

PROCEEDINGS  
OF THE  
BOARD OF SUPERVISORS  
Columbia County, Wisconsin

Portage, Wisconsin  
May 16, 2012  
7:00 P.M.

The Board of Supervisors of Columbia County convened in annual session at the Carl C. Frederick Administration Building in Portage pursuant to law. The meeting was called to order by Chair Ross and was certified to be in compliance with the Wisconsin Open Meetings Law.

All Supervisors were present.

Members stood and recited the Pledge of Allegiance.

A motion was made by Baebler, second by De Young to approve the Journal of April 17, 2012. Motion carried.

A motion to approve the agenda, as printed, was made by Weyh, second by Teitgen. Motion carried.

Dan Drew, Town of Pacific resident, addressed the Board regarding the Swan Lake Wildlife Area being used as shooting range. He expressed concerns with health and safety issues, as well as activities intended for this property. A petition has been signed by 211 Town of Pacific residents in opposition of the discharge of firearms in the state-owned area (old gravel pit) off of County Highway P. He asked that the Board consider an ordinance that restricts the discharge of firearms to properly regulated areas.

The following appointments were announced:

(1) James E. Foley to Planning & Zoning, replacing Tim Zander.

(2) Tim Zander to Information Services, replacing James E. Foley.

Motion by Gove, second by Teitgen, the appointments were approved.

(3) Robert C. McClyman to Central Wisconsin Community Action, replacing Teresa A. Sumnicht.

(4) Teresa A. Sumnicht to Commission on Aging, replacing Richard C. Boockmeier.

Motion by Konkell, second by Baumgartner, the appointments were approved.

Patti Herman, UW-Extension Family Living Educator, gave a brief overview and power-point presentation on the Cooperative Extension in commemoration of their 100<sup>th</sup> Anniversary.

The 2011 annual reports for county departments were reviewed in the order listed in the book. Department heads were in attendance to address any questions and/or concerns of the Board.

**REPORT OF THE PLANNING AND ZONING COMMITTEE**

The Planning and Zoning committee having held a public hearing thereon pursuant to Section 59.69 Wisconsin Statutes, notice thereof have been given as provided by law and being duly advised of the wishes of the people in the areas affected hereby recommend as follows:

1. A petition by Charles and Nora Holder, Rio, WI, Petitioner and Owner, to rezone from Agricultural to Agricultural No.2, Parcel 724.A, Section 31, T12N, R11E in the Town of Springvale on the 4th day of January, 2012 to be approved as follows: To change from Agricultural to Agricultural No. 2, Parcel 724.A, Section 31, T12N, R11E, Town of Springvale.

Fred C. Teitgen  
Mike Weyh  
Mary Cupery  
Harlan Baumgartner  
Tim Zander  
PLANNING AND ZONING COMMITTEE

Upon hearing no objection, Chair Ross directed the report be accepted and placed on file.

**RESOLUTION NO. 26-12**

WHEREAS Ernest L. Luther was appointed the state's first county extension agent in Oneida County on February 12, 1912, and

WHEREAS 2012 marks the 100<sup>th</sup> anniversary of this unique educational partnership between the counties of the state and Cooperative Extension, and

WHEREAS this partnership as pioneered in Wisconsin embodies the true meaning of the "Wisconsin Idea" — that the resources and knowledge of the university shall be extended to the people of the state wherever they live and work, and

WHEREAS the 100<sup>th</sup> anniversary of Mr. Luther's appointment commemorates the contributions of all Cooperative Extension educators to the growth and development of the entire state, and

WHEREAS Cooperative Extension's purpose is to teach, learn, lead and serve, connecting the people with the University of Wisconsin, and engaging with them in transforming lives and communities, and

WHEREAS the vitality of today's Cooperative Extension programs can be credited to the men and women of vision who accepted the challenge in 1912 to create the Wisconsin county extension system.

NOW, THEREFORE, BE IT RESOLVED by the Columbia County Board of Supervisors that the board hereby commends the UW-Extension, its division of Cooperative Extension, and its local county extension educators for their cooperation and support, which allows people of Columbia County to apply the research and knowledge of the University of Wisconsin in their lives, homes, farms, schools and businesses.

Fiscal Note: NONE

Fiscal Impact: NONE

John Stevenson  
Mike Weyh  
JoAnn Wingers  
Phillip Baebler, Vice Chair  
Bob Hamele, Chair  
AGRICULTURE & LAND AND WATER  
CONSERVATION COMMITTEE

Motion was made to adopt the Resolution by Stevenson, second by Gove. The resolution was adopted.

#### **RESOLUTION NO. 27-12**

WHEREAS, the Highway Committee of the Columbia County Board of Supervisors ("Highway Committee") is currently evaluating the operational efficiency of the Columbia County Highway and Transportation Department ("Highway Department"); and

WHEREAS, after consultation with the Interim Highway Commissioner, the Highway Committee recommends that the County retain a consultant to complete a review of Highway Department operations; and

WHEREAS, Baker Tilly, with an office located in Madison, Wisconsin, is a highly regarded professional consulting firm that has successfully completed a number of similar projects for other Wisconsin counties.

NOW, THEREFORE, BE IT RESOLVED, that the Columbia County Board of Supervisors authorizes hiring Baker Tilly to complete an operational review of the Highway Department to include:

- A comprehensive study of Highway Department operations, facilities and staffing to determine whether resources are managed and utilized efficiently and effectively to provide services to both County taxpayers and local municipalities in a responsible manner.
- Delivery of a preliminary report to the Highway Committee followed by a formal written report to the full County Board.
- Estimated time of completion – three (3) months following approval.
- Total cost not to exceed Seventy Thousand Dollars (\$70,000.00).

BE IT FURTHER RESOLVED, that the County Board Chair and County Clerk are authorized to sign a contract and all other documents required to facilitate the operational review of Highway Department operations by Baker Tilly.

Fiscal Note: Transfer \$70,000.00 from the Highway Unreserved Equity Account No. 620.331200 to the Highway Administration Account No. 3110.521100.

Fiscal Impact: None.

Barry Pufahl  
Susan Martin  
James Foley  
Ken Hutler  
Harlan Baumgartner, Chair  
HIGHWAY COMMITTEE

Motion was made to adopt the Resolution by Baumgartner, second by Martin. Hutler abstained from voting due to conflict of interest. The resolution was adopted.

**RESOLUTION NO. \_\_\_\_\_**

WHEREAS, on January 18, 2012, the Columbia County Board of Supervisors enacted Ordinance No. 128-12 which amended Columbia County Code of Ordinances Title 7 – Human Resources; and,

WHEREAS, as part of Ordinance No. 128-12, the County Board adopted new Policies and Procedures for General Employees, Field Employees of the Highway and Transportation Department, Columbia Health Care Center Employees and Non-Sworn Staff of the Sheriff’s Office, and a new Operations Manual for Management; and,

WHEREAS, since the enactment of Ordinance No. 128-12, several County Board Committees determined that certain provisions of the Policies and Procedures and the Operations Manual for Management should be amended.

NOW, THEREFORE BE IT RESOLVED, that the Policies and Procedures and the Operations Manual for Management are hereby amended as follows:

Policies and Procedures for Field Employees of the Highway and Transportation Department:

Pages 11-12:

**Vacation**

After one year of employment, employees earn two weeks of vacation; however, department management may, at its discretion, approve one week of anticipated vacation after six months of employment. If the one week of anticipated vacation is granted, it is with the understanding that no vacation is earned until an employee has been employed for one full year. In the event that an employee terminates his/her employment, or is terminated by the County prior to his/her one year anniversary of employment, the final check will reflect that the pay for that week of anticipated vacation has been deducted.

<u>Full Years of Continuous Employment</u>	<u>Weeks of Vacation</u>
1-4	2 (10 days)
5-12	3 (15 days)
12-18	4 (20 days)
18+ - <b>For those hired prior to 12/31/1995:</b>	4 weeks + 1 additional day

of vacation for each additional year of employment to a maximum of 30 days of vacation.

Earned vacation is converted to hours, so that each week of vacation is equal to forty (40) hours. Employees should schedule vacations as early as possible, and they must be scheduled at least 10 (ten) working days in advance. Employees are to complete an Application for Vacation and submit it at least ten (10) days prior to the planned vacation. The Application can be obtained from management, and all requests will be considered by the Highway Commissioner or his/her designee and a written response will be given to the employee. However, a supervisor has the discretion to approve a single day of vacation when those requests are made less than ten (10) days in advance. Vacation may be used, with the approval of management, in increments of four (4) hours; however, at the beginning or at the end of the day, vacation may be used in increments of two (2) hours.

Earned vacation credits will be used in the year following that in which they have been earned. Vacation credits not used within the anniversary year after which they have been earned shall automatically be carried over into the next anniversary year. They must be used within 90 days of the next anniversary year. If not used within that time frame, the vacation days will be lost. Department management is responsible for scheduling vacations and personal holidays for the department's staff and themselves to ensure the most efficient operation of the department. Length of employment shall not be used to schedule vacations or personal holidays in such a way that advantages some employees over others.

~~Ferry Operators may take a maximum of ninety-six (96) hours of his/her vacation during the ferry operating season. During that season, a vacation day will be considered to be twelve (12) hours; that vacation will be paid at straight time for each day of vacation. During the non-operational season, a vacation will be considered to be an eight (8) hour day. The Ferry Operator (Maintenance Person) is allowed vacation as are other employees, with the exception of the Ferry Operators.~~

If an employee schedules a mid-week holiday or a vacation of several days and calls-in sick on either the day(s) before or after the scheduled vacation or holiday, she/he will be required to submit a statement from a physician or a licensed medical practitioner to substantiate the illness. This may also be true for absences on the day before or after a scheduled vacation of any length, or at anytime it appears that the County's sick leave policy is being abused.

Page 44:

### **Ferry Operators' Job Classification**

Even though the ferry does not operate on a year-round basis, Ferry Operators are employed on a year-round basis. When the ferry is not in operation Ferry Operators will be employed in another job classification; ~~they will be paid at the applicable rate for that classification. When assigned to Ferry related work, they will receive the Ferry Operators pay for the hours worked in that capacity. however, they will continue to be paid at the Ferry Operator rate for all work performed.~~

The Ferry Operator rate of pay shall be constant throughout the year and shall be the rate of pay earned while serving as a Ferry Operator. Sick leave compensation, during any time of year during which it might be used, shall be paid at the Ferry Operator pay rate. Ferry Operators shall be allowed to use vacation time just as all other Highway and Transportation Department employees, without any limitation of use during the part of the year when the ferry is in operation.

BE IT FURTHER RESOLVED, that all other provisions of the Policies and Procedures and the Operations Manual for Management that were enacted in Ordinance No. 128-12, as amended by Resolution Nos. 4-12 and 21-12 are unchanged and remain in full force and effect; and,

BE IT FURTHER RESOLVED, that the effects of these amendments to the Policies and Procedures and the Operations Manual for Management are retroactive to January 1, 2012.

Fiscal Note: Required funds are included in the 2012 County Budget.

Fiscal Impact: NONE

Robert R. Westby  
Richard C. Boockmeier  
Mary Cupery  
Vern E. Gove  
Andy Ross  
EXECUTIVE COMMITTEE

Motion was made to adopt the Resolution by Baumgartner, second by Baebler.

Motion was made by Teitgen, second by Cupery, to amend the Policies and Procedures for Field Employees of the Highway and Transportation Department on page 11 under Vacation to replace "will" with "must", thus, sentence reading as follows: Earned vacation credits must be used in the year following that in which they have been earned. The motion to amend failed.

Motion was made by Teitgen, second by Sumnicht, to replace "will" with "should" in the same sentence as above.

Westby called for point of order.

The motion to amend failed.

Martin gave a brief explanation of the proposed amendments regarding Ferry Operators.

Several questions were asked pertaining to the existing policy and proposed amendments and clarification of anniversary year. It was suggested that questions or concerns be addressed by the appropriate committees.

Motion was made by Westby, seconded by Pufahl, to table resolution until the June 20, 2012, Board meeting for further review.

Westby called for point of order, explaining a motion to table is not debatable.

Motion to table until June Board meeting passed by a hand count.

Martin asked that supervisors bring suggested verbiage for the policy manual to the next Human Resources committee meeting for consideration.

**RESOLUTION NO. 28-12**

WHEREAS, Margaret G. Lyons, of Portage, Wisconsin, recently passed away, and

WHEREAS, prior to her death Margaret G. Lyons faithfully served the residents of Columbia County as a member of the Columbia County Board of Supervisors, and

WHEREAS, Mrs. Lyons was elected to serve on the Columbia County Board of Supervisors to represent District 19 from April 21, 1992, to September 21, 1995, and

WHEREAS, Mrs. Lyons served on the following committees: Health and Judiciary.

BE IT FURTHER RESOLVED, that this Resolution is permanently entered into the official records of the Proceedings of the Columbia County Board of Supervisors in recognition of Margaret G. Lyons service to her county, her country, her community and that a copy will be sent to her family.

Philip Baebler  
James L. Bechen  
Mary Cupery  
James Foley  
Kevin Kessler  
Robert C. McClyman  
Andy Ross  
Teresa A. Sumnicht  
Robert R. Westby  
Tim Zander

Brad Basten  
Richard C. Boockmeier  
Don DeYoung  
Vern E. Gove  
Kirk Konkell  
Barry Pufahl  
Mark L. Sleger  
Fred C. Teitgen  
Mike Weyh

Harlan Baumgartner  
Susanna R. Bradley  
Adam Field  
Kenneth W. Hutler  
Susan G. Martin  
Bruce J. Rashke  
John G. Stevenson  
John H. Tramburg  
JoAnn Wingers

Motion was made to adopt the Resolution by Wingers, second by Baebler. The resolution was adopted.

**ORDINANCE NO. Z399-12**

The Columbia County Board of Supervisors do ordain as follows: That Title 16 – Chapter 1, entitled "Zoning", of the County Code, as passed by the Board of Supervisors on February 16, 1972 is hereby amended and added thereto as follows:

- (1) "To change from Agricultural to Agricultural No. 2", (Charles and Nora Holder, Petitioner and Owner) parcel of land located in Section 31, T12N, R11E, Town of Springvale more particularly described as follows: Land to be Rezoned from Agricultural to Agricultural No. 2: Commencing at the north quarter corner of said Section 31; thence North 89°44'33" West along the north line of the Northwest Quarter of said Section 31, 840.88 feet to the point of beginning; thence South 01°46'56" East along the east line of lands described and recorded in Volume 275 deeds, page 379, 660.00 feet to the southeast corner thereof; thence North 89°44'33" West along the south line of lands described and recorded in Volume 275 of deeds, page 379, 528.00 feet to a point in the west line of the Northeast Quarter of the Northwest Quarter of said Section 31; thence North 01°46'56" West along the west line of the Northeast Quarter of the Northwest Quarter of said Section 31, 660.00 feet to the northwest corner of the Northeast Quarter of the Northwest Quarter of said Section 31; thence South 89°44'33" East along the north line of the Northwest Quarter of said Section 31, 528.00 feet to the point of beginning. Containing 348,259 square feet (7.99 acres), more or less.

Andy Ross, Chair  
COLUMBIA COUNTY  
BOARD OF SUPERVISORS  
Susan M. Moll  
COLUMBIA COUNTY CLERK

DATE PASSED: May 16, 2012  
DATE PUBLISHED: May 22, 2012

Motion made by Weyh, second by Baebler, to adopt. The ordinance was declared passed and is to be known as Ordinance Z399-12.

Chair Ross gave a brief explanation of the facilities improvement study that was completed by Johnson Controls and referred to "Columbia County Facilities Improvement Partnership" and "Columbia County Facility Improvement (FIM) Summary Table" handouts mailed to supervisors for review. He stated that the item will be placed on the June County Board agenda. Any questions and/or concerns should be directed to Cory Wiegel, Buildings & Grounds Director.

Teitgen encouraged supervisors to attend the upcoming public participation meetings with municipalities for preparing an updated farmland preservation plan.

Boockmeier moved adjournment of this meeting to Wednesday, June 20, 2012 at 7:00 p.m. Second was made by Field. The motion carried. The meeting adjourned at 8:52 p.m.

**Minutes of Columbia County Board of Supervisor meeting are considered Draft until approved at a subsequent County Board Meeting. Complete minutes are on file in the County Clerk's Office or can be viewed on the County Website at [www.co.columbia.wi.us](http://www.co.columbia.wi.us) after publication.**