



Calumet County Clerk
Beth A. Hauser

206 Court Street
Chilton, WI 53014

E-MAIL: HAUSER.BETH@CO.CALUMET.WI.US
COUNTY WEBSITE: WWW.CO.CALUMET.WI.US

Chilton Phone Number:
(920) 849-1458

**Appleton Area
Phone Number:**
(920) 989-2700
EXT 3001

Fax Number:
(920) 849-1469

March 15, 2018

TO THE MEMBERS OF THE CALUMET COUNTY BOARD OF SUPERVISORS:

Dear Supervisors:

The County Board of Supervisors of Calumet County, Wisconsin, will meet pursuant to Section 59 of the Wisconsin Statutes in an adjourned session on Tuesday, March 20, 2018, at 8:30 A.M., at the Courthouse in the County Board Room 019 to transact any and all business as may properly come before said meeting. You, as a member, are requested to be present.

AGENDA FOR MARCH MEETING

1. Roll Call
2. Pledge of Allegiance
3. Approval of Agenda
4. Approval of Minutes of the January 16, 2018 meeting
5. Petitions
6. Communications
7. Public Participation
8. **SPECIAL BUSINESS:**
 - A. Larry Schroeder will receive a certificate in honor of his recent retirement from Calumet County. Larry was a Correctional Officer with Calumet County for over 37 years.
 - B. Todd Romenesko, County Administrator, will provide an annual review of the Calumet County Strategic Plan
 - C. Mary Kohrell, Community Economic Development Director, will provide an overview on Economic Development in Calumet County
9. **PETITION:**

Consider recommendation from the Planning, Zoning and Farmland Preservation Committee regarding a petition to rezone property located on Foundry Road in the NW1/4, NE1/4, Section 26, T17N-R20E, Town of New Holstein, Pursuant to Wis. Stat. 59.69(5)(e)4.
10. **RESOLUTIONS:**
 - A. RESOLUTION 2017-28 RESOLUTION AUTHORIZING THE CHILTON CHAMBER OF COMMERCE TO HOLD THE CHILTON CRAFTY APPLE FEST ON THE CALUMET COUNTY HIGHWAY DEPARTMENT GROUNDS TO SERVE ALCOHOL (BEER) ON THOSE SAME GROUNDS FROM 9 A.M. TO 4 P.M. ON SATURDAY, SEPTEMBER 8, 2018

- B. RESOLUTION 2017-29 RESOLUTION REAUTHORIZING SELF-INSURANCE UNDER THE WISCONSIN WORKER'S COMPENSATION ACT
 - C. RESOLUTION 2017-30 RESOLUTION AUTHORIZING CONTINUING APPROPRIATIONS
 - D. RESOLUTION 2017-31 RESOLUTION AUTHORIZING GRANT APPLICATION FOR BROTHERTOWN PARKING LOT
 - E. RESOLUTION 2017-32 RESOLUTION AUTHORIZING GRANT APPLICATION FOR THE REHABILITATION AND MAINTENANCE ON THE FRIENDSHIP STATE RECREATION TRAIL
 - F. RESOLUTION 2017-33 RESOLUTION AUTHORIZING GRANT APPLICATION FOR THE REHABILITATION AND MAINTENANCE ON THE FOX RIVER STATE RECREATION TRAIL
 - G. RESOLUTION 2017-34 RESOLUTION AMENDING THE 2018 BUDGET FOR THE INSTALLATION OF A WATERLINE AND BUILDING ADDITION AT CALUMET COUNTY PARK
 - H. RESOLUTION 2017-35 RESOLUTION ELIMINATING 1.0 FULL-TIME EQUIVALENT (FTE) HIGHWAY SUPERINTENDENT AND REPLACING SAID POSITION WITH 1.0 FTE SHOP SUPERINTENDENT IN THE CALUMET COUNTY HIGHWAY DEPARTMENT
 - I. RESOLUTION 2017-36 RESOLUTION AMENDING RESOLUTION 1995-38 ESTABLISHING SHERIFF'S FEES
 - J. RESOLUTION 2017-37 RESOLUTION AUTHORIZING SALARIES FOR ELECTED OFFICIALS FOR THE YEARS 2019-2022
11. **ORDINANCE:**
- A. ORDINANCE 2017-13 ORDINANCE TO AMEND THE CALUMET COUNTY CODE OF ORDINANCES AMENDING CHAPTER 2, ADMINISTRATION
12. **SUPERVISOR REPORTS**
- A. Reports of Official Meetings held in the Prior Month
13. **COUNTY ADMINISTRATOR'S REPORT**
- A. Monthly Report
14. **NEXT REGULAR MEETING DATE:** April 17, 2018 at 8:30 A.M. (organizational meeting)
15. **CLOSED SESSION:**
- A. Discuss County Administrator's Performance Evaluation¹
16. **ADJOURNMENT** Beth A. Hauser, County Clerk

So as not to disturb the meeting, all cell phones should be placed on vibrate, and all calls should be taken outside the meeting room.

Any person wishing to attend who, because of a disability, requires special accommodations, should contact the County Clerk at 920-849-1458 or 920-989-2700 EXT 3001 at least 24 hours before the scheduled meeting time so appropriate arrangements can be made.

¹ The Board will go into closed session pursuant to Section 19.85(1)(c) of the Wisconsin Statutes to review and discuss performance evaluation data of a public employee over which the committee has jurisdiction and exercises responsibility.

RESOLUTION 2017-28

RESOLUTION AUTHORIZING THE CHILTON CHAMBER OF COMMERCE TO HOLD THE CHILTON CRAFTY APPLE FEST ON THE CALUMET COUNTY HIGHWAY DEPARTMENT GROUNDS TO SERVE ALCOHOL (BEER) ON THOSE SAME GROUNDS FROM 9 A.M. TO 4 P.M. ON SATURDAY, SEPTEMBER 8, 2018

Motion:	Adopted: <input type="checkbox"/>
1 st _____	Lost: <input type="checkbox"/>
2 nd _____	Tabled: <input type="checkbox"/>
Yes: _____ No: _____	Absent: _____
Number of votes required:	
<input checked="" type="checkbox"/> Majority	<input type="checkbox"/> Two-thirds
Reviewed by: Kimberly Tenerelli	Corp Counsel

To the Honorable Chair and Board of Supervisors of Calumet County, Wisconsin:

WHEREAS, The Chilton Crafty Apple Fest is a one-day festival promoting tourism, community and economic development; and

WHEREAS, The Chilton Crafty Apple Fest attracts more than 5,000 people, many from outside the community and Calumet County; and

WHEREAS, The festival generates more than \$250,000 in tourist spending in Chilton; and

WHEREAS, Calumet County's goal is to promote tourism, community and economic development within its communities; and

WHEREAS, The Chilton Crafty Apple Fest is held on the Calumet County Highway Department grounds and the adjacent two city streets in the City of Chilton; and

WHEREAS, Sec. 2-3(d) of the Calumet County Code of Ordinances provides that the County Board may allow the sale, possession and consumption of alcohol on county-owned property for special events; and

WHEREAS, The Chilton Chamber of Commerce requests the County Board allow alcohol (beer) to be served on Calumet County Highway Department grounds during the Chilton Crafty Apple Fest.

NOW, THEREFORE, BE IT RESOLVED, That the Calumet County Board of Supervisors hereby allows the Chilton Chamber of Commerce to serve alcohol (beer) for public consumption on the Calumet County Highway Department grounds in Chilton, at the Chilton Crafty Apple Fest, from 9 a.m. to 4 p.m. on Saturday, September 8, 2018.

Dated this 20th day of March 2018.

	YES	NO	A
1 BARRIBEAU			
2 BUDDE			
3 CONNORS			
4 DEITER			
5 DIETRICH			
6 DRAHEIM			
7 GENTZ			
8 GIBLER			
9 HARTL			
10 HOFBERGER			
11 KARTH			
12 KLECKNER			
13 LA SHAY			
14 LAUGHRIN			
15 MUELLER			
16 STANKE			
17 STECKER			
18 SCHWALENBERG			
19 STIER			
20 STILLMAN			
21 WEINBERGER			

**INTRODUCED BY THE PUBLIC GROUNDS
AND PROPERTY COMMITTEE**

James Stecker, Chair

Gary Deiter

Hope Karth

Dave LaShay

Patrick Laughrin

COUNTERSIGNED BY

Alice Connors, County Board Chair

RESOLUTION 2017-29

**RESOLUTION REAUTHORIZING SELF-INSURANCE UNDER
THE WISCONSIN WORKER'S COMPENSATION ACT**

To the Honorable Chair and Board of Supervisors of Calumet County, Wisconsin:

Motion:	Adopted:	<input type="checkbox"/>
1 st _____	Lost:	<input type="checkbox"/>
2 nd _____	Tabled:	<input type="checkbox"/>
Yes: _____ No: _____	Absent:	_____
Number of votes required:		
<input checked="" type="checkbox"/> Majority	<input type="checkbox"/> Two-thirds	
Reviewed by:	Kimberly Tenerelli	Corp Counsel

WHEREAS, Calumet County is a qualified political subdivision of the State of Wisconsin, and

WHEREAS, The Wisconsin Worker's Compensation Act (Act) provides that employers covered by the Act either insure their liability with worker's compensation insurance carriers authorized to do business in Wisconsin, or to be exempted (self-insured) from insuring liabilities with a carrier and thereby assuming the responsibility for its own worker's compensation risk and payment, and

WHEREAS, The State and its political subdivisions may self-insure worker's compensation without a special order from the Department of Workforce Development (Department) if they agree to report faithfully all compensable injuries and agree to comply with the Act and rules of the Department, and

WHEREAS, The Administrative Services Committee at its February 13, 2018 meeting approved the continuation of the self-insured worker's compensation program, in compliance with Wisconsin Administrative Code DWD 80.60(3).

NOW, THEREFORE, BE IT RESOLVED By the Board of Supervisors of Calumet County herein assembled adopts the following:

- (1) Provide for the continuation of a self-insured worker's compensation program that is currently in effect.
- (2) Authorize the County Clerk to forward certified copies of this resolution to the Worker's Compensation Division, Wisconsin Department of Workforce Development.

Dated this 20th day of March 2018.

**INTRODUCED BY THE
ADMINISTRATIVE SERVICES COMMITTEE**

Merlin Gentz, Chair

	YES	NO	A
1 BARRIBEAU			
2 BUDDE			
3 CONNORS			
4 DEITER			
5 DIETRICH			
6 DRAHEIM			
7 GENTZ			
8 GIBLER			
9 HARTL			
10 HOFBERGER			
11 KARTH			
12 KLECKNER			
13 LA SHAY			
14 LAUGHRIN			
15 MUELLER			
16 STANKE			
17 STECKER			
18 SCHWALENBERG			
19 STIER			
20 STILLMAN			
21 WEINBERGER			

Bill Barribeau

Ronald Dietrich

Pete Stier

Robert Stanke

Patrick Laughrin

Mary Schwalenberg

COUNTERSIGNED BY

Alice Connors, County Board Chair

RESOLUTION 2017-30

RESOLUTION AUTHORIZING CONTINUING APPROPRIATIONS

Motion:	Adopted: <input type="checkbox"/>
1 st _____	Lost: <input type="checkbox"/>
2 nd _____	Tabled: <input type="checkbox"/>
Yes: _____ No: _____	Absent: _____
Number of votes required:	
<input type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds
Reviewed by: Kimberly Tenerelli	Corp Counsel

To the Honorable Chair and Board of Supervisors of Calumet County, Wisconsin:

WHEREAS, It is necessary to designate additional county financial accounts as continuing appropriations in 2017 for the 2018 budget; and

WHEREAS, The Administrative Services Committee of the Calumet County Board of Supervisors has studied and determined which accounts are to be designated continuing appropriations.

NOW, THEREFORE, BE IT RESOLVED By the Calumet County Board of Supervisors herein assembled, that the following financial accounts of Calumet County are hereby designated as continuing 2017 appropriations for the 2018 budget:

	YES	NO	A
1 BARRIBEAU			
2 BUDDE			
3 CONNORS			
4 DEITER			
5 DIETRICH			
6 DRAHEIM			
7 GENTZ			
8 GIBLER			
9 HARTL			
10 HOFBERGER			
11 KARTH			
12 KLECKNER			
13 LA SHAY			
14 LAUGHRIN			
15 MUELLER			
16 STANKE			
17 STECKER			
18 SCHWALENBERG			
19 STIER			
20 STILLMAN			
21 WEINBERGER			

- | | |
|--------------------------------------|-------------------------------|
| Highway Operations Fund | Jail Maintenance Fund |
| Dog License Fund | Landfill Restricted Funds |
| Economic Development Fund | Workers Compensation Fund |
| County Trunk Highway Fund | Children w/Disabilities Fund |
| Land Records Fund | Long-Term Projects Funds |
| Debt Service Fund | |
| Info. Services – Outlays | Co. Board – Contracted Serv. |
| Econ. Dev. - Supplies | Personnel – Training & Legal |
| Parks – Capital Improvements | LWCD – Cost Sharing Grnts |
| LWCD – Cal/Man Lake Plnng | Sheriff Patrol – Outlays |
| HSD – Outlays | Senior Res. Cntr. – Repr/Mnt |
| Finance – Auditing Services | Finance – Trsf to Other Funds |
| Info. Services – Contracted Services | |

BE IT FURTHER RESOLVED, The Finance Director shall designate the above funds as continuing appropriations in the 2018 budget pursuant to this resolution.

Dated this 20th day of March 2018.

INTRODUCED BY ADMINISTRATIVE SERVICES COMMITTEE

Merlin Gentz, Chair

Bill Barribeau

Ronald Dietrich

Patrick Laughrin

Robert Stanke

Pete Stier

Mary Schwalenberg

COUNTERSIGNED BY

Alice Connors, County Board Chair

RESOLUTION 2017-31

RESOLUTION AUTHORIZING GRANT APPLICATION FOR BROTHERTOWN PARKING LOT

To the Honorable Chair and Board of Supervisors of Calumet County, Wisconsin:

Motion:	Adopted: <input type="checkbox"/>
1 st _____	Lost: <input type="checkbox"/>
2 nd _____	Tabled: <input type="checkbox"/>
Yes: _____ No: _____	Absent: _____
Number of votes required:	
<input type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds
Reviewed by: Kimberly Tenerelli	Corp Counsel

WHEREAS, The Wisconsin Legislature has provided matching grants to assist governmental units in developing park and recreation facilities; and

WHEREAS, The Brothertown Harbor Park is a very popular boat harbor with a limited number of parking spaces, and the additional parking lot and open space will improve public access to the lake; and

WHEREAS, A parcel of land adjacent to the Brothertown Harbor has been purchased by the county to develop a parking lot;

WHEREAS, The project cost is estimated at \$78,000, which will be funded with \$35,250.00 in State grant funds, \$32,250 in Federal grant funds, and \$7,500.00 in-kind labor.

NOW, THEREFORE, BE IT RESOLVED That the Calumet County Board of Supervisors hereby authorize the County Administrator, in coordination with the Parks Department, to act on behalf of the County to submit and apply to the State of Wisconsin for financial aid for the development of a parking lot near Brothertown Harbor Park; prepare appropriate documents; and take necessary action to undertake, direct, and complete the grant application process.

BE IT FURTHER RESOLVED That Calumet County will comply with state and federal rules for the program; will be responsible for updating plans and monitoring ongoing operations; will obtain written approval from the Wisconsin Department of Natural Resources before making changes in the project; and will maintain a record of expenditures, as required.

Dated this 20th day of March 2018.

INTRODUCED BY THE PARKS COMMISSION

Mary Schwalenberg, Chair

Kenneth Draheim

	YES	NO	A
1 BARRIBEAU			
2 BUDDE			
3 CONNORS			
4 DEITER			
5 DIETRICH			
6 DRAHEIM			
7 GENTZ			
8 GIBLER			
9 HARTL			
10 HOFBERGER			
11 KARTH			
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13 LA SHAY			
14 LAUGHRIN			
15 MUELLER			
16 STANKE			
17 STECKER			
18 SCHWALENBERG			
19 STIER			
20 STILLMAN			
21 WEINBERGER			

Ed Kleckner

Pete Stier

COUNTERSIGNED BY

Alice Connors, County Board Chair

RESOLUTION 2017-32

RESOLUTION AUTHORIZING GRANT APPLICATION FOR THE REHABILITATION AND MAINTENANCE ON THE FRIENDSHIP STATE RECREATION TRAIL

To the Honorable Chair and Board of Supervisors of Calumet County, Wisconsin:

Motion:	Adopted: <input type="checkbox"/>
1 st _____	Lost: <input type="checkbox"/>
2 nd _____	Tabled: <input type="checkbox"/>
Yes: _____ No: _____	Absent: _____
Number of votes required:	
<input type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds
Reviewed by: Kimberly Tenerelli	Corp Counsel

WHEREAS, In 2003, a 4.2 mile segment of Friendship Trail was constructed and open to the public. This trail runs east west along State Highway 10 between Forest Junction and Brillion; and

WHEREAS, The Federal Government and the Wisconsin Legislature has provided matching grants to assist governmental units with rehabilitation and maintenance of these State trails; and

WHEREAS, The metal access gates need to be sanded and repainted, hazardous trees removed, and the trail surface needs some material added and groomed; and

WHEREAS, The project cost is estimated at \$9,000, which will be funded with \$4,500 in Federal grant funds; \$500.00 in matching funds from the Trails Operating Expense Account; and \$4,000.00 from in-kind labor.

NOW, THEREFORE, BE IT RESOLVED That the Calumet County Board of Supervisors hereby authorize the County Administrator, in coordination with the Parks Department, to act on behalf of the County to submit and apply to the State of Wisconsin for financial aid to pay for the Parks Department to perform maintenance on access gates, tree removal and trail grooming; prepare appropriate documents; and take necessary action to undertake, direct, and complete the grant application process.

BE IT FURTHER RESOLVED That Calumet County will comply with state and federal rules for the program; will be responsible for updating plans and monitoring ongoing operations; will obtain written approval from the Wisconsin Department of Natural Resources before making changes in the project; and will maintain a record of expenditures, as required.

BE IT FURTHER RESOLVED That revenues in the Park budget are amended by the amount of the grants received; that expenditures in the Park budget are amended by an amount equal to the grants; and that the Finance Director is directed to record such information in the official books of the County as may be required.

	YES	NO	A
1 <u>BARRIBEAU</u>			
2 <u>BUDDE</u>			
3 <u>CONNORS</u>			
4 <u>DEITER</u>			
5 <u>DIETRICH</u>			
6 <u>DRAHEIM</u>			
7 <u>GENTZ</u>			
8 <u>GIBLER</u>			
9 <u>HARTL</u>			
10 <u>HOFBERGER</u>			
11 <u>KARTH</u>			
12 <u>KLECKNER</u>			
13 <u>LA SHAY</u>			
14 <u>LAUGHRIN</u>			
15 <u>MUELLER</u>			
16 <u>STANKE</u>			
17 <u>STECKER</u>			
18 <u>SCHWALENBERG</u>			
19 <u>STIER</u>			
20 <u>STILLMAN</u>			
21 <u>WEINBERGER</u>			

Dated this 20th day of March 2018.

INTRODUCED BY THE PARKS COMMISSION

Mary Schwalenberg, Chair

Kenneth Draheim

Ed Kleckner

Pete Stier

COUNTERSIGNED BY

Alice Connors, County Board Chair

RESOLUTION 2017-33

RESOLUTION AUTHORIZING GRANT APPLICATION FOR THE REHABILITATION AND MAINTENANCE ON THE FOX RIVER STATE RECREATION TRAIL

To the Honorable Chair and Board of Supervisors of Calumet County, Wisconsin:

Motion:	Adopted:	<input type="checkbox"/>
1 st _____	Lost:	<input type="checkbox"/>
2 nd _____	Tabled:	<input type="checkbox"/>
Yes: _____ No: _____	Absent:	<input type="checkbox"/>
Number of votes required:		
<input type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds	
Reviewed by: _____	Kimberly Tenerelli	Corp Counsel

WHEREAS, The Fox River Trail runs from the City of Green Bay south into Calumet County adjacent to Hwy 57. The trail segment in Calumet County is roughly 5 miles long; and

WHEREAS, The Federal Government and Wisconsin Legislature has provided matching grants to assist governmental units with rehabilitation and maintenance of these State trails; and

WHEREAS, The metal access gates need to be sanded and repainted, hazardous trees removed, and the trail surface needs some material added and groomed; and

WHEREAS, The project cost is estimated at \$9,000, which will be funded with \$4,500 in Federal grant funds; \$500.00 in matching funds from the Trails Operating Expense Account; and \$4,000.00 from in-kind labor.

NOW, THEREFORE, BE IT RESOLVED That the Calumet County Board of Supervisors hereby authorize the County Administrator, in coordination with the Parks Department, to act on behalf of the County to submit and apply to the State of Wisconsin for financial aid to pay for the Parks Department to perform maintenance on access gates, tree removal and trail grooming; prepare appropriate documents; and take necessary action to undertake, direct, and complete the grant application process.

BE IT FURTHER RESOLVED That Calumet County will comply with state and federal rules for the program; will be responsible for updating plans and monitoring ongoing operations; will obtain written approval from the Wisconsin Department of Natural Resources before making changes in the project; and will maintain a record of expenditures, as required.

BE IT FURTHER RESOLVED That revenues in the Park budget are amended by the amount of the grants received; that expenditures in the Park budget are amended by an amount equal to the grants; and that the Finance Director is directed to record such information in the official books of the County as may be required.

	YES	NO	A
1 BARRIBEAU			
2 BUDDE			
3 CONNORS			
4 DEITER			
5 DIETRICH			
6 DRAHEIM			
7 GENTZ			
8 GIBLER			
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13 LA SHAY			
14 LAUGHRIN			
15 MUELLER			
16 STANKE			
17 STECKER			
18 SCHWALENBERG			
19 STIER			
20 STILLMAN			
21 WEINBERGER			

Dated this 20th day of March 2018.

INTRODUCED BY THE PARKS COMMISSION

Mary Schwalenberg, Chair

Kenneth Draheim

Ed Kleckner

Pete Stier

COUNTERSIGNED BY

Alice Connors, County Board Chair

RESOLUTION 2017-34

RESOLUTION AMENDING THE 2018 BUDGET FOR THE INSTALLATION OF A WATERLINE AND BUILDING ADDITION AT CALUMET COUNTY PARK

To the Honorable Chair and Board of Supervisors of Calumet County, Wisconsin:

Motion:	Adopted: <input type="checkbox"/>
1 st _____	Lost: <input type="checkbox"/>
2 nd _____	Tabled: <input type="checkbox"/>
Yes: _____ No: _____	Absent: _____
Number of votes required:	
<input type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds
Reviewed by:	Kimberly Tenerelli Corp Counsel

WHEREAS, On January 3, 2018 the well that provides potable water to the maintenance buildings, R.V. dump station, upper park campsite and west end campsites had stopped producing water; and

WHEREAS, Over the past 30 plus years the Parks Department has searched for high quality and quantity of potable water in the upper limestone aquafer without success; and

WHEREAS, In January 1992, a well was drilled 440' into the highly concentrated mineral aquafer in search for high quantities of water for the newly constructed bathhouse. Mineral quantities in the water were so high that a Reverse Osmosis Treatment System (R.O. System) had to be installed; and

WHEREAS, In 2017, the R.O. System was replaced in the bathhouse at Calumet Park. The design of the new R.O. System was to have the ability to fill additional water storage tanks located throughout the park; and

WHEREAS, A waterline will be installed from the bathhouse to the maintenance shop, along with an addition to the maintenance shop where large bulk water tanks and distribution pumps will be located; and

WHEREAS, This project had been identified in the 5 year Parks Department's Capital Improvement Plan; and

WHEREAS, The current estimated cost of this project is \$200,000; and

WHEREAS, The County has enacted the ½% County Sales tax to finance capital improvement projects.

NOW, THEREFORE, BE IT RESOLVED By the Calumet County Board of Supervisors herein assembled, that the Finance Director be authorized to amend the 2018 budget to reflect the County Park water supply project in the amount of \$200,000 and that funding for this project be appropriated from the County Sales Tax Fund.

Dated this 20th day of March 2018.

	YES	NO	A
1 BARRIBEAU			
2 BUDDE			
3 CONNORS			
4 DEITER			
5 DIETRICH			
6 DRAHEIM			
7 GENTZ			
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14 LAUGHRIN			
15 MUELLER			
16 STANKE			
17 STECKER			
18 SCHWALENBERG			
19 STIER			
20 STILLMAN			
21 WEINBERGER			

INTRODUCED BY ADMINISTRATIVE SERVICES COMMITTEE

Merlin Gentz, Chair

Bill Barribeau

Ronald Dietrich

Patrick Laughrin

Robert Stanke

Pete Stier

Mary Schwalenberg

AND THE PARKS COMMISSION

Mary Schwalenberg, Chair

Kenneth Draheim

Ed Kleckner

Pete Stier

COUNTERSIGNED BY

Alice Connors, County Board Chair

RESOLUTION 2017-35

RESOLUTION ELIMINATING 1.0 FULL-TIME EQUIVALENT (FTE) HIGHWAY SUPERINTENDENT AND REPLACING SAID POSITION WITH 1.0 FTE SHOP SUPERINTENDENT IN THE CALUMET COUNTY HIGHWAY DEPARTMENT

Motion:	Adopted: <input type="checkbox"/>
1 st _____	Lost: <input type="checkbox"/>
2 nd _____	Tabled: <input type="checkbox"/>
Yes: _____ No: _____	Absent: _____
Number of votes required:	
<input checked="" type="checkbox"/> Majority	<input type="checkbox"/> Two-thirds
Reviewed by: Kimberly Tenerelli Corp Counsel	

To the Honorable Chair and Board of Supervisors of Calumet County, Wisconsin:

WHEREAS, Due to a recent vacancy in the classification Highway Superintendent, a review of duties and responsibilities, and an evaluation of supervisory needs was completed in the Highway Department; and

WHEREAS, It was determined that the needs of the Department are better met by eliminating 1.0 FTE Highway Superintendent and replacing said position with 1.0 FTE Shop Superintendent, to allow for better management and consistent daily oversight of the shop maintenance program to insure the correct, timely, and cost conscious repair of Highway Department and other County vehicles and equipment; and

WHEREAS, The job description for the Shop Superintendent, is attached and made part hereof; and

WHEREAS, The position shall be an exempt position and has been approved by the Administrative Services Committee at a salary range of Grade 11 on the Calumet County Compensation Plan. The 2018 wage range is as follows:

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
29.17	30.00	30.83	31.67	32.50	33.33

Step 7	Step 8	Step 9	Step 10	Step 11
34.16	35.00	35.83	36.66	37.50

WHEREAS, The elimination of 1.0 FTE Highway Superintendent and the creation of 1.0 FTE Shop Superintendent will not result in the increase of the overall staffing for the Highway Department, nor will it result in any additional cost.

NOW THEREFORE BE IT RESOLVED, That the Calumet County Board of Supervisors herein assembled approve the elimination of 1.0 FTE position of Highway Superintendent from the Table of Organization and the replacement of said position with 1.0 FTE Shop Superintendent in the Highway Department upon adoption.

	YES	NO	A
1 BARRIBEAU			
2 BUDDE			
3 CONNORS			
4 DEITER			
5 DIETRICH			
6 DRAHEIM			
7 GENTZ			
8 GIBLER			
9 HARTL			
10 HOFBERGER			
11 KARTH			
12 KLECKNER			
13 LA SHAY			
14 LAUGHRIN			
15 MUELLER			
16 STANKE			
17 STECKER			
18 SCHWALENBERG			
19 STIER			
20 STILLMAN			
21 WEINBERGER			

Dated this 20th day of March, 2018.

**INTRODUCED BY ADMINISTRATIVE
SERVICES COMMITTEE**

Merlin Gentz, Chair

Bill Baribeau

Ronald Dietrich

Patrick Laughrin

Robert Stanke

Pete Stier

Mary Schwalenberg

COUNTERSIGNED BY

Alice Connors, County Board Chair

**Calumet County
Position Description**

Job Title: Shop Superintendent
Salary Level: Grade 11
FLSA Status: Exempt
Department: Highway
Reports To: Highway Commissioner
Prepared By: Brian Glaeser, Highway Commissioner
Prepared Date: February 15, 2018
Approved By: Administrative Services Committee
Approved Date: March 13, 2018

Summary Under general supervision, oversee the shop maintenance program to insure the correct, timely, and cost conscious repair of Highway Department and other County vehicles and equipment. Performs related duties as required.

Essential Duties and Responsibilities *include the following. Other duties may be assigned.*

Supervise the repair, service and maintenance of Highway Department and other County vehicles and equipment. Responsible for the preventative maintenance program, as well as, all major overhauls or equipment modifications; secures outside repair services, as needed.

Provide technical advice and assistance, and supervise and direct the work of mechanics and other shop personnel.

Inspect equipment and perform machinery maintenance and repair to ensure that work has been completed properly.

Evaluate feasibility of repair versus purchase of new parts. Investigate premature machine failure and abnormal performance to determine causes. Evaluate and recommend equipment replacement.

Coordinate and order maintenance and repair parts for equipment and machines.

Responsible for assisting the Highway Commissioner with budgeting and bidding of equipment, and providing specifications for new equipment.

Maintain shop facilities and equipment.

Complete and maintain records and reports including but not limited to, equipment job orders; maintenance records using a computerized fleet maintenance program; and fuel system records.

Be available to remain on-call for emergency and weather related situations. Contact personnel as required for emergency conditions outside regular hours.

Attends meetings and continuing education seminars and courses, as needed.

It is unlikely an employee will perform all the duties listed on a regular basis, nor is the list exhaustive in the sense it covers all the duties that an employee may be required to perform. The examples are merely indicative, not restrictive.

Supervisory Responsibilities

Directly supervises employees in the Highway Department. Carries out supervisory responsibilities in accordance with the County's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

Ability to provide effective leadership; and advise, interpret and apply policies, procedures and standards to specific situations. Supervises all department operations in the absence of the Commissioner and Highway Superintendent.

Qualifications *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Education and/or Experience

Associate degree in mechanics, operating principles or mechanics of engines and heavy equipment. Three (3) years of experience as a mechanic; and three (3) years supervisory experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Language Skills

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write reports, business correspondence and procedure manuals. Ability to effectively speak before and communicate with customers, sales representatives, and County employees in need of service.

Mathematical Skills

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

Ability to compare, count differentiate measure and/or sort data and information. Ability to classify, compute, tabulate, and categorize data.

Reasoning Ability

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

Computer Skills

To perform this job successfully, an individual should have knowledge of word processing and spreadsheet software and computerized fleet maintenance program.

Certificates, Licenses, Registrations

Possession of a valid Wisconsin Driver's License and Commercial Driver's License Class A, B, C, D and endorsements N, and Air Brakes.

Current Automotive Services Excellence (ASE) certification as a Heavy Equipment Technician, Automotive Technician, or related areas is desired. ASE master certification in either area is preferred.

Other Skills and Abilities

Thorough knowledge and application of department rules, regulations and policies pertaining to highway shop maintenance.

Good knowledge of basic accounting, recordkeeping, personnel management, time management and government procurement procedures.

Good knowledge of safety rules, repair procedures, and equipment applicable to the repair and maintenance of light and heavy duty truck, equipment, and auto repair.

Thorough knowledge of engine, mechanical, electrical and welding repair.

Ability to establish and maintain effective working relationships with the general public, vendors, outside repairmen, fellow employees, subordinates and officials.

Some knowledge of various makes of highway equipment, parts and accessories.

Ability to inspect parts and equipment for problems and defects.

Physical Demands *The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is regularly required to stand; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to climb or balance; and stoop, kneel, crouch, or crawl. The employee is occasionally required to walk, sit and taste or smell. The employee must regularly lift and/or move up to 25 pounds and frequently lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

Work Environment *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Safe work methods must be followed to insure the limited possibility of injury from moving parts and equipment while running and working on equipment.

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts and fumes or airborne particles. The employee is frequently exposed to vibration. The employee is occasionally exposed to wet and/or humid conditions; high, precarious places; toxic or caustic chemicals; outside weather conditions; extreme cold; extreme heat; and risk of electrical shock. The noise level in the work environment is usually loud.

RESOLUTION 2017-36

**RESOLUTION AMENDING RESOLUTION 1995-38
ESTABLISHING SHERIFF'S FEES**

To the Honorable Chair and Board of Supervisors of Calumet County, Wisconsin:

Motion:	Adopted:	<input type="checkbox"/>
1 st _____	Lost:	<input type="checkbox"/>
2 nd _____	Tabled:	<input type="checkbox"/>
Yes: _____ No: _____	Absent:	<input type="checkbox"/>
Number of votes required:		
<input checked="" type="checkbox"/> Majority	<input type="checkbox"/> Two-thirds	
Reviewed by:	Kimberly Tenerelli	Corp Counsel

WHEREAS, The Calumet County Sheriff's Department is responsible to provide civil process service pursuant to Wisconsin Statutes §814.705 and the County Board is responsible for establishing the fees for said service; and

WHEREAS, The Protection of Persons and Property Committee believes it is in the best interest of Calumet County to adjust the civil process service fee to a flat \$75, which includes up to 3 attempts and mileage; and

WHEREAS, Said service fee would be non-refundable and require prepayment, excluding governmental agencies.

NOW, THEREFORE, BE IT RESOLVED, That the Calumet County Board of Supervisors hereby amends Resolution 1995-38 to increase the Sheriff's Department civil process service fee to a flat \$75, which includes up to 3 attempts and mileage, non-refundable pre-payment required, excluding governmental agencies.

BE IT FURTHER RESOLVED That this increase shall be effective upon passage of this Resolution.

Dated this 20th day of March 2018.

**INTRODUCED BY THE PROTECTION OF
PERSONS & PROPERTY COMMITTEE**

Pete Stier, Chair

Alice Connors

Heather Gibler

Joe Mueller

Mary Schwalenberg

COUNTERSIGNED BY

	YES	NO	A
1 BARRIBEAU			
2 BUDDER			
3 CONNORS			
4 DEITER			
5 DIETRICH			
6 DRAHEIM			
7 GENTZ			
8 GIBLER			
9 HARTL			
10 HOFBERGER			
11 KARTH			
12 KLECKNER			
13 LA SHAY			
14 LAUGHRIN			
15 MUELLER			
16 STANKE			
17 STECKER			
18 SCHWALENBERG			
19 STIER			
20 STILLMAN			
21 WEINBERGER			

Alice Connors, County Board Chair

RESOLUTION 2017-37

RESOLUTION AUTHORIZING SALARIES FOR ELECTED OFFICIALS FOR THE YEARS 2019-2022

Motion:	Adopted: <input type="checkbox"/>
1 st _____	Lost: <input type="checkbox"/>
2 nd _____	Tabled: <input type="checkbox"/>
Yes: _____ No: _____	Absent: _____
Number of votes required:	
<input checked="" type="checkbox"/> Majority	<input type="checkbox"/> Two-thirds
Reviewed by: Kimberly Tenerelli Corp Counsel	

To the Honorable Chair and Board of Supervisors of Calumet County, Wisconsin:

WHEREAS, Pursuant to Wis. Stat. § 59.22(1), the Board must establish the total annual compensation for services to be paid to county elected officials (other than supervisors and circuit judges) prior to the earliest time for filing nomination papers for the county elective office; and

WHEREAS, The Board desires to establish the total annual compensation, which is separate and distinct from the fringe benefits offered by the County to elected officials, for the upcoming four-year term for the Clerk of Circuit Court and Sheriff; and

WHEREAS, Said fringe benefits are subject to increase or decrease during the officer's term at the discretion of the Board and in accordance with state and federal law; and

WHEREAS, The current total annual compensation for the Clerk of Circuit Court and Sheriff is as follows:

Position	2018
Clerk of Circuit Court	\$64,958
Sheriff	\$89,607

WHEREAS, As part of the County's fringe benefit program, county elected officials may participate in the Wisconsin Retirement System in accordance with state law, and each elective official is required to pay their share of the total WRS required contribution. Calumet County will pay only its share of the total required WRS contribution. It is expressly recognized that these shares may change, when the required WRS rate is adjusted, as authorized by law; and

WHEREAS, As part of the County's fringe benefit program, county elected officials may elect to receive health insurance coverage under the same terms and conditions as the health insurance coverage offered to non-represented managerial county employees who are not law enforcement managerial employees or non-represented managerial employees described in Wis. Stat. § 111.70(1)(mm)2; and

WHEREAS, The Administrative Services Committee has reviewed the current salaries of the elected officials, and is recommending:

	YES	NO	A
1 BARRIBEAU			
2 BUDDÉ			
3 CONNORS			
4 DEITER			
5 DIETRICH			
6 DRAHEIM			
7 GENTZ			
8 GIBLER			
9 HARTL			
10 HOFBERGER			
11 KARTH			
12 KLECKNER			
13 LA SHAY			
14 LAUGHRIN			
15 MUELLER			
16 STANKE			
17 STECKER			
18 SCHWALENBERG			
19 STIER			
20 STILLMAN			
21 WEINBERGER			

Position	2019	2020	2021	2022
Clerk of Circuit Court	\$70,000	\$71,400	72,828	\$74,285
Sheriff	\$95,000	\$96,900	98,838	\$100,815

NOW, THEREFORE, BE IT RESOLVED By the Calumet County Board of Supervisors herein assembled, that the total annual compensation for county elected officers under Wis. Stat. § 59.22(1) shall be as aforementioned, effective on the first day of a term of office that begins after the date of this Resolution.

BE IT FURTHER RESOLVED That the aforementioned county elected officials are entitled to participate in the Wisconsin Retirement System in accordance with law and the County shall pay only its share of contributions required by law. Each elective official is required to pay their share of the total WRS required contribution. Calumet County will pay only its share of the total required WRS contribution. It is expressly recognized that these shares may change, when the required WRS rate is adjusted, as authorized by law. These contributions will be pre-tax.

BE IT FURTHER RESOLVED That the aforementioned county elected officials are entitled to participate in the County's health insurance program subject to the terms and conditions of the program, which may be modified from time-to-time by the Calumet County Board of Supervisors, under the same terms and conditions (e.g. premium contributions, co-pays, deductibles, etc.) as the health insurance coverage offered to non-represented managerial county employees who are not law enforcement managerial employees or non-represented managerial employees described in Wis. Stat. § 111.70(1)(mm)2.

BE IT FURTHER RESOLVED, That each elective official is eligible for, and may elect to participate in, the fringe benefit package provided to full-time non-represented employees of Calumet County, and are subject to any revisions thereto. Such eligibility and participation is subject to the same terms and conditions as full-time non-represented employees of Calumet County.

BE IT FURTHER RESOLVED That it will be the responsibility of the elected official for licensures, membership fees, and professional registry.

Dated this 20th day of March, 2018.

**INTRODUCED BY ADMINISTRATIVE
SERVICES COMMITTEE**

Merlin Gentz, Chair

Bill Barribeau

Ronald Dietrich

Patrick Laughrin

Robert Stanke

Peter Stier

Mary Schwalenberg

COUNTERSIGNED BY

Alice Connors, County Board Chair

ORDINANCE 2017-13

**ORDINANCE TO AMEND THE CALUMET COUNTY CODE OF ORDINANCES
AMENDING CHAPTER 2, ADMINISTRATION**

The Board of Supervisors of Calumet County, does hereby amend the Calumet County Code of Ordinances by amending Chapter 2 as follows:

Motion:	Adopted: <input type="checkbox"/>
1 st _____	Lost: <input type="checkbox"/>
2 nd _____	Tabled: <input type="checkbox"/>
Yes: _____ No: _____	Absent: _____
Number of votes required:	
<input checked="" type="checkbox"/> Majority	<input type="checkbox"/> Two-thirds
Reviewed by: _____	Kimberly Tenerelli Corp Counsel

1. CHAPTER 2, ADMINISTRATION.

Sec. 2-4. Sale of County-Owned Property to Employees.

(a) Applicability. For purposes of this section, the term "County-owned property" shall include all property owned by the County.

(b) Sale of County-owned tangible property. All employees are prohibited from participating in Calumet County online auctions, excluding real estate. In addition, family members or friends are prohibited from bidding on behalf of an employee.

(c) Sale of County-owned real estate property. All Treasurer's office employees or relatives of such employees, bidding on behalf of the employees, are prohibited from bidding on real estate foreclosed or otherwise obtained by the County, when a reserve price is set. All other employees may bid during the first round of the auction, regardless if a reserve price is set.

If there is no successful bidder with a reserve price, once the reserve price is lifted, all employees are then eligible to bid on real estate.

2. This amending ordinance shall take effect upon passage as provided by law.

Dated this 20th day of March 2018.

**INTRODUCED BY THE
ADMINISTRATIVE SERVICES COMMITTEE**

	YES	NO	A
1 BARRIBEAU			
2 BUDDE			
3 CONNORS			
4 DEITER			
5 DIETRICH			
6 DRAHEIM			
7 GENTZ			
8 GIBLER			
9 HARTL			
10 HOFBERGER			
11 KARTH			
12 KLECKNER			
13 LA SHAY			
14 LAUGHRIN			
15 MUELLER			
16 STANKE			
17 STECKER			
18 SCHWALENBERG			
19 STIER			
20 STILLMAN			
21 WEINBERGER			

Merlin Gentz, Chair

Ronald Dietrich

Bill Barribeau

Patrick Laughrin

Robert Stanke

Pete Stier

Mary Schwalenberg

COUNTERSIGNED BY

Alice Connors, County Board Chair