



Calumet County Clerk

Beth A. Hauser

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Phone Number:**

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Fax Number:

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May 9, 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, May 15, 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 MAY MEETING

AMENDED

1. Roll Call
2. Pledge of Allegiance
3. Approval of Agenda
4. Approval of Minutes of the April 17, 2018 meeting
5. Petitions
6. Communications
7. Public Participation
8. **SPECIAL BUSINESS:**
 - A. The Calumet County Health and Human Services Board will receive an award presented by Jamie Michael, Associate Director of the Wisconsin Association of Local Health Departments and Boards.
 - B. Allen Mitchler, the new Director of the Chilton Regional Center of Fox Valley Technical College, will introduce himself to the Board.
9. **RESOLUTIONS:**
 - A. RESOLUTION 2018-08 RESOLUTION ACKNOWLEDGING THE MERITORIOUS WORK OF FELLOW COMMITTEE, BOARD AND COMMISSION MEMBERS
 - B. RESOLUTION 2018-09 RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A FIFTEEN PERCENT (15%) GENERAL FUND BALANCE REQUIREMENT
10. **ORDINANCE:**
 - A. ORDINANCE 2018-01 ORDINANCE TO AMEND THE CALUMET COUNTY CODE OF ORDINANCES AMENDING CHAPTER 14, EMERGENCY SERVICES
11. **SUPERVISOR REPORTS**
 - A. Reports of Official Meetings held in the Prior Month
12. **COUNTY ADMINISTRATOR'S REPORT AND APPOINTMENT**
 - A. Monthly Report

B. **Reappointment to the Calumet County Traffic Safety Commission.** Recommend the reappointment of Levi Gibler to the Calumet County Traffic Safety Commission, with a term to expire April 20, 2020.

C. Recommend the appointment of Dr. Sharon Rink, MD to the Health and Human Services Board, with a term to expire April 20, 2020.

13. **SPECIAL MEETING DATE:** Set special meeting date in June for Strategic Planning.

14. **NEXT REGULAR MEETING DATE:** June 19, 2018 at 7:00 P.M.

15. **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.

RESOLUTION 2018-08

**RESOLUTION ACKNOWLEDGING THE MERITORIOUS WORK OF FELLOW
COMMITTEE, BOARD AND COMMISSION MEMBERS**

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

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

WHEREAS, The following members have been diligent in their work by giving of their time and effort for the betterment of Calumet County:

Rock Anderson – County Deer Advisory Committee

Nick Cluppert – Local Emergency Planning Committee

Jon Cousins – County Children with Disabilities Education Board, and Planning, Zoning, and Farmland Preservation Committee

Melissa Ebert – Calumet County Traffic Safety Commission

Mike Hopfensperger – Aging & Disability Resource Center Serving Calumet, Outagamie and Waupaca Counties Advisory Committee, and Veterans Service Commission

Paul Kapellen – Local Emergency Planning Committee

Jerry Koenig – Health and Human Services Board

Dr. Tricia Lorenz – Health and Human Services Board

Carl Mohl – Local Emergency Planning Committee

Joelle Myers – Aging & Disability Resource Center/Long Term Support Advisory Committee

Elroy Schreiner – Aging & Disability Resource Center Serving Calumet, Outagamie and Waupaca Counties Advisory Committee

LuAnn Steffen – Aging & Disability Resource Center/Long Term Support Advisory Committee

Joseph Strauss – Local Emergency Planning Committee

Eva Zahn – Aging & Disability Resource Center/Long Term Support Advisory Committee

Steve Zutz – Local Emergency Planning 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 KLECKNER			
12 LA SHAY			
13 LAUGHRIN			
14 MUELLER			
15 STANKE			
16 STECKER			
17 SCHWALENBERG			
18 STIER			
19 STILLMAN			
20 STOFFEL			
21 WEINBERGER			

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of Calumet County herein assembled, acknowledge the effort, time and talent given by the above individuals for their years of service on various Calumet County committees, boards and commissions.

BE IT FURTHER RESOLVED That a copy of this Resolution be presented to each member.

Dated this 15th day of May 2018.

INTRODUCED BY THE CALUMET COUNTY BOARD OF SUPERVISORS

Bill Barribeau

Matthew Budde

Alice Connors

Gary Deiter

Ronald Dietrich

Ken Draheim

Merlin Gentz

Heather Gibler

Judith Hartl

Mike Hofberger

Hope Karth

Ed Kleckner

Dave La Shay

Patrick Laughrin

Joe Mueller

Mary Schwalenberg

James Stecker

Peter Stier

Duaine Stillman

Tom Stoffel

Kevin Weinberger

COUNTERSIGNED BY

Alice Connors, County Board Chair

RESOLUTION 2018-09

**RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A FIFTEEN PERCENT (15%)
GENERAL FUND BALANCE REQUIREMENT**

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

	YES	NO	A
1 BARRIBEAU			
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4 DEITER			
5 DIETRICH			
6 DRAHEIM			
7 GENTZ			
8 GIBLER			
9 HARTL			
10 HOFBERGER			
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12 KLECKNER			
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14 LAUGHRIN			
15 MUELLER			
16 SCHWALENBERG			
17 STECKER			
18 STIER			
19 STILLMAN			
20 STOFFEL			
21 WEINBERGER			

WHEREAS, The Calumet County Board of Supervisors under the provisions of Section 59.03 and 59.04 of Wisconsin Statutes shall make rules for the government of Calumet County and shall determine the general policies of the County, including the expenditure of the funds under its jurisdiction within the amounts available; and

WHEREAS, Positive fund balance is essential to ensure the operational continuity of the County finances; and

WHEREAS, The Board of Supervisors request the establishment of a fund balance guideline to ensure the maintenance of reasonable positive fund balances by the County; and

WHEREAS, Resolution 2010-28 dated September 21, 2010 established the existing fund balance policy at 15% of certain expenditures within the County's audited financial statements; and

WHEREAS, The calculation of undesignated fund balance under Resolution 2010-28 needs to be modified to more accurately reflect changes in Calumet County's accounting for advances to bonded capital projects.

NOW THEREFORE, BE IT RESOLVED, That the Calumet County Board of Supervisors hereby rescinds Resolution 2010-28.

BE IT FURTHER RESOLVED, That the County shall maintain a minimum undesignated General Fund Balance of 15% of the total audited expenditures of the County's Governmental Funds, less Debt Service Fund expenditures and Capital Projects Fund expenditures being financed by Bond Proceeds. The calculation of this percentage shall occur annually from the County's Audited Financial Statements and shall include the undesignated fund balance in the General Fund, Special Revenue Funds and include amounts designated for working capital within the General Fund and general fund reserves for advances to bonded Capital Projects Fund.

Dated this 15th Day of May, 2018.

**INTRODUCED BY THE
ADMINISTRATIVE SERVICES COMMITTEE**

Merlin Gentz, Chair

Ronald Dietrich

Bill Barribeau

Patrick Laughrin

Pete Stier

Mary Schwalenberg

Tom Stoffel

COUNTERSIGNED BY

Alice Connors, County Board Chair

SAMPLE

<u>Calumet County, Wisconsin</u>		
<u>Analysis of Undesignated Fund Balance</u>		
		<u>Audited 2016</u>
<u>Fund Description</u>		<u>Expenditures</u>
General Fund		\$ 16,313,165
Special Revenue Funds		18,746,146
Total Expenditures		\$ 35,059,311
Reserve Percentage		15%
Required Fund Balance		\$ 5,258,897
<u>Fund Balance Available</u>		
General Fund		\$ 7,063,097
General Fund Working Capital		\$ 1,900,000
Reserve for Advance to Capital Projects		\$ -
Total Fund Balance Available		\$ 8,963,097
Excess of Fund Balance Available Over (Under) the amount required		\$ 3,704,200
		<u>2018 Budget</u>
Amount of F.B. Utilized in the Budget		1,976,316
Reserve Percentage		19.93%
Reserve Expressed as a Dollar Amount		6,986,781
Dollars available above the Reserve		1,727,884

ORDINANCE 2018-01

**ORDINANCE TO AMEND THE CALUMET COUNTY CODE OF ORDINANCES
AMENDING CHAPTER 14, EMERGENCY SERVICES**

The Board of Supervisors of Calumet County, does hereby amend the Calumet County Code of Ordinances by amending Chapter 14, 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 14, Article I. In General.

See attached.

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

Dated this 15th day of May, 2018 .

**INTRODUCED BY THE
ADMINISTRATIVE SERVICES COMMITTEE**

Merlin Gentz, Chair

Ronald Dietrich

Bill Barribeau

Patrick Laughrin

Mary Schwalenberg

Pete Stier

Tom Stoffel

COUNTERSIGNED BY

Alice Connors, County Board Chair

	YES	NO	A
1 BARRIBEAU			
2 BUDE			
3 CONNORS			
4 DEITER			
5 DIETRICH			
6 DRAHEIM			
7 GENTZ			
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Chapter 14

EMERGENCY SERVICES*

* **Cross References:** Law Enforcement, ch. 38.

Article I. In General

- Sec. 14-1. Declaration of Emergencies.
- Sec. 14-2. Emergency Rules.
- Sec. 14-3. Local Emergency Planning Committee (LEPC).
- Sec. 14-4. Emergency Management.
- Sec. 14-5. National Incident Management Systems (NIMS)
- Sec. 14-6. Public Safety Radio Systems.
- Secs. 14-6--14-40. Reserved.

Article II. E 911 System

- Sec. 14-41. Authority of Article Provisions.
- Sec. 14-42. Purpose of Article.
- Sec. 14-43. Administration.
- Sec. 14-44. Operation; User Charges.
- Sec. 14-45 Intentional Interference
- Secs. 14-46--14-80. Reserved.

Article III. False Alarms

- Sec. 14-81. Declaration of Intent.
- Sec. 14-82. Definitions.
- Sec. 14-83. General Requirements.
- Sec. 14-84. Penalties for Violation of Article.
- Sec. 14-85. Cooperation of Alarm User, Owner, or Lessee.

ARTICLE I.

IN GENERAL

Sec. 14-1. Declaration of Emergencies.

(a) A Declaration of a State of Emergency may be made by the Governor, the County Administrator, and the Emergency Management ~~Director~~Coordinator in the absence of the County Administrator, or by majority of the County Board. The issuing authority shall issue all necessary proclamations as to the existence of a State of Emergency and shall issue such disaster warnings or alerts as shall be required in the County Emergency Operations Plan.

(b) After the Declaration of an Emergency and the issuance of official disaster warnings, the Emergency Management ~~Director~~Coordinator shall take action in accordance with the County Emergency Operations Plan.

(c) Such State of Emergency shall continue until terminated by the issuing authority.
(Ord. No. 2002, § 1, 6-18-2002)

Sec. 14-2. Emergency Rules.

Upon the Declaration of Emergency, the County Board, the County Administrator, and, in his absence, the Emergency Management ~~Director~~Coordinator may proclaim, promulgate and enforce orders and rules relating to the conduct of persons and the use of property which are necessary and expedient for the safety

of the public, which preserve lives and property, and which ensure the cooperation in emergency management activities. Such proclamation shall be posted in three public places and may be rescinded either by the issuing agency or by resolution of the County Board.
(Ord. No. 2002-2, § 2, 6-18-2002)

Sec. 14-3. Local Emergency Planning Committee (LEPC).

(a) The Board of Supervisors creates a Local Emergency Planning Committee, in accordance with Wis. Stats. §59.54(8).

(b) The Local Emergency Planning Committee shall consist of at least 13 regular members, but not more than 19 members.

(c) Members of the Local Emergency Planning Committee shall be appointed by the County Administrator and confirmed by the County Board for two-year terms. Upon such members being confirmed by the County Board, those names shall be forwarded to the Wisconsin Emergency Management Board for approval and recording, as required.

(Ord. No. 1997-12, §§ 1--3, 12-16-1997)

Cross References: Administration, ch. 2.

Sec. 14-4. Emergency Management.

(a) *Policy and purpose.* To ensure that the County will be prepared to cope with emergencies resulting from enemy action and with emergencies resulting from manmade and natural disasters, Emergency Management is created to carry out the purposes set out in Wis. Stats. §323

(b) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Emergency management includes civil defense and means all measures undertaken by or on behalf of the state and its subdivisions:

- (1) To prepare for and minimize the effect of enemy action and natural or manmade disaster upon the civilian population.
- (2) To effectuate emergency repairs to, or the emergency restoration of, vital public utilities and facilities destroyed or damaged by such action or disaster.

Enemy action means hostile action by a foreign power which threatens the security of this state or a portion thereof.

(c) County ~~Emergency Management Committee~~ Protection of Persons and Property Committee.

(1) *How constituted.* The civil defense committee of the County Board as created under its rules is hereby designated as the County ~~Emergency Management Committee~~ Protection of Persons and Property Committee. When acting as such, the committee shall follow County procedure when electing a committee Chair.

(2) *Duties.* The County ~~Emergency Management Committee~~ Protection of Persons and Property Committee shall be an advisory and planning group and shall advise the County Emergency Management /~~Director~~ Coordinator and the County Board of supervisors on all matters pertaining to emergency management. It shall meet upon the call of the Chair.

(d) *County Emergency Management ~~Director~~Coordinator.* There is hereby created the office of County-Municipal Emergency Management ~~Director~~Coordinator. The County Emergency Management ~~Director~~Coordinator shall also hold the office of Emergency Management ~~Director~~Coordinator of such municipalities of the county as may hereafter enact an ordinance parallel to this section. In addition to his duties as County Emergency Management ~~Director~~Coordinator, he shall have the additional duties and responsibilities of a Municipal Emergency Management ~~Director~~Coordinator as provided for in Wis. Stats. §323.14.

(e) *Joint meetings.* Whenever it is deemed necessary by either the County ~~Emergency Management Committee~~Protection of Persons and Property Committee, or the ~~Emergency Management Committee~~Protection of Persons and Property Committee of a municipality participating in joint action, there shall be a joint meeting of the committees to decide such matters as may arise.

(f) *Duties of the County Emergency Management ~~Director~~Coordinator.*

(1) *Countywide duties.* The ~~Director~~Coordinator, in his capacity as county ~~Director~~Coordinator, subject to the control and direction of the County ~~Emergency Management Committee~~Protection of Persons and Property Committee and under the general supervision of the County Board, shall:

- a. Develop and promulgate emergency management plans for the County including planning for joint action municipalities, consistent with the State Plan of Emergency Management;
- b. Coordinate and assist in the development of municipal emergency management plans within the County, and integrate such plans with the County Plan;
- c. Direct the County and joint action municipality emergency management programs;
- d. Direct Countywide emergency management training programs and exercises;
- e. Advise the State Administrator of Emergency Management of all emergency management planning for the County and render such reports as may be required by the Administrator;
- f. In case of a State of Emergency proclaimed by the Governor, direct the County and joint action municipalities in emergency management activities and coordinate the nonjoint action municipal emergency management activities within the County, subject to the coordinating authority of the State Administrator; and
- g. Perform such other duties relating to emergency management as may be required by the County Board.

(2) *Municipal duties.* The ~~Director~~Coordinator in his capacity as ~~Director~~Coordinator for a municipality in joint action shall:

- a. Direct the municipal emergency management organization;
- b. Develop, promulgate, and integrate into the County Plan, emergency management plans for the operating services of the municipalities;

- c. Direct participation of the municipality in such emergency management training programs and exercises as may be required on the County level or by the State Administrator;
- d. Direct the municipal emergency management training programs and exercises;
- e. Perform all administrative duties necessary for the rendering of reports and procurement of federal matching funds for each municipality requesting federal matching funds;
- f. In case of a State of Emergency proclaimed by the Governor, direct the activities of the municipal emergency management organization;
- g. Perform such other duties, relating to emergency management, as may be required by the municipal governing body.

(g) *Utilization of existing services and facilities.*

- (1) *Policy.* In preparing and executing the emergency management program, the services, equipment, supplies and facilities of the existing departments and agencies of the County shall be utilized to the maximum extent practicable; and the officer and personnel of all such departments and agencies are directed to cooperate with and extend such services and facilities as are required of them.
- (2) *Joint action.* Municipalities entering into joint action with the County will provide for utilization of existing services of municipal government by enactment of an ordinance parallel to this subsection of this section.

(h) *Other emergencies.*

- (1) *Joint action municipalities.* If the Governor determines that an emergency exists growing out of natural or manmade disasters, the County Emergency Management ~~Director~~[Coordinator](#) will activate and direct the emergency management services at the appropriate level of government affected by the emergency.
- (2) *Nonjoint action municipalities.* In the event of a natural or manmade disaster, the County ~~Director~~[Coordinator](#) will coordinate the municipalities affected and render such assistance as is required and available from county resources.
- (3) *Penalties.* It shall be unlawful for any person willfully to obstruct, hinder, or delay any member of the emergency management organization in the enforcement of any order, rule, regulation or plan issued pursuant to this section, or to do any act forbidden by any order, rule, regulation or plan issued pursuant to the authority contained in this section. For a violation of any of the provisions of this section, he shall forfeit not more than \$200.00.

Sec. 14-5. National Incident Management System (NIMS).

Calumet County will comply with the National Incident Management System (NIMS) requirement in all phases (i.e., mitigation, preparedness, response, recovery) of its emergency management program, as detailed by the federal and state government in order to facilitate an effective and coordinated emergency management system and in order to remain eligible for funding. A part of becoming compliant with NIMS, Calumet County hereby adopts the approved Incident Command System (ICS) for use in all

emergency operations. The Calumet County Emergency Management ~~Director~~Coordinator will provide County and municipal agencies with the information necessary to aid each entity comply with the NIMS requirement.

Secs. 14-6. Public Safety Radio Systems.

(a) Declaration of Intent. The primary purpose of this section is to eliminate any interference with radio or data communications for public safety within the County of Calumet. This section also intends to encourage companies and individuals to take all necessary planning measures to place a structure that provides adequate clearance of all current and future public safety radio systems.

(b) Definitions:

Fresnel zone: is a number of concentric ellipsoids of revolution which define volumes in the radiation pattern of a (usually) circular aperture. Fresnel zones result from diffraction by the circular aperture. The cross section of the first Fresnel zone is circular. Subsequent Fresnel zones are annular in cross section, and concentric with the first. A Fresnel zone is created in a microwave radio path.

Microwave radio: is a technology for transmitting digital and analog signals, such as long-distance telephone calls and the relay of control between a control console and a radio transmitter, between two locations on a line of sight radio path. In microwave radios, radio waves are transmitted between the two locations with directional antennas, forming a fixed radio connection between the two points.

Structure: is anything constructed, erected or otherwise placed, reconstructed or structurally altered, upon any premises requiring a more or less permanent location on or in the ground, including but not limited to for reasons of specific enumeration, all buildings, modular buildings, modular homes, trailers, towers, signs, satellite dishes and animal waste storage structures. Slabs and driveways shall not be interpreted as a structure.

(c) No structure, constructed, erected or otherwise placed, reconstructed or structurally altered, shall:

- (1) Interfere with any microwave radio system or voice radio system for public safety agencies within Calumet County.
- (2) Interfere with, damage or sever, any underground connections for voice or data public safety radio systems, such as fiber optic or telephone lines, within Calumet County.

(d) Prior to any construction activity, any individual or entity shall assure that no part of a structure will block or redirect the signal of a public safety or microwave radio system. At least a 100 foot clearance of the Fresnel zone is required. Assurance may require that a path survey be conducted by a microwave radio engineer or engineering firm, at the expense of the individual or entity desiring to construct, erect, or otherwise place, reconstruct or structurally alter a structure. The location and coordinates of communication towers and appurtenances utilized for public safety may be obtained in the office of the Land & Water Conservation Department of Calumet County.

(e) Any person who creates an interference prohibited under this section shall eliminate the interference within twenty four (24) hours of said interference being discovered. In addition to any other relief available to the County for violating this section, the County may take appropriate legal action or proceedings including, recovery of damages and injunctive relief.

(f) Penalty. Any person who violates any of the provisions of this section shall be subject to section 1-7 and 1-8 of this Code. Each day of a violation constitutes a separate offense under this section.

Sec. 14-7--14-40. Reserved.

(Ord. No. 35, §§ 1--8, 9-26-1972; Ord. No. 2005-01,§5, 4-19-05; Ord. No. 2007-26, §14-6, 2-19-2008)