AGENDA

JEFFERSON COUNTY BOARD MEETING

May 10, 2016 7:00 p.m.

Jefferson County Courthouse
311 S. Center Avenue, Room 205
Jefferson, WI 53549

1. **CALL TO ORDER**
2. **ROLL CALL BY COUNTY CLERK**
3. **PLEDGE OF ALLEGIANCE**
4. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW**
5. **APPROVAL OF THE AGENDA**
6. **PUBLIC COMMENT**
7. **SPECIAL ORDER OF BUSINESS**
   a. Jefferson County Alcohol Treatment Court Graduate
8. **COMMUNICATIONS**
   a. Treasurer's Monthly Report (Addendum)
   b. Recognition of Outgoing Supervisor Walt Christensen (Addendum)
   c. Appointments by County Board Chair (Page 1)
   d. 2016 Wisconsin Counties Association (WCA) Membership Survey (Page 2)
   e. Zoning Committee – Notice of Public Hearing, May 19, 2016 (Page 3-5)
9. **ANNUAL REPORTS**
   a. Administration – Ben Wehmeier
   b. Economic Development Consortium – Genevieve Coady
   c. Finance – Brian Lamers
   d. Human Resources – Terri Palm-Kostroski
10. **PUBLIC COMMENT** (Agenda Items)

COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES

11. ADMINISTRATION AND RULES COMMITTEE
    a. Resolution – Social Media Policy (Page 6-11)
12. HUMAN RESOURCES COMMITTEE
    a. Resolution – Create a full-time Behavioral Health Specialist (Psychotherapist) position and a full-time Comprehensive Community Services Facilitator position at Human Services (Page 12-13)
    b. Create a full-time Group Home Worker position and eliminate two part-time Group Home Worker positions at Human Services (Page 14-15)
    c. Creating a Business Relations and Marketing Manager Position for the Economic Development Consortium (Page 16-17)
13. PLANNING AND ZONING COMMITTEE
    a. Report – Approval of Petitions (Page 18)
    b. Ordinance – Amend Zoning Ordinance (Page 19-20)
    c. Resolution – Digital Parcel Map Improvement (Page 21)

14. **APPOINTMENTS BY COUNTY ADMINISTRATOR** (Page 22-24)
    a. Blane Poulson to the Blue Spring Management District Board of Commissioners
    b. Blane Poulson, to the Lower Spring Lake Protection & Rehabilitation District
    c. Ed Morse, Dick Schultz and John McKenzie to the Board of Health
    d. Steve Nass, Todd Lindert and Joann Larsen to the Land Information Council
    e. Aari Roberts to the Zoning Board of Adjustment (2nd Alternate)
    f. Ed Morse and Julia Ince to the Historic Sites Preservation Commission

15. **APPOINTMETS BY COUNTY BOARD CHAIR** (Page 25)
    a. Jim Mode, Timothy Smith and Augie Tietz to the Economic Development Consortium
    b. Matthew Foelker, Peter Hartz, Ed Morse, Gregg Patrick and Laura Payne to the Land and Water Conservation Committee

16. **PUBLIC COMMENT** (General)

17. **ANNOUNCEMENTS**
    a. WCA County Official Workshop – May 27, 2016 – DeForest (Page 26)
    b. WCA Annual Conference – September 25-27, 2016 Milwaukee (Page 27)

18. **ADJOURN**

NEXT COUNTY BOARD MEETINGS
JUNE 14, 2016 – 7:00 P.M. - ROOM 205

COMMITTEE ASSIGNMENTS 2016- 2018

Item 8c

I, Jim Schroeder, Chairman of the County Board of Supervisors, Jefferson County, Wisconsin, as the appointing authority for standing committees, hereby appoint the following:

ADMINISTRATION AND RULES/ICC COMMITTEE: (5 Members - 1 Chair - 1 1st Vice Chair - 1 2nd Vice Chair)
Braughler, Hanneman, Nass, Rinard, Schroeder

COMMUNITY ACTION COALITION
Lund

ECONOMIC DEVELOPMENT CONSORTIUM: (3 Members + *Municipality Representatives*)
Bagley-Korth, Cannon, David, Freitag, Hanson, Johnsrud, Mode, Smith, Tietz, *Trebatoski, Wilke*

FAIR PARK COMMITTEE: (5 Members)
Buchanan, Foelker, Hanneman, R. Kutz, Poulson

FINANCE COMMITTEE: (5 Members – 1 1st or 2nd Vice Chair)
Hanneman, Jaeckel, Jones, Rinard, Smith

HIGHWAY COMMITTEE: (5 Members)
Braughler, Buchanan, Kelly, Poulson, Reese

HOME CONSORTIUM BOARD: (3 County Representatives + 1 Alternate)
Buchanan, Kannard, Schultz, Wineke (Alternate)

HUMAN RESOURCES COMMITTEE: (5 Members)
Braughler, David, Mode, Wineke, Zastrow

INFRASTRUCTURE COMMITTEE: (5 Members)
Borland, David, Jones, Kannard, R. Kutz

LAND & WATER CONSERVATION COMMITTEE: (5 Members - 2 Members of UW Extension + *1 Chair of Farm Service Agency*)
Anfang (FSA), Burlingham, Foelker, Hartz (UW), Morse, Patrick (UW), Payne

LAW ENFORCEMENT /EMERGENCY MANAGEMENT COMMITTEE: (5 Members)
Lund, Morris, Morse, Schultz, Wineke

MARSH COUNTRY HEALTH ALLIANCE (1 Member)
Mode

PARKS COMMITTEE: (5 Members)
Foelker, Kelly, Nass, Payne, Tietz

PLANNING & ZONING COMMITTEE: (5 Members – 3 Unincorporated)
David, Jaeckel, Nass, Reese, Rinard

SOLID WASTE COMMITTEE/AIR QUALITY: (5 Members)
G.Kutz, Lund, Patrick, Payne, Reese,

TASK FORCE ON COUNTY OPERATIONS & ORGANIZATION
Cauley, Hanneman, Happ, Jaeckel, *Krueger,* R. Kutz, Nass, *Nehmer,* Smith

UNIVERSITY EXTENSION EDUCATION COMMITTEE: (5 Members – 2 LWCC)
Borland, Hartz (LWCC), Klubertanz, Patrick (LWCC), Zastrow

WI COUNTY UTILITY TAX ASSOCIATION: (1 Member)
Klubertanz

WISCONSIN RIVER RAIL TRANSIT COMMISSION (3 Members)
J. David, G. Kutz, Tietz, Hansen (Alternate)

Effective 4/28/2016

Dated this 4th day of April, 2016

Jim Schroeder

Revision: 04/29/16

Item 8d

WISCONSIN COUNTIES ASSOCIATION

22 EAST MIFFLIN STREET, SUITE 900
MADISON, WI 53703
TOLL FREE: 1.866.404.2700
PHONE: 608.663.7188
FAX: 608.663.7189
WWW.WICOUNTIES.ORG

RECEIVED
APR 14 2016
JEFFERSON CO. CLERK, WI
JEFFERSON COUNTY FINANCE

MEMORANDUM

TO: Wisconsin County Board Chairs

FROM: Mark D. O'Connell, Executive Director

DATE: April 12, 2016

SUBJECT: 2016 WCA Membership Survey

This year, the Wisconsin Counties Association (WCA) will conduct the 2016 WCA Membership Survey – a census-like, paper survey that will be conducted every two years after the spring elections. This survey is an effort to anonymously establish demographic information of Wisconsin's county board supervisors on an ongoing basis. It is our hope that with this data, WCA will be positioned to more effectively communicate and respond to the needs of the association's members.

The 2016 survey will be distributed at the upcoming county organizational meeting with the help of the county clerks. I am writing to request that you encourage participation in the survey, as well as emphasize the anonymity of this survey when it is distributed. Please assure the county board that there is no way the data received can be connected to a specific individual.

The county clerks have received these surveys and have graciously agreed to help in distributing, collecting, and sending them back to the association. WCA will then scan the data into a secure database.

WCA's intention is to receive 100% survey participation; however, there will be those who refuse to take the survey even if it is anonymous. Again, please encourage your county's board of supervisors to participate. Accurate, reliable data from the results will provide us with a sound foundation in communicating to the members into the future.

Thank you so much for your help.

cc: Wisconsin County Clerks

NOTICE OF PUBLIC HEARING
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

SUBJECT: Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits

DATE: Thursday, May 19, 2016

TIME: 7:00 p.m. *(Courthouse doors will open at 6:30)*

PLACE: Room 205, Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI

1. **Call to Order**
2. **Roll Call**
3. **Certification of Compliance with Open Meetings Law Requirements**
4. **Approval of Agenda**
5. **Explanation of Public Hearing Process by Committee Chair**
6. **Public Hearing**

NOTICE IS HEREBY GIVEN that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, May 19, 2016, in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. A hearing will be given to anyone interested in the proposals. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** Matters to be heard are petitions to amend the official zoning map of Jefferson County and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. Individual files are available for viewing between the hours of 8 a.m. and 4:30 p.m., Monday through Friday, excepting holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-2, AGRICULTURAL AND RURAL BUSINESS

R3879A-16 & CU1875-16 – Edward & Colleen Dionne: Rezone all of PINs 024-0516-0941-000 (40 Acres) and 024-0516-1944-000 (40 Acres) to sanction Circle K Campground and allow expansion of up to 100 new sites at **W1316 Island Road** in the Town of Palmyra.

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL

R3880A-16 – James Masters/R&H Masters Trust Property: Rezone 1.3 acres of PIN 010-0515-0343-001 (45.7 Acres) owned by the R & H Masters Trust to add it to the existing A-3 zone at **W3622 Lower Hebron Rd** owned by James & Kerrie Masters. The property is in the Town of Hebron.

R3881A-16 – Lorraine Millette/Gerard & Lorraine Millette Trust Property: Create a 5-acre farm consolidation lot around the home at **W3728 State Road 106** in the Town of Hebron from part of PIN 010-0615-3344-000 (34.993 Acres).

R3882A-16 – Lawrence Geoghegan: Rezone to create a 1.59-acre farm consolidation lot around the home at **N7550 County Road D** in the Town of Watertown on PIN 032-0815-3514-000 (40 Acres).

R3883A-16 – Scott & Teresa Gimler/Richard G & Joann Gimler Trust Property: Create a 1.16-acre residential building site from part of PIN 032-0815-1324-000 (41.19 Acres) across from **N8728 River Road** in the Town of Watertown.

R3884A-16 – Steven Mode/Laurie Forseth Property: Rezone 2.79 acres for a new residential building site on the south side of Koch Road, across from **W3018 Koch Road** in the Town of Hebron, on PIN 010-0515-1112-000 (12 Acres).

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL/RURAL RESIDENTIAL AND N, NATURAL RESOURCES

R3885A-16 & R3886A-16 – Steven Mode/Laruie Foresth Property: Create an A-3, Rural Residential lot of 3 acres around the home at **W3018 Koch Rd** and a new 1.88 residential building site adjacent to it on **Ehlert Road**. Create two Natural Resource zones between the Bark River and those A-3 lots, one of 2 acres and one of 2.61 acres. These requests are all from PIN 010-0515-1112-000 (12 Acres) in the Town of Hebron.

R3887A-16 & R3888A-16 – Kory Sukow: Rezone approximately 0.39 acre of PIN 008-0715-1644-004 (8.21 Acre) to A-3 to add it to an adjoining A-3 zoned lot at **N6111 Coffee Road**. Rezone the balance of PIN 008-0715-1644-004, approximately 7.82 acres to Natural Resources. The site is in the Town of Farmington.

FROM A-3, AGRICULTURAL/RURAL RESIDENTIAL TO A-1, EXCLUSIVE AGRICULTURAL

R3889A-16 –William Lensmire: Rezone PIN 012-0816-0842-002 (2.208 Acres) at **W1897 Gopher Hill Road** to A-1 for it to be incorporated into adjoining A-1 zoned property. The site is in the Town of Ixonia.

CONDITIONAL USE PERMIT APPLICATIONS

CU1876-16 – Sylvie Dahnert: Conditional use to allow up to 8 dogs as s kennel for household pets at **W3672 Lower Hebron Road,** Town of Hebron. The site is on PIN 010-0515-0333-001 (5 Acres) and is zoned A-3, Agricultural/Rural Residential.

CU1877-16 – Tim Otterstatter/JTO Properties LLC: Conditional use to allow an event facility as an adaptive reuse of a pre-1970 barn at **W2763 East Gate Drive** in the Town of Watertown, The site is on PIN 032-0815-1231-000 (37.14 Acres) and is zoned A-2, Agricultural and Rural Business.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so that appropriate arrangements can be made.

A recording of the meeting will be available from the Zoning Department upon request.

Further information about Zoning can be found at www.jeffersoncountywi.gov

RESOLUTION NO. 2016-___

Creating the Jefferson County Social Media Policy

Executive Summary

Jefferson County departments, officials, employees and members of the public utilize social media platforms to further enhance communications with members of the public and other organizations in support of County goals and objectives. Social media provides the ability to publish content and communicate information to facilitate discussion of County issues, operations and services by providing members of the public with the opportunity to connect to County resources using the internet. This Social Media Policy is intended to promote the safe, orderly, responsible and consistent use of social media by Jefferson County through its departments, officials, agents and employees.

WHEREAS, Jefferson County departments, officials, employees and members of the public utilize social media platforms to further enhance communications with members of the public and other organizations in support of County goals and objectives, and

WHEREAS, in order to promote the safe, orderly, responsible and consistent use of social media by Jefferson County through its departments, officials, agents and employees, the Jefferson County Administration and Rules Committee is recommending that the County adopt the attached Social Media Policy, and

WHEREAS, a social media policy will provide the framework for use of social media and provide general guidelines for the use of social media by all County departments, officials, agents and employees of Jefferson County, and

WHEREAS, this policy will apply to all County programs, divisions, departments, officials, agents, employees, boards, committees, commissions, other bodies and agencies and to all County official websites of Jefferson County.

NOW, THEREFORE, BE IT RESOLVED, that the Administration and Rules Committee recommends, and the Jefferson County Board of Supervisors hereby adopts, the attached Jefferson County Social Media Policy, to become effective upon passage.

Fiscal Note: This resolution will have no fiscal impact.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Administration & Rules Committee 05-10-16

J. Blair Ward: 05-03-16 REVIEWED: Administrator ___; Corp. Counsel ___; Finance Director ___

JEFFERSON COUNTY SOCIAL MEDIA POLICY

Jefferson County departments, officials and organizations may utilize social media platforms to further enhance communications with members of the public and other organizations in support of County goals and objectives. Social media provides the ability to publish content and communicate information to facilitate discussion of County issues, operations and services by providing members of the public with the opportunity to connect to County resources using the internet.

I. PURPOSE.

This Social Media Policy is intended to promote the safe, orderly, responsible and consistent use of social media by Jefferson County through its departments, officials, agents and employees. Jefferson County encourages, within the rules set forth herein, the use of social media. The County employs social media for the express and limited purpose of communicating with the public on issues of public concern and allowing the public a limited forum in which to communicate with the County. This policy does not create any open public forums for expressive activity of the public. The County reserves the right to edit or remove any content that violates this or any other policy of the County or any Federal, State or local law.

This policy is further intended to provide a framework for use of social media when authorized by the County as part of a department's official's, agent's or employee's job duties and to provide general guidelines for the use of social media by all County departments, officials, agents and employees of Jefferson County. Departments have discretion to create guidelines specific to their department or social media posts as long as such guidelines are not inconsistent with this policy. The forms of social media or technology referred to in this policy include, but are not limited to, Facebook, LinkedIn, MySpace, Twitter, Yammer, YouTube, video or wiki postings, chat rooms, personal blogs or other similar forms of online journals, or newsletters affiliated with Jefferson County. County-owned technology resources are the property of Jefferson County, as is all data created, entered, received, stored, or transmitted via County-owned equipment.

II. APPLICATION.

This policy applies to all County programs, divisions, departments, officials, agents, employees, subunits (boards, committees, commissions, other bodies) and agencies; to all County official websites, both internet and intranet; to all other websites hosted by the County; to any division, department, agency, or subunit receiving direct services from Jefferson County Management Information Systems (MIS). Anyone subject to this policy who fails to comply with the terms of this policy is acting outside the scope of their employment or official duties and may be subject to discipline, up to and including involuntary termination of employment and personal civil liability.

III. POLICY.

1. All Jefferson County social media platforms shall be approved by the County Administrator and the department head of the requesting department. All content must be published using approved County social media platform and tools set forth in this policy or other County policies, including additional requirements specific to a department or social media platform. All content must be approved by the assigned site administrator as defined below before posting. Any fundraising efforts through social media must be approved by the County Administrator and reviewed by the Corporation Counsel prior to posting.

2. All Jefferson County social media platforms shall adhere to applicable Federal, State and local laws, regulations and County policies including, but not limited to, the Jefferson County Computer, Internet, and Telephone Use Policy as well as the Harassment Policy, including Sexual Harassment; the Jefferson County Ethics Policy and Personnel Policy. Employees may be subject to discipline, up to and including involuntary termination of employment for conduct that violates County policies, rules and regulations, whether such conduct occurs on duty or off-duty.

3. Public records laws and policies apply to social media content and therefore content must be able to be managed, stored and retrieved to comply with these laws. All social media platforms and entries shall clearly indicate that any articles and any other content posted or submitted for posting are subject to public disclosure.

4. Content deemed not suitable by Jefferson County because it is not topically related to the particular objective, or is deemed prohibited content based on the criteria in this or other policies, may be taken off the platform, but shall be retained pursuant to the records retention schedule along with a description of the reason the specific content is deemed not suitable for posting.

5. The County reserves the right to restrict or remove any content that is deemed in violation of this policy or any applicable law.

6. Each Jefferson County social media platform shall include an introductory statement which clearly specifies the purpose and topical scope of the platform. Social media platforms may include links to information and content from other non-county media platforms and websites provided that there is no copyright infringement or use in violation of the social media or website policy. Where possible, social media platforms should link back to the official Jefferson County internet site for forms, documents and other information.

7. Each Jefferson County social media platform account is proprietary and created for the exclusive use of Jefferson County for the benefit of the public. Site administrators are authorized to create and post content on behalf of Jefferson County, but do not own the accounts. When the function of site administrator ends, that person shall surrender all rights, including administrative authority and passwords, to these accounts.

8. Jefferson County social media content and comments containing any of the following shall **not** be allowed for posting:

a. Non-topically related content
b. Profane language or content
c. Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation or other protected class
d. Sexual content or links to sexual content unless such content is topically related
e. Conduct or encouragement of illegal activity
f. Content that may compromise the safety or security of the public or public systems
g. Content that violates copyright or other legal interest of any other party
h. External links constituting official endorsement or representative views on behalf of the Jefferson County
i. Content promoting political outcome, a political candidate, or political party
j. Content promoting or endorsing any religion or religious organization

k. Content regarding or relating to any private commercial transactions or engagement in private business activities
l. Duplicate comments, i.e. posting the same comment multiple times by the same person for no apparent reason
m. Posting of links with no text which do not advance the discussion or make the commentator's point of view clear
n. Other non-topically related content outside the limited public forum established to discuss specific County issues, operations and services

9. All County social media site administrators shall be trained regarding the terms of this policy, including their responsibilities to review content to ensure compliance with the Social Media Policy and guidelines.

10. All social media platforms shall clearly indicate they are owned and maintained by Jefferson County and shall have Jefferson County contact information prominently displayed.

11. Where appropriate, County Management Information Systems (MIS) policies shall apply to all social media platforms and related content.

12. All County-related communication through social media tools shall be professional and conducted in accordance with County policies, practices and expectations.

13. Jefferson County logos, marks, and insignia may be used on County social media platforms owned and maintained exclusively for County business and related County purposes. Jefferson County's name, logos, marks and insignia may not be used to promote any political party, candidate or for any other political purposes or to conduct private commercial transactions or activities.

14. Anyone subject to this policy found to have violated this policy may be subject to disciplinary action up to and including involuntary termination of employment.

15. Administrative Structure: Any County authorized social media site will require the following:

Site Administrator: this person will be responsible to ensure that the use of the social media site adheres to this policy and all related County policies. The name of the proposed site administrator must be filed with the County Administrator along with the request for an authorized social media platform, or if a social media platform has already been established, within 30 days following enactment of this policy. It is the responsibility of the sponsoring department head or official to update this information should authorized personnel change.

Backup Site Administrator: To prevent issues related to site administration during the absence of the site administrator, all authorized sites must have a named backup site administrator to be filed as part of the request for an authorized social media platform, or if a social media platform has already been established, within 30 days following enactment of this policy. It is the responsibility of the sponsoring department head or official to update this information should authorized personnel change.

Approved content authors: Sponsoring departments and elected officials must authorize all content authors for their department or official social media platform who will be directly responsible for posting to social media sites.

Login and Password Information: Login and password information for all social media sites must be filed as part of the request for an authorized social media platform, or if a social media platform has already been established prior to enactment of this policy, within 30 days following enactment of this policy. It is the responsibility of the sponsoring department head to update this information should authorized personnel change.

16. The County Administrator may approve exceptions to this policy in writing on a case by case basis for good cause.

IV. DEFINITION OF TERMS.

Content: Text, graphics, video, icons, images and avatars.

Content Authors: Persons responsible for creating and posting social media content on behalf of Jefferson County. This includes, but is not limited to, comments, text, graphics, video, icons, images and avatars.

Platform: Social media sites including, but not limited to, Facebook, Twitter, LinkedIn, Blogger and YouTube.

Posts: Content on a social media platform.

Publish: Posting, pasting, commenting, etc., to any social media platform.

Profile: Information that users provide about themselves when signing up for a social networking site. This may include a picture and other basic information.

Site Administrators: Jefferson County employees, authorized agents and/or contractors, designated as such in writing, whose duties are to review content to ensure compliance with the Social Media Policy and guidelines.

Social Media: Tools and platforms used to publish, converse, and share content online.

V. SOCIAL MEDIA RULES.

Maintain Confidentiality: Do not post confidential or proprietary information about Jefferson County or its employees. Use good ethical judgment and follow County policies and federal requirements, such as the Health Insurance Portability and Accountability Act (HIPAA) of 1996 and the Family Educational Rights and Privacy Act (FERPA).

Maintain Privacy: Do not discuss a situation involving named or pictured individuals on a social media platform without their permission. As a guideline, do not post anything that you would not present in any public forum.

Maintain Professionalism: Post only about your area of expertise as it relates to your position with the County. The line between professional and personal opinions can be difficult to distinguish. Be thoughtful about content and clear that the views expressed are those of Jefferson County.

Think Before You Post: If you are about to publish something that makes you the slightest bit uncomfortable, take a minute to think about what you are posting. If you are still unsure, check with your site administrator or supervisor.

Topic Restrictions: Do not post any links or write any content that involve or are related to the following:

- Current or possible litigation involving the County
- Nonpublic information
- Materials unrelated to County business
- Defamatory, libelous, or demeaning material
- Argumentative exchanges with members of the public
- Personal opinions about posted topics or comments made by members of the public
- Personal matters about yourself or others
- Disparaging or threatening comments about or related to anyone
- Sensitive or confidential information of any kind

I acknowledge that I have read, understand and by my signature below agree to comply with the Jefferson County Social Media Policy and Guidelines.

Name: _____ Date: _____
(Signature)

_____
(Print Name)

RESOLUTION NO. 2016-____

Create a full-time Behavioral Health Specialist (Psychotherapist) position and a full-time Comprehensive Community Services Facilitator position at Human Services

Executive Summary

Jefferson County Human Services has experienced a significant increase in the number of citizens struggling with opiate/heroin addictions. **It is not uncommon for Human Services to receive 5 – 10 requests for opiate treatment in ONE DAY and for individuals to wait over one month to receive treatment.** Over the last seven years, the total number of consumers seen for Mental Health treatment, including alcohol and drug abuse, nearly doubled, from 540 individuals in 2008 to 1,111 individuals in 2015. This only captures the increase in required psychotherapy treatment and does not reflect the increase in need for rehabilitative services.

To help combat the growing opiate/heroin epidemic, the Human Services Director, with the support of the Human Services Board and the County Administrator, is requesting the creation of a full-time Behavioral Health Specialist/Psychotherapist (BHS) position and a full-time Comprehensive Community Services Facilitator (CCS) position. The BHS position will address the increased need for psychotherapy treatment services and the CCS position will provide wraparound and rehabilitative services. The CCS position will be fully funded through Federal and State Medicaid funding and the BHS position will be partially funded through billable services. Any additional funding needed for the BHS position will be obtained by transferring funds from the State Mental Health Institutes account. Over the last three years, Human Services has experienced a significant savings in this area. Furthermore, there is a $165,295 surplus in this account for the first quarter of 2016.

On May 4, 2016, the Human Resources Committee reviewed the request from the Human Services Director and is recommending the creation of one full-time Behavioral Health Specialist (Psychotherapist) position and the creation of one full-time Comprehensive Community Services Facilitator position at Human Services.

WHEREAS, with the significant increase in citizens struggling with opiate/heroin addictions in Jefferson County, current staffing levels at Human Services cannot effectively address the services needed, and

WHEREAS, to meet this need for Jefferson County citizens, the Human Services Director, Human Services Board and County Administrator request, and the Human Resources Committee recommends, creation of one full-time Behavioral Health Specialist (Psychotherapist) position and the creation of one full-time Comprehensive Community Services Facilitator position at the Human Services Department.

NOW, THEREFORE, BE IT RESOLVED that the 2016 County Budget setting forth position allocations and funding at the Human Services Department be and is hereby amended to create one full-time Behavioral Health Specialist (Psychotherapist) position and create one full-

time Comprehensive Community Services Facilitator position at the Human Services Department, to become effective upon passage.

Fiscal Note: The Comprehensive Community Services Facilitator position is budgeted for $79,100 annually ($39,550 for the remainder of 2016) and is fully funded by Federal and State Medicaid dollars; therefore, no tax levy is required for this position. The Behavioral Health Specialist (Psychotherapist) position is budgeted for $83,800 annually for salary and fringe benefits ($41,900 for the remainder of 2016 for salary and benefits) and will receive $18,650 from third-party billing in 2016. The remaining $23,250 will be transferred from the State Mental Health Institutes account; therefore no tax-levy is required for this position in 2016. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30 member County Board).

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Human Resources Committee 05-10-16

Terri M. Palm: 04-29-16; 05-03-16

REVIEWED: Administrator BW; Corp. Counsel ; Finance Director

RESOLUTION NO. 2016-____

Create a full-time Group Home Worker position and eliminate two part-time Group Home Worker positions at Human Services

Executive Summary

Jefferson County Human Services operates the Lueder Haus, an acute care facility that serves chronic, mentally ill adults who are in immediate crisis but not in need of hospitalization. Individuals with chronic illness typically need good continuity of care and stability to achieve and maintain desired outcomes. With only one supervisor, four full-time Group Home Workers and two part-time Group Home Workers to provide coverage on a 24/7 basis, consistency becomes even more crucial. Unfortunately, there continues to be a high-level of turnover in the non-benefited, part-time positions, hindering the ability to provide this stability and results in a high-level of overtime.

The Human Services Director, with the support of the Human Services Board and the County Administrator, is requesting the elimination of two part-time Group Home Worker positions (one of which is currently vacant) and the creation of one full-time Group Home Worker position. Funding needed for the full-time Group Home Worker position will be obtained by transferring funds from the State Mental Health Institutes account. Over the last three years, Human Services has experienced a significant savings in this area. Furthermore, there is a $165,295 surplus in this account for the first quarter of 2016.

On May 4, 2016, the Human Resources Committee reviewed the request from the Human Services Director and is recommending the creation of one full-time Group Home Worker position and the elimination of one vacant and one occupied part-time Group Home Worker positions at Human Services.

WHEREAS, the constant turnover in part-time Group Home Worker positions at the Lueder Haus creates a situation that hinders the ability to provide necessary stability to the clients and results in significant overtime costs, and

WHEREAS, to better meet the needs of Lueder Haus clients, the Human Services Director requests, and the Human Resources Committee recommends, creation of one full-time Group Home Worker position and the elimination of two part-time Group Home Worker positions, of which one is currently vacant.

NOW, THEREFORE, BE IT RESOLVED that the 2016 County Budget setting forth position allocations and funding at the Human Services Department be and is hereby amended to create one full-time Group Home Worker position and eliminate two part-time Group Home Worker positions, to become effective upon passage.

Fiscal Note: The annual cost of eliminating two part-time Group Home Worker positions and creating a full-time Group Home Worker position is $23,462 in salaries and benefits ($13,700 for the remainder of 2016. For 2016, $13,700 will be transferred from the State Mental Health Institutes account into appropriate wage and benefit accounts. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30 member County Board).

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Human Resources Committee

05-10-16

Terri M. Palm: 04-29-16; 05-03-16

REVIEWED: Administrator ____; Corp. Counsel ____; Finance Director ____

RESOLUTION NO. 2016-____

Creating a Business Relations and Marketing Manager Position for the Economic Development Consortium

Executive Summary

The Jefferson County Economic Development Consortium (JCEDC) has been reviewing the process by which it provides services to the County and the greater region. Over the course of the last six months, it has been determined that the organization needs to transform and become in line with best management practices, which includes greater engagement with the private sector.

As part of this review, discussions were conducted with the Watertown Economic Development Organization (WEDO) to determine if both organizations could collaborate at a greater level. After an analysis by the WEDO leadership, it was agreed that there is an opportunity to look beyond enhanced collaboration at this time with the JCEDC evolving its organizational structure and focus. Both parties engaged in a process to decide if a merger of the two organizations made business sense when looking at the long-term needs of both entities and the region. Based on this review, it was found a merger would reduce duplication of services, allow economic development functions to be done in a cost effective manner, and enhance services provided to communities and the private sector.

As part of the proposed merger of the organizations, all employees of both entities will work under the umbrella of the JCEDC and, based on the Intergovernmental Agreement that formed the JCEDC, staff will be employees of the County. This will be a phased merger. The first phase includes the transition of the Business Relations and Marketing Manager to the JCEDC around June 1, 2016. WEDO will provide $60,000 as part of the proposed Memorandum of Understanding (MOU) to support costs for this position transition. The remaining position, the Associate Director of Business Development, will transition from WEDO to JCEDC as part of the 2017 budget process. After 2016, these two positions will be funded as result of the capital campaign that will be completed by the end of 2016.

The JCEDC approved the merger on April 28th. The MOU will be reviewed and voted on by the WEDO Board of Directors by May 13th, 2016.

On May 4, 2016, the Human Resources Committee reviewed the request from the JCEDC Board and Executive Director and is recommending the creation of one full-time Business Relations and Marketing Manager position, contingent on approval by the WEDO Board of Directors of the merger between JCEDC and WEDO.

WHEREAS, there has been significant requests by area business and community leaders to enhance or expand in the following three primary areas as called for in the strategic initiative: Workforce, attracting, developing and aligning talent; Businesses, growing businesses, jobs and capital investments; and Marketing, driving communication and tourism, and

WHEREAS, to provide the best economic development services possible that are financially sustainable, the Jefferson County Economic Development Consortium (JCEDC) Board of Directors and leadership of the Watertown Economic Development Organization (WEDO) Board are recommending to merge the organizations under the JCEDC and maximize the benefit to the County, the City of Watertown and the region as a whole.

NOW, THEREFORE, BE IT RESOLVED that the 2016 County Budget setting forth position allocations and funding in the JCEDC be and is hereby amended to create one exempt, full-time, Business Relations and Marketing Manager position, to become effective upon passage.

Fiscal Note: The Business Relations and Marketing Manager position is budgeted at $45,700 for salaries and benefits the remainder of 2016 and will be funded through a contribution of $60,000 by WEDO with the remaining $8,000 utilized for professional services and $6,300 for other operating expenses; therefore, no tax levy is required for this position in 2016. It is anticipated that the capital campaign will enable the sustainability of this position in future years. This is a budget amendment. County Board approval requires a two-thirds vote of the entire membership of the County Board (20 votes of the 30 member County Board). This position allocation is contingent upon all terms of the memorandum of understanding between JCEDC and WEDO being fully executed, including satisfactory results of the capital campaign feasibility study

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
JCEDC Board; Human Resources Committee 05-10-16

Benjamin Wehmeier: 05-01-16

REVIEWED: Administrator ____; Corp. Counsel ____; Finance Director ____

Item 13a

REPORT
TO THE HONORABLE MEMBERS OF THE JEFFERSON COUNTY BOARD OF SUPERVISORS

The Jefferson County Planning and Zoning Committee, having considered petitions to amend the official zoning map of Jefferson County, filed for public hearing held on April 21, 2016, as required by law pursuant to Wisconsin Statutes, notice thereof having been given, and being duly advised of the wishes of the town boards and persons in the areas affected, hereby makes the following recommendations:

APPROVAL OF PETITIONS R3872A-16, R3874A-16, R3875A-16, R3877A-16 AND R3878A-16

DATED THIS 25th DAY OF APRIL 2016

Donald Reese, Secretary

THE PRIOR MONTH'S AMENDMENTS R3869A-16, R3870A-16 AND R3871A-16 ARE EFFECTIVE UPON PASSAGE BY COUNTY BOARD, SUBJECT TO WIS. STATS. 59.69(5).

Deb Magritz: 04-27-16 05-10-16

ORDINANCE NO. 2016-____

Amend Zoning Ordinance

WHEREAS, the Jefferson County Board of Supervisors has heretofore been petitioned to amend the official zoning map of Jefferson County, and

WHEREAS, Petitions R3872A-16, R3874A-16, R3875A-16, R3877A-16 and R3878A-16 were referred to the Jefferson County Planning and Zoning Committee for public hearing on April 21, 2016, and

WHEREAS, the proposed amendments have been given due consideration by the Board of Supervisors in open session,

NOW, THEREFORE, BE IT ORDAINED that the Jefferson County Board of Supervisors does amend the official zoning map of Jefferson County as follows:

FROM RESIDENTIAL R-2 TO A-2, AGRICULTURAL AND RURAL BUSINESS

Rezone with conditional use to allow mini-warehousing on PIN 016-0514-1023-045 (4.298 acres). The property is located on **US Highway 12** in the Town of Koshkonong. R3872A-16 – Noah's Last Storage Spot LLC

FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL AND RURAL RESIDENTIAL

Create a 4.2-acre farm consolidation lot around the home and buildings at **N6441 County Road S**, Town of Lake Mills, from part of PIN 018-0713-1612-000 (40 acres). Rezoning is conditioned upon approval and recording of a final certified survey map for the lot. R3874A-16 – Lee Leverton/Gary & Beth Leverton, Lee & Lori Leverton LE

Rezone to create a 1.94-acre lot with existing home at **N5255 Crossman Road** in the Town of Lake Mills from part of PIN 018-0713-3421-000 (46 acres). This action is conditioned upon approval and recording of a final certified survey map for the lot. R3875A-16 – David Schroeder/A & L Johnson Inc. property

FROM EXCLUSIVE AGRICULTURAL A-1 AND COMMUNITY TO A-3, AGRICULTURAL AND RURAL RESIDENTIAL

Rezone to create a 2-acre Rural Residential lot at **N8276 County Road E** and a 3-acre farm consolidation lot at **N8280 County Road E** from part of PIN 012-0816-1923-000 (29.54 acres) in the Town of Ixonia. Rezoning is conditioned upon approval and recording of a certified survey map for the lots, including extraterritorial plat review if necessary. R3877A-16 – Herman Zastrow

FROM A-1, EXCLUSIVE AGRICULTURAL TO N, NATURAL RESOURCES

Create a 10.3-acre Natural Resource zone from part of PINs 024-0516-1534-000 (39.46 acres), 024-0516-1543-000 (33.996 acres) and 024-0516-1544-000 (1.755 acres). The property is in the Town of Palmyra, with access onto **County Road E.** This action is conditioned upon road access approval by the County Highway Department, upon approval and recording of a final certified survey map for the lot, including extraterritorial plat review, if necessary. R3878A-16 – Jon & Renee Gallun

The above rezonings shall be null and void and of no effect one year from the date of County Board approval unless all applicable conditions have been completed by that date.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Planning & Zoning Committee

05-10-16

Deb Magritz: 04-27-16 REVIEWED: Administrator ____; Corp. Counsel ____; Finance Director ____

RESOLUTION NO. 2016-___

Digital Parcel Map Improvement

Executive Summary

Digital parcel maps delineating land ownership are a key component of the Jefferson County Geographic Information System (GIS). This information is used by the general public and real estate professionals including assessors, appraisers, title searchers, land surveyors and attorneys along with local, state and federal officials. The digital parcel maps for the rural areas of Jefferson County were automated in the early nineteen nineties by digitizing hand drawn maps and transforming the coordinate data to the Public Land Survey System grid. These digital parcel maps have served the County well for the past 20 plus years. However, the digitizing and transforming process resulted in some horizontal positional inaccuracies that are evident when overlaying the digital parcel lines over orthophotography. This improvement project will utilize property surveys, orthophotography and other survey data to increase the accuracy of the County's digital parcel maps for 6,779 parcels in 4 towns. The remaining 16,000 rural parcels are planned for improvements in future years as funding becomes available.

WHEREAS, a request for proposals to provide digital parcel mapping service was published on March 29, 2016, and

WHEREAS, six proposals were received to provide digital parcel mapping services to Jefferson County, and

WHEREAS, the responses to the County's Request for Proposals are as follows:

Company	City, State	Cost Per Parcel
Pro-West & Associates	Walker, Minnesota	$ 8.85
Point North Inc.	Hayward, Wisconsin	$13.00
Arcbridge Consulting and Training, Inc	Herndon, Virginia	$13.12
Greaf	Milwaukee, Wisconsin	$14.26
BruceHarris & Associates	Batavia, Illinois	$14.39
MSA	Baraboo, Wisconsin	$15.27

WHEREAS, the Planning and Zoning Committee recommends that Pro-West and Associates out of Walker, Minnesota, be awarded the parcel map improvement project as the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors does hereby authorize the Land Information Office to contract with Pro-West and Associates of Walker, Minnesota, as the lowest responsible bidder, for parcel mapping services at a cost of $8.85 per parcel for a total project cost of $59,994.15.

Fiscal Note: The project is funded in the 2016 budget account 1303.521219 through a Wisconsin Land Information Program Strategic Initiative Grant of $50,000 and non- tax levy Land Information Program retained fees of $9,994.15.

Ayes_____ Noes_____ Abstain_____ Absent_____ Vacant_____

Requested by
Planning and Zoning Committee 05-10-16

Andy Erdman: 4-29-16; J. Blair Ward: 05-03-16
REVIEWED: Administrator ___; Corp. Counsel ___; Finance Director ___

QUALIFICATIONS OF APPRAISER - AARI KEVIN ROBERTS

Experience:

Appraiser: AJ Appraisals and Real Estate, LLC: N7568 Little Coffee Road, Watertown, Wisconsin (920) 699-4371
The appraiser has been involved with projects that involve the valuation and acquisition of land and other interests for highway projects, electric transmission lines, gas transmission lines, conservation uses and conservation easements. Highway project appraisals have been completed according to WisDOT and other applicable regulations. Acquisition of land and other interests for conservation uses and conservation easements have been completed according to the Uniform Appraisal Standards for Federal Land Acquisitions (Yellow Book). The appraiser has been hired by the acquiring agency as well as property owners. Agricultural, residential, industrial and vacant land appraisals have been completed for various entities. It should be noted that in March of 2008 the appraisal business was moved from an individual basis to a LLC. January, 1998 to present.

Appraiser: Egan Appraisal Services, LLC; 1536 S. Church Street, Watertown, Wisconsin (920) 261-7284
Real Estate Appraiser, January, 1993 to 2004.

Certification: State of Wisconsin
Certified General Appraiser #734, August 1995
Assessors Certification, Level 2, November 1992
Brokers License #46981

Education: B. S. Ag. Mech. and Management - University of Wisconsin, Madison, Aug. 1991
A. A. Property Assessment/App. - Waukesha County Technical College, May 1993
A. A. Real Estate - Waukesha County Technical College, May 1993

International Right of Way Association (IRWA) Classes
Course 103-Ethics and the Right of Way Profession, June 1998
Course 201-Communications and Real Estate Acquisition, March 1996
Course 214-Skills of Expert Testimony, September 1995, September 2002
Course 401-Appraisal of Partial Acquisitions, March 1997
Course 403-Easement Valuation, May 1996
Course 407-Valuation of Contaminated Properties, March 1998
Course 502-Business Relocation, May 2001
Course 603-Understanding Environmental Contamination in Real Estate, April 2001
Course 802-Legal Aspects of Easements, October 1999
Course 902-Property Descriptions, September 1999

Appraisal Institute
Valuation of Conservation Easements, March 2009
Uniform App. Standards for Federal Land Acquisitions (Yellow Book), June 2007

Other Activities: International Right of Way Association - August 1995 to present.
American Society of Farm Managers and Rural Appraisers – October 2007 to present.
National Board of Realtors - June, 1996 to present.
Wisconsin Board of Realtors - June, 1996 to present.
Jefferson County Board of Realtors – June, 1996 to present.
ERA Egan Realty-December, 1996 to December 2002.
Shorewest Realtors-January 2003 to Present.
Town of Watertown Plan Commission – April 2009 to present

APPOINTMENTS BY COUNTY ADMINISTRATOR

TO THE JEFFERSON COUNTY BOARD OF SUPERVISORS:
MEMBERS OF THE BOARD:

By virtue of the authority vested in me under Sections 59.18 of the Wisconsin Statutes, I do hereby request the County Board's confirmation of the following appointments:

a. Blane Poulson, Palmyra, WI to the Blue Spring Lake Management District Board of Commissioners for a two-year term ending April 17, 2018.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

b. Blane Poulson, Palmyra, WI to the Lower Spring Lake Protection & Rehabilitation District for a two-year term ending April 17, 2018.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

c. Ed Morse, Lake Mills, WI to the Board of Health for a 3-year term ending May 14, 2019

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

d. Dick Schultz, Fort Atkinson, WI to the Board of Health for a 3-year term ending May 14, 2019

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

e. John McKenzie, Fort Atkinson, Wi to the Board of Health for a 3-year term ending May 14, 2019

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

f. Steve Nass, Lake Mills, WI to the Land Information Council for a two-year term ending April 17, 2018.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

g. Todd Lindert (Public Safety Representative), to the Land Information Council for a three-year term ending June 30, 2019.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

h. Joann Larsen (Real Estate Representative), to the Land Information Council for a three-year term ending June 30, 2019.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

i. Aari Roberts, Watertown, WI to the Zoning Board of Adjustment (2nd Alternate) to fill an unexpired term ending July 1, 2016.

AYES _____ NOES _____ ABSTAIN _____ ABSENT _____

APPOINTMENTS BY COUNTY ADMINISTRATOR

TO THE JEFFERSON COUNTY BOARD OF SUPERVISORS:
MEMBERS OF THE BOARD:

By virtue of the authority vested in me in Ordinance 2007-48, I do hereby request the County Board's confirmation of the following appointments:

a. Ed Morse, Lake Mills, WI to the Historic Sites Preservation Commission for a 3-year term ending April 1, 2019

   Julia Ince, Fort Atkinson, WI to the Historic Sites Preservation Commission for a 3-year term ending April 1, 2019

05-10-2016

APPOINTMENTS BY COUNTY BOARD CHAIR

By virtue of the authority vested in me I do hereby appoint and request the County Board's confirmation of the following individuals as members of the designated Consortiums, Commissions and Committees:

Economic Development Consortium

a. Jim Mode, Jefferson, WI for a two-year term ending April 17, 2018.

AYES_____ NOES_____ ABSENT_____ ABSTAIN_____

b. Timothy Smith, Fort Atkinson, WI for a two-year term ending April 17, 2018

YES_____ NOES_____ ABSENT_____ ABSTAIN_____

c. Augie Tietz, Watertown, WI for a two-year term ending April 17, 2018.

AYES_____ NOES_____ ABSENT_____ ABSTAIN_____

Land and Water Conservation Committee

a. Matthew Foelker, Fort Atkinson, WI for a two-year term ending April 17, 2018.

AYES_____ NOES_____ ABSENT_____ ABSTAIN_____

b. Peter Hartz, Johnson Creek, WI for a two-year term ending April 17, 2018.

AYES_____ NOES_____ ABSENT_____ ABSTAIN_____

c. Ed Morse, Lake Mills, WI for a two-year term ending April 17, 2018.

AYES_____ NOES_____ ABSENT_____ ABSTAIN_____

d. Gregg Patrick, Fort Atkinson, WI for a two-year term ending April 17, 2018.

AYES_____ NOES_____ ABSENT_____ ABSTAIN_____

e. Laura Payne, Cambridge, WI for a two-year term ending April 17, 2018.

AYES_____ NOES_____ ABSENT_____ ABSTAIN_____

LISTEN. LEARN. LEAD.

AGENDA

This one-day workshop is a unique opportunity for both newly elected county government officials and veterans of the county board to learn from experienced educators about best practices and avoiding the pitfalls of governance.

AGENDA

8:00 am
Registration

8:30 am
Roles & Responsibilities of County Board Supervisors
Dan Hill, Local Government Specialist,
UW-Ext. Local Government Center

9:45 am
The County Budgeting Process
Craig Maher, Local Government Specialist,
UW-Ext. Local Government Center

10:45 am
The Ins & Outs of Wisconsin's Open Meetings Law
Dan Hill, Local Government Specialist,
UW-Ext. Local Government Center

11:30 am
Running & Participating in Effective Meetings
J. Michael Blaska, Chief of Staff,
Wisconsin Counties Association

12:15 pm
Lunch

1:00 pm
Wisconsin's Public Records Law
Philip Freeburg, Senior Lecturer,
UW-Ext. Local Government Center

1:45 pm
Ethics & Conflicts of Interest
Philip Freeburg, Senior Lecturer,
UW-Ext. Local Government Center

2:40 pm
Techniques in Civic Engagement
Bill Rizzo, Local Government Specialist,
UW-Ext. Local Government Center

3:25 pm
State & County Issues Update
Sarah Diedrick-Kasdorf,
Deputy Director of Government Affairs,
Wisconsin Counties Association

4:00 pm
Adjourn

DATES & LOCATIONS

Wednesday, May 11, 2016
Lakewoods Resort
21540 Cty. Hwy. M
Cable, WI 54821

Thursday, May 12, 2016
AmericInn/Reulands
700 U.S. Hwy. 51
Minocqua, WI 54548

Friday, May 13, 2016
The Meadows Conference Center
850 Kepler Dr.
Green Bay, WI 54311

Wednesday, May 18, 2016
Ramada Richland Center
1450 Veterans Dr.
Richland Center, WI 53581

Thursday, May 19, 2016
The Plaza Hotel & Suites
1202 W. Clairemont Ave.
Eau Claire, WI 54701

Thursday, May 26, 2016
Holiday Inn & Convention Center
1001 Amber Ave.
Stevens Point, WI 54482

Friday, May 27, 2016
North Star Conference Center at Comfort Inn & Suites
5025 Cty. Rd. V
DeForest, WI 53532

Please type or print and make a copy for your records!

2016 WCA ANNUAL CONFERENCE
SEPTEMBER 25-27, 2016 • MILWAUKEE COUNTY

REGISTRATION FORM

Online Registration is available at www.wicounties.org

SECTION 1 - REGISTRATION INFORMATION

BADGE NAME (First/Last): _____

COUNTY: _____ *TITLE:* _____

STREET ADDRESS: _____

CITY/STATE: _____ *ZIP:* _____ *TELEPHONE:* _____

E-MAIL ADDRESS: _____

SERVICES: _____

SECTION 2 - REGISTRATION FEES

The lower rate applies only if your form is postmarked by August 5, 2016. After August 5, 2016 registrations will be subject to the higher fee.

_____ *WCA Member County Delegate: $175 each. After August 5, 2016: $220 each.*

_____ *WCA Member County Delegate: First Term New Supervisor: Free Registration.*
This is for first-term new supervisors who wish to attend the 2016 WCA Annual Conference in their first year in office.

_____ *State Official/Employee or Private Sector: $210 each. After August 5, 2016: $250 each.*

AGENCY/COMPANY: _____

The registration fee includes all educational programs; WCA Marketplace entrance; Opening and Closing General Assemblies; Monday's Hot Breakfast, Exhibitor Luncheon, Exhibitor Reception, and Festival of Food (food stations); Tuesday's Breakfast and Luncheon.

SECTION 3 - SPOUSE/GUEST REGISTRATION FEES

Spouse/Guest Badge Name (First/Last): _____

SERVICES: _____

- ***COMBINATION - Basic Conference Registration and Spouse/Guest Tour***

  _____ *WCA Member County Spouse/Guest Conference Registration and Spouse/Guest Tour Fee: $105 each. After August 5, 2016: $125 each.*

  The registration fee includes Monday's Exhibitor Reception, Festival of Food (food stations), and the Spouse/Guest Tour on Monday, September 26, 2016; Tuesday's Breakfast and Luncheon. ***The bus will load at the Wisconsin Center, 4th & Wells entrance, at 10:20 a.m.***

- ***Spouse/Guest Tour ONLY: Monday, September 26, 2016 • "Milwaukee River Cruise"***

  (Limited registration: first-come, first-served!)

  _____ *WCA Member County Spouse/Guest Tour Registration Fee: $40 each. After August 5, 2016: $50 each.*

  The registration fee includes the Spouse/Guest Tour, which includes lunch. ***The bus will load at the Wisconsin Center, 4th & Wells entrance, at 10:20 a.m.***

- ***Spouse/Guest Basic Conference Registration ONLY***

  _____ *WCA Member County Spouse/Guest Basic Registration Fee: $80 each. After August 5, 2016: $90 each.*

  The registration fee includes Monday's Hot Breakfast, Exhibitor Luncheon, Exhibitor Reception, Festival of Food (food stations); Tuesday's Breakfast and Luncheon. The fee does not include the Spouse/Guest Tour on Monday.

Make checks payable to: Wisconsin Counties Association. Note: A full refund of conference registration fees will be made if written notice of cancellation is received by WCA no later than Friday, August 5, 2016. Cancellations made after August 5 and before August 15 will be subject to a $25 handling fee. There will be no refunds given after August 15, 2016. All cancellations must be submitted in writing to the WCA Office.

Mail payment and form to:
Wisconsin Counties Association
22 East Mifflin Street, Suite 900
Madison, WI 53703
Fax: 608.663.7189

For Office Use Only:
Date Received: _____
Check Number: _____
Amount Received: _____

Online registration is available at www.wicounties.org
TO QUALIFY FOR THE LOWER RATES, THIS FORM MUST BE SUBMITTED BY AUGUST 5!