

AGENDA

Administration & Rules Committee

***REVISED 01-22-2016**

**Jefferson County Courthouse
311 S. Center Avenue
Jefferson, WI 53549**

Wednesday, January 27, 2016, Room 112, 8:30 a.m.

Committee Members

James Braugher, Vice Chair; Jennifer Hanneman; Steve Nass, Secretary; Amy Rinard, Chair; Jim Schroeder

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meetings Law
4. Review of Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register at this time)
6. *Approval of the **November 25, 2015** Committee meeting minutes
7. Approval of the December 8, 2015 County Board meeting minutes
8. Communications
9. Discussion and possible action on a budget amendment authorizing use of restricted funds towards a new records management system for Register of Deeds
10. Discussion and possible action on amending the ordinance on the Jefferson County Criminal Justice Collaborating Council
11. Discussion and possible action on amendments to the Board Rules for 2016-2018
12. Discussion and possible action on the bid procedure for the Official Newspaper
13. Discussion and possible action on Resolution "In Support of the Wisconsin Department of Health Services Enhancing the Quality of the Medicaid Non-Emergency Medical transportation system"
14. Discussion and possible action on Resolution "Supporting Amendment to 2009 Wisconsin Act 50 and to Support 2015 Assembly Bill 515"
15. Discussion and possible action on resolutions, letters or reports from other governmental agencies
 - a. Racine County Resolution "Opposing any Legislation Expanding the Subpoena Process"
 - b. Shawano County Resolution "To Urge Amending the Law Concerning County Payment for Library Services"
 - c. Kewaunee County Resolution "In Support of a National Marine Sanctuary in Wisconsin's Mid-Lake Region and Inclusion of Kewaunee County's Coastal Areas"
16. Discussion and possible action on Task Force assignments
 - a. Discussion on County Board committees and work flow process
17. *Review Financial Reports (**November**)
 - a. County Administrator
 - b. Clerk of Courts
 - c. Corporation Counsel
 - d. County Board
 - e. Register of Deeds
18. County Administrator's monthly report
19. Tentative Future Meeting and Agenda Items (February 24, 2016)
All meetings in Room 112 at 8:30 a.m. unless noted
20. Adjourn

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 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

#6

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

November 25, 2015
Administration & Rules Committee

1. Call to Order

Meeting was called to order by Braughler at 8:00 a.m.

2. Roll Call

Administration and Rules Committee Members

Members present: Jim Braughler, Jennifer Hanneman, Jim Schroeder, Amy Rinard and Steve Nass.

Others Present: Ben Wehmeier, County Administrator; Tammie Jaeger, Administrative Secretary; Connie Freeburg, Paralegal II; Barb Frank, County Clerk; J. Blair Ward, Corporation Counsel, Carla Robinson, Clerk of Courts, Alexa Zoellner, Reporter, Jefferson Daily Union and Yelena Zarwell, Assistant Corporation Counsel.

3. Certification of compliance with Open Meeting Law Requirements

Wehmeier certified compliance with the open meeting law.

4. Review of Agenda

Item #14 was moved to accommodate staff.

5. Public Comment

None

6. Approval of October 28, 2015 Committee meeting minutes

Motion by Nass; Second by Braughler to approve the October 28, 2015 Committee meeting minutes as presented. (Ayes-4, Rinard Abstained) Motion carried.

7. Approval of the October 27, 2015 County Board meeting minutes

Motion by Hanneman; Second by Braughler to approve the October 27, 2015 County Board meeting minutes as corrected. (Ayes-4, Rinard Abstained) Motion carried.

8. Approval of the November 10, 2015 County Board meeting minutes

Motion by Schroeder; Second by Hanneman to approve the November 10, 2015 County Board meeting minutes as corrected. (Ayes-4, Braughler Abstained) Motion carried.

9. Communications

- County Administrator Report

10. Discussion and possible action to authorize the County to contract for Guardian Ad Litem (GAL) and adversary legal counsel for court appointments

Copies of the contracts were provided for the committee to review. Robinson discussed the contracts for GAL services.

Motion by Nass; Second by Hanneman to approve the contract with suggested changes and forward to the County Board for their consideration. (Ayes-All) Motion carried.

11. Discussion of potential county policy concerning recognition for sponsorship, donation and volunteer support for Jefferson County programs and projects

Wehmeier explained that the topic of recognition has come up again. There is a need to develop some policy parameters to consider when these situations arise. The committee would like to review policies from the Department of Natural Resources (DNR) and other communities. Wehmeier will develop a working group and come back to the committee with a general recommendation for review. No action taken.

12. Discussion and possible action on supporting new social security supplemental security income (SSI) asset limits and implementation of the Achieving a Better Life Experience Act (Previously referred to Human Services Board)

The Human Services Board supports this resolution.

Motion by Nass; Second by Hanneman to send this resolution to the County Board for their consideration. (Ayes-All) Motion carried.

13. Discussion and possible action on resolutions, letters or reports from other governmental agencies

- a. Kewaunee County Resolution – “Urging Amendment to §43.12 County Payment for Library Services”

A copy of the resolution was provided for the committee to review. Wehmeier discussed the resolution. No action taken.

- b. Wood County Resolution – “Encourage the Legislature to Fix an Oversight in the Application of the Public Records Law”

A copy of the resolution was provided for the committee to review. Ward discussed the resolution.

Motion by Nass; Second by Schroeder to forward this resolution on the County Board for their consideration. (Ayes-All) Motion carried.

- c. Winnegabo County Resolution – “Urge the Wisconsin Legislature to Transfer Jurisdiction of 17-Year Old Delinquent Offenders Back into the Juvenile Justice System from the Adult Corrections System”

A copy of the resolution was provided for the committee to review. This resolution will be referred to the Human Services Board. No action taken.

- d. Resolution opposing SB326 and AB429 relating to referral of cases of suspected or threatened child abuse or neglect to the sheriff or police department, coordination of the investigation of those cases, and referral of those cases to the district attorney for criminal prosecution.

A copy of the resolution and related documents were provided for the committee to review. The committee discussed the resolution. This resolution will be forwarded to the Human Services Board for their review and also forwarded to the County Board.

Motion by Schroeder Second by Nass to forward this resolution on the County Board for their consideration. (Ayes-All) Motion carried.

14. Discussion and possible action on Task Force assignments

- a. Discussion on County Board committee work flow process

Wehmeier explained that a test was conducted to see how long it takes for mail to arrive. Mail is taking longer to get to its destination. Staff is looking for ways to be more efficient. The schedule of committee meetings needs to be looked at so that items going to the County Board are timelier. The County Board Rules need to be reviewed as well. Nass suggested that the executive summary include information about the County Board meeting schedule review that will be done. Schroeder suggested that a trial of afternoon or evening meetings be tried.

Motion by Nass; Second by Hanneman to forward the Board Rule change to the county board for their consideration. (Ayes-All) Motion carried.

15. Review Financial Reports (October)

- a. County Administrator
- b. Clerk of Courts
- c. Corporation Counsel
- d. County Board
- e. Register of Deeds

Financial reports were provided for the committee to review. No action taken.

16. County Administrator's monthly report

A written report was provided for the committee to review. Wehmeier discussed the report and addressed questions from the committee. No action taken.

17. Tentative Future Agenda Items and Meeting Dates (January 27, 2015)

- Approval of November 25, 2015 Administration & Rules Committee meeting minutes
- Approval of December 8, 2015 County Board meeting minutes
- Review Board Rules for any changes
- Discussion and possible action on official newspaper contract

18. Adjourn

Motion made by Nass; Second by Hanneman to adjourn at 9:46 a.m. (Ayes-All) Motion Carried.

DRAFT

#7

**CORRECTIONS TO BE MADE TO
DECEMBER 8, 2015, JEFFERSON COUNTY BOARD MEETING MINUTES**

Pages numbered 201 thru 221:

The footer at the bottom of these pages should be numbered 227 through 247 and should read Tuesday, December 8, 2015

Page 228 (originally 202):

Line 6 – Delete October and insert November
Line 7 – Delete October and insert November
Line 10 – Delete October and insert November
Line 11 – Delete October and insert November
Line 15 – Delete November and insert December
Line 32 – Insert (as of 10/31/15) after the word DANA

Page 232 (originally 206):

Line 24 – Insert a hyphen between A 1 so it reads A-1

Page 235 (originally 209):

Lines 23 and 24 – Line 24 should follow the last word in line 23

Page 237 (originally 211):

Line 2 – Indent for a new paragraph
Lines 3 and 4 – Line 4 should follow the last word in line 3

Page 239 (originally 213):

Line 47 – Underline Executive Summary

Page 242 (originally 216):

Line 26 – Underline Executive Summary
Lines 41, 44, 48 and 50 – Indent for a new paragraph

Page 243 (originally 217):

Lines 4, 6, 10, 12, 16, 19, 23, 27, 30, 32 and 36 – Indent for a new paragraph

Page 246 (originally 220):

Line 3 – Delete the mark between the o and v in provided

Page 247 (originally 221):

Lines 30 and 32 – Indent for a new paragraph

#10

ORDINANCE NO. 2015-__

Amend the Jefferson County Criminal Justice Collaborating Council

Executive Summary

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Section 3 of The Jefferson County Criminal Justice Collaborating Council ordinance is amended as follows:

Section 3. There shall be at least ~~thirteen~~ fourteen voting members of the Council whose membership is determined by the position the member occupies or by appointment of the Council:

1. Chief Judge or Presiding Judge for Jefferson County (Chair)
2. County Administrator
3. County Board Chair
4. Sheriff
5. District Attorney
6. Clerk of Circuit Court
7. Local government representative
8. Public Defender – Jefferson County
9. Jefferson County Police Chief & Sheriff’s Association representative
10. Human Services Director
11. Parole and Probation Manager for Jefferson County
12. Education representative
13. Jefferson County citizen
14. Corporation Counsel

The local government representative, education representative and county citizen shall be selected by the other members of the Council. Additional members may be appointed as the Council deems appropriate. Members may designate a staff person to represent them and vote at Council meetings which designation shall be done by written correspondence addressed to the chair of the Council.

SECTION 2. This ordinance shall be effective after passage and publication as provided by law.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

POSSIBLE AMENDMENTS TO BOARD RULES
FOR 2016-2018

1. Section 3.01(1)(a) – Dates for Board Meetings:

Tuesday, April 19, 2016
Tuesday, May 10, 2016
Tuesday, June 14, 2016
Tuesday, July 12, 2016
Monday, August 8, 2016

[August 9 is an election day; therefore, reschedule to Monday, August 8, 2016, pursuant to Board Rule 3.01(1)(a)]

Tuesday, September 13, 2016
Tuesday, October 11, 2016
NOVEMBER 2016

[November is the annual meeting for the County and pursuant to § 59.11(1)(a), Wis. Stats., is to be held “. . . on the Tuesday after the 2nd Monday of November in each year for the purpose of transacting business. Any board may establish by rule an earlier date during October or November for the annual meeting and may by rule establish regular meeting dates throughout the year at which to transact general business.” Pursuant to Wis. Stats., the County Board meeting would then be held on Tuesday, November 15, 2016; however, County apportionments are due November 15. Do we want to change the Board meeting to Monday, November 14? NOTE: Tuesday, November 8 is an election date]

Tuesday, December 13, 2016

NO JANUARY MEETING

Tuesday, February 14, 2017
Tuesday, March 14, 2017
Tuesday, April 18, 2017
Tuesday, May 9, 2017
Tuesday, June 13, 2017
Tuesday, July 11, 2017
Tuesday, August 8, 2017
Tuesday, September 12, 2017
Tuesday, October 10, 2017
Tuesday, November 14, 2017
Tuesday, December 12, 2017

Tuesday, February 13, 2018
Tuesday, March 13, 2018
Tuesday, April 17, 2018

2. Section 3.05(2)(c) – Addition to Finance Committee duties:

The Committee, on a case by case basis, shall recommend to the Board of Supervisors the allocation of the proceeds from the sale of county-owned farmland to possibly increase the acreage of farmland permanently protected from development, and to leverage state and federal funds for the acquisition of conservation easements to protect farmland (Resolution No. 2008-15).

3. Section 3.06(1)() – Addition to BOARDS, COMMISSIONS, COMMITTEES AND OTHER BODIES – Criminal Justice Collaborating Council:

() CRIMINAL JUSTICE COLLABORATING COUNCIL – ~~Thirteen~~–~~Fourteen~~ members. There shall be at least ~~thirteen~~–~~fourteen~~ voting members of the Council whose membership is determined by the position the member occupies or by appointment of the Council: Chief Judge or Presiding Judge for Jefferson County (Chair), County Administrator, County Board Chair, Sheriff, District Attorney, Clerk of Circuit Court, local government representative, Jefferson County Public Defender, Jefferson County Police Chief & Sheriff's Association representative, Human Services Director, Jefferson County parole and probation manager, education representative, ~~and~~ Jefferson County citizen and Corporation Counsel. The County shall create by-laws including establishing term lengths for members, meet at least quarterly and make recommendations to the County Board, or member's respective organization, to facilitate the goals of the Council.

4. Section 3.06(1)(h) – Amend Human Services Board:

(h) HUMAN SERVICES BOARD - Seven members. This is the governing and policymaking board of directors of the Human Services Department. Four members shall be members of the Board of Supervisors at the time of appointment and throughout their respective terms. Three members shall be consumers of service or citizens at large. No public or private provider of services may be appointed to the Board. Appointees shall serve staggered three-year terms. The Human Services Board shall elect a chairperson and vice chairperson who must be selected from the four members who are supervisors. Elections shall be held after the County Board organizational meeting in April of even-numbered years. The Human Services Board shall possess all the powers and duties prescribed by s. 46.23(5m), Wis. Stats.

Pursuant to s. 46.23(5m)(a), the Human Services Board shall appoint an Aging and Disability Resource Center Advisory Committee which shall also be assigned the duties established by Resolution No. 42 adopted June 12, 1979, for the Advisory Committee on Aging.

Pursuant to s. 46.23(5m)(a), the Human Services Board shall appoint the Nutrition Project Council, number and terms of appointees to be determined by the Human Services Board. Such appointments shall be subject to confirmation by the County Board.

Jefferson County, under an Intergovernmental Cooperation Agreement, shall be a member of the Marsh Country Health Alliance Commission to organize and establish a multi-jurisdictional public entity to lease, manage and operate a nursing home and facility for the developmentally disabled known as Clearview Long-Term Care & Rehabilitation. The County Board Chair shall appoint one supervisor to said Commission.

County Board Chair makes appointments to the Community Action Coalition.

The Human Services Board may create a subcommittee known as the Human Services Personnel & Finance Committee, members of which shall be eligible for meeting fees and mileage. [Am. 03/09/04, Ord. 2003-39; 03/11/08, Ord. 2007-49; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; re-lettered 3/13/12, Ord. 2011-24]

5. Create Section 3.06(1)() – Addition of South Central Wisconsin Workforce Development Area Consortium:

() SOUTH CENTRAL WISCONSIN WORKFORCE DEVELOPMENT AREA CONSORTIUM – 6 members. The Consortium shall consist of the chairperson of the County Board of Supervisors or County Executives or the designees of said officials of the counties of Columbia, Dane, Dodge, Jefferson, Marquette and Sauk. The purpose of the Consortium is to serve as an oversight entity to fulfill the intent of the Workforce Innovation and Opportunity Act. The responsibilities of the Consortium are (1) to serve as the Workforce Development Area Consortium of Supervisors, (2) to appoint the Workforce Development Board under the Workforce Innovation and Opportunities Act; and (3) to execute an agreement with the Workforce Development Board required for proper operation and functioning of the Board. The Consortium will direct the Board to receive the Workforce Innovation and Opportunity Act funds on behalf of the Consortium and serve as the administrative entity and fiscal agent with the duty to disburse funds at the direction of the local board.

6. Create Section 3.06(1)() – Addition of Wisconsin Counties Utility Tax Association:

() WISCONSIN COUNTIES UTILITY TAX ASSOCIATION – One member. The Association's mission is to change the law to provide for a more equitable distribution of utility tax for Wisconsin Counties.

59.11 Meetings; adjournment; absentees.**(1)**

(a) Every board shall hold an annual meeting on the Tuesday after the 2nd Monday of November in each year for the purpose of transacting business. Any board may establish by rule an earlier date during October or November for the annual meeting and may by rule establish regular meeting dates throughout the year at which to transact general business. When the day of the meeting falls on November 11, the meeting shall be held on the next succeeding day.

(b) The annual meeting may be adjourned by the clerk, upon the written request of a majority of the supervisors, to a day designated in the request, but not less than one week nor more than 3 weeks from the Tuesday after the 2nd Monday of November. Upon such an adjournment being made, the clerk shall give each supervisor written notice of the time and place to which the annual meeting has been adjourned.

(c) The board, except in counties with a population of 500,000 or more, shall meet on the 3rd Tuesday of each April to organize and transact business. At this meeting the board may transact any business permitted at the annual meeting, including the appointment of all county commissions and committees. The meeting may be adjourned in the same manner as the annual meeting.

(2) A special meeting of the board shall be held:

(a) Upon a written request of a majority of the supervisors delivered to the clerk, specifying the time and place of the meeting. The time shall not be less than 48 hours from the delivery of the request. Upon receiving the request the clerk shall immediately mail to each supervisor notice of the time and place of the meeting. Any special meeting may be adjourned by a vote of a majority of all the supervisors. The board by ordinance may establish a separate procedure for convening the board in a "declared emergency" as defined by county ordinance.

(b) For the purposes and in the manner prescribed in s. 31.06, with the right to adjourn the special meeting from time to time by a vote of a majority of all the supervisors entitled to a seat. The clerk shall mail written notice of the special meeting, specifying the time, place and purpose of the meeting, to each supervisor not less than 2 weeks before the day set for the meeting.

(c) In a county with a population of 750,000 or more, upon a written request of the county executive delivered to the clerk which must have been approved by the county board chairperson, specifying the time and place of the meeting. The time shall not be less than 48 hours from the delivery of the request. Upon receiving the request and the approval of the county board chairperson, the clerk shall immediately mail to each supervisor notice of the time and place of the meeting. Any special meeting may be adjourned by a vote of a majority of all the supervisors.

(3) All meetings shall be held in the county at places that are designated by the board. The board shall give adequate public notice of the time, place and purpose of each meeting.

(4) The board shall sit with open doors, and all persons conducting themselves in an orderly manner may attend. If any supervisor misses or leaves a meeting of the board without good cause or without being first excused by the board, the chairperson may issue a warrant requiring the sheriff or some constable immediately

to arrest and bring the supervisor before the board. The expenses of the arrest shall be deducted from the pay of the member unless otherwise directed by the board. The board may punish its members for infraction of its rules by imposing the penalty provided in the rules.

- (5) The board may appropriate funds to broadcast by radio or television, or to tape and rebroadcast, any meeting of the board held under this section.

History: 1971 c. 68, 307; 1975 c. 41, 109; 1983 a. 192; 1995 a. 201 ss. 105, 233; Stats. 1995 s. 59.11; 2013 a. 14.

A county clerk can adjourn a regular meeting of the county board when requested by majority of the elected members of the board. 61 Atty. Gen. 352.

Menu » Statutes Related » Statutes » Chapter 59

2013-14 Wisconsin Statutes updated through 2015 Wis. Act 126, except Act 118, and all Supreme Court Orders entered before December 28, 2015. Published and certified under s. 35.18. Changes effective after January 1, 2016 are designated by NOTES. (Published 1-1-16)



Calendar for year 2016 (United States)

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Election so hold 8/8/16

Election date

Annual meeting: Tuesday after 2nd Monday

Holidays and Observances:

Jan 1 New Year's Day	Sep 5 Labor Day
Jan 18 Martin Luther King Day	Oct 10 Columbus Day (Most regions)
Feb 14 Valentine's Day	Oct 31 Halloween
Feb 15 Presidents' Day	Nov 8 Election Day
Mar 27 Easter Sunday	Nov 11 Veterans Day
Apr 13 Thomas Jefferson's Birthday	Nov 24 Thanksgiving Day
May 8 Mothers' Day	Dec 24 Christmas Eve
May 30 Memorial Day	Dec 25 Christmas Day
Jun 19 Fathers' Day	Dec 26 'Christmas Day' observed
Jul 4 Independence Day	Dec 31 New Year's Eve



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Calendar for year 2017 (United States)

<p><i>no meeting</i></p> <p>January</p> <table border="1"> <tr><th>Su</th><th>Mo</th><th>Tu</th><th>We</th><th>Th</th><th>Fr</th><th>Sa</th></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> <tr><td>5:0</td><td>12:0</td><td>19:0</td><td>27:0</td><td></td><td></td><td></td></tr> </table>	Su	Mo	Tu	We	Th	Fr	Sa	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					5:0	12:0	19:0	27:0				<p>February</p> <table border="1"> <tr><th>Su</th><th>Mo</th><th>Tu</th><th>We</th><th>Th</th><th>Fr</th><th>Sa</th></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td></td><td></td><td></td><td></td></tr> <tr><td>3:0</td><td>10:0</td><td>18:0</td><td>26:0</td><td></td><td></td><td></td></tr> </table>	Su	Mo	Tu	We	Th	Fr	Sa				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28					3:0	10:0	18:0	26:0				<p>March</p> <table border="1"> <tr><th>Su</th><th>Mo</th><th>Tu</th><th>We</th><th>Th</th><th>Fr</th><th>Sa</th></tr> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td></tr> <tr><td>5:0</td><td>12:0</td><td>20:0</td><td>27:0</td><td></td><td></td><td></td></tr> </table>	Su	Mo	Tu	We	Th	Fr	Sa				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		5:0	12:0	20:0	27:0																								
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Holidays and Observances:			
Jan 1	New Year's Day	Nov 11	Veterans Day
Jan 2	'New Year's Day' observed	Nov 23	Thanksgiving Day
Jan 16	Martin Luther King Day	Dec 24	Christmas Eve
Feb 14	Valentine's Day	Dec 25	Christmas Day
Feb 20	Presidents' Day	Dec 31	New Year's Eve
Apr 13	Thomas Jefferson's Birthday		
Apr 16	Easter Sunday		
May 14	Mother's Day		
May 29	Memorial Day		
Jun 18	Father's Day		
Jul 4	Independence Day		
Sep 4	Labor Day		
Oct 9	Columbus Day (Most regions)		
Oct 31	Halloween		



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Calendar for year 2018 (United States)

<p><i>No meeting</i></p> <p>January</p> <table border="1"> <tr><th>Su</th><th>Mo</th><th>Tu</th><th>We</th><th>Th</th><th>Fr</th><th>Sa</th></tr> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr> <tr><td>1:○</td><td>8:○</td><td>16:●</td><td>24:○</td><td>31:○</td><td></td><td></td></tr> </table>	Su	Mo	Tu	We	Th	Fr	Sa		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				1:○	8:○	16:●	24:○	31:○			<p>February</p> <table border="1"> <tr><th>Su</th><th>Mo</th><th>Tu</th><th>We</th><th>Th</th><th>Fr</th><th>Sa</th></tr> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td></td><td></td><td></td></tr> <tr><td>7:○</td><td>15:●</td><td>23:○</td><td></td><td></td><td></td><td></td></tr> </table>	Su	Mo	Tu	We	Th	Fr	Sa					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28				7:○	15:●	23:○					<p>March</p> <table border="1"> <tr><th>Su</th><th>Mo</th><th>Tu</th><th>We</th><th>Th</th><th>Fr</th><th>Sa</th></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>1:○</td><td>9:○</td><td>17:●</td><td>24:○</td><td>31:○</td><td></td><td></td></tr> </table>	Su	Mo	Tu	We	Th	Fr	Sa						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							1:○	9:○	17:●	24:○	31:○									
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Holidays and Observances:			
Jan 1	New Year's Day	Oct 31	Halloween
Jan 15	Martin Luther King Day	Nov 11	Veterans Day
Feb 14	Valentine's Day	Nov 22	Thanksgiving Day
Feb 19	Presidents' Day	Dec 24	Christmas Eve
Apr 1	Easter Sunday	Dec 25	Christmas Day
Apr 13	Thomas Jefferson's Birthday	Dec 31	New Year's Eve
May 13	Mother's Day		
May 28	Memorial Day		
Jun 17	Father's Day		
Jul 4	Independence Day		
Sep 3	Labor Day		
Oct 8	Columbus Day (Most regions)		



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Current

**CHAPTER III
BOARD OF SUPERVISORS
RULES OF ORDER 2014 – 2016**

3.01 MEETINGS, QUORUM AND ORDER OF BUSINESS.

(1)(a) Regular and special meetings of the Jefferson County Board of Supervisors shall be held and conducted in accordance with the provisions of s. 59.11, Wis. Stats. The Board shall hold an annual meeting on the Tuesday after the second Monday of November in each year for the purpose of transacting business unless otherwise established by rule. Regular meetings of the Board shall be held on the following dates unless special elections occur on County Board meeting dates, in which case the Board meeting will be held on the Monday preceding the election. [Am. 08/08/06, Ord. 2006-13; 03/11/08, Ord. 2007-34; 3/13/12, Ord. 2011-24]:

Tuesday, April 15, 2014
Tuesday, May 13, 2014
Tuesday, June 10, 2014
Tuesday, July 8, 2014
Monday, August 11, 2014
Tuesday, September 9, 2014
Tuesday, October 14, 2014
Tuesday, October 28, 2014
* Wednesday, November 12, 2014
Tuesday, December 9, 2014

Tuesday, February 10, 2015
Tuesday, March 10, 2015
Tuesday, April 21, 2015
Tuesday, May 12, 2015
Tuesday, June 9, 2015
Tuesday, July 14, 2015
Tuesday, August 11, 2015
Tuesday, September 8, 2015
Tuesday, October 13, 2015
Tuesday, October 27, 2015
* Tuesday, November 10, 2015
Tuesday, December 8, 2015

Tuesday, February 9, 2016
Tuesday, March 8, 2016
Tuesday, April 19, 2016

*Annual Meeting (Required by Statute) [am. 03/09/10, Ord. 2009-24; 3/13/12, Ord. 2011-24; Ord. 2013-24, 03-11-2014]

(b) In the event of inclement weather, the Chair may cancel a meeting. Any meeting cancelled by the Chair under this section shall be held on the next succeeding Tuesday unless that Tuesday is an election day, in which case the meeting shall be held on the Monday preceding the election. [cr. 03/11/08, Ord. 2007-34; am. 3/13/12, Ord. 2011-24]

(c) In addition to the methods prescribed by Wisconsin Statute Section 59.11, a Board meeting may be convened by the Board Chair in case of emergency to authorize repairs of county buildings, or take other necessary action to respond to the emergency. [Cr. 10/14/08, Ord. 2008-21]

(2) Board meetings shall commence at 7:00 p.m., except for April organizational meetings which shall commence at 5:00 p.m., unless by majority vote the Board prescribes a different time for convening. [Am. 02/10/04, Ord. 2003-34; 02/14/06, Ord. 2005-47; Ord. 2013-27, 03-11-2014]

(3)(a) A majority of all members elected to the Board must be present to constitute a quorum for the transaction of business. In the absence of a quorum, those present may order a call of the house to compel the attendance of absent members, or they may take a recess or fix a time to which to adjourn and adjourn. [am. 08-13-2013, Ord. No. 2013-09]

(b) County Board members who cannot attend a board meeting shall report their absence in advance as a courtesy to the other members. Such reports shall be made to the County Clerk, who shall so advise the County Administrator and Board Chair. Members reporting their absence in advance of the meeting to the County Clerk shall be noted as having done so in the minutes where their absence is recorded. [am. 08-13-13, Ord. No. 2013-09]

(4) For the April organizational meeting held in even-numbered years the order of business shall be:

- (a) Call to order.
- (b) Administration of oath of office and roll call by County Clerk.
- (c) Pledge of allegiance.
- (d) Certification of compliance with Open Meeting Law.
- (e) Approval of the agenda.
- (f) Election of Chairperson and Vice Chairpersons.
- (g) Adoption of rules of order.
- (h) Committee elections, if called for by the rules.
- (i) Follow order of business as established for other meetings, except that no annual reports of department heads will be presented at the organizational meeting. [Am. 3/12/02, Ord. 2001-29; 02/14/06, Ord. 2005-47; Ord. No. 2013-24, 03-11-2014]

(5) The order of business for all other board meetings shall be as follows:

- (a) Call to order.
- (b) Roll call by County Clerk.
- (c) Pledge of allegiance.
- (d) Certification of compliance with Open Meeting Law.
- (e) Approval of the agenda.
- (f) Approval of minutes of last meeting.
- (g) Written communications provided to Board. [am. 03/09/10, Ord. 2009-24]
- (h) Public comment.
- (i) Annual reports of department heads.
- (j) Committee reports, resolutions and ordinances.
- (k) Committee and Board appointments.
- (l) Announcements.
[Am. 02/14/06, Ord. 2005-47; am. & re-lettered 3/13/12, Ord. 2011-24; Ord. 2013-24, 03-11-2014]

(6) The Chair may limit the number of persons addressing the Board under Section 3.01(5)(h) to a number determined by the Chair to reasonably represent the views of large groups of persons wishing to address the Board, so as to prevent repetition. The length of time allocated to any person addressing the Board under Section 3.01(5)(h) shall not exceed 3 minutes and may be shortened at the discretion of the Chair, with all public comment confined to a maximum of 30 minutes. [Am. by renumbering in Ord. 2005-47, 02/14/06; am. 04/19/11, Ord. 2011-03]

3.02 ORGANIZATION.

(1) The Board shall, as provided by s. 59.11, Wis. Stats., organize at the April meeting in even-numbered years by electing a Chairperson, a Vice Chairperson and a Second Vice Chairperson by secret ballot. The Clerk shall preside until the Chairperson has been elected. Nominations shall be made by written ballot. In the event more than two persons are nominated for a position, a primary ballot shall be prepared. Prior to the primary election, or the final election if no primary is required, each nominee shall be provided up to three minutes to address the Board. A person receiving a majority of votes cast on the primary ballot shall be declared elected. Otherwise, the two persons receiving the greatest number of votes for a position on the primary ballot shall be

placed on the final ballot. In the event two persons receive the second greatest number of votes, those two persons shall be the subject of a vote for the second position on the final ballot. The Clerk shall prepare a final ballot for the position. The person receiving the most votes shall be elected to the position. The provisions of section 3.03(11), where applicable, shall apply to this procedure. Persons elected in accordance with this paragraph may be removed by the Board by majority vote. [Am. 03/12/02, Ord. No. 2001-29; 06/13/06, Ord. 2006-08; 03/11/08, Ord. 2007-35]

(2) The Chairperson shall perform all duties required of the Chairperson until the Board elects a successor. The Chairperson shall preside at meetings when present and shall countersign all ordinances of the Board. The Chairperson shall countersign all county orders, transact all necessary board business with local and county officers, expedite all measures resolved upon by the Board and shall take care that all federal, state and local laws, rules and regulations pertaining to county government are enforced.

(3) In case of the absence or disability of the Chairperson, the Vice Chairperson shall perform the duties of the Chairperson.

(4) In case of the absence of the Chairperson and the Vice Chairperson, the Second Vice Chairperson shall perform the duties of the Chairperson.

(5) In case of the absence of the Chairperson and both Vice Chairpersons for any meeting, the members present shall choose a temporary chairperson.

(6) The County Board Chairperson is authorized and directed to attend meetings and conferences on matters directly related to county government. The County Board Chairperson may direct the Vice Chairperson or some other member of the County Board to attend such meetings and conferences, either in place of the Chairperson or along with the Chairperson. The County Board Chairperson, the Vice Chairpersons and such other board members as may be designated by the Chairperson, shall be entitled to meeting fees or per diem and mileage for attending such meetings and conferences, all subject to the regular rules of the County Board pertaining to meeting fees, per diems, mileage and expenses as currently provided in Ordinance 2001-19, as most recently amended August 8, 2006. The County Board Chair shall be entitled to a meeting fee for meeting with the County Administrator. Board members authorized by the Chairperson to attend meetings and conferences shall notify the County Administrator not less than 72 hours in advance of said meeting or conference in order to permit the County Administrator to give any necessary Open Meeting notices as may be required. No per diems, meeting fees or expenses shall be paid to board members attending meetings who have not been authorized as required in this paragraph. [am. 03/09/10, Ord. 2009-24; Ord. No. 2014-06, 05-13-2014]

(7) In the event the position of Chairperson is vacant due to removal, resignation or death of the incumbent, the Board shall hold an election to fill the position of Chairperson within sixty (60) days of it becoming vacant. The First Vice Chair, or the Second Vice Chair if there is no First Vice Chair, shall assume all duties of the Chairperson when such position is vacant and shall be paid meeting fees and the monthly salary to which the Chairperson would be entitled until such time as the Board elects a successor. [cr. 03/11/08, Ord. 2007-36]

3.03 BOARD PROCEDURE.

(1) Robert's Revised Rules of Order shall govern the proceedings of the County Board of Supervisors in all cases in which they are not inconsistent with these rules or the laws of the State of Wisconsin.

(2) Upon being recognized, a member shall rise in place, and using the microphone, address the Chairperson, and shall not be interrupted except by a call to order. If called to order by the Chairperson the member shall be seated and shall not proceed without permission of the Chairperson.

(3) No member shall speak more than twice on any question until all members who desire to speak have been heard and then not without first obtaining leave of the Chairperson. In speaking, a member shall confine comments to the question under consideration and shall avoid all personalities.

(4) No member present at the initial roll call shall thereafter fail to attend the balance of a board meeting without first obtaining permission of the Chairperson and notifying the Clerk. A member with a conflict of interest shall advise the Clerk and the Chair of the conflict prior to discussion of or voting on the item to which the conflict of

interest pertains. Thereafter, such member shall not participate in the discussion or vote thereon. The minutes shall reflect the member's statement and the fact that the member has abstained from discussion and voting on the item in question.

(5) All questions decided by a voice vote shall be put in this form: Those who are in favor say, "Aye", and those who are opposed say, "No". In doubtful cases the Chairperson or any member may call for a roll call vote.

(6) Upon the request of any member of the County Board a roll call vote shall be ordered on any question before the Board. A roll call vote shall be required on all matters involving the expenditure of money and in accordance with s. 65.90(5), Wis. Stats., budget alterations shall require a two-thirds vote of the entire membership of the Board.

(7) On a roll call vote every member present shall vote except a member who has abstained in accordance with the procedures set forth above. Members have the right to change their votes up to the time the vote is announced by the Clerk. The Clerk shall give notice before locking in the votes on the voting machine.

(8) All resolutions, ordinances, petitions and reports presented to the Board shall be in writing, sponsored by a board member or committee and filed in the office of the County Administrator not later than noon on the Wednesday preceding a board meeting. Each resolution submitted for consideration shall have a fiscal note. Motions to reconsider may be brought at the next succeeding meeting only if notice of the motion is filed in the office of the County Administrator not later than noon on the Wednesday preceding the board meeting. Proposed ordinances shall be reviewed by the Corporation Counsel for proper form and legality before being submitted to the Board. Resolutions and ordinances not introduced by a committee shall be referred to an appropriate committee by the Chairperson. A resolution or ordinance referred to a committee pursuant to this paragraph may be placed on the County Board agenda for further action upon the written request of five (5) County Board members which shall be submitted to the Chairperson not sooner than sixty (60) days after referral of the item to the committee. Such items shall then be placed on the next regular County Board agenda subject to any statutory requirements or other limitations. [Am. 06/10/03, Ord. 2003-03]

The sponsor of a major new resolution or ordinance or major revision of an existing resolution or ordinance shall prepare a written report or memorandum explaining the significant features of the proposed legislation, including the contemplated changes. Such written report or memorandum shall be mailed to board members as part of the agenda, but unless specifically ordered by the Board such reports or memoranda shall not be printed in the board proceedings.

(9) Any person having a matter of business requiring the attention of the County Board may present such matter to the Board by delivering a written communication to the County Clerk, County Board Chairperson or County Administrator by noon on the Wednesday preceding the next County Board meeting. The County Board Chairperson may, at his/her discretion, allow persons to be placed on the agenda to address the Board. Signed communications not presented personally to the Board shall be preserved by the County Clerk and shall be presented to the County Board as a communication at the next regular board meeting. Unsigned communications shall be referred to the Administration & Rules Committee. Communications may be referred by the Board, the Chair or the Administration & Rules Committee to an appropriate committee for study and attention. If feasible, such committee shall arrange to meet with the author of the communication. Such committee shall thereafter report back to the County Board in the usual manner and shall recommend what action, if any, should be taken by the County Board with reference to such communication. The Clerk may acknowledge receipt of communications by return mail. [am. 5/11/10, Ord. 2010-06]

Any person wishing to express an opinion on a matter of business coming before the Board shall be encouraged to communicate orally or in writing with a board supervisor to make the person's position known prior to the board meeting. Orderly administration of board business does not permit the appearance of non-board members at County Board meetings to debate controversial matters before the Board. Notwithstanding the foregoing, the Chair may recognize a department head and permit the department head to speak on a pending matter affecting the department head's department. On matters concerning a large number of people board committees shall conduct public hearings to give interested persons an opportunity to be heard. The County Board may, on rare occasions, sit as a

committee of the whole to enable interested persons to appear and be heard on matters of business. [am. 11-15-11, Ord. 2011-18]

(10) Any board member may ask for the privilege of the floor for a non-board member to address the Board and if no supervisor objects the Chairperson shall grant the privilege to such non-board member. If a member objects any board member may move that the privilege of the floor be granted and any member may second such motion. If the motion is adopted by a majority vote the Chairperson shall grant the privilege of the floor to the non-board member. Board members shall be discouraged from requesting the privilege of the floor for a non-board member when, as an alternative, such person could be referred to a board committee. The time allocated to non-board members shall not exceed ten minutes. This procedure shall not apply to non-board members scheduled to appear as part of the regular written agenda.

(11) Whenever it is necessary for the Board to elect members of a committee the following procedure shall be followed:

(a) Nominations shall be made and shall be prominently printed on a blackboard in plain view.

(b) The County Clerk shall immediately prepare written ballots with the names of candidates in alphabetical order.

(c) When ballots have been prepared the Clerk shall call the roll and one ballot shall be delivered to each board member present.

(d) The County Clerk shall appoint three election tellers who shall assist the County Clerk in the tabulation of results. [am. 03/09/10, Ord. 2009-24]

(e) County Board members will then vote for as many candidates as there are vacancies to be filled and each County Board member's ballot shall be signed.

(f) Candidates receiving a majority vote of the number of County Board members present shall be declared elected. Should no one receive a majority vote the person receiving the lowest number of votes shall be dropped from the ballot. The Clerk shall again call the roll and one ballot shall be delivered to each board member present, repeating if necessary, until all vacancies are filled. In case of a tie vote, the successful candidate shall be determined by lot. If the number of candidates receiving a majority vote of County Board members present exceeds the number of positions to be filled, any person not receiving a majority vote shall be dropped from the ballot. The Clerk shall again call the roll with only those receiving a majority vote remaining on the ballot. The person receiving the lowest number of votes shall be dropped from the ballot each succeeding ballot until the number of candidates receiving a majority vote equals the number of positions to be filled.

(g) If a ballot has been improperly marked it shall be discarded and the remaining ballots shall be counted; provided, however, a ballot marked with less than the maximum number of votes shall be counted if the intent of the voter can be ascertained.

(12) Annual reports will be received and placed on file and not printed in the minutes unless the Board otherwise directs. [Am. 06/19/01, Ord. 2001-07]

3.04 DUTIES OF OFFICIALS.

(1) The County Administrator shall receive proposed resolutions, ordinances, reports and petitions and provide copies to the Clerk. The Administrator shall prepare a written agenda of all matters which are to be brought before the Board or Board committees, which agendas shall be based on input from the Board Chair or the Committee Chair respectively, and approved by the Clerk or the Clerk's designee prior to distribution. The County Administrator shall attend board meetings and shall assist the Board whenever possible. The County Administrator may present matters to the board for consideration. [Ord. No. 2014-09, 06-10-2014]

(2) The Finance Director, upon request, and the County Treasurer shall prepare and present to the County Board a complete monthly financial statement and shall keep the Board informed of the County's financial condition, including the investment of surplus funds. [am. 3/13/12, Ord. 2011-24]

(3) The County Clerk shall act as Clerk of the Board at all of the Board's regular, special, limited term, and standing committee meetings thereof; under the direction of the County Board Chairperson or committee chairperson, create the agenda for board meetings; keep and record true minutes of all the proceedings of the Board in a format chosen by the Clerk, including all committee meetings, either personally or through the Clerk's appointee; file in the Clerk's office copies of agendas and minutes of board meetings and committee meetings; make regular entries of the board's resolutions and decisions upon all questions; record the vote of each supervisor on any question submitted to the Board, if required by any member present; publish ordinances as provided in § 59.14(1); and perform all duties prescribed by law or required by the Board in connection with its meetings and transactions. [am. 3/13/12, Ord. 2011-24; Ord. No. 2014-09, 06-10-2014]

(4) The Corporation Counsel shall attend board meetings and shall serve as parliamentarian and legal advisor to the Board. [renumbered 3/13/12, Ord. 2011-24]

3.05 STANDING COMMITTEES.

(1) Standing committees of the Board shall be appointed for two-year terms by the Chairperson of the Board after his/her election and prior to June 1 in even-numbered years, unless a different date for appointment is specifically prescribed. When necessary for the orderly transaction of business prior to the formal appointment of new committees, the Chairperson may appoint temporary committees and committee chairpersons to address pending items assigned to a standing committee. The temporary committee may act until the earlier of June 1 or the date the Chair files permanent appointments with the Clerk. The Chairperson shall file a list of the committee appointments with the County Clerk and the County Administrator. Any mid-term committee appointments by the Chairperson shall be filed with the Clerk who shall present them to the Board as a communication at the next regular County Board meeting. Committee members who cannot attend a committee meeting shall report their absence in advance as a courtesy to the other members. Such reports shall be made to the committee chair. If the member is unable to notify the chair, the member shall notify the applicable department head. Members reporting their absence in advance of the meeting shall be noted as having done so in the minutes where their absence is recorded. The Chairperson (or either Vice Chair if so designated by the Chair in advance of any particular meeting) shall be an ex officio member of all standing committees, and shall be allowed to vote in order to break a tie, and shall be counted as a member if necessary to create a quorum at the committee's meeting, and shall also be allowed to vote in that case. When an issue arises at a County Board meeting or administratively that is not clearly assigned to a standing committee by the Board Rules or a prior resolution, the Board Chair shall designate the committee to which the issue shall be assigned. [Am. 03/09/04, Ord. 2003-35; 06/08/04, Ord. 2004-10; 12/13/05, Ord. 2005-31; 07/11/06, Ord. 2006-07; 07/10/07, Ord. 2007-16; Ord. No. 2013-10, 07-09-2013]

(2) Standing committees of the Board and duties shall be as follows:

(a) **ADMINISTRATION & RULES COMMITTEE** - Five members: County Board Chair, First and Second Vice Chair and two other members. This Committee shall supervise the office of the County Administrator and shall handle matters pertaining to said office. Committee proposals and recommendations shall be subject to approval of the County Board. This Committee shall also meet with circuit court judges as called, to discuss common goals and concerns within the Jefferson County Circuit Court system. The Committee shall work with the courts to implement such goals. This Committee shall also meet with the Clerk of Courts, the Register of Deeds and Corporation Counsel with regard to matters pertaining to said offices. [Am. 03/12/02, Ord. 2001-30; 07/10/07, Ord. 2007-11; 03/11/08, Ord. 2007-37]

Matters pertaining to proposed state legislation, county board rules and county board minutes shall be handled by the Committee. During the last three months of its term, the Committee shall draw specifications, solicit bids, and file a recommendation with the County Board in March of even-numbered years concerning which newspaper in the County shall be the official newspaper and printer for the two-year term of the new County Board. The Committee, on behalf of the Board, shall be authorized to approve the minutes from each March meeting and any other meeting when the County Board does not meet in sufficient time to approve the minutes for publication as required by Section 59.14(2), Stats. [cr. 07/10/07, Ord. 2007-11]

The Administration & Rules Committee is authorized to petition the Jefferson County Circuit Court for an order dividing a municipality into wards in accordance with applicable law and the County's tentative supervisory district plan upon a municipality's failure to divide or submission of a division which does not comply with the tentative supervisory district plan. [cr. 07/12/11, Res. 2011-34; am. 3/13/12, Ord. 2011-24]

The Board Chair or his designee shall serve as Jefferson County's representative to the Inter-County Coordinating Committee. The Board Chair, a committee member and the County Administrator shall be Jefferson County's representatives on the Inter-County Data Processing Commission. [Am. 03/14/06, Ord. 2005-48a; 03/13/12, Ord. 2011-24]

(b) FAIR PARK COMMITTEE - Five members. The Fair Park Committee shall recommend Fair Park policies to the County Board and provide the Fair Park Director with guidance and assistance, as requested, in the operation of Jefferson County Fair Park. The Fair Park Committee may establish policies relating to the operation of the County Fair not requiring Board action and is authorized to contract for entertainment, sponsorships valued up to \$50,000 and to lease space to exhibitors for up to 15 days without further approval from the Board. The Fair Park Director may approve the entertainment contracts when the necessity for approval arises between scheduled Committee meetings. All approvals by the Director shall be reported to the Committee. In addition, the Fair Park Director may contract for sponsorships up to \$20,000 and enter leases for property storage that exceed 15 days. Sponsorships valued between \$20,000 and \$50,000 may be approved by the Committee. Sponsorships affecting other county departments shall be approved by the Board regardless of the amount of the contract. For events which are new to the Jefferson County Fair Park, the Fair Park Director shall consult with the County Administrator before the Committee or Director enters into a contract or lease. All contracts shall be submitted to the Corporation Counsel for approval before execution. The Director shall be responsible for the maintenance of the Fair Park buildings and grounds, and may propose plans for capital improvement and operational budgeting for review by the Committee and consideration by the Board. The Committee shall establish fees as part of the next year's budget and the Director may set unanticipated fees during the year and report such fees to the Committee. The Director may deviate from the established fee structure when it is advantageous to the operation of the Park, and shall report such arrangements to the Committee. [Am. 04/18/06, Ord. 2006-01; 05/08/07, Ord. 2007-06; 11/13/07, Ord. 2007-23; 01/13/09, Ord. 2008-26]

(c) FINANCE COMMITTEE - Five members. County Board Chair, a Vice Chair designated by County Board Chair, and three other members. This Committee shall receive the proposed county budget from the County Administrator and shall conduct hearings necessary in the review of the proposed budget. The County Administrator and staff shall meet with the Committee and shall assist in the preparation of the budget. If the Chair or a Vice Chair does not want to serve, the Chair shall appoint a replacement. [Am. 05/11/04, Ord. 2004-04; 03/09/10, Ord. 2009-24; Ord. No. 2014-11, 07-08-2014]

The Committee shall meet on matters of budget control and shall make necessary permitted transfers as authorized by the provisions of s. 65.90(5)(b), Stats. The Committee shall propose necessary budget transfers and amendments requiring County Board action. [Am. 03/14/06, Ord. 2005-48d]

The Committee shall recommend to the Board the departments to be audited, the auditors to be employed, and shall report to the Board the results of such audits. A subcommittee consisting of any three Finance Committee members (of which two shall constitute a quorum) may meet each month to audit and approve for payment proper vouchers, expenditures and claims against the County, except vouchers, expenditures and claims pertaining to the Highway Department, Human Services Department, and Veterans Service Commission. The Committee shall supervise the collection of delinquent taxes and is authorized to sell foreclosed properties in accordance with Resolution No. 2002-16. This Committee shall be responsible for the sale of county-owned land other than that obtained through tax foreclosure, and shall present contracts for sale of such land to the Board for approval. [Am. 08/13/02, Ord. 2002-16; 03/14/06, Ord. 2005-48d, effective 04/18/06; 03/11/08, Ord. 2007-39; 03/13/12, Ord. 2011-24]

The Committee shall supervise the County's contracts with the Jefferson County land preservation groups. [Am. 04/16/02, Ord. 2002-05; 03/14/06, Ord. 2005-48d]

The Committee shall, together with the County Administrator and Corporation Counsel if bids are taken, recommend to the County Board the types and amounts of insurance to be carried and also the insurance carrier to whom such insurance shall be awarded. The Committee shall be authorized to renew insurance contracts without bidding same, when it finds renewal is in the best interest of Jefferson County.

The Committee shall work with the County Treasurer, County Clerk, Finance Department and Child Support Office in handling policy matters related to those offices and shall present matters to the County Board on behalf of said offices whenever necessary. [am. 3/13/12, Ord. 2011-24]

The Committee shall have the authority granted to the former Audit Committee, pursuant to Resolution No. 83-98, to resolve claims against the County in amounts up to \$10,000. [Cr. 04/16/02, Ord. 2002-04]

(d) HIGHWAY COMMITTEE - The Highway Committee shall consist of five members of the County Board. Members of the Highway Committee shall be eligible for appointment to any other standing committee, board or commission. The Highway Committee shall have the powers and duties set forth in s. 83.015, Wis. Stats. [Cr. 04/16/02, Ord. 2002-03]

A subcommittee consisting of any three Highway Committee members (of which two shall constitute a quorum) may meet each month in lieu of a full committee meeting to audit and approve for payment of proper vouchers and expenditures. [cr. 04/15/08, Ord. 2008-04]

(e) HUMAN RESOURCES COMMITTEE - Five members. The Human Resources Committee shall assist in the administration of the Personnel and Salary Ordinance. The Committee shall hear grievances in accordance with provisions of union contracts, the Civil Service Ordinance or the Personnel Ordinance. The Committee may review job descriptions and evaluate the allocation of positions to the various departments. This Committee shall also review the statutory requirements and make recommendations to the Board concerning benefits, pay classifications and employment law policies, as well as make recommendations to the County Board concerning union negotiations. [Am. 03/12/02, Ord. 2001-34; 05/14/02, Ord. 2002-07; 03/14/06, Ord. 2005-48e; 03/11/08, Ord. 2007-40; 3/13/12, Ord. 2011-29]

(f) INFRASTRUCTURE COMMITTEE - Five members. The Infrastructure Committee shall supervise and control all construction, remodeling and repair of all county buildings and shall have authority to approve the use of county buildings by organizations not connected with county government. The Committee shall review all proposed leases, except those leases which by rule are the responsibility of a different committee, and recommend same to the County Board for final approval. [am. 03/11/08, Ord. 2007-38]

Invoices covering construction and remodeling shall be approved by the department head or designee of the department involved. The Committee shall review all payments made at its next meeting and determine a proper course of action when an invoice is disputed. [am. 08-12-08, Ord. 2008-17]

When the County Board has authorized construction of, additions to or remodeling of a county building, the Committee shall solicit proposals from various architects, and recommend to the County Board which architect shall be hired for the project. The Committee may, in its discretion, recommend that the County proceed without an architect. The Committee is not required to recommend an architect based solely on monetary considerations, but shall also consider an architect's previous work for the County and others.

The Committee shall review issues related to Management Information Systems. [Am. 03/14/06, Ord. 2005-48b; 08-12-08, Ord. 2008-17]

(g) LAND & WATER CONSERVATION COMMITTEE - Five members. Not less than three members of the County Board, including at least two members of the University Extension Education Committee, appointed by the Board Chairperson and confirmed by the Board, and the Chairperson of the FSA (Farm Service Agency) (or his/her designee) shall serve as the Land & Water Conservation Committee and shall have the powers and duties as set forth in Chapter 92, Wisconsin Statutes. [Am. 03/12/02, Ord. 2001-33; 09/08/08, Ord. 2008-19]

This Committee shall also manage, supervise and be responsible for the Countryside Farm and other county farmland not held for future parks development. Leases of the farmland shall be approved by the County Board. [Am. 03/14/06, Ord. 2005-53; 03/11/08, Ord. 2007-41]

(h) LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE - Five members. This Committee shall consist of five members and shall have jurisdiction over issues affecting the Jefferson County Sheriff's Office. This Committee shall handle grievances arising under the Sheriff's Office labor contract other than those involving suspension, demotion or discharge mentioned in Wisconsin Statute 59.26(8)(b). This Committee is also responsible for all matters pertaining to Emergency Management and in accordance with s. 323.14(1)(3), Wis. Stats., the County Board Chairperson shall designate a member of the Committee to act as chairperson when this Committee is convened as an Emergency Management Committee. [Am. 02/08/05, Ord. 2004-31; 03/14/06, Ord. 2005-48g; 12/14/10, Ord. 2010-20]

This Committee shall work with the District Attorney and Coroner (Medical Examiner effective 1/1/2015) in handling business matters and in solving problems related to those offices and shall present matters to the County Board on behalf of said offices whenever necessary. [Am. 03/11/08, Ord. 2007-37; Ord. No. 2013-24, 03-11-2014]

(i) PARKS COMMITTEE – Five members. The Committee shall set park policy and help guide the department in its efforts to meet their agreed upon mission as identified in the Jefferson County Parks, Recreation and Open Space Plan. The Committee shall have oversight of and recommend policy affecting property acquired by the County for flood mitigation purposes. [Am. 06/08/04, Ord. 2004-05; 03/14/06, Ord. 2005-48i, 04/18/06; re-lettered 07/10/07, Ord. 2007-11; am. 3/13/12, Ord. 2011-29]

(j) PLANNING AND ZONING COMMITTEE - Five members, at least three of whom reside in unincorporated areas of the County. This Committee shall have the powers and duties set forth in s. 59.69(2)&(3) and s. 59.70(1), s. 285.73, and such powers and duties as may be set forth in the statutes and county ordinances not specifically delegated to the Zoning Board of Adjustment. Among other things, the Committee shall handle applications for conditional use permits and all proposed amendments to the county Zoning, Shoreland, Subdivision and Private Sewage System Ordinances and shall conduct all public hearings required in connection with such amendments or conditional uses. The Committee shall also be responsible for the preparation of a county land use plan including surveys and studies of land use, population and population density, economy, soil characteristics, forest cover, wetland and floodplain conditions and other human and natural features of the County and shall conduct such hearings as may be required in connection with such county planning. The Committee may adopt such rules and regulations governing its procedure as it considers necessary and advisable all according to the provisions of s. 59.69(2), Wis. Stats. [Am. 03/14/06, Ord. 2005-48l, effective 04/18/06; re-lettered 07/10/07, Ord. 2007-11]

The Planning and Zoning Committee shall work with the Land Information, Planning and Zoning Department, and the County Surveyor in handling matters related to those offices and shall present matters to the County Board on behalf of said offices whenever necessary. [Am. 03/09/04, Ord. 2003-38; 03/11/08, Ord. 2007-37]

(k) SOLID WASTE & AIR QUALITY COMMITTEE - Five members. This Committee shall address the County's solid waste needs by operating hazardous waste removal programs, overseeing the County's interest in landfill siting processes, promoting recycling and related waste reduction efforts and engaging in planning and educational efforts for future solid waste needs. In addition, the Committee will maintain awareness and educate the public about air quality concerns in the County. [Am. 07/09/02, Ord. 2002-09; 11/09/04, Ord. 2004-20; 03/14/06, Ord. 2005-48j, effective 04/18/06; re-lettered 07/10/07, Ord. 2007-11]

(l) UNIVERSITY EXTENSION EDUCATION COMMITTEE - Five members. This Committee shall have the powers and duties as set forth in Section 59.56(3), Wisconsin Statutes. [Created 03/12/02, Ordinance No. 2001-36; re-lettered 07/10/07, Ord. No. 2007-11]

3.06 BOARDS, COMMISSIONS, COMMITTEES AND OTHER BODIES.

(1) The following boards, commissions, committees and other bodies created by the County or to which the County has a right to appoint representatives, shall be elected or appointed in the manner provided by law, ordinance or rule: [Am. 03/14/06, Ord. 2005-49a]

(a) BLUE SPRING LAKE MANAGEMENT DISTRICT – One member. [Cr. 03/14/06, Ord. 2005-49b, effective 04/18/06]

(b) BRIDGES FEDERATED LIBRARY SYSTEM BOARD – Three members. Pursuant to s. 43.19, Wis. Stats, the County Administrator shall appoint three members to the Bridges Federated Library System Board with one member appointed from the County Board. The remaining system board members shall include such representatives of the library boards governing public libraries of participating municipalities and counties and members of the public from Jefferson County. Members shall serve staggered three-year terms with initial terms being one, two and three years. The County Board member's appointment shall cease if the County Board member's term on the County Board ends. The number of appointments to the Bridges Federated Library System Board shall be based on proportion to population as nearly as practical consistent with State statutory requirements. [Am. 05/11/04, Ord. 2004-07; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; re-lettered 03/09/10, Ord. 2009-24; re-lettered 07/13/10, Ord. 2010-09; re-lettered 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2013-11, 07-09-2013; Ord. No. 2015-19, 11-10-2015]

(c) COUNTY BOARD OF HEALTH - The County Board of Health shall consist of five members, appointed by the County Administrator, who shall serve three-year staggered terms. Initial terms shall be one, two and three years. Appointments shall be made on the second Tuesday in May. Two members shall be members of the County Board when appointed and their appointment shall cease if not re-elected to the County Board. Non-Board members shall be persons who have a demonstrated interest or competence in public health and a good faith effort shall be made to appoint a physician and a nurse. Such appointments shall be subject to confirmation by the County Board of Supervisors. The County Board of Health shall meet quarterly as required by Wisconsin Statute 251.04(5) and additionally on the call of the Board of Health Chairperson. The County Board of Health shall have the powers and duties established in Wis. Stat. 251.04. [Am. 03/14/06, Ord. 2005-49c; 03/09/10, Ord. 2009-24; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(d) ECONOMIC DEVELOPMENT CONSORTIUM – In lieu of having an Economic Development Committee, any of the three County Board members appointed to the Jefferson County Economic Development Consortium board in accordance with Resolution No. 2003-28 may present items recommended by the Consortium to the Jefferson County Board for its consideration. [Cr. 03/14/06, Ord. 2005-49d; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(e) FARMLAND CONSERVATION EASEMENT COMMISSION - Five members serving staggered three-year terms, three supervisors and two members of the public, appointed by the Board Chair. The Commission will recommend policies for acquiring conservation easements; review applications to grant such easements and recommend action thereon to the County Board when appropriate. [cr. 04/14/08, Ord. 2008-01; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(f) HISTORIC SITES PRESERVATION COMMISSION – Seven members, serving staggered three-year terms, appointed by the County Administrator. The Commission shall have the power, subject to the provisions and criteria of Ordinance No. 2007-48, to recommend designation of historic structures, historic sites and historic districts within the unincorporated areas of the County. [cr. 04/15/08, Ord. 2008-02; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(g) HOME CONSORTIUM BOARD – Three county representatives pursuant to intergovernmental agreement (Resolution No. 2000-21). [Cr. 03/14/06, Ord. 2005-54; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(h) HUMAN SERVICES BOARD - Seven members. This is the governing and policymaking board of directors of the Human Services Department. Four members shall be members of the Board of Supervisors at the time of appointment and throughout their respective terms. Three members shall be consumers of service or citizens at large. No public or private provider of services may be appointed to the Board. Appointees shall serve staggered three-year terms. The Human Services Board shall elect a chairperson and vice chairperson who must be selected from the four members who are supervisors. Elections shall be held after the County Board organizational meeting in April of even-numbered years. The Human Services Board shall possess all the powers and duties

prescribed by s. 46.23(5m), Wis. Stats. Pursuant to s. 46.23(5m)(a), the Human Services Board shall appoint an Aging and Disability Resource Center Advisory Committee which shall also be assigned the duties established by Resolution No. 42 adopted June 12, 1979, for the Advisory Committee on Aging. Pursuant to s. 46.23(5m)(a), the Human Services Board shall appoint the Nutrition Project Council, number and terms of appointees to be determined by the Human Services Board. Such appointments shall be subject to confirmation by the County Board. The Human Services Board may create a subcommittee known as the Human Services Personnel & Finance Committee, members of which shall be eligible for meeting fees and mileage. [Am. 03/09/04, Ord. 2003-39; 03/11/08, Ord. 2007-49; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(i) JEFFERSON COUNTY LIBRARY BOARD - Seven members, appointed by the County Administrator, serving staggered three-year terms, including at least one school administrator of a school district located in whole or in part in the County, or that school district administrator's designee, and one or two county board supervisors, representatives of existing library boards and persons residing in municipalities not served by libraries. A county board member's appointment shall cease if the county board member's term on the County Board ends. [Am. 05/11/04, Ordinance 2004-06; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(j) LAKE RIPLEY MANAGEMENT DISTRICT - One member. One person appointed by the County Administrator who is a member of the Land & Water Conservation Committee or is nominated by the Land & Water Conservation Committee and appointed by the County Administrator. District created by the County Board on December 11, 1990 (Resolution No. 90-57). [Cr. 03/14/06, Ord. 2005-49g, effective 04/18/06; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; am. 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(k) LAND INFORMATION COUNCIL - The Council shall be comprised of the Register of Deeds, the Treasurer, the Zoning Director, the Land & Water Conservation Director, the MIS Information Technology Manager, Land Information Office Director and the real property lister, or their designees, and the following members appointed by the County Administrator and confirmed by the County Board: (1) a member of the board, (2) a representative of the land information office, (3) a realtor or a member of the Realtors Association employed within the county, (4) a public safety or emergency communications representative employed within the county, (5) the county surveyor or a registered professional land surveyor employed within the county. [re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2014-10, 06-10-2014; Ord. No. 2015-19, 11-10-2015]

Council members who hold elective office or are employed by Jefferson County shall serve on the Council as long as they hold the office or county position designated for membership. Other council members appointed by the County Administrator shall serve three year terms. The county staff and salaried elected officials, other than the County Board member, shall not be eligible for meeting fees.

The Land Information Council shall bring forward matters that need to go before the County Board through the Planning & Zoning Committee. [cr. 07/13/10, Ord. 2010-09]

(l) LOCAL EMERGENCY PLANNING COMMITTEE - Thirteen members appointed in accordance with s. 59.54(8), Stats., and applicable federal law. [am. 03/09/10, Ord. 2009-24; re-lettered 07/13/10, Ord. 2010-09; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(m) LOWER SPRING LAKE PROTECTION & REHABILITATION DISTRICT - One member. One person appointed by the County Administrator who is a member of the Land & Water Conservation Committee or is nominated by the Land & Water Conservation Committee and appointed by the County Administrator. District created by the County Board on August 12, 1980 (Resolution No. 80-51). [Cr. 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(n) SHERIFF'S CIVIL SERVICE COMMISSION - In accordance with s. 59.26(8), Stats., the Sheriff's Civil Service Commission shall consist of five members serving staggered terms of five years. Members of the County Board shall not be eligible to serve on the Civil Service Commission. The Civil Service Commission shall have the powers and duties set forth in s. 59.26, Stats. [re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; re-

lettered 07/13/10, Ord. 2010-09; re-lettered 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(o) TRAFFIC SAFETY COMMISSION – In accordance with s. 83.013, Stats., the Traffic Safety Commission shall consist of the statutorily named persons, with the balance of the 12 members appointed to indeterminate terms by the County Administrator. [Cr. 03/14/06, Ord. 2005-54; re-lettered 0/15/08, Ord. 2008-01 and Ord. 2008-02; am. 03/09/10, Ord. 2009-24; re-lettered 07/13/10, Ord. 2010-09; re-lettered 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2013-24, 03-11-2014; Ord. No. 2015-19, 11-10-2015]

(p) VETERANS SERVICE COMMISSION - In accordance with s. 45.81, the Veterans Service Commission shall consist of five members appointed by the County Administrator for staggered three-year terms. Each member shall be a veteran and the commission shall perform the duties set forth in Chapter 45, Wis. Stats. [re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; am. 08-12-08, Ord. 2008-16; re-lettered 07/13/10, Ord. 2010-09; re-lettered 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(q) WISCONSIN RIVER RAIL TRANSIT COMMISSION (WRRTC) – Three members to staggered three-year terms ending on April 30 in respective years and one alternate, appointed by the Chair and confirmed by the Board. The Commission was created in 1980 for the purpose of retaining rail service in the member counties which are now Crawford, Dane, Grant, Iowa, Jefferson, Rock, Sauk, Walworth and Waukesha. The Commission's mission is to further support maintaining rail accessibility for businesses in the County and possibly expanding such service south from Watertown to Jefferson and Fort Atkinson. [Ord. No. 2013-24, 03-11-2014; Ord. No. 2015-19, 11-10-2015]

(r) ZONING BOARD OF ADJUSTMENT - In accordance with s. 59.694, the Zoning Board of Adjustment shall consist of three members serving staggered terms of three years. The Zoning Board of Adjustment shall be comprised of non-county board members residing in the unincorporated areas of the County. The Board of Adjustment shall have the powers and duties set forth in s. 59.694, Wis. Stats. The Board of Adjustment shall also hear appeals from determinations of noncompliance with Farmland Preservation Plans which have been made by the Land Conservation Committee. Two alternate members of the Board of Adjustment shall be appointed. Annually by July 1, one of the alternate members shall be designated by the County Administrator as the first alternate and the other as the second alternate. [Am. 03/14/06, Ord. 2005-49h; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; 03/09/10, Ord. 2009-24; re-lettered 07/13/10, Ord. 2010-09; re-lettered 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

3.07 RULES OF COMMITTEES, BOARDS, COMMISSIONS AND OTHER BODIES. [Ordinance No. 2015-01, 04-21-15]

(1) The committee, board, commission or other body shall select its Chairperson, Vice-Chairperson and Secretary, except where committee organization is otherwise governed by law, after the County Board organizational meeting in April of even-numbered years. A Chairperson, Vice-Chairperson or Secretary may be removed by majority vote of the committee, board, commission or other body. [am. 03/11/08, Ord. 2007-43; Ord. No. 2015-01, 04-21-2015].

(2) A majority of the members of any committee, board, commission or other body shall constitute a quorum for the transaction of business. The County Board Chairperson may appoint an additional member on a temporary basis upon notice from a member that he/she will be unable to attend meetings for an extended period due to illness. Such temporary appointment shall terminate when the original member is once again available for meetings. [Ord. No. 2015-01, 04-21-2015]

(3) Each committee, board, commission or other body shall select a secretary, who may be appointed by the Clerk to keep and preserve the minutes of meetings and attendance in the format determined by the County Clerk. The secretary shall, if appointed by the Clerk, sign minutes and file the original copies in the office of the County Clerk. [am. 3/13/12, Ord. 2011-24; Ord. No. 2014-09, 06-10-2014; Ord. No. 2015-01, 04-21-2015]

(4) The County Administrator shall prepare a schedule of regular meeting dates and shall be responsible for the assignment of an appropriate room for meetings and for the posting of proper notices. Each chairperson shall give proper notice to the County Administrator of all meetings a minimum of 72 hours prior to the meeting unless it is an emergency. The County Administrator shall give public notice of all meetings at least 24 hours prior to the commencement of such meeting, unless for good cause such notice is impossible or impractical, in which case

shorter notice may be given, but in no case may notice be provided less than two hours in advance of the meeting. [Ord. No. 2015-01, 04-21-2015]

(5) Members of committees, boards, commissions and other bodies shall be authorized to receive compensation for attending meetings up to 120 days in any year. There shall be no limit on the number of meetings attended by the County Board Chairperson. [Ord. No. 2015-01, 04-21-2015]

(6) No committee, board, commission or other body may meet more than 30 times in any calendar year, except the Finance Committee which may not meet more than 40 times per year, exclusive of public hearings and attending 13 conventions. Committees, boards, commissions or other bodies may hold additional emergency meetings on call of their chairpersons and with prior approval of the County Board Chairperson. [Am. 02/12/02, Ord. 2001-27; 12/13/05, Ord. 2005-32; Ord. No. 2015-01, 04-21-2015]

(7) Except as provided herein, the members of all committees, boards, commissions and other bodies shall receive the same per diem, meeting fees, mileage and reimbursed expenses as standing committees of the Board as currently provided in Ordinance 2001-19, as most recently amended on August 8, 2006. This shall include county representatives on lake district boards, consortiums, committees, boards, commissions or other bodies where appointments are made by the County Administrator, County Board Chair or County Board pursuant to law or intergovernmental agreements. With the exception of members of the Human Services Board, members of groups created under Chapter 46 of the Wisconsin Statutes shall be entitled to mileage as paid to standing committees of the County Board. Members of the Historic Sites Preservation Commission shall not be eligible for meeting fees, mileage or other expense reimbursement. Members of the Traffic Safety Commission who are receiving pay from a governmental entity during such meeting shall not be entitled to a meeting fee or mileage for such Traffic Safety Commission meeting. [Am. 03/09/04, Ord. 2003-40; 06/08/04, Ord. 2004-08; 04/15/08, Ord. 2008-03; 03/09/10, Ord. 2009-24; Ord. No. 2015-01, 04-21-2015]

(8) Committees, boards, commissions or other bodies meeting with another committee, board, commission or other body on a particular subject of mutual interest, shall retain their independent identity. Each committee, board, commission or other body shall vote separately, and maintain its own minutes. The County Board Chair shall chair the meeting or designate a temporary chair for such purpose, who shall preside over both committees, boards, commissions or other bodies when meeting on the subject of mutual interest. For voting purposes, the Board Chair or temporary chair shall vote as a member of either or both committees, boards, commissions, or other bodies of which the County Board Chair or temporary chair is a regular member. The County Board Chair also may vote in accordance with Section 3.05. [Cr. 12/13/05, Ord. 2005-33; Ord. No. 2015-01, 04-21-2015]

(9) All agendas of County committees, boards, commissions and other bodies shall have an agenda item designated as "public comment." Public comment shall be administered by the chair in the same manner as required for County Board meetings in chapter III, Board of Supervisors Rules of Order 2014 – 2016, section 3.01(6). This requirement does not apply to meetings convened for the purpose of deciding an issue on which the public previously had the opportunity to comment. [Ord. No. 2015-01, 04-21-2015]

3.08 OPEN MEETINGS.

(1) The Board of Supervisors, committees, boards and commissions shall comply with the Open Meeting Law as specified in s. 19.81 of the Wisconsin Statutes.

(2) It is declared to be the policy of the County of Jefferson that the public is entitled to the fullest and most complete information regarding the affairs of county government as is compatible with the conduct of county affairs and the transaction of county business. All meetings of the Board of Supervisors, committees, boards and commissions shall be held in public buildings or any place reasonably accessible to members of the public and shall be "open sessions" as provided by s. 19.83, Wis. Stats., except as hereinafter provided.

(3) The Board of Supervisors, or any committee, board or commission, upon motion duly made and carried, may convene in closed session for the reasons provided in this section. The motion shall be carried by a majority vote in such manner that the vote of each member is ascertained and recorded in the minutes. No motion to convene in closed session may be adopted unless the chief presiding officer announces to those present at the meeting at which such motion is made, the nature of the business to be considered at such closed session, and the specific statutory exemption under s. 19.85(1) by which such closed session is claimed to be authorized. Such announcement shall become part of the record of the meeting. No business may be taken up at any closed session except that which relates to matters contained in the chief presiding officer's announcement of the closed session. A closed session may be held for any of the following purposes:

- (a) Deliberating after any judicial or quasi-judicial trial or hearing;
- (b) Considering dismissal, demotion, licensing or discipline of any county employee, unless an open session is requested by the person charged or otherwise under discussion;
- (c) Considering employment, promotion, compensation or performance valuation data of any county employee;
- (d) Considering strategy for crime detection or prevention;
- (e) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session;
- (f) Considering financial, medical, social or personal histories or disciplinary data of specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to;
- (g) Conferring with county legal counsel who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation;
- (h) Consideration of requests for confidential written advice from the Ethics Code Administrator.

(4) Neither the County Board or any committee, board or commission may convene in closed session and, thereafter, reconvene in open session within 12 hours after completion of the closed session unless public notice of such subsequent open session was given at the same time and in the same manner as the public notice of the meeting convened prior to the closed session. Notices of meetings shall be given as provided by law and, whenever feasible, the County Administrator shall post notices of meetings in the lobby of the Courthouse.

(5) The election of County Board Chairperson and County Board Vice Chairpersons shall be by secret ballot. No other secret ballot may be utilized to determine any election or other decision of county government.

(6) No member of the County Board shall be excluded from any closed session of the County Board or any standing committee of the Board; however, no person attending a closed session shall divulge any information pertaining to such closed session without specific authorization to do so.

(7) The minutes, records, proceedings and papers of a closed session shall be privileged and shall not be made available to the public unless authorized by the County Board, committee, board or commission involved until such time as the purpose necessitating such closed session no longer exists.

(8) **Vacancies.** If a vacancy occurs on the board, the County Board Chairperson shall appoint a person who is a qualified elector and resident of the supervisory district to fill the vacancy subject to confirmation by majority vote of the County Board of Supervisors. The successor shall serve for the unexpired portion of the term to which the person is appointed, unless the board orders a special election to fill the vacancy, in which case the person appointed shall serve until his or her successor is elected and qualified. A person so elected shall serve for the remainder of the unexpired term. [Ord. No. 2014-31, 12-09-14]

3.09 AMENDMENTS TO RULES. Amendments to these rules of order may be made by a two-thirds vote of the members attending the board meeting. Proposed amendments shall be introduced at a session of the Board and laid over until the next regular session before action is taken. The rule pertaining to amendments may be suspended only upon unanimous consent of the board members attending such meeting. Notwithstanding the foregoing, s. 3.01(1) & (2) may be amended upon majority vote at any regular meeting without necessity of laying such amendment over until the next regular session or suspension of the rules. Notwithstanding the foregoing, any section hereof may be amended at the County Board's organizational meeting upon majority vote without necessity of laying such amendment over until the next regular session or suspension of the rules. For purposes of the organizational meeting, prior rules of the Board shall be considered to be in effect, insofar as applicable, for the purposes of conducting the organizational meeting.

Adopted: 04-15-2014
Last Amended: 11-10-2015

#12

**JEFFERSON COUNTY
CORPORATION COUNSEL**

Courthouse, Room 110
311 South Center Avenue
Jefferson, Wisconsin 53549-1799
(920) 674-7135
Fax: (920) 674-7399

J. BLAIR WARD
Corporation Counsel
Counsel

YELENA O. ZARWELL
Asst. Corporation

January _____, 2016

Robb Grindstaff
Daily Jefferson County Union
28 West Milwaukee Avenue
Fort Atkinson, WI 53538

Tom Schultz
Watertown Daily Times
Post Office Box 140
Watertown, WI 53094-0140

Re: Official Newspaper Bid

Dear Robb and Tom:

Enclosed is the bid form and specifications for Jefferson County's official newspaper contract to commence April 2016 to March 2018. Bid forms are due in my office not later than 4:30 p.m., February 22, 2016. The bid envelope should contain: Newspaper name, address and "Sealed Bid for Official Newspaper" on the outside. The Administration & Rules Committee will meet on February 24 at 8:30 a.m. to review the bids.

If you have any questions, please do not hesitate to contact my office.

Sincerely,

J. Blair Ward
Corporation Counsel
WI State Bar #1023831

Enc.

N O T I C E

NOTICE IS HEREBY GIVEN that the County of Jefferson (Administration and Rules Committee) will receive bids from any and all newspapers published within Jefferson County which qualify to publish official proceedings of the County Board and legal notices pursuant to Section 985.03, Wisconsin Statutes, for job printing and publication services set forth on the attached specification sheet. Such bids must be received at the office of the Corporation Counsel, Jefferson County Courthouse, 311 South Center Avenue, Room 110, Jefferson, Wisconsin 53549, not later than 4:30 p.m. on February 22, 2016. All bids must be submitted on the form "Official Newspaper Bid Form". The bid envelope should contain: Newspaper name, address and "Sealed Bid for Official Newspaper" on the outside. The newspaper selected for printing and publication services shall be designated the official newspaper of the County of Jefferson for the period April 2016 to March 2018.

The County of Jefferson reserves the right to consider the circulation and place of publication of all newspapers submitting bids, to select any qualified newspaper which fulfills the needs of the County, or to reject any and all bids at its discretion.

**COUNTY OF JEFFERSON
ADMINISTRATION & RULES COMMITTEE**

Amy Rinard, Chair
Jim Braughler, Vice Chair
Steve Nass, Secretary
Jennifer Hanneman
Jim Schroeder

**TOM SCHULTZ
WATERTOWN DAILY TIMES
POST OFFICE BOX 140
WATERTOWN, WI 53094-0140**

**ROBB GRINDSTAFF
DAILY JEFFERSON COUNTY UNION
28 WEST MILWAUKEE AVENUE
FORT ATKINSON, WI 53538**

DRAFT

SPECIFICATIONS AND INSTRUCTIONS

Publication of Official Proceedings:

1. The Jefferson County Board shall award this contract for a period commencing on the third Tuesday in April of 2016 and running until the date immediately preceding the third Tuesday in April of 2018.

2. To publish the official Jefferson County Board proceedings in a regularly circulated publication of the successful bidder's newspaper in the manner provided by law not later than sixty (60) days after the adjournment of a County Board meeting. An affidavit of publication shall be provided to the County.

3. To print in PDF book form all of the proceedings for all sessions of the Jefferson County Board for the year April 2016 – March 2018, as soon as feasible after the March 2017 meeting, and also the same service for the year ending March 2018. In no event shall said books be delivered to the office of the County Clerk later than the next following third Tuesday of April. Proof copies of the pages of said book shall be submitted to the office of the County Administrator for indexing on a quarterly basis. The final three months shall be submitted monthly. A penalty of \$5.00 per day shall be paid by the printer for late delivery of the pdf proof copy of book pages. Tabular work such as indices, etc. shall be included at no extra charge per page. Page size shall be not less than 5 ½ inches wide by 8 ½ inches long, with .75 inch margins on the top, bottom and bound side of the page, and with a minimum of .65 inch margin on the unbound side of the page. The baseline of the date and page number is set .25 inch below the text box ½ inch from the bottom of the document. NOTE: THE COUNTY MAY CHOOSE TO PRINT THE BOOKS IN HOUSE.

4. Type shall be 9 pt. set on a 9.5 pt. line. Line width shall be not less than 21.75 picas for the 5 ½ inch x 8 ½ inch book. Bidders shall submit with their bid proposal an accurate count of the paid circulation within Jefferson County by zip code.

5. The County of Jefferson reserves the right to consider circulation and place of publication in selection of the official newspaper for the next two years commencing April 2016. The County reserves the right to reject any and all bids and to select any qualified newspaper which fulfills the needs of the County.

6. In addition to the circulation figures required above, bids will be evaluated on the basis of cost, distribution of readers and past performance.

7. Copy for each session of the Board will be provided by mail and e-mailed not later than 72 hours after the Board adjourns each meeting.

8. The Administration and Rules Committee generally meets the last Wednesday of each month. A pdf proof for this meeting is to be submitted via email by the Thursday preceding this meeting to the members of the Administration and Rules Committee and the County Board Reporter. \$5.00 per page per day penalty for late delivery. (SEE: Attached example)

9. The **corrected** pdf proof shall be emailed by the newspaper each month to the County Board Reporter. This is required so that each month an index can be compiled and later submitted to the newspaper for a pdf proof.

Publication of Legal Notices, Etc.:

Materials shall be published according to legal requirements. The term of the contract is the same as paragraph #1 above. An affidavit of publication shall be provided to the County.

2016-2018
PROCEDURE FOR PUBLISHING MINUTES
OF THE JEFFERSON COUNTY BOARD OF SUPERVISORS

1. County Board Reporter will send a hard copy through the mail and an email copy of the minutes of the County Board meeting to the newspaper 72 hours after the Board adjourns (Friday following the Board meeting if the Board meets on Tuesday, or when completed).
2. The newspaper will email a PDF draft to the County Board Reporter and deliver via email to each member of the Administration & Rules Committee by Wednesday or Thursday of the following week so that corrections can be noted before the Administration & Rules Committee meeting, which is usually held the last Wednesday of each month.
3. The County Board Reporter will make corrections in red on one pdf draft and a typed sheet showing where corrections are required. These corrections will be mailed to the newspaper after corrected by the Administration & Rules Committee.
4. The newspaper receives the corrections, makes the corrections, emails corrected pdf minutes back to County Board Reporter for final approval by the County Board or approval by the Administration & Rules Committee under Board Rule 3.05(2)(a) and then publishes the minutes not later than 60 days after the adjournment of the County Board meeting for which the minutes were prepared. An affidavit of publication shall be provided to the County.
5. Corrected minutes shall be forwarded via email by the County Board Reporter to the Administrator's Administrative Assistant to compile the index. The Administrator's Administrative Assistant shall email the index to Jefferson County's County Board Reporter who will review and email to Official Newspaper to be put into PDF minute book format. Jefferson County's Central Duplicating staff will compile the minute book for distribution in April unless the option is selected to have the official newspaper print the minute book.
6. Fifty (50) minute books in 5 ½" x 8 ½" format shall be delivered by Jefferson County's Central Duplicating staff by the 3rd Tuesday in April to the County Clerk's office.
7. A CD of the minute book in its final form shall be delivered by the official newspaper by the 3rd Tuesday in April to the County Clerk's office or County Board Reporter. Each month's minutes and the index should be a separate PDF.

Current County Board Reporter:

Connie Freeberg connief@jeffersoncountywi.gov

Current Administration & Rules Committee:

This information will be provided after the April 2016 elections.

OFFICIAL NEWSPAPER BID FORM

A. Publication of Official Board Proceedings:
(Estimate an average of 1,000 lines per month for Board minutes)

Type Size: 9 pt. set
Line Size: 9.5 pt. line
Line Width: 21.75 picas

There are to be no additional charges for tables, graphs, etc.

Paid circulation in Jefferson County by zip code: _____

Grand total of paid circulation in Jefferson County: _____

Cost per line: (width 21.75) \$ _____

(Minutes must be published in a regularly circulated publication of the successful bidder's newspaper in the manner provided by law not later than 60 days after the adjournment of a County Board meeting.)

B. OPTION: Printing of Minute Books – 5 ½ inch x 8 ½ inch book with not less than 21.75 pica width, 9 pt. type (assume 244 pages/see attached example)

Price per page if 50 books printed \$ _____

Cost of 50 books \$ _____

C. CD of the Board minutes from April through March:

Price per disk: \$ _____

COMMENTS: _____

Newspaper: _____

By: _____

Date: _____

RESOLUTION NO. 2015-_____

Resolution in support of the Wisconsin department of Health Services enhancing the quality of the Medicaid non-emergency medical transportation system

WHEREAS, Prior to 2010, the Wisconsin Medicaid Non-Emergency Medical Transportation (NEMT) program was largely county-administered; and

WHEREAS, The Wisconsin legislature enacted law in 2010, which required the county-administered system to be replaced by a transportation brokerage model; and

WHEREAS, the brokerage model is operated by a provider under contract with the Wisconsin Department of Health Services, as well as subcontractors of the contracted provider; and

WHEREAS, The Wisconsin Legislative Audit Bureau conducted an audit of this program and issued Legislative Audit Bureau report #15-4 in May, 2015, detailing its findings; and

WHEREAS, Legislative Audit Bureau report #15-4 documents performance metrics of the system and found that within a one-year period, 5.8% of recipients experienced at least one instance of having a scheduled medical appointment fail because the provider never arrived; and

WHEREAS, Legislative Audit Bureau report #15-4 estimates that the cost of the program increased from an estimated \$44.4 million in FY2009-201- to \$56.1 million in FY2013-2014, an increase of over 26%; and

WHEREAS, the contract between Wisconsin Department of Health Services and the transportation broker is based upon a capitated rate system, in which the vendor is paid a set amount based on membership, rather than number of rides or quality of service, which is a potential disincentive to provide the service.

NOW, THEREFORE , BE IT RESOLVED that the Board of Supervisors of Jefferson County herein assembled urges the State of Wisconsin Legislature and the Wisconsin Department of Health Services to utilize the information in the Legislative Audit Bureau report and feedback from consumers, to guide substantive changes to the program which address the inconsistency of trips, cost growth and contract payment structure, including county operated Medicaid transportation system being reinstated, should a county choose to do so. This solution would better serve consumers and maintain strong stewardship of public funds.

BE IT FURTHER RESOLVED that this resolution be forwarded to all Wisconsin County Clerks, the Wisconsin Counties Association and to the Health and Human Services Steering Committee of the Wisconsin Counties Association.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Administration & Rules Committee

02-09-16

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

**Resolution supporting amendment to 2009 Wisconsin Act 50
and to support 2015 Assembly Bill 515**

Executive Summary

The Jefferson County Unit of the Wisconsin Towns Association has requested the Jefferson County Solid Waste/Air Quality Committee to draft a resolution addressing the increasing costs associated with e-electronic waste recycling and to support increasing the recycling grant funds for local responsible units. The benefits of the Clean Sweep Recycling Program include controlling the disposal and storage of potentially hazardous household, agricultural, business, e-electronic and pharmaceutical waste. The E-Cycle Wisconsin program is supported by Wisconsin's electronics recycling law (2009 Wisconsin Act 50) and bans electronics such as TVs, computers and cell phones from Wisconsin landfills and incinerators. Due to the changes in the amount and the type of electronic waste that is recycled, 2009 Wisconsin Act 50 needs to be amended and Assembly Bill 515 needs to be enacted by the State Legislators. This will help address the current problem of disposing of CRT glass from older TVs and monitors made with leaded glass and future problem materials such as mercury lamps in flat-screen devices.

WHEREAS, the Jefferson County Unit of the Wisconsin Towns Association and the Jefferson County Solid Waste/Air Quality Committee recognize the benefits of the Clean Sweep Recycling Program to control the disposal and storage of potentially hazardous household, agricultural, business, e-electronic and pharmaceutical waste, and

WHEREAS, the Jefferson County Unit of the Wisconsin Towns Association and the Jefferson County Solid Waste/Air Quality Committee recognize the benefits of increasing the recycling grants to responsible units of local governments for certain eligible recycling expenses, and

WHEREAS, Assembly Bill 515 would increase grant funds by \$2,300,000 and be used to help local governments support recycling in their communities, and

WHEREAS, Assembly Bill 515 was introduced by Representatives Tittl, Ballweg, Berceau, Billings, Considine, Genrich, Goyke, Hintz, Knodl, Kolste, Krug, Mason, Milroy, Mursau, Novak, A. Ott, Pope, Quinn, Rodriguez, Rohrkaste, Sargent, Sinicki, Spiros, Spreitzer, Stuck, Subeck and C. Taylor; and co-sponsored by Senators Cowles, Bewley, Carpenter, Gudex, C. Larson, Miller, Olsen, Petrowski, Ringhand, Risser, Vinehout and Wirch, and

WHEREAS, in the Strategic Plan Citizen Survey, 84% of respondents said that the Clean Sweep Recycling Program is a very important service to county residents and was ranked fourth on the list of services residents wanted in the County, and

WHEREAS, the Jefferson County Unit of the Wisconsin Towns Association and the Jefferson County Solid Waste/Air Quality Committee recognize the E-Cycle Wisconsin program which is supported by Wisconsin's electronics recycling law (2009 Wisconsin Act 50), and bans electronics such as TVs, computers and cell phones from Wisconsin landfills and incinerators, and

WHEREAS, Wisconsin Act 50 needs to be updated to address the current problem of CRT glass from older TVs and monitors made with leaded glass, which is hazardous to our environment and safety of our residents if disposed of improperly, along with future problem materials, such as mercury lamps in flat-screen devices, and

WHEREAS, Wisconsin Act 50 establishes recycling fees payable by manufacturers based on the weight of covered electronic devices sold to households or schools in the state and as a result of new electronic devices weighing less than older devices the amount of recycling fee payable by manufacturers has been decreasing each year, while the cost for recycling has increased, and

WHEREAS, Jefferson County's cost for recycling TVs and monitors was \$42,184.16 from July to December 2015, and

WHEREAS, Senator Mark Miller, in cooperation with the DNR, supports efforts to amend Wisconsin Act 50 to be fair to manufactures, collectors and recyclers, and

WHEREAS, Jefferson County has partnered with the City of Watertown, City of Fort Atkinson, Town of Ixonia, City of Jefferson, Jefferson County MIS Department and Waterloo Utilities in collection of e-electronic waste and has been offered the support of the Jefferson County Unit of the Wisconsin Towns Association, and

WHEREAS, since 2010, Jefferson County's Clean Sweep Recycling Program has collected 4,241,934 pounds of e-electronic and 75% of the e-electronic waste collected is CRT TVs and monitors, and

WHEREAS, Memorandums of Understanding (MOU) signed with each partner have enabled Jefferson County to expand its Clean Sweep Recycling Program to collect electronics, appliances, chemicals and drugs.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors supports amending 2009 Wisconsin Act 50 to address electronic waste recycling as described above and further support Assembly Bill 515 to increase recycling grants.

BE IT FURTHER RESOLVED that the Jefferson County Clerk be directed to forward a copy of this resolution to the Governor of the State of Wisconsin, the Wisconsin Counties Association, the Wisconsin Towns Association, the League of Wisconsin Municipalities, Jefferson County's Legislative Representatives, the Joint Committee on Finance, the Associated Recyclers of Wisconsin, the Solid Waste Association of North America-Badger Chapter, and the Council on Recycling.

Fiscal Note: This program is funded using contract fees from Waste Management-Deer Track Park Landfill and contributions from the City of Watertown, and other cities, towns, villages, businesses and residents. No tax levy dollars are used for this program.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Administration & Rules Committee

02-09-16

Sharon Ehrhardt/Rob Klotz: 12-15-15; Sharon Ehrhardt: 01-08-16; 01-12-16

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

#15a

December 15, 2015

RESOLUTION NO. 2015-94

RESOLUTION BY THE GOVERNMENT SERVICES COMMITTEE OPPOSING ANY LEGISLATION EXPANDING THE SUBPOENA PROCESS

To the Honorable Members of the Racine County Board of Supervisors:

BE IT RESOLVED by the Racine County Board of Supervisors that Racine County hereby opposes any legislation expanding the subpoena process, and

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that the Racine County Clerk be directed to forward a copy of this resolution to all Wisconsin Counties, the Racine County Executive, and the Racine County Lobbyist for distribution to the Legislature and Governor.

Respectfully submitted,

1st Reading 12-15-15

2nd Reading 1-12-16

BOARD ACTION

Adopted yes
For
Against
Absent

Government Services Committee

[Signature of Pamela Zenner-Richards]

Pamela Zenner-Richards, Chairman

[Signature of Ronald Molnar]
Ronald Molnar, Vice-Chairman

VOTE REQUIRED: Majority

John A. Wisch, Secretary

Prepared by:
Corporation Counsel

[Signature of Kiana Harden-Johnson]
Kiana Harden-Johnson

[Signature of Thomas Roanhouse]
Thomas Roanhouse

[Signature of Robert Grove]
Robert Grove

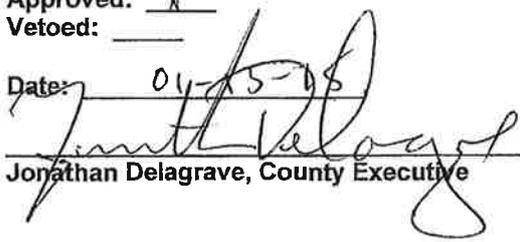
[Signature of Janet Bernberg]
Janet Bernberg

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1 Resolution No. 2015-94
2 Page Two
3

4
5 The foregoing legislation adopted by the County Board of Supervisors of
6 Racine County, Wisconsin, is hereby:

7 Approved:
8 Vetoed:

9
10 Date: 01-15-15
11 
12 _____
13 Jonathan Delagrave, County Executive
14
15
16
17

18 **INFORMATION ONLY**

19
20 **WHEREAS**, assembly bill 90 reorganizes each chapter of the criminal code
21 procedure;

22
23 **WHEREAS**, the attorney general has expressed concern regarding the expedited
24 discovery provisions that remain in the bill; the lack of adoption technology innovations
25 such as electronic signatures, electronic filing and electronic discovery, and changes to
26 the subpoena process that expand the ability to obtain private documents from crime
27 victims and third parties which could include victim service agencies; and
28

29 **WHEREAS**, the expansion of the subpoena process could subject victims to
30 uncontrolled access into their private records, such as treatment and health care records.
31 The burden would be on the victim or other third parties to take legal action to protect
32 their privacy.

Resolution No. 67-15

To urge amending the law concerning county payment for library services

Whereas, Shawano County recognizes the importance of public libraries and the information and resources public libraries provide; and

Whereas, Shawano County is committed to and does provide substantial financial support to the public libraries located in Shawano County; and

Whereas, current library law, specifically Wis. Stat. § 43.12, has had unintended financial consequences on the residents of Shawano County; and

Whereas, under the existing provisions of Wis. Stat. § 43.12, Shawano County is required to make payment to adjoining counties for materials loaned from adjoining county libraries to residents of Shawano County, resulting in inequitable taxation to those residents who do not use the services of neighboring county libraries; and

Whereas, existing law prohibits the disclosure of the names of Shawano County residents who use the neighboring libraries to Shawano County, even though Shawano County is the party responsible to pay the charges incurred by those Shawano County residents; and

Whereas, existing law does not require the billing county to provide usage data by municipality, which would assist Shawano County in determining where to provide library services; and

Whereas, existing law arbitrarily sets a 70% reimbursement rate formula for reimbursement of library services of another county; and

Whereas, the net result is that Shawano County is required to make payments totaling \$119,289 in 2016 for library services of which approximately 44% will go to Brown County, 49% will go to Outagamie/Winnebago Counties and 7% to Langlade County; and

Whereas, in an effort to remedy the current statutory scheme, Shawano County proposes Wis. Stats. § 43.12(8) be created to read:

(8) To avoid any payments due under sub (1), a County that does not maintain a consolidated public library may, by resolution, direct the County Clerk to notify the clerk of each adjacent county that the adjacent county libraries are to invoice out-of-county residents directly for any materials loaned.

Whereas, alternatively, Shawano County hereby requests legislative action to repeal Wis. Stat. § 43.12, or other legislative action to address the unintended inequity caused by the existing revisions to the statute.

Now, therefore, be it resolved, by the Shawano County Board of Supervisors, in session this 16th day of December 2015, that the Board urges the Legislature to amend Wis. Stats. § 43.12 with the proposed language described above, or alternatively, to repeal § 43.12 or make other legislative changes to reverse the inequity caused by the statute.

Be it further resolved, the Clerk shall forward a copy of this Resolution to Sen. Robert Cowles, Sen. Luther Olsen, Sen. Thomas Tiffany, Rep. Gary Tauchen, Rep. Mary Czaja, Rep. Jeffrey Mursau, Rep. Kevin Petersen and Governor Scott Walker.

Be it further resolved, the Clerk shall forward a copy of this Resolution to the County Clerk of each County in this state and to the Wisconsin Counties Association.

Submitted by,

Michael McClelland
Milton Marquardt
Geri Van De Loo
Melissa Schuler
Krisy Bogacz
John Hoeffs
Roland Dobratz

Gerald Erdmann
Gene Hoppe
Bonnie Olson
Deb Noffke
William Switalla

Administrative Committee

City/County Library Board

#15C



RESOLUTION NO. 22-12-15

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

TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

- 1 **WHEREAS**, The natural resources in the Mid-Lake region of Lake Michigan, including the coastal areas
2 of Kewaunee County, are part of a rich, bio-diverse ecosystem that supports one of the largest spawning
3 populations of indigenous lake trout and serves as an important flyway for migratory birds that traverse
4 Canada, the U.S., Central and South America; and
5
- 6 **WHEREAS**, the Mid-Lake region of Lake Michigan is comprised of sand beaches, steep bluffs, Niagara
7 limestone formations, wetlands, prairies, and freshwater sand dunes that support a wide variety of life;
8 and
9
- 10 **WHEREAS**, the Mid-Lake region of Lake Michigan contains an extraordinary collection of nationally
11 significant shipwrecks including 15 shipwrecks listed on the National Register of Historic Places including
12 two additional shipwrecks on the National Register of Historic Places in Kewaunee County's coastal
13 waters (the American and the Daniel Lyons) and more than 30 other documented Kewaunee coastal
14 shipwrecks in total; and
15
- 16 **WHEREAS**, the architectural integrity and accessibility (nearly one-quarter of the documented
17 shipwrecks are in less than 20 feet of water), of many of these shipwrecks makes the Mid-Lake region of
18 Lake Michigan an outstanding choice for a new National Marine Sanctuary; and
19
- 20 **WHEREAS**, a National Marine Sanctuary would be invaluable in telling the cultural history of the Mid-
21 Lakes region including human settlement patterns, shipbuilding, commercial fishing, lumbering, mining
22 and maritime transportation; and
23
- 24 **WHEREAS**, a National Maritime Sanctuary would support and enhance local, state, regional and
25 national and international tourism as one of the key economic drivers of the Mid-Lake region; and
26
- 27 **WHEREAS**, tourism in Ozaukee, Sheboygan, Manitowoc and Kewaunee Counties constitutes more than
28 \$400 million per year in visitor spending and supports more than 7,400 equivalent full-time jobs
29 generating more than \$675 million in total business sales and \$50 million in state and local taxes; and
30
- 31 **WHEREAS**, a National Marine Sanctuary that includes Kewaunee County would build upon the
32 nationally known sport fishing industry in Kewaunee County, the recently approved Kewaunee Harbor
33 and Pierhead Lighthouse restoration project and the walkway project connecting the Pierhead
34 Lighthouse to the Ahnapee Trail; and
35
- 36 **WHEREAS**, a new Lake Michigan Marine Sanctuary would support and promote a wide range of youth
37 and adult educational activities and enhance the cultural and historical understanding of this region; and
38
- 39 **WHEREAS**, the Wisconsin Historical Society (WHS) in partnership with the Department of
40 Administration's Wisconsin Coastal Management Program (WCMP), recommended that an 875-square

1 mile area within the 2,552-square mile Mid-Lake Michigan region be considered for a national marine
 2 sanctuary in Wisconsin; and
 3

4 **WHEREAS**, the WHS, the WCMP, the University of Wisconsin Sea Grant Institute, and the citizens of
 5 the State have invested a quarter of a century in documenting, preserving, and celebrating Wisconsin's
 6 maritime heritage.
 7

8 **NOW, THEREFORE, BE IT RESOLVED** by the Kewaunee County Board of Supervisors duly assembled
 9 this 15th day of December 2015, that the Board enthusiastically supports the nomination to NOAA of a
 10 national marine sanctuary in this Mid-Lake region of Lake Michigan and encourages NOAA to include
 11 Kewaunee County's coastal areas in this marine sanctuary designation.
 12

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

Respectfully Submitted,

PERSONNEL, ADVISORY AND LEGISLATIVE COMMITTEE

James T. Zuffo

Kaye E. Shillin *William Haske*

Thomas ... *Bonnie ...*

Robert Weidner *Harry Kerschmose*

APPROVED AS TO FORM
 Jeffrey R. Wisnicky
 Corporation Counsel

FISCAL IMPACT STATEMENT:
 No County Funds to be Used

	Y E S	N O	A B S E N T	A B S T A I N
Benes, P	✓			
Cravillon, D.	✓			
Doell, D.	✓			
Garfinkel, R.	✓			
Haske, V.	✓			
Heidmann, B.	✓			
Heuer, R.	✓			
Jahnke, S.	✓			
Kirchman, L.	✓			
Luft, L.	✓			
Mastalir, J.	✓			
Paape, G.	✓			
Pagel, J.			✓	
Paider, R.	✓			
Romdenne, T.	✓			
Shillin, K.	✓			
Sinkula, L.	✓			
Tebon, K.	✓			
Wagner, C.	✓			
Weidner, R.	✓			
TOTALS	19	-	1	-

#17a

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	(21,367.25)	(21,367.25)	(235,039.75)	(235,039.75)	-	(256,407.00)	(21,367.25)	91.67%
451002	PRIVATE PARTY PHOTOCOPY	-	-	(8.25)	-	(8.25)	-	8.25	
474023	DEPT VEHICLE CHARGES	(90.58)	(20.83)	(587.43)	(229.17)	(358.26)	(250.00)	337.43	234.97%
Totals		(21,457.83)	(21,388.08)	(235,635.43)	(235,268.92)	(366.51)	(256,657.00)	(21,021.57)	91.81%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	7,017.60	10,008.92	97,902.15	110,098.08	(12,195.93)	120,107.00	22,204.85	81.51%
511210	WAGES-REGULAR	3,497.23	4,659.75	44,440.57	51,257.25	(6,816.68)	55,917.00	11,476.43	79.48%
511280	WAGES-PREMIUM PAY	-	416.67	5,000.00	4,583.33	416.67	5,000.00	-	100.00%
511310	WAGES-SICK LEAVE	-	-	1,719.76	-	1,719.76	-	(1,719.76)	
511320	WAGES-VACATION PAY	1,633.68	-	8,396.20	-	8,396.20	-	(8,396.20)	
511330	WAGES-LONGEVITY PAY	263.75	22.00	263.75	242.00	21.75	264.00	0.25	99.91%
511340	WAGES-HOLIDAY PAY	1,365.28	-	5,195.27	-	5,195.27	-	(5,195.27)	
511350	WAGES-MISCELLANEOUS(COMP)	139.03	-	2,514.60	-	2,514.60	-	(2,514.60)	
512141	SOCIAL SECURITY	1,037.05	1,109.08	12,359.99	12,199.92	160.07	13,309.00	949.01	92.87%
512142	RETIREMENT (EMPLOYER)	946.33	1,032.33	11,249.61	11,355.67	(106.06)	12,388.00	1,138.39	90.81%
512144	HEALTH INSURANCE	2,956.80	2,923.58	31,744.72	32,159.42	(414.70)	35,083.00	3,338.28	90.48%
512145	LIFE INSURANCE	2.42	2.42	26.46	26.58	(0.12)	29.00	2.54	91.24%
512150	FSA CONTRIBUTION	-	41.67	500.00	458.33	41.67	500.00	-	100.00%
512173	DENTAL INSURANCE	180.00	180.00	1,924.88	1,980.00	(55.12)	2,160.00	235.12	89.11%
531298	UNITED PARCEL SERVICE UPS	-	2.50	-	27.50	(27.50)	30.00	30.00	0.00%
531303	COMPUTER EQUIPMT & SOFTW/	-	91.67	3,043.00	1,008.33	2,034.67	1,100.00	(1,943.00)	276.64%
531311	POSTAGE & BOX RENT	-	2.08	4.76	22.92	(18.16)	25.00	20.24	19.04%
531312	OFFICE SUPPLIES	27.90	66.67	438.63	733.33	(294.70)	800.00	361.37	54.83%
531313	PRINTING & DUPLICATING	82.50	33.33	577.88	366.67	211.21	400.00	(177.88)	144.47%
531322	SUBSCRIPTIONS	-	16.67	238.69	183.33	55.36	200.00	(38.69)	119.35%
531324	MEMBERSHIP DUES	-	152.08	3,574.75	1,672.92	1,901.83	1,825.00	(1,749.75)	195.88%
531351	GAS/DIESEL	77.08	33.33	343.50	366.67	(23.17)	400.00	56.50	85.88%
532325	REGISTRATION	-	43.33	892.00	476.67	415.33	520.00	(372.00)	171.54%
532332	MILEAGE	3.15	12.50	65.81	137.50	(71.69)	150.00	84.19	43.87%
532335	MEALS	-	16.67	76.69	183.33	(106.64)	200.00	123.31	38.35%
532336	LODGING	-	33.33	507.20	366.67	140.53	400.00	(107.20)	126.80%
532339	OTHER TRAVEL & TOLLS	-	1.67	14.00	18.33	(4.33)	20.00	6.00	70.00%
533225	TELEPHONE & FAX	19.00	33.33	277.31	366.67	(89.36)	400.00	122.69	69.33%

535352	VEHICLE PARTS & REPAIRS	-	41.67	-	458.33	(458.33)	500.00	500.00	0.00%
571004	IP TELEPHONY ALLOCATION	45.67	45.67	502.37	502.33	0.04	548.00	45.63	91.67%
571005	DUPLICATING ALLOCATION	0.42	0.42	4.62	4.58	0.04	5.00	0.38	92.40%
571009	MIS PC GROUP ALLOCATION	286.80	643.42	6,721.00	7,077.58	(356.58)	7,721.00	1,000.00	87.05%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	114.18	129.08	1,405.25	1,419.92	(14.67)	1,549.00	143.75	90.72%
591519	OTHER INSURANCE	84.41	75.58	898.18	831.42	66.76	907.00	8.82	99.03%

Totals	19,780.28	21,871.42	242,823.60	240,585.58	2,238.02	262,457.00	19,633.40	92.52%
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Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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Totals	-	-	-	-	-	-	-	-	-
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Total Business Unit	(1,677.55)	483.33	7,188.17	5,316.67	1,871.50	5,800.00	(1,388.17)	123.93%
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Treatment Court
87

Date Ran 12/21/2015
Period 11
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
421001	STATE AID	(26,982.00)	(9,333.33)	(80,946.00)	(102,666.67)	21,720.67	(112,000.00)	(31,054.00)	72.27%
451020	OTHER FEES	-	(333.33)	-	(3,666.67)	3,666.67	(4,000.00)	(4,000.00)	0.00%
Totals		(26,982.00)	(9,666.67)	(80,946.00)	(106,333.33)	25,387.33	(116,000.00)	(35,054.00)	69.78%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
521219	OTHER PROFESSIONAL SERV	-	9,333.33	89,940.00	102,666.67	(12,726.67)	112,000.00	22,060.00	80.30%
521296	COMPUTER SUPPORT	-	333.33	-	3,666.67	(3,666.67)	4,000.00	4,000.00	0.00%
531303	COMPUTER EQUIPMT & SOFTW/	-	-	256.00	-	256.00	-	(256.00)	
531312	OFFICE SUPPLIES	-	-	416.03	-	416.03	-	(416.03)	
531313	PRINTING & DUPLICATING	-	-	38.96	-	38.96	-	(38.96)	
571004	IP TELEPHONY ALLOCATION	30.42	-	334.62	-	334.62	-	(334.62)	
571009	MIS PC GROUP ALLOCATION	101.53	-	2,372.33	-	2,372.33	-	(2,372.33)	
571010	MIS SYSTEMS GRP ALLOC(ISIS)	114.18	-	1,405.25	-	1,405.25	-	(1,405.25)	
Totals		246.13	9,666.67	94,763.19	106,333.33	(11,570.14)	116,000.00	21,236.81	81.69%

Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	-	-	-
Total Business Unit		(26,735.87)	-	13,817.19	-	13,817.19	-	(13,817.19)	

Total		(2,426.20)	-	(25,814.89)	(0.00)	(25,814.89)	-	25,814.89	
2472 Probate Indigent	Revenue	(1,772.33)	(3,466.67)	(43,002.30)	(38,133.33)	(4,868.97)	(41,600.00)	1,402.30	103.37%
	Expenditures	5,045.62	3,466.67	24,730.79	38,133.33	(13,402.54)	41,600.00	16,869.21	59.45%
	Other Sources	-	-	-	-	-	-	-	
Total		3,273.29	-	(18,271.51)	-	(18,271.51)	-	18,271.51	
Total All Business Units	Revenue	(183,126.01)	(219,486.33)	(2,348,231.01)	(2,414,349.67)	66,118.66	(2,633,836.00)	(285,604.99)	89.16%
	Expenditures	203,292.24	219,486.33	2,281,586.08	2,414,349.67	(132,763.59)	2,633,836.00	352,249.92	86.63%
	Other Sources	-	-	-	-	-	-	-	
Grand Total Clerk of Courts		20,166.23	-	(66,644.93)	(0.00)	(66,644.93)	-	66,644.93	

#17c

Corporation Counsel
1701

Date Ran 12/21/2015
Period 11
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	(27,449.92)	(27,449.92)	(301,949.12)	(301,949.08)	(0.04)	(329,399.00)	(27,449.88)	91.67%
421012	ST AID WAGES ALLOCATE	-	-	(264.52)	-	(264.52)	-	264.52	
Totals		(27,449.92)	(27,449.92)	(302,213.64)	(301,949.08)	(264.56)	(329,399.00)	(27,185.36)	91.75%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	12,875.86	15,903.25	148,533.60	174,935.75	(26,402.15)	190,839.00	42,305.40	77.83%
511210	WAGES-REGULAR	3,429.06	4,277.67	41,915.42	47,054.33	(5,138.91)	51,332.00	9,416.58	81.66%
511310	WAGES-SICK LEAVE	-	-	1,053.58	-	1,053.58	-	(1,053.58)	
511320	WAGES-VACATION PAY	202.09	-	9,972.01	-	9,972.01	-	(9,972.01)	
511330	WAGES-LONGEVITY PAY	227.50	19.00	227.50	209.00	18.50	228.00	0.50	99.78%
511340	WAGES-HOLIDAY PAY	1,737.76	-	6,240.20	-	6,240.20	-	(6,240.20)	
511350	WAGES-MISCELLANEOUS(COMP)	171.12	-	1,788.86	-	1,788.86	-	(1,788.86)	
512141	SOCIAL SECURITY	1,401.24	1,535.75	15,818.38	16,893.25	(1,074.87)	18,429.00	2,610.62	85.83%
512142	RETIREMENT (EMPLOYER)	1,267.75	1,373.58	14,180.99	15,109.42	(928.43)	16,483.00	2,302.01	86.03%
512144	HEALTH INSURANCE	3,813.87	2,340.50	37,318.68	25,745.50	11,573.18	28,086.00	(9,232.68)	132.87%
512145	LIFE INSURANCE	8.49	11.75	93.13	129.25	(36.12)	141.00	47.87	66.05%
512150	FSA CONTRIBUTION	-	35.42	675.00	389.58	285.42	425.00	(250.00)	158.82%
512173	DENTAL INSURANCE	240.00	240.00	2,311.53	2,640.00	(328.47)	2,880.00	568.47	80.26%
521212	LEGAL	-	33.33	33.00	366.67	(333.67)	400.00	367.00	8.25%
521255	PAPER SERVICE	-	8.33	60.00	91.67	(31.67)	100.00	40.00	60.00%
531298	UNITED PARCEL SERVICE UPS	-	-	18.28	-	18.28	-	(18.28)	
531303	COMPUTER EQUIPMT & SOFTWA	-	83.33	1,868.75	916.67	952.08	1,000.00	(868.75)	186.88%
531311	POSTAGE & BOX RENT	-	79.17	771.01	870.83	(99.82)	950.00	178.99	81.16%
531312	OFFICE SUPPLIES	-	75.00	927.89	825.00	102.89	900.00	(27.89)	103.10%
531313	PRINTING & DUPLICATING	-	2.92	-	32.08	(32.08)	35.00	35.00	0.00%
531314	SMALL ITEMS OF EQUIPMENT	-	16.67	299.00	183.33	115.67	200.00	(99.00)	149.50%
531323	SUBSCRIPTIONS-TAX & LAW	-	340.00	3,479.85	3,740.00	(260.15)	4,080.00	600.15	85.29%
531324	MEMBERSHIP DUES	-	100.00	1,159.50	1,100.00	59.50	1,200.00	40.50	96.63%
531326	ADVERTISING	-	-	510.52	-	510.52	-	(510.52)	
531348	EDUCATIONAL SUPPLIES	-	54.17	439.72	595.83	(156.11)	650.00	210.28	67.65%
532325	REGISTRATION	-	41.67	600.00	458.33	141.67	500.00	(100.00)	120.00%
532332	MILEAGE	-	25.00	152.95	275.00	(122.05)	300.00	147.05	50.98%
532335	MEALS	-	12.50	25.71	137.50	(111.79)	150.00	124.29	17.14%
532336	LODGING	-	22.50	348.00	247.50	100.50	270.00	(78.00)	128.89%

532339	OTHER TRAVEL & TOLLS	-	-	7.50	-	7.50	-	(7.50)	
533225	TELEPHONE & FAX	9.50	35.42	174.94	389.58	(214.64)	425.00	250.06	41.16%
535242	MAINTAIN MACHINERY & EQUIP	87.24	41.67	796.09	458.33	337.76	500.00	(296.09)	159.22%
571004	IP TELEPHONY ALLOCATION	45.67	45.67	502.37	502.33	0.04	548.00	45.63	91.67%
571005	DUPLICATING ALLOCATION	1.17	-	12.87	-	12.87	-	(12.87)	
571009	MIS PC GROUP ALLOCATION	168.58	378.50	3,953.58	4,163.50	(209.92)	4,542.00	588.42	87.04%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	182.83	206.50	2,248.58	2,271.50	(22.92)	2,478.00	229.42	90.74%
591519	OTHER INSURANCE	110.92	110.67	1,210.04	1,217.33	(7.29)	1,328.00	117.96	91.12%

Totals		25,980.65	27,449.92	299,729.03	301,949.08	(2,220.05)	329,399.00	29,669.97	90.99%
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Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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Totals		-	-	-	-	-	-	-	
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Total Business Unit		(1,469.27)	0.00	(2,484.61)	(0.00)	(2,484.61)	-	2,484.61	
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#17d

County Board
11

Date Ran 12/21/2015
Period 11
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	(17,726.17)	(17,726.17)	(194,987.87)	(194,987.83)	(0.04)	(212,714.00)	(17,726.13)	91.67%
Totals		(17,726.17)	(17,726.17)	(194,987.87)	(194,987.83)	(0.04)	(212,714.00)	(17,726.13)	91.67%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	2,090.00	2,145.00	23,210.00	23,595.00	(385.00)	25,740.00	2,530.00	90.17%
512141	SOCIAL SECURITY	572.23	699.58	7,035.06	7,695.42	(660.36)	8,395.00	1,359.94	83.80%
514151	PER DIEM	5,940.00	7,000.00	75,335.00	77,000.00	(1,665.00)	84,000.00	8,665.00	89.68%
531303	COMPUTER EQUIPMT & SOFTW/	-	125.00	978.00	1,375.00	(397.00)	1,500.00	522.00	65.20%
531311	POSTAGE & BOX RENT	-	83.33	786.54	916.67	(130.13)	1,000.00	213.46	78.65%
531312	OFFICE SUPPLIES	-	125.00	232.66	1,375.00	(1,142.34)	1,500.00	1,267.34	15.51%
531313	PRINTING & DUPLICATING	82.51	250.00	1,610.39	2,750.00	(1,139.61)	3,000.00	1,389.61	53.68%
531321	PUBLICATION OF LEGAL NOTICE	-	1,250.00	12,476.47	13,750.00	(1,273.53)	15,000.00	2,523.53	83.18%
531322	SUBSCRIPTIONS	-	71.67	1,209.25	788.33	420.92	860.00	(349.25)	140.61%
531324	MEMBERSHIP DUES	-	1,250.00	14,458.24	13,750.00	708.24	15,000.00	541.76	96.39%
531326	ADVERTISING	-	8.33	-	91.67	(91.67)	100.00	100.00	0.00%
531333	VIDEO SERVICES	-	700.00	2,885.00	7,700.00	(4,815.00)	8,400.00	5,515.00	34.35%
532325	REGISTRATION	-	83.33	409.95	916.67	(506.72)	1,000.00	590.05	41.00%
532332	MILEAGE	1,204.71	1,458.33	15,891.49	16,041.67	(150.18)	17,500.00	1,608.51	90.81%
532335	MEALS	26.47	33.33	365.45	366.67	(1.22)	400.00	34.55	91.36%
532336	LODGING	-	62.50	546.00	687.50	(141.50)	750.00	204.00	72.80%
532339	OTHER TRAVEL & TOLLS	-	1.67	3.75	18.33	(14.58)	20.00	16.25	18.75%
533225	TELEPHONE & FAX	-	16.67	25.31	183.33	(158.02)	200.00	174.69	12.66%
533236	WIRELESS INTERNET	-	40.00	-	440.00	(440.00)	480.00	480.00	0.00%
571004	IP TELEPHONY ALLOCATION	30.42	30.42	334.62	334.58	0.04	365.00	30.38	91.68%
571005	DUPLICATING ALLOCATION	172.83	172.83	1,901.13	1,901.17	(0.04)	2,074.00	172.87	91.66%
571009	MIS PC GROUP ALLOCATION	67.05	151.42	1,581.25	1,665.58	(84.33)	1,817.00	235.75	87.03%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	1,735.97	1,954.67	21,288.67	21,501.33	(212.66)	23,456.00	2,167.33	90.76%
591519	OTHER INSURANCE	11.78	13.08	132.50	143.92	(11.42)	157.00	24.50	84.39%
Totals		11,933.97	17,726.17	182,696.73	194,987.83	(12,291.10)	212,714.00	30,017.27	85.89%

Other Financing Sources (Uses)

	Current Period	Current Period	YTD	YTD	Prorated	Total	Annual	Percentage
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County Board
12 Board Indirect

Date Ran 12/21/2015
Period 11
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	(15,531.17)	(15,531.17)	(170,842.87)	(170,842.83)	(0.04)	(186,374.00)	(15,531.13)	91.67%
Totals		(15,531.17)	(15,531.17)	(170,842.87)	(170,842.83)	(0.04)	(186,374.00)	(15,531.13)	91.67%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
531313	PRINTING & DUPLICATING	-	25.00	-	275.00	(275.00)	300.00	300.00	0.00%
531326	ADVERTISING	-	8.33	-	91.67	(91.67)	100.00	100.00	0.00%
593405	JCEDC	-	6,997.83	83,974.00	76,976.17	6,997.83	83,974.00	-	100.00%
593409	LITERACY COUNCIL DONATION	2,500.00	1,333.33	16,000.00	14,666.67	1,333.33	16,000.00	-	100.00%
593410	FREE CLINIC DONATION	-	4,166.67	50,000.00	45,833.33	4,166.67	50,000.00	-	100.00%
593412	TOURISM DONATION	-	375.00	4,500.00	4,125.00	375.00	4,500.00	-	100.00%
593413	RAILROAD CONSORTIUM DONAT	-	1,166.67	14,000.00	12,833.33	1,166.67	14,000.00	-	100.00%
593414	DENTAL CLINIC	-	625.00	7,500.00	6,875.00	625.00	7,500.00	-	100.00%
593415	COMMUNITY CARE CLINIC	-	833.33	10,000.00	9,166.67	833.33	10,000.00	-	100.00%
Totals		2,500.00	15,531.17	185,974.00	170,842.83	15,131.17	186,374.00	400.00	99.79%

Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	-	-	-
Total Business Unit		(13,031.17)	0.00	15,131.13	0.00	15,131.13	-	(15,131.13)	

County Board
13 Farmland Preservation

Date Ran 12/21/2015
Period 11
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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Totals		-	-	-	-	-	-	-	-
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Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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Totals		-	-	-	-	-	-	-	-
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Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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Totals		-	-	-	-	-	-	-	-
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Total Business Unit		-	-	-	-	-	-	-	-
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County Board
 Historical Preservation

Date Ran 12/21/2015
 Period 11
 Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
451029	SALE OF MISC ITEMS	-	-	(60.00)	-	(60.00)	-	60.00	
Totals		-	-	(60.00)	-	(60.00)	-	60.00	

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
521219	OTHER PROFESSIONAL SERV	1,486.93	-	3,211.91	-	3,211.91	-	(3,211.91)	
531311	POSTAGE & BOX RENT	-	-	207.17	-	207.17	-	(207.17)	
531313	PRINTING & DUPLICATING	-	-	259.38	-	259.38	-	(259.38)	
531324	MEMBERSHIP DUES	-	-	40.00	-	40.00	-	(40.00)	
571005	DUPLICATING ALLOCATION	30.42	-	334.62	-	334.62	-	(334.62)	
594950	OPERATING RESERVE	-	275.73	-	3,033.01	(3,033.01)	3,308.74	3,308.74	0.00%
Totals		1,517.35	275.73	4,053.08	3,033.01	1,020.07	3,308.74	(744.34)	122.50%

Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	-	-	
Total Business Unit		1,517.35	275.73	3,993.08	3,033.01	960.07	3,308.74	(684.34)	120.68%

#17e

Register of Deeds
1001

Date Ran 12/21/2015
Period 11
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	18,444.92	18,444.92	202,894.12	202,894.08	0.04	221,339.00	18,444.88	91.67%
412300	RE TRANSFER FEES COUNTY POR	(13,467.00)	(11,666.67)	(176,134.92)	(128,333.33)	(47,801.59)	(140,000.00)	36,134.92	125.81%
451301	RE RECORDING/FILING FEES	(14,065.00)	(15,625.00)	(181,930.00)	(171,875.00)	(10,055.00)	(187,500.00)	(5,570.00)	97.03%
451303	COPY FEES COUNTY PORTION	(7,895.10)	(6,250.00)	(66,955.25)	(68,750.00)	1,794.75	(75,000.00)	(8,044.75)	89.27%
451307	DOCUMENT REVIEW FEES	-	(4.17)	(150.00)	(45.83)	(104.17)	(50.00)	100.00	300.00%
451309	BIRTH FUNDS COUNTY PORTION	(522.00)	(875.00)	(8,155.00)	(9,625.00)	1,470.00	(10,500.00)	(2,345.00)	77.67%
451310	MARRIAGE FUND COUNTY PORT	(632.00)	(541.67)	(6,951.00)	(5,958.33)	(992.67)	(6,500.00)	451.00	106.94%
451311	DEATH FUND COUNTY PORTION	(2,345.00)	(1,666.67)	(22,222.00)	(18,333.33)	(3,888.67)	(20,000.00)	2,222.00	111.11%
451314	DOMESTIC TERM CTY PORTION	-	-	(14.00)	-	(14.00)	-	14.00	
474016	DEPT RECORDING FEES	-	(5.00)	-	(55.00)	55.00	(60.00)	(60.00)	0.00%
Totals		(20,481.18)	(18,189.25)	(259,618.05)	(200,081.75)	(59,536.30)	(218,271.00)	41,347.05	118.94%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	4,769.60	5,167.08	56,519.76	56,837.92	(318.16)	62,005.00	5,485.24	91.15%
511210	WAGES-REGULAR	4,783.65	9,654.50	74,197.22	106,199.50	(32,002.28)	115,854.00	41,656.78	64.04%
511220	WAGES-OVERTIME	24.57	-	46.83	-	46.83	-	(46.83)	
511240	WAGES-TEMPORARY	1,022.96	-	5,888.83	-	5,888.83	-	(5,888.83)	
511310	WAGES-SICK LEAVE	-	-	13,600.58	-	13,600.58	-	(13,600.58)	
511320	WAGES-VACATION PAY	159.04	-	10,503.54	-	10,503.54	-	(10,503.54)	
511330	WAGES-LONGEVITY PAY	375.00	62.50	593.75	687.50	(93.75)	750.00	156.25	79.17%
511340	WAGES-HOLIDAY PAY	561.44	-	2,758.28	-	2,758.28	-	(2,758.28)	
511350	WAGES-MISCELLANEOUS(COMP)	121.68	-	409.77	-	409.77	-	(409.77)	
511380	WAGES-BEREAVEMENT	-	-	477.12	-	477.12	-	(477.12)	
512141	SOCIAL SECURITY	879.27	1,122.17	12,121.49	12,343.83	(222.34)	13,466.00	1,344.51	90.02%
512142	RETIREMENT (EMPLOYER)	776.99	1,058.58	10,118.10	11,644.42	(1,526.32)	12,703.00	2,584.90	79.65%
512144	HEALTH INSURANCE	3,454.87	4,835.08	43,045.04	53,185.92	(10,140.88)	58,021.00	14,975.96	74.19%
512145	LIFE INSURANCE	7.29	11.33	100.62	124.67	(24.05)	136.00	35.38	73.99%
512150	FSA CONTRIBUTION	-	72.92	875.00	802.08	72.92	875.00	-	100.00%
512173	DENTAL INSURANCE	270.00	360.00	3,401.72	3,960.00	(558.28)	4,320.00	918.28	78.74%
531311	POSTAGE & BOX RENT	-	333.33	4,097.81	3,666.67	431.14	4,000.00	(97.81)	102.45%
531312	OFFICE SUPPLIES	187.55	250.00	3,656.23	2,750.00	906.23	3,000.00	(656.23)	121.87%
531313	PRINTING & DUPLICATING	-	12.50	67.89	137.50	(69.61)	150.00	82.11	45.26%
531324	MEMBERSHIP DUES	-	8.33	100.00	91.67	8.33	100.00	-	100.00%
531326	ADVERTISING	-	-	22.40	-	22.40	-	(22.40)	

532325	REGISTRATION	-	152.08	1,520.00	1,672.92	(152.92)	1,825.00	305.00	83.29%
532332	MILEAGE	-	45.83	219.87	504.17	(284.30)	550.00	330.13	39.98%
532336	LODGING	-	46.00	705.00	506.00	199.00	552.00	(153.00)	127.72%
532339	OTHER TRAVEL & TOLLS	-	-	10.00	-	10.00	-	(10.00)	
533225	TELEPHONE & FAX	9.50	25.00	188.17	275.00	(86.83)	300.00	111.83	62.72%
535242	MAINTAIN MACHINERY & EQUIP	-	35.33	461.97	388.67	73.30	424.00	(37.97)	108.96%
571004	IP TELEPHONY ALLOCATION	76.08	76.08	836.88	836.92	(0.04)	913.00	76.12	91.66%
571005	DUPLICATING ALLOCATION	7.17	7.17	78.87	78.83	0.04	86.00	7.13	91.71%
571009	MIS PC GROUP ALLOCATION	438.70	984.08	10,279.50	10,824.92	(545.42)	11,809.00	1,529.50	87.05%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	228.97	258.17	2,811.42	2,839.83	(28.41)	3,098.00	286.58	90.75%
591519	OTHER INSURANCE	81.73	74.67	871.55	821.33	50.22	896.00	24.45	97.27%

Totals	18,236.06	24,652.75	260,585.21	271,180.25	(10,595.04)	295,833.00	35,247.79	88.09%
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Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
611101	TRANSFER TO/FROM GENERAL	-	(6,463.50)	(77,562.00)	(71,098.50)	(6,463.50)	(77,562.00)	-	100.00%

Totals	-	(6,463.50)	(77,562.00)	(71,098.50)	(6,463.50)	(77,562.00)	-	100.00%
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Total Business Unit	(2,245.12)	(0.00)	(76,594.84)	(0.00)	(76,594.84)	-	76,594.84	
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Register of Deeds
1002 Redaction Fees

Date Ran 12/21/2015
Period 11
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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Totals		-	-	-	-	-	-	-	-
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Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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521295	DATA CONVERSION	-	10,414.29	-	114,557.23	(114,557.23)	124,971.52	124,971.52	0.00%
521296	COMPUTER SUPPORT	-	416.67	-	4,583.33	(4,583.33)	5,000.00	5,000.00	0.00%
531303	COMPUTER EQUIPMT & SOFTW/	-	833.33	-	9,166.67	(9,166.67)	10,000.00	10,000.00	0.00%

Totals		-	11,664.29	-	128,307.23	(128,307.23)	139,971.52	139,971.52	0.00%
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Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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611101	TRANSFER TO/FROM GENERAL	-	6,463.50	77,562.00	71,098.50	6,463.50	77,562.00	-	100.00%
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Totals		-	6,463.50	77,562.00	71,098.50	6,463.50	77,562.00	-	100.00%
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Total Business Unit		-	18,127.79	77,562.00	199,405.73	(121,843.73)	217,533.52	139,971.52	35.66%
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