)(a) which are adjacent to lakes, ponds, or flowages excluding those shorelands in the Shoreland-Wetland District.
- (2) Purpose. The purpose of the Recreation-Residential District is to protect waters by providing for safe and orderly shoreland development. Recreational-residential shorelands are particularly suited for residential and recreational uses. In this district residential, recreational, and conservancy uses are permitted, and a limited number of commercial uses serving recreational uses serving recreational needs are allowed as special exceptions. These uses are consistent with maximum recreational use of the water and its shorelands. All permitted uses or special exceptions are subject to the general provisions of this ordinance and all other applicable laws and regulations. **Uses not identified as Permitted Uses or Special Exceptions are prohibited in the Recreational-Residential District.**
- (3) Permitted Uses.
 - (a) Any use permitted under s. 16.05(3).
 - (b) Year-round single-family dwellings for owner occupancy, rent, or lease.
 - (c) Seasonal single-family dwellings for owner occupancy, rent, or lease.
 - (d) **Any existing non-conforming agricultural use.**
- (4) Special Exceptions.
 - (a) Hotels, resorts (including 2 or more seasonal single-family dwellings for rent or lease), motels, restaurants, dinner clubs, taverns, and other private clubs.
 - (b) **Short-term rental units/tourist rooming units.**
 - (c) Institutions of philanthropic or educational nature.
 - (d) Gift and specialty shops customarily found in recreational areas.
 - (e) Marinas, boat liveries, sale of bait, fishing equipment, boats and motors, fish farms, forest industries.
 - (f) **Places of Worship.**

16.07 General Purpose District.

- (1) Designation. This district includes all shorelands subject to regulation under s. 16.03(1) which have not been addressed and are adjacent to any solid or intermittent blue lines on USGS Topographic Maps on the

shoreland zoning maps listed in s. 16.03(2), excluding those shorelands in the Shoreland-Wetland District.

- (2) Purpose. Areas other than those contained in the Shoreland-Wetland District and the Recreational-Residential District are potentially suited to a wide range of uses including industrial, commercial, agricultural, residential, forestry, and recreational uses. Selecting prospective locations for these uses and designating specific zones for each of them along navigable waters will require detailed county-wide comprehensive planning. Until such planning is undertaken and more detailed amendments to this ordinance can be enacted, a General Purpose District shall be used to allow a wide range of uses subject to the general provisions of this ordinance which are designed to further the maintenance of safe and healthful conditions; protect spawning grounds, fish and aquatic life; and preserve shore cover and natural beauty. Minimum separating distances are provided to reduce conflicting land uses between potentially incompatible uses.
- (3) Permitted Uses. Commercial, agricultural, residential, forestry, recreational uses, and signs in accordance with s. 16.10(7)(c) are permitted, provided that they comply with the general provisions of this ordinance.
- (4) Special Exceptions.
 - (a) Industrial uses may be permitted upon issuance of a special exception permit by the board of adjustment as provided in s. 16.16(4).

16.08 Land Division Review, Planned Unit Development, And Sanitary Regulations.

- (1) Land Division Review. (NR 115.05(2)) The county shall review, pursuant to s. 236.45, Wis. Stats., all land divisions in shoreland areas which create 3 or more parcels or building sites of 5 acres each or less within a 5 year period. In such review the following factors shall be considered:
 - (a) Hazards to the health, safety or welfare of future residents.
 - (b) Proper relationship to adjoining areas.
 - (c) Public access to navigable waters, as required by law.
 - (d) Adequate storm water drainage facilities.
 - (e) Conformity to state law and administrative code provisions.
- (2) Planned Unit Development (PUD). (NR 115.05(1)(a)4.)
 - (a) Purpose. The Planned Unit Development is intended to permit smaller non-riparian lots where the physical layout of the lots is so arranged as to better assure the control of pollution and preservation of ground cover than would be expected if the lots were developed with the normal lots sizes and setbacks and

without special conditions placed upon the Planned Unit Development at the time of its approval. A condition of all Planned Residential Unit Development is the preservation of certain open space, preferably on the shoreland, in perpetuity.

- (b) *Requirements for Planned Residential Unit Development.* The county board may at its discretion, upon its own motion or upon petition, approve a Planned Residential Unit Development Overlay District upon finding, after a public hearing, that all of the following facts exist:
1. *Area.* The area proposed for the Planned Residential Unit Development shall be at least 2 acres in size or have a minimum of 200 feet of frontage on navigable water.
 2. *Lots.* Any proposed lot in the Planned Residential Unit Development that does not meet the minimum size standards of s. 16.09(2) and (3) shall be a non-riparian lot.
 3. *Lot sizes, widths, setbacks, and vegetation removal.* When considering approval of Planned Residential Unit Development the governing body shall consider whether proposed lot sizes, widths, and setbacks are of adequate size and distance to prevent pollution or erosion along streets or other public ways and waterways. Increased shoreland setbacks shall be a condition of approval as a way of minimizing adverse impacts of development. Shore cover provisions in s. 16.12(2) shall apply and minimum vegetative buffer depth shall be increased to offset the impact of the proposed development.

(3) Procedure For Establishing A Planned Residential Unit Development District. The procedure for establishing a Planned Residential Unit Development district shall be as follows:

- (a) *Petition.* A petition setting forth all of the facts required in s. 16.08(2) shall be submitted to the county clerk with sufficient copies to provide for distribution by the clerk as required by s. 16.08(3)(b).
- (b) *Review and Hearing.* The petition shall be submitted to the county zoning agency established as required by s. 59.69(3)(d), Wis. Stats., which shall hold a public hearing and report to the county board as required by law. Copies of the petition and notice of the hearing shall also be sent to the appropriate office of the Department as described in s. 16.16(6) of this ordinance.

The county zoning agency's report to the county board shall reflect the recommendations of any federal, state or local agency with which the county zoning agency consults.

- (c) *Findings and Conditions of Approval.* The county board shall make written findings as to the compliance or noncompliance of

the proposed overlay district with each of the applicable requirements set forth in s. 16.08(2). If the petition is granted in whole or part, the county board shall attach such written conditions to the approval as are required by and consistent with s. 16.08(2). The conditions of approval shall in all cases establish the specific restrictions applicable with regard to minimum lot sizes, width, setbacks, dimensions of vegetative buffer zone, and open space requirements.

- (d) *Planning Studies.* A landowner or petitioner may at his own expense develop the facts required to establish compliance with the provisions of s. 16.08(2) or may be required to contribute funds to the county to defray all or part of the cost of such studies being undertaken by the county or any agency or person with whom the county contracts for such work.
- (4) Sanitary Regulations. (NR 115.05(3)) Each county shall adopt sanitary regulations for the protection of health and the preservation and enhancement of water quality.
- (a) Where public water supply systems are not available, private well construction shall be required to conform to ch. NR 812, Wis. Adm. Code.
- (b) Where a public sewage collection and treatment system is not available, design and construction of private on-site waste treatment system shall, prior to July 1, 1980, be require to comply with ch. SPS 383, after June 30, 1980 be governed by a private sewage system ordinance adopted by the county under s. 59.70(5), Wis. Stats.

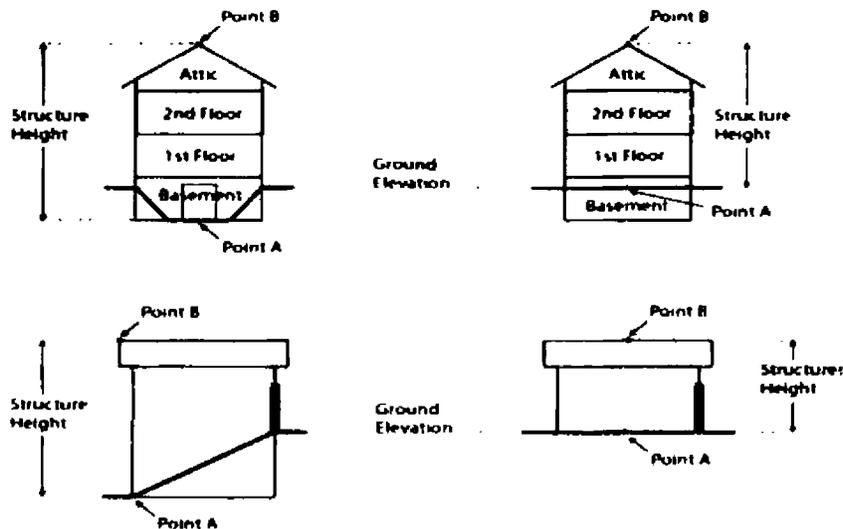
16.09 Minimum Lot Size.

- (1) Purpose. (NR 115.05(1)(a)) Minimum lot sizes in the shoreland area shall be established to afford protection against danger to health, safety and welfare, and protection against pollution of the adjacent body of water.
- (2) Sewered Lots. (NR 115.05(1)(a)1.) The minimum lot area shall be 10,000 sq. ft. and the minimum average lot width shall be 65 feet at the ordinary high-water mark.
- (3) Unsewered Lots. (NR 115.05(1)(a)2.) The minimum lot area shall be 20,000 sq. ft. and the minimum average lot width shall be 100 feet at the ordinary high-water mark.
- (4) Substandard Lots. (NR 115.05(1)(a)3.) A legally created lot or parcel that met minimum area and minimum average width requirements when created, but does not meet current lot size requirements, may be used as a building site if all of the following apply:

- (a) The substandard lot or parcel was never reconfigured or combined with another lot or parcel by plat, survey, or consolidation by the owner into one property tax parcel.
- (b) The substandard lot or parcel has never been developed with one or more of its structures placed partly upon an adjacent lot or parcel.
- (c) The substandard lot or parcel is developed to comply with all other ordinance requirements.

NOTE: The intent of this provision is to allow lots that were legally created that currently do not meet the minimum lot width and area requirements to be considered a building site provided all ordinance requirements can be met. Substandard lots that have been reconfigured by a certified survey map or consolidated into one legal description with the Register of Deeds, which result in a larger (closer to conforming) lot should be allowed to be utilized as a building site. Additionally, lots that have a legal description for each substandard lot on record with the Register of Deeds but have one tax parcel number assigned by the Real Property Lister or Assessor for taxing/assessing purposes should be considered separate building sites and should not be considered consolidated. Lots that have had development over the lot lines should be combined with a legal description and recorded with a new deed prior to new development occurring.

- (5) Other Substandard Lots. Except for lots which meet the requirements of s. 16.10(5), a building permit for the improvement of a lot having lesser dimensions than those stated in s. 16.09(2) and (3) shall be issued only if a variance is granted by the board of adjustment.
- (6) Height. (NR 115.05(1)f) To protect and preserve wildlife habitat and natural scenic beauty, on or after February 1, 2010, a county may not permit any construction that result in a structure taller than 35 feet within 75 feet of the ordinary high-water mark of any navigable waters.
 - (a) Structure height is the measurement of the vertical line segment starting at the lowest point of any exposed wall and its intersect with the ground (Point A in the following diagram) to a line horizontal to the highest point of a structure (Point B in the following diagram), unless specified under other sections of this code.
 - (b) Height for structure outside of the 75 foot shoreland setback, to protect and preserve wildlife habitat and natural scenic beauty, a county may not permit any construction that result in a structure taller than 35 feet.



16.10 Setbacks.

- (1) **Building Setbacks.** (NR 115.051(1)(b)) Permitted building setbacks shall be established to conform to health, safety and welfare requirements, preserve natural beauty, reduce flood hazards, and avoid water pollution.
- (2) **Side Yard Setback For Lots Not Served By Public Sanitary Sewer.** There shall be a side yard for each main building. The minimum width of one main side yard shall be 10 feet. The minimum combined width for both main side yards shall be 25 feet. There shall be a side yard of 5 feet for accessory structures excluding fences.
- (3) **Side Yard Setback For Lots Served By Public Sanitary Sewer.** The minimum width of one main side yard shall be 8 feet. The minimum combined width of both main side yards shall be 20 feet. There shall be a side yard of 4 feet for accessory structures excluding fences.
- (4) **Highway Setbacks.** For the purpose of determining the distance that buildings and other structures shall be set back from streets and highways, the highways of the county are divided into the following classes:
 - (a) ***Class A Highways.***
 1. All state and federal highways are designated as Class A Highways.
 2. The setback from Class A Highways shall be 110 feet from the center line of a highway.
 - (b) ***Class B Highways.***
 1. All county trunks are hereby designated as Class B Highways. For the purpose of this ordinance, any road shall be considered a county trunk after it has been placed on the county trunk system by the county board and approved by the Division of Highways.

2. The setback from Class B Highways shall be 75 feet from the center line of such highway.
- (c) *Class C Highways.*
1. All town roads, public streets, and highways not otherwise classified are designated Class C Highways.
 2. The setback from Class C Highways shall be 63 feet from the center line of such highway.
- (5) Shoreland Structures. (NR 115.05(1)(b)1.) Unless exempt under s. 16.10(6) and (7) or reduced under s. 16.10(8), a setback of 75 feet from the ordinary high-water mark of any navigable waters to the nearest part of a building or structure shall be required for all buildings and structures.
- (a) *Exempt Structures.* (NR 115.05(1)(b)1m) and s. 59.692(1k)(a)(6). All of the following structures are exempt from the shoreland setback standards in s. 16.10(5):
1. Boathouses located entirely above the ordinary high-water mark and entirely within the access and viewing corridor that do not contain plumbing and are not used for human habitation.
 - a. The construction or placement of boathouses below the ordinary high-water mark of any navigable waters shall be prohibited.
 - b. Boathouses shall be designed and constructed solely for the storage of boats and related equipment
 - c. One boathouse is permitted on a lot as an accessory structure.
 - d. Boathouses shall be constructed in conformity with local floodplain zoning standards.
 - e. Boathouses shall not exceed one story and 500 sq. ft. in floor area. Height of side wall can be no higher than 10 feet.
 - f. The roof of a boathouse may be used as a deck provided that:
 - i. The boathouse has a flat roof.
 - ii. The roof has no side walls or screens.
 - iii. The roof may have a railing that meets the Department of Safety and Professional Services standards.
 - g. Earth toned color shall be required for all exterior surfaces of a boathouse.
 - h. The main door shall face the water.
 - i. Patio doors, fireplaces, and other features inconsistent with the use of the structure exclusively as a boathouse are not permitted.
 2. Open sided and screened structures such as gazebos, decks, patios, and screen houses in the shoreland setback area that satisfy the requirements in s. 59.692(1v), Wis. Stats.

- a. The part of the structure that is nearest to the water is located at least 35 feet landward from the ordinary high-water mark.
 - b. The floor area of all the structures in the shoreland setback area will not exceed 200 sq. ft.
 - c. The structure that is the subject of the request for special zoning permission has no sides or has open or screened sides.
 - d. The county must approve a plan that will be implemented by the owner of the property to preserve or establish a vegetative buffer zone that covers at least 70% of the half of the shoreland setback area that is nearest to the water.
 - e. An enforceable agreement must be filed with the Register of Deeds prior to construction acknowledging the limitations on vegetation.
3. Broadcast signal receivers, including satellite dishes or antennas that are one meter or less in diameter and satellite earth station antennas that are 2 meters or less in diameter.
 4. Utility transmission and distribution lines, poles, towers, water towers, pumping stations, well pump house covers, private on-site wastewater treatment systems that comply with ch. SPS 383, and other utility structures that have no feasible alternative location outside of the minimum setback and that employ best management practices to infiltrate or otherwise control storm water runoff from the structure.
 5. Devices or systems used to treat runoff from impervious surfaces.
 6. Walkways, stairways, or rail systems that are necessary to provide pedestrian access to the shoreline may according to the following standards:
 - a. The walkway or stairway shall be located so as to minimize earth disturbing activities and shoreland vegetation removal during construction and to be visually inconspicuous as viewed from the adjacent waterway and public roads.
 - b. The structure shall be located entirely within the access and viewing corridor.
 - c. The structure shall be no more than 60 inches wide.
 - d. Open railings not exceeding 42 inches in height are permitted only where required by safety concerns.
 - e. Canopies, roofs, and closed railings/walls on such structures are prohibited.
 - f. Stairways shall be supported on piles or footings rather than being excavated from erodible soils on steep slopes or bluff faces.

- g. Landings for stairways or docks are permitted only where required by safety concerns and shall not exceed 25 sq. ft. in area.
- (b) *Existing Exempt Structures.* Existing exempt structures that were legally constructed may be maintained, repaired, restored, rebuilt, and remodeled provided the activity does not expand the footprint and does not go beyond the three-dimensional building envelope of the existing structure. Counties may allow expansion of a structure beyond the existing footprint if the expansion is necessary to comply with applicable state or federal requirements.

NOTE: Section 59.692(1k)(a)2m prohibits counties from requiring any approval or imposing any fee or mitigation requirement for the activities specified in s. 16.10(7). However, it is important to note that property owners may be required to obtain permits or approvals and counties may impose fees under ordinances adopted pursuant to other statutory requirements, such as floodplain zoning, general zoning, sanitary codes, building codes, or even stormwater erosion control.

- (6) Reduced Principal Structure Setback. (s.59.692(1n)) A setback less than the 75 feet required setback from the ordinary high-water mark shall be permitted for a proposed principal structure and shall be determined as follows:
 - (a) Where there are existing principal structures in both directions, the setback shall equal the average of the distances the 2 existing principal structures are set back from the ordinary high-water mark provided all of the following are met:
 1. Both of the existing principal structures are located on adjacent lot to the proposed principal structure.
 2. Both of the existing principal structures are located within 250 feet of the proposed principal structure.
 3. Both of the existing principal structures are located less than 75 feet from the ordinary high-water mark.
 4. The average setback shall not be reduced to less than 35 feet from the ordinary high-water mark of any navigable water.

(7) Other Shoreland Requirements:

- (a) *Fences.*
 1. Beyond the building setback area, fences may be installed. They shall not exceed 4 feet in height in the shore yard side and shall not exceed 6 feet in height in the side yard and rear yard. They can be of chain link, split rail, or solid wood construction.
 2. They are located entirely on the owner's property and are maintained by the owner.

3. Fencing of agricultural and other open space lands shall comply with the provisions of Wis. Stats. Ch. 90.
- (b) *Travel Trailers or Recreational Vehicles.*
1. Travel trailers and recreational vehicles are permitted in the Recreational-Residential District and General Purpose District. They may be parked on the owners property provided there is not permanent habitation or business use conducted.
 2. Conditions and Restrictions:
 - a. The recreational unit must have a valid registration.
 - b. Only 1 recreational unit per lot in Recreational-Residential District, no more than 3 recreational units in General Purpose District.
 - c. Sanitary waste shall be provided by:
 - i. Connection to an approved POWTS, or
 - ii. Self-contained holding tank with disposal at an approved sanitary dump station, or
 - iii. A portable toilet.
 - d. The recreational units must meet all setback requirements for structures in the ordinance.
 - e. The maximum length of time a recreational unit may remain on the property is 120 calendar days in any given year.
- (c) *Signs.* Signs of the following type, size, and location shall be setback 75 feet from the ordinary high-water mark and should not exceed 32 sq. ft. in gross area. No sign shall be located, erected, moved, extended, enlarged, or structurally altered until a zoning/building permit has been issued.
1. Directory signs advertising a business or activity conducted, an area of interest, or a service available at a specific location with the County. Such signs shall not be more than 32 sq. ft. in gross area. There shall not be more than two such signs relating to any one use in the approaching directions along any highway. The sign shall not be within 300 feet of an existing residence and may not be placed within 20 feet of the right of way of the highway.
 2. Signs attached to commercial and industrial buildings advertising a business conducted or service available on the premises shall not exceed 32 sq. ft. in gross area and not be higher than 4 feet above the top of the roof line.
 3. On premise signs, advertising a public or semi-public use shall not exceed 32 sq. ft. in gross area and may not be placed within 20 feet of the right of way of the highway.
 4. Signs advertising a customary home occupation, sale, or rent of property shall not exceed 12 sq. ft. in gross area. These signs shall not require a permit.

5. Larger signs or a greater number of signs may be permitted upon the issuance of a special exception permit by the board of adjustment.
 6. Conditions and restrictions:
 - a. Signs shall not be designed and installed to imitate or simulate any highway marker, signal, or traffic control sign.
 - b. Signs shall not have any flashing, rotating lights, or animated parts.
 - c. Lighted signs shall not have any light emitted directly onto the roadway. No sign light bulb or lens cover shall be directly visible from the roadway.
 - d. Signs shall not be attached to trees, fence posts, fences, or utility structures and shall not be painted on a rock or other natural object.
 - e. Signs shall be kept in a good state of repair.
- (d) *Accessory Structures.* Any permanent, roofed structure serving as an accessory use if attached to the principal building by an enclosed structure shall be considered a part of the principal building. If an accessory structure is not attached to the principal building as specified above, it shall conform to the setback and other dimensional requirements for accessory buildings within the zoning district. Accessory uses are not permitted until their principal structure is present or under construction. However, the board of adjustment may permit accessory use to be located on a lot prior to the principal structure as special exception in accordance with s. 16.16(4) provided that the applicant provide a site plan, a time schedule for the construction of the principal use, and other information required under s. 16.16(4).
- (e) Structures which require authorization or permits from the Department of Natural Resources pursuant to Wis. Stats. chs. 30 and 31 or which are to be located below the ordinary high-water mark namely bridges, dams, culverts, piers, wharves, navigational aids, and waterway crossings of transmission lines shall comply with all applicable federal, state, county, and local regulations.
- (8) Bluff Setback For Lots That Abut On Lake Michigan.
- (a) *Finding of Fact.* Lake Michigan possesses unique ecological characteristics, water level fluctuations, and erosion hazards not found on other surface waters in Kewaunee County. Storms and record high Great Lake water levels have caused shoreline erosion, flooding, and property damage that have posed a threat to the health, safety, and general welfare of Kewaunee County; therefore, setbacks from Lake Michigan shall be increased from that for inland waters and Green Bay.

- (b) *Required Minimum Setback.* The minimum setback for all buildings and structures except piers, boat hoists, decks, and boathouses which may require a lesser setback shall be set back at least 75 feet from the edge of the bluff where the shore bluff height is 10 feet or less and 125 feet from the edge of the bluff where the shore bluff height is greater than 10 feet. Decks and patios must be behind the principal building setback line.
 - (c) *Reduced Building Setback-Variance.* The board of adjustment, pursuant to s. 16.16(5) of this ordinance, may approve a modification of the setback to no less than 75 feet upon submittal of acceptable engineering studies prepared by a licensed or certified engineer documenting the recession rate and the stable slope distance for the property. The recession rate is the horizontal distance the bank bluff edge is expected to recede from the ordinary high-water mark during the useful life of the structure, and the stable slope distance is the horizontal distance necessary for the bluff face to recede to a stable slope.
- (9) **Floodplain Structures.** (NR 115.05(1)(b)2.) Buildings and structures to be constructed or placed in a floodplain shall be required to comply with the Kewaunee County Floodplain Ordinance.

16.11 **Impervious Surface Standards.**

- (1) **Purpose.** (NR 115.05(1)(e)) Establish impervious surface standards to protect water quality, fish and wildlife habitat, and to protect against pollution of navigable waters. County impervious surface standards shall apply to the construction, reconstruction, expansion, replacement, or relocation of any impervious surface on a riparian lot or parcel and any nonriparian lot or parcel that is located entirely within 300 feet of the ordinary high-water mark of any navigable waterway.
- (2) **Calculation Of Percentage Of Impervious Surface.** (NR 115.05(1)(e)1.) Percentage of impervious surface shall be calculated by dividing the surface area of the existing and proposed impervious surfaces on the portion of a lot or parcel that is within 300 feet of the ordinary high-water mark by the total surface area of that lot or parcel, and multiplied by 100. Impervious surfaces described in s. 16.11(6) shall be excluded from the calculation of impervious surface on the lot or parcel. If an outlot lies between the ordinary high-water mark and the developable lot or parcel and both are in common ownership, the lot or parcel and the outlot shall be considered one lot or parcel for the purposes of calculating the percentage of impervious surface.

- (3) Impervious Surface Standard. (NR 115.05(1)(e)2.) Except as allowed in s. 16.11(4) – (6), allow up to 15% impervious surface on the portion of a lot or parcel that is within 300 feet of the ordinary high-water mark.
- (4) Impervious Surface Standard For Highly Developed Shorelines. (NR 115.05(1)(e)2m.) The county, at its discretion, may adopt an ordinance for highly developed shorelines allowing up to 30% for residential land use and up to 40% for commercial, industrial, or business land uses for lands that meets one of the following standards:
- (a) The highly developed shoreline is identified as an Urbanized Area or Urban Cluster in the 2010 US Census or has a commercial, industrial, or business land use as of January 31, 2013.
 - (b) After conducting a hearing and receiving approval by the Department of Natural Resources, the county has mapped additional areas of highly developed shorelines that are at least 500 feet in length and meet one of the following criteria:
 - 1. The majority of the lots are developed with more than 30% of impervious surface area.
 - 2. Located on a lake served by a sewerage system as defined in NR 110.03(30), Wis. Adm. Code.
 - a. Property along the Bay of Green Bay in Kewaunee County between the Brown County line and Door County line, within 300 ft. of the ordinary high-water mark. Town of Red River, part of sections 5, 6, 7, and 18. See Appendix A.
 - 3. The majority of the lots are less than 20,000 sq. ft. in area.
- (5) Maximum Impervious Surface. (NR 115.05(1)(e)3.) A property may exceed the impervious surface standard under s. 16.11(3) or (4) provided the following standards are met:
- (a) For properties where the impervious surface standard applies under s. 16.11(3), a property owner may have more than 15% impervious surface but not more than 30% impervious surface on the portion of a lot or parcel that is within 300 feet of the ordinary high-water mark.
 - (b) For properties on shorelands where the impervious surface standard for highly developed shorelines applies under s. 16.11(4), a property owner may have more than 30% impervious surface but not more than 40% impervious surface for residential land uses. For commercial, industrial, or business land uses, a property owner may have more than 40% impervious surface but not more than 60% impervious surface.
 - (c) For properties that exceed the standard under s. 16.11(3) or s. 16.11(4) but do not exceed the maximum standard under s. 16.11(5)(a) or (b), a permit can be issued for development with a mitigation plan that meets the standards found in s. 16.15(1).

- (6) Treated Impervious Surfaces. (NR 115.05(1)(e)3m. and s.59.692(1k)(a)1.e.) Impervious surfaces that can be documented to show they meet either of the following standards shall be excluded from the impervious surface calculations under s. 16.11(2).
- (a) The impervious surface is treated by devices such as stormwater ponds, constructed wetlands, infiltration basins, rain gardens, bio-swales, or other engineered systems.
 - (b) The runoff from the impervious surface discharges to an internally drained pervious area that retains the runoff on or off the parcel and allows infiltration into the soil.
- (7) Existing Impervious Surfaces. (NR 115.05(1)(e)4.) For existing impervious surfaces that were lawfully placed when constructed but that do not comply with the impervious surface standard in section 11.3 or the maximum impervious surface standard in s. 16.11(5), the property owner may do any of the following:
- (a) Maintain and repair the existing impervious surfaces.
 - (b) Replace existing impervious surfaces with similar surfaces within the existing building envelope.
 - (c) Relocate or modify an existing impervious surface with similar or different impervious surface, provided that the relocation or modification does not result in an increase in the percentage of impervious surface that existed on the effective date of the county shoreland ordinance and the impervious surface meets the applicable setback requirements in s. Wis. Adm. Code NR 115.05(1)(b).

NOTE: This section of the ordinance shall not be construed to supersede other provisions in the county shoreland ordinance. Maintenance, reconstruction, relocation, and expansion of existing structures must comply with other provisions in the county shoreland ordinance.

16.12 Vegetation.

- (1) Purpose. (NR 115.05(1)(c)) To protect natural scenic beauty, fish and wildlife habitat, and water quality, a county shall regulate removal of vegetation in shoreland areas consistent with the following: The county shall establish ordinance standards that consider sound forestry and soil conservation practices and the effect of vegetation removal on water quality, including soil erosion, and the flow of effluents, sediments, and nutrients.
- (2) Activities Allowed In A Vegetative Buffer Zone. (NR 115.05(1)(c)2.) To protect water quality, fish and wildlife habitat, natural scenic beauty, and

to promote preservation and restoration of native vegetation, the county ordinance shall designate land that extends from the ordinary high-water mark to a minimum of 35 feet inland as a vegetative buffer zone and prohibit removal of vegetation in the vegetative buffer zone except as follows:

- (a) The county may allow routine maintenance of vegetation.
- (b) The county may allow removal of trees and shrubs in the vegetative buffer zone to create access and viewing corridors. Per s. 59.692(1f)(b), Wis. Stats. The viewing corridor may be at least 35 feet wide for every 100 feet of shoreline frontage. The viewing corridor may run contiguously for the entire maximum width or shoreline frontage owned.
- (c) The county may allow removal of trees and shrubs in the vegetative buffer zone on a parcel with 10 or more acres of forested land consistent with “generally accepted forestry management practices” as defined in s. NR 1.25 (2) (b), and described in Department publication “Wisconsin Forest Management Guidelines” (publication FR-226), provided that vegetation removal be consistent with these practices.
- (d) The county may allow removal of vegetation within the vegetative buffer zone to manage exotic or invasive species, damaged vegetation, vegetation that must be removed to control disease, or vegetation creating an imminent safety hazard, provided that any vegetation removed be replaced by replanting in the same area as soon as practicable.
- (e) The county may authorize by permit additional vegetation management activities in the vegetative buffer zone. The permit issued under this paragraph shall require that all management activities comply with detailed plans approved by the county and designed to control erosion by limiting sedimentation into the water body, to improve the plant community by replanting in the same area, and to maintain and monitor the newly restored area. The permit also shall require an enforceable restriction to preserve the newly restored area.

NOTE: Section 59.692(1f)(a) prohibits counties from requiring a property owner to establish a vegetative buffer zone on previously developed land or expand an existing vegetative buffer zone. However, as part of a county’s shoreland mitigation standards the establishment or expansion of the vegetative buffer may remain an option.

- (3) Cutting More Than 35 Feet Inland. From the inland edge of the 35 foot area to the outer limits of the shoreland, the cutting of vegetation shall be allowed when accomplished using accepted forest management and soil conservation practices which protect water quality.

16.13 Filling, Grading, Lagooning, Dredging, Ditching, Excavating.

- (1) **General Standards.** (NR 115.05(1)(d)) Filling, grading, lagooning, dredging, ditching, and excavating may be permitted only in accordance with the provisions of s. NR 115.04, the requirements of ch. 30, Wis. Stats., and other state and federal laws where applicable, and only if done in a manner designed to minimize erosion, sedimentation, and impairment of fish and wildlife habitat, and natural scenic beauty.
 - (a) It is done in a manner designed to minimize erosion, sedimentation, and impairment of fish and wildlife habitat.
 - (b) Filling, grading, lagooning, dredging, ditching, or excavating in a shoreland-wetland district meets the requirements of s. 16.05(3)(b) and (c) of this ordinance.
 - (c) All applicable federal, state, and local authority is obtained in addition to a permit under this ordinance.
 - (d) Any fill placed in the shoreland area is protected against erosion by the use of riprap, vegetative cover, or a bulkhead.

- (2) **Permit Required.** Except as provided in s. 16.13(3), a permit is required:
 - (a) For any filling or grading of any area which is within 300 feet landward of the ordinary high-water mark of navigable water and which has surface drainage toward the water and on which there is either:
 1. Any filling or grading on slopes of more than 20%.
 2. Filling or grading of more than 1,000 sq. ft. on slopes of 12%-20%.
 3. Filling or grading of more than 2,000 sq. ft. on slopes less than 12%.
 - (b) **Special Exceptions.** A special exception permit shall be required for the following:
 1. For any filling, grading, and excavating of any area within the shoreland district which is within 300 feet horizontal distance of navigable water and on which there is:
 - a. Filling, grading, and excavating greater than 5,000 sq. ft.
 2. For any construction or dredging commenced on any artificial waterway, canal, ditch, lagoon, pond, lake, or similar waterway which is within 300 feet landward of the ordinary high-water mark of a navigable body of water or where the purpose is the ultimate connection with a navigable body of water.
 - (c) **Conditions.** In granting a permit under s. 16.13(2), the county shall attach the following conditions, where appropriate, in addition to those provisions specified in s. 16.16(4), that:
 1. The smallest amount of bare ground shall be exposed for as short a time as feasible.

2. Temporary ground cover, such as mulch or jute netting, shall be used and permanent vegetative cover shall be established.
3. Diversion berms or bales, silting basins, terraces, filter fabric fencing, and other methods shall be used to prevent erosion.
4. Lagoons shall be constructed to avoid fish trap conditions.
5. Fill shall be stabilized according to accepted engineering standards.
6. Filling shall comply with any local floodplain zoning ordinance and shall not restrict a floodway or destroy the flood storage capacity of a floodplain.
7. Channels or artificial watercourses shall be constructed with side slopes of 2 units horizontal distance to 1 unit vertical or flatter which shall be promptly vegetated, unless bulkheads or riprap are provided.
8. In shoreland areas with no floodplain mapped, a minimum 35 ft. no fill area is required from the ordinary high-water mark. If floodplain analysis is submitted and approved by the Department, the 35 foot no fill area may be reduced.

(3) Soil Conservation Practices And Agricultural Drainage Maintenance.

- (a) Soil conservation practices such as tiles terraces, runoff diversions, and grassed waterways used for erosion control shall not require a permit under s. 16.13(2) when designed and constructed to Natural Resources Conservation Service technical standards.
- (b) The maintenance of existing agricultural drainage systems shall be permitted in conformity with the following construction standards:
 1. The maintenance dredging of farm drainage ditches is limited to re-establishing the original ditch cross section unless a special exception permit under s. 16.13(2)(b) is obtained.
 2. Ditch banks shall be constructed at a slope of 2 horizontal to 1 vertical (50% grade).
 3. Ditch banks shall be maintained in a sod cover and free of woody vegetation.

16.14 Nonconforming Uses And Structures.

- (1) Discontinued Nonconforming Use. (NR 115.05(1)(g)3.) If a nonconforming use is discontinued for a period of 12 months, any future use of the building, structure, or property shall conform to this ordinance.
- (2) Maintenance, Repair, Replacement Or Vertical Expansion Of Nonconforming Structures. (s. 59.692(1k)(a)1.b. and d.) An existing structure that was lawfully placed when constructed but that does not comply with the required shoreland setback may be maintained, repaired, replaced, rebuilt, or remodeled if the activity does not expand the footprint of the nonconforming structure. Further, an existing structure that was

lawfully placed when constructed but that does not comply with the required shoreland setback may be vertically expanded unless the vertical expansion would extend more than 35 feet above grade level. Counties may allow expansion of a structure beyond the existing footprint if the expansion is necessary to comply with applicable state or federal requirements.

NOTE: Section 59.692 (1k)(a)1.b. and d.) prohibits counties from requiring any approval or imposing any fee or mitigation requirement for the activities specified in section 14.4. However, it is important to note that property owners may be required to obtain permits or approvals and counties may impose fees under ordinances adopted pursuant to other statutory requirements, such as floodplain zoning, general zoning, sanitary codes, building codes, or even stormwater erosion control.

NOTE: NR 115.05(1)(b)1m lists structures that are exempt from the shoreland setback. These structures are considered conforming structures and are not considered nonconforming structure. Structures that were granted variances or illegally constructed structures are not considered nonconforming structures.

- (3) Lateral Expansion Of Nonconforming Principal Structure Within The Setback. (NR 115.05(1)(g)5.) An existing principal structure that was lawfully placed when constructed but that does not comply with the required building setback per s. 16.10(5), (6), (7), and (8) may be expanded laterally, provided that all of the following requirements are met:
 - (a) The use of the structure has not been discontinued for a period of 12 months or more if a nonconforming use.
 - (b) The existing principal structure is at least 35 feet from the ordinary high-water mark.
 - (c) Lateral expansions are limited to a maximum of 200 sq. ft. over the life of the structure. No portion of the expansion may be closer to the ordinary high-water mark than the closest point of the existing principal structure.
 - (d) The county shall issue a permit that requires a mitigation plan that shall be approved by the county and implemented by the property owner by the date specified in the permit. The mitigation plan shall meet the standards found in s. 16.15.
 - (e) All other provisions of the shoreland ordinance shall be met.

- (4) Expansion Of A Nonconforming Principal Structure Beyond Setback. (NR 115.05(1)(g)(5m.) An existing principal structure that was lawfully placed when constructed but that does not comply with the required building setback under s. 16.10(5), (6), (7), and (8), may be expanded horizontally, landward or vertically provided that the expanded area meets

the building setback requirements per s. 16.10(5), (6), (7), and (8) and that all other provisions of the shoreland ordinance are met. A mitigation plan is not required solely for expansion under this paragraph but may be required per s. 16.11.

- (5) Relocation Of Nonconforming Principal Structure. (NR 115.05(1)(g)6.) An existing principal structure that was lawfully placed when constructed but that does not comply with the required building setback per s. 16.10(5), (6), (7), and (8) may be relocated on the property provided all of the following requirements are met:
- (a) The use of the structure has not been discontinued for a period of 12 months or more if a nonconforming use.
 - (b) The existing principal structure is at least 35 feet from the ordinary high-water mark.
 - (c) No portion of the relocated structure is located any closer to the ordinary high-water mark than the closest point of the existing principal structure.
 - (d) The county determines that no other location is available on the property to build a principal structure of a comparable size to the structure proposed for relocation that will result in compliance with the shoreland setback requirement per s. 16.10(5).
 - (e) The county shall issue a permit that requires a mitigation plan that shall be approved by the county and implemented by the property owner by the date specified in the permit. The mitigation plan shall meet the standards found in s. 16.15 and include enforceable obligations of the property owner to establish or maintain measures that the county determines are adequate to offset the impacts of the permitted expansion on water quality, near-shore aquatic habitat, upland wildlife habitat, and natural scenic beauty. The mitigation measures shall be proportional to the amount and impacts of the replaced or relocated structure being permitted. The obligations of the property owner by the date under the mitigation plan shall be evidenced by an instrument recorded in the office of the County Register of Deeds.
 - (f) All other provisions of the shoreland ordinance shall be met.
- (6) Maintenance, Repair, Replacement Or Vertical Expansion Of Structures That Were Authorized By Variance. (s. 59.692(1k)(a)2. and (a)4.) A structure of which any part has been authorized to be located within the shoreland setback area by a variance granted before July 15, 2015 may be maintained, repaired, replaced, restored, rebuilt, or remodeled if the activity does not expand the footprint of the authorized structure. Additionally, the structure may be vertically expanded unless the vertical expansion would extend more than 35 feet above grade level. Counties may allow expansion of a structure beyond the existing footprint if the

expansion is necessary to comply with applicable state or federal requirements.

NOTE: Section 59.692(1k)(a)2 prohibits counties from requiring any approval or imposing any fee or mitigation requirement for the activities specified in s. 16.14(6). However, it is important to note that property owners may be required to obtain permits or approvals and counties may impose fees under ordinances adopted pursuant to other statutory requirements, such as floodplain zoning, general zoning, sanitary codes, building codes, or even stormwater erosion control.

- (7) Wet Boathouses. The maintenance and repair of nonconforming boathouses which extend beyond the ordinary high-water mark of any navigable waters shall be required to comply with s. 30.121, Wis. Stats.

16.15 Mitigation

- (1) General Standards. (s. 59.692(1v), Wis. Stats., NR 115.05 (1)(e)3.,(g)5.,(g)6.) When the county issues a permit requiring mitigation under ss. 16.10(5), 16.10(6), 16.11(5), 16.14(3), and 16.14(5), the property owner must submit a mitigation plan application that is reviewed and approved by the county. The application shall include the following:
- (a) A site plan that describes the proposed mitigation measures:
 - 1. The site plan shall be designed and implemented to restore natural functions lost through development and human activities.
 - 2. The mitigation measures shall be proportional in scope to the impacts on water quality, near-shore aquatic habitat, upland wildlife habitat, and natural scenic beauty.
 - (b) An implementation schedule and enforceable obligation on the property owner to establish and maintain the mitigation measures.
 - 1. The enforceable obligations shall be evidenced by an instrument recorded in the office of the Register of Deeds.
- (2) Mitigation Options.
- (a) Vegetative buffer required as mitigation under open sided provision (s. 16.10(5)(a)2.d.). The property owner shall choose and implement two (2) of the following:
 - 1. Restoration of native primary vegetative buffer to county vegetative buffer standards per s. 16.15(4).
 - 2. The associated private onsite waste treatment system must be evaluated and upgraded as appropriate in compliance with ch. SPS 383, Wis. Administrative Code.
 - 3. Stormwater management practices (e.g., rain gardens, water diversions of overland flow).

- (b) Horizontal expansion of principal structure located between 35 and 75 feet from the ordinary high-water mark and which is less than 35 feet in height (s. 16.14(3)).
 - 1. Removal of all nonconforming accessory structures located in the shore setback area. This requirement shall not apply to a detached garage which is in good repair and located at least as far from the ordinary high-water mark as the principal structure on the property.
 - 2. The property owner shall choose and implement two (2) of the following:
 - a. Restoration of native primary vegetative buffer to county vegetative buffer standards per s. 16.15(4).
 - b. The associated private onsite waste treatment system must be evaluated and upgraded as appropriate in compliance with ch. SPS 383, Wis. Administrative Code.
 - c. Stormwater management practices (e.g., rain gardens, water diversions of overland flow).
- (c) Replacement or relocation of principal structure located between 35 and 75 feet from the ordinary high-water mark and which is less than 35 feet in height.
 - 1. Removal of all nonconforming accessory structures located in the shore setback area. This requirement shall not apply to a detached garage which is in good repair and located at least as far from the ordinary high-water mark as the principal structure on the property.
 - 2. The property owner shall choose and implement two (2) of the following:
 - a. Restoration of native primary vegetative buffer to county vegetative buffer standards per s. 16.15(4).
 - b. The associated private onsite waste treatment system must be evaluated and upgraded as appropriate in compliance with ch. SPS 383, Wis. Administrative Code.
 - c. Stormwater management practices (e.g., rain gardens, water diversions of overland flow).
- (d) Impervious surface area greater than 15% and/or less than or equal to 30%, and greater than 30% for highly developed shorelands (s. 16.11(3) and (4)).
 - 1. Removal of all nonconforming accessory structures located in the shore setback area. This requirement shall not apply to a detached garage that is in good repair and located at least as far from the ordinary high-water mark as the principal structure on the property.
 - 2. The property owner shall choose and implement two (2) of the following:
 - a. Restoration of native primary vegetative buffer to county vegetative buffer standards per s. 16.15(4).

- b. The associated private onsite waste treatment system must be evaluated and upgraded as appropriate in compliance with ch. SPS 383, Wis. Administrative Code.
 - c. Stormwater management practices (e.g., rain gardens, water diversions of overland flow).
- (3) Implementation Schedule. The approved Shoreland Buffer Restoration Site Plan must be started within 1 year from the issue date of the applicable permit. All plantings and any other activities in the Shoreland Buffer Restoration Site Plan must be completed within 2 years of the permit issue date.
- (4) Establishment Of A Vegetation Buffer Zone.
 - (a) The owner(s) or their agent must submit a plan that will be implemented by the owner of the property to establish, preserve, enhance, and/or restore a vegetative buffer zone that covers at least 70% of the half of the shoreland setback area that is nearest to the water. The plan must be approved by the County Zoning Office.
 - (b) For the plan to be approved:
 - 1. It must be binding on the owner, his/her heirs, successors, and assignees, and must authorize entrance onto the property by zoning staff for inspections to assure compliance with the plan.
 - 2. The agreement shall be written and recordable on forms provided by the County Zoning Office and recorded with the Register of Deeds. This also applies to preservation of an existing natural buffer.
 - 3. Failure to comply with the plan and/or subsequent removal of vegetation from the vegetative buffer zone will cause the County Zoning Office to revoke the special zoning permit and order the removal of any structure(s) authorized by a special zoning permit.
 - (c) To be considered for approval a plan to establish, preserve, enhance, and/or restore a vegetative buffer zone shall, at a minimum, contain:
 - 1. A binding agreement with the owner, his/her heirs, successors, and assignees, must authorize entrance onto the property by zoning staff for inspections to assure compliance with the plan. The agreement shall be written and recordable on forms provided by the County Zoning Office and recorded with the Register of Deeds. This also applies to preservation of an existing natural buffer.
 - 2. A description of how the landowner intends to carry out the project, including methods, materials, and equipment to be used.
 - 3. A proposed schedule and sequence of work activities.

4. The names, descriptions, and densities of native species to be utilized in the restoration work, including ground cover, shrubs, and tree layers.
 5. A description of the site before the project begins and a description of the proposed site once the buffer is completed.
 6. The erosion control measures that will be used during construction of the permitted structure and vegetative buffer zone to control sediment, runoff, and protect water quality.
- (d) To be considered for approval a plan to establish, preserve, enhance, and/or restore an existing native vegetative buffer zone shall, at a minimum, contain:
1. A description of how the homeowner intends to maintain the buffer including “no mow” plans.
 2. There shall be supplemental plantings of native species every 100 sq. ft. which at a minimum will result in the following:
 - a. One (1) tree (minimum 3 species).
 - b. Two (2) shrubs (minimum 4 species), and
 - c. Seventy (70) plugs of ground cover or approved seed mix.
 3. Removal of non-native species (e.g. purple loostrife).
 4. The erosion control measures that will be used during construction of the permitted structure and any disturbance in the vegetative buffer zone due to planting or removal of non-natives to control sediment, runoff, and protect water quality.
- (e) The plan must be implemented, the vegetative buffer planted, and the vegetation must be in a viable, growing condition for at least one growing season before a special zoning permit to build a structure is granted.
- (f) A shoreland grading (earth disturbance) permit may be required to implement a vegetative buffer zone plan.
- (g) Removal of the shoreyard structure will not relinquish the recorded agreement or permit the removal, destruction, degradation, and/or reduction in size of the shoreland vegetative buffer.

16.16 Administrative Provisions.

- (1) Zoning Office. There is hereby created the zoning office as authorized by s. 59.69, Wis. Stats., and a board of adjustment as authorized by s. 59.694, Wis. Stats. The appointment of a zoning administrator and such additional staff as the workload may require. The zoning office shall exercise the following duties and powers:
- (a) Advise applicants as to the provisions of this ordinance and assist them in preparing permit applications and appeal forms.
 - (b) Issue permits and inspect properties for compliance with this ordinance. A system of permits for new construction, development, reconstruction, structural alteration, or moving of buildings and structures. A copy of applications shall be required

to be filed in the office of the county zoning administrator, unless prohibited by s. 59.692(1k), Wis. Stats.

- (c) Keep records of all permits issued, inspections made, work approved, and other official actions.
- (d) A variance procedure which authorizes the board of adjustment to grant such variance from the terms of the ordinance as will not be contrary to the public interest where, owing to special conditions and the adoption of the shoreland zoning ordinance, a literal enforcement of the provisions of the ordinance will result in unnecessary hardship. Provide copies of variances, special exceptions, and decisions on appeals for map or text interpretations and map or text amendments within 10 days after they are granted or denied to the appropriate office of the Department.
- (e) Have access to any structure or premises during regular work hours for the purpose of performing his/her duties. Regular inspection of permitted work in progress to insure conformity of the finished structures with the terms of the ordinance.
- (f) Investigate and report violations of this ordinance to the appropriate county zoning committee and the district attorney or corporation counsel as necessary.

(2) Shoreland Permits.

- (a) *When required.* Except where another section of this ordinance specifically exempts certain types of development from this requirement (as in s. 16.05(3)(a) and (b)), a shoreland permit shall be obtained from the zoning office before any new development, as defined in s. 16.02, or any change in the use of the existing building or structure, is initiated.
- (b) *Application.* An application for a shoreland permit shall be made to the zoning administrator upon forms furnished by the county.
 - 1. Erosion control is required as per Best Management Practices.
- (c) *Fees.* As established in the Kewaunee County Shoreland Zoning & Sanitary Fee Schedule.
- (d) *Expiration Of Permit.* Shoreland permits shall expire 24 months from date of issuance.

- (3) Relaxation Of Standards For Persons With Disabilities Applies To All Shoreland Areas. The zoning office may issue a shoreland permit to relax the standards of this ordinance in order to provide reasonable accommodation of persons with disabilities as required by provisions of federal and state law. Such relaxation shall be consistent with federal guidelines for accommodation of persons with disabilities and shall, where practicable, be terminated when the facility is no longer in use by a disabled person. A person applying for a permit for construction under this section shall establish the nature and extent of the disability and that

the relaxation requested is the minimum necessary to provide reasonable use of the facility.

(4) Special Exception Permits.

(a) *Application For A Special Exception Permit.* Any use listed as a special exception permit in this ordinance shall be permitted only after an application has been submitted to the zoning administrator and a special exception permit has been granted by the board of adjustment.

(b) *Standards Applicable To All Special Exceptions.* In passing upon a special exception permit, the board of adjustment shall evaluate the effect of the proposed use upon:

1. The maintenance of safe and healthful conditions.
2. The prevention and control of water pollution including sedimentation.
3. Compliance with local floodplain zoning ordinances and opportunity for damage to adjacent properties due to altered surface water drainage.
4. The erosion potential of the site based upon degree and direction of slope, soil type, and vegetative cover.
5. The location of the site with respect to existing or future access roads.
6. The need of the proposed use for a shoreland location.
7. Its compatibility with uses on adjacent land.
8. The amount of liquid and solid wastes to be generated and the adequacy of the proposed disposal systems.
9. Location factors under which:
 - a. Domestic uses shall be generally preferred.
 - b. Uses not inherently a source of pollution within an area shall be preferred over uses that are or may be a pollution source.
 - c. Use locations within an area tending to minimize the possibility of pollution shall be preferred over use locations tending to increase that possibility.

(c) *Conditions Attached To Special Exceptions.* Upon consideration of the factors listed above, the board of adjustment shall attach such conditions, in addition to those required elsewhere in this ordinance, as are necessary to further the purposes of this ordinance. Violations of any of these conditions shall be deemed a violation of this ordinance. Such conditions may include specifications for, without limitation because of specific enumeration: type of shore cover; specific sewage disposal and water supply facilities; landscaping and planting screens; period of operation; operational control; sureties; deed restrictions; location of piers, docks, parking, and signs; and type of construction. To secure information upon which to base its determination, the board

of adjustment may require the applicant to furnish, in addition to the information required for a shoreland permit, the following information:

1. A plan of the area showing surface contours, soil types, ordinary high-water marks, ground water conditions, subsurface geology, and vegetative cover.
 2. Location of buildings, parking areas, traffic access, driveways, walkways, piers, open space, and landscaping.
 3. Plans of buildings, sewage disposal facilities, water supply systems, and arrangement of operations.
 4. Specifications for areas of proposed filling, grading, lagooning, or dredging.
 5. Other pertinent information necessary to determine if the proposed use meets the requirements of this ordinance.
- (d) *Notice, Public Hearing, And Decision.* Before acting upon an application for a special exception permit, the board of adjustment shall hold a public hearing. Notice of such public hearing specifying the time, place, and matters to come before the board, shall be given as a Class 2 notice under Ch. 985, Wis. Stats. Such notice shall be provided to the appropriate district office of the Department at least 10 days prior to the hearing. The board shall state in writing the grounds for granting or refusing a special exception permit.
- (e) *Recording.* When a special exception permit is approved, an appropriate record shall be made of the land use and structures permitted and such permit shall be applicable solely to the structures, use, and property so described. A copy of any decision on a special exception permit shall be provided to the appropriate district office of the Department within 10 days after it is granted or denied.
- (f) *Revocation.* Where the conditions of a special exception permit are violated, the special exception permit shall be revoked by the board of adjustment.

(5) Variances.

- (a) *Decision.* The board of adjustment may grant upon appeal a variance from the dimensional standards of this ordinance where an applicant convincingly demonstrates that:
1. Literal enforcement of the provisions of the ordinance will result in unnecessary hardship on the applicant.
 2. The hardship is due to special conditions unique to the property.
 3. Such variance is not contrary to the public interest.
- (b) *Notice, Hearing, And Decision.* Before acting on an application for a variance, the board of adjustment shall hold a public hearing. Notice of such hearing specifying the time, place, and matters of

concern, shall be given a Class 2 notice under Ch. 985, Wis. Stats. Such notice shall be provided to the appropriate district office of the Department at least 10 days prior to the hearing. The board shall state in writing the reasons for granting or refusing a variance and shall provide a copy of such decision to the appropriate Department office within 10 days of the decision.

(6) **Board Of Adjustment.** The county executive shall appoint a board of adjustment consisting of five members under s. 59.694(3), Wis. Stats. The county board shall adopt such rules for the conduct of the business of the board of adjustment as required by s. 59.694(3), Wis. Stats.

(a) *Powers And Duties:*

1. The board of adjustment shall adopt such additional rules as it deems necessary and may exercise all of the powers conferred on such boards by s. 59.694(3), Wis. Stats.
2. It shall hear and decide appeals where it is alleged there is error in any order, requirements, decision, or determination made by an administrative official in the enforcement or administration of this ordinance.
3. It shall hear and decide applications for special exception permits pursuant to s. 16.16(4).
4. It may grant a variance from the dimensional standards of this ordinance pursuant to s. 16.16(5).
5. In granting a special exception permit or variance, the board may not impose conditions which are more restrictive than any of the specific standards in the ordinance. Where the ordinance is silent as to the extent of restriction, the board may impose any reasonable permit conditions to affect the purpose of this ordinance.

(b) *Appeals to the Board of Adjustment.* Appeals to the board of adjustment may be made by any person aggrieved or by an officer, department, board or bureau of the county affected by any decision of the zoning administrator or other administrative officer. Such appeal shall be made within a reasonable time, as provided by the rules of the board, by filing with the officer whose decision is in question, and with the board of adjustment, a notice of appeal specifying the reasons for the appeal. The zoning administrator or other officer whose decision is in question shall promptly transmit to the board all the papers constituting the record concerning the matter appealed.

(c) *Hearing Appeals And Applications For Variances And Special Exception Permits.*

1. The board of adjustment shall fix a reasonable time for a hearing on the appeal or application. The board shall give public notice thereof by publishing a Class 2 notice under Ch. 985, Wis. Stats., specifying the date, time, and place of the

hearing and the matters to come before the board. Notice shall be mailed to the parties in interest. Written notice shall be given to the appropriate district office of the Department at least 10 days prior to hearings on proposed shoreland variances, special exceptions (conditional uses), and appeals for map or text interpretations.

2. A decision regarding the appeal or application shall be made as soon as practical. Copies of all decisions on shoreland variances, special exceptions (conditional uses), and appeals for map or text interpretations shall be submitted to the appropriate district office of the Department within 10 days after they are granted or denied.
3. The final disposition of an appeal or application to the board of adjustment shall be in the form of a written resolution or order signed by the chairman and secretary of the board. Such resolution shall state the specific facts which are the basis of the board's determination and shall either affirm, reverse, vary, or modify the order, requirements, decision, or determination appealed, in whole or in part, dismiss the appeal for lack of jurisdiction or prosecution or grant the application.
4. At the public hearing, any party may appear in person or by agent or by attorney.

- (7) Fees. As established in the Kewaunee County Shoreland Zoning & Sanitary Fee Schedule.

16.17 Changes And Amendments. The county board may from time to time, alter, supplement or change the boundaries of use districts and the regulations contained in this ordinance in accordance with the requirements of s. 59.692, Wis. Stats., ch. NR 115, Wis. Adm. Code and s. 16.05(5) of this ordinance where applicable.

- (1) Amendments to this ordinance may be made on petition of any interested party as provided in s. 59.692, Wis. Stats.
- (2) Every petition for a text or map amendment filed with the county clerk shall be referred to the county zoning agency. A copy of each petition shall be mailed to the appropriate office of the Department within 5 days of the filing of the petition with the county clerk. Written notice of the public hearing to be held on a proposed amendment shall be provided to the appropriate district office of the Department at least 10 days prior to the hearing.
- (3) A copy of the county board's decision on each proposed amendment shall be forwarded to the appropriate district office of the Department within 10 days after the decision is issued.

- 16.18 Enforcement And Penalties. Any development, any building or structure constructed, moved or structurally altered, or any use established after the effective date of this ordinance in violation of the provisions of this ordinance, by any person, firm, association, corporation (including building contractors or their agents) shall be deemed a violation. The zoning administrator or the county zoning agency shall refer violations to the district attorney or corporation counsel who shall expeditiously prosecute violations. Any person, firm, association or corporation who violates or refuses to comply with any of the provisions of this ordinance shall be subject to a forfeiture of not less than ten (\$10.00) dollars nor more than two hundred (\$200.00) dollars per offense, together with the taxable costs of action. Each day which the violation exists shall constitute a separate offense. Every violation of this ordinance is a public nuisance and the creation thereof may be enjoined and the maintenance thereof may be abated pursuant to s. 59.97(11), Wis. Stats. As appropriate, the Kewaunee County Uniform Citation Ordinance shall apply to the enforcement of this ordinance.
- 16.19 Effective Date. This ordinance, upon passage and publication by the County Board of Supervisors of Kewaunee County, Wisconsin, shall be effective in all of the unincorporated areas within Kewaunee County.

APPENDIX A ATTACHED



ORDINANCE NO.

KEWAUNEE COUNTY SALES AND USE TAX ORDINANCE

THE KEWAUNEE COUNTY BOARD OF SUPERVISORS DO HEREBY ORDAIN AS FOLLOWS:

- 1 **STATUTORY AUTHORIZATION.** This ordinance is adopted pursuant to the authorization of
- 2 subchapter V of chapter 77 of the Wisconsin Statutes.
- 3
- 4 **NOW, THEREFORE, BE IT RESOLVED,** by the Kewaunee County Board of Supervisors, duly
- 5 assembled this 20th day of September 2016, that the Board hereby adopts the Kewaunee County
- 6 Sales and Use Tax Ordinance, as set forth in the attachment hereto.
- 7
- 8 **EFFECTIVE DATE.** This ordinance shall become effective April 1, 2017.

Respectfully Submitted,

FINANCE & PUBLIC PROPERTY COMMITTEE

Lee Luft, Chair

Thomas J. Romdenne

Chris Rasmussen

John E. Mastalir

Virginia Haske

APPROVED AS TO FORM

Jeffrey R. Wisnicky
Corporation Counsel

FISCAL IMPACT STATEMENT:

	Y E S	N O	A B S E N T	A B S T A I N
Benes, P				
Cravillon, D.				
Dobbins, M.				
Doell, D.				
Haske, V.				
Jahnke, S.				
Kirchman, L.				
Luft, L.				
Mastalir, J.				
Paape, G.				
Pagel, J.				
Paider, R.				
Rasmussen, C.				
Romdenne, T.				
Shillin, K.				
Sinkula, L.				
Teske, L.				
Thomas, D.				
Wagner, C.				
Weidner, R.				
TOTALS				

Chapter 35

County Sales and Use Tax Ordinance

- 35.01 Authority
 - 35.02 Purpose
 - 35.03 County Sales and Use Tax
 - 35.04 Sales and Use Tax Rate
 - 35.05 Conformity to State Laws
 - 35.06 Effective Date
-

- 35.01 Authority. This ordinance is enacted under the authority of subchapter V of chapter 77 of the Wisconsin Statutes, and acts amendatory thereto.
- 35.02 Purpose. The sole purpose of enacting this ordinance is to utilize revenues from the county sales and use tax to reduce the property tax levy.
- 35.03 County Sales and Use Tax. Pursuant to, and in strict conformity with, the provisions of subchapter V of chapter 77 of the Wisconsin Statutes, Kewaunee County does hereby elect to impose a county sales and use tax in the manner and to the extent permitted by subchapter V of chapter 77 of the Wisconsin Statutes.
- 35.04 Sales and Use Tax Rate. The sales and use tax imposed by this ordinance shall be at the rate of 0.5%.
- 35.05 Conformity To State Laws. It is the express intent of Kewaunee County that the construction, application, and administration of this ordinance to all persons in all situations shall conform to the laws of the State of Wisconsin in all respects, and it shall be so construed, applied and administered.
- 35.06 Effective Date. This ordinance shall become effective April 1, 2017.



RESOLUTION NO.

**RESOLUTION IN HONOR OF
THE HONORABLE DENNIS J. MLEZIVA
ON HIS RETIREMENT FROM THE
KEWAUNEE COUNTY CIRCUIT COURT**

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

- 1 **WHEREAS**, Judge Dennis J. Mleziva was born and raised in the Town of Montpelier, Kewaunee
2 County and in 1968 was a member of the first graduating class of newly formed Luxemburg -
3 Casco High School; and
4
5 **WHEREAS**, Judge Dennis J. Mleziva started his legal career in the Village of Casco in 1975
6 upon his graduation from the University of Wisconsin Law School; and
7
8 **WHEREAS**, Judge Dennis J. Mleziva served as the Kewaunee County District
9 Attorney/Corporation Counsel from 1977 to 1979; and
10
11 **WHEREAS**, Judge Dennis J. Mleziva was elected Kewaunee County Circuit Court Judge in
12 1992 where he served with honor and distinction for 24 years until his retirement on July 31,
13 2016; and
14
15 **WHEREAS**, Judge Dennis J. Mleziva is a man of integrity, honor, and generosity, and is a well-
16 respected and beloved member of the legal community; and
17
18 **WHEREAS**, Judge Dennis J. Mleziva's legacy is his service to our community, his commitment
19 to the rule of law, and his consummate professionalism.
20
21 **NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors, duly
22 assembled this 16th day of August 2016, that the Board hereby conveys its deepest gratitude to
23 Judge Dennis J. Mleziva for his distinguished and dedicated service to the citizens of Kewaunee
24 County, and honors him on his retirement from the Kewaunee County Circuit Court.

Respectfully Submitted,

KEWAUNEE COUNTY BOARD OF SUPERVISORS

Robert A. Weidner, Chair
Supervisor, District 4

Linda Sinkula, Vice Chair
Supervisor, District 11

Gerald Paape Supervisor, District 1	Larry Kirchman Supervisor, District 2
Charles R. Wagner Supervisor, District 3	Chris Rasmussen Supervisor District 5
Donna Thomas Supervisor, District 6	Dennis Cravillion Supervisor, District 7
Douglas R. Doell Supervisor, District 8	Scott Jahnke Supervisor, District 9
Ron Paider Supervisor, District 10	Mary Ellen Dobbins Supervisor, District 12
John T. Pagel Supervisor, District 13	Thomas J. Romdenne Supervisor, District 14
Linda J. Teske Supervisor, District 15	Virginia Haske Supervisor, District 16
Patrick F. Benes Supervisor, District 17	Lee Luft Supervisor, District 18
John E. Mastalir Supervisor, District 19	Kaye Shillin Supervisor, District 20

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



RESOLUTION NO.

A RESOLUTION HONORING THE CONTRIBUTIONS OF LOCAL LAW ENFORCEMENT OFFICERS

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

- 1 **WHEREAS**, the Kewaunee County Sheriff's Department, the Algoma Police Department, the Luxemburg
- 2 Police Department and the Kewaunee Police Department protect and serve our communities; and
- 3
- 4 **WHEREAS**, the brave, talented and professional men and women who serve as our law enforcement
- 5 officers selflessly put their lives on the line to maintain our safety and quality of life; and
- 6
- 7 **WHEREAS**, the contributions of our law enforcement officers extends beyond the line of duty and
- 8 enriches our communities with their families, community leadership and volunteerism; and
- 9
- 10 **WHEREAS**, our law enforcement officers continue to serve bravely day in, day out, regardless of the
- 11 new and evolving dangers facing law enforcement personnel.
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED** by the Kewaunee County Board of Supervisors, duly
- 14 assembled this 16th day of August 2016, that the Board honors the law enforcement officers that serve
- 15 and protect our communities.

Respectfully Submitted,

LAW ENFORCEMENT & EMERGENCY MANAGEMENT COMMITTEE

Linda Sinkula, Chair

Scott Jahnke

Patrick F. Benes

Chris Rasmussen

APPROVED AS TO FORM
Jeffrey R. Wisnicky
Corporation Counsel

FISCAL IMPACT STATEMENT:

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



RESOLUTION NO.

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

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

- 1 **WHEREAS**, the Town Board of the Town of Carlton has petitioned the Kewaunee County Highway
- 2 Commissioner for bridge aid to repair or construct the St. Peters Road Bridge located in Section(s) 5 & 6
- 3 in the Town of Carlton pursuant to §82.08, Wisconsin Statutes; and
- 4
- 5 **WHEREAS**, Section 82.08(3), Wisconsin Statutes, provides the Town and the County shall each pay
- 6 one-half of the cost of construction or repair of a bridge; and
- 7
- 8 **WHEREAS**, the estimated local cost of said bridge construction is \$80,000.00. The remaining costs for
- 9 this project will be paid with federal project funding; and
- 10
- 11 **WHEREAS**, the Town of Carlton hereby petitions the Honorable Kewaunee County Board of
- 12 Supervisors to raise \$40,000.00 to cover the County's share of said cost of the bridge construction
- 13 and/or repairs.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors, duly
- 16 assembled this 16th day of August 2016, that the Board hereby approves the petition of the Town of
- 17 Carlton and agrees to contribute the sum of \$40,000.00 representing the County's share of the costs to
- 18 construct and/or repair the aforementioned bridge.
- 19
- 20 **BE IT FURTHER RESOLVED**, the \$40,000.00 shall be paid from the County Aid Bridge Fund.

Respectfully Submitted,

HIGHWAY AND SOLID WASTE COMMITTEE

Larry Kirchman, Chair

Thomas J. Romdenne

Gerald Paape

John E. Mastalir

Patrick F. Benes

FISCAL IMPACT STATEMENT:

The \$80,000 estimate may increase and additional funding may be required for this project. This project is funded 20% locally (town & county) and 80% from federal dollars. Design and engineering costs are being incurred at this time. The Highway Department has anticipated this bridge and has budgeted \$10,000 per year for the last four years.

APPROVED AS TO FORM
Jeffrey R. Wisnicky
Corporation Counsel

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



RESOLUTION NO.

**A RESOLUTION APPROVING TRANSFER OF BUDGETED FUNDS
Highway Roads & Bridges – Bridge Engineering**

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 transferring \$80,000 from the Highway Roads and Bridges Fund Balance to the Highway Bridges
 7 Account for funding bridge program design as detailed in the Highway Commissioner’s Memorandum
 8 dated August 2016.
 9
 10 **NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly
 11 assembled this 16th day of August 2016, that the Board approves transferring \$80,000 from the Highway
 12 Roads and Bridges Fund Balance to the Highway Bridges Account; and
 13
 14 **BE IT FURTHER RESOLVED**, that within 10 days the County Clerk shall file a Class 1 notice of this
 15 transfer of budgeted funds.

Respectfully Submitted,

FINANCE AND PUBLIC PROPERTY COMMITTEE

Lee Luft, Chair

Thomas J. Romdenne

Chris Rasmussen

John E. Mastalir

Virginia Haske

APPROVED AS TO FORM
Jeffrey R. Wisnicky
Corporation Counsel

FISCAL IMPACT STATEMENT:
See attached memorandum and fiscal note.

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

Resolution Notes – HWY Roads & Bridges – Bridge engineering

BUDGET AMMENDMENT:

<u>Account Description</u>	<u>Account Number</u>	<u>2016 Budget</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
Source of Funds:				
HWY SRF-Transfer from Fund Balance	200 49202 000	615,743	80,000	695,743
			<u>80,000</u>	
Use of Funds:				
HWY SRF-Co Highway Bridges	200 53310 103 902	403,500	80,000	483,500
			<u>80,000</u>	

FISCAL NOTE:

Authorizes the use of fund balance from the HWY Roads & Bridges Fund and engineering expenditures of up to \$80,000 for bridge engineering for four upcoming bridge projects. County matching funds (\$80,000) are 20% of the project.

Funding Source: Fund Balance of the Highway Roads & Bridges Fund



Paul Kunesh, Finance Director

LEGAL NOTE:

Legal reference here.

Jeffrey Wisnicky, Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended / Not recommended

Scott Feldt, County Administrator

Office of
KEWAUNEE COUNTY HIGHWAY COMMISSION

E4280 County Road F
Kewaunee, WI 54216

Todd L. Every
Commissioner

Telephone: (920)388-3707

Fax: (920)388-0713

everyt@kewauneeco.org

To: Finance Committee
From: Todd Every, Highway Commissioner
Date: August 2016
R.E.: Budget Transfer Request for 2013-2018 Bridge Program design costs

Background

The county was approved for four bridge replacement projects in the 2013-2018 Local Bridge Program; CTH BB over the East Twin River, CTH E over the Ahnapee Trail, CTH J over Sandy Bay Creek, and CTH S over the Ahnapee River. Federal Funds pay for 80% of the project, the remaining 20% is paid by the local owner (County).

In 2016, we selected the engineering firms for the design of the new bridges. Each of the projects are in various stages of the design process. The county is beginning to see invoices for our share of the design costs. Since the design costs are not in our annual budget, the Finance Department recommends requesting a budget transfer so we can start accounting for these costs.

Financial Impact

The following is a summary of the estimated design costs and WISDOT Review fees associated with each bridge:

1. CTH BB	\$27,200
2. CTH E	\$11,034
3. CTH J	\$11,101
4. CTH S	<u>\$27,704</u>
Est. Total	\$75,039

Staff and the Highway Committee are recommending a budget transfer of \$80,000 since these costs are only estimates and there more than likely will be slight increases in the costs during the design process.

The plan is to pay for all costs associated with the bridge projects from the Roads and Bridges Fund.

Recommendation

Staff and the Highway Committee recommend approving the 2016 Budget Amendment (attached) and forwarding the amendment and resolution to the County Board for approval.

Resolution Notes – LIO – Strategic Initiative Grant

BUDGET AMMEMDMENT:

<u>Account Description</u>	<u>Account Number</u>	<u>2016 Budget</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
Source of Funds:				
LIO Fund-Strategic Initiative	245.46132.057	0	50,000	50,000
			<hr/> 50,000	
Use of Funds:				
LIO Fund-Other Projects	245.51730.000.609	15,000	50,000	65,000
			<hr/> 50,000	

FISCAL NOTE:

Authorizes the acceptance and expenditure of a \$50,000 grant. No County matching funds required.

Funding Source: Grant revenue



Paul Kunesh, Finance Director

LEGALNOTE:

Legal reference here.

Jeffrey Wisnicky, Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended / Not recommended

Scott Feldt, County Administrator

LAND INFORMATION OFFICE
Kewaunee County

STEVE HANSON

LAND INFORMATION DIRECTOR FAX:

URL: www.kewauneeeco.org

(920) 388-7195

TELEPHONE: (920) 388-7190

ADMINISTRATION CENTER
810 LINCOLN STREET
KEWAUNEE, WI 54216

To: Finance Committee Members, Scott Feldt, County Administrator
From: Steve Hanson, LIO Director
Re: Acceptance of \$50,000 of DOA Strategic Initiative Grant Money
Date: July 14, 2016

REQUEST

The LIO is requesting that an additional \$50,000 be added to its expense line item for other projects. This is due to our recent notification that we will be receiving a \$50,000 strategic initiative grant from the Wisconsin DOA to pay for snapping our parcel lines to our GPS monument locations. Along with this increase on the expense side we would also request that our revenue line item for strategic initiative grant money be increased from \$0 to \$50,000. It wasn't guaranteed that we would be receiving this \$50,000 when the LIO Director did the budget last year so this money was never included in it. Now that we are going to be receiving it the state requires that we spend it on the project that we requested these funds for. No county LIO fund balance money will now be needed to pay for this project.

BACKGROUND

When the state legislature passed the statewide parcel mapping initiative they also allocated funds to help counties pay for this requirement. These funds will be available to counties in both 2016 and 2017 for up to \$50,000 each year if the county meets certain requirements. At the time of the budget process we had not yet met the V2 parcel map attribute requirements because our consulting firm was still working on it. Since then we have met that requirement and have been notified that we will be receiving the full \$50,000 amount in 2016.

OPTIONS

The only options are to accept the DOA strategic initiative grant money or pay for the project using county funds. We have to do the project either way. As part of the statewide parcel mapping initiative all counties are now required to have their parcel lines snapped to their GPS monument locations.

Sincerely,



Steve Hanson
Land Information Director

Highway/Landfill Committee Minutes

June 9, 2016

The Highway Committee meeting was called to order at 8:45 AM by Chairman Larry Kirchman. Members present included: Larry Kirchman, Gary Paape, Tom Romdenne, John Mastalir, and Pat Benes. Also present was Highway Commissioner Todd Every, Office Manager Mary O'Leary, Patrol Superintendent Joe Dax, and Recording Secretary Jenny Salentine. Guests at today's meeting included: Paul Kunesh, Kewaunee County Finance Director and Tom Karman, *Schenck*.

Adoption of Agenda: John Mastalir made a motion to adopt today's Agenda. Second by Pat Benes. Motion carried unanimously.

Approval of Minutes: Gary Paape made a motion to approve the Highway Committee Minutes from their May 18th, 2016 meeting. Second by Tom Romdenne. Motion carried unanimously.

Public Comments: None

Reports:

Patrol Superintendent Joe Dax had the following to report:

- ❖ State Roads:
 - Drive-way & Parking Lot @ Alaska: We need to complete a minor drainage issue
 - The project on STH "29" to mill off the outside rutting tire track lanes from CTH "C" to Brown County Line will begin next Monday morning
- ❖ County:
 - Crews have been crack-filling on CTH "A", "N", "AB", "T", & "G"
 - The crew at the Landfill have been working on the reclamation of the borrow site (so far one week's worth of work is complete)
 - We have tacked & wedged CTH "K"
- ❖ Town Work:
 - Town of Luxemburg: Ditching on Rockledge Rd. & repaired the end of Hillcrest Dr.
 - Town of Ahnapee: Replaced Cross Drain & Fixed Soft Spot on Peach Tree Lane
 - Grass Cutting Update:
 - Casco Town – Complete
 - Franklin Town – Currently in the process of mowing
 - Ahnapee Town – started today
 - Red River Town – started today

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

- ❖ We are currently finishing our long, 6 week billing cycle
- ❖ New Fringe Rate (incidentals) Calculation ~ in 2015, the rate was 77.96%, effective May 29th, 2016, the current rate will be 74.77%. This rate will be reflected on the June invoicing. Chairman Kirchman asked how we compare to area counties in regards to the fringe rate.
- ❖ Small Tool Rate will remain the same at 0% ... the Small Tool Rate was 0% for 2015 as well

Commissioner Todd Every had the following to report:

- ❖ Hand-Outs:
 1. Highway Internal Service Fund Revenue & Expense Report (April 2016) Prepared by Paul Kunesh, Finance Director
 2. Solid Waste Revenue & Expense Report (April 2016) Prepared by Paul Kunesh, Finance Director
 3. Tonnage & Charge Summary (by Refuse) May 2016
 4. Tonnage & Charge Summary (by Refuse) January 1, 2016 thru May 31, 2016
 5. Tonnage & Charge summary (by Hauler Name) January 1, 2016 – May 31, 2016
- ❖ DMA Project on STH "29" – originally approved for \$130,000 has been increased to \$150,000. We will be milling and paving rutted pavement

- ❖ Bridge Inspection Updates: *Ayres Associates* will be in next week to inspect County Bridges
- ❖ We have received payment for the 3 items sold on the Wisconsin Surplus Auction Site (\$258,500.00). Our next set of equipment is ready to be listed online
- ❖ Bridge Projects Update: All 5 are currently in various stages of design. A Public Information meeting for the general public has been scheduled for late June to share options on the CTH "S" bridge in Algoma.

Committee member John Mastalir inquired about the quantity of brush he's seen @ the Landfill. Commissioner Every stated he'd look into this.

Chairman Kirchman requested a list be compiled by the Administration Staff of equipment needs, building items, improvements, projects, etc.

Discuss 2015 Highw Department Audit (Tom Karman, Schenck): Tom Karman from Schenck presented the 2015 Highway Department Financials. There were many positives throughout 2015. Inventories are down due to using existing materials we had stock piles from 2014. The report balances presented were as of December 31, 2015. If interested in a copy of the audit, please contact Commissioner Every. Chairman Kirchman commended the Administrative Staff for the positive 2015 report.

Discuss proposed changes to administrative staffing level and job duties: Since the beginning of 2016, Office Manager Mary O'Leary has been processing the administrative duties of the Stock Room Clerk due to a recent retirement. Shop Foreman Mike Lardo & Fuel Manager Tom Kruse have been handling the ordering of the necessary parts. Prior to January 1st, 2016, all of these duties & responsibilities were solely performed by the Stock Room Clerk. After reviewing & mapping the process involved, Officer Manager Mary O'Leary & Commissioner Every feel a good portion of these duties are an administrative function. Currently, our administrative staffing level is 1.5 FTE clerk positions.

Office Manager Mary O'Leary & Commissioner Every are proposing to add a .5 FTE clerk position therefore a total of 2.0 FTE. The Administrative Staff is currently 4.5 FTE and this includes: Commissioner Every, Patrol Superintendent Joe Dax, Office Manager Mary O'Leary, Account Clerk II Julie Repitz, all at full time plus Account Clerk I Jenny Salentine at .5 time.

After a brief discussion, Chairman Kirchman added he feels this is a good idea however he highly recommends the committee table this discussion until they can meet in closed session. Committee Member John Mastalir asked for a summary of hours spent doing the administrative duties of the Stock Room Clerk's position per billing period.

Commissioner Every mentioned he spoke w/ County Board Chairman Bob Weidner regarding the need, Bob asked if we could postpone this topic another month. Staff feels we need to move forward to fill the position as soon as possible. Once again, Chairman Kirchman stated he feels strongly about a closed session meeting to discuss personnel.

Committee member Gary Paape commended the Office Manager for taking on the responsibilities and asked if others would be cross-trained eventually to which Mary responded "absolutely".

Chairman Kirchman stated the next Personnel Comm Mtg is scheduled for Wed., June 15th @ 1:00 PM and the Highway Comm would need to meet prior to that.

A motion made by Gary Paape to table this until the Highway Committee can meet under closed session on Wed., June 15th @ 7:00 AM at the Highway Dept. Main Shop Conf Room. Second by Tom Romdenne. All in favor. Motion carried.

Discuss Resolution of Support for the "Just Fix It" Campaign for the State Budget: The "Just Fix It" campaign is a push to get our legislators to fix the transportation budget issues. There's a need out there to fix the roads but how are we going to fund the needs?

A motion stating the Highway & Solid Waste Committee recommends the Kewaunee County Board supports the "Just Fix It" Campaign resolution made by Tom Romdenne. Second by Pat Benes. All in favor. Motion carried unanimously.

Review Hot Mix Purchase for LRIP projects: We received 1 bid from Northeast Asphalt for the purchase of hot mix asphalt to be used on our CHIP & CHIP-D project. The bid from Northeast Asphalt included:

DESCRIPTION	U/M	Unit Price
3 MT 58-28 S (19.0mm)	TN	\$41.50
4 MT 58-28 S (12.5mm)	TN	\$43.30

A motion made to accept the bid from Northeast Asphalt for the purchase of Asphalt for LRIP funded projects made by John Mastalir. Second by Gary Paape. All in favor. Motion carried unanimously.

Approve & Sign Vouchers: Highway Vouchers paid by check: \$34,912.55. Highway Vouchers paid by credit card: \$55,781.97. Solid Waste Vouchers paid by check: \$128,558.03. Solid Waste Vouchers paid by credit card: \$787.17. Motion to approve vouchers as presented made by Gary Paape. Second by Tom Romdenne. All in favor. Motion carried unanimously.

Approve Travel Requests: None

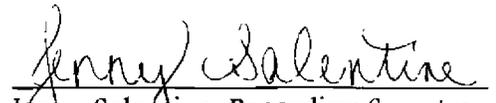
Any other business as allowed by law: Mr. Benes received a written statement, signed from residents on CTH "C", North of Casco who would like the area posted with "No Engine Breaking" signs. Short discussion followed.

Next Meeting Dates:

- ❖ Wednesday, June 15th @ 7:00 AM
- ❖ Thursday, June 23rd @ 8:45 AM
- ❖ Thursday, July 14th @ 8:00 AM
- ❖ Thursday, August 4th @ 8:00 AM
- ❖ Thursday, August 18th @ 8:00 AM

Adjournment: Motion made to adjourn today's meeting by Pat Benes. Second by Tom Romdenne. All in favor. Motion carried. Meeting adjourned at 11:30 AM.

Respectfully submitted:


Jenny Salentine, Recording Secretary

Highway/Landfill Committee Minutes

June 15, 2016

The Highway Committee meeting was called to order at 7:00 AM by Chairman Larry Kirchman. Members present included: Larry Kirchman, Gary Paape, Tom Romdenne, John Mastalir, and Pat Benes. Also present was Highway Commissioner Todd Every, Office Manager Mary O'Leary, and Recording Secretary Jenny Salentine. Guests at today's meeting included: County Board Chairman Bob Weidner and Dave Myers, Promotions & Recreation Director.

Adoption of Agenda: John Mastalir made a motion to adopt today's Agenda. Second by Pat Benes. Motion carried unanimously.

Public Comments: None

Discuss proposed changes to administrative staffing level and job duties:

Chairman Kirchman explained to the committee he had spoken with the Corporation Counsel regarding having a closed session to discuss this issue, as proposed at the previous meeting. Corporation Counsel indicated the topic did not warrant a closed session.

Commissioner Every started off by summarizing what was presented at our committee meeting last week. The Commissioner & Office Manager would like to bring in the responsibilities of the administrative parts of the stock room clerk position into the office. The Commissioner & Office Manager are recommending increasing the existing .5 FTE position to 1.0 FTE and therefore no longer sharing a full-time person with the Promotions & Recreation Dept. Advantages to the Highway Dept for said increase would include: cross-training in the office & would allow for an additional man in the field.

Chairman Kirchman agrees with the need for an additional ½ time person in the Highway Dept. However, the proposal as presented has a direct impact on another County department, Promotions & Recreation, and stated he feels this is a personnel issue and should be discussed at the personnel committee.

At our previous meeting, Committee Member John Mastalir had requested for supporting information showing the amount of hours dedicated to completing the administrative duties of the Stock Room Clerk position. At this time, Mary O'Leary shared a hand-out detailing hours spent per billing cycle. The average of hours spent ranged from 7.33 to 10.83 per week. Due to a week of vacation, one billing cycle was completed in 3 weeks where the hours dedicated each week was 15.33. Mr. Mastalir asked about the hours on Mary's hand-out and suggested some of this play out longer & start cross training now to see if the number of hours goes down.

Committee Member Pat Benes stated he feels we had a good system going the way it was by having a full-time Stock Room Clerk. He's noticed we are taking away from the Shop Foreman's duties as he has been filling in & taking on some roles of the Stock Room Clerk position as well. Mr. Benes also inquired if the possibility of bringing back a retired individual as Part-Time / Temporary Employment was explored. This would be a benefit for training purposes.

Committee Member Gary Paape stated this decision is only step #1 of additional changes down the road. Mr. Paape inquired about the necessary training for the increased .5 position. Per the Office Manager, 6 months of training will be needed no matter who or how the position is filled. The only current staff member trained to complete the tasks is the Office Manager.

Chairman Kirchman called upon Promotions & Recreation Director Dave Myers. Dave mentioned a change in the original job description which states the current full-time employee will share their time equally between both the Highway Dept and the Promotions & Recreation Dept would clearly have a direct impact on the Promotions & Recreation Dept.

At this time, County Board Chairman Bob Weidner addressed the committee. Mr. Weidner stated it's his responsibility to look at the full view of the overall general needs of the County. The proposal as presented to add a ½ time position is a direct benefit to the Highway Dept as it frees up a Highway Worker to work in the field however, this recommendation involves another County department which calls for a valuable discussion. Mr. Weidner feels the request for additional hours in staffing is appropriate however the recommendation presented by the Commissioner & Office Manger is more a "want" than a "need". The current .5 position in the Highway Dept is shared by a full-time employee who also works .5 in the Promotions & Recreation Dept. The current job position is an approved position by the County Board, therefore the board would have to terminate the existing position, approve any new job descriptions because of the added benefits, and post the newly created FTE for employment. Mr. Weidner further continued stating the current method is a good fit as a whole and has many benefits. Mr. Weidner repeated from earlier, no matter how the .5 position is filled, training the individual will be needed. Mr. Weidner is asking to further explore other options. Mr. Weidner asked the Commissioner & Office Manager if they considered hiring a part-time (.5 FTE) individual to fill the need adding the recommendation as presented has more benefits to the Highway Dept. Commissioner Every responded to Mr. Weidner's comments adding he didn't say a part-time (.5 FTE) couldn't work out, however the Highway Dept was being selfish in filling their need. As Mr. Weidner commented earlier, having split positions within departments can be very advantageous to each allowing the departments to juggle schedules & hours as needed. There are several other departments within the County that also share an employee.

In conclusion, Board Chairman Weidner stated it's the County Board & Committee's role to differentiate between needs & wants and to decipher the difference. Commissioner Every stated he's come to terms with adding a .5 FTE position to the staff & leaving the current .5 FTE position currently shared with the Promotions & Recreation Dept as is.

Pat Benes made the following motion: The Highway & Solid Waste Committee Recommends to the Personnel Committee to hire a .5 FTE Administrative Position for the Highway Department. Second by Gary Paape. All in favor. Motion carried.

Chairman Kirchman thanked everyone involved. This was a hard decision to make, however it's time to move forward.

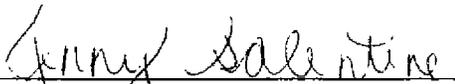
Any other business as allowed by law: None

Next Meeting Dates:

- ❖ Thursday, June 23rd @ 8:45 AM
- ❖ Thursday, July 14th @ 8:00 AM
- ❖ Thursday, August 4th @ 8:00 AM
- ❖ Thursday, August 18th @ 8:00 AM

Adjournment: Motion made to adjourn today's meeting by Tom Rondenne. Second by Pat Benes. All in favor. Motion carried. Meeting adjourned at 8:20 AM.

Respectfully submitted:


Jenny Salentine, Recording Secretary

Highway/Landfill Committee Minutes

June 23, 2016

The Highway Committee meeting was called to order at 8:45 AM by Chairman Larry Kirchman. Members present included: Larry Kirchman, Gary Paape, Tom Romdenne, John Mastalir, and Pat Benes. Also present was Highway Commissioner Todd Every, and Recording Secretary Jenny Salentine.

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

Approval of Minutes: Gary Paape made a motion to approve the Highway Committee Minutes from their June 9th & June 15th, 2016 meetings. Second by Pat Benes. Motion carried unanimously.

Public Comments: None

Approve & Sign Vouchers: Highway Vouchers paid by check: \$73,520.67. Highway Vouchers paid by credit card: \$6,735.61. Solid Waste Vouchers paid by check: \$20,555.32. Solid Waste Vouchers paid by credit card: \$43.92. Motion to approve vouchers as presented made by Tom Romdenne. Second by Pat Benes. All in favor. Motion carried unanimously.

Project Tour: Commissioner Every took the committee on a tour of various County projects & facilities.

Any other business as allowed by law: Commissioner Every stated the next equipment items will be listed for sale on the Wisconsin Surplus Auction Site. We have shared the "Just Fix It Campaign" resolution with the local municipalities. On September 29th, there will be a Statewide Town Hall style meeting to discuss the State Budget (DOT).

Next Meeting Dates:

- ❖ Thursday, July 14th @ 8:00 AM
- ❖ Thursday, August 4th @ 8:00 AM
- ❖ Thursday, August 18th @ 8:00 AM

Adjournment: Motion made to adjourn today's meeting by John Mastalir. Second by Tom Romdenne. All in favor. Motion carried. Meeting adjourned at 11:20 AM.

Respectfully submitted:



Jenny Salentine, Recording Secretary

Highway/Landfill Committee Minutes

July 14, 2016

The Highway Committee meeting was called to order at 8:00 AM by Chairman Larry Kirchman. Members present included: Larry Kirchman, Gary Paape, Tom Romdenne, John Mastalir, and Pat Benes. Also present was Highway Commissioner Todd Every, Patrol Superintendent Joe Dax, and Recording Secretary Jenny Salentine.

Adoption of Agenda & Approval of Minutes: John Mastalir made a motion to adopt today's Agenda and approve the June 23rd Highway Committee minutes. Second by Gary Paape. Motion carried unanimously.

Public Comments: None

Reports:

Patrol Superintendent Joe Dax had the following to report:

- ❖ State Roads:
 - Rented a milling machine to do DMA for STH "29"
 - Patches on bridge decks complete on both STH "42" & STH "54"
 - All ditch mowing on the state roads is complete
 - We have been doing some centerline painting as well
- ❖ County:
 - Crews have been crack-filling on the following County Roads: AB, N, G, B, S, & T
 - We have wedged CTH "K"
 - We've paved patches on CTH "C" & CTH "E"
 - Repairs to road and guardrail on CTH "AB" near Jahnke Rd. due to an accident
 - We have washed & sealed the bridge decks on CTH "U" & CTH "BB"
 - Ditch mowing is complete on county roads
- ❖ Town Work:
 - Paving Patches for the Towns of Ahnapee & Luxemburg
 - Ditch mowing is complete for round one
 - We cut 8 Townships, excluding the Town of Lincoln & Luxemburg
 - We will be doing work for WI DNR, they are in need of a trail to access the Pier to the Kewaunee River off Park Ln.
 - Hill Road has been pulverized in Montpelier Town
 - Upcoming Work Includes:
 - We'll be working @ the Landfill on reclamation of the borrow pit
 - Paving will start soon for the Towns of Montpelier & West Kewaunee plus CTH "D" and the City of Kewaunee
 - PBM crack filling for the State on STH "29"
 - Bridge Approaches on CTH H bridge and overlay from STH 54 to Northbrook Road
 -

Office Manager Mary O'Leary could not attend today's meeting, no report given

Commissioner Todd Every had the following to report:

- ❖ Highway
 - ✓ Hand-Outs:
 1. 2016 Equipment Auction Summary
 2. County Roads & Bridges Revenue & Expense Report, May 2016 (prepared by Paul Kunesh, Finance Director)
 3. Highway Internal Service Fund Revenue & Expense Report, may 2016 (prepared by Paul Kunesh, Finance Director)
 - ✓ CTH "H" Bridge Deck Replacement
 - ✓ We won't be doing any chip-sealing on County Roads this year.

- ✓ Next year's budget to include a 5 Year Capital Improvement Plan (outlay) for all items greater than \$1,000. We will be doing 3 plans: 1. Solid Waste 2. Highway – outlay (buildings & equipment) 3. Highway – Road Improvements
- ✓ 2013-2018 Local Bridge Program – Each of the bridges, CTH BB, CTH E, CTH, J, and CTH S are in preliminary design. Next steps are Public Involvement Meetings and preparation of the design report for the projects.
- ✓ Applications are due Friday, July 15th for the .5 FTE Administrative position. As of Monday, July 11th, no applications were received.
- ❖ Landfill:
 - ✓ Hand-Outs:
 - Account Aging Report – Receivables (6/6/16)
 - Account Aging Report – Receivables (7/7/16)
 - Tonnage and Charge Summary (by refuse) (6/1/2016 – 6/30/2016)
 - Tonnage and Charge Summary (by refuse) (1/1/16-6/30/16, 1/1/15-6/30/15, & 1/1/14-6/30/14 for comparison)
 - Solid Waste Fund Revenue & Expenditures, May 2016 (prepared by Paul Kunesli, Financial Director)
 - ✓ We are in the process of reclaiming the Borrow Pit
 - ✓ A draft letter has been prepared by Ayres for the DNR requesting approval of the next borrow site. This letter and the Initial Site Investigation (ISI) information will be forwarded to the DNR when complete.
 - ✓ Tonnage received @ the Landfill & Revenues are right on target where we thought we'd be mid year

Discuss Village of Luxemburg Main Street Project Request:

The Village of Luxemburg is planning a reconstruction project on Main Street (CTH “AB”) from Ash Street north to STH “54”. The project consists of sidewalk and curb replacement, storm sewer improvements, street lighting upgrades, installation of streetscaping features, and milling 3” and paving a new asphalt surface. Work is scheduled to begin in late July/August. Funding for the project is being provided from the Village’s Tax Increment Financing (TIF) district.

The Village is planning on paving all of the roadway within the project and is asking the County for “reimbursement” of the paving costs associated with the center 22’ of pavement. Whenever this type of work is completed, the 22’ is the County’s responsibility and if the roadway and improvements are wider, the costs are the local government’s responsibility.

Since this improvement is not on our current Highway Improvement Plan, the Village is requesting some type of agreement which will eventually “payback” the Village for the improvement. Staff has reviewed the project and the associated costs with replacing the 3” of pavement on the roadway. It is estimated the replacement of the pavement for the roadway (3,100’ x 22’) would take 1,265 tons of asphalt. The approximate cost of this improvement is approximately \$60,000 - \$80,000. It is proposed the County (Highway Dept.) would issue a credit for this amount to the Village. As the department performs services (winter maintenance, paving, maintenance, etc.) for the Village, costs would be deducted from the credit until the credit amount is used up.

Motion to approve the department credit concept and have staff work with the County Administrator, Corporation Counsel, and the Village of Luxemburg to develop an agreement which covers this project made by Gary Paape, second by John Mastalir. Motion also states, once the agreement is drafted, it will be presented to the Highway Committee at a future meeting for approval prior to recommendation to the full County Board. All in favor. Motion carried unanimously.

Discuss City of Algoma request for sidewalk on CTH “S” Bridge Project:

Commissioner Every presented the following hand-outs to all committee members:

- ❖ Plan & Profile View Drawings
- ❖ Proposed Bridge Alternative Drawing (3 options: 1. Sidewalk on both sides 2. Sidewalk on East side only 3. Sidewalk on West side only)
- ❖ Proposed Improvement

No matter what design alternative the County decides to go, it's an 80% / 20% cost share. The less expensive alternative (\$1,245,000) is to have sidewalk on only one side of the bridge. The City of Algoma would like the new bridge to have sidewalk on both sides of the bridge. The estimated cost of this alternative is \$1,405,000. The project is scheduled for 2019.

Discussion centered around whether the County was going to pay for more than the minimum functional design of the new bridge.

Motion made requesting the City of Algoma to cover the additional local cost to install sidewalk on both sides of CTH "S" Bridge made by John Mastalir. Second by Pat Benes. All in favor. Motion carried unanimously.

Discuss Town of Carlton Bridge Aid request for St. Peters Road Bridge:

Replacement of the St. Peters Rd. Bridge over the East Twin Creek is a local bridge project in the 2013-2018 Local Bridge Program. Engineering design is being completed. The project is scheduled to be constructed in 2018. The existing bridge is 19.5 feet wide. Current design standards recommend a 24' wide bridge for the location. However, the Town of Carlton would like to widen the bridge to 28' to accommodate the increasing size of vehicles and agricultural equipment.

Federal funding will participate in a bridge width of 24' (80% paid by federal funds, 20% local funds). The additional 4' would be paid 100% locally. The added cost for the structure is estimated at 50' long x 4' wide x \$125/SF totaling \$25,000.00.

Financial Impact: First, the Town of Carlton is formally requesting County Bridge Aid for the project. Staff has been budgeting the county's share (10%) of the project for the past two years. These funds are being saved in the County Bridge Aid fund. Second, the Town is requesting the County participate with the additional costs to widen the bridge to 28'. Splitting the additional costs equally, the cost to the County could be approximately \$12,500 (\$25,000/2)

The committee discussed the request and agreed the County should not participate in costs above the functional Design Standards. The project is on schedule for 2018.

A motion made by Pat Benes approving the bridge aid request from the Town of Carlton for the 24' @ 10% of the project cost for the St. Peter's Rd. Bridge. Second by John Mastalir. All in favor. Motion carried unanimously.

Second motion made to deny the request from Town of Carlton for the County to participate in cost sharing for the additional 4' made by John Mastalir. Second by Tom Romdenne. All in favor. Motion carried unanimously.

Discuss Budget Transfer Request for 2013 – 2018 Bridge program design costs:

The County was approved for four bridge replacement projects in the 2013-2018 Local Bridge Program: CTH "BB" over the East Twin River, CTH "E" over the Ahnapee Trail, CTH "J" over Sandy Bay Creek, and CTH "S" over the Ahnapee River. Federal Funds pay for 80% of the project, the remaining 20% is paid by the local owner (County). In 2015, we selected the engineering firms for the design of the new bridges. Each of the projects are in various stages of the design process. The County is beginning to see invoices for our share of the design costs. Since the design costs are not in our annual budget, the Finance Dept recommends requesting a budget transfer so we can start accounting for these costs. The following is a summary of the estimated design costs and WISDOT Review fees associated with each bridge:

1. CTH "BB"	\$27,200.00
2. CTH "E"	\$11,034.00
3. CTH "J"	\$11,101.00
4. CTH "S"	\$27,704.00
Est. Total	\$75,039

Commissioner Every is suggesting a transfer of \$80,000.00 since these costs are only estimates and there more than likely will be slight increases in the costs during the design process. As discussed with the committee previously, the plan is to pay for all costs associated with the bridge projects from the Roads and Bridges Fund.

Motion made by Gary Paape: The Highway Committee recommends to the Finance Committee to amend the 2016 Budget, transferring \$80,000.00 to cover bridge design costs for the 2013-2018 Local Bridge Program. Second by Pat Benes. All in favor. Motion carried unanimously.

Approve & Sign Vouchers: Highway Vouchers paid by check: \$152,583.37. Highway Vouchers paid by credit card: \$4,938.72. Solid Waste Vouchers paid by check: \$93,405.46. Solid Waste Vouchers paid by credit card: \$204.77. Motion to approve vouchers as presented made by Tom Romdenne. Second by Gary Paape. All in favor. Motion carried unanimously.

Approve Travel Requests: WCHA-LDG Conference, Sept. 20-22 in Green Bay. Request for 2 employees to attend, no over-night stay needed. Motion to approve this travel request made by John Mastalir. Second by Tom Romdenne. All in favor. Motion carried unanimously.

Any other business as allowed by law: Gary Paape asked if the department was looking to purchase new trucks for winter. And if so, will we be sending specs out. Short discussion followed.

Pat Benes asked if the Committee was going to do anything about the “Jake Break” signs. Discussion following with concerns such as “If signs are put up, we have no way of enforcing it.” “Do we want to consider an ordinance”.

Next Meeting Dates:

- ❖ Thursday, August 4th @ 8:00 AM
- ❖ Thursday, August 18th @ 8:00 AM, including project tour
- ❖ Thursday, September 1st @ 8:45 AM
- ❖ Thursday, September 22nd @ 8:45 AM

Adjournment: Motion made to adjourn today’s meeting by Tom Romdenne. Second by Pat Benes. All in favor. Motion carried. Meeting adjourned at 10:41 AM.

Respectfully submitted:


Jenny Salentine, Recording Secretary

Kewaunee County
PERSONNEL, ADVISORY, AND LEGISLATIVE COMMITTEE MEETING

Meeting Minutes

Date: Thursday, July 14, 2016 / Time: 12:00 Noon / Conference Room
Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216

Call to Order: The meeting was called to order at 12:00 noon by Bob Weidner.

Roll Call: Members present were Scott Jahnke, Larry Kirchman, John Mastalir, Gary Paape, John Pagel arrived at 12:07 p.m., Tom Romdenne, Kaye Shillin, Linda Sinkula. Bob Weidner

Others present: Scott Feldt, Matt Joski, Paul Kunesh

Approve July 14, 2016 Personnel Committee Meeting Agenda and Approve June 15, 2016 Meeting Minutes: Motion by Tom Romdenne, second by Linda Sinkula to approve the July 14, 2016 agenda and to approve the June 15, 2016 meeting minutes. Motion carried.

Administrator's Comments: Scott Feldt informed the committee that the Finance Committee is looking at ways to generate revenue and looking at expenditure cuts for the 2017 budget. August 2 will be another Finance Committee meeting. The hopes is that in August, Finance would be making recommendations to the Board regarding fees or cuts. Scott Feldt informed the committee that the Finance Committee voted to deny the claim for Roach and Associates regarding the invoice. Scott also indicated Aerica Bjurstrom will be updating Scott Feldt and Bob Weidner regarding the recent meeting regarding UW Extension re-organization.

Personnel Report: Scott Feldt informed the committee that he has appointed Bob Mattice to the Human Services Director position as of July 24, then by confirmation from the County Board. Scott Feldt has also appointed himself Co-Human Services Director. Scott Feldt distributed the Personnel Report.

Approval to Fill: Child Support Worker: Scott Feldt informed the committee of the need to fill this position. Motion by Linda Sinkula, second by Gary Paape to fill the position. Motion carried.

Approval to Fill: Register in Probate Secretary: Scott Feldt informed the committee of the need to fill this position. Motion by John Pagel, second by Tom Romdenne to approve filling this .5 position. Motion carried.

Approval to Fill: Jailer/Dispatcher (2): Sheriff Matt Joski indicated this is replacing Pam Beilke and Justin Farley. Motion by Linda Sinkula, second by Scott Jahnke to fill the 2 positions. Motion carried.

Approval: Account Clerk II Job Description : The committee reviewed/discussed the job description. Motion by Larry Kirchman, second by Gary Paape to approve the job description. Motion carried.

Approve Change to Personnel Policy – Radio Operator/Jailer Scheduling: Scott Feldt indicated there is a resolution in the Personnel Policy approving jail staff scheduling. Scott is asking to rescind the resolution to allow the Sheriff's Department to schedule a new 5,4,3,2, schedule and give them the flexibility to schedule as need be. Scott indicated the new schedule is on a trial basis and is for jailers only. Motion by John Mastalir, second by John Pagel to approve to rescind the resolution. Motion carried.

Approval: One Time Excess Vacation Payout = Sheriff's Department: Scott Feldt informed the committee that because of the flexibility and willingness of jail staff to make this new schedule work, some may lose vacation when it comes to their anniversary date. Scott indicated we want the new schedule to begin on solid footing and would prefer a one time pay out of that possible unused vacation. If we had to make the jailers use that vacation we would have to pay overtime to fill it. Under a broad review there are 176 hours of unused vacation at an estimated cost of \$5,000, to pay overtime would be \$6,800. Scott is recommending this one time because we want this schedule to work as it will eliminate most overtime. We don't want to penalize staff by losing vacation by following this new schedule. Motion by Gary Paape, second by Linda Sinkula to approve one time payout if needed to payout vacation for jailer staff only. Motion carried.

Discussion: Oversight Committee Structure and Roles and Duties: Scott Feldt indicated that at the last two department head meetings June 7 and June 28, he made department heads aware we were looking at the roles and duties of the committees. Many have discussed them with committees thus far. The committee, along with Sheriff Joski and Scott Feldt, reviewed Sheriff Joski's suggested wording changes to the Law/EM committee roles and duties. Linda Sinkula referenced the listing of committees that was put in the agenda packet. Scott Feldt indicated that is a first draft of what the oversight committees could look like and that it is a working document. Bob Weidner indicated that every employee should report to an oversight committee.

Discussion: Emergency Water Protocol: Bob Weidner informed the committee that DNR and EPA gave suggestions on how to solve some of our water problems. Bob Weidner indicated this committee needs to address emergency water. Bob indicated his proposal is to get the consent of the Personnel Committee to engage Scott Feldt to put together all of the working points (needs assessment, water options etc.). The committee had no objections.

Other Matters Authorized by Law: Bob Weidner suggested the Law Enforcement Committee issue a resolution regarding a job well done to our Law Enforcement Department and issue it to the full Board

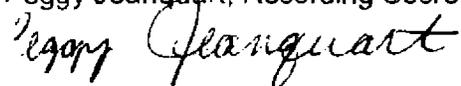
Public Comment: None

Next Meeting: August 11, 12:00 noon

Adjournment: Motion by Linda Sinkula, second by Tom Romdenne to adjourn the meeting. Motion carried. Adjourned at 2:02 p.m.

Submitted by:

Peggy Jeanguart, Recording Secretary



Kewaunee County
PERSONNEL, ADVISORY, AND LEGISLATIVE COMMITTEE MEETING
Meeting Minutes

Date: Thursday, August 11, 2016 / Time: 12:00 Noon / Conference Room
Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216

Call to Order: The meeting was called to order at 12:02 p.m. by Bob Weidner.

Roll Call: Members present were Larry Kirchman, Gary Paape, Tom Romdenne, Kaye Shillin, Linda Sinkula, Bob Weidner. Scott Jahnke, John Mastalir, John Pagel were excused.
Others present: Scott Feldt

Approve August 11, 2016 Personnel Committee Meeting Agenda and Approve July 14, 2016 Meeting Minutes: Motion by Linda Sinkula, second by Gary Paape to approve the August 11, 2016 agenda and to approve the July 14, 2016 meeting minutes. Motion carried.

Personnel Report : Scott Feldt distributed and presented a Personnel Report.

Discussion: Oversight Committee Rules & Duties: The committee discussed the status of the updates to their committee rules and duties documents. The committee reviewed and discussed the Personnel Committee rules and duties document.

Approval: Recruitment of Community Mental Health Specialist – Human Services:
Scott Feldt indicated that Denise Harmann has submitted her retirement and he is requested to fill the position. Motion by Tom Romdenne, second by Kaye Shillin to authorize the County Administrator to fill the Community Mental Health Specialist position. Motion carried.

Update: Health Insurance: The committee agreed that the committee members attended the Finance Committee meeting yesterday and at that time received the health insurance update. No discussion.

Other Matters Authorized by Law: Scott Feldt informed the committee that an artist is wondering if their painting could be displayed in a county building.

The committee discussed welcome signs for Kewaunee County and requested to view the mock signs.

The committee discussed UWEX agent contracts and who in the county should sign the contracts. Scott Feldt indicated he is wanting clarification regarding the contracts. Discussion continued regarding a needs assessment/plan of work.

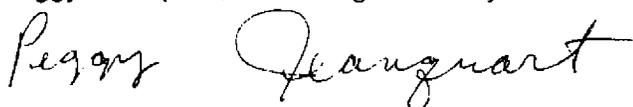
The committee discussed emergency water protocol and what needs to be considered during this review.

Public Comment: None

Next Meeting: September 15, 12:00 noon / October 12, 12:00 noon

Adjournment: Motion by Larry Kirchman, second by Tom Romdenne to adjourn the meeting. Motion carried. Adjourned at 1:34 p.m.

Submitted by:
Peggy Jeanquart, Recording Secretary



**Regular Board of Health Minutes
July 11, 2016**

The monthly meeting of the Board of Health was called to order at Noon at the Public Health & Human Services Building on Monday, July 11, 2016 by Chairperson Gary Paape.

Members present were: Gary Paape, Kaye Shillin, Kathy Janosky, Cindy Kinnard, Shirley Kirchman, Linda Teske, Douglas Doell, Julie Janicsek, Donna Thomas and Dr. Kurt Kurowski.

Members excused: None.

Public present were: None.

A motion was made by Kaye Shillin and seconded by Kathy Janosky to approve the agenda as mailed. The motion carried.

No citizen input.

A motion was made by Julie Janicsek and seconded by Shirley Kirchman to approve the June 13, 2016 minutes as mailed. The motion carried.

June Monthly Report was given by Cindy Kinnard. Immunizations for the month of June were down in comparison to May immunizations which were up due to mass clinics held at the three public schools districts for Tdap vaccinations to 5th graders. WIC numbers continue to hold in the 240s. Communicable Diseases has seen a rise in lyme disease cases. There being no questions from the Board, a motion was made by Kathy Janosky and seconded by Douglas Doell to approve the June Monthly Report as presented. The motion carried.

Cindy Kinnard introduced Marcia Dorner, the new WIC aide who was hired. Marcia does the clerical part of the WIC program and will be eventually be trained on the front desk as a back-up person.

Cindy updated the Board regarding the recent well contaminations. On May 4, 2016, 255 letters were sent out to homeowners within a ½ mile radius of the 11 contaminated wells that were found by the Research Group. As of date 166 free kits have been picked up at our office to test their wells (the DNR is paying for the total coliform and e.coli testing). We have received results from 134 with 7 being positive for coliform. One test showed positive for e.coli and coliform thereby requiring us to send out another 68 letters to homeowners on May 24, 2016 advising them of a contamination within a ½ mile radius. It was found by the DNR that this homeowner had a well not up to code (there was a cracked cap and casing). The DNR is working with this homeowner to correct the problems and then retest. Cindy further advised that another round of well testing will be done by the Research Group and 500 letters were

sent out to homeowners at random. Homeowners needed to send back a postcard in order to participate in the well testing. Well tests will be mailed to homeowners and will test for bacteria and nitrates. Test kits will be returned to designated areas at the end of July.

Cindy Kinnard updated the Board as to diseases in the County/area. Cindy indicated that the Zika virus is a mosquito born virus and there are a few cases reported in Wisconsin but came from people who traveled to the Caribbean. Kewaunee County received a report of our first person tested for Zika. Result of the test was negative. Cindy further reported on the Elizabethkingia Bacteria which is a blood infection. There are 63 reported cases in Wisconsin with none being reported in Kewaunee County. There have been 18 deaths in the State. No source has been determined and no children have been reported.

Cindy Kinnard further indicated that a dead crow found in Kewaunee County was submitted to the State for testing. The bird tested negative for West Nile Disease.

Cindy Kinnard reviewed a letter from Jeffrey Wisnicky, Corporation Counsel and discussed the new HIPPA Guidelines that were developed by Jeffrey Wisnicky, Jack Schad, Cindy Kinnard and Ross Loining. The last time the HIPPA Guidelines were reviewed was 2003, every Department was surveyed and the main changes were with regards to social media, cell phones, computers and software. Two binders were compiled (one for Public Health and the other for Human Services) with the information to be kept in their individual Departments for future reference. Board members were asked to review the new guidelines. Next month the board will be asked to make a formal motion to accept these guidelines.

Cindy Kinnard proceeded to review the CHIP (Community Health Improvement Plan) Summary from meetings that were held in September 2015. The CHIP is a five year work plan to address key issues in the Kewaunee County area. The CHIP summary is accessible on our Public Health website and includes our strategic plan and four main issues that will be address by the Public Health Department and other partnering agencies. Gary Paape requested that the County Board receive a copy of the CHIP Summary and Cindy Kinnard indicated that she will distribute copies when she presents her Annual Report in November.

Comments from Dr. Kurowski: Discussion took place on the over-prescribing of pain medication that is being seen state-wide. This has received a lot of media coverage recently.

Travel request(s): None.

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

No overtime to report.

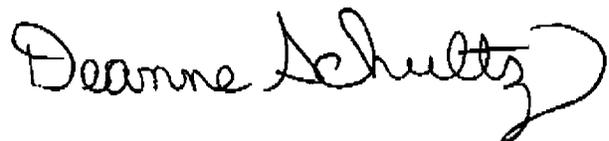
The next meeting dates were scheduled on August 8, 2016 at Noon and September 12, 2016 at Noon.

Other items as authorized by law: Gary Paape asked to confirm the dates of the Healthy Choices Farmers' Market that is held in the lower level parking lot of the Health & Human Services Building. The July 7th Market was cancelled due to no produce being available to sell by our vendors. The remaining dates for the summer will be August 4, September 1 and October 6 from 9:00 am to 1:00 pm.

Gary Paape raised a question about the Back to School Program after being contacted by a Kewaunee County resident. Deanne Schultz informed the Board that there will be an article in the Kewaunee County Star News about the Back to School Program. The event will be held on Wednesday, August 17th at the Lakehaven Hall. A change in venue was needed since the Hillcrest Building is no longer available and the Board of Lakehaven Hall was gracious enough to donate that space. Donations of supplies and money are needed from area business and community members. Currently we have about 120 children registered for the event and purchasing of supplies has started. All supplies purchased are done so from the donations we receive.

A motion was made by Kaye Shillin and seconded by Kathy Janosky to adjourn the meeting. The meeting was adjourned at 1:03 pm. The motion was carried.

Respectfully Submitted,

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

Regular Board of Health Minutes August 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, August 8, 2016 by Chairperson Gary Paape.

Members present were: Gary Paape, Kaye Shillin, Kathy Janosky, Cindy Kinnard, Shirley Kirchman, Linda Teske, Douglas Doell, Julie Janicsek, Donna Thomas and Dr. Kurt Kurowski.

Members excused: None.

Public present were: None.

A motion was made by Kaye Shillin and seconded by Shirley Kirchman to approve the agenda as mailed. The motion carried.

No citizen input.

A motion was made by Kaye Shillin and seconded by Shirley Kirchman to approve the July 11, 2016 minutes as mailed. The motion carried.

July Monthly Report was given by Cindy Kinnard. WIC numbers continue to drop but this is a state-wide issue just not in Kewaunee County. Communicable Diseases are up for the month of July due to mostly GI illnesses and an increase in Lyme Disease cases. All Complaints for the month of July were associated with cats bites. There being no questions from the Board, a motion was made by Kathy Janosky and seconded by Julie Janicsek to approve the July Monthly Report as presented. The motion carried.

Cindy updated the Board regarding the recent well contaminations. The May mailing has no new cases and there has been no pick up of free well test kits from homeowners. Approximately a week and a half ago another round of 400 wells were tested by the Research Group and as a result 10 positive e.coli results were found. On August 4 the Public Health Department sent out 163 letters to homeowners within a ½ mile radius of the 10 contaminated wells. Homeowners were advised that if they have not tested their well within the last year they should obtain a test kit and test their wells. The DNR is not giving out free well test kits at this time but further virus testing will be done by the Research Group in the near future.

Cindy Kinnard updated the Board as to diseases in the County/area. Cindy indicated that the Zika virus is a mosquito born virus and there are a few cases reported in Wisconsin but came from people who traveled to the Caribbean. Kewaunee County currently has no cases. Cindy further reported on the Elizabethkingia Bacteria which is a blood infection and there has been no new reported cases.

Gary Paape asked for approval of the New HIPPA Guidelines as discussed at the July 11, 2016 Board Meeting. A motion was made by Julie Janicsek and seconded by Linda Teske to approve the new HIPPA Guidelines as presented. Motion carried.

Gary Paape discussed the Rules and Duties of the Health Committee which was also discussed at the June 13, 2016 Board Meeting and a motion was made by Linda Teske and seconded by Kaye Shillin to approve the original Rules as discussed at the June 13, 2016 meeting. Motion carried.

Comments from Dr. Kurowski: None.

Travel request(s): None.

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

No overtime to report.

The next meeting dates were scheduled on September 12, 2016 at Noon and October 17, 2016 at Noon.

Other items as authorized by law: Cindy Kinnard advised the Board that we currently have 275 children registered for the Back to School Program which will be held on August 17, 2016 and that we have had a tremendous outpouring of donations/generosity from the local businesses and individuals in Kewaunee County.

A motion was made by Douglas Doell and seconded by Kathy Janosky to adjourn the meeting. The meeting was adjourned at 12:48 pm. The motion was carried.

Respectfully Submitted,

CHILD SUPPORT COMMITTEE MEETING

July 11, 2016

PUBLIC HEALTH AND HUMAN SERVICES CENTER

The meeting of the Child Support Committee was called to order by Chairperson Gary Paape on July 11, 2016 at 1:07 P.M. Members present included: Gary Paape, Kaye Shillin, Linda Teske, Donna Thomas, Doug Doell, and Cindy Kudick, Child Support Coordinator.

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

A motion was made by Doug Doell and seconded by Linda Teske, to approve the May, 2016 minutes. The motion carried.

Cindy Kudick reported the monthly stats for the month of June. The collections for the month of June were \$160,577.20 with a collection rate of 86.2%. Ms. Kudick reported that total Family Cases filed are 43 and the Paternity Cases are 3 as of this date.

Discussion was held regarding the filling of the vacant position in the Child Support Agency and the committee is supportive of this request.

A motion was made by Kaye Shillin and seconded by Donna Thomas to approve the monthly reports and the support of hiring. The motion carried.

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

A motion was made by Linda Teske and seconded by Doug Doell to approve the travel requests for Cindy Kudick and Mary Holly to attend the paternity roundtable on August 11, 2016 and the new financial worker training on August 23 and 24, 2016. The motion carried.

The next meeting is set for August 8, 2016 at noon at the Health and Human Services Center. The September meeting is set for September 12, 2016 at noon.

It was noted that Kaye Shillin was appointed Vice Chairperson in the absence of Gary Pape.

A motion was made to adjourn the meeting at 1:34 P.M. by Donna Thomas and seconded by Kaye Shillin and approved by all.

Respectfully submitted

Mary Holly

VETERANS SERVICE COMMITTEE MEETING

July 11, 2016

KEWAUNEE COUNTY PUBLIC HEALTH AND HUMAN SERVICES CENTER

Call to Order:

The meeting was called to order at 1:46 p.m. by Chairman Gary Paape.

Roll Call:

Members present were Chairman Gary Paape, Doug Doell, Kaye Shillin, Linda Teske, Donna Thomas and CVSO Jane Babcock.

Approval of Agenda:

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

Approval of June's Meeting Minutes:

A motion was made by Donna Thomas and seconded by Kaye Shillin to approve the minutes. The motion carried.

Approval of Bills:

A discussion was held on the copier purchase and it was verified that this expense has already been reimbursed via the CVSO Grant. The Committee had a few questions on the Vet Relief Payments that were made in June that the Commission approves.

A motion was made by Doug Doell and seconded by Donna Thomas to approve the bills as presented. The motion carried.

Department Operations:

A brief discussion was held on the monthly award spreadsheet and office activity for the last month.

CVSO Babcock informed the Committee that as of July 11, 2016 at 11 am, all CVSO's in the state of Wisconsin have lost access to some data in the VBATs software. This software allows the office to verify service amongst other things. Secretary Scocos now requires a signed form to access the veteran's file, which means additional work will need to be done to verify service if we do not have the discharge recorded in the county.

A brief discussion was held on regionalizing CVSO offices, Secretary Scocos has repeatedly stated that the Northern Wisconsin counties are supportive of this movement, when in reality, two counties did try to regionalize, and it didn't work.

CVSO Babcock attended the Veterans Car Show in Kewaunee on July 9 and had a small booth to discuss benefits with anyone interested.

Chairman Paape announced that he has elected Kaye Shillin as the Vice-Chair of the Committee in the event he is not able to attend the meetings.

Travel Requests:

None

Overtime:

None

Such Other Matters as Authorized by Law:

Donna present CVSO Babcock with a Congressional poem that she would like displayed in the office. This was given to her by a Vietnam Veteran.

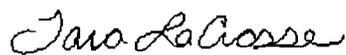
Next Meeting Dates:

August 8, 2016 and September 12, 2016 at 12:00 p.m. at Kewaunee County Public Health and Human Services Center

Adjournment:

A motion to adjourn was made by Doug Doell, and seconded by Donna Thomas. The motion carried and the meeting adjourned at 2:06 p.m.

Respectfully Submitted,



Tara LaCrosse
Recording Secretary

VETERANS SERVICE COMMITTEE MEETING

August 8, 2016

KEWAUNEE COUNTY PUBLIC HEALTH AND HUMAN SERVICES CENTER

Call to Order:

The meeting was called to order at 12:55 p.m. by Chairman Gary Paape.

Roll Call:

Members present were Chairman Gary Paape, Doug Doell, Linda Teske, Donna Thomas and CVSO Jane Babcock. Kaye Shillin was excused.

Approval of Agenda:

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

Approval of July's Meeting Minutes:

A motion was made by Doug Doell and seconded by Linda Teske to approve the minutes. The motion carried.

Approval of Bills:

A motion was made by Donna Thomas and seconded by Doug Doell to approve the bills as presented. The motion carried.

Department Operations:

A brief discussion was held on the monthly award spreadsheet and office activity for the last month. Doug Doell made a motion to approve and it was seconded by Donna Thomas.

Held a discussion on the CVSO Grant.

Committee discussed additions to the Committee Rules and Duties.

Travel Requests:

None

Overtime:

None

Such Other Matters as Authorized by Law:

None

Next Meeting Dates:

Next meetings scheduled for September 12, 2016 and October 17, 2016 at 12:00 p.m. at Kewaunee County Public Health and Human Services Center

Adjournment:

A motion to adjourn was made by Doug Doell, and seconded by Donna Thomas. The motion carried and the meeting adjourned at 1:30 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Jane Babcock". The signature is fluid and cursive, with a prominent loop at the end.

Jane Babcock
CVSO

Agriculture & Extension Education Committee Meeting
July 6, 2016
3:00 P.M.
Kewaunee County Administration Center
Committee Room

Minutes

1. Call to Order - Meeting called to order by Chair Tom Romdenne at 3:00 PM.
2. Roll Call - Tom Romdenne, Chuck Wagner, Ron Paider, Gary Paape, Aerica Bjurstrom, Jill Jorgensen, Renee Koenig.
3. Approval of Agenda/Minutes - Motion to approve made by Gary Paape, Seconded by Chuck Wagner. Motion passed.
4. Citizen Input - none
5. Meeting with Executive Sponsors - nEXT Generation Reorganization
 - a. July 7, Kewaunee County Board Room - Aerica reminded everyone of the meeting with the Executive Sponsors of the UW-Extension reorganization plan. Chuck said he couldn't make it, but urged the commitment to keeping the educators we have in our office. The committee discussed some questions they would have for the Executive Sponsors and Jill and Aerica requested they bring their questions to the meeting on July 7 to have them answered.
6. Joint Meeting with Door County Ag & Extension
 - a. September 8, Kewaunee County Fair Grounds - 4-H Room. Aerica reminded the committee of the Joint Meeting with Door County on September 8. Everyone from the Kewaunee County Committee plans to attend. The meeting will be followed by a tour of Junion Homestead Dairy, a farm that has worked with UW-Extension extensively on projects to improve herd management.
7. Educators Reports - written
8. Overtime - none
9. Approval - Travel none
10. Approval - Bills - Motion to approve bills made by Gary Paape, seconded by Ron Paider. Motion passed.
11. Set Future Committee Meeting Dates
 - a. August 3, 3 PM
 - b. September 7, 3 PM
 - c. Joint Meeting, September 8, 1 PM
12. Adjourn - Motion to adjourn made by Chuck Wagner, seconded by Ron Paider. Meeting adjourned at 3:39 PM.

Respectfully submitted,
Aerica Bjurstrom

Aerica Bjurstrom 7-11-16

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 July 6, 2016

Farm Technology Days – Attended the Walworth County Media Day with the Ebert family and members of the Publicity Committee. The Media Day was the kick-off to the 2016 show. Media from Wisconsin and upper Midwest was at the event to interview the host family and committee members and take a tour of the farm. The Publicity Committee will plan a similar event in Kewaunee County in May or June 2017. Many committees are now meeting regularly and working with the host farm to develop plans for the show. The Kewaunee County committees will be attending the 2016 show and manning the Exhibitor Lounge as representatives of our show next year. We will also be meeting and greeting each vendor at this year's show and giving them exhibitor information for the 2017 show.

Meat Animal Quality Assurance – Taught the third and final Meat Animal Quality Assurance class for youth livestock exhibitors. I trained and certified 116 Kewaunee County youth in MAQA this year. MAQA is required for all youth intending to sell in the auction at the fair. The class also is required for anyone intending to show at the Northeast Youth Livestock Show in September.

Summer Field Day – Held a summer field day featuring UW-Extension Alfalfa Specialist Dan Undersander and Corn Specialist Joe Lauer. Annie Deutsch, Door County Ag Agent spoke about insect management in crops this summer, and Shawano County Ag Agent Jamie Patton spoke in a soil pit. Approximately 35 people attended the meeting and continuing education credits were offered to crop consultants for attending.

Field Research – I started my Digital Dermatitis project on two Kewaunee County dairies. The project is being replicated in 10 Counties and we hope to collect data on over 3,000 cows in Northeast Wisconsin. The project is incorporating thermos-image photos of feet and legs to detect infection and is also utilizing the Zynpro Digital Dermatitis app. The project is also the first survey through the UW-System using the offline option of Qualtrics, which allows us to collect data on farm and upload results when we have access to internet.

I am also participating in collecting data for another research project monitoring soil quality. I took soil samples, field history and placed soil fertility fabric in the ground. I will follow up and remove fabric and retake soil samples in August.

Goat AI Class – Held a Goat AI Class at the Kewaunee County Fairgrounds. Goats are becoming more popular and Wisconsin continues to lead the country in goat milk production. I had participants from the University of Wisconsin, producers in Wisconsin, and a producer in from Pennsylvania attended. The course was two days and included a day and a half of classroom time and a half day of hands-on training.

Breakfast on the Farm – Breakfast on the farm was held at Pagel's Ponderosa and approximately 6,500 people attended. I gave tours during the breakfast and had many good questions from tour attendees. The breakfast is set to be held at Wallace Dairy near Algoma next year. The Kewaunee County Dairy Promotion Committee is extremely fortunate to have host farms set through 2020.

Kewaunee County 4-H Youth Development Extension Update

Jill Jorgensen, 4-H Youth Development Agent

July 2016

Camp: Camp was held June 11-14th at Camp Bird in Marinette, WI with Door and Brown County at Camp Bird. There were 35 (our numbers increased again this year) youth from Kewaunee County that took part in the fun and educational summer camp experience. Youth in 3rd -6th grade participated in arts and crafts, team building, nature, waterfront, recreation, campfires, and a variety of other activities each day.

Seven Kewaunee County youth staff (junior director, counselors, and dishwashers) had the opportunity to display their creativity, leadership, teamwork, speaking, and educational skills as counselors. Camp is a great opportunity for the youth staff to learn about leadership, communication, teamwork, role-modeling, planning and organizing, and responsibility. In addition to working with their cabin of youth, counselors have the opportunity to use some of their teaching skills by leading flextime activities, evening programs, campfires and a variety of other activities during camp. In addition, four volunteer chaperones joined us at camp this year. Thanks to everyone's help and cooperation, camp was a great educational experience for campers and counselors alike.



Area Animal Science Day:

Kewaunee County youth had the opportunity to exhibit their educational knowledge of animals (dairy and livestock) through judging contest and educational sessions. Kewaunee County had the largest group participation at the Outagamie County regional contest. We should be very proud of the youth teams and coaches. State specialists, local staff, and volunteers work together to create the day that is high quality and educational. During the contest, youth take part in animal evaluation and animal knowledge contests in animal species such as dairy, livestock, and horse. In addition, youth participate in an interactive educational session. Additionally, this is the qualifying contest for the state dairy and livestock evaluation contests. During Area Animal Science Days, I was part of the traveling educational team made up of 4-H Youth Development Educators and State Specialists that conduct this day throughout the state.



State 4-H Youth Conference: Three youth from Kewaunee County took advantage of the opportunity to meet youth from around the state at the Wisconsin 4-H & Youth Leadership Conference. Youth were provided with the opportunity to learn how to contribute to their communities, learn about 4-H and Extension programs, meet youth from diverse backgrounds, and strengthen communication, leadership, service learning, and life skills. Also, youth could choose to meet with state legislature, learn about the medical field, learn self-defense, learn about science and agriculture, improve public speaking skills, learn basic sailing skills, or participate in a variety of other events. In addition, two chaperones from Kewaunee County provided support for our delegation as well as two neighboring counties.

Upcoming Events that I am working on:

Fair: The Kewaunee County Fair will be held July 11 (early judging day) and July 13-17. There are approximately 5,000 entries expected to be exhibited into the junior class portion of the fair. Entries range from livestock, to pets and cultural arts. The fair is one of the excellent opportunities that youth have to showcase what they have been working on in their particular project areas. This is a learning opportunity for youth to gain an outside perspective and find new ways to approach their projects. My ultimate goal is "blue ribbon youth" instead of youth who receive blue ribbons. I want youth to realize it is not receiving a blue ribbon that makes your project a success but what they have learned along the way is what will truly distinguish that their project is a winner.



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

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

Activities report for July 6, 2016

Parents Forever – I completed the University of Minnesota Extension training titled, “Parents Forever” for my professional development. I will be making changes to the existing classes that are offered for divorcing parents in Kewaunee County based on the latest research presented by University of Minnesota Extension professionals.

Joy of Meetings – On June 29, I attended the Joy of Meetings workshop. This workshop helped me learn: decision-making processes, the tools to clarify the degree of agreement in a group, methods to design outcome-based agendas that use people's time effectively, ways to encourage participation and creative thinking and strategies to frame meeting evaluations that help maintain effective group process.

Civil Rights – In preparation for a Civil Rights Day audit, I am working on my program outreach efforts. The Civil Rights Day is scheduled for November 17. A visiting team of Cooperative Extension colleagues will review our local efforts to ensure access to our educational programs is expanded to audiences protected by the Civil Rights Act.

Presentation at WACEC – On June 20, I presented at the State Conference of the Wisconsin Associated County Extension Committees. My presentation was about the Co-parenting classes that I teach to divorcing and separated parents. This presentation was an opportunity to share my research and development of the text messaging project that supplements the classroom education by reaching parents through technology.

Impact Reports– Please take time to read more about how Family Living Programs in UW-Extension make a difference and impact the lives of Wisconsin families and communities: <http://flp.ces.uwex.edu/wisconsin-impacts/>

Home Alone Program – I taught the Home Alone class to parents and children. The Home Alone program helps parents prepare their children for self-care. The parents and children who attended the class said they learned important safety informational and were glad to have the opportunity to practice emergency procedures.

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

Economic and Organizational Development:

- Completed survey and report for Kewaunee County Sheriff's Department Fit for Duty initiative; commenced planning to implement the program beginning Sept 1st.
- Continued facilitating community action planning for First Impressions Team for the City of Algoma. Coordinated Customer Service Training with David Spiegelberg at Dept of Tourism to address concerns revealed by First Impressions report.
- Continued facilitation to develop the Ahnapee Trail Head in Algoma in cooperation with First Impressions Team and the LIVE Well Algoma Community Initiative.
- Provided business planning education to two entrepreneurs in Kewaunee County.

Local Food System Economy:

- Attended Annual Farm to Cafeteria conference in Madison. Received SARE grant to attend the conference.
- Provided support with UWEX Nutrition Coordinator Jenny Spude to hire intern for Algoma Farm to School Initiative. Will take office lead in ensuring transition with supervising this person after Spude's last day at UWEX.
- Authored Edible Door article in cooperation with Jenny Spude.
- Continued providing support to the 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 events and educational programs at the Farm Market Kitchen.

Other:

- Extended reduced appointment to 60% FTE until June 30, 2016.
- Participation in UWEX CRD Standards, Rank and Promotion Committee.

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

Minutes

1. Meeting called to order by Chair Tom Romdenne at 3:02 PM.
2. Roll Call - Tom Romdenne, Gary Paape, Ron Paider, Chuck Wager. Educators present Aericia Bjurstrom, Jill Jorgensen, Renee Koenig.
3. Approval of Agenda/Minutes – Motion to approve made by Ron Paider/Gary Paape. Motion passed.
4. Citizen Input - none
5. Joint Meeting with Door County Ag & Extension
 - a. September 8, 1 PM
 - b. Kewaunee County Fair Grounds – 4-H RoomAericia reminded the committee of where the meeting will be held and where the farm tour will be held. Aericia will email the agenda to the committee and it is also posted on the county website.
6. Agent Contracts – Agent contracts were presented. Motion to approve contracts made by Gary Paape/Chuck Wagner. Motion approved. Contracts will be forwarded to Scott Feldt for final approval.
7. Educators Reports – Educator reports presented by Aericia, Jill, and Renee. There was conversation on the county fair, Aericia's research projects, and Renee's home visit in which she is working in cooperation with the Human Services Department.
8. Overtime - none
9. Approval – Travel - none
10. Approval – Bills. Motion to approve bills as presented made by Chuck Wagner/Ron Paider. Motion approved.
11. Set Future Committee Meeting Dates
September 7, 3 PM Administration Center
October 5, 3 PM Administration Center
12. Adjourn – Motion to adjourn made by Ron Paider/Gary Paape. Meeting adjourned at 3:47 PM.

Respectfully Submitted,

A handwritten signature in black ink that reads "Aerica Bjurstrom". The signature is written in a cursive, flowing style.

Aerica Bjurstrom, Co-Department Head, UW-Extension

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Aerica Bjurstrom
Agriculture Agent
Prepared for August 3, 2016

Wisconsin Farm Technology Days – Kewaunee County had an important role at this year's FTD show in Walworth County (July 19-21). As next year's host, it was our responsibility to host the exhibitor lounge, staff the "next host" tent and hand out exhibitor information packets to every vendor at the show. We had approximately 40 volunteers at the show on the first day and I organized two buses of committee members to attend the second day of the show. Over 100 people traveled on the buses from nearly every committee. Committee members had the opportunity to meet with their counterparts in Walworth County to learn more about what they should expect next year. Our toy sale was officially launched at the show and purchases are already coming in. The Executive Committee continues to meet monthly and all but one committee has chairs. We have 18 committees and they are hard at work planning and getting organized. Kewaunee County Farm Tech Days has hired an executive assistant to help organize and keep track of committee needs and meetings. We will begin all-committee meetings every other month starting in September and monthly starting in January. Tent City layout is nearly finalized and work is ramping up with less than a year until the show.

Kewaunee County Fair – July 16-19. Although the fair is officially four days long, two of us at UW-Extension spend the majority of the week at the fair assisting with shows, fair events, and programs. An important educational responsibility I have at the fair is working on the carcass ultrasound evaluation. I record data as it is collected and evaluate the data in time for the individual livestock shows. I use the same process as judging carcasses, and evaluate and place the ultrasound results based on merit. Once the data is finalized, I enter the names last so I don't know who the exhibitors are until after final placements have been made. I also help with multiple events at the county fair such as hog show, dairy show, dairy futurity, and the livestock auction.

Beef Cow/Calf Meetings – As part of my agreement with UW-Extension, I have a Beef Team commitment that requires me to plan and carry out a series of cow/calf producer meetings. This year's meetings will be held in fall and will focus on direct marketing of beef. I am working with the Department of Ag, Trade & Consumer Protection to provide speakers at all seven planned locations.

Digital Dermatitis – I am leading a Digital Dermatitis project with nine other agriculture agents in Eastern Wisconsin. I plan to collect data at four to six farms and have completed a fact sheet to be included in the series of fact sheets from the project. I will be writing summary articles for Hoard's Dairyman and Wisconsin Agriculturist when the project concludes this fall. We are incorporating new technology with iPad Minis to record data and have done training with the University Of Wisconsin School Of Veterinary Medicine.

Soil Health Project – I am participating in a soil health project for the Shawano County agriculture agent. The project includes finding at least five locations with different land management to sample soil and bury cloth in the ground. My locations were no till field in a soy/corn rotation, manure application in a soy/corn rotation, common tillage in a soy/corn rotation, wooded lot, and "agent's choice" Kewaunee Community Garden. The rate at which the cloth decomposes exemplifies soil health. The cloth was buried in the ground for one month and evaluated for decomposition.

Kewaunee County 4-H Youth Development Extension Update

Jill Jorgensen, 4-H Youth Development Agent

August 2016

Youth Voice in Kewaunee County: I am passionate about having a strong youth voice in Kewaunee County. Throughout the year I encourage youth voice in many ways, whether that is meeting with legislators or elected officials, being involved in committee with youth and adult partnerships, being a leader for a program or project, leading activities for the community, or like this month, being the voice of Kewaunee County 4-H with media. Door County Daily News (WBDK, WRLU, WKRU, WSBW) reporter Tim Kowols welcomes 4-H members to the station to talk about their 4-H experiences, what they gaining from their 4-H experience, what projects and activities they are currently working on, how they influences their community, and other related topics. This has been a great partnership for the youth members to gain a new experience by speaking with a reporter, building life skills, and learning about working with media. We are grateful for this partnership and the ongoing community support for Kewaunee County 4-H and youth development.



Kewaunee County Fair: I spent a considerable amount of time in July with the Kewaunee County Fair. Approximately, 450 youth displayed their talents by showing around 5000 projects. Everything from cultural arts to animals showcased the hard work and dedication that youth put into their projects throughout the year. In addition, the fair allows the community to see all of the great activities and projects that 4-H youth are participating in all year long.

Furthermore, youth not only show their projects during the fair but also display great sportsmanship and youth leadership. In many cases, community members can witness youth working together to help prepare the best project possible, even when they are competing against each other. Also, they congratulate each other when someone does really well. This is when you find the difference between blue ribbon projects and blue ribbon youth. Blue ribbon youth represent the best attitudes, teamwork, and sportsmanship that they can offer.

National Extension Leadership Development Cohort: As you may recall from January, I was nominated and selected to represent UW-Extension as a 2016 NELD cohort participant. This cohort group is composed of 40 participants representing a variety of program areas from University Extension throughout the Midwest. The leadership experience is held throughout the year. The opportunity provides tools and experiences to apply and reflect on new effective leadership, organizational collaboration, change concepts, and strategies. In addition, we are working on strengthening competence in decision-making, building leadership capacity, improving effectiveness of Extension programming, enhancing personal effectiveness, and promoting lifelong learning.

In July I traveled with the cohort group to Washington D.C. to continue this educational leadership journey. This opportunity afforded up an excellent opportunity to conduct agency visits, meet with members of congress, and continue learning about leadership from our facilitators and cohort members. purpose of the visit is to meet with a member of Congress (or a staff member) or agency to have a conversation about the work they do and to learn from them about how leadership and followership plays a role on Capitol Hill. This experience provided new insights and information about the great effect that leadership (both in a positive or negative way) can have on the overall impact and climate of an organization. As I have said before, this amazing experience has given me the opportunity to understand and expand my personal leadership capabilities

Round Robin Showmanship at the Kewaunee County Fair: I have been working with a group of 4-H leaders to plan the annual round robin showmanship contest at the Kewaunee County Fair. In a round robin contest, members that have won senior or advance showmanship for their particular species have the opportunity to compete against one another for top overall showman.

This year Kimberly VanDonsel won the contest and was named the top showmen at the Kewaunee County Fair. In addition to their title and ribbon, the top showmen received a \$500.00 scholarship that was donated by a number of groups and area businesses. All other participants received special ribbons and shirts for their achievement. This contest lends itself to some of the best sportsmanship at the Kewaunee County Fair. The youth in this contest aren't necessary friends, show the same species, or even spend time in the same social circle. They help each other because they are exhibitors that know that winning a ribbon or placing first is not the important product of a contest. It is how you treat others and your animals that really matters. I could not be more proud of these 4-H members. They truly embodied the principles of the 4-H program.



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

Activities report for August 3, 2016

Community Network – I am a member of the newly formed Community Advocacy Coalition for Kewaunee County. The ADRC of the Lakeshore is leading the efforts of this group. The mission statement is: Working to create and promote knowledge and awareness for those who are chronically ill, elderly, or living with a disability, while advocating for improved quality of life for both caregivers and those they care for. The current focus is on creating aging-friendly communities including dementia awareness, caregiver support groups and educational workshops. Several classes for caregivers are being offered. Please consider joining this group if this is an interest area for you or refer someone you know.

Schools and Child Care Centers – Frequently, I distribute materials to our local public and parochial schools and child care centers. The materials include newsletters, emails, texts, Facebook and blog posts, newspaper and radio press releases and infographics related to healthy child development, behavior management, child safety, wellness and prevention. Examples of topics that I have recently shared include: encouraging healthy non-food classroom rewards (ie. not candy), responding to children's fears after recent mass terrorism and violence, helping children use online games safely (ie. Pokemon Go), helping children cope with grandparents who have dementia, helping children understand current politics and sort out news media coverage of political figures.

Farm Technology Days- I attended Walworth County's Farm Technology Days. I continue to work with the Family Living Tent committee to plan the 2017 show. Please feel free to share your ideas and insights with me about the Family Living Tent's educational exhibits and stage performances, mercantile vendors, and opening ceremony.

Presentation for Dean's Audio/Video Conference – I presented at the Statewide Extension meeting via online broadcast. My presentation was about using technology to reach parents. The title of the presentation is, "Going Digital: A 1980s Program Becomes Virtual" and the presentation will help Extension colleagues make considerations for transitioning traditional educational programs to digital formats using my program as one model to follow.

Parents Forever – I started teaching classes called, "Parents Forever" for divorcing parents using a revised curriculum from the University of Minnesota.

Back to School Supplies Program—I am helping with the Back to School Supplies program again this year. I am involved with Literacy Partners' efforts to promote dental health at the event.

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

Economic and Organizational Development:

- Provided planning assistance to Kewaunee County Economic Development Corporation to facilitate the upcoming Kewaunee County Business and Education Summit to be held August 15th at the Kewaunee School District.
- Continued research and facilitation for Kewaunee County Sheriff's Department Fit for Duty initiative; continued planning to implement the program beginning Sept 1st.
- Provided business planning education to two entrepreneurs in Kewaunee County. Provided food business consultations to four entrepreneurs affected by the closing of the Farm Market Kitchen.

Local Food System Economy:

- Continued Support to the Healthy Lunchroom initiative in Algoma as part of the Farm to School Initiative in concert with Nutrition Coordinator Jenny Spude. Will take office lead in ensuring transition with supervising this person in August after Spude's last day at UWEX. Jenny Spude's position will not be re-filled by UWEX.
- Continued providing support to the Farm Technology Days Food Committee; attended 2016 Farm Technology Days as Food Committee representative.
- Provided education, research and facilitation support to Living Lakes Heritage and the Farm Market Kitchen with their decision to wind-up the organization. This decision was made due to economic reasons, and came after several years of attempts to revitalize the organization with strategic initiatives that were designed to bring in new revenue streams. The board decided that the initiatives were not successful enough to sustain the organization, and that the best course of action would be to wind up operations and assist processors with finding a new location. Thompson has been liaising between FMK processors and NWTC to ensure a smooth transition for businesses affected by the closing.

Other:

- Participation in UWEX Water Action Volunteers training to support water quality monitoring of rivers in Kewaunee and Door Counties.
- Participation in UWEX CRD Standards, Rank and Promotion Committee.
- Provided technical support and education to other UWEX CNRED Educators faced with Utility Plant shut downs in another small, rural community.
- Participation in *nEXT Generation* Meeting with UWEX Sponsors Rick Klemme and Aaron Brower.
- Re-commenced 100% FTE appointment beginning July 1, 2016.

Zoning Committee Meeting
Kewaunee County Administration Committee Room
July 6, 2016
Minutes

Call to Order:

Chairman Tom Romdenne called the meeting to order at 3:43 P.M.

Roll Call:

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

Approval of Agenda:

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

Approval of Minutes:

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

Department Report:

Glenn Selner discussed a Board of Adjustment variance hearing that was held in June with the committee.

Glenn informed the committee on where the most recent updated version of the Shoreland Zoning Ordinance is with the DNR. The ordinance must be approved by October 1, 2016. A public hearing for the ordinance will be scheduled in September.

Glenn shared a letter he mailed out the end of June to 12 homeowners that are delinquent in the pumping of their septic systems. Their septic systems must be pumped within 15 days of receipt of letter or a citation of \$263.50 will be issued.

Glenn also informed the committee that the number of sanitary permits issued is up compared to last month.

Next Meeting Dates:

August 3, 2016 and September 7, 2016 at 3:45 P.M. Kewaunee County Administration Committee room.

Adjournment:

A motion was made by Chuck Wagner and seconded by Ron Paider to adjourn. Motion carried.
Meeting adjourned at 4:19 P.M.

Respectfully submitted:

Andrea Schmidt, Recording Secretary



Zoning Committee Meeting
Kewaunee County Administration Committee Room
August 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, Chuck Wagner, and Glenn Selner, Kewaunee County Zoning Administrator.

Approval of Agenda:

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

Approval of Minutes:

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

Department Report:

Glenn Selner and committee reviewed the committee rules and duties of the department. A motion was made by Chuck Wagner and seconded by Ron Paider to approve the rules and duties as presented. Motion carried.

Glenn informed the committee of a Board of Adjustment Variance Hearing that will be held on August 31st.

Glenn and the committee discussed the Shoreland Zoning Ordinance Public Hearing date and time. It was decided the public hearing for the Shoreland Zoning Ordinance will take place on September 7th from 4:30-6:00 PM in the County Board Room.

Glenn also informed the committee that the number of sanitary permits issued is up compared to last month.

Next Meeting Dates:

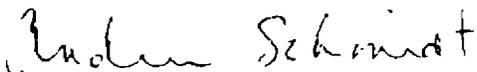
September 7, 2016 at 3:45 P.M. Kewaunee County Administration Committee room.

Adjournment:

A motion was made by Ron Paider and seconded by Gary Paape to adjourn. Motion carried.
Meeting adjourned at 4:30 P.M.

Respectfully submitted:

Andrea Schmidt, Recording Secretary



Kewaunee County Board of Adjustment Minutes

A meeting of the Kewaunee County Board of Adjustment was held on Monday, June 13, 2016 at 8:30 A.M. to view the site of Bill & Laurie Taylor, Red River Township.

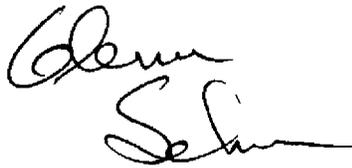
Board members present were Hub Jauquet, Lyle Schmiling, Ken Papham, Randy Hallet, Eric Corroy, and Glenn Selner, Kewaunee County Zoning Administrator.

Bill & Laurie Taylor On-Site Meeting

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

The meeting adjourned at 10:15 A.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Glenn Selner". The signature is written in a cursive style with a large initial "G" and "S".

Glenn Selner, Acting Secretary

Kewaunee County Board of Adjustment Minutes

A meeting of the Kewaunee County Board of Adjustment was held on Wednesday, June 15, 2016 at 7:00 P.M. to hear the variance appeal of Bill & Laurie Taylor, Red River Township.

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

Bill & Laurie Taylor Hearing

Present: Bill & Laurie Taylor, Tony Roznowski, Karen & Dave Derbique, Kathy & Bill Komowski.

Chairman Hub Jauquet opened the hearing at 7:00 P.M. and informed the attendants of the Board's authority and rules of the hearing.

Lyle Schmiling read the public hearing notice. Glenn Selner stated he sent notices to 14 neighboring property owners, the Town of Red River, and the Department of Natural Resources.

Glenn explained the Taylors want to remove an old cottage and replace it with a new home. The lot is long and narrow, 50 feet wide by the private drive and only 40 feet at the water's edge. The new structure can meet the required setback from the ordinary high-water mark, but because the lot is so narrow, the side yard setbacks cannot be met.

Tony Roznowski, the contractor, stated because the lot is so small, they designed a house as narrow as possible, but still needs a variance. The house is 28 feet wide and combined with the overhangs, the house would be 7 feet off of each lot line. Because the land is low, he also has to place the building above the required floodplain elevation. He will build a swale on each lot line to keep all surface water on their lot.

Eric Corroy stated the Town of Red River approved the variance at the town level, but had concerns about surface water run-off. Tony explained he will have an elevational survey done to make sure the surface water issues are taken care of. He also said they are going to install a rain garden on the property which can soak up rain water from roofs and driveways up to 30% more water than conventional lawns.

Glenn read 3 letters into the minutes from neighbors who stated they hoped the variance would be approved.

After some discussion, a motion was made by Randy Hallet and seconded by Ken Paplham to approve the variance to construct the building 7 feet from each neighboring lot line. The vote was unanimous.

The following conditions were attached:

1. Complete an elevational survey to make sure surface water is not directed to neighboring lots.
2. Install a rain garden or other run-off plan. Glenn must approve the plan before the building permit can be issued.

The hearing adjourned at 7:45 P.M.

After the Taylor Board of Adjustment hearing, the committee held a brief re-organizational meeting. Chairman Hub Jauquet wants to step down as chairman.

Presently, Hub Jauquet is the Chairman, Randy Hallet the Vice Chairman, and Lyle Schmiling the Secretary.

After a brief discussion, it was decided that Randy Hallet will be Chairman, Hub Jauquet will be Vice Chairman, and Lyle Schmiling will remain as Secretary. All were in agreement.

Respectfully submitted,



Glenn Selner, Acting Secretary

Kewaunee County Land and Water Conservation Regularly Scheduled Committee Meeting
Kewaunee County Fairgrounds Office August 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, Charles Wagner, & Clark Riemer

LWCD Staff present: County Conservationist, Davina Bonness; Kewaunee County Board Member Gary Paape; & Joe Johnson NRCS

3) Approval/Repair of Agenda: Motion to approve the August 9th agenda was made by Chuck Wagner and seconded by Ron Paider. Committee vote was unanimous in favor of the motion.

4) Approval/Repair of Meeting Minutes: No minutes to approve. July meeting was cancelled

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

There were 10 public comments that talked about the DNR scoping statements; the frustration with the DNR workgroup final report recommendations; Chapter 23 implementation in Kewaunee County; Argo Pur chloride discharges; and DNR emergency rule making authority.

6) Department Reports:

a) *Animal Waste Storage Permits:* One – reception tank at the Kewaunee High School

b) *Farmland Preservation/Standards and Prohibitions Walkovers:*

Thirty six total walkovers were performed. Of those, twenty six were in full compliance with NR 151 and met all Farmland Preservation compliance standards and ten received compliance schedules. All compliance schedules were due to waterways planted through or were showing erosion, insufficient tillage setbacks or runoff issues associated with feed pads.

c) *Conservation Plans for Approval:* Russel Schlies Trust, Wayne Bradley Trust, Aaron Zellner

d) *Notice of Non-Compliance Updates:* None

e) *DNR Workgroup Recommendations:* Discussion about the hauling audits being conducted by LWCD staff and how the LWCD is working on implementing as many recommendations they can with the staff and budget they are working under.

7) Cooperating Agency Reports:

a) *USDA Natural Resources Conservation Service (NRCS):* Joe Johnson explained that they are working on cover crop contracts with EQIP and the next signup deadline is September 2nd. He is also working on CRP & CREP contracts and pollinator plantings.

8) Other Matters to Discuss (if needed)

1. Lee Luft handed out "a Resolution requesting the Wisconsin DNR to Immediately Initiate a Water Quality/Aquatic Life survey of the East Twin River and Unnamed Tributaries to the East Twin River in Kewaunee County". He asked the LCC to review and that it be placed on September's agenda for a discussion and possible vote.

2. Lee Luft handed out "Kewaunee County Groundwater Task Force DRAFT recommendation #2 in resolution format". He asked the LCC to review and that it be placed on September's agenda for a discussion and possible vote.

9) Scheduling of Future Committee Meetings:September 13th @ 9:00am ; October 11th @ 9:00am

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

11) Chairman's Wrap Up Comments:Chairman Pagel stated that Kewaunee County and the LCC have made a serious commitment to water quality and continue to move in a positive direction, he also stated that a strong collaborative effort is being made to get water to unsafe well owners.

12) Adjournment:A motion to adjourn the meeting at 10:25am was made by Ron Paider and seconded by Lee Luft. Motion carried unanimously.

Respectfully submitted by Davina Bonness – Kewaunee County, County Conservationist

Law Enforcement/ Emergency Management Committee Minutes
July 12, 2016

The Law Enforcement Committee meeting was held on July 12, 2016 in the Integrity Meeting Room, at the Kewaunee County Courthouse.

Call to Order: Linda Sinkula called the meeting to order at 9:00 a.m.

Members Present: Linda Sinkula, Chairperson, Pat Benes, Scott Jahnke, Sheriff Matt Joski, Chief Deputy David Cornelius. EOC Director Nollenberg, excused. Chris Rasmussen, excused.

Public Comment: No public comment.

Travel/Training Request:

Sheriff's Office requested approval for Lt. Jason Veaser and Lt. Chris VanErem to attend the Spillman User Group Training, to be held July 26-27 in Superior WI. The motion was made by Pat Benes to approve this request. Seconded by Scott Jahnke. Motion carried.

Emergency Management: No requests.

Agenda:

Law Enforcement:

a.) Review of 2016 Budget: Sheriff Joski pointed out the overtime in the jail. The jail staff has incorporated the new 12 hour shift schedule as of 7-11-16, which should alleviate some of this overtime, but the sheriff's department is still down 3 positions, and if we don't staff these positions, this new schedule will not work. There is no "elasticity" without the proper staffing with this new schedule.

This schedule is not permanent for now, and only being tried to see if this will work. The OT issue should drop as this schedule is implemented. The department received 24 applicants in the recent eligibility list, and that list was narrowed to 16 applicants that would test for the position. Only 10 of the 16 showed for testing. The newest road officer was taken off the patrol schedule and went back in the jail to help cover until September, when it is hoped to have positions filled by then.

The other budget issue that is up, is the training expenses. This is due to the number of trainees we had leave the department recently. We are training new people to meet the requirements, and do the training within .

b.) Review of Jail Population: Sheriff Joski pointed out the population was down slightly since the last review. With the new Judge taking office next month, he sees this going up some, since it is known there is a number of warrants sitting idle with the Clerk of Courts office that need to go out.

c.) Update on Jail Study: The planning on new institution technical assistance request has been made in June. It has been changed from 4 people going to the National Institute, that they will be having their people coming locally, so we could possibly get more local involvement in this planning.

d.) 21st Century Policing: Sheriff Joski reports a telephone conference call is set for Wednesday, 07/13/16 to begin working on Pillars 1 & 6. Pillar 1 is in regards to Building Trust and Legitimacy, and pillar 6 involves Officer Wellness and Safety. Joski will be sharing how our agency has already begun to incorporate these pillars into our everyday processes.

e.) Staffing update: As stated earlier, 24 applications were received for the eligibility list hiring. Of those 16 were chosen to test, and only 10 of the 16 actually showed up to take the test. The results from the testing are expected this week, and we will be scheduling interviews as soon as possible. Sheriff Joski, requested the authorization to hire from this list, since we have lost two employees since the request to begin the eligibility list. Pat Benes made the motion to authorize the sheriff's department to hire 2 people, and recommend this to the personnel committee. Scott Jahnke seconded this motion. Motion carried.

f.) Review and Recommendations of Committee Rules & Duties: Sheriff Joski handed out a document showing how the current rules and duties read. After some discussion, it was suggested to remove "and develop" from the current statements, and replace it with "of, for", and to also change from "Determine" to Review. Sheriff Joski will bring these changes to Administrator Feldt.

Emergency Management: Due to the absence of Director Nollenberg, there was no updates given for Emergency Management.

Approval of Bills: Scott Jahnke did question the police and fire fees on the phone bills. This was explained by Sheriff Joski these fees are charged per state statute, and are to be returned for use by police and fire. Over the years the monies have been used at the state level in the general fund. Sheriff Joski has spoken with Joel Kitchens and requested these monies be strictly used for 911/police and fire uses, where departments could apply for the monies in this fund to fund projects, such as the "mapping & 911" project Kewaunee County is facing.

Pat Benes 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 August was tentatively set for Tuesday, August 9, 2016 at 9:00 a.m. to be held (if necessary) at the Kewaunee County Sheriff's Office, Integrity meeting room.

Other Matters as Authorized by Law: None

Adjourned: Scott Jahnke made the motion to adjourn the meeting. Motion seconded by Pat Benes, motion carried. Meeting adjourned at 955 hours.

Minutes provided by: Recording Secretary, Mary Berkovitz

:mab

Law Enforcement/ Emergency Management Committee Minutes August 9, 2016

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

Call to Order: Linda Sinkula called the meeting to order at 9:03 a .m.

Members Present: Linda Sinkula, Chairperson, Pat Benes, Chris Rasmussen, Chief Deputy David Cornelius, & EOC Director Nollenberg, Excused: Scott Jahnke, Sheriff Matt Joski,

Public Comment: No public comment.

Travel/Training Request:

Sheriff's Office had no requests.

Emergency Management: Director Nollenberg requested to attend training in Waupaca County for Government Operations Planning for Rural Communities. A motion to approve this training was made by Chris Rasmussen. Second was made by Pat Benes. Motion carried.

Agenda:

Law Enforcement:

- a.) **Staffing Update:** The sheriff's department has gone through the process of taking the applications, and had narrowed it down to the second round of interviews. From these applicants, two positions were filled, with Austin Lawrence who began on August 7th and Jacob Jandrin who will begin on August 21st. A third applicant is pending to be hired. Chief Deputy explained since the last meeting the department had a disciplinary action with a jail/dispatcher that was offered a 30 day suspension with a last chance agreement, or be terminated, and the officer chose self termination, and refused to sign the agreement. This actually has put the jail down 4 positions. This officer is grieving this action, and pending the outcome of the grievance, a third applicant would be hired. Chief Deputy stated that a side agreement was signed with the Teamsters, in order for Deputy Jordan Salentine to come off road patrol and help back in the jail as needed. Between this and the new jail schedule, the overtime has started to decrease already, and Chief Deputy foresees once the jail is fully staffed and the schedule can work at its potential, he believes we will see the overtime greatly reduced.
- b.) **Monthly Financial Report:** Chief Deputy pointed out the only area that stands out in regards to the budget is the overtime in both the jail and patrol. The jail is working on reducing the overtime, as explained earlier, and the patrol

overtime is because they are down one officer, with Deputy Salentine helping back in the jail, and there have been a number of trainings that need to be completed, and vacations. The gasoline budget is under budget as of half way through the year, and between these two, the department should be within budget. Chief Deputy commended the various deputies and investigators for covering in areas of court security and transports to save on overtime.

- c.) Status of 21st Century Policing: Sheriff Joski was currently headed to Washington D.C. for the next update meeting. Chief Deputy shared a draft of a Site Visit (to be made by the 21st Century Policing Initiative) agenda. This will be held on August 30th and 31st. Members of the Law Enforcement committee, and the County Board will be invited to attend this site visit. The main topics to be covered will be Pillar 1, which deals with trust in the community and Pillar 6, officer wellness. Chief Deputy explained how our department has already initiated a planning group, and are working on a wellness program for the department. Some of the final stages of motivators and rewards are being looked at. It is hoped this wellness/fitness program will kick off in the next couple months.
- d.) Status of Jail Study: Sheriff Joski put together a packet of information for committee members to begin to review on creating a Criminal Justice Coordinating Council. Members will review the information and this will be discussed at a future committee meeting, as Sheriff Joski was not present to comment on the information.
- e.) Recommend resolution of Support to Law Enforcement: Since Sheriff Joski was not present this was not addressed at this time.

Emergency Management:

- a.) Monthly Financial Report: The overall budget is pretty much "right on" as of half way through the year. The phone bills look high at this time, but that is mainly because EOC was double billed due to the switch over. Once that is all complete it should even out. There were also some charges for the dosimeters being recalibrated, and renewal of the PRD's.
- b.) Status of City, Village, Municipal Emergency Operation Plan: Five of the fourteen municipalities are completed with the updates. Nollenberg is working on completing this.
- c.) Status of Off-Site Facility Update: This has been completed for the year.
- d.) Status of NIMS Compliancy: Nollenberg reports that there are still about 43 individuals that need to complete this training countywide. The training is available online. Nollenberg stated it is important to be in compliance to receive future grant monies.
- e.) Tour of Point Beach Nuclear: A tour is being arranged with Point Beach for all new and existing County Board personnel. Nollenberg reports it is looking like this will occur sometime in October. No specific dates are set yet. Chief Deputy would like to have the new hires at the Sheriff's Department attend this also.

f.) Director Nollenberg asked about the committee rules and duties that Administrator Feldt had asked the committee to review. It was explained to her how the committee had reviewed and suggested what changes we wanted, to Feldt at last month's meeting. Nollenberg stated she has also talked with Feldt and made some changes in regards to the EOC.

Approval of Bills:

Pat Benes made the motion to approve the payment of bills for both Law Enforcement and Emergency Management, seconded by Chris Rasmussen. Motion carried.

Next Meeting: The next meeting was set for Wednesday, September 14, 2016 at 3:00 p.m. to be held at the Kewaunee County Sheriff's Office, Integrity meeting room.

Other Matters as Authorized by Law: Pat Benes shared a concern that was raised on the Highway Safety Committee, which he also serves on, about a recent accident that occurred at CTH C and CTH K. It had been brought up that there was a fatality the last time STH 54 was detoured for work, and recently another bad accident occurred at this same intersection. STH 54 is again being worked on and the detour is CTH K. Benes just wanted law enforcement to be aware of this when doing the traffic detours for the upcoming Farm Tech Days next year at the Ebert Farm.

Adjourned: Pat Benes made the motion to adjourn the meeting. Motion seconded by Chris Rasmussen, motion carried. Meeting adjourned at 10:20 hours.

Minutes provided by: Recording Secretary, Mary Berkovitz

:mab

Kewaunee County
FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

MEETING MINUTES

Date: June 21, 2016 Time: 4:30PM

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

Call to Order: The meeting was called to order at 4:30PM by Chairman Lee Luft

Roll Call: Members present were Lee Luft, John Mastalir, Tom Romdenne, Virginia Haske. Chris Rasmussen arrived at 4:57, Tom Romdenne arrived at 5:22.

Others Present: Scott Feldt, Paul Kunesh, Michelle Dax, Steve Hansen, Robert Weidner, Larry Kirchman, Kay Shillin.

Approve the Agenda: Motion by Virginia Haske, second by John Mastalir to adopt the June 21, 2016 agenda. Motion carried.

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

Consider Budget Adjustment-Project Phoenix: Motion by John Mastalir, second by Virginia Haske to recommend accepting PSC grant funds & enter into contract for \$50,000 with Dynamic Concepts LLC for Project Phoenix as presented. Discussion followed. The contract with Dynamic Concepts was reviewed by the PSC, and contains language limiting payment to Dynamic to the amount of grant revenue received by the county. Motion carried.

Approve revisions to the County Investment Policy: Review and discuss revisions to the County Investment Policy last updated in 2005. Proposed changes include more clearly defining the rolls of the Treasurer and Finance Director, clarifying reporting, and removal of the glossary. Motion by Chris Rasmussen, second by Tom Romdenne to approve revisions to the Kewaunee County Investment Policy as presented. Motion carried.

Update from Chairman Luft – Meeting with John Roach of Roach & Associates: Chairman Luft met with Mr. Roach and discussed the payment request & described the process the request would follow. Finance Committee would discuss and forward the issue to the County Board and the Board would make a decision. Mr. Roach will attend the Finance Committee meeting on July 7 to present and discuss his work and the requested payment.

Discussion – Revenue options for 2017 and Cost savings: Continued from the June 8 Finance Committee meeting. Administrator Feldt reviewed a list of potential cost savings and potential revenue generation. Discussion followed. July meeting will have more discussion and potential recommendations to the County Board. A special Finance Committee meeting will be held on Wednesday June 29th 4PM. The agenda will be further discussion of the cost savings & revenue enhancement for 2017.

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

Approve County Board and Supplementary Payroll: Motion by Chris Rasmussen, second by Tom Romdenne to approve the County Board and Supplementary payroll as presented. Motion carried.

Other Matters as Authorized by law: Chairman Luft presented three proposals for marketing and selling the Hornig property. The committee directed the chair to negotiate rates and report back to the committee.

Adjournment: Motion by Tom Romdenne, second by Virginia Haske to adjourn the meeting. Motion carried. Meeting adjourned at 6:00PM.



Submitted by:
Paul Kunesh, Recording Secretary

Kewaunee County
FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

MEETING MINUTES

Date: June 29, 2016 Time: 4:00PM

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

Call to Order: The meeting was called to order at 4:00PM by Chairman Lee Luft

Roll Call: Members present were Lee Luft, John Mastalir, Tom Romdenne, Virginia Haske, Chris Rasmussen

Others Present: Scott Feldt, Paul Kunesh, Robert Weidner, Steve Hansen

Approve the Agenda: Motion by John Mastalir, second by Tom Romdenne to adopt the June 21, 2016 agenda. Motion carried.

Approve Minutes: Minutes were not available for review at the time of mailing. Deferred to the July 7th meeting.

Discussion–Revenue options for 2017 and Cost savings: Continued from the June 21st Finance Committee meeting. Administrator Feldt reviewed a list of potential cost savings and potential revenue generation. Discussion followed with the goal of narrowing the scope of options to consider on July 7th. Topics discussed included health insurance claims, prescription costs, and utilization, economic development and growth of the County, County Board pay,

Chris Rasmussen requested a list he had be incorporated into the five year projections and that that then be sent to the committee members.

Next Finance Committee Meeting: July 7th

Public Comment: None.

Adjournment: Motion by Chris Rasmussen, second by Tom Romdenne to adjourn the meeting. Motion carried. Meeting adjourned at 6:22PM.



Submitted by:
Paul Kunesh, Recording Secretary

Kewaunee County
FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

MEETING MINUTES

Date: July 7, 2016 Time: 8:00 AM

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

Call to Order: The meeting was called to order at 8:00 AM by Chairman Lee Luft

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

Others Present: Scott Feldt, Paul Kunesh, Jeff Wisnicky, Gerald Paape, Kaye Shillin, Larry Kirchman, Linda Sinkula, Mary Ellen Dobbins, Bob Weidner, Sue Weisser, Dave Cornelius, Matt Joski, John Roach

Approve the Agenda: Motion by Virginia Haske, second by Tom Romdenne to adopt the July 7, 2016 agenda. Motion carried.

Approve Minutes: Motion by Virginia Haske, second by Tom Romdenne to adopt the June 29, 2016 Finance Committee minutes. Motion carried.

Overtime Report: OT is mostly at YTD levels as expected, the Sheriff & Jail are above anticipated levels as in previous months. Sheriff Joski and Deputy Cornelius were present to discuss the department OT. The Sheriff listed items that caused the increase in OT including staffing levels, time off, 24/7 operations, & coverage levels as well as the new schedule for the Jail, with anticipated test period from July 10th to year end. Tom Romdenne requested an update at the three month point of the new schedule by the Sheriff & Chief Deputy at the October Finance Committee meeting.

Monthly Financial Report: May YTD reports were reviewed. No 'red flags' so far this year, and no issues other than what has been discussed in previous months.

Presentation by John Roach of Roach & Associates RE invoice for Project Phoenix: A memo was handed out by Scott Feldt on the history of the RFP, the award to Roach, & work completed. Mr. Roach handed out a timeline with additional information, as well as a review of the original proposal by Roach. There is a language difference between the RFP & proposal.

The committee discussed the information presented. Motion by Tom Romdenne, second by Virginia Haske to deny the claim by Roach & Associates in full. Discussion followed. Roll call vote: Yes votes by: Lee Luft, Virginia Haske, Tom Romdenne. NO votes by: John Mastalir & Chris Rasmussen. Motion passed 3 – 2.

Review suggested cost savings budget initiatives: Chris Rasmussen gave a summary of his list of proposals. A handout of a modified five year forecast including those proposals was distributed. Discussion followed.

Review revenue enhancements such as fees for service: no discussion.

Review sales tax or other tax proposals: Discussion of the necessary timeline and referendum vs Board vote. Chairman Luft offered to send sales tax information to Administrator Feldt. The Administrator will assemble information for a 'fact sheet' to be provided to Chairman Luft, the other Finance Committee members, & then disseminate the information to the County Board and public.

Finalize recommendations for 2017 budget process: none due to lack of time, but an additional Finance Committee meeting is scheduled August 2nd to continue the discussion and recommendations.

Consider a motion to convene in closed session pursuant to s. 19.85(1)(f) to consider medical histories or data which if discussed in public would have a substantial adverse effect upon the reputation of any person referred to in such histories or data, to wit: discuss aggregate health insurance claims data with health insurance consultant:

HEALTH INSUR / HORTON: Horton presented an update on the County health insurance plan including: a summary of health plan changes from the last few years, a comparison of the 2015 year vs 2014 history, a preliminary view of 2016 YTD, and a several suggestions for the future.

Motion by Virginia Haske second by John Mastalir to convene in closed session pursuant to s.19.85(1)(f) to discuss health insurance claims data with health insurance consultant. Motion passed 5-0.

Consider a motion to convene in open session: Motion by Virginia Haske second by John Mastalir to convene in open session. Motion passed 5-0.

Approve Additional Bills for Payment: Motion by John Mastalir second by Chris Rasmussen to approve the bills as presented. Motion carried.

Next Meetings: Tuesday Aug 2nd 4:30
Thursday, August 10, 4:30PM

Public Comment: none

Adjournment: Motion by Chris Rasmussen, second by Virginia Haske to adjourn the meeting. Motion carried. Meeting adjourned at 11:45 AM.

Submitted by: 
Paul Kunesh, Recording Secretary

Kewaunee County
FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

MEETING MINUTES

Date: August 2, 2016 Time: 4:30 PM

Kewaunee County Administration Center, 810 Lincoln St, Kewaunee, WI 54216
Committee Room (moved to the County Board Room for more space)

Call to Order: The meeting was called to order at 4:36 PM by Chairman Lee Luft

Roll Call: Members present: Lee Luft, John Mastalir, Tom Romdenne, Virginia Haske, Chris Rasmussen.

Others present: Scott Feldt, Paul Kunesh, Sue Weisser, Bill Iwen, Matt Joski, Larry Kirchman, Mary Ellen Dobbins, Dave Myer, Robert Weidner, Kay Shillin

Approve the Agenda: Motion by Virginia Haske, second by Tom Romdenne to adopt the August 2, 2016 agenda. Motion carried.

Approve Minutes: Motion by Virginia Haske, second by Tom Romdenne to adopt the July 7, 2016 Finance Committee minutes. Motion carried.

Review Suggested Cost Savings Budget Initiatives: The committee listed and discussed ideas & proposals collected since the last meeting that include: require the use of County owned vehicles vs paying mileage to employees, payment of mileage for board and committee members to & from meetings, teleconferencing options for committee and other meetings, review the number of board members and per diem paid, out of County library usage, increasing employee health insurance contributions, continue refinancing efforts, energy audits for County facilities, and reduction of the number of employees. Chairman Luft requested a list of services the County is mandated to provide. Health insurance is the single largest expenditure issue over the last several years, and changes to the network are in progress. Discussion about assessment differences and assessment value of farmland.

Review Revenue Enhancements such as Fees for Service: The committee discussed the merit of selling unused land. Potential fees discussed include:

ATV Park fee—discussion was about the costs of maintaining & managing the park and how to determine a fee, ATV club could possibly collect, contact club to see if there support of collection of fees to help maintain the park, fee could be split with the club. Motion by Virginia Haske, second by John Mastalir to direct Promotion & Recreation and the County Administrator contact the ATV club to discuss collection of voluntary donations to maintain and manage the ATV Park. Motion carried.

Animal waste storage unit inspection fee—A fee to look at storage & spreading of Manure with the fee being based on the size of the storage facility. Agricultural land inspection fees—A farmland walkover is currently needed every 3 years to continue Farmland Preservation program. This fee & walkover could apply to some or all County farmland. Cost of providing the storage inspections and the walkover is a large part of the Land Conservation department. Motion by Virginia Haske, second by John Mastalir to direct the County Administrator evaluate both animal waste storage & agriculture land inspection fee amounts, not to exceed the cost of the service, as part of the 2017 budget. Discussion followed. Motion passed 5-0.

Private Well Registration & Inspection Fee—Approximately 10% of wells have been tested. This fee could provide routine and periodic testing of all wells in the county. Frequency of testing and cost was discussed. More information is requested prior to moving forward. Information requested includes: What is the fee to be used for & what service is being provided? Can the county require the inspection and or replacement of wells? Additional information should focus on condition of well & attach a cost & fee. The County Administrator will come back with more information.

Manure spill response fees – currently no charge by County for responding. The DNR is not always able to respond. Definition of a spill and minimum amounts were questioned. More information was requested.

Winter Spreading Ordinance fee increase-existing fine for the first offence is \$250-500, and second fine is doubled, etc. There have been several warnings & citations to mostly repeat offenders. This ordinance is relatively new and the Committee decided this should be reviewed in another year and with input from the Land & Water committee.

Review Sales Tax or Other Tax Proposals: The committee discussed the questions: should the committee recommend a sales tax? At this time? By County Board vote or referendum? Discussion followed.

Finalize Recommendations for 2017 Budget Process:

Motion by Chris Rasmussen to require a sales tax be implemented only by referendum. There was no second.

Motion by Virginia Haske, second by John Mastalir to recommend the County Board to vote on enacting a ½% sales tax, with the amount received in excess of the budget shortfall placed in the General Fund balance and not spent on additional expenditures, and recommend that it have a sunset provision after 5 years. Roll call vote: Luft, Mastalir, Romdenne, Haske, voted Yes, Rasmussen voted No. Motion passed 4-1.

Next Meetings:

Wednesday August 10 4:30.

Public Comment:

Sue Weisser spoke about tax levy & fund balance and social security increases, health insurance premiums, mandated services, CAFO fees, and out of county library fees.

Bill Iwen spoke about high capacity well fees, CAFOs, cutting expenditures related to town & county offices.

Adjournment: Motion by Tom Romdenne, second by John Mastalir to adjourn the meeting. Motion carried. Meeting adjourned at 7:39 PM.

Submitted by:

Paul Kunesh, Recording Secretary

Kewaunee County
FINANCE & PUBLIC PROPERTY COMMITTEE MEETING

MEETING MINUTES

Date: Wednesday, August 10, 2016

Time: 4:30 PM

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

Location: Conference Room

Call to Order: The meeting was called to order at 4:30 pm by Chair Lee Luft.

Roll Call: Finance Committee members present were Lee Luft, Chris Rasmussen, John Mastalir, Tom Romdenne, & Virginia Haske

Others Present: Scott Feldt, Paul Kunesh, Michelle Dax, Matt Joski, Ross Loining, Larry Kirchman, Linda Sinkula, Kaye Shillin, Gary Paape, Donna Thomas, Mary Ellen Dobbins, Jennifer Schneider, Dave Myers, Bob Weidner, Todd Every, Dan Mongoven, Becky Deterville, Linda Teske, John Pabich, Don Cochart, Lynn Malfroid.

Approve Agenda: Motion by John Mastalir, second by Chris Rasmussen to adopt the August 10, 2016 agenda. Motion carried unanimously.

Approve Minutes: No meeting minutes from the August 2, 2016 were presented. Approval will be deferred to the next meeting.

Overtime Report: Scott Feldt presented the overtime report. It was reported that the overtime is higher in Sheriff and Jail than original budget. The overtime figure in the budget was purposely low and unattainable. The department has a started a new schedule. Scott applauded Sheriff and his department for working to keep this figure down.

Monthly Financial Report: Paul presented the financial report through June 2016.

Quarterly Report: Michelle presented the cash and investment summary as of June 30, 2016 for her quarterly report.

Approve Stop Loss Premium for 2016/2017: Dan Mongoven from the Horton Group outlined the recommendations regarding the stop loss contract from 6-1-16 thru 5-31-17, change the PPO network from Choice Care to National Point of Service effective August 1, 2016, and to implement telemedicine. Virginia Haske made a motion to approve the recommendations as presented. Tom Romdenne seconded the motion. Motion carried unanimously.

Approval of Recommendation of Website Developer: Ross Loining gave background regarding the county website. Jennifer Schneider explained the options that she had researched. After the presentation, the committee discussed what direction it would like to go. John Mastalir made a motion to go with DMI Studios for two separate websites (one for tourism and one for Kewaunee County) that will work together. Virginia Haske seconded the motion. Motion carried unanimously.

Approve Resolution to Approve Transfer of Funds for Highway Bridge Engineering: Todd Every stated that they are beginning to incur expenses for projects slated for 2018 & 2019 – estimated costs are \$80,000. The finance director and highway committee requested that the 2016 budget be amended to show this. From the accounting standpoint, this will allow him to take the money out of the account as the expenses are incurred. Roads and bridges have the money to do this. Tom

Romdenne made a motion to amend the 2016 budget to transfer \$80,000 from the roads and bridges fund to the bridges expense account. Second by John Mastalir. Motion carried unanimously.

Approve Acceptance of \$50,000 DOA Strategic Initiative Grant Funds: As part of the statewide parcel mapping initiative, all counties are now required to have their parcel lines snapped to their GPS monument locations. Kewaunee County has met the requirements to receive a \$50,000 grant from the DOA. There will be zero impact on the tax levy. A motion was made by Virginia Haske to accept the grant funds and make the adjustment to LIO budget. Chris Rasmussen seconded the motion. Motion carried unanimously.

Approve Budget Amendment: \$6,0000 for Computer & Monitor Replacement: With the savings in benefit and wages by not filling program assistant position right away, funds are available to replace the eight year old computers and monitors in the UW Extension office. Virginia Haske made a motion to approve the budget amendment. Tom Romdenne seconded the motion. Motion carried unanimously.

Approve Budget Request: \$9,900 for Equipment to Construct Interoperability Channel: The interoperability channel ensures critical communication between Kewaunee County and neighboring county departments entering Kewaunee County. The Sheriff stated that he anticipates to have savings in several line items to cover the cost. Motion was made by Chris Rasmussen to pay for this within the Sheriff's Department budget. Tom Romdenne seconded the motion. Motion carried unanimously.

Approve Budget Request: \$9,200 for Replacement of Courtroom Audio-Visual Equipment: No action needed on this request. Ross Loining found a replacement unit for \$3600.

Final Recommendations Regarding Sales Tax and Fee Implementation to Full County Board: As a review, at the last meeting it was decided to recommend the County Board to vote on enacting a ½% sales tax.

A motion had also passed to direct the County Administrator to evaluate both animal waste storage & agriculture land inspection fee amounts, not to exceed the cost of the service as part of the 2017 budget. This will not go to county board at the August meeting. Scott will get input from land and water and come back with recommendations for the fee schedule and what revenues will be generated.

Approval of Bills: Motion by Tom Romdenne, second by John Mastalir to approve the bills as presented. Motion carried unanimously.

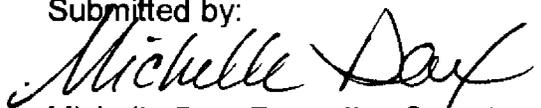
Next Finance Committee Meetings: Sept 8th at 8:00 am, October 13th at 8:00 am
November 10th at 8 am

Public Comment:

Lynn Malfroid gave suggestions for possible cost savings involving the land fill, Bruemmer County Park, health insurance, employees and ATV trails.

Adjournment: Motion made by Tom Romdenne, second by Chris Rasmussen to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:13 pm.

Submitted by:


Michelle Dax, Recording Secretary

**KEWAUNEE COUNTY
HUMAN SERVICES COMMITTEE MINUTES
July 13th, 2016**

The meeting was called to order by Chairperson Kaye Shillin at 8:30 a.m. Present for the meeting were Mark Buchanan, Mary Ellen Dobbins, Virginia Haske, Shirley Kirchman, Donna Thomas, Rose Quinlan, Paul Ravet, Mary Ann Szydel and Linda Teske and Kaye Shillin. Also present were Sue Norton and Jack Schad.

Absent: None

Excused: Lee Luft

A motion was made by Mary Ellen Dobbins and seconded by Linda Teske to approve the agenda as mailed. Motion carried.

An amendment to the June 16th minutes on the meeting adjournment time needed to be corrected to be read as 10:42 a.m. A motion was made by Mary Ellen Dobbins and seconded by Shirley Kirchman to approve the minutes as amended. Motion carried.

Susan Norton is the manager for the Behavioral Health area of Human Services. She began her position on March 28th, 2016. She oversees the following areas: Mental Health, Alcohol and other Drug Abuse, Community Support Program, Comprehensive Community Services Program, and Crisis Services.

In 2015 Alcohol and Other Drug Abuse had 90 completed assessments, with 46 consumers needing treatment and 44 needing education. The Community Support Program had 17 individuals enrolled. The Comprehensive Community Services Program had 50 consumers in 2015. This program is 100% funded. Our Mental Health Clinic saw 116 clients in outpatient therapy and 144 clients for psychiatric services. In 2015 there were 234 Initial Crisis Contacts handled with 183 adults and 51 children/adolescents. They have also worked very hard with Sheriff Joski and jail staff in regards to counseling and medication management with mental health issues hoping to decrease the chance of reoffending. Protocol for referrals have changed in that suicide watches needs to be assessed within 24 hours by one of our crisis staff. In 2015 we have contracted services for nursing staff out of Public Health for helping with our psychiatric staff to help with medication management and any side effects that consumers are having. Sue's 2016 goals are to update the Behavioral Health Handbook, to find different ways to capture revenue and increase outpatient counseling by recruiting a contracted therapist.

The completion of the New Human Services Committee Rules were handed out. Motion was made by Virginia Haske and seconded by Rose Quinlan to approve adoption of these rules.

The HIPAA Updates and Changes were handed out. Jack explained the changes since the last update in 2005. A motion was made by Paul Ravet and seconded by Mary Ellen Dobbins to approve the HIPAA Updates and Changes.

A Memo of Understanding on Fraud Prevention/Investigation with the Sheriff's Department was handed out. Jack talked about how the Sheriff's Department is contracted to do our fraud investigations for our Income Maintenance Program. It was decided to hold approving this until next month to give time to review it by the board members.

Jack discussed the three positions that are currently open in human services. The transportation position is currently contracting with ABR (staffing agency) for temporary help until the position is filled. This position is at the point of interviews. The accountant position has gone through 1st interviews and 2nd interviews will be held next week. The director position has been filled and Scott Feldt will be announcing it soon. The 2015 annual report will be handed out to Human Services Board in August and presented to County Board in September.

Contracts were presented for approval. Motion made by Linda Teske and seconded by Mary Ellen Dobbins to approve the contracts as presented. Motion carried.

Motion made by Mary Ann Szydel and seconded by Mark Buchanan to approve the vouchers. Motion carried.

Motion made by Mary Ellen Dobbins and seconded by Paul Ravet to approve the credit card vouchers. Motion carried.

Motion made by Mary Ellen Dobbins and seconded by Virginia Haske to approve the travel vouchers as requested. Motion carried.

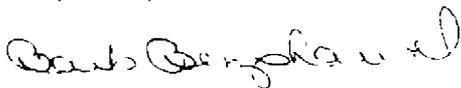
There were no public comments.

The county Financial Manager, Paul Kunesh, has developed a Capital Improvement Plan. This would be a fund set aside for high cost items that needs to be done on a scheduled basis such as county cars, computers and so forth.

The August Human Services Board meeting has been set for Wednesday, August 10th at 8:30 a.m. A motion was made by Mary Ellen Dobbins and seconded by Shirley Kirchman to approve this meeting date and new time.

Motion made by Mary Ellen Dobbins and seconded by Virginia Haske to adjourn the meeting. The meeting adjourned at 9:55 a.m.

Respectfully submitted,



Barb Benzshawel

KEWAUNEE COUNTY
HUMAN SERVICES COMMITTEE MINUTES
August 10th, 2016

The meeting was called to order by Chairperson Kaye Shillin at 8:30 a.m. Present for the meeting were Mark Buchanan, Mary Ellen Dobbins, Virginia Haske, Lee Luft, Donna Thomas, Rose Quinlan, Paul Ravet, Mary Ann Szydel and Linda Teske and Kaye Shillin. Also present were Dan Holstead, Bob Mattice, Scott Feldt and Jack Schad.

Absent: None

Excused: Shirley Kirchman

A motion was made by Virginia Haske and seconded by Lee Luft to approve the agenda and minutes as mailed.
Motion carried.

Kaye introduced Bob Mattice as the new Director and Scott Feldt as Co-Director for Human Services. Bob gave background information about his time with Kewaunee County. Scott informed the committee that Bob will oversee staff and day to day operations and he will be in charge of organizational decisions in the interim.

Dan Holstead, Administrator for Advocates for Healthy Transitional Living, gave a presentation on how Kewaunee County utilizes the services they offer in the programs that Human Services offer to clients. They have two sites currently, one in Algoma and one in DePere. They currently have 50 staff. They stand for: permanency-sustainability, community based services, team building, problem solving, collaboration and resource coordination, cutting edge trends like Trauma Informed Care and Brain Science, and being a regional service provider. They offer treatment foster care, education and daytime programming, after school program, summer programming, children's long term support and comprehensive community services programming, respite and diversion, urgent response programming, workforce development involvement, programming to assist youth aging out of care, trauma informed care evaluation and support, 30 day assessment process and creative program development.

Bob went over the annual report with the committee. A motion was made by Linda Teske and seconded by Lee Luft to approve the 2015 Annual Report.

A motion was made by Virginia Haske and seconded by Mary Ellen Dobbins to approve the Memo of Understanding on Fraud Prevention/Investigation with Sheriff's Department.

Jack discussed the Budget Timeline and that Human Services will be seeing a preliminary on September 14th.

It was also announced that the public hearing will be held on August 16th. It is a time when the public can come in and voice their concerns or issues and we are there to answer any questions they may have.

Bob announced personnel changes. Terry Olson will be working with our Transportation Program. Corinne Konkol will be the new Children and Families Manager. Denise Harmann has submitted her resignation and will be retiring from her position. There will be two positions open; one for a social worker and one for the CCS Director.

Motion was made by Linda Teske and seconded by Rose Quinlan to approve the contract as requested.

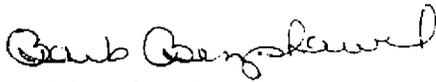
Motion made by Lee Luft and seconded by Mary Ellen Dobbins to approve the vouchers, credit card vouchers and travel requests as requested.

There were no public comments or other items.

The September Human Services Board meeting has been set for Wednesday, September 14th at 8:30 a.m.

Motion made by Mary Ellen Dobbins and seconded by Mary Ann Szydel to adjourn the meeting. The meeting adjourned at 10:02 a.m.

Respectfully submitted,



Barb Benzshawel

PROMOTIONS & RECREATION COMMITTEE

Monthly Meeting

May 10, 2016

Call to Order:

Chairman Scott Jahnke called the meeting to order at 5:30 p.m. at the Kewaunee County Highway Dept. Conference Room. Committee Members present include: Larry Kirchman, Dennis Cravillion, Ron Paider, and Doug Doell. Also present: Dave Myers, Jennifer Schneider, Jerry Jonet, Chris Daming and Dan Priebek.

Approval of Minutes and Agenda:

Larry motioned to approve. Ron second. Motion carried.

Appointment and Approval of Vice Chair and Secretary:

Dennis appointed as Vice Chair. Dennis accepted. Doug appointed as Secretary. Doug accepted.

Discuss Adding Entry Gate to Fairgrounds:

Discussion to reopen the fairgrounds gate at the end of Willow Street to allow another entry for Luxemburg Speedway drivers to get into the pits. No action taken.

Discuss Adding Mountain Bike Trails at Ryan Park:

N.E.W. Kranks is looking to start on Phase 2 of development for an additional trail across from the developed side of Ryan Park crossing CTY C. The group would like to start the flagging process on the property. No action taken.

Kewaunee County Promotions and Recreation Dept. Overview:

Dave covered properties that the Promotions and Recreation Dept. maintains.

Travel Requests:

None.

Director's Report:

(See Director's Report)

Discussion and Approval of Bills:

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

Set Regular Monthly Meeting Date:

The next meeting is scheduled for June 28th at 8:00 a.m. as a park tour. The committee will travel to each of Kewaunee County's parks.

Adjournment:

Doug motioned to adjourn at 7:00 p.m. Larry second. Motion carried.



Promotions & Recreation Committee Minutes

June 28th, 2016

The Promotions & Recreation Committee meeting was called to order at 8:00 AM by Chairman Scott Jahnke. Members present included: Scott Jahnke, Larry Kirchman, Doug Doell, Dennis Cravillion and Ron Paider. Also present was Promotions & Recreation Director Dave Myers, Tourism Coordinator Jennifer Schneider, Park Caretaker Mike Rosinsky, our summer college crew, & Recording Secretary Jenny Salentine. Guests at today's meeting included: County Board Supervisor Lee Left.

Adoption of Agenda & Approval of Minutes: Ron Paider made a motion to adopt today's agenda and approve the May 10th Promotions & Recreation Committee Minutes. Second by Larry Kirchman. All in Favor. Motion carried unanimously.

Public Comments: None

Committee Liaison Reports: Chairman Jahnke toured Red River Park to assess the Zebra Mussel concerns our department has received.

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

Discuss Status of Welcome To Kewaunee County Signs: County Board Supervisor Lee Luft attended today's meeting & shared some design samples he received from *Link* (previously known as *Jag*). *Link* has also presented a digital option for the sign as well. Mr. Luft recently received an inquiry from *ColorTech* stating they were interested in putting a design together for us. More information will be available in approximately 2 weeks.

Discuss Rural Enterprise Networks request to install a banner promoting the Farmer's Market on Hwy 54

Welcome Sign: Rural Enterprise Networks has requested to install a banner promoting the Farmer's Market again this year. The banner would be displayed on the Hwy. 54 Welcome Sign in Walhain. We had honored this request in prior years. It was our intent to accommodate special events on our Welcome to Kewaunee County Signs. A motion to approve the request from Rural Enterprise Networks made by Dennis Cravillion. Second by Doug Doell. All in favor. Motion carried unanimously.

Discuss Promotion & Recreation Committee rules & responsibilities and recommend any needed changes: All committee members received a handout describing the current rules & responsibilities. The committee members will review these in the next few weeks as they will be presented for approval at our next committee meeting.

Next Meeting Dates: The next Promotions & Recreation Committee meeting will be Tuesday, July 19th @ 5:30 PM, in the Highway Dept Conference Room.

Park Tour: At this time, Dept. Director Dave Myers took the committee on a tour of the County Park System.

Any other business as allowed by law: None

Adjournment: Motion to adjourn today's meeting made by Ron Paider. Second by Doug Doell. All in favor. Motion carried. Meeting adjourned at 2:38 PM.

Respectfully submitted:

Jenny Salentine, Recording Secretary

Promotion & Recreation Committee Minutes

July 19, 2016

The Promotions and Recreation Committee meeting was called to order at 5:42 p.m. by Chairman Scott Jahnke. Members present included: Chairman Scott Jahnke, Supervisor Larry Kirchman, Supervisor Ron Paider and Supervisor Doug Doell. Members absent included: Supervisor Dennis Cravillion. Also present were Promotions & Recreation Director Dave Myers and Tourism Coordinator/PIO Jennifer Schneider. Guests at the meeting included: Andy Bader.

Adoption of Agenda & Approval of Minutes:

Supervisor Kirchman made a motion to adopt today's agenda and approve the June 28, 2016 Promotions & Recreation Committee Minutes. This was seconded by Supervisor Paider. All present were in favor. Motion carried unanimously.

Public Comments:None

Discuss Brown County 4H wanting to rent livestock pens from the Kewaunee County Fairgrounds:

Discussion put on hold. Darlene Boeder to possibly attend next meeting if pens are still needed.

Discuss the request for adding a boat launch to Red River Park:

See Red River Park Boat Launch Points of Discussion sheet

Supervisor Kirchman requested to allow Mr. Bader to comment.

Mr. Bader told the committee that he had been receiving requests for a boat launch to be put back in with water levels at record highs.

Further information needed in order to move forward with any further discussion.

Discuss possibility of selling old barn timbers from Ryan Park and older used equipment:

Supervisor Doell advised that the Promotions & Recreation Department looks into selling the old barn timbers and older used equipment as soon as possible. It was also suggested by the committee that Promotions & Recreation Director Dave Myers talk to Kewaunee County Administrator Scott Feldt on how to go about the sale and potential prices. And, that any further action be left up to Promotions & Recreation Director Dave Myers.

Motion to sell old barn timbers from Ryan Park and older used equipment made by Supervisor Doell. This was seconded by Supervisor Paider. All present were in favor. Motion carried unanimously.

Discuss Rules & Responsibilities of Promotions & Recreation Committee:

Chairman Scott Jahnke made the suggestion that two of the Rules & Responsibilities of Promotions & Recreation Committee be changed.

See Attached Sheet

Motion to approve Rules & Responsibilities of Promotions & Recreation Committee made by Supervisor Kirchman. This was seconded by Supervisor Paider. All present were in favor. Motion carried unanimously.

Travel Request: None

Director's Report:

See Director's Report

Tourism Coordinator/PIO Jennifer Schneider gave a brief update from her department on seeking draft designs for new county signs, new additions to the county website – including a Tourism page and Events section, upcoming events around Kewaunee County, social media for Kewaunee Co Tourism and the display sent to Walworth County Farm Technology Days representing Kewaunee County.

Approve & Sign Vouchers:

Motion to approve and sign vouchers as presented made by Supervisor Paider. This was seconded by Supervisor Doell. All present were in favor. Motion carried unanimously.

Next Meeting Date:

August 17, 2016 at 5:30 p.m.

Any other business as allowed by law:

Chairman Jahnke brought up a request from Luxemburg Speedway attendees that there be a wider section for wheelchairs in the grandstands. It was suggested that this request is passed along to race promoters.

Chairman Doell mentioned a suggestion made to him of there being a large downtown community farmers market hosted weekly on an annual basis in Kewaunee County featuring all different types of vendors, music and more. The idea was passed along to Tourism Coordinator/PIO Jennifer Schneider.

Adjournment:

Motion to adjourn today's meeting was made by Supervisor Kirchman. This was seconded by Supervisor Paider. Meeting adjourned at 7:02 p.m.

Promotion and Recreation Committee

Purpose: The Promotion and Recreation Committee serves as the oversight committee for all recreational facilities, areas, programs and activities.

Membership: Five members appointed by the Board Chair and subject to confirmation by the Kewaunee County Board of Supervisors.

Term: The term is two years to correspond with the terms of office for Supervisors to the County Board. Membership on the committee is established at the organizational meeting held on or after the 3rd Tuesday in April of even numbered years.

Meeting Date & Time: TBD

Statutory Reference: Generally Wis. Stat. §59.56: Cultural Affairs; education; recreation.

County Departments Overseen: Promotions and Recreation Department

Subcommittees/Boards/Commissions/Councils: ITBEC Council

Rules and Responsibilities:

Policy and General Oversight

Provide oversight and develop department policy for the Promotion and Recreation Department including oversight of all programs, ordinances and regulations.

Review the outlines and principles governing the administration of the Promotion and Recreation Department including operating procedures that ensure compliance with federal and state requirements.

Financial Oversight

Audit all department bills and claims. Also, monitor department fund accounts and balances as needed.

Recommend requests, reports, or resolutions involving expenditures of county funds in excess of the budget and requiring an appropriation.

Recommend to the Finance Committee requests for transfer of funds from contingency account to budget accounts up to \$20,000. Also recommend to Finance Committee expenditures from the Capital Improvement Fund up to \$20,000.00. Recommend to Finance Committee and the County Board, all transfers from the General Fund and all transfers from Contingency and Capital Improvement Funds exceeding \$20,000.

Approve recommendations for the maintenance, repairs, capital improvements *and sales of materials and equipment.*

Review and approve the annual budget recommendation to the County Administrator.

Departmental Oversight

Recommend policies and programs for recreational activities in Kewaunee County conducive to general health and welfare.

Oversee all Kewaunee County recreational facilities, areas, programs and activities.

Oversee the Kewaunee County Fairgrounds and recommend programs and policies to encourage agricultural, industrial and other similar exhibitions or purposes that tend to promote the public welfare.

Perform all other duties imposed by Law or the County Board.

Red River Park Boat Launch Points of Discussion

- **Possible Benefits**
 1. Improved Launch access
 2. Possibility of increased revenue(fees would be the same as for using inland lake launches - \$5 daily-\$30 season pass)
 3. Increased park use for different types of recreation(boating, jet skis etc)

- **Safety Issues**
 1. Traffic Congestion –lack of space for boat trailer parking(baseball field draws large number of users-games Monday-Thursday with tournaments on weekends)
 2. Lots of children using park and no clearly marked parking areas or boundaries(this is especially a concern during baseball games/practices)

- **Costs**
 1. Sturdy pier/dock needed
 2. Cost of Zebra and Quagga mussel removal/dredging (2015 cost appx. \$3500)
 3. New launch ramp(s) needed
 4. Permits(DNR)
 5. Seasonal cost of removing docks
 6. Creating proper parking areas
 7. Delineating parking areas

- **Environmental Factors**
 1. Changing water levels
 2. Sediment deposits (dredging needed?)
 3. Mussels washing up on shore

- **Merit review for Red River Park Recommendations 2014 -Grant Project report from Miller Engineers & Scientists #10-18497 20-113**
 1. Removing old launches due to storm water runoff (pollution)
 2. Creating better public access to beach area (Boardwalk)
 3. Creating infiltration swales to reduce storm water runoff
 4. Planting native vegetation to reduce erosion



KEWAUNEE COUNTY PROMOTIONS & RECREATION DEPARTMENT

Dave Myers, Director
E4280 County F
Kewaunee, WI 54216

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

Director's Report (June 28th – July 19th)

Winter Park

The gold shed is now the sandstone shed, Barry and volunteers painted the metal storage shed to match the siding on the chalet and tube sheds. Roger Post will be back soon to finish up the parking lots and beginner's ski hill. We had to cut down a few more trees for the hill project and the parking lots have dried out considerably by adding the drain tile so we will be spreading more gravel and we should be ready by the time winter comes around.

Fairgrounds

The County Fair from what I have heard for attendance from Fair Board members was a success. We obviously have a lot of clean up to do and we will hopefully have the grounds ready for the races this Friday. The race promoters have been having a great season so far with the exception of the two canceled races due to rain. The numbers for attendance they have given me so far have been averaging over 2000 spectators per race.

Snowmobile Alliance

We are now preparing our supplemental paperwork to see if the state will fund any of the bills over our \$44,075 state trail aid we already received and paid out to our clubs. We are still unsure if we will receive any additional aid, but we are hoping for at least a percentage to be paid back to us.

Bruemmer Park

We have added a new fox to the zoo and the two foxes have seemed to get along very well. Buddy appreciates having a companion again. We are also adding two goats this Wednesday that are being donated to us from Charlene Robinson's family (she is one of the summer help workers and involved with the 4H goat project). We did have a water line spring a leak causing some minor damage to one of the shelter areas. I have a plumber coming this week to check out the water lines to give us a better idea of where we should go with this situation.

Red River Park

Highway has been asked to grind up the old pavement on the road along the outer edges of the park. We will be adding gravel if needed and rolling out everything to firm up the surface. For the time being this will be more cost effective and if we choose to pave in the future this will be a good base to work with. This project should help with the potholes and poor road conditions that have been an issue here for years.

West Alaska Lake

We also had Highway grind up the old blacktop around the launch area at West Alaska Lake. During the last heavy rainstorm we developed a large washout near the launch area that needed to be repaired. Highway was working on County D already so this was made a little easier having equipment on site to fix things up before they became an issue.

Ahnapee Trail

We have the Kewaunee Snowmobile Club ready to cut for the second time this year. The trail has been doing well and we seem to have had fewer trees down this year compared to last summer so far. I have also been contacted by the city of Algoma about cutting certain off trail areas of the trail near Algoma Lumber that have not been cut by us in the past. I had to have the Highway dept. use the ditch mower for the time being. I did get in contact with Kelly Raleigh-Moses DNR Trail Coordinator and she will be having some conversations with the city as far as future management of these off trail areas. Kelly also has concerns about encroachments by companies in Algoma along the trail and she will be setting up a site visit with me in the next month. Most of the issues have always been there and we are looking to clear up some trouble spots along the trailhead in the city and hopefully improve the use of the trail in this area.

Upcoming Events

Zoobilee August 27th, Races 7/22, 7/29, 8/5 no racing on the 12th however.

General Park

No major issues to report. We have been working hard to keep up with grass cutting and general maintenance at a lot of locations – we are down 2 mowers right now, but making due. We will definitely need to start replacing mowers that are 12 plus years old by next year. They are just not holding up and repairing older mowers is starting to add up fast.



Kewaunee County Groundwater Task Force Meeting Minutes

Wednesday, July 8th, 2016 1:00 PM

Kewaunee County Administration Building

810 Lincoln Street - Kewaunee, WI 54216

Large Conference Room

The 2016 Kewaunee County Groundwater Task Force membership now includes:

Davina Bonness, Aerica Bjurstrom, Cindy Kinnard, Bob Garfinkel, Andy Wallander, Dick Swanson, Mary Ellen Dobbins, Ron Paider, Randy Hallet, and Lee Luft

- 1) **Call To Order** at 1:00 PM by Chairman Luft
- 2) **Roll Call** – Excused absences: Aerica Bjurstrom, Davina Bonness. Chair Lee Luft explained that Tom Kleiman has resigned his position on the Groundwater Task Force. Luft then introduced the newest member of the Groundwater Task Force, Randy Hallet.
- 3) **Approval/Repair of July 8th, 2016 Agenda:**
- 4) **Approval/Repair of June 8th, 2016 Meeting Minutes:** Bob Garfinkel asked for a change to the June 8th meeting minutes to reflect that his letter to Wisconsin's U.S. Senators was in regard to ballast water in Great Lakes tankers. Motion to approve both the June 8th minutes and the July 8th agenda by Andy Wallander and seconded by Mary Ellen Dobbins. Motion carried unanimously.
- 5) **Discuss recent ground and surface water related events or issues.**

A) USDA Natural Resources Conservation Service Kewaunee County Water Quality Improvement Project.

- a. Davina was not present at this meeting but had previously indicated that the NRCS continues to make progress on defining the current surface water contamination levels in an effort to set achievable goals for reducing surface water contamination.

B) DNR established five work groups to address Kewaunee County's ground and surface water problems at our August 5th, 2015 meeting. GWTF Members discuss updates from the three active work groups since the May 4th, 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 were members of this workgroup).
- b. Best Management Practices for agriculture in dealing with Kewaunee County's vulnerable areas. (Davina Bonness was a member of this workgroup).
- c. Compliance and enforcement issues. (Davina Bonness and Lee Luft were members of this group).

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

Chair Luft passed out copies of the recommendations of the three DNR-Kewaunee County Workgroups. Much discussion followed to include:

- The DNR and the EPA held a joint meeting on Thursday June 23rd at the Luxemburg Expo building. The purpose of the meeting was to update the community on the recommendations of the three Kewaunee-DNR workgroups, e.g. Short-term Solutions, Best Management Practices, and Compliance/Enforcement. The meeting was very well attended with more than 100 citizens and Federal, State and County officials present. The Best Management Practices recommendations may mean rule changes which will

need to be enacted by the DNR.

- Cindy Kinnard is working on securing a grant from the State Department of Health. Nitrates are a big issue.
- County Board member Donna Thomas inquired about the clean water kiosk at the Algoma High School and a lengthy discussion followed regarding one of the recommendations of the workgroups which was to provide clean water to citizens who can't rely on their own private wells. Donna Thomas has asked that the County consider funding more clean water access areas. Information regarding Stonehouse Technologies will be forwarded to Donna Thomas.
- A discussion of the funding of current well testing followed with answers to the question about where funding is coming from for the 2016 well testing. The answer is that this funding is being provided by the DNR.
- Compliance issues were discussed and stepped up spot checking is on-going related to manure spreading activities. Additionally, the Kewaunee County Land and Water Conservation Department is now able to more carefully review the nutrient management plans of the farms required to submit them and sent many back for revisions and corrections.
- One recommendation of the DNR-Kewaunee Workgroups was to provide on-line access to all nutrient management plans for governmental agencies that are responsible for proper plan implementation. Discussion about this issue ensued with the understanding that the state and the county will need to work together on such a project. There was general agreement that ready access to this information for all who need it could be very valuable.
- One of the recommendations was that the county take the lead in sending a letter to all landowners who rent their land for agricultural activities regarding their responsibilities. One Groundwater Task Force member objected to sending such a letter and a lengthy discussion followed. Randy Hallet wanted to know what the vote of the Compliance Workgroup was regarding sending a letter from the county (Chair Luft researched this and the answer was that this recommendation passed by at least a 2/3 majority of the voting members of the Compliance Workgroup). An attempt was made to bring Randy Hallet up to date on the previous efforts to send a county sponsored letter from the Land and Water Conservation Committee.

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

Davina indicated previously that the first meeting of the Alternative Technologies Workgroup was to be held on Thursday June 23rd. The purpose of this work group is to evaluate new manure treatment/application options that could reduce the impact of manure spreading on ground and surface water quality. This Alternative Technologies workgroup will look at:

1. Things being done successfully elsewhere.
2. New and promising technologies.
3. Asking the question; are we implementing new technologies in a timely and proper manner?

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

Davina previously reported that the U.W. Oshkosh Extension has not yet completed the well stratification review from the November 2015 well test data (this is the data that will confirm at what depth the well tests were taken). Ms. Muldoon indicated that reporting the well stratification results is a major undertaking but Davina said that some summer interns may help free up time for completion of the well test data with the corresponding well depths. The summer 2016 well testing that will involve up to 500 wells in Kewaunee County is moving forward with tentative timing for late July, 2016.

Davina has also recently reported that 25.6% of the samples from a recent voluntary well test of 129 households (paid for by the homeowners) showed some form of contamination (high Nitrate levels or bacteria) that would make the water unsafe for drinking/cooking.

Previously, Davina reported that some "auto testing" of wells is moving forward so that frequent water tests from a limited number of wells can be taken on a regular basis.

- D) Update on clean water access project in Algoma headed by Algoma Public Schools.** Nick Cochart indicated previously that between 40 and 45 Kewaunee County families continue to use the clean water kiosk at the Algoma High School.

E) Progress on Project Phoenix

Project Phoenix envisions piping or transporting liquid manure to a centralized manure process facility or multiple facilities in Kewaunee County where the methane gas would be captured, cleaned, and compressed for re-sale as a "green fuel." A five month study on the feasibility of this approach was funded for Kewaunee County by the Public Service Commission.

Chairman Luft reported at the June Groundwater Task Force meeting that he was made aware by the County Administrator, Scott Feldt that the work performed by the contractor selected to carry out the project Phoenix study was deemed to be "unacceptable" by the Public Service Commission (PSC). The PSC told Administrator Feldt that due to deficiencies in the scope of the work performed by Roach and Associates, the PSC would not pay for this study. Following this news, Roach and Associates submitted an invoice to the County for \$25,000 in payment for the work it had performed to date. In the meantime, the County Administrator and County Board Chairman hired a second firm, Dynamic Solutions, LLC to carry out the project. Dynamic Solutions will have just one month to complete the study but they indicated that they would apply the appropriate resources to get the study done in time to meet an end-of-June deadline.

UPDATE:Mr. Roach appeared before the Kewaunee County Finance Committee at its meeting on July 7th to state his case for payment of the \$25,000 invoice. After Mr. Roach's presentation and extended discussion by the Finance Committee a motion was made and approved by a 3 to 2 vote of the Finance Committee not to recommend payment of the Roach and Associates invoice. Administrator Feldt and Corporate Counsel, Wisnicky were to notify Mr. Roach of the decision of the Finance Committee.

- F) The DNR and Kewaunee County Land and Water Conservation Department are continuing to conduct on farm inspections and conducting more manure hauling audits.**

G) Resolution in support of a new aquatic life test of the East Twin Watershed:

Background: Agropur Permit Issues: During the May 4th Groundwater Task Force meeting, Chairman Luft passed out information to new members regarding the recent DNR approval for a 250% increase in the flow of Chloride into a tributary of the East Twin River. The East Twin River is already listed as an impaired waterway by the EPA and there are some DNR reports and other citizen reports that would indicate aquatic life has already been impacted in this watershed. It would be helpful if the Groundwater Task Force could get definitive information on the health of the aquatic life in the East Twin watershed, especially in those areas near the higher Chloride emissions. At the June 8th Groundwater Task Force meeting, Chairman Luft asked for a vote to authorize the

Chairman to prepare a Resolution asking the Wisconsin DNR to thoroughly evaluate the aquatic life of the East Twin River and the un-named tributary to the East Twin River that receives the effluent from the Agro-Pur plant. A motion was made to authorize Chairman Luft to prepare such a resolution for the approval of the Groundwater Task Force by Dick Swanson and was seconded by Andy Wallander. The vote to approve creation of a draft resolution was unanimous from all members present.

Chairman Luft did complete a draft resolution for consideration by the Groundwater Task Force at the June 8th meeting. The task force recommended several changes and additions with Chairman Luft incorporated into the revised recommendations/resolution.

At the July 8th meeting a motion was made by Andy Wallander and seconded by Bob Garfinkel to have the Kewaunee County Corporation Counsel review the revised recommendations and place them into the appropriate Kewaunee County resolution format. The vote in favor was 7 to 1. Motion carried.

H) Consideration by the task force of a resolution in support of the DNR-Kewaunee County Workgroup recommendations. Chairman Luft asked the task force members to consider whether to issue a recommendation to the Land and Water Conservation Committee to support those recommendations of the three DNR-Kewaunee County Workgroups that has significant majority support e.g. either complete consensus or at a minimum 2/3 majority. To be discussed at the August meeting.

I) Other issues for discussion?

a. Previously, Cindy Kinnard and Chairman Luft discussed the idea of sending a letter to well owners to encourage well testing. Cindy indicated mailing costs could be a concern for her Department. Health Services could request the additional funds or there is a potential to obtain donations. A mailing may now take on some added importance given the findings of Salmonella and/or Rotavirus in some Kewaunee County wells.

b. Chairman Luft discussed the possibility of holding evening meetings of the Groundwater Task Force and potentially holding these meetings in locations throughout Kewaunee County. This was a suggestion from Mary Ellen Dobbins at our April 6th meeting.

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. **Champions: Cindy Kinnard and Aerica Bjurstrom.**

a) Cindy Kinnard indicated that the final report with all the recommendations of the three DNR-Kewaunee County Workgroups had been posted to the Groundwater Task Force web site.

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, County, State, and Federal entities working to improve groundwater and surface water in Kewaunee Co. **Champion: Lee Luft**

Proposed News Releases

a) Well Test Results by soil depth. *Information is not yet available for posting.*

- b) Posting of the final version of the recommendation regarding new testing of the East Twin River that is to be sent to the Land and Water Conservation Committee.
- c) If approved publish recommendations in a resolution format in support of the DNR – Kewaunee County Workgroup recommendations.

7) Public Comments:

- a. Mick Sagrillo requested that the recommendation for funding of clean water for citizens be brought to the full county board. Mick is also upset with the septic system issue raised by task force member Randy Hallet. Septic system problems have been reviewed and are thought to contribute only very modestly to Kewaunee County's water contamination (less than 1%).
- b. Sue Weisser: Sue Weisser a statement at the July 8th GWTF meeting. The key points Sue Weisser mentioned are as follows:
 - Board resolution in support of the recommendations of the three workgroups.
 - Board resolution banning spray irrigation of liquid manure.
 - Board ordinance requiring letter be sent to all land owners who rent agricultural land regarding their responsibilities.
 - Board resolution giving the Kewaunee County Land and Water Conservation Department the authority to enforce all state rules and regulations regarding manure spreading. Door County's Chapter 23 Ordinance could be a great model.
 - Board authorization of monies to provide clean water to Kewaunee County citizens living without safe drinking water.
 - Authorize implementation of the Great Lakes Rural Community Assistance Partnership loan program to help families living without clean water install water treatment systems.
 - Work to implement or enhance well abandonment procedures.Sue then reiterated a quote from Representative Joel Kitchens, "Don't sit back and wait for the DNR to save the day, it's not going to happen. We need to take a lot of this on locally." Sue also provided a quote from Representative Scott Krug (from the areas of Wisconsin being impacted by thousands of high-capacity wells), "it's a big problem (water) and challenge. The challenge is to be active, involved, and loud."
- c. Nancy Uttesch indicated that she would like to see NASA scientist Gerald Pellet invited to speak to the full county board on the results of the testing done over the past three years of the water quality/contamination rates in the East Twin, Ahnapee and Kewaunee River systems.

In closing, Lee Luft addressed the issue of the number of "cows" and "cattle" in Kewaunee County. Luft acknowledged that he may have mis-spoken at the June 23rd EPA/DNR meeting in Luxemburg when he said that Kewaunee County now has 98,000+ cows. A more accurate statement would have been, we have 98,000+ "cattle" of which about half are full size milking cows and the remaining half are replacement cattle, heifers, calves, etc. Luft apologized for any confusion and will work to see that he stresses the fact that the county has 98,000+ cattle and that not all cattle are full size cows.

8) Other matters to discuss: None.

9) Set next meeting date: Thursday August 4th, 2016 at 1:00 PM at the Kewaunee County Administration Building.

10) Adjournment: Motion to adjourn by Randy Hallet, seconded by Ron Paider. Motion carried unanimously.