

AGENDA

Administration & Rules Committee

Jefferson County Courthouse
320 S. Main Street
Jefferson, WI 53549

January 30, 2013

Room 112

Immediately following the County Administrator Search Committee meeting which is scheduled for 8:00 a.m.

Committee Members

Paul Babcock – James Braughler – Rick Kuhlman - Jim Mode – John Molinaro, Chair

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meeting Law Requirements
4. Review of Agenda
5. Public Comment
6. Approval of December 3, 2012 Administration & Rules Committee meeting minutes
7. Correct & Approve the December 11, 2012 County Board minutes pursuant to Board Rule 3.05 (2)(a)
8. Communications
9. Discussion and possible action on Fair Park request to use additional social media (Twitter, YouTube, Pinterest, Blogs)
10. Discussion and possible action on Resolutions from the Register of Deeds Office
 - a. Proposed resolution regarding Social Security Redaction Fee Sunset approved by the Planning and Zoning Committee and Land Information Council
 - b. MERS (Mortgage Electronic Registration Systems)
11. Discussion and possible action on establishing a policy regarding County Board approval of donations made to the County
12. Discussion and possible action on a resolution supporting position papers on legislative issues from Sheboygan County
13. Discussion and possible action on resolutions, letters or reports from other governmental agencies
 - a. Letter from Wisconsin Counties Association to Secretary Mark Gottlieb, Wisconsin Department of Transportation on behalf of the Wisconsin County Highway Association, the Wisconsin County Executives and Administrators Association and the Wisconsin Counties Association.
 - b. Manitowoc County Resolution "Supporting Same Day Voter Registration"
14. County Administrator's monthly reports
15. Tentative Future Meeting schedule and Agenda Items

February 27 th , 2013	April 24 th , 2013
March 27 th , 2013	

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

16. Adjourn

The Committee may discuss and/or take action on any item specifically listed on the agenda. 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.

JEFFERSON COUNTY BOARD
COMMITTEE MINUTES

#6

December 3, 2012
Administration & Rules Committee
8:00 a.m.

1. **Call to Order**
Meeting was called to order by Supervisor Molinaro at 8:00 a.m.
2. **Roll Call**
Administration and Rules Committee Members
Members present: James Braughler, John Molinaro, Paul Babcock, Rick Kuhlman and Jim Mode.

Others Present: Gary Petre – County Administrator; Tammie Jaeger – Administrative Assistant – Confidential; Phil Ristow – Corporation Counsel; Terri Palm-Kostroski – Human Resources Director; Chris Welch, Reporter – Jefferson Daily Union; Supervisor Dick Schultz and Supervisor Pam Rogers.
3. **Certification of compliance with Open Meeting Law Requirements**
Gary Petre certified compliance with the open meeting law.
4. **Review of Agenda**
5. **Public Comment**
None
6. **Approval of November 28, 2012 Administration & Rules Committee meeting minutes**
Motion made by Supervisor Kuhlman; Second by Supervisor Babcock to approve the November 28, 2012 Administration & Rules Committee meeting minutes as printed. (Ayes-All)
Motion carried.
7. **Communications**
None
8. **Discussion and possible action on hiring an outside consultant to assist in filling the County Administrator position**
Terri Palm-Kostroski explained the cost to hire an outside consultant would be approximately \$15,000 - \$20,000. The committee discussed what the role of a consultant might be. Terri described the process that Dodge County used when they hired their County Administrator. The committee discussed the pros and cons of hiring an outside consultant.

Motion made by Supervisor Kuhlman; Second by Supervisor Mode to hire an outside consultant to assist in filling the County Administrator position (Ayes-All) Motion carried.
9. **Discussion and possible action on forming a subcommittee for the interview and selection process in filling the County Administrator position**
John Molinaro explained that the previous group was made up of vice chairs and committee chairs. It was suggested that the Administration and Rules Committee be a part of this subcommittee along with the Finance Committee Chair, and Supervisor Pam Rogers.

Motion made by Supervisor Braughler; Second by Supervisor Babcock to forward a resolution to the County Board to form a subcommittee to participate in the interview and selection process in filling the County Administrator position. (Ayes-All) Motion carried.
10. **Tentative Future Agenda Items and Meeting Dates**
 - Approval of December 3, 2012 Administration & Rules Committee meeting minutes
 - Approval of December 11, 2012 County Board meeting minutes
 - Discussion and possible action on resolutions, letters or reports from other governmental agencies
 - County Administrator's monthly report
 - Status Report and review of policies for inclusion in the Codification project

- Follow up on WCA's County Ambassador Program
- Discussion and possible action on Resolutions from the Register of Deeds Office
- Discussion and possible action on Fair Park request to use additional social media (Twitter, YouTube, Pinterest, Blogs)
- Discussion and possible action on a resolution supporting position papers on legislative issues from Sheboygan County
- Discussion and possible action regarding recruitment for the County Administrator position

11. **Adjourn**

Motion made by Supervisor Mode; Second by Supervisor Kuhlman to adjourn at 8:30 a.m. (Ayes-All) Motion Carried.

Future Tentative Meeting Dates

The next regular meeting is scheduled for December 20th, 2012.

#7

**CORRECTIONS TO BE MADE TO
DECEMBER 11, 2012, JEFFERSON COUNTY BOARD MINUTES**

Pages 162 thru 200 should be renumbered 163 thru 201.

New Page 164:

Line 23 – Too much indention; should be indented as other paragraphs are on page

Lines 24 thru 26 – Align flush with the left margin

Line 27 – Too much indention; should be indented as other paragraphs are on page

New Page 165:

Line 8 – Delete the X in SIXXTH

New Page 168:

Line 4 – Print the following words in bond – **Mr. Mode presented Resolution No. 2012-60.**

Line 12 – Italicize the following words – *Milwaukee Journal Sentinel v. City of Milwaukee*

Line 16 – Italicize the following words – *Milwaukee Journal Sentinel*

New Page 169:

Line 14 – Italicize the following words – *Milwaukee Journal Sentinel*

New Page 171:

Line 13 – Delete the word and

New Page 172:

Line 1 – Delete the word and

Line 18 – Delete the word and

Line 38 – Delete the word and

New Page 176:

Line 24 – Underline the words less than

Line 30 Underline the words greater than

New Page 178:

Line 5 & 6 – Italicize and bold the following words – ***Employees in the same classification may file one review as a group.***

Line 12 – Italicize and bond the word ***hard copy***

Line 13 – Italicize and bond the following words – ***with any changes indicated on the JDQ itself.***

New Page 179:

Line 15 – Align the period after 10 with the periods which follow numbers 8 and 9 on the same page

New Page 191:

Line 8 – Enter a space between the words titled Aging

Line 26 – Strikethrough the word Advanced (should read ~~Advanced~~)

Line 27 – Strikethrough the words ~~Fund Accountant~~

Line 27 – Underline the words Assistant Finance Director

Line 28 – Strikethrough the word ~~Operations~~
Line 28 – Strikethrough the words ~~Family Court~~
Line 29 – Strikethrough the words ~~Commissioner, Family Court~~
Line 30 – Strikethrough the words ~~Commissioner/Guardian Ad Litem~~
Line 30 – Underline Circuit Court
Line 31 – Underline Commissioner
Line 32 – Underline Systems
Line 33 – Underline , Surveyor
Line 38 – Strikethrough ~~Assistant~~
Line 39 – Strikethrough ~~Superintendent, Account Manager,~~
Line 39 – Underline Senior
Line 40 – Underline Account,
Line 45 – Underline Fund

New Page 192:

Line 2 – Strikethrough ~~Behavioral Health Division Manager,~~
Line 7 – Strikethrough ~~Early~~
Line 8 – Strikethrough ~~Intervention Program~~
Line 8 – Underline Birth to Three/Preschool
Line 9 – Underline IT Specialist/Compliance Officer,
Line 10 – Underline Juvenile Justice Supervisor, Lueder Haus
Line 11 – Underline Manager
Line 11 – Underline Nurse
Line 12 – Underline Case Manager,
Line 12 – Strikethrough ~~W-2~~
Line 12 – Underline Division
Line 13 – Underline Manager
Line 13 – Strikethrough ~~Supervisor and Specialist~~
Line 32 – 2012 should not be in bold print

New Page 193:

Line 12 – Strikethrough ~~If the pres-~~
Lines 13 thru 15 – Strikethrough ~~ent salary is below the new range maximum, the employee will be placed in the new range at the step that provides the least amount of decrease.~~
Lines 24 thru 40 – Should be a hanging indent
Line 42 – Delete the word Position

New Page 194:

Line 25 – Capitalize the word plan (should read Plan)
Lines 24 thru 29 – Underline the following: Due to the implementation of a new Classification and Compensation Plan on December 30, 2012, a performance evaluation will not be required prior to implementation of the plan; however, department heads shall be held accountable to ensure each employee receives an evaluation annually.
Line 35 – Strikethrough ~~1995-24, July 11, 1995~~
Lines 35 and 36 – Underline 2012-66, December 11, 2012,

New Page 195:

Line 4 – Underline Systems and
Line 5 – Underline Applications Manager, Information Technology
Line 6 – Underline Manager
Line 20 – Delete a. and insert c.
Line 22 – Strikethrough ~~the higher rate~~ and underline five percent (5%) of the

Line 23 – Underline employee’s regular rate of
Line 24 – Underline non-supervisory
Line 25 – Underline Highway
Line 26 – Underline or foreman’
Line 29 – Underline paid non-cumulative if
Line 30 – Underline already receiving the five percent (5%) for
Line 31 – Underline working in a higher paid position,
Line 32 – Underline maximum and of the
Line 33 – Underline corresponding Lead position.
Line 33 – Strikethrough ~~in step H24D.~~
Line 38 – Delete the b. and insert d.
Line 43 – Delete c. and insert e.
Line 43 – Underline Employees designated in the Highway Worker
Line 44 – Underline classification shall receive an additional five
Line 45 – Underline percent (5%) of the employee’s regular rate
Line 46 – Underline when performing winter maintenance duties.

New Page 196:

Line 5 – Underline and Resolution 2012-66,
Line 6 – Underline 12/11/12,

New Page 197:

Line 13 – F. should not be in bold print

New Page 199:

Line 4 – Insert a comma after (c)
Lines 44 and 45 – Should not be in bold print.

New Page 200:

Lines 1 and 2 – Should not be in bold print.

New Page 201:

Line 25 – Strikethrough ~~7:00~~ and underline 6:00

#9



Social Media Plan
 11/28/2012
 Amy Cielinski & Alex Hein

Goals

- To communicate events & information to the citizens of Jefferson County & Beyond.
- Engage in the way people communicate and receive information.
- Deliver the most recent news, videos, and photos from our Fair Park.
- Sell more concert tickets
- Build a bigger fan base for Fair Week.
- Cut down Advertising Costs

Facebook

- 4,592 Fans
- The Majority of Fans are between 18-54
- Fair Week 958 Fans checked-in
- Total reach between May and August was over 100,000 people
- If Facebook was a country it would be the 3rd most populated in the world.

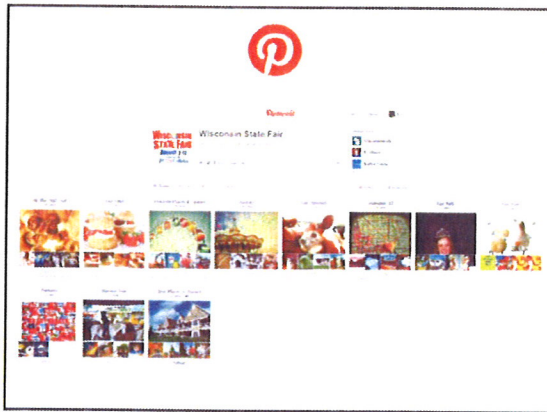
Twitter

- Post status updates using 140 characters.
- Use the # sign in front of keywords to send your tweet to other conversations
 - Facebook: "Tickets are now on sale for the music entertainment at the 2013 Jefferson County Fair. View this website to purchase yours today! www.wiztix.com"
 - Twitter: "Tickets for the 2013 Jefferson County #Fair Entertainment is on-sale now! Get yours! www.wiztix.com"

Twitter Users

- WI State Fair (7,064)
- Walworth County Fair (468)
- Brown County Fair (381)
- Milwaukee County Board (227)
- Dane County Fair (219)
- Dodge County Emergency Management (162)
- Dodge County Fair (148)





Pinterest Users

- UW Madison Athletics (287)
- UW Madison Alumni (283)
- Illinois State Fair (217)
- UW Extension (106)
- Wisconsin State Fair (99)
- Wisconsin Historical Society (71)



YouTube

- 2 billion YouTube videos are viewed per day
- 500 years of YouTube video are watched every day on Facebook, and over 700 YouTube videos are shared on Twitter each minute
- YouTube is available on 350 million mobile devices
- More than 20% of global YouTube views come from mobile devices

Foursquare



- Foursquare helps you and your friends make the most of where you are.
- Share photos and tips about the places you visit.
- Instantly view deals based on where you are
- Compete with friends for travel badges and certain deals i.e. "mayor"

Foursquare Pages

- Jefferson County Fair Park (463)
- Jefferson County Fair Main Stage (21)
- Jefferson County Fair Activity Center (48)
Total = 532
- Jefferson County Dog Park (157)
- Jefferson County Courthouse (149)
- Jefferson County Human Services (282)
- Jefferson County Shop (108)
Total= 696

Who are the administrators?

- Amy Cielinski
(amyc@jeffersoncountywi.gov)
- Alex Hein
(alexh@jeffersoncountywi.gov)
- David Diestler
(davidd@jeffersoncountywi.gov)

#10A

WCEH 2013-15 State Budget Initiative

Introduction

The Wisconsin Coalition to End Homelessness (WCEH) is a statewide consortium of homeless shelter directors, social service professionals and other individuals and groups dedicated to ending homelessness in Wisconsin. The focus of the Coalition is to sustain and enhance services for homeless individuals and families.

WCEH Budget Recommendation

WCEH recommends the following budget initiative be included in the 2013-15 biennial state budget to focus limited state and local resources on critical unmet needs. In summary, the proposal would:

1. Maintain current GPR funding of \$1,413,600 for the Shelter for Homeless and Transitional Housing Grant programs in the first year of the biennium (FY 14).
2. Supplement GPR funding in FY 14 for those grant programs with a new program revenue source discussed below. Increase funding by \$1,150,000 PR in FY 14 for a total first-year appropriation of \$2,563,600. This additional funding, along with base GPR, would provide grant funding at roughly the same level appropriated in the 2007-09 budget, which was set at \$2,506,000 annually.
3. Delete GPR funding for the program in year-two of the budget (FY 15) and replace with PR. Allocate \$2,563,600 for the traditional grant programs in FY 15 to preserve the total base funding from combined sources in FY 14.
4. Additionally, in FY 15, provide a new appropriation of \$1 million per year, or expand grant eligibility, to authorize the use of funds for: (a) supportive services associated with a HUD permanent housing project, and; (b) homelessness prevention services, such as rent assistance.

Budget Request Illustration

Revenue	FY 12	FY 13	FY 14	FY 15
GPR	\$1,413,600	\$1,413,600	\$1,413,600	-0-
PR	-0-	-0-	\$1,150,000	\$3,563,600
Total	\$1,413,600	\$1,413,600	\$2,563,600	\$3,563,600

Proposed Program Revenue Funding Source

Under current law, a county register of deeds is authorized to collect a \$25.00 fee for various recording and filing transactions. A county may also elect to collect an additional \$5.00 for each register of deeds transaction for the purpose of redacting social security numbers from electronic records viewable on the Internet. The additional fee may be collected until the earliest of: (a) completion of the redaction project; (b) January 1, 2012 unless DOA grants one-year extensions; or (c) January 1, 2015.

As of January 1, 2012, 69 of 72 counties have submitted extension requests to continue collecting fees in 2012. Burnett, Sauk and Washington counties reported they will not be collecting the \$5.00 this year. DOA estimates that 58 of 72 counties will continue to collect the fee until the final sunset date of January 1, 2015.

WCEH proposes that the \$5.00 fee be maintained and dedicated to homeless services funding. As redaction projects are completed and/or fees are phased out under current law sunset provisions — PR fees would be phased-in for allocation to homeless services.

Based on the utilizations assumptions above, a rough estimate of the dollar value of maintaining the \$5.00 fee and earmarking it for homeless program funding in the next biennium is as follows:

- DOA generally collects \$2.00 for each register of deeds transaction for its land information program.
- Corresponding revenue to DOA in FY 2011 = \$2.3 million
- If \$2.00 generates \$2.3 million — \$5.00 generates \$5.75 million annually.
- If 80% of the counties will continue to use the \$5.00 fee until January 1, 2015 then, at best, 20% of \$5.75 million or \$1.15 million would be available in FY 14 (July 1, 2013 –June 30, 2014) \$575,000 would be available between July 1, 2014 and December 31, 2014, and \$2.875 million would be available for the last six months of the biennium for a total of \$4.6 million in potential revenue over the next biennium.

Rationale for Proposed Funding Increases

Shelter for Homeless and Transitional Housing Grants Program

- Base funding for the Shelter for Homeless and Transitional Housing Grants Program has not been increased on a permanent basis since 1994. Since that time, base funding has been static at roughly \$1.5 million per year. (Now \$1,413,600 per year as a result of across-the-board GPR reductions in 2009-11).
- The WCEH proposal would restore program funding at roughly the \$2.5 million per year level approved in the 2007-09 budget. Note: One-time supplemental funding of \$1 million annually for two years was approved in the 2007-09 budget utilizing WHEDA reserve funds.

- Current funding (\$1,413,600) does not begin to meet the documented needs of the state's eligible homeless shelters. Even at the requested level of funding, the demand for homeless shelter services is likely to exceed program resources. For example, despite the additional funding in FY 08, State Shelter Subsidy Grant (SSSG) funding of \$1.68 million fell well short of the \$3,683,659 requested by the 34 eligible agencies that applied for grants. Forty six percent of requested funding was awarded.
- Data published by the Division of Housing shows that demand for emergency shelter services was up in 2010 over 2009 and up again in 2011 over 2010 by 9% based on a comparison of mid-year levels.
- While the SSSG program allows grant awards up to a maximum of 50% of the operating budget of an eligible facility, Commerce has previously estimated that roughly 12% of homeless shelter annual revenues come from state dollars. This is indicative of the overall demand, the ongoing contribution made by individual homeless shelters and the need for additional community resources for homeless shelter services.

Supplemental Funding for Supportive Services Associated with Permanent Housing Projects & Homeless Prevention

- While it is critical that Wisconsin maintain and enhance its efforts to meet the demand for homeless shelter services, it is equally critical that the state provide supplemental funding to promote permanent housing solutions and to assist people in danger of becoming homeless with targeted preventative support.
- To successfully compete for HUD grants, applicants need to demonstrate access to supplemental resources, including state and local government funding for homeless services. Wisconsin CoC organizations received \$20.5 million in 2007 awards from HUD and could leverage additional federal funding if state supplemental funds were made available.
- While the HUD program provides funding for qualified housing facilities and bricks and mortar, it provides little or no funding for supportive services associated with those projects. Similarly, the State of Wisconsin provides no dedicated support to help local agencies secure the non-federal matching funds necessary to qualify for these federal CoC Supportive Housing grants.
- Wisconsin is not keeping pace with the region in providing state supplemental support to successfully compete for its share of federal CoC housing dollars. For example, the State of Illinois 2007 budget provided \$11 million for homeless prevention and an additional \$4.2 million for supportive housing services, which was estimated to leverage over \$57 million in federal funds.

- Permanent housing solutions for the chronically homeless require access to adequate support services. Supportive services include: case management, life skills, alcohol and drug abuse, mental health counseling, health care, HIV/AIDS, education, employment, child care and transportation. These non-federally funded services are critical to the success of a project but local project sponsors are often without the cash resources necessary to meet the requirements for matching funds under the federal program.
- Supplemental funding for supportive and/or preventative services will help leverage private and local governmental investment in permanent housing and enhance the state's ability to compete for federal grants. It will also give local communities access to grant dollars that allows them to better employ long-term and/or short-term homeless prevention strategies based on local conditions and priorities.
- The depth and length of the current economic downturn has enhanced demand for preventative services. Such services are designed to provide assistance to low-income households who are at risk of becoming homeless. Such assistance includes temporary rent assistance, financial support for moving costs, security deposits, arrears and utility payments, and other housing relocation and stabilization services.

For Information Contact: Pat Osborne at osborne@hamilton-consulting.com or Andy Engel at engel@hamilton-consulting.com

#10B

WISCONSIN REGISTER OF DEEDS ASSOCIATION
FALL 2012 SEMINAR

RESOLUTION #4-2012

AMEND s.706.05 TO REQUIRE RECORDING OF MORTGAGE ASSIGNMENTS

WHEREAS, the members of the Wisconsin Register of Deeds Association seek to achieve greater transparency in the recording of home mortgages and to provide homeowners with critical information about who owns their loan, who they must negotiate with to achieve a loan modification, and who has the right to foreclosure on their homes should they default.

WHEREAS, homeowners need these protections more than ever in light of the on-going foreclosure crisis and a mortgage market characterized by the frequent transfers of beneficial interests under a mortgage or deed of trust.

WHEREAS, these practices have gaps in the recording system that make it impossible for borrowers to acquire needed information.

NOW THEREFORE BE IT RESOLVED, that the Wisconsin Register of Deeds Association seek legislation amending Chapter 706.05 of the Wisconsin Statutes to add : (1) that no mortgagee, trustee, or beneficiary shall record a notice of default (the first step in initiating a foreclosure) unless it has recorded its interests with the appropriate county recorder at least 45 days prior to filing the notice of default; (2) that all subsequent assignments of a mortgage or a beneficial interest in a deed of trust shall be recorded with the appropriate county recorder's office within 45 days of execution of the assignment.

BE IT FURTHER RESOLVED, the Wisconsin Register of Deeds Association Secretary mail a copy of this resolution to each Wisconsin County Board Chair.

BE IT FURTHER RESOLVED, this 4th day of October 2012 the WRDA supports Resolution # 4-2012

Respectfully Submitted by
WRDA DocX Subcommittee

Cathy Williquette Lindsay, Chair
Louise Principe
Michael Sydow
Ron Voigt

12

SHEBOYGAN COUNTY RESOLUTION NO. 14 (2012/13)

Re: Supporting Position Papers on Legislative Issues

WHEREAS, at the direction of the Executive Committee, County Administrator Payne has undertaken an effort to identify and evaluate various state requirements which tend to diminish local control and which adversely impact the local property tax burden, and


WHEREAS, the County Administrator and his management team have identified ten (10) such provisions in current state law, and

WHEREAS, with the assistance of a number of Department Heads and Wisconsin Counties Association staff, the County Administrator has prepared ten (10) position papers outlining each of these provisions, the implications and fiscal impact on Sheboygan County, and the actions that he believes our local legislative delegation should take with respect to these provisions, and

WHEREAS, the Executive Committee has reviewed the position papers, copies of which are on file with the County Clerk and the County Administrator, and has directed the County Administrator to share these position papers with Sheboygan County's legislative delegation;

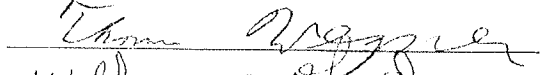
NOW, THEREFORE, BE IT RESOLVED that the Sheboygan County Board approves and endorses the positions outlined in the aforementioned position papers and encourages Sheboygan County's legislative delegation to work to incorporate the positions outlined therein in the upcoming legislative session.

Respectfully submitted this 6th day of November, 2012.

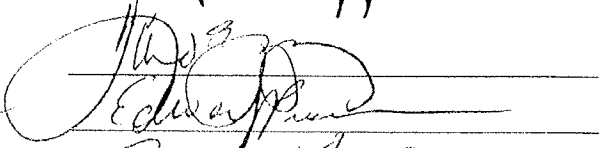


Roger L. Te Stroete

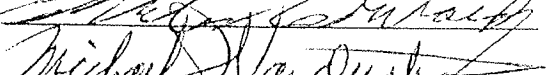


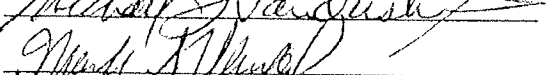


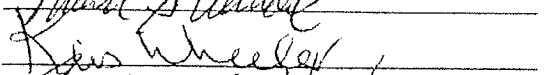


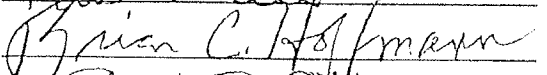


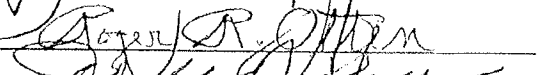


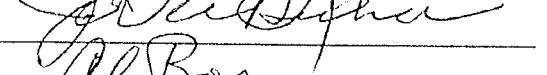


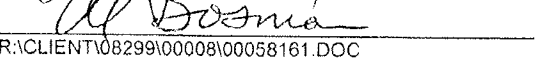




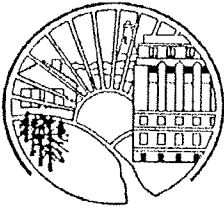








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SHEBOYGAN COUNTY

Roger L. Te Stroete
Chairman of the Board

Adam N. Payne
County Administrator

SUPPORT LOCAL CONTROL AND PROVIDE PROPERTY TAX RELIEF

Address Clerk of Circuit Courts Funding Disparity

Enhance Cell Phone Emergency Response Funding

Improve Economic Development Revolving Loan Funds and County Collaboration

Maintain State Shared Revenue

Rebuild General Transportation Aids (GTA)

Require Law Enforcement Employee Pension Contributions

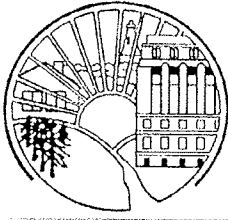
Restore State Victim/Witness Funding

Restore Youth Aids Funding

Support Local Control and Adjust Statutory Property Tax Levy Limit

Support Local Control and Eliminate Antiquated County Tax Rate Limits

October 31, 2012



SHEBOYGAN COUNTY

Roger L. Te Stroete
Chairman of the Board

Adam N. Payne
County Administrator

Issue: Address Clerk of Circuit Courts Funding Disparity

The governor's budget passed by the legislature in 2011 reduced Circuit Court Support payments and Guardian ad Litem payments to counties by more than 10%. Additionally, the budget included a 10% reduction in reimbursement to counties for expenses incurred in providing state-mandated interpreters for persons with limited English proficiency. This has been accomplished through the state's redesign of the required reimbursement reporting form.

Requested Action:

Restore funding for the Circuit Court Support, Guardians ad Litem and interpreter reimbursement to previous levels.

Rationale:

The statutory Court Support Services Surcharge collected by the Clerk of Circuit Court office was specifically legislated to provide funding for the courts as program revenue. GPR funding has never been appropriated. No additional State funds have been provided to support these court services *since the surcharge was established in 1993-94*, even as collections of the surcharge by the courts have increased. This surcharge has become a misnomer as funds have been reallocated by the State for other purposes.

Past funding for the Clerk of Circuit Courts Office through Circuit Court Support payments remained essentially flat between 2000 and 2008 at slightly more than \$400,000 per year. Funding dipped to \$395,000 in 2009 and decreased slightly each year until 2011. Funding for 2011 was decreased to \$368,000 and for 2012 was decreased again to \$345,000 – the lowest level since before the first full payment of \$361,000 was made to Sheboygan County in 1996.

The Guardians ad Litem payments to the counties, originally designed to reimburse the counties for this mandated expense, no longer come close to covering the amount expended by most counties for this purpose. The state appropriation for Guardians ad Litem has not been increased *since its inception in 1993-94*, while costs have risen dramatically. In Sheboygan County, guardian ad litem expenses have reached nearly \$168,000, while state reimbursement has been reduced from \$94,000 in 2009 to \$78,000 in 2012.

Reimbursement of county expenses for state-mandated interpreters has decreased from a rate of 92% in 2010 to 72% in 2012. By redesigning the required reimbursement reporting form, the state is avoiding the statutory requirement to reimburse counties for this expense.

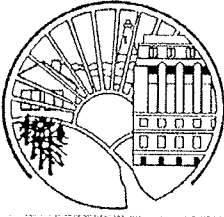
Essential services provided by the Clerk of Courts office include case management, jury management, fine collection, interpreter services, pro se litigant assistance, all of which are state-mandated or constitutionally required.

Fiscal Impact:

If funding for Circuit Court Support and the Guardians ad Litem were restored to pre-2011-13 budget levels, the county would receive an additional \$71,000 per year. If funding for the interpreter expense was restored and the form restored to reflect actual expenses, interpreter reimbursement would be in line with expense which has been, on average, \$27,630 annually over the past five years.

This action would help stem the tide of the increasing burden shifted on Sheboygan County property taxpayers, who are presently providing \$750,000 annually to support these state mandated functions.

October 31, 2012
DRAFT



SHEBOYGAN COUNTY

Roger L. Te Stroete
Chairman of the Board

Adam N. Payne
County Administrator

Issue: Enhance Cell Phone Emergency Response Funding

In its action on the 2009-2011 state biennial budget bill, the Joint Committee on Finance voted to create a grant program administered by the Public Service Commission. The grants were to be funded by a surcharge of up to 75 cents per month on landline phones, cellular telephones, and other devices capable of dialing 911.

Under the program, grants would be available to one designated primary public safety answering point (PSAP) in each county. The grants were to be used to reimburse the actual costs of complying with enhanced 911 service; eligible costs include designing, upgrading, purchasing, leasing, programming, installing, testing, or maintaining all necessary data, hardware, and software required to provide enhanced 911 service.

However, shortly after the Joint Committee on Finance approved the amendment, the Committee received information indicating the state's financial shortfall was greater than expected. As a result, the Joint Committee on Finance voted to rename the 75-cent monthly per-device fee the Police and Fire Protection Fee. The Committee directed that the proceeds of the Police and Fire Protection Fee be deposited into a segregated fund, which, in turn, was transferred to the general fund for the purpose of making payments under the county and municipal aid (shared revenue) program. The 2009-2011 state biennial budget and succeeding state budgets have maintained this transfer of funds generated by the Police and Fire Protection Fee to the general fund for use in the shared revenue line item. The Police and Fire Protection Fee is projected to generate \$51.8 million in FY 12 and \$54.1 million in FY 13. Without this revenue, counties must pay for enhanced 911 telecommunications with property tax dollars.

Additionally, under current law, counties enter into contracts with their local exchange carrier (the phone company) to provide 911 service. That service is funded through a surcharge collected by the phone company of up to 40 cents per month on each landline. As the use of landline phones has declined in recent years, however, the revenues generated by the charge have declined, and a growing number of counties now must pay the difference with county property tax revenues between the costs of the service and the revenues generated by the surcharge.

Requested Action:

Restore 911 surcharge funds (currently called the Police and Fire Protection Fee) to their original purpose of providing funds to counties to update and maintain equipment and services to pinpoint the location of 911 callers, and remove the current cap of 40 cents per landline per month used to fund 911 services to PSAPs provided by phone companies.

Rationale:

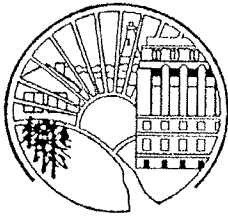
As Sheboygan County is mandated to provide 911 emergency cellular service, it behooves the State of Wisconsin to provide the proper funding to allow for maintenance and upgrades to the

911 emergency phone system. Demand for E911 services continues to grow as telecommunications technologies evolve, and counties operating under levy limits and other restrictions cannot afford to invest in E911 services.

Fiscal Impact:

Currently, there are approximately 100,000 landlines in Sheboygan County. If Wis. Stat. § 256.35 is not updated and the fee cap remains at forty cents, Sheboygan County will be billed between \$40,000 and \$50,000 per year to maintain our landline 911 service. This cost will be in addition to the \$18,000 we currently expend for our six cellular 911 lines. The total cost to Sheboygan County to provide 911 emergency telephone services could easily be in excess of \$68,000 per year.

October 31, 2012
DRAFT



SHEBOYGAN COUNTY

Roger L. Te Stroete
Chairman of the Board

Adam N. Payne
County Administrator

Issue: Improve Economic Development Revolving Loan Funds and County Collaboration

The State is proposing a plan to consolidate local revolving loan funds into regional revolving loans that would distribute the money to businesses in pre-set regions in order to consolidate administrative costs and resources and to improve the utilization of the programs.

Requested Action:

Support local control and provide local entities with the same tools that would be used by the proposed regional hubs to improve the utilization of existing revolving loan funds, or consider consolidating funds into a county region rather than consolidating into multi-county regions.

Rationale:

The current plan would re-direct money from local revolving loan funds into regional hubs that would distribute the money to businesses in pre-set regions in order to consolidate administrative costs and resources. The plan would attempt to "de-federalize" loan funds so there would be more flexibility for businesses in an attempt to improve utilization.

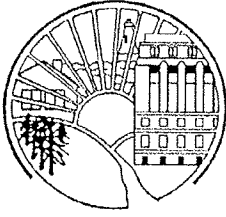
This same opportunity should be afforded to existing local units of government administering revolving loan funds, or regionalize into the respective counties, before consolidating into multi-county regions and substantially diminishing local control.

Sheboygan County has been partnering with the Sheboygan County Economic Development Corporation to administer and improve the utilization of its revolving loan funds. However, due to the federalization of these funds, the County is restricted in its uses.

Fiscal Impact:

By redirecting money from local revolving loan fund committees to regional hubs, Sheboygan County would have no certainty as to the availability of funds for future economic development projects. The availability would be subject to many factors outside of the County's control and influence. This lack of local control could create winners and losers based on other regional and legislative influence on the regional administration.

October 31, 2012
DRAFT



SHEBOYGAN COUNTY

Roger L. Te Stroete
Chairman of the Board

Adam N. Payne
County Administrator

Issue: Maintain State Shared Revenue

The State provides counties with state shared revenue to assist in funding mandated programs. This funding has been reduced in previous years and may be the subject of future reductions.

Requested Action:

Maintain funding of State Shared Revenue.

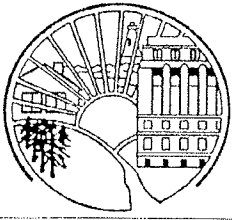
Rationale:

Counties are facing rising costs, increased service demands and limited revenue options (levy limits). A decrease in State Shared Revenue would negatively impact the quality and quantity of services provided by the county. Sheboygan County's State Shared Revenue has decreased 48% (\$1.7 million) from 2000 to 2012. These prior reductions have shifted the burden from the State to the local property taxpayers.

Fiscal Impact:

Any further reduction in aid would result in a reduction in programs and services and shift an increasing burden to local property taxpayers.

October 31, 2012
DRAFT



SHEBOYGAN COUNTY

Roger L. Te Stroete
Chairman of the Board

Adam N. Payne
County Administrator

Issue: Rebuild General Transportation Aids (GTA)

General Transportation Aids to counties declined by 9.4% in CY 12, resulting in just 18.8% of eligible road maintenance costs being funded.

Requested Action:

Reaffirm the state's commitment to the county trunk highway system by funding GTAs at 30% of eligible costs.

Rationale:

Not every business, school, or resident is located on the state highway system, which is why it is essential that Sheboygan County's 450 miles of county trunk roads are well maintained.

General Transportation Aids (GTAs) are provided to all Wisconsin counties, cities, villages and towns to help offset the cost of local road construction, maintenance, and other local transportation-related costs. Payments are divided among municipalities based on either a percentage of eligible highway-related expenditures or a per-mile payment, whichever results in a higher payment. Counties receive GTA payments based on a share of eligible highway-related expenditures and are not eligible for a per-mile payment.

The state generates transportation revenue from fuel surcharges, motor vehicle registration fees and other related fees. Portions of those funds are used to maintain and improve county highways. This is accomplished by distributing the funds into the Local Road Improvement Program (LRIP), Local Bridge Improvement Program, Surface Transportation Program urban and rural, and GTAs. GTAs constitute the largest share of local aids—the GTA program is the second largest expenditure in the Wisconsin Department of Transportation budget.

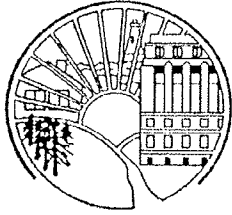
Fiscal Impact:

Wisconsin's counties have seen a significant decline in GTA payments, and state dollars fund an ever-smaller percentage of eligible maintenance costs on county trunk highways. Beginning in 1988, when the current distribution of funds began, counties received a payment equal to 30% of eligible costs. By 2003, the counties' percentage of costs funded by GTAs had declined to 24%; in 2012, it was just 18.2%. There was also a significant decrease in actual GTA dollars going to counties—from \$104.4 million in 2011 (20.4% share) to \$94.6 million (18.2% share) in 2012, a 9.4% decrease. This occurred at the same time that county levy limits became more restrictive, further reducing the ability of counties to raise revenue locally to support county-maintained roads. Sheboygan County has had to increase funding to the Highway Department through bonding (property tax levy) in an effort to make up the reduction in GTA.

Based on the formula for calculating GTAs (using 30% of eligible costs), Sheboygan County would receive a \$1.4M increase in GTAs, which would equate to approximately 14 miles of paving.

Wisconsin's rural and urban economy is dependent on a vibrant and well-funded county trunk highway (CTH) system. It is far more fiscally responsible to maintain and repair these roads today, than to kick the can down the road and place more debt and fiscal burden on the next generation.

October 31, 2012
DRAFT



SHEBOYGAN COUNTY

Roger L. Te Stroete
Chairman of the Board

Adam N. Payne
County Administrator

Issue: Require Law Enforcement Employee Pension Contributions

Under 2011 Wisconsin Act 10 (Act 10), state law was changed to prohibit public employers from paying the employee contribution to the Wisconsin Retirement System (WRS), subject to certain exceptions. The law specifically exempted represented public safety employees, such as sheriff's deputies, from this change and allowed them to bargain collectively over the payment of the employee share of the WRS contribution. Non-represented public safety employees, such as supervisory personnel, were required to pay the employee contribution.

A subsequent piece of legislation, 2011 Wisconsin Act 32 (Act 32), changed this last provision. Act 32 put both represented and non-represented public safety employees on the same footing with regard to the employee's payment of the WRS contribution: if, under a collective bargaining agreement, represented public safety employees do not have to pay the employee share of the WRS contribution, then the non-represented employees in the same county also do not have to pay, except in certain cases. This provision applies only to public safety employees hired before June 29, 2011, when Act 10 took effect. All public safety employees hired after Act 10 took effect – regardless of whether they are represented or non-represented – must pay the employee contribution to WRS.

The following table summarizes which employees must pay the employee share of the WRS contribution:

Employee Status	Required to Pay Employee Share of WRS?
General Represented	Yes (upon expiration of current contract)
General Non-represented	Yes
Elected	Yes (in some cases, after current term ends)
Represented Public Safety Employee hired before June 29, 2011	No, subject to collective bargaining
Non-Represented Public Safety Employee hired before June 29, 2011	No, unless Represented PSEs in same county also pay
Represented Public Safety Employee hired after June 29, 2011	Yes
Non-Represented Public Safety Employee hired after June 29, 2011	Yes

Requested Action:

Require all employees, including public safety employees hired before June 29, 2011, to pay the employee share of the WRS contribution effective as of the expiration of any existing collective bargaining agreement. Provide that WRS contributions and their impact are prohibited subjects of bargaining.

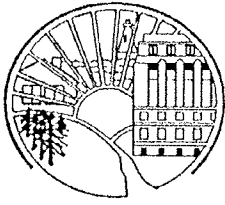
Rationale:

Current law allows for a patchwork of practices both among and within counties as to which employees must pay the employee share of the WRS contribution and which may not. This creates division among employee groups. We are seeking parity and equal treatment of all employees.

Fiscal Impact:

The requested action would provide fiscal relief to Sheboygan County in the amount of 6.8% of total public safety payrolls in 2013, or \$284,691, and possibly a higher rate in future years. This is a substantial budget issue for counties.

October 31, 2012
DRAFT



SHEBOYGAN COUNTY

Roger L. Te Stroete
Chairman of the Board

Adam N. Payne
County Administrator

Issue: Restore State Victim/Witness Funding

The rights of crime victims are protected under both the Wisconsin Constitution and Chapter 950 of the Wisconsin Statutes. These provisions also require counties to provide certain services to crime victims. Wisconsin Statutes § 950.06 allows counties to receive reimbursement of up to 90 percent of the cost of providing these services, including the costs of salaries and benefits, overtime, travel expenses, space rental, staff training and development, telephones, office supplies, equipment, and contractual services.

In order to qualify for this reimbursement, counties must provide all of the following services to victims: court appearance notification services; victim compensation and social services referrals, including witness fee collection, case-by-case referrals and public information; escort and other transportation services related to the investigation or prosecution of the case; case progress notification services; assistance in providing the court with information pertaining to the economic, physical, and psychological effect of the crime upon the victim of a felony; employer intercession services; expedited return of property services; protection services; family support services, and waiting facilities.

Counties are also encouraged to provide the following services on behalf of children who are involved in criminal or delinquency proceedings as victims or witnesses: Explanation, in language understood by the child, of all legal proceedings in which the child will be involved; advice to the judge, when appropriate and as a friend of the court, regarding the child's ability to understand the proceedings and questions; advice to the prosecutor concerning the ability of a child witness to cooperate with the prosecution and potential effects of the proceeding on the child; and information about and referrals to appropriate social services programs to assist the child and child's family in coping with the emotional impact of the crime and subsequent proceedings.

Over the years, the percentage reimbursement to counties has gradually decreased, but slowly enough to allow District Attorneys to make adjustments in their office budgets without sacrificing mandated services. However, the 2011-13 state biennial budget reduced GPR funding for the program by roughly \$450,000 over the next two years. Additionally, the Department of Justice indicated it would lapse an additional \$66,000 in fiscal year 2012 from the program. For January through June of 2011, the reimbursement rate was set at 61.25 percent; however, given the impact of the budget reductions and the lapse, the percentage declined to 40 percent for July through December of 2011, effectively reducing the 2011 Victim/Witness budget for Sheboygan County by \$21,000.

Requested Action:

Restore funding to the Victim/Witness Program in the range of 55 to 60 percent of eligible costs.

Rationale:

Under current law, Victim/Witness offices are part of District Attorney staffing and are included in District Attorney county budgets. While there are a plethora of required victim/witness services mandated by Chapter 950, the most common are requirements to provide courthouse escorts to and from court, a safe and secure waiting place before and after testifying, conferring with the prosecution, notification of all court hearings including post-conviction hearings, ensuring a victim's right to make statements to the court, and assisting them in receiving restitution from financial losses they suffered as crime victims.

Rights of crime victims and witnesses have been deemed so important that an Amendment to the Wisconsin Constitution was passed in 1993 to guarantee those rights [Article I, Section 9m].

Fiscal Impact:

If the significant reduction in Victim/Witness reimbursement rate is not remedied, our options are either to eliminate a position in our Victim/Witness Office, seriously jeopardizing our ability to fulfill our state mandated duties, or provide property taxpayer funds to make up the difference.

October 31, 2012
DRAFT



SHEBOYGAN COUNTY

Roger L. Te Stroete
Chairman of the Board

Adam N. Payne
County Administrator

Issue: Restore Youth Aids Funding

Youth Aids Funding, established in Wisconsin in the early 1980's, was designed to assist counties in covering the costs of both in-home and out-of-home placements for juveniles found delinquent. It was intended to control state spending on juvenile corrections and to incentivize counties to develop alternatives to correctional placement. It is used by counties to support prevention, youth mentoring, wraparound, and other programs.

The 2011-13 biennial budget reduced Youth Aids appropriations to counties by 10% (\$9.8 million per year) while rates established by the State for juvenile correctional placement rose by greater than 5% to \$289/day. Lapse adjustments later required under Act 32 removed an additional 4.4% of the Youth Aids funding base and have since been made permanent. Wisconsin counties are now bearing approximately one-half the cost of statutorily required juvenile justice services.

Requested Action:

Restore Youth Aids funding to the CY 2010 level, and consider making future adjustments in rates for juvenile correctional placements to be indexed to similar adjustments made to Youth Aids allocations.

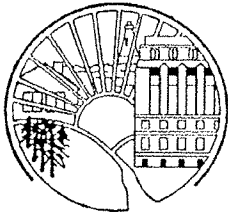
Rationale:

With state restrictions on local tax levy, continual erosion of Youth Aids appropriations, and increases to state-imposed rates for juvenile correctional placements now totaling more than 67% over the last 10 years, Sheboygan County is increasingly forced to shift the use of local resources to meet the needs of the juvenile population at the expense of other populations and services. A correction to Youth Aids distribution and a restriction on further DOC pass-through of operational shortfalls will restore balance to services for juveniles and other populations.

Fiscal Impact:

The estimated state-wide annual impact to restore 2011-13 Youth Aids reductions would total \$13.7 million. A restoration of Sheboygan County's share would total \$242,426.

October 31, 2012
DRAFT



SHEBOYGAN COUNTY

Roger L. Te Stroete
Chairman of the Board

Adam N. Payne
County Administrator

Issue: Support Local Control and Adjust Statutory Property Tax Levy Limit

Wisconsin Statutes § 66.0602 restricts a county's ability to increase its tax levy. The limitation is set at the increase in net new construction. There are exceptions to this limit, primarily for changes in services provided relating to another governmental unit, debt service, a referendum, and various special exceptions for specific governmental units.

Requested Action:

Support local control, provide a levy increase ceiling of 3%, and build in a reward rather than penalize those local units of government that hold the line or reduce the property tax levy.

Eliminate the provision calling for reductions in the levy resulting from reductions in debt service payments attributed to debt issued prior to July 1, 2005.

Rationale:

The limited ability to generate tax revenue under current tax law, coupled with limited ability to generate other revenue from fees, licenses, and permits, hinders a county's ability to address local needs, economic development opportunities, and increasing costs. These costs include personnel costs, expenses for contracted goods and services, and maintaining transportation infrastructure.

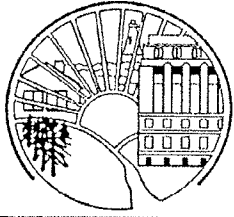
The property tax revenues limit that does not even allow inflationary increases will ultimately force counties to reduce essential services to residents; postpone necessary infrastructure maintenance, leading to more costly repairs down the road; and impede the community's quality of life.

Fiscal Impact:

Sheboygan County has reduced property taxes four of the last six years. The 2013 budget as proposed represents a 0.78% or \$355,000 increase in the overall property tax levy, which captures the additional revenue allowed by state law associated with net new construction. Net new construction has no relationship to the health and human services needs in our community, law enforcement, or rising costs of oil and supplies to maintain roads. In addition, the current law does not reward a local government for holding the line or reducing property taxes, but rather encourages local units of government to raise property taxes. If a county does not capture the available revenue when they have the chance, their next budget cycle will be even more daunting. It is presently a county-productive policy with no relationship to local needs and conditions.

In future years, Sheboygan County is facing annual inflationary costs of nearly \$2.6 million (2.5% wage, 2.75% operating) in 2014 and beyond. If the County can only increase its levy equivalent to net new construction, and it maintains its current trend, over \$2 million of operating expenses will need to be cut each year.

October 31, 2012
DRAFT



SHEBOYGAN COUNTY

Roger L. Te Stroete
Chairman of the Board

Adam N. Payne
County Administrator

Issue: Support Local Control and Eliminate Antiquated County Tax Rate Limits

The tax rate limit was imposed on counties in 1994. Under the tax rate limit, provided by Wis. Stat. § 59.605, each county's operating levy cannot increase by more than an amount based on its prior year's allowable levy plus an adjustment equal to the percentage change in the county's equalized value. In practice, this means that each county is limited to the tax rate in effect in 1992.

The tax rate limits were suspended for property tax years 2011(12) and 2012(13), but are scheduled to return in 2013(14) and thereafter.

Requested Action:

Modify or repeal the county tax rate limits.

Rationale:

The tax rate limits are no longer needed because counties are now operating under state imposed levy limits.

While these rate limits did not have a significant effect on counties during the 1990's and early 2000's when equalized values were increasing, the current economic downturn and subsequent drop in equalized values now threatens some counties who are at or near their 1992 tax rates. As a result, a number of counties who are complying with and are under the state levy limits may still have to cut their operating levies further in order to comply with the tax rate limits. Furthermore, counties that exceed the tax rate limits will lose shared revenue payments.

If the tax rate limit goes back into effect in 2013(14), while a majority of counties will not be directly affected, a few counties will be sharply constrained. Since the primary control of county tax levies is now provided by the levy limit under Wis. Stat. § 66.0602, the tax rate limit is unnecessary and will cause a disparate impact.

Fiscal Impact:

If the legislature does not act soon, those counties above the 1992 tax rate will have to make reductions beyond those required under levy limits due to the outdated and unfair tax rate limits. As a result, residents will lose essential services.

October 31, 2012
DRAFT



#13a

December 27, 2012

Secretary Mark Gottlieb
Wisconsin Department of Transportation
Hill Farms State Transportation Building
4802 Sheboygan Avenue
P.O. Box 7999
Madison, WI 53707-7999

Dear Secretary Gottlieb:

On behalf of the Wisconsin County Highway Association (WCHA), the Wisconsin County Executives and Administrators Association (WCEA) and the Wisconsin Counties Association (WCA), we wish to thank you for your leadership in preserving and improving our state's transportation infrastructure.

In particular, we are appreciative of your continued commitment towards ensuring the viability of the state-county relationship that has successfully enabled the maintenance of the State Trunk Highway System (STH) since 1932. Both your budget request and the proposed Memorandum of Understanding (MOU) are reflections of that commitment and we share your interest in maintaining and improving upon this already successful relationship.

In an effort to demonstrate our commitment to this effort, each of our respective associations - which represent the spectrum of county interests impacted by the MOU - has voted to support the proposed MOU and its provisions. While these votes represent just the first step in a long process that will require our continued engagement, we nonetheless believe it is an important illustration of our organizations' commitment to a successful outcome.

As the Governor and Legislature continue to work through the budget process, we look forward not only to supporting the MOU before the Legislature, but also to working collaboratively with the Department of Transportation and other industry stakeholders to ensure the viability of the Transportation Fund - and all of the programs it supports - well into the future.

Again, we would like to thank you for your leadership in the development of the Memorandum of Understanding and, more broadly, on all of the important transportation issues facing our state.

Please do not hesitate to contact any of us should you have questions or comments.

Sincerely,

Handwritten signature of Daniel J. Fedderly in black ink.

Daniel J. Fedderly, P.E.; R.L.S., Executive Director
Wisconsin County Highway Association

Handwritten signature of Mark D. O'Connell in black ink.

Mark D. O'Connell, Executive Director
Wisconsin Counties Association

Handwritten signature of Kathryn Schauf in black ink.

Kathryn Schauf, President
Wisconsin County Executives and Administrators Association

#13b

No. 2012/2013- 67

RESOLUTION SUPPORTING SAME DAY VOTER REGISTRATION

TO THE MANITOWOC COUNTY BOARD OF SUPERVISORS:

1 WHEREAS, it is a self-evident truth that more, rather than less, voter participation is
2 intrinsically desirable in a democracy and that a healthy democracy requires a high level of public
3 participation; and

4
5 WHEREAS, for more than a century the State of Wisconsin has cultivated a proud tradition
6 favoring public participation in the electoral process, as demonstrated by the fact that Wisconsin's
7 voter turnout was third in the nation in the last six general elections; and

8
9 WHEREAS, states with same day voter registration have significantly higher voter
10 participation rates than states that do not, as evidenced by studies showing 7-14% greater turnout in
11 states with same day registration; and

12
13 WHEREAS, Wisconsin is one of the most politically active states in the union and its citizens
14 consider it a civic duty to express our opinions at the ballot box and regard the right to vote as a
15 sacred trust; and

16
17 WHEREAS, voter registration is required for every citizen who is a new voter, has moved, or
18 has had a name change; and

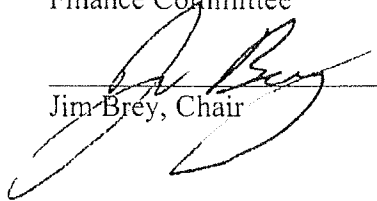
19
20 WHEREAS, municipal clerks, many of whom are part-time, find that same day voter
21 registration contributes to a more efficient voter registration system, and election inspectors do not
22 find same day registration to be burdensome and take pride in seeing that every qualified elector's
23 voice is heard at the ballot box;

24
25 NOW, THEREFORE, BE IT RESOLVED that the Manitowoc County Board of Supervisors
26 expresses its support for same day voter registration; and

27
28 BE IT FURTHER RESOLVED that the County Clerk is directed to send a copy of this
29 resolution to the Governor of the State of Wisconsin, the President of the Wisconsin Senate, the
30 Speaker of the Wisconsin Assembly, each legislator in the Wisconsin Senate and Assembly who
31 represents constituents from Manitowoc County, the Wisconsin Counties Association, and to all
32 Wisconsin Counties.

Dated this 18th day of December 2012.

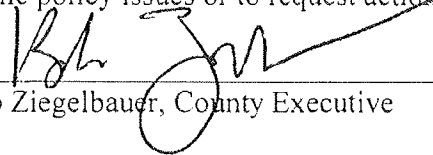
Respectfully submitted by the
Finance Committee



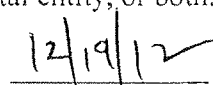
Jim Brey, Chair

LEGAL NOTE: Reviewed and approved as to form by Corporation Counsel. SR

I respect the prerogative of the members of the Manitowoc County Board of Supervisors to voice their opinions on legislative issues. Therefore, it is my practice to neither approve nor veto a legislative policy resolution that has been enacted by the County Board in order to allow the County Board, acting as the legislative branch of county government, to freely express its sentiment on legislative and public policy issues or to request action by a governmental entity, or both.



Bob Ziegelbauer, County Executive



Date

12/14/2012

**County Administrator's
Monthly Activity Report
December, 2012**

1. 2013 Budget

The 2013 Adopted Budget book was distributed to County Board members on 12/11. We are working on the "2013 Budget in Brief" booklets and will try to have those completed by the end of this month. We will place copies of those in each of the Supervisors' mail slots and will let Supervisors know that they can request additional copies if desired.

2. Department Head Meeting

There was a department head meeting held on 12/12. A copy of the meeting agenda is attached. The Classification and Compensation Plan Review Process was discussed. Terri also presented a status report on the County Administrator recruitment process. The department heads expressed a strong interest in sharing with the Search Committee the attributes of County Administrator that they would like to be considered. In addition, they would like to have a role in the selection process. The next meeting is scheduled for 2/13.

3. Committee/Board, Staff and Other meetings

I will have attended 12 Committee/Board meetings by the end of this month. In addition, I will have had at least 9 meetings with staff and other officials this month.

On 12/5, I attended a meeting with Bill Kern and Phil Ristow at Jefferson City Hall. We met with City staff and Barrientos Design staff to discuss the City's timeframe and document requirements in order for the County to get the necessary conceptual site plan design and rezoning approvals we need in order to proceed with the purchase of the old Countryside Home property. Options for a conceptual site plan will be presented by Barrientos Design to the Infrastructure Committee on 12/19. Highway Committee and Land and Water Conservation Committee members have been invited to attend. The City Council will hold a required public hearing on 12/18 regarding the County's requested amendment to the City's Land Use Plan. Chairman John Molinaro and Phil Ristow will attend that meeting. They will present to the Council the County's requested site plan amendment and respond to any questions.

On 12/12, I attended a pre-bid contractors meeting on the Courthouse bathroom remodeling project. There appears to be interest from a number of contractors in taking on this project. It is anticipated that the Infrastructure Committee will bring a construction contract recommendation to the County Board at its February meeting.

On 12/17 I will view a WCA webinar on the impact of the State budget on the State-County relationship. This webinar will include projections about the 2013-15 State Budget.

**County Administrator's
Monthly Activity Report
December, 2012**

4. Old Countryside Home Property Purchase

On 12/19, the Infrastructure Committee will be discussing two matters related to the purchase of the old Countryside Home property:

First, they will be discussing the need to hire an environmental consultant to perform a pre-demolition inspection of the existing buildings. This inspection, which will include additional material sampling, is required before any demolition work can proceed. I have requested a cost estimate from a qualified company to complete this work. The Committee needs to determine whether or not it wants to proceed with this inspection at this time, prior to ownership, or wait until after the County may actually own the property. At issue is whether or not the County wants to have this inspection information prior to the County's 3/11 deadline in the Offer to Purchase, to complete the site plan amendment and rezoning process. The County may want to know now if the pre-demolition inspection reveals any potential significant cost related to the removal of any potentially hazardous materials.

Second, the Committee will be deciding upon a conceptual site plan for the site. Barrientos Design will be submitting plan options for the Committee to consider. The chosen conceptual plan will be submitted to the City on 12/20, with the County's rezoning application, in order to meet the City's timeline for getting through the rezoning process.

5. Courthouse Security Entrance

Design Alliance completed the bid documents and advertized the project on 12/6. Contractor bids are due to the County on 1/4. It is anticipated that contractor bids will be reviewed by the Infrastructure Committee at its 1/16 meeting and that a construction contract recommendation will be brought to the County Board at its February meeting.

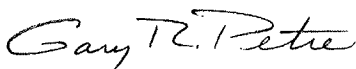
6. Personnel Matters

Department Head performance evaluations are up to date. The next evaluation is due on 1/1.

Now that the Classification and Compensation Plan has been approved by the County Board, the Plan's Position Allocation Review Process has already begun. Interested employees are preparing their review forms for submission to their department heads. The reviewed forms are then due to Terri Palm by 1/11.

7. Board/Commission Appointments

At this time, there may be two appointments to the Historic Sites Preservation Commission that will be submitted to the County Board for confirmation at its 2/12 meeting.



Gary R. Petre
County Administrator

Jefferson County
Department Head Meeting

December 12, 2012

1:00 p.m.

Workforce Development
874 Collins, Rm 103
Jefferson, WI

1. Classification and Compensation Study – Review Process (Terri P)
2. WCA – Innovations & Updates in eGovernment Survey (Andy E & Roland W)
 - a. Social Media Electronic Public Records Retention
 - b. Emergency Notification Systems
 - c. Cost Recovery for Electronic Public Records Searches
 - d. Mobile Applications
3. Change in financial reports (Brian L)
4. County Administrator recruitment process (Terri P)
5. Change in performance evaluation due dates (Terri P)
6. Department Head Items
7. Next Meeting – February 13, 2012

Future Meeting Dates (all meetings at 1:00 p.m. in Room 103 at Workforce Development):

March 13, 2013

**County Administrator's
Monthly Activity Report
January, 2013**

1. Department Head Meeting

There was no department head meeting during January. We have historically not scheduled a January meeting. The next meeting is scheduled for 2/13.

2. Committee/Board, Staff and Other meetings

I will have attended 9 Committee/Board meetings by the end of this month. In addition, I will have had at least 6 meetings with staff and other officials this month.

On 1/8, I held a contractor's bid opening meeting for the Courthouse Bathroom Remodeling project and the Courthouse Security Entrance project. There was interest from a number of contractors in taking on these projects and the bids were in line with the total budget for these two projects. The Infrastructure Committee met on 1/16 and approved recommendations for contract award of the projects. Their recommendation will be forwarded to the County Board at its February meeting.

On 1/23, I attended two meetings with several other management staff and the County's Continuity of Operations Plan (COOP) consultant to review the roles of responsibilities of the Plan's Executive Leadership Team members. All of this information will be documented as part of the County's written Plan.

3. Old Countryside Home Property Purchase

On 1/2, the City of Jefferson approved the County's request to amend its Land Use Plan in order to provide for Planned Mixed Use development. This designation will accommodate the county's need for building a Highway facility. On 1/8, the Corporation Counsel, on behalf of the County, submitted the County's application to rezone the subject property to Mixed Use. The City will be voting on this application in February. On 1/22, the City Planning Commission approved the County's Conditional Use Permit for the property. Based on the County's Offer to Purchase, the County has until 3/11 to receive the necessary City approvals. The County will now have one year to submit the Final Site Plan for the property. The Infrastructure Committee is discussing potential of completing a final building design at the same time as the Final Site Plan to ensure that the two plans are compatible and meet the needs of this County project.

4. Courthouse Bathroom Renovation

Five contractors submitted bids for the project. On 1/16, the Infrastructure Committee reviewed the bids and is recommending that a construction contract be awarded to Advance Building Corporation in Verona, WI. The low bid of \$105,500 is within the project budget of \$115,411. This recommendation will be brought to the County Board at its 2/12 meeting.

**County Administrator's
Monthly Activity Report
January, 2013**

5. Courthouse Security Entrance

Seven contractors submitted bids for the project. On 1/16, the Infrastructure Committee reviewed the bids and is recommending that a construction contract be awarded to Advance Building Corporation in Verona, WI. The low base bid of \$297,000 is within the project budget of \$320,000. Additional costs related to water pipe relocation may be incurred. This recommendation will be brought to the County Board at its 2/12 meeting.

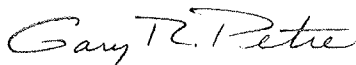
6. Personnel Matters

Department Head performance evaluations are up to date. The next evaluation is due on 2/28. I will have three evaluations to complete prior to my retirement.

Now that the Classification and Compensation Plan has been approved by the County Board, the Plan's Position Allocation Review Process has already begun. Interested employees have submitted their review forms to their department heads. The forms were then submitted to Terri Palm and are now being reviewed by the County's consultant. The results of the review will be submitted to the Human Resources Committee for final determination of any changes.

7. Board/Commission Appointments

At this time, it is anticipated that there will be two reappointments to the Historic Sites Preservation Commission that will be submitted to the County Board for confirmation at its 2/12 meeting. The next appointments requiring County Board confirmation will be to the Board of Health, at the 3/12 County Board meeting.



Gary R. Petre
County Administrator

RESOLUTION NO. 2012-_____

Resolution supporting continuing the \$30 per document recording fee and reallocation of the \$5 redaction fee to the Land Records Modernization Program

WHEREAS, 2009 Wisconsin Act 314 established a \$30 per document recording fee for county Register of Deeds Offices, of which \$15 goes to the county general fund, \$10 is divided between the county and state for land records modernization, and \$5 goes to the Register of Deeds to locate and redact all social security numbers on electronic copies of recorded instruments, and

WHEREAS, the \$5 per document redaction fee will expire at the end of 2014 reducing the per document recording fee to \$25, and

WHEREAS, some legislation has been proposed to continue the \$5 fee past the end of 2014, but use the funds it generates for programs that are completely unrelated to land records management, and

WHEREAS, the current \$10 per document set aside for land records modernization is divided \$8 to the counties to fund county land records modernization programs and \$2 to the State of Wisconsin for program administration and land information program grants, and

WHEREAS, the Land Information Officers Network has proposed continuing the \$30 per document recording fee past the end of 2014 and utilizing the \$5 per document previously earmarked for redaction of social security numbers to increase funding for the Wisconsin Land Records Modernization Program from \$10 to \$15 per document with \$12 to be retained by the counties for county land record modernization programs and \$3 to be sent to the State of Wisconsin for administration and land information program grants, and

WHEREAS, the Land Information Officers Network proposes using the additional funds to implement county land records modernization plans that may include digitizing and maintaining real estate records housed in the county Register of Deeds offices, providing access to information on the residential property record cards (PA500), development, maintenance and enhancement of the public land survey systems, supporting integration of statewide data and providing access to these records online, and

WHEREAS, the Planning & Zoning Committee and Land Information Council support the premise that fees generated in individual counties should benefit property owners in those counties by improving land records systems and by offsetting property tax levy funding that would be needed to make these enhancements,

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Supervisors supports legislation that would continue the \$30 per document recording fee and use the \$5 per document previously earmarked for redaction of social security numbers to increase funding for the Wisconsin Land Records Modernization Program from \$10 to \$15 per recorded document with \$12 retained by the counties for the Land Record Modernization Programs and \$3 sent to the State of Wisconsin to fund administration and land information program grants.

Fiscal Note: The \$5 per document redaction fee from the 18,598 documents recorded in Jefferson County in 2012 generated \$92,990. If the county share of the fee allocated for land records modernization is increased from \$8 to \$12, the additional money earmarked for the county land records modernization program would be approximately \$74,392 per year beginning in 2015.

AYES _____

NOES _____

ABSTAIN _____

ABSENT _____

Requested by
Planning & Zoning Committee

02-12-13

Andy Erdman: 01-23-13; Phil Ristow: 01-24-13