

# AGENDA

## Administration & Rules Committee

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

Wednesday, September 30, 2015, 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 Meeting Law Requirements
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 August 18, 2015 Joint Committee meeting minutes
7. Approval of the August 26, 2015 Administration and Rules Committee meeting minutes
8. Approval of the September 4, 2015 Joint Committee meeting minutes
9. Approval of the September 8, 2015 County Board meeting minutes
10. Communications
11. Discussion and possible action to amend Supervisor District Ordinance 2011-11 to incorporate annexations and detachments.
12. Discussion and possible action on establishing 2016 bonus performance standards for County Administrator
13. Discussion and possible action on resolution referred for recommendation
  - a. Discussion and possible action on Resolution – Support proposed legislation extending the special circumstances battery provisions to a person who is employed by, or under contract with, a court, a county department of human or social services, a tribal child welfare agency or the department of children and families, to provide intake, dispositional, or other services relating to child welfare or juvenile workers (Referred to Human Services Board)
  - b. Discussion and possible action on Resolution – Amending access to Public Records Ordinance to address electronic media (Referred to Courthouse Securities & Facilities Committee)
14. Discussion and possible action on resolutions, letters or reports from other governmental agencies
  - a. St. Croix County Resolution – Supporting new social security supplemental security income (SSI) asset limits and implementation of the Achieving a Better Life Experience Act
15. Review Financial Reports (August)
  - a. County Administrator
  - b. Clerk of Courts
  - c. Corporation Counsel
  - d. County Board
  - e. Register of Deeds
16. County Administrator's monthly report

17. Tentative Future Meeting and Agenda Items (October 28, 2015)

All meetings in Room 112 at 8:30 a.m. unless noted

18. 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.

**ADMINISTRATION & RULES COMMITTEE**  
**FINANCE COMMITTEE**  
**HUMAN RESOURCES COMMITTEE**  
**MEETING MINUTES**  
**August 18, 2015 @ 10:00am**  
**Jefferson County Courthouse, Room 202**

#6

1. Call to Order: County Board Chair, Jim Schroeder, called the meeting to order at 10:03 am.
2. Roll Call:
  - Administration & Rules Committee: Present: Jim Braughler, Jennifer Hanneman, Steve Nass, Amy Rinard, Jim Schroeder.
  - Finance Committee: Present: Jim Braughler, Jennifer Hanneman, Dick Jones, Blane Poulson, Jim Schroeder.
  - Human Resources Committee: Present: Paul Babcock, Jim Braughler, Greg David, Jim Mode. Excused: Michael Winecke.
  - Others Present: Bill Kern, Highway Commissioner; Brian Lamers, Finance Director; Terri Palm, Human Resources Director; Blair Ward, Corporation Counsel; Ben Wehmeier, County Administrator; Carlton Zentner, County Board Supervisor District 26.
3. Certification of compliance with the Open Meetings Law: Confirmed by Ben Wehmeier, County Administrator.
4. Review of Agenda: Reviewed with no changes.
5. Citizen Comment: None.
6. Communications: None.
7. Discussion and possible action on employee compensation and benefits for the purposes of retention and recruitment. Ben Wehmeier introduced the issue stating the Human Resources Committee discussed earlier that morning the ability to recruit and retain certain positions in the County, particularly Public Health Nurses, Mental Health Specialists (requiring licensure) and Programming professionals, as well as Attorneys and Highway workers. In order to recruit, the County has taken several approaches, including: starting many of these positions above minimum step (at times above mid point); re-posting the position with less than desired qualifications (which often means Jefferson County trains the individual and then the employee leave); utilize outside Placement Agencies. Further discussion indicated the County is competing more with the private sector now than ever before and the labor market has changed drastically and quickly in less than five years. The supply and demand for Jefferson County will make it increasingly challenging as there will be an increase for demand due to more employees eligible to retire and less of a supply of applicants attracted to the Public sector. Administration and Human Resources have discussed other options: requiring authorized flexibility to implement policies such as retention bonuses, performance bonuses, one-time bonuses, time off flexibility, approving

additional time off, and other attractions important to employees. Also discussed was the affect any implementations will have on compression, internal equity and conducting an employee engagement survey to discover what is important to employees who may be affected by their position and generational gaps. The challenge will be finding solutions that consider responsibilities to the public, the needs of employees and the ebb and flows of market changes.

Committee discussed that it may not be prudent to lock into something specific but to give Administration and Human Resources flexibility within policy guidelines to implement recruitment and retention strategies. Committee also felt it was important to meet the challenges of current and critical situations and address issues such as the current vacation schedule and flexibility of hours. It was suggested to survey department heads for ideas of recruitment and retention they may have, such as developing a PTO (Paid Time Off) system. Also discussed using P-card savings for bonuses, providing incentive to departments to utilize the card.

Requests from committees of what would like to see for the upcoming year include:

- Giving Administration and HR ability to negotiate outside the ordinance for new and current employees
- A list of options to consider
- A presentation of PTO system
- A proposed amendment to current vacation schedule
- Address issue of recruiting and retaining Mental Health Specialists
- Educating employees and County Board of issues of the workforce (market changes, generational change)

8. Administration & Rules Committee: **Motion by A. Rinard, second by J. Hanneman, to convene into closed session pursuant to Wisconsin State Statues, section 19.85 (1)(c), to consider the County Administrator's performance evaluation data and possible annual salary increase.** Braugler: Aye; Hanneman: Aye; Nass: Aye; Rinard: Aye; Schroeder: Aye.

Finance Committee: **Motion by D. Jones, second by J. Hanneman, to convene into closed session pursuant to Wisconsin State Statues, section 19.85 (1)(c), to consider the County Administrator's performance evaluation data and possible annual salary increase.** Braugler: Aye; Hanneman: Aye; Jones: Aye; Poulson: Aye; Schroeder: Aye.

Human Resources Committee: **Motion by J. Braugler, second by P. Babcock, to convene into closed session pursuant to Wisconsin State Statues, section 19.85 (1)(c), to consider the County Administrator's performance evaluation data and possible annual salary increase.** Babcock: Aye; Braugler: Aye; David: Aye; Mode: Aye.

Moved into closed session at 11:10am.

NOTE: Also present were C. Zentner, T Palm, B. Wehmeier and B. Ward. B. Wehmeier excused himself at 11:20am; S. Nass excused himself at 12:05pm; P. Babcock excused himself at 12:20pm.

9. Administration & Rules Committee: **Motion by J. Hanneman, second by J. Braugher, to reconvene into open session.** All present responding "Aye". Motion carried 4:0.

Finance Committee: **Motion by J. Hanneman, second by B. Poulson, to reconvene into open.** All present responding "Aye". Motion carried 4:0.

Human Resources Committee: **Motion by G. David, second by J. Braugher, to reconvene into open session.** All present responding "Aye". Motion carried 3:0

**Moved into open session at 12:30 pm.**

Administration & Rules Committee: **Motion by J. Schroeder, second by A. Rinard, to recommend to County Board a revised County Administrator contract to include a one-time bonus of \$5000, paid no later than December 31, 2015 and two-weeks additional vacation starting January 1, 2016.** Motion carried 4:0.

Finance Committee: **Motion by B. Poulson, second by J. Hanneman, to recommend to County Board a revised County Administrator contract to include a one-time bonus of \$5000, paid no later than December 31, 2015 and two-weeks additional vacation starting January 1, 2016.** Motion carried 4:0.

Human Resources Committee: **Motion by J. Braugher, second by J. Mode, to recommend to County Board a revised County Administrator contract to include a one-time bonus of \$5000, paid no later than December 31, 2015 and two-weeks additional vacation starting January 1, 2016.** Motion carried 3:0

10. Adjournment. Committee requested another joint meeting in the near future to consider and follow up on items discussed.

Administration & Rules Committee: **Motion by J. Braugher, second by J. Hanneman, to adjourn.** Motion carried 4:0.

Finance Committee: **Motion by J. Braugher, second by J. Hanneman, to adjourn.** Motion carried 4:0.

Human Resources Committee: **Motion by J. Braugher, second by J. Mode, to adjourn.** Motion carried 3:0

**Meeting adjourned at 12:44 pm.**

JEFFERSON COUNTY BOARD  
COMMITTEE MINUTES

#7

August 26, 2015  
Administration & Rules Committee

**1. Call to Order**

Meeting was called to order by Rinard at 8:30 a.m.

**2. Roll Call**

**Administration and Rules Committee Members**

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

Others Present: Ben Wehmeier, County Administrator; Tammie Jaeger, Administrative Secretary; Barb Frank, County Clerk; Yelena Zarwell, Assistant Corporation Counsel; J. Blair Ward, Corporation Counsel and Supervisor Walt Christensen.

**3. Certification of compliance with Open Meeting Law Requirements**

Wehmeier certified compliance with the open meeting law.

**4. Review of Agenda**

No Changes.

**5. Public Comment**

None

**6. Approval of July 29, 2015 Administration & Rules Committee meeting minutes**

Motion by Nass; Second by Hanneman to approve the July 29, 2015 Administration & Rules Committee meeting minutes as presented. (Ayes-All) Motion carried.

**7. Approval of the August 11, 2015 County Board minutes**

Motion by Hanneman; Second by Nass to approve the August 11, 2015 County Board minutes as corrected. (Ayes-All) Motion carried.

**8. Communications**

- Draft Resolution "Supporting the Funding of Pay progression for Assistant District Attorneys and Creation and Funding of Additional Assistant Director Attorney Positions"
- Draft Resolution "Urging the Governor and Legislature to implement a sustainable solution to fund Wisconsin's transportation system"

**9. Introduction of Kristin Wallace, Executive Director for the Rock River Clinic**

Wallace introduced herself and explained what she has been focusing on since becoming the Executive Director.

**10. Discussion and Possible Action concerning proposed legislation related to minimum board size of a multi-county library board**

Wehmeier explained that state law requires a minimum number of board members based on the number of libraries. Proposed legislation would allow 11 board members. Jefferson County would maintain 3 board members and Waukesha would have 8.

Motion made by Nass Second by Schroeder to support this legislation. (Ayes-All) Motion carried.

**11. Discussion and possible action on Resolution referred for recommendation**

- a. "Secure state funding to support communicable disease control for population health" (Referred to Board of Health)  
The Board of Health has not taken an official position on this resolution. No action taken.

**12. Discussion and possible action on draft Resolution “Support the funding of pay progression for prosecutors and creation and funding of additional assistant District Attorney positions”**

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

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

**13. Discussion and possible action on draft transportation resolution**

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

Motion by Schroeder; Second by Nass to approve the resolution and forward to the County Board of their consideration (Ayes-All) Motion carried.

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

- a. Outagamie County Resolution – “Support proposed legislation extending the special circumstances battery provisions to a person who is employed by, or under contract with, a court, a county department of human or social services, a tribal child welfare agency or the department of children and families, to provide intake, dispositional, or other services relating to child welfare or juvenile workers”

A copy of the resolution was provided for the committee to review. This resolution will be referred to the Human Services Board.

- b. Langlade County Resolution “Repeal Paragraph 23 of Motion #520 to the State of Wisconsin 2015-2017 Budget Bill, Adopted as 2015 Wisconsin act 55, Relative to Shoreland Zoning Standards

A copy of the resolution was provided for the committee to review. Nass noted that several county committees would like to see this repealed.

Motion by Nass; Second by Rinard to rewrite the resolution to reflect Jefferson County’s opinion. (Ayes-All) Motion carried.

- c. Representative Jessie Rodriguez & Senator Tom Tiffany Resolution – LRP 0773/2 & 1440/2 relating to causing or threatening bodily harm to certain child welfare and juvenile justice workers and providing a penalty

A copy of the resolution was provided for the committee to review. This resolution will be referred to the Human Services Board.

**15. 2015 Wisconsin Counties Resolutions**

Copies of the resolutions were provided for the committee to review. The committee reviewed the resolutions.

Resolution 1 “Recommending Review of High Capacity Well Permit Requirements in order to Protect Water Resources and Citizens Access to Those Resources”

Support.

Resolution 2 “Urging the State legislature to wait until Local Governments Provide Their Numbers, Wards and District Information before Redistricting and to Use Local Boundaries to Create State Districts”

Support.

Resolution 3 “Requesting Monetary Assistance from the United States Government to Offset Costs of County Veterans Service Offices Providing Department of Veterans Affairs Outreach and Claims Preparation Services”

Support.

Resolution 4 “Opposing any Attempt to Limit Local Control or Authority”

No action taken.

Resolution 5 “Opposing the Proposed Changes to Wisconsin’s Current Long-Term Care System – Family Care, IRIS, Partnership and Aging & Disability Resource Centers”

The County Board supported this resolution.

Resolution 6 “Opposing Changes in Governor Walker’s 2015-2017 Budget Proposal Regarding Services Currently Provided by Aging and Disability Centers (ADRC)”

The County Board supported this resolution.

Resolution 7 “Supporting Center Based Programming for People with Disabilities”

No action taken.

Resolution 8 “Opposing the Mandate in the Governor’s Proposed 2016-17 State Budget Bill Requiring Drug Testing of Adults without Children who are Receiving FoodShare and/or Medical Assistance”

No action taken.

Resolution 9 “Supporting the Funding of Pay Progression for Prosecutors”

Support.

Resolution 10 “Opposing the Countywide Assessment Initiative Contained in the Proposed State Budget”

The County Board supported this resolution.

Resolution 11 “Opposing the Countywide Assessment Initiative Contained in Governor Walker’s Proposed State Budget”

The County Board supported this resolution.

Resolution 12 “Opposing the Countywide Assessment Initiative in the Proposed Wisconsin State Budget”

The County Board supported this resolution.

Resolution 13 “Requesting Carryover of unused Property Tax Levy to Future Years”

Support.

Resolution 14 “The Consideration and Handling of Non-Fiscal Policy Proposals Contained in the State of Wisconsin Biennial Budget Proposal”

No action taken.

Resolution 15 “Encouraging Reasonable Solutions by Government and Railroad Officials to the Ongoing Issues of Unreasonable train Delays in the Junction City Area of Portage County”

No action taken.

Resolution 16 “Supporting Highway Improvement Project Designated Sales Tax Legislation”

Oppose.

Resolution 17 “Supporting LRB 2056/1 – Local Transportation Revenue”

Oppose.

Resolution 18 “Supporting the Provision of Adequate Resources to Support County Land Conservation and Cost-Sharing for Farmers and Other Land Users”

Support.

Resolution 19 “Opposing State Legislative Actions that Abrogate or Significantly Modify or Decrease Local Authority and Control by Counties, Towns and Municipalities Regarding Matters of Health, Safety and the Well-Being of Residents”

Support.

Resolution 20 “Opposing SB 21 and AB 21 as it Relates to Repealing Wisconsin Statutes 145.245, Wisconsin Fund Program”

Support.

Resolution 21 “Supporting a Complete and Thorough Strategic Analysis of Industrial Frac Sand Mining”

Support.

Resolution 22 "Urging the State of Wisconsin to Support Funding for Communicable Disease Control for Population Health"

Support.

Resolution 23 "Securing State Funding to Support Communicable Disease Control for Population Health"

Support.

Resolution 24 "Supporting State Funding for County 911 Services and One Designated Public Safety Answering Point Per County"

Support.

Resolution 25 "Supporting District Attorney Request for Assistant District Attorney Position"

Support.

Resolution 26 "Opposing Continuation of Zero Levy Cap Imposed on Wisconsin Counties"

The County Board supported this resolution.

**16. Review Financial Reports (July)**

- 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.

**17. County Administrator's monthly report**

Wehmeier gave his monthly report and addressed questions from the committee. Most of the month was spent on meeting with Department Heads regarding their budgets; still waiting on sales tax projections; ETF voted on health insurance rates but have not released the information; looking at changing to WMMIC for Property Insurance; Task Force should be wrapping up soon; staff had a positive meeting with the DNR; the County will provide Avian Flu education for the public in September; staff met with Maranatha College to discuss opportunities for partnerships; "Brew with a View" was an awesome event; attended a Clean Sweep event in Fort Atkinson; met with United Way to coordinate volunteers in Jefferson County. No action taken.

**18. Tentative Future Agenda Items and Meeting Dates (September 30, 2015)**

- Approval of August 26, 2015 Administration & Rules Committee meeting minutes
- Approval of September 8, 2015 County Board meeting minutes
- Discussion and possible action Task Force assignments
- Discussion and possible action on amending Access to Public Records Ordinance to address electronic media. (Referred to Courthouse Securities & Facilities Committee - September 2, 2015)

**19. Adjourn**

Motion made by Hanneman; Second by Braughler to adjourn at 9:35 a.m. (Ayes-All) Motion Carried.

**ADMINISTRATION & RULES COMMITTEE  
FINANCE COMMITTEE  
HUMAN RESOURCES COMMITTEE  
MEETING MINUTES  
September 4, 2015 @ 8:30am  
Jefferson County Courthouse, Room 202**

1. Call to Order: County Board Chair, Jim Schroeder, called the meeting to order at 8:35 am.
2. Roll Call:
  - Administration & Rules Committee: Present: Jim Braughler, Jennifer Hanneman, Steve Nass (at 8:38am), Amy Rinard, Jim Schroeder.
  - Finance Committee: Present: Jim Braughler, Jennifer Hanneman, Dick Jones, Jim Schroeder. Excused: Blane Poulson.
  - Human Resources Committee: Present: Paul Babcock, Jim Braughler, Greg David, Jim Mode, Wineke.
  - Others Present: Brian Lamers, Finance Director; Terri Palm, Human Resources Director; Blair Ward, Corporation Counsel; Ben Wehmeier, County Administrator; Yelena Zarwell, Assistant Corporation Counsel; Carla Robinson, Clerk of Courts.
3. Certification of compliance with the Open Meetings Law: Confirmed by Ben Wehmeier, County Administrator.
4. Review of Agenda: Reviewed with no changes.
5. Public Comment: None.
6. Communications: None.
7. Approval of August 18, 2015 Joint Committee minutes.
  - Administration & Rules Committee: **Motion by J. Hanneman, second by A. Rinard, to approve the August 18, 2015 minutes.** Motion carried 5:0.
  - Finance Committee: **Motion by J. Hanneman, second by J. Braughler, to approve the August 18, 2015 minutes.** Motion carried 4:0.
  - Human Resources Committee: **Motion by G. David, second by J. Mode, to approve the August 18, 2015 minutes.** Motion carried 5:0
8. Ben Wehmeier discussed options that still need policy and ordinance development for recruitment and retention for Behavioral Health Specialists at Human Services that includes two concepts. First is to advertise and start new hires at midpoint of the appropriate grade. The second would be to offer a retention bonus for staff when achieve their licensure necessary for billing and meeting the goals and performance standards in teams. Bonuses allow the County to adjust with market fluctuations.

Ben Wehmeier also updated the committees that the health insurance costs and sales tax revenue figures are in and initial meetings with all department heads. With this information, there will be approximately an increase of \$58,000 due to cost of health and an increase of FICA costs of employee share actually being lower than budgeted for Unity Community. With this, it is hopeful to restore the 25% FSA contribution and a 1% wage adjustment.

9. Convene into closed session.

Administration & Rules Committee: **Motion by J. Hanneman, second by J. Schroeder, to convene into closed session pursuant to Wisconsin State Statutes, section 19.85 (1)(c), to consider the County Administrator's performance evaluation data and compensation package.** Braugher: Aye; Hanneman: Aye; Nass: Aye; Rinard: Aye; Schroeder: Aye.

Finance Committee: **Motion by J. Hanneman, second by J. Braugher, to convene into closed session pursuant to Wisconsin State Statutes, section 19.85 (1)(c), to consider the County Administrator's performance evaluation data and compensation package.** Braugher: Aye; Hanneman: Aye; Jones: Aye; Schroeder: Aye.

Human Resources Committee: **Motion by J. Mode, second by P. Babcock, to convene into closed session pursuant to Wisconsin State Statutes, section 19.85 (1)(c), to consider the County Administrator's performance evaluation data and compensation package.** Babcock: Aye; Braugher: Aye; David: Aye; Mode: Aye; Wineke: Aye.

**Moved into closed session at 8:51am.**

NOTE: Also present were T. Palm, B. Wehmeier and B. Ward. B. Wehmeier excused himself at 9:00am.

10. Reconvene in open session to take possible action on items discussed in closed session.

Administration & Rules Committee: **Motion by S. Nass, second by J. Hanneman, to reconvene into open session.** All present responding "Aye". Motion carried 5:0.

Finance Committee: **Motion by J. Hanneman, second by J. Braugher, to reconvene into open.** All present responding "Aye". Motion carried 4:0.

Human Resources Committee: **Motion by J. Mode, second by M. Wineke, to reconvene into open session.** All present responding "Aye". Motion carried 5:0

**Moved into open session at 9:47 am.** Ben Wehmeier was asked to join the meeting at this time.

Administration & Rules Committee: **Motion by S. Nass, second by J. Hanneman, to recommend to County Board a revised County Administrator contract to include a one-time bonus of \$5000, paid no later than December 31, 2015; revise August 18, 2015 motion to provide one-week additional vacation starting January 1, 2016; starting in 2016, provide the opportunity for a**

**\$5000 Achievement/Performance bonus annually with the performance standards evaluated and measured by the Administration and Rules Committee. In addition, the committee respectfully requests the County Administrator to include \$5000 in the 2016 and future budgets for professional development for the County Administrator and \$7500 for staff professional development. Any amounts not used may be rolled over to be used in future years. Motion carried 5:0.**

**Finance Committee: Motion by J. Braughler, second by J. Hanneman, to recommend to County Board a revised County Administrator contract to include a one-time bonus of \$5000, paid no later than December 31, 2015; revise August 18, 2015 motion to provide one-week additional vacation starting January 1, 2016; starting in 2016, provide the opportunity for a \$5000 Achievement/Performance bonus annually with the performance standards evaluated and measured by the Administration and Rules Committee. In addition, the committee respectfully requests the County Administrator to include \$5000 in the 2016 and future budgets for professional development for the County Administrator and \$7500 for staff professional development. Any amounts not used may be rolled over to be used in future years. Motion carried 4:0.**

**Human Resources Committee: Motion by J. Mode, second by G. David, to recommend to County Board a revised County Administrator contract to include a one-time bonus of \$5000, paid no later than December 31, 2015; revise August 18, 2015 motion to provide one-week additional vacation starting January 1, 2016; starting in 2016, provide the opportunity for a \$5000 Achievement/Performance bonus annually with the performance standards evaluated and measured by the Administration and Rules Committee. In addition, the committee respectfully requests the County Administrator to include \$5000 in the 2016 and future budgets for professional development for the County Administrator and \$7500 for staff professional development. Any amounts not used may be rolled over to be used in future years. Motion carried 5:0.**

**11. Adjournment.**

**Administration & Rules Committee: Motion by J. Hanneman, second by S. Nass, to adjourn. Motion carried 5:0.**

**Finance Committee: Motion by J. Hanneman, second by J. Braughler, to adjourn. Motion carried 4:0.**

**Human Resources Committee: Motion by J. Mode, second by G. David, to adjourn. Motion carried 5:0**

**Meeting adjourned at 10:00 am.**

#9

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

**Page 124:**

Line 20, column 2 – Delete Carlton Zentner and insert Vacant

**Page 126:**

Line 39 – Insert a comma after the word delays

**Page 131:**

Line 27 – Indent as first line of a paragraph

**Page 133:**

Line 38 – Insert an ed after the word recommend to make it read recommended

**Page 134:**

Line 11 – Underline the words This Investment

Line 12 – Underline the word Policy

Lines 14 thru 25 – Underline all of the material

Line 31 – Underline the I and the P in Iinvestment Ppolicy; Put a strikethrough the i and p in Iinvestment Ppolicy

Line 32 – Underline the I and put a strikethrough the i in Iinvest-

Line 33 – Underline the word Team

Line 34 – Underline the word its

Line 39 – Underline the word and

Lines 40 through 50 – Underline all of the material

**Page 135:**

Lines 1 through 23 – Underline all of the material

Lines 37 through 42 – Underline all of the material

Line 43 – Underline Investment Team

Line 45 – Underline the Investment Team's

Line 46 – Underline the Investment

Line 47 – Underline Team

**Page 136:**

Line 4 – Underline In-

Line 5 – Underline vestment Team

Line 6 – Underline Investment Team

Line 8 – Underline Investment Team

Line 10 – Underline itself

Line 11 – Underline its

Line 13 – Underline Investment Team

Line 14 – Underline achieve

Line 17 – Underline Investment Team

Line 19 – Underline section Investment  
Line 26 – Underline Investment Team  
Line 31 – Underline For portfolios with  
Line 32 thru 38 – Underline all material  
Line 41 – Underline Team

**Page 137:**

Line 24 – Underline Team  
Line 27 – Underline be at or  
Line 30 – Underline Investment Team  
Line 31 – Underline and sign for  
Line 31 – Underline of  
Line 34 – Underline Investment Team  
Line 35 – Underline **Custodial**  
Line 48 – Underline An a  
Line 49 – Underline An a  
Line 51 – Underline An a

**Page 138:**

Line 1 – Correct this line as follows: kept as an official record of the depository institution from since the  
Line 8 – Underline a (which falls at the end of line 8)  
Line 51 – Underline **Eligible Investments**

**Page 139:**

Lines 1 thru 51 (the complete page) – All of the material should be underlined, if not already.

**Page 140:**

Lines 1 thru 33 – All of the material should be underlined, if not already.  
Line 11 – Place a period at the end of the sentence.  
Line 35 – Underline Investment Team

**Page 141:**

Lines 21 and 22 – Line 22 should follow line 21

**Page 146:**

Line 29 – Insert after **Braugler, Chair of the Human Resources Committee,**

#11

**ORDINANCE NO. 2011-11**

**Create new supervisory district boundaries**

THE COUNTY BOARD OF SUPERVISORS OF JEFFERSON COUNTY, IN REGULAR SESSION THIS 13TH DAY OF SEPTEMBER 2011, DOES HEREBY ORDAIN AS FOLLOWS:

(1) That Jefferson County be divided into 30 supervisory districts for purposes of electing the County Board.

(a) The Land Information Office shall notify the County Clerk when an annexation or detachment is recorded.

(b) By November 15 of each odd numbered year, the County Board shall review annexations and detachments that have occurred since its last review, and make such adjustments to district boundaries as may be appropriate for purposes of election administration.

(c) The Land Information Office shall maintain up-to-date maps of the districts as they may be amended from time to time.

(2) That one supervisor be elected from each district, commencing with the spring election in 2012.

(3) That said 30 supervisory districts be comprised as follows:

<u>District #</u>	<u>Municipality</u>	<u>Wards</u>	<u>District Population</u>
1	City of Waterloo	Ward 1 Ward 2 Ward 3 Ward 4	2,673
2	Town of Milford Town of Waterloo City of Waterloo	Ward 1 Ward 2 Ward 1 Ward 5	2,668
3	Town of Watertown City of Watertown	Ward 1 Ward 2 Ward 8	2,925
4	City of Watertown	Ward 9 Ward 10	2,919

5	City of Watertown	Ward 11 Ward 12	2,904
6	City of Watertown	Ward 15 Ward 16	2,890
7	City of Watertown	Ward 13 Ward 14	2,838
8	City of Watertown	Ward 17 Ward 18	2,901
9	Town of Ixonia	Ward 1 Ward 2 Ward 5 Ward 6	2,842
	Village of Lac LaBelle	Ward 2	
10	Town of Concord	Ward 1 Ward 3	2,696
	Town of Ixonia	Ward 3 Ward 4	
11	Town of Aztalan Town of Concord Town of Farmington	Ward 2 Ward 2 Ward 1 Ward 2	
12	Village of Johnson Creek	Ward 1 Ward 2 Ward 3	2,900
13	City of Lake Mills	Ward 2 Ward 4 Ward 6 Ward 7	2,738
14	City of Lake Mills	Ward 1 Ward 3 Ward 5 Ward 8	2,867
			2,841

15	Town of Aztalan	Ward 1	
	Town of Lake Mills	Ward 1	
		Ward 2	
		Ward 3	
			2,927
16	Town of Oakland	Ward 1	
		Ward 2	
		Ward 3	
	Village of Cambridge	Ward 1	
			2,654
17	City of Jefferson	Ward 6	
		Ward 7	
		Ward 8	
		Ward 9	
			2,658
18	City of Jefferson	Ward 3	
		Ward 4	
		Ward 5	
			2,665
19	City of Jefferson	Ward 1	
		Ward 2	
		Ward 10	
			2,650
20	Town of Jefferson	Ward 1	
		Ward 2	
		Ward 3	
	Town of Oakland	Ward 4	
			2,733
21	Town of Sullivan	Ward 1	
		Ward 2	
		Ward 3	
	Village of Sullivan	Ward 1	
			2,877
22	Town of Palmyra	Ward 1	
	Village of Palmyra	Ward 1	
		Ward 2	
			2,927
23	Town of Koshkonong	Ward 1	
		Ward 2	
	City of Fort Atkinson	Ward 8	
			2,851
24	City of Whitewater	Ward 11	
		Ward 12	
			2,784
25	Town of Cold Spring	Ward 1	

	Town of Hebron	Ward 1	
		Ward 2	
	Town of Koshkonong	Ward 3	
	Town of Palmyra	Ward 2	
	City of Whitewater	Ward 10	2,802
26	City of Fort Atkinson	Ward 1	
		Ward 2	2,652
27	City of Fort Atkinson	Ward 3	
		Ward 4	2,665
28	City of Fort Atkinson	Ward 7	
		Ward 9	2,686
29	City of Fort Atkinson	Ward 5	
		Ward 6	2,710
30	Town of Koshkonong	Ward 4	
		Ward 5	
		Ward 6	
	Town of Sumner	Ward 1	<u>2,843</u>
		County Total	<u>83,686</u>

(4) All ordinances in conflict with, or contrary to the terms of this ordinance are hereby repealed.

This ordinance shall be effective for all aspects of the 2012 supervisor election.

Adopted by the Jefferson County Board of Supervisors this 13th day of September 2011.

s/John Molinaro

John Molinaro

Chair

ATTEST:

s/Barbara A. Frank

Barbara A. Frank, County Clerk

Published this \_\_19th\_\_ day of September 2011.

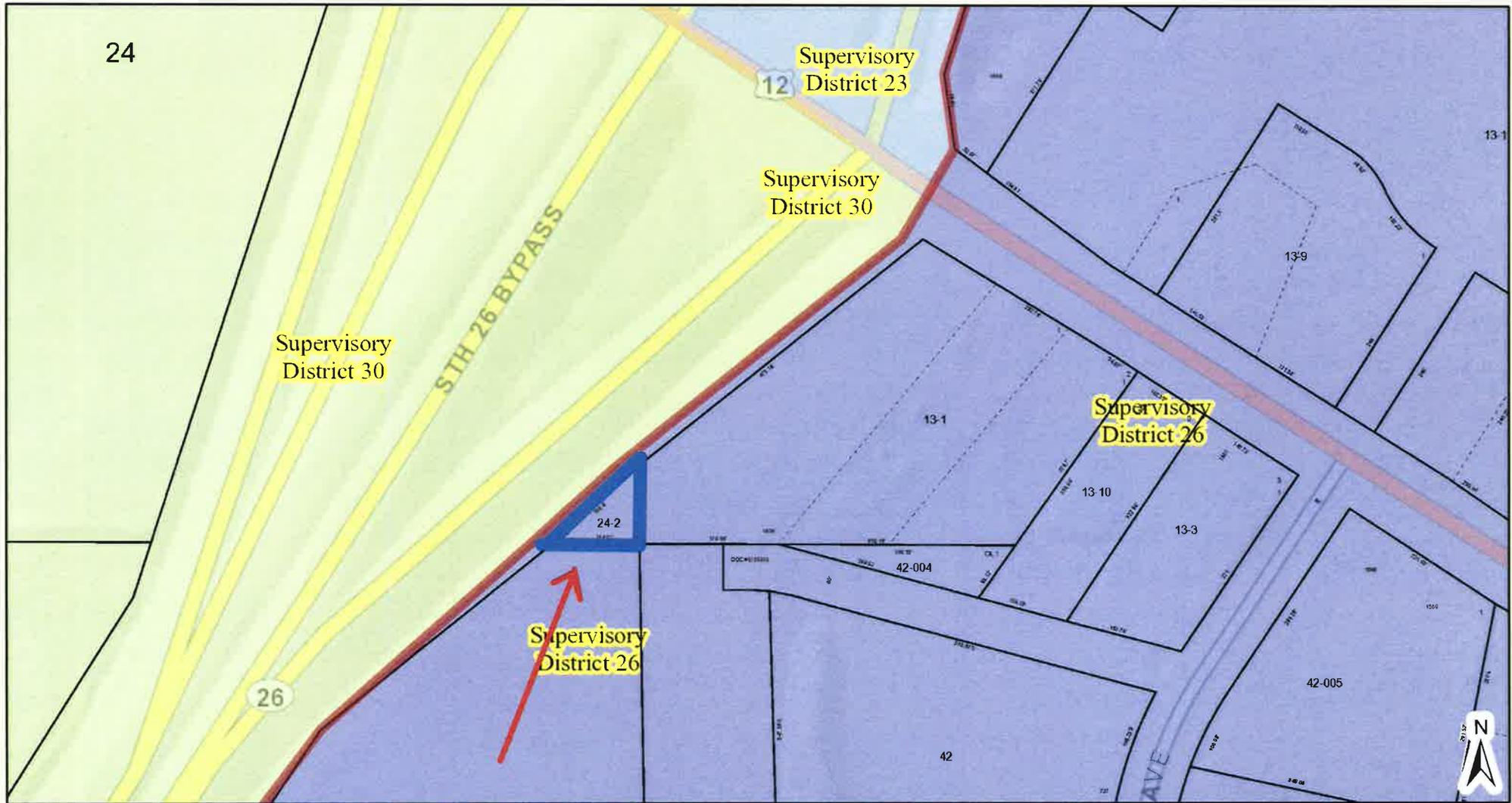
AYES 27  
NOES 3 (Schroeder, Torres, Schultz)  
ABSTAIN       
ABSENT 0

Requested by  
Administration & Rules Committee

09-13-11

Andy Erdman & Philip Ristow: 07-26-11; 08-04-11; 08-31-11

# City of Fort Atkinson Annexation from District 30 to 26



Supervisory District 1	Supervisory District 6	Supervisory District 11	Supervisory District 16	Supervisory District 21	Supervisory District 26
Supervisory District 2	Supervisory District 7	Supervisory District 12	Supervisory District 17	Supervisory District 22	Supervisory District 27
Supervisory District 3	Supervisory District 8	Supervisory District 13	Supervisory District 18	Supervisory District 23	Supervisory District 28
Supervisory District 4	Supervisory District 9	Supervisory District 14	Supervisory District 19	Supervisory District 24	Supervisory District 29
Supervisory District 5	Supervisory District 10	Supervisory District 15	Supervisory District 20	Supervisory District 25	Supervisory District 30



Jefferson County Geographic Information System

DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. Jefferson County makes no warranty whatsoever concerning this information.

160 80 0 160 Feet

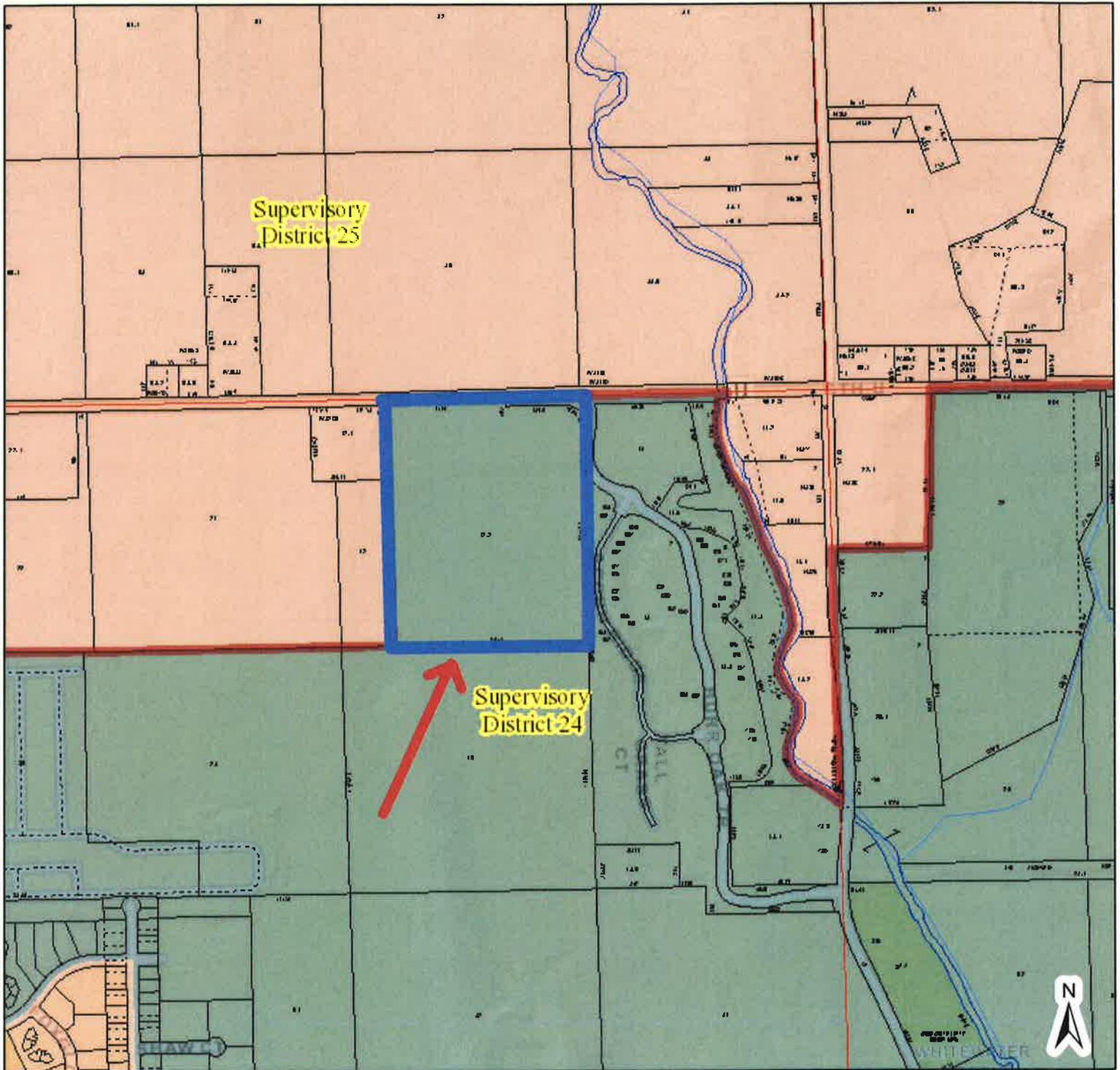


1 inch = 188 feet

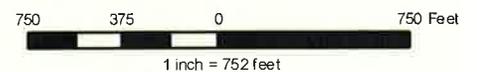
Printed on: September 9, 2015

Author:

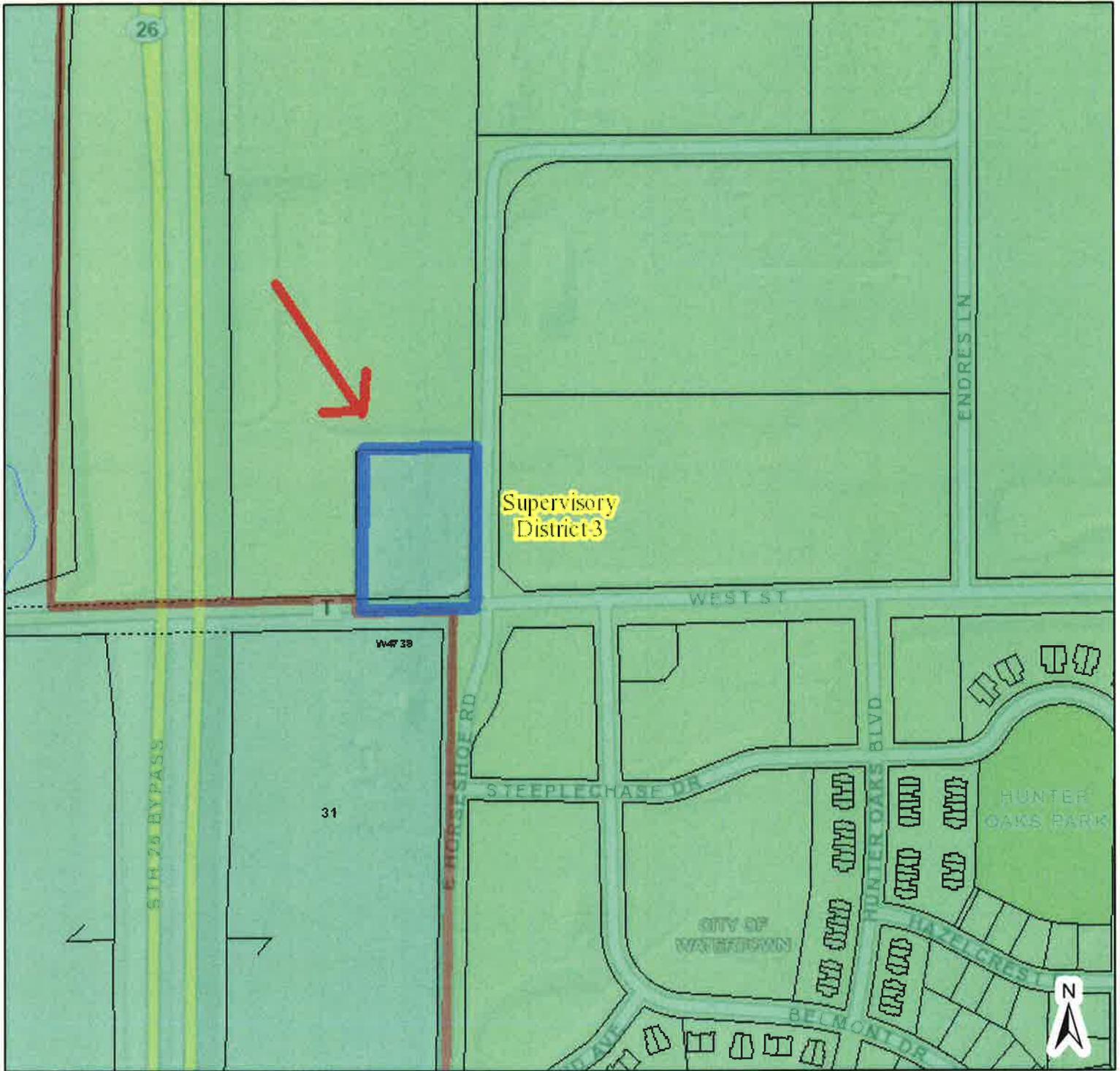
# City of Whitewater Annexation from District 25 to 24



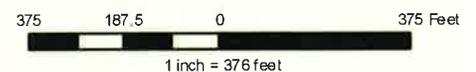
 Supervisory District 1	 Supervisory District 7	 Supervisory District 13	 Supervisory District 19	 Supervisory District 25
 Supervisory District 2	 Supervisory District 8	 Supervisory District 14	 Supervisory District 20	 Supervisory District 26
 Supervisory District 3	 Supervisory District 9	 Supervisory District 15	 Supervisory District 21	 Supervisory District 27
 Supervisory District 4	 Supervisory District 10	 Supervisory District 16	 Supervisory District 22	 Supervisory District 28
 Supervisory District 5	 Supervisory District 11	 Supervisory District 17	 Supervisory District 23	 Supervisory District 29
 Supervisory District 6	 Supervisory District 12	 Supervisory District 18	 Supervisory District 24	 Supervisory District 30



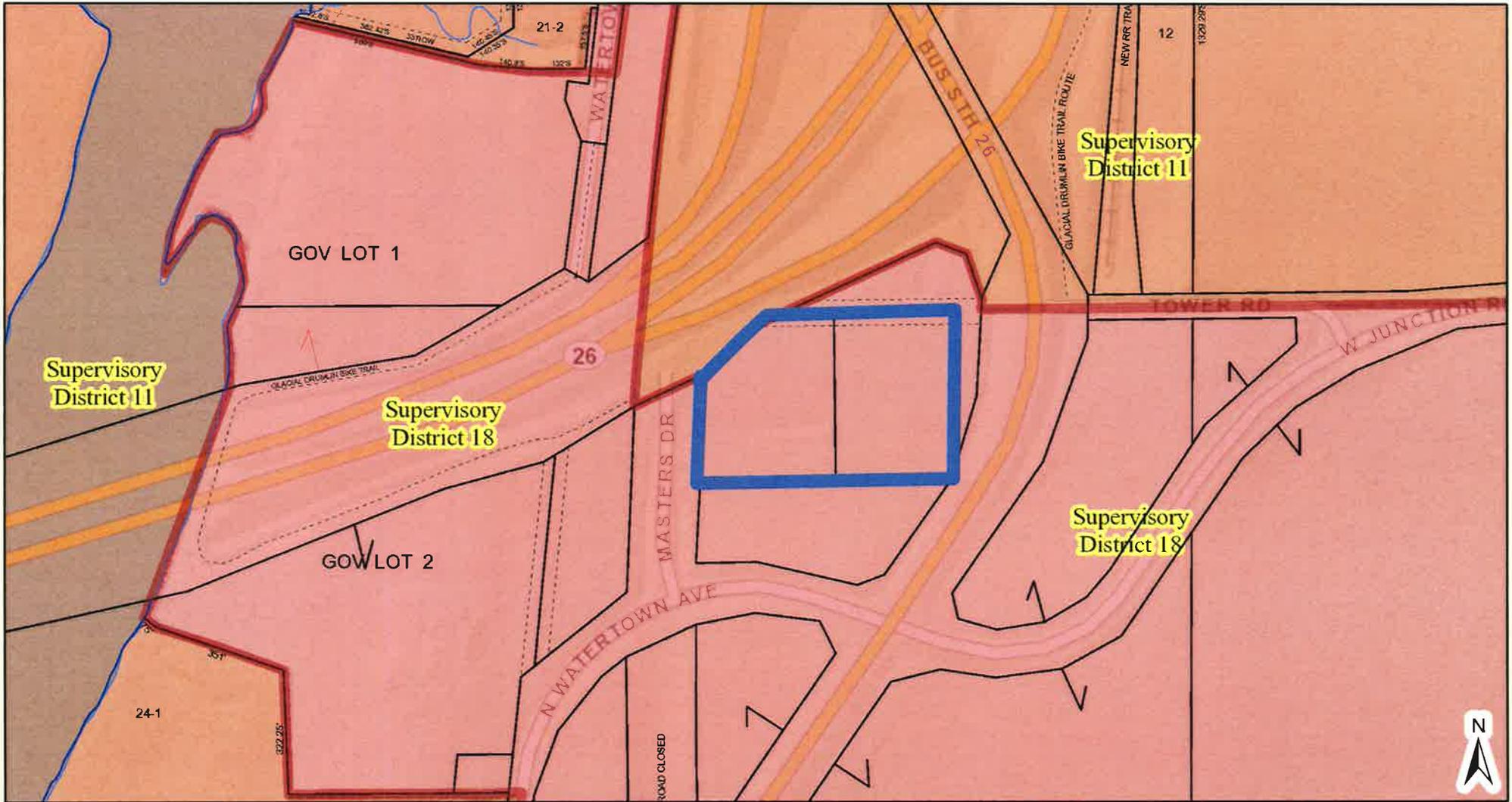
# City of Watertown Annexation New Ward #



Supervisory District 1	Supervisory District 7	Supervisory District 13	Supervisory District 19	Supervisory District 25
Supervisory District 2	Supervisory District 8	Supervisory District 14	Supervisory District 20	Supervisory District 26
Supervisory District 3	Supervisory District 9	Supervisory District 15	Supervisory District 21	Supervisory District 27
Supervisory District 4	Supervisory District 10	Supervisory District 16	Supervisory District 22	Supervisory District 28
Supervisory District 5	Supervisory District 11	Supervisory District 17	Supervisory District 23	Supervisory District 29
Supervisory District 6	Supervisory District 12	Supervisory District 18	Supervisory District 24	Supervisory District 30



# City of Jefferson Annexation from District 11 to 18



Supervisory District 1	Supervisory District 6	Supervisory District 11	Supervisory District 16	Supervisory District 21	Supervisory District 26
Supervisory District 2	Supervisory District 7	Supervisory District 12	Supervisory District 17	Supervisory District 22	Supervisory District 27
Supervisory District 3	Supervisory District 8	Supervisory District 13	Supervisory District 18	Supervisory District 23	Supervisory District 28
Supervisory District 4	Supervisory District 9	Supervisory District 14	Supervisory District 19	Supervisory District 24	Supervisory District 29
Supervisory District 5	Supervisory District 10	Supervisory District 15	Supervisory District 20	Supervisory District 25	Supervisory District 30



Jefferson County Geographic Information System

DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. Jefferson County makes no warranty whatsoever concerning this information.



Printed on: September 9, 2015

Author:

Annexations  
From November 2013 to Present

9/21/2015

From:			To:			Population	General Location	Document #	Notes
Municipality	Ward	District	Municipality	Ward	District				
Town of Cold Spring	1	25	City of Whitewater	11	24	0	North side on County Rd U	1341244	
Town of Aztalan	2	11	City of Jefferson	11	18	0	North side near bypass	1343819, 1345614	New Ward
Town of Koshkonong	6	30	City of Fort Atkinson	1	26	0	Northwest along bypass	1347753	
Town of Palmyra	1	22	Village of Palmyra	1	22	0	West on State Road 59	1351042	
Town of Watertown	1	3	City of Watertown	19?	3	2	West side on West St.	1354901	New Ward
Village of Paymyra	1	22	Town of Palmyra	1	22	0	West on State Road 59	1358845, 1358846	Detachment

#13a

RESOLUTION NO. 2015-\_\_\_\_

**Resolution supporting more severe criminal penalties for battery committed against child welfare and juvenile case workers**

Executive Summary

Under current Wisconsin law, a person who intentionally causes bodily harm to another person commits the crime of battery. A person convicted of battery is subject to fines and imprisonment. Current law provides more severe penalties for "special circumstances battery" committed against certain government officials, employees and agents such as law enforcement officers, fire fighters and probation and parole agents. Proposed legislation extends these special circumstances battery provisions to a person who is employed by or under contract with a court, a county department of human or social services, a tribal child welfare agency or the department of children and families, and provides intake, dispositional or other services relating to child welfare or juvenile justice.

WHEREAS, under current law, a person who intentionally causes bodily harm to another person commits the crime of battery, and if convicted, is subject to fines and imprisonment, and

WHEREAS, current law provides more severe penalties for "special circumstances battery" committed against certain government officials, employees and agents such as law enforcement officers, fire fighters and probation and parole agents, and

WHEREAS, a person convicted of intentionally causing bodily harm to certain government officials is guilty of a Class H felony and may be fined not more than \$10,000 or sentenced to a term of imprisonment of not more than six years or both, and

WHEREAS, proposed legislation extends these special circumstances battery provisions to a person who is employed by or under contract with a court, a county department of human or social services, a tribal child welfare agency or the department of children and families, and who provides intake, dispositional or other services relating to child welfare or juvenile justice.

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors support the proposed legislation that extends special circumstances battery provisions to a person who is employed by or under contract with a court, a county department of human or social services, a tribal child welfare agency or the department of children and families and who provides intake, dispositional or other services relating to child welfare or juvenile justice.

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 and Jefferson County's Legislative Representatives.

*Fiscal Note: This resolution will have no fiscal impact to Jefferson County.*

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ Vacant \_\_\_\_\_

Requested by

Administration & Rules Committee

10-13-15

J. Blair Ward: 09-25-15

REVIEWED: Administrator \_\_\_\_\_; Corp. Counsel \_\_\_\_\_; Finance Director \_\_\_\_\_

ORDINANCE NO. 2015-\_\_\_\_\_

**Amending Access to Public Records and Document Receipt Time Ordinance to Reflect Electronic Media**

Executive Summary

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

Section 1. Chapter 10 of the Access to Public Records Ordinance is amended as follows:

**CHAPTER 10. ACCESS TO PUBLIC RECORDS AND DOCUMENT RECEIPT TIME**

**10.01. DEFINITIONS. (1)** “Authority” means any of the following having custody of a record: an office, elected official, agency, board, commission, committee, council, department or public body corporate and politic created by constitution, law, ordinance, rule or order; or a formally constituted subunit of the foregoing.

**(2)** “Record” means any material on which written, drawn, printed, spoken, visual or electromagnetic information is recorded or preserved, regardless of physical form or characteristics, which has been created or is being kept by an authority. “Record” includes, but is not limited to, handwritten, typed or printed pages, maps, charts, photographs, films, recordings, tapes (including computer tapes), and computer printouts. “Record” does not include drafts, notes, preliminary computations and like materials prepared for the originator’s personal use or prepared by the originator in the name of a person for whom the originator is working; materials which are purely the personal property of the custodian and have no relation to his or her office; materials to which access is limited by copyright, patent or bequest; and published materials in the possession of an authority other than a public library which are available for sale, or which are available for inspection at a public library.

**10.02. LEGAL CUSTODIANS. (1)** An elected official is the legal custodian of his or her records and the records of his or her office, but the official may designate an employee of his or her staff to act as the legal custodian.

**(2)** Unless otherwise prohibited by law, the County Clerk or the Clerk’s designee shall act as legal custodian for the County Board.

(3) Unless otherwise specified by s. 19.33, Wis. Stats., the County Administrator shall act as legal custodian for committees, commissions, boards or authorities created by ordinance or resolution. Committee chairpersons may designate a different legal custodian.

(4) The County Administrator shall act as legal custodian for all audio and video recordings created or maintained by the County unless another legal custodian has been designated below or by other legal authority.

~~(4)~~ (5) For every authority not specified in subs. (a), (b) or (c), the authority's chief administrative officer is the legal custodian for the authority, but the officer may designate an employee of his or her staff to act as the legal custodian. (This section applies to department heads.)

~~(5)~~ (6) Every legal custodian shall name a person to act as legal custodian in his or her absence or the absence of his or her designee. This subsection does not apply to members of the County Board.

~~(6)~~ (7) The designation of a legal custodian does not affect the powers and duties of an authority under this subchapter.

**10.03. PROCEDURAL INFORMATION.** (1) Pursuant to s. 19.34, Statutes, and the guidelines therein listed, each authority shall adopt, prominently display and make available for inspection and copying at its offices, for the guidance of the public, a notice containing a description of its organization and the established times and places at which the legal custodian from whom and the methods whereby the public may obtain information and access to records in its custody, make requests for records, or obtain copies of records, and the costs thereof. This section does not apply to members of the County Board.

(2)(a) Form of Request - The Wisconsin Public Records Law dictates that certain actions must be taken with regard to oral requests for records and that certain more formal actions are taken in response to written requests for records. However, Wisconsin law does not expressly prescribe how to respond to the following methods of communication. Therefore, requests made by the following means shall be responded to as follows:

1. E-mail - a request made by e-mail may be responded to by e-mail or in writing and shall have all of the formalities as though the request was made in writing.

2. Voice-mail - a request made by voice-mail shall be responded to as though it were made orally.

3. Instant Messaging/Text Messaging - a request made in either such manner shall be responded to as though it were made orally.

(b) Treatment of Certain Data as Records - The Wisconsin Public Records Law provides little or no guidance as to whether the raw and perishable data of the following

technologies qualify as records that must be maintained. Therefore, the Jefferson County Board of Supervisors determines the following status of these technologies:

1. E-mail - the data in an e-mail message may constitute a public record and is subject to maintenance as a public record. The data in an e-mail is subject to the same analysis under the public records statutes as an equivalent paper or hard copy record. The Information Technology Manager is responsible for ensuring that all e-mails are properly preserved for such analysis.

2. Voice-mail - a voice-mail message is not a public record and voice-mail messages do not have to be maintained as public records. These messages are the functional equivalent of phone conversations. Additionally, voice-mail messages share many of the attributes of personal notes which are not public records. Finally, these messages cannot be indexed or maintained in any manner that would allow for their easy classification, searching or retrieval.

3. Instant Messaging (IM)/Text Messaging - Except as set forth in this paragraph and in subparagraph (3) (b) 9. and 10. hereof, the data involved in IM and Text Messaging communications is not subject to maintenance as a public record. IM and Text Messaging has all of the attributes of instantaneous exchange of ideas, as does a regular telephone conversation. Furthermore, the data exchange has the same limitations for capturing and storage of data as voice-mail. Therefore, County employees and officials shall refrain from using such services for official communication purposes or for matters that would result in a public record if another format such as email or written communication were employed, unless the employee or official preserves a copy of such communication by either copying to their county email account, downloading the communication to their county computer, making a computer file of the communication or by printing and retaining a hard copy of such communication.

4. Voice Over the Internet Protocol (VOIP) - The County does not monitor or record the data associated with the conversations that occur over VOIP. Such conversations are the very same real time voice communications as standard telephone conversations that are not public records. The only difference between these communications is the medium employed in transmitting the voice communications from one participant in the conversation to all others involved in the conversation.

5. Audio, Video, Data and Radio Transmissions and Communications - Although audio, video, data and radio transmissions and communications may be processed through county computers, the County does not routinely copy the data or maintain records of such communications. Whenever the County copies, records or maintains copies or recordings of such communications or transmissions, those copies may constitute public records that are subject to records requests and which must be maintained according to the appropriate records retention schedule. The Jefferson County Sheriff's Office is the custodian for police and fire radio communications.

6. Audio and Video Recordings - Unless otherwise provided herein, audio and video recordings are public records which must be maintained according to the Jefferson County

records retention schedule. All audio and video recordings of Jefferson County employees performing their job duties may be reviewed as needed by the Human Resources Director or the County Administrator for the purpose of addressing employee performance issues or employee disciplinary matters. All audio and video recordings of judicial proceedings before a Circuit Court Judge or Circuit Court Commissioner, including all audio and video recordings of a courtroom when the court is not conducting judicial proceedings or is in recess, must be approved by the Circuit Court Judge or Circuit Court Commissioner assigned to that courtroom prior to review or release in accordance with the Wisconsin Public Records law. All other requests to review or release audio and/or video recordings of Jefferson County employees performing their job duties and audio and/or video recordings of areas open to the public within the courthouse or county owned buildings and property not addressed above shall be approved by the Jefferson County Administrator and Corporation Counsel prior to review or release in accordance with the Wisconsin Public Records law. This includes requests received from Jefferson County elected officials, department heads, employees and members of the public. Failure to follow this procedure will subject Jefferson County department heads, employees and staff to discipline, up to and including termination of employment.

7. Accessing Live or Recorded Video and Audio Recordings as Part of Job Duties - Video cameras have been placed throughout county buildings, including the courthouse and court rooms, which are accessible by certain county employees and staff in the performance of their duties such as judges, court commissioners, sheriff's deputies, mediators/evaluators, court reporters, judicial assistants and Clerk of Courts/Register in Probate staff. Notwithstanding the above paragraph 6, employees and staff may monitor and access live and recorded courthouse video and audio as necessary for work-related functions including security purposes. Sensitivity to privacy and confidentiality concerns must always be exercised. Employees and staff accessing live and recorded video and/or audio for purposes unrelated to the performance of their specified job duties is prohibited. Violation of this section will subject Jefferson County department heads, employees and staff to discipline, up to and including termination of employment.

8. Rewritable Recording Systems - Those systems where the recordings are routinely overwritten by newer recordings, such as in continuous loop videotape or digital video written to a camera's hard drive or memory, such data does not constitute a record unless it is further downloaded, printed or separately preserved to memorialize some event or proceeding. Until such time as these recordings are downloaded, printed or separately preserved, these recordings do not have to be preserved and, as the recording equipment programs/protocols may dictate, can be overwritten, erased or otherwise destroyed. However, if such data is downloaded, printed, or separately preserved it shall be treated as a record and shall be retained in accordance with the Jefferson County Records Retention Schedule.

9. Recordings Made for the Purpose of Preparing Minutes of Meetings – In accordance with sec. 19.21(7), Wis. Stats., any audio or video recording of a meeting, as defined in sec. 19.82(2), Wis. Stats., by any County body as defined by sec. 19.82(1), to include each County committee, board, commission or other body, may be destroyed, overwritten, or recorded over no sooner than ninety (90) days after the minutes have been approved and published if the

purpose of the recording was to take minutes of the meeting. Employees and staff may access these recordings as needed to perform of their job duties.

10. Electronic Document Files - Where records, as that term is defined in sec. 19.32(2) Wis. Stats., exist in an electronic format only, such electronic records shall be maintained according to the appropriate retention schedule. Where both hard copy (i.e., paper) and electronic copies of a record exist they shall each be subject to public records requests. However, when the custodian has designated, pursuant to sub. (9) electronic records as the official records, only the electronic copy shall be retained and made available for inspection under the public records laws. Where the custodian has not made such a designation, only the hard copy shall be subject to inspection as a public record and the electronic copies shall be treated and disposed of as draft documents that do not need to be maintained beyond creation of the final hard copy.

11. Electronic Logs/Temporary Data Files - Electronic logs and temporary data files provide detailed information about the design and functionality of the county's computer network. These logs are routinely overwritten on a daily basis due to the high volume of traffic that is being logged. Unrestricted access to these logs and files would constitute a breach of system security and leave the system vulnerable to exploitation and hacking. In order to ensure network security, these logs are available to the Information Technology Manager and authorized staff only. These determinations apply to the following types of logs and data files:

(a) Syslogs for Network Electronic Devices - All logs created by network devices such as firewalls, routers, switches, etc., which are used for monitoring and trending computer network traffic patterns and/or detecting unauthorized network traffic.

(b) Network Server Security, Application and Event Logs - These logs are used to monitor activity on county network servers including successful/unsuccessful login attempts, file system access, hardware performance, etc. These logs provide detailed information about county network account ID's, file system structure, and hardware profiles.

(c) Network Security Appliance Logs - All logs created by network security devices such as the anti-virus appliance, anti-SPAM appliance, content filtering appliance, etc., which are used to monitor specific types of unauthorized or malicious traffic on the county network. These logs identify specific network traffic patterns and/or protocols that are allowed or disallowed on the county network.

(d) Application Logs - These logs are used to monitor activity on various database applications, but do not contain specific audits of database transactions. These logs can contain version information, program variables, and programming logic.

12. Emerging Technologies and Records Retention – As new information technologies emerge, the Information Technology Manager shall evaluate these technologies and their benefit to County operations. The Information Technology Manager shall consider whether any of these technologies provide the capacity to archive public records created by these technologies. Whenever it is economically and practically feasible to archive records created by

such Technologies, such archiving shall be incorporated into any deployment of said technologies. Whenever the technologies do not provide for such archiving capabilities, the Information Technology Manager shall consider whether the benefits of employing such technologies outweigh the risks that some public records may not be retained by deployment of such technologies. Where such benefits outweigh these risks, County employees shall refrain from using such technologies for official communication purposes or for matters that would result in a public record if another format such as email or written communications were employed. In the event that such technologies are used for these communication purposes, the employee shall preserve a copy of such communication, by either copying them to their email account, downloading the communication to their county computer, making a computer file of the communication or by printing and retaining a hard copy of such communication. The Information Technology Manager shall also ensure that, as soon as practical and economically feasible, archiving systems are obtained for any information technology that is deployed without an archiving system.

13. Use of Technologies to Avoid Duty to Preserve Public Records Prohibited - No employee or County official shall use or employ any form of communication or information technology with the intent or design to circumvent the records retention requirements of this ordinance. For example, Text Messaging shall not be used in lieu of email to share or create a public record unless the employee complies with the provisions of subparagraph (3) (b) (9), above.

**10.04. ACCESS TO RECORDS; FEES. (1)** The rights of any person who requests inspection or copies of a record are governed by the provisions and guidelines of s. 19.35(1), Statutes.

**(2)** Each authority shall provide any person who is authorized to inspect or copy a record which appears in written form pursuant to s. 19.35(1)(b), Statutes, or any person who is authorized to and requests permission to photograph a record the form of which does not permit copying pursuant to s. 19.35(1)(f), Statutes, with facilities comparable to those used by its employees to inspect, copy and abstract the record during established office hours. An authority is not required by this subsection to purchase or lease photocopying, duplicating, photographic, or other equipment or to provide a separate room for the inspection, copying or abstracting of records.

**(3) (a)** Each authority shall impose a fee upon the requester of a copy of a record which may not exceed the actual, necessary and direct cost of reproduction and transcription of the record, unless a fee is otherwise specifically established or authorized to be established by the law. Photocopies shall cost 25¢ per page.

**(b)** Each authority shall impose a fee upon the requester of a copy of a record for the actual, necessary and direct cost of photographing and photographic processing if the authority provides a photograph of a record, the form of which does not permit copying.

(c) Except as otherwise provided by law or as authorized to be prescribed by law, an authority shall impose a fee upon a requester for locating a record, not exceeding the actual, necessary and direct cost of location, if the cost is \$50 or more.

(d) Each authority shall impose a fee upon a requester for the actual, necessary and direct cost of mailing or shipping of any copy or photograph of a record which is mailed or shipped to the requester.

(e) An authority may provide copies of a record without charge or at a reduced charge where the authority determines that waiver or reduction of the fee is in the public interest.

(f) Each authority shall require prepayment by a requester of any fee or fees imposed under this subsection if the total amount exceeds \$5.00.

(4) Each authority in acting upon a request for any record shall respond within the times and according to the procedures set out in s. 19.35(4), Statutes.

**10.05. SEPARATION OF INFORMATION.** If a record contains information that may be made public and information that may not be made public, the authority having custody of the record shall provide the information that may be made public and delete the information that may not be made public from the record before release. Each authority shall consult with the County Corporation Counsel before releasing any information under this section.

**10.06.** Pursuant to Section 59.20(3)(c) of the Wisconsin Statutes and in order that processing, recording and indexing of documents may be completed to conform to the day of reception, the cutoff reception time for filing and recording of documents is hereby advanced by one hour in any official business day during which time the Register of Deeds Office is open to the public. The register of deeds may provide in his or her notice under s. 19.34(1) that requests for inspection or copying of the records of his or her office may be made only during a specified period of not less than 35 hours per week. For all other purposes, the office shall remain open to the public. [Amended 10/11/05, Ordinance No. 2005-26].

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

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ Vacant \_\_\_\_\_

Requested by  
Administration & Rules Committee

10-13-15

J. Blair Ward: 05-20-15, 06-23-15, 08-28-15.

APPROVED: Administrator \_\_\_\_\_; Corp. Counsel \_\_\_\_\_; Finance Director \_\_\_\_\_



**Resolution No. 28 (2015)**  
**RESOLUTION SUPPORTING NEW SOCIAL SECURITY**  
**SUPPLEMENTAL SECURITY INCOME (SSI) ASSET LIMITS**  
**AND IMPLEMENTATION OF THE ACHIEVING A BETTER**  
**LIFE EXPERIENCE ACT**

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WHEREAS, Supplemental Security Income (SSI) is a Federal and State income supplement program funded by general tax revenues (*not* Social Security taxes); and

WHEREAS, the SSI program is designed to help aged, blind, and disabled people, who have little or no income; and

WHEREAS, the SSI program provides cash to meet basic needs for food, clothing and shelter; and

WHEREAS, the SSI program eligibility requirements are as follows:

- Anyone who is 65 and over, blind or disabled.
- Has limited income, resources, and is a US citizen or national; and

WHEREAS, the SSI program asset limits are as follows:

- Individual/Child is \$2,000/month.
- Couple is \$3,000/month; and

WHEREAS, the SSI asset limit was set in 1989 and has never been adjusted; and

WHEREAS, the asset level limits employment and savings options for recipients due to risk of losing Medicaid for health care coverage; and

WHEREAS, the SSI asset limits can prevent SSI recipients from saving for post-secondary education, homeownership, and retirement; and

WHEREAS, per 2013 data collected by the Social Security Administration, there are 680 SSI recipients in St. Croix County; and

WHEREAS, in December of 2014, the Achieving a Better Life Experience (ABLE) Act was passed at the Federal level; and

WHEREAS, the ABLE Act allows individuals whose disability manifest before the age of 26 would be eligible to set up ABLE accounts that are tax-advantaged savings accounts where they can save \$14,000 per year and \$100,000 in total which will not affect eligibility for Medicaid, Wisconsin Long Term Programs and other public benefits; and

WHEREAS, each state is responsible for establishing and operating an ABLE program; and

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WHEREAS, this resolution is supported by the Council on Aging and Disabilities and the Health and Human Services Board.

THEREFORE, be it resolved that the St. Croix County Board of Supervisors supports the implementation of the ABLE Act to reform the SSI asset limits in Wisconsin as soon as practicable.

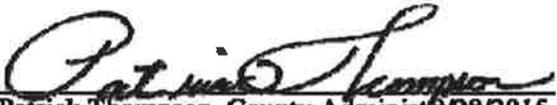
FURTHER be it resolved, that the St. Croix County Board of Supervisors directs the County Clerk to forward this resolution to the office of the governor, assembly members and senators representing St. Croix County, Disability Rights Wisconsin, all Wisconsin counties, and Wisconsin Counties Association.

**Legal – Fiscal – Administrative Approvals:**

Legal Note:

Fiscal Impact: None

	
Scott L. Cox, Corporation Counsel 8/28/2015	Robert Mittet, Interim Finance Director 8/30/2015

  
Patrick Thompson, County Administrator 8/28/2015

08/11/15 Health & Human Services Board APPROVED

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>	<b>Next: 8/21/2015 9:00 AM</b>
<b>MOVER:</b>	Ron Kiesler, Supervisor	
<b>SECONDER:</b>	Shaela Leibfried, Supervisor	
<b>AYES:</b>	Babbitt, Logelin, Novotny, Kilber, Kiesler, Anderson, Leibfried, Rasmussen	
<b>ABSENT:</b>	Lisa Ramsay	

08/21/15 Council on Aging and Disabilities APPROVED

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Paulette Anderson, Supervisor
<b>SECONDER:</b>	Mary Ellen Brue
<b>AYES:</b>	Adams, Ostness, Kiesler, Anderson, Brue, Drath, Jonas, Pelnar, Schrank, Schreiber
<b>EXCUSED:</b>	George Zaske

County Administrator  
81

Date Ran 9/21/2015  
Period 8  
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	(21,367.25)	(21,367.25)	(170,938.00)	(170,938.00)	-	(256,407.00)	(85,469.00)	66.67%
451002	PRIVATE PARTY PHOTOCOPY	-	-	(8.25)	-	(8.25)	-	8.25	
474023	DEPT VEHICLE CHARGES	(13.92)	(20.83)	(165.87)	(166.67)	0.80	(250.00)	(84.13)	66.35%
<b>Totals</b>		<b>(21,381.17)</b>	<b>(21,388.08)</b>	<b>(171,112.12)</b>	<b>(171,104.67)</b>	<b>(7.45)</b>	<b>(256,657.00)</b>	<b>(85,544.88)</b>	<b>66.67%</b>

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	9,731.16	10,008.92	71,615.39	80,071.33	(8,455.94)	120,107.00	48,491.61	59.63%
511210	WAGES-REGULAR	4,033.88	4,659.75	33,092.97	37,278.00	(4,185.03)	55,917.00	22,824.03	59.18%
511280	WAGES-PREMIUM PAY	-	416.67	-	3,333.33	(3,333.33)	5,000.00	5,000.00	0.00%
511310	WAGES-SICK LEAVE	214.80	-	1,303.78	-	1,303.78	-	(1,303.78)	
511320	WAGES-VACATION PAY	495.88	-	5,504.60	-	5,504.60	-	(5,504.60)	
511330	WAGES-LONGEVITY PAY	-	22.00	-	176.00	(176.00)	264.00	264.00	0.00%
511340	WAGES-HOLIDAY PAY	-	-	2,679.51	-	2,679.51	-	(2,679.51)	
511350	WAGES-MISCELLANEOUS(COMP)	-	-	2,317.09	-	2,317.09	-	(2,317.09)	
512141	SOCIAL SECURITY	1,080.48	1,109.08	8,697.00	8,872.67	(175.67)	13,309.00	4,612.00	65.35%
512142	RETIREMENT (EMPLOYER)	984.36	1,032.33	7,922.83	8,258.67	(335.84)	12,388.00	4,465.17	63.96%
512144	HEALTH INSURANCE	3,082.79	2,923.58	23,822.45	23,388.67	433.78	35,083.00	11,260.55	67.90%
512145	LIFE INSURANCE	2.42	2.42	19.20	19.33	(0.13)	29.00	9.80	66.21%
512150	FSA CONTRIBUTION	-	41.67	500.00	333.33	166.67	500.00	-	100.00%
512173	DENTAL INSURANCE	199.62	180.00	1,493.44	1,440.00	53.44	2,160.00	666.56	69.14%
531298	UNITED PARCEL SERVICE UPS	-	2.50	-	20.00	(20.00)	30.00	30.00	0.00%
531303	COMPUTER EQUIPMT & SOFTW/	-	91.67	-	733.33	(733.33)	1,100.00	1,100.00	0.00%
531311	POSTAGE & BOX RENT	1.88	2.08	3.76	16.67	(12.91)	25.00	21.24	15.04%
531312	OFFICE SUPPLIES	24.99	66.67	402.33	533.33	(131.00)	800.00	397.67	50.29%
531313	PRINTING & DUPLICATING	86.11	33.33	423.67	266.67	157.00	400.00	(23.67)	105.92%
531322	SUBSCRIPTIONS	138.94	16.67	238.69	133.33	105.36	200.00	(38.69)	119.35%
531324	MEMBERSHIP DUES	504.75	152.08	1,104.75	1,216.67	(111.92)	1,825.00	720.25	60.53%
531351	GAS/DIESEL	13.93	33.33	223.52	266.67	(43.15)	400.00	176.48	55.88%
532325	REGISTRATION	160.00	43.33	892.00	346.67	545.33	520.00	(372.00)	171.54%
532332	MILEAGE	2.61	12.50	5.36	100.00	(94.64)	150.00	144.64	3.57%
532335	MEALS	-	16.67	58.22	133.33	(75.11)	200.00	141.78	29.11%
532336	LODGING	-	33.33	323.20	266.67	56.53	400.00	76.80	80.80%
532339	OTHER TRAVEL & TOLLS	-	1.67	14.00	13.33	0.67	20.00	6.00	70.00%
533225	TELEPHONE & FAX	32.63	33.33	215.07	266.67	(51.60)	400.00	184.93	53.77%

535352	VEHICLE PARTS & REPAIRS	-	41.67	-	333.33	(333.33)	500.00	500.00	0.00%
571004	IP TELEPHONY ALLOCATION	45.67	45.67	365.36	365.33	0.03	548.00	182.64	66.67%
571005	DUPLICATING ALLOCATION	0.42	0.42	3.36	3.33	0.03	5.00	1.64	67.20%
571009	MIS PC GROUP ALLOCATION	643.42	643.42	5,147.36	5,147.33	0.03	7,721.00	2,573.64	66.67%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	129.17	129.08	1,032.82	1,032.67	0.15	1,549.00	516.18	66.68%
591519	OTHER INSURANCE	82.14	75.58	647.22	604.67	42.55	907.00	259.78	71.36%

Totals		21,692.05	21,871.42	170,068.95	174,971.33	(4,902.38)	262,457.00	92,388.05	64.80%
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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		310.88	483.33	(1,043.17)	3,866.67	(4,909.84)	5,800.00	6,843.17	-17.99%
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Treatment Court  
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Date Ran 9/21/2015  
Period 8  
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)	(53,964.00)	(74,666.67)	20,702.67	(112,000.00)	(58,036.00)	48.18%
451020	OTHER FEES	-	(333.33)	-	(2,666.67)	2,666.67	(4,000.00)	(4,000.00)	0.00%
<b>Totals</b>		<b>(26,982.00)</b>	<b>(9,666.67)</b>	<b>(53,964.00)</b>	<b>(77,333.33)</b>	<b>23,369.33</b>	<b>(116,000.00)</b>	<b>(62,036.00)</b>	<b>46.52%</b>

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	8,994.00	9,333.33	71,952.00	74,666.67	(2,714.67)	112,000.00	40,048.00	64.24%
521296	COMPUTER SUPPORT	-	333.33	-	2,666.67	(2,666.67)	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	-	-	28.97	-	28.97	-	(28.97)	
571004	IP TELEPHONY ALLOCATION	30.42	-	243.36	-	243.36	-	(243.36)	
571009	MIS PC GROUP ALLOCATION	227.08	-	1,816.64	-	1,816.64	-	(1,816.64)	
571010	MIS SYSTEMS GRP ALLOC(ISIS)	129.17	-	1,032.82	-	1,032.82	-	(1,032.82)	
<b>Totals</b>		<b>9,380.67</b>	<b>9,666.67</b>	<b>75,745.82</b>	<b>77,333.33</b>	<b>(1,587.51)</b>	<b>116,000.00</b>	<b>40,254.18</b>	<b>65.30%</b>

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
<b>Totals</b>		-	-	-	-	-	-	-	
<b>Total Business Unit</b>		<b>(17,601.33)</b>	<b>-</b>	<b>21,781.82</b>	<b>-</b>	<b>21,781.82</b>	<b>-</b>	<b>(21,781.82)</b>	



Total		(4,771.01)	-	(22,609.53)	-	(22,609.53)	-	22,609.53	
2472 Probate Indigent	Revenue	(1,772.33)	(3,466.67)	(37,685.31)	(27,733.33)	(9,951.98)	(41,600.00)	(3,914.69)	90.59%
	Expenditures	1,800.74	3,466.67	9,022.44	27,733.33	(18,710.89)	41,600.00	32,577.56	21.69%
	Other Sources	-	-	-	-	-	-	-	
Total		28.41	-	(28,662.87)	-	(28,662.87)	-	28,662.87	
Total All Business Units	Revenue	(179,831.03)	(219,486.33)	(1,812,276.61)	(1,755,890.67)	(56,385.94)	(2,633,836.00)	(821,559.39)	68.81%
	Expenditures	202,584.63	219,486.33	1,674,395.21	1,755,890.67	(81,495.46)	2,633,836.00	959,440.79	63.57%
	Other Sources	-	-	-	-	-	-	-	
Grand Total Clerk of Courts		22,753.60	-	(137,881.40)	-	(137,881.40)	-	137,881.40	

Corporation Counsel  
1701

Date Ran 9/21/2015  
Period 8  
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)	(219,599.36)	(219,599.33)	(0.03)	(329,399.00)	(109,799.64)	66.67%
421012	ST AID WAGES ALLOCATE	-	-	(264.52)	-	(264.52)	-	264.52	
<b>Totals</b>		<b>(27,449.92)</b>	<b>(27,449.92)</b>	<b>(219,863.88)</b>	<b>(219,599.33)</b>	<b>(264.55)</b>	<b>(329,399.00)</b>	<b>(109,535.12)</b>	<b>66.75%</b>

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	12,316.92	15,903.25	105,662.27	127,226.00	(21,563.73)	190,839.00	85,176.73	55.37%
511210	WAGES-REGULAR	3,832.14	4,277.67	30,266.66	34,221.33	(3,954.67)	51,332.00	21,065.34	58.96%
511310	WAGES-SICK LEAVE	100.13	-	1,053.58	-	1,053.58	-	(1,053.58)	
511320	WAGES-VACATION PAY	428.32	-	8,936.78	-	8,936.78	-	(8,936.78)	
511330	WAGES-LONGEVITY PAY	-	19.00	-	152.00	(152.00)	228.00	228.00	0.00%
511340	WAGES-HOLIDAY PAY	-	-	3,620.76	-	3,620.76	-	(3,620.76)	
511350	WAGES-MISCELLANEOUS(COMP)	653.05	-	1,284.34	-	1,284.34	-	(1,284.34)	
512141	SOCIAL SECURITY	1,305.25	1,535.75	11,372.81	12,286.00	(913.19)	18,429.00	7,056.19	61.71%
512142	RETIREMENT (EMPLOYER)	1,272.66	1,373.58	10,150.27	10,988.67	(838.40)	16,483.00	6,332.73	61.58%
512144	HEALTH INSURANCE	3,883.98	2,340.50	27,044.43	18,724.00	8,320.43	28,086.00	1,041.57	96.29%
512145	LIFE INSURANCE	8.91	11.75	67.69	94.00	(26.31)	141.00	73.31	48.01%
512150	FSA CONTRIBUTION	-	35.42	675.00	283.33	391.67	425.00	(250.00)	158.82%
512173	DENTAL INSURANCE	255.17	240.00	1,735.40	1,920.00	(184.60)	2,880.00	1,144.60	60.26%
521212	LEGAL	-	33.33	-	266.67	(266.67)	400.00	400.00	0.00%
521255	PAPER SERVICE	-	8.33	-	66.67	(66.67)	100.00	100.00	0.00%
531298	UNITED PARCEL SERVICE UPS	-	-	9.51	-	9.51	-	(9.51)	
531303	COMPUTER EQUIPMT & SOFTW/	-	83.33	876.00	666.67	209.33	1,000.00	124.00	87.60%
531311	POSTAGE & BOX RENT	44.44	79.17	553.72	633.33	(79.61)	950.00	396.28	58.29%
531312	OFFICE SUPPLIES	66.48	75.00	846.47	600.00	246.47	900.00	53.53	94.05%
531313	PRINTING & DUPLICATING	-	2.92	-	23.33	(23.33)	35.00	35.00	0.00%
531314	SMALL ITEMS OF EQUIPMENT	-	16.67	-	133.33	(133.33)	200.00	200.00	0.00%
531323	SUBSCRIPTIONS-TAX & LAW	356.47	340.00	2,766.91	2,720.00	46.91	4,080.00	1,313.09	67.82%
531324	MEMBERSHIP DUES	-	100.00	1,039.50	800.00	239.50	1,200.00	160.50	86.63%
531326	ADVERTISING	-	-	510.52	-	510.52	-	(510.52)	
531348	EDUCATIONAL SUPPLIES	323.90	54.17	499.72	433.33	66.39	650.00	150.28	76.88%
532325	REGISTRATION	125.00	41.67	600.00	333.33	266.67	500.00	(100.00)	120.00%
532332	MILEAGE	-	25.00	-	200.00	(200.00)	300.00	300.00	0.00%
532335	MEALS	-	12.50	10.00	100.00	(90.00)	150.00	140.00	6.67%
532336	LODGING	-	22.50	-	180.00	(180.00)	270.00	270.00	0.00%

532339	OTHER TRAVEL & TOLLS	-	-	7.50	-	7.50	-	(7.50)	
533225	TELEPHONE & FAX	18.21	35.42	133.60	283.33	(149.73)	425.00	291.40	31.44%
535242	MAINTAIN MACHINERY & EQUIP	58.31	41.67	571.92	333.33	238.59	500.00	(71.92)	114.38%
571004	IP TELEPHONY ALLOCATION	45.67	45.67	365.36	365.33	0.03	548.00	182.64	66.67%
571005	DUPLICATING ALLOCATION	1.17	-	9.36	-	9.36	-	(9.36)	
571009	MIS PC GROUP ALLOCATION	378.50	378.50	3,028.00	3,028.00	-	4,542.00	1,514.00	66.67%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	206.75	206.50	1,652.50	1,652.00	0.50	2,478.00	825.50	66.69%
591519	OTHER INSURANCE	110.94	110.67	877.26	885.33	(8.07)	1,328.00	450.74	66.06%

<b>Totals</b>		25,792.37	27,449.92	216,227.84	219,599.33	(3,371.49)	329,399.00	113,171.16	65.64%
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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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<b>Totals</b>		-	-	-	-	-	-	-	
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<b>Total Business Unit</b>		(1,657.55)	0.00	(3,636.04)	0.00	(3,636.04)	-	3,636.04	
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#15d

County Board  
11

Date Ran 9/21/2015  
Period 8  
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)	(141,809.36)	(141,809.33)	(0.03)	(212,714.00)	(70,904.64)	66.67%
<b>Totals</b>		<b>(17,726.17)</b>	<b>(17,726.17)</b>	<b>(141,809.36)</b>	<b>(141,809.33)</b>	<b>(0.03)</b>	<b>(212,714.00)</b>	<b>(70,904.64)</b>	<b>66.67%</b>

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	16,995.00	17,160.00	(165.00)	25,740.00	8,745.00	66.03%
512141	SOCIAL SECURITY	664.85	699.58	4,971.32	5,596.67	(625.35)	8,395.00	3,423.68	59.22%
514151	PER DIEM	7,370.00	7,000.00	53,345.00	56,000.00	(2,655.00)	84,000.00	30,655.00	63.51%
531303	COMPUTER EQUIPMT & SOFTW/	-	125.00	978.00	1,000.00	(22.00)	1,500.00	522.00	65.20%
531311	POSTAGE & BOX RENT	73.59	83.33	579.55	666.67	(87.12)	1,000.00	420.45	57.96%
531312	OFFICE SUPPLIES	-	125.00	192.72	1,000.00	(807.28)	1,500.00	1,307.28	12.85%
531313	PRINTING & DUPLICATING	86.10	250.00	1,262.36	2,000.00	(737.64)	3,000.00	1,737.64	42.08%
531321	PUBLICATION OF LEGAL NOTICE	842.25	1,250.00	10,060.96	10,000.00	60.96	15,000.00	4,939.04	67.07%
531322	SUBSCRIPTIONS	-	71.67	860.00	573.33	286.67	860.00	-	100.00%
531324	MEMBERSHIP DUES	-	1,250.00	14,458.24	10,000.00	4,458.24	15,000.00	541.76	96.39%
531326	ADVERTISING	-	8.33	-	66.67	(66.67)	100.00	100.00	0.00%
531333	VIDEO SERVICES	-	700.00	2,885.00	5,600.00	(2,715.00)	8,400.00	5,515.00	34.35%
532325	REGISTRATION	-	83.33	409.95	666.67	(256.72)	1,000.00	590.05	41.00%
532332	MILEAGE	1,520.41	1,458.33	11,025.93	11,666.67	(640.74)	17,500.00	6,474.07	63.01%
532335	MEALS	26.71	33.33	219.75	266.67	(46.92)	400.00	180.25	54.94%
532336	LODGING	-	62.50	-	500.00	(500.00)	750.00	750.00	0.00%
532339	OTHER TRAVEL & TOLLS	-	1.67	-	13.33	(13.33)	20.00	20.00	0.00%
533225	TELEPHONE & FAX	2.53	16.67	20.24	133.33	(113.09)	200.00	179.76	10.12%
533236	WIRELESS INTERNET	-	40.00	-	320.00	(320.00)	480.00	480.00	0.00%
571004	IP TELEPHONY ALLOCATION	30.42	30.42	243.36	243.33	0.03	365.00	121.64	66.67%
571005	DUPLICATING ALLOCATION	172.83	172.83	1,382.64	1,382.67	(0.03)	2,074.00	691.36	66.67%
571009	MIS PC GROUP ALLOCATION	151.42	151.42	1,211.36	1,211.33	0.03	1,817.00	605.64	66.67%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	1,956.67	1,954.67	15,641.36	15,637.33	4.03	23,456.00	7,814.64	66.68%
591519	OTHER INSURANCE	11.78	13.08	97.16	104.67	(7.51)	157.00	59.84	61.89%
<b>Totals</b>		<b>14,999.56</b>	<b>17,726.17</b>	<b>136,839.90</b>	<b>141,809.33</b>	<b>(4,969.43)</b>	<b>212,714.00</b>	<b>75,874.10</b>	<b>64.33%</b>

Other Financing Sources (Uses)

	Current Period	Current Period	YTD	YTD	Prorated	Total	Annual	Percentage
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Acct Number	Description	Actual	Budget	Actual	Budget	Variance	Budget	Remaining	Of Budget
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Totals		-	-	-	-	-	-	-	-
<hr/>									
Total Business Unit		(2,726.61)	-	(4,969.46)	-	(4,969.46)	-	4,969.46	
<hr/>									

County Board  
12 Board Indirect

Date Ran 9/21/2015  
Period 8  
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)	(124,249.36)	(124,249.33)	(0.03)	(186,374.00)	(62,124.64)	66.67%
<b>Totals</b>		<b>(15,531.17)</b>	<b>(15,531.17)</b>	<b>(124,249.36)</b>	<b>(124,249.33)</b>	<b>(0.03)</b>	<b>(186,374.00)</b>	<b>(62,124.64)</b>	<b>66.67%</b>

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	-	200.00	(200.00)	300.00	300.00	0.00%
531326	ADVERTISING	-	8.33	-	66.67	(66.67)	100.00	100.00	0.00%
593405	JCEDC	-	6,997.83	83,974.00	55,982.67	27,991.33	83,974.00	-	100.00%
593409	LITERACY COUNCIL DONATION	-	1,333.33	10,800.00	10,666.67	133.33	16,000.00	5,200.00	67.50%
593410	FREE CLINIC DONATION	-	4,166.67	50,000.00	33,333.33	16,666.67	50,000.00	-	100.00%
593412	TOURISM DONATION	-	375.00	-	3,000.00	(3,000.00)	4,500.00	4,500.00	0.00%
593413	RAILROAD CONSORTIUM DONAT	-	1,166.67	14,000.00	9,333.33	4,666.67	14,000.00	-	100.00%
593414	DENTAL CLINIC	-	625.00	7,500.00	5,000.00	2,500.00	7,500.00	-	100.00%
593415	COMMUNITY CARE CLINIC	-	833.33	10,000.00	6,666.67	3,333.33	10,000.00	-	100.00%
<b>Totals</b>		<b>-</b>	<b>15,531.17</b>	<b>176,274.00</b>	<b>124,249.33</b>	<b>52,024.67</b>	<b>186,374.00</b>	<b>10,100.00</b>	<b>94.58%</b>

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
<b>Totals</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Business Unit</b>		<b>(15,531.17)</b>	<b>0.00</b>	<b>52,024.64</b>	<b>0.00</b>	<b>52,024.64</b>	<b>-</b>	<b>(52,024.64)</b>	

County Board  
 13 Farmland Preservation

Date Ran 9/21/2015  
 Period 8  
 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 9/21/2015  
Period 8  
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	
<b>Totals</b>		-	-	(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	-	-	60.00	-	60.00	-	(60.00)	
531311	POSTAGE & BOX RENT	207.17	-	207.17	-	207.17	-	(207.17)	
571005	DUPLICATING ALLOCATION	30.42	-	243.36	-	243.36	-	(243.36)	
594950	OPERATING RESERVE	-	275.73	-	2,205.83	(2,205.83)	3,308.74	3,308.74	0.00%
<b>Totals</b>		237.59	275.73	510.53	2,205.83	(1,695.30)	3,308.74	2,798.21	15.43%

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
<b>Totals</b>		-	-	-	-	-	-	-	
<b>Total Business Unit</b>		237.59	275.73	450.53	2,205.83	(1,755.30)	3,308.74	2,858.21	13.62%

#15e

Register of Deeds  
1001

Date Ran 9/21/2015  
Period 8  
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	147,559.36	147,559.33	0.03	221,339.00	73,779.64	66.67%
412300	RE TRANSFER FEES COUNTY POR	(22,031.76)	(11,666.67)	(119,397.36)	(93,333.33)	(26,064.03)	(140,000.00)	(20,602.64)	85.28%
451301	RE RECORDING/FILING FEES	(16,965.00)	(15,625.00)	(132,915.00)	(125,000.00)	(7,915.00)	(187,500.00)	(54,585.00)	70.89%
451303	COPY FEES COUNTY PORTION	(6,178.30)	(6,250.00)	(47,023.70)	(50,000.00)	2,976.30	(75,000.00)	(27,976.30)	62.70%
451307	DOCUMENT REVIEW FEES	(50.00)	(4.17)	(100.00)	(33.33)	(66.67)	(50.00)	50.00	200.00%
451309	BIRTH FUNDS COUNTY PORTION	(747.00)	(875.00)	(6,238.00)	(7,000.00)	762.00	(10,500.00)	(4,262.00)	59.41%
451310	MARRIAGE FUND COUNTY PORT	(793.00)	(541.67)	(4,590.00)	(4,333.33)	(256.67)	(6,500.00)	(1,910.00)	70.62%
451311	DEATH FUND COUNTY PORTION	(2,118.00)	(1,666.67)	(15,887.00)	(13,333.33)	(2,553.67)	(20,000.00)	(4,113.00)	79.44%
451314	DOMESTIC TERM CTY PORTION	-	-	(14.00)	-	(14.00)	-	14.00	
474016	DEPT RECORDING FEES	-	(5.00)	-	(40.00)	40.00	(60.00)	(60.00)	0.00%
<b>Totals</b>		<b>(30,438.14)</b>	<b>(18,189.25)</b>	<b>(178,605.70)</b>	<b>(145,514.00)</b>	<b>(33,091.70)</b>	<b>(218,271.00)</b>	<b>(39,665.30)</b>	<b>81.83%</b>

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	5,008.08	5,167.08	41,257.04	41,336.67	(79.63)	62,005.00	20,747.96	66.54%
511210	WAGES-REGULAR	4,851.98	9,654.50	58,698.86	77,236.00	(18,537.14)	115,854.00	57,155.14	50.67%
511220	WAGES-OVERTIME	-	-	22.26	-	22.26	-	(22.26)	
511240	WAGES-TEMPORARY	215.36	-	2,446.36	-	2,446.36	-	(2,446.36)	
511310	WAGES-SICK LEAVE	-	-	13,510.52	-	13,510.52	-	(13,510.52)	
511320	WAGES-VACATION PAY	929.39	-	9,862.41	-	9,862.41	-	(9,862.41)	
511330	WAGES-LONGEVITY PAY	-	62.50	218.75	500.00	(281.25)	750.00	531.25	29.17%
511340	WAGES-HOLIDAY PAY	-	-	1,760.88	-	1,760.88	-	(1,760.88)	
511350	WAGES-MISCELLANEOUS(COMP)	117.58	-	140.09	-	140.09	-	(140.09)	
512141	SOCIAL SECURITY	824.65	1,122.17	9,360.21	8,977.33	382.88	13,466.00	4,105.79	69.51%
512142	RETIREMENT (EMPLOYER)	786.75	1,058.58	7,693.48	8,468.67	(775.19)	12,703.00	5,009.52	60.56%
512144	HEALTH INSURANCE	3,544.74	4,835.08	33,856.54	38,680.67	(4,824.13)	58,021.00	24,164.46	58.35%
512145	LIFE INSURANCE	7.29	11.33	78.75	90.67	(11.92)	136.00	57.25	57.90%
512150	FSA CONTRIBUTION	-	72.92	875.00	583.33	291.67	875.00	-	100.00%
512173	DENTAL INSURANCE	297.27	360.00	2,753.99	2,880.00	(126.01)	4,320.00	1,566.01	63.75%
531311	POSTAGE & BOX RENT	428.89	333.33	3,325.43	2,666.67	658.76	4,000.00	674.57	83.14%
531312	OFFICE SUPPLIES	23.99	250.00	2,367.46	2,000.00	367.46	3,000.00	632.54	78.92%
531313	PRINTING & DUPLICATING	-	12.50	67.89	100.00	(32.11)	150.00	82.11	45.26%
531324	MEMBERSHIP DUES	-	8.33	100.00	66.67	33.33	100.00	-	100.00%
531326	ADVERTISING	-	-	22.40	-	22.40	-	(22.40)	
532325	REGISTRATION	190.00	152.08	1,520.00	1,216.67	303.33	1,825.00	305.00	83.29%

532332	MILEAGE	-	45.83	156.42	366.67	(210.25)	550.00	393.58	28.44%
532336	LODGING	-	46.00	300.00	368.00	(68.00)	552.00	252.00	54.35%
532339	OTHER TRAVEL & TOLLS	-	-	10.00	-	10.00	-	(10.00)	
533225	TELEPHONE & FAX	22.01	25.00	146.47	200.00	(53.53)	300.00	153.53	48.82%
535242	MAINTAIN MACHINERY & EQUIP	-	35.33	439.97	282.67	157.30	424.00	(15.97)	103.77%
571004	IP TELEPHONY ALLOCATION	76.08	76.08	608.64	608.67	(0.03)	913.00	304.36	66.66%
571005	DUPLICATING ALLOCATION	7.17	7.17	57.36	57.33	0.03	86.00	28.64	66.70%
571009	MIS PC GROUP ALLOCATION	984.08	984.08	7,872.64	7,872.67	(0.03)	11,809.00	3,936.36	66.67%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	258.42	258.17	2,065.86	2,065.33	0.53	3,098.00	1,032.14	66.68%
591519	OTHER INSURANCE	81.74	74.67	626.35	597.33	29.02	896.00	269.65	69.91%

<b>Totals</b>		18,655.47	24,652.75	202,222.03	197,222.00	5,000.03	295,833.00	93,610.97	68.36%
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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)	-	(51,708.00)	51,708.00	(77,562.00)	(77,562.00)	0.00%

<b>Totals</b>		-	(6,463.50)	-	(51,708.00)	51,708.00	(77,562.00)	(77,562.00)	0.00%
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<b>Total Business Unit</b>		(11,782.67)	(0.00)	23,616.33	(0.00)	23,616.33	-	(23,616.33)	
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Register of Deeds  
1002 Redaction Fees

Date Ran 9/21/2015  
Period 8  
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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<b>Totals</b>		-	-	-	-	-	-	-	-
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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	-	83,314.35	(83,314.35)	124,971.52	124,971.52	0.00%
521296	COMPUTER SUPPORT	-	416.67	-	3,333.33	(3,333.33)	5,000.00	5,000.00	0.00%
531303	COMPUTER EQUIPMT & SOFTW/	-	833.33	-	6,666.67	(6,666.67)	10,000.00	10,000.00	0.00%

<b>Totals</b>		-	11,664.29	-	93,314.35	(93,314.35)	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	-	51,708.00	(51,708.00)	77,562.00	77,562.00	0.00%
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<b>Totals</b>		-	6,463.50	-	51,708.00	(51,708.00)	77,562.00	77,562.00	0.00%
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<b>Total Business Unit</b>		-	18,127.79	-	145,022.35	(145,022.35)	217,533.52	217,533.52	0.00%
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