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 Gove 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 Foley, second by Bradley to approve the Journal of September 16, 2015. Motion carried.

A motion to approve the agenda as printed was made by De Young, second by McClyman. Motion carried.

Pat Beghin, Emergency Management Coordinator, explained the Public Safety Committee asked Enbridge Pipeline to speak before the Board. John Schwarz and Brad TenBarge from Enbridge Pipeline provided a short video on the history of Enbridge and PowerPoint presentation of overall operations. Questions of the Board were entertained. Rolf Lund of Enbridge Pipeline, was also in attendance.

Gove announced Supervisor Ross was elected Second Vice President for the Wisconsin Counties Association.

The following appointment was announced:
1) Veterans Service Commission: John C. Van Wie, 3 year term to December, 2018. Motion by Foley, second by Pufahl, the appointment was approved.

Konkel gave a report from the Ad Hoc Building Committee.

Cupery reported the Ad Hoc Standing Rules Committee met on October 2nd and reviewed final suggestions received from county board members and staff. A copy of the Amended County Board Standing Rules for consideration and adoption were provided in supervisor packets for review. A vote will be taken on Resolution being submitted to accept final written report of Ad Hoc Standing Rules Committee, Adoption of Amended County Board Standing Rules and dissolution of Ad Hoc Standing Rules Committee.

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 Michael D. Agnew and Mary E. Agnew, Pardeeville, WI, Petitioners and Owners, to rezone from A-2 General Agriculture to RR-1 Rural Residence, Parcel 228, Section 6, T12N, R10E in the Town of Wyocena to be approved as follows: To change from A-2 General Agriculture to RR-1 Rural Residence, Parcel 228, Section 6, T12N, R10E, Town of Wyocena.

2. A petition by Matthew J. Gehl and Julie Gehl, Sun Prairie, WI, Petitioners and Owners, to rezone from A-1 Agriculture to RR-1 Rural Residence and A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay District, Parcel 490.06, Section 32, T11N, R9E in the Town of Dekorra to be approved as follows: To change from A-1 Agriculture to RR-1 Rural Residence and A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay District, Parcel 490.06, Section 32, T11N, R9E, Town of Dekorra.

4. A petition by Matthew R. Olson and Tara E. Olson, Pardeeville, WI, Petitioners and Owners, to rezone from A-1 Agriculture to RR-1 Rural Residence and A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay District, Parcels 836 & 837, Section 27, T12N, R8E in the Town of Caledonia to be approved as follows: To change from A-1 Agriculture to RR-1 Rural Residence and A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay District, Parcels 836 & 837, Section 27, T12N, R8E, Town of Caledonia.

5. A petition by Stewart F. Taylor Jr., Portage, WI, Petitioner and Owner, to rezone from A-1 Agriculture to RR-1 Rural Residence and A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay District, Parcels 224 & 225, Section 12, T13N, R10E in the Town of Marcellon to be approved as follows: To change from A-1 Agriculture to RR-1 Rural Residence and A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay District, Parcels 224 & 225, Section 12, T13N, R10E, Town of Marcellon.

Fred C. Teitgen
Mike Weyh
Kevin Kessler
Harlan Baumgartner
John A. Stevenson

PLANNING AND ZONING COMMITTEE

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

RESOLUTION NO. 25-15

WHEREAS, Columbia County recognizes the threat that natural hazards pose to people and property; and,
WHEREAS, undertaking hazard mitigation actions before disasters occur will reduce the potential for harm to people and property and save taxpayer dollars; and,
WHEREAS, an adopted all hazards mitigation plan is required by the Federal Emergency Management Agency as a condition of future grant funding for mitigation projects; and,
WHEREAS, Columbia County participated jointly in the planning process with the other local units of government within the County to prepare an All Hazards Mitigation Plan, which was made available for review via a Legal Notice and a copy of which will reside permanently in the Columbia County Emergency Management Office.

NOW, THEREFORE BE IT RESOLVED, that the Columbia County Board of Supervisors hereby adopts the Columbia County All Hazards Mitigation Plan as an official plan; and,
BE IT FURTHER RESOLVED, that the Columbia County Emergency Management Office will submit, on behalf of the participating municipalities, upon its adoption by all such municipalities, the adopted All Hazards Mitigation Plan to Wisconsin Emergency Management and Federal Emergency Management Agency officials for final review and approval. Minor changes made upon advice from Wisconsin Emergency Management and Federal Emergency Management Agency will not require readoption of this Resolution.

Fiscal Note: None.
Fiscal Impact: None.

Mark Sieger
Susanna Bradley
Dan F. Drew, Secretary
Adam Field, Vice Chair
Kirk Konkel, Chair

PUBLIC SAFETY COMMITTEE

Motion was made to adopt the Resolution by Teitgen, second by Foley. The Resolution was adopted.
RESOLUTION NO. 26-15

WHEREAS, Columbia County is presently within the South Central Wisconsin local area established under the Workforce Investment Act and certain citizens of Columbia County are receiving job training and other program assistance funded under the program which is administered by the Workforce Development Board of South Central Wisconsin and the South Central Wisconsin Local Elected Officials Consortium; and,

WHEREAS, Columbia County presently has an appointed representative serving on the South Central Wisconsin Consortium and also has appointed members serving on the Workforce Development Board of South Central Wisconsin; and,

WHEREAS, the Workforce Innovation and Opportunity Act has been enacted by Congress to replace the Workforce Investment Act, and allow local governments to form a Consortium to create a Local Workforce Investment Area; and,

WHEREAS, under the Workforce Innovation and Opportunity Act:

1. Each County in the Consortium must designate a “chief elected official” to represent the County as a member of the Consortium Board, which Board is empowered to enter into contractual and other agreements necessary to carry out the purposes of the Workforce Innovation and Opportunity Act; and,

2. The Consortium must designate an administrative/fiscal agent to administer the program on behalf of the Consortium; and,

WHEREAS, Columbia County desires to continue to receive the Federal assistance available for workforce programs and training and as otherwise available under the Workforce Innovation and Opportunity Act, and further desires to enter into a consortium with the other counties that presently constitute the South Central Workforce Development Area as set forth in the Chief Elected Official Consortium Agreement that is attached to this Resolution as Attachment A.

NOW, THEREFORE, BE IT RESOLVED THAT the Columbia County Board of Supervisors authorizes Columbia County to enter into an agreement to create a consortium substantially the same as the draft attached to this resolution as Attachment A, to consist of Columbia, Dane, Dodge, Jefferson, Marquette and Sauk counties to create a Local Area under the Workforce Innovation and Opportunity Act; and,

BE IT FURTHER RESOLVED THAT the Columbia County Board of Supervisors further authorizes and appoints the Columbia County Board Chair, or his or her designee, to serve as Columbia County’s “chief elected official” until his or her successor is installed, with signatory authority to execute agreements as necessary for Workforce Innovation and Opportunity Act purposes; and,

BE IT FURTHER RESOLVED THAT the Columbia County Board of Supervisors authorizes the designation of the Workforce Development Board of South Central Wisconsin to be the administrative/fiscal agent to administer the Workforce Innovation and Opportunity Act in conjunction with and on behalf of the South Central Wisconsin Chief Elected Officials Consortium.

Fiscal Note:  NONE
Fiscal Impact:  NONE

Andy Ross
Kenneth Hutler
Kirk Konkel
Mary Cupery
Vern E. Gove
EXECUTIVE COMMITTEE
"Attachment "A"

Chief Elected Officials
Consortium Agreement
Of the
South Central Wisconsin Workforce Development Area
For the Wisconsin Counties of
Columbia, Dane, Dodge, Jefferson, Marquette and Sauk
Under the Workforce Innovation and Opportunity Act
Of 2014
Public Law – 113-128

This Agreement, made and entered into this ________ day of ____________________, 2015, by and between the COUNTIES OF Columbia, Dane, Dodge, Jefferson, Marquette and Sauk in the State of Wisconsin (hereinafter, the Counties):

WITNESSETH:

WHEREAS, the County Board of Supervisors of the aforementioned counties did previously adopt resolutions authorizing the County Board Chairperson to sign a Consortium Agreement creating the South Central Wisconsin Workforce Development Area Consortium under section 66.0301(2), Wisconsin Statutes, in order to administer the provisions of Public Law 113-128, the Federal Workforce Innovation and Opportunity Act; and,

WHEREAS, the County Board of Supervisors of each of the aforementioned counties has adopted a resolution authorizing the County Board Chairperson or County Executive to sign this “Consortium Agreement of the South Central Wisconsin Workforce Development Area Counties under the Workforce Innovation and Opportunity Act (P.L. 113-128)” (hereinafter, the “CEO Consortium Agreement”).

NOW, THEREFORE, in consideration of the above premises and the mutual covenants of the parties hereinafter set forth, the receipt and each party acknowledges sufficiency of which for itself, the Counties do hereby agree to the following CEO Consortium Agreement.

Agreement

SECTION 1: That the Wisconsin Counties of Columbia, Dane, Dodge, Jefferson, Marquette, and Sauk, under Section 66.0301(2), Wisconsin Statutes, do hereby constitute themselves to be a consortium for the purposes of Section P.L. 113-128 (Workforce Innovation and Opportunity Act) as described in 29 USC Chapter 32.

SECTION 2: The chief local elected officials (the Chairpersons of the County Board of Supervisors or County Executives) or the designees of said officials of the Counties in paragraph 1 shall constitute the Workforce Development Area Consortium of Commissioners (hereinafter, the “Consortium”) which shall appoint the Workforce Development Board under the Workforce Innovation and Opportunities Act, Section 29 USC Chapter 32.

SECTION 3: The Consortium shall elect from its membership a Chairperson, a Vice Chairperson and such other officers as may be provided in the bylaws to serve for a term of one (1) year or until a successor is elected and qualified. Vacancies shall be filled by election for the remainder of the unexpired term. The Chairperson may appoint the Executive Director of the administrative entity or a staff person of one of the consortium member counties to serve as Consortium clerk.

SECTION 4: Roberts Rules of Order shall govern the procedures of the Consortium insofar as they do not conflict with applicable law or administrative rules or bylaws duly adopted by the Consortium.
SECTION 5: The Consortium may adopt operational and procedural bylaws consistent with this Agreement, applicable Federal and State laws, and rules or regulations pursuant thereto. Bylaws or amendments thereto may be adopted by the affirmative vote of 2/3 of the entire membership of the Consortium at any regular meeting called for that purpose, provided that written copies thereof are delivered to each member fifteen (15) days prior to consideration.

SECTION 6: The Consortium shall appoint the Workforce Development Board of the area. In accordance with the requirements established by the Governor and the criteria established under 29 USC 3122(b), the CEO appoints the members of the local board from the individuals nominated or recommended to be such members according to 29 USC 3122(c)(1)(B). The Local Elected Officials may, by a majority vote as described in the Local Elected Officials’ Consortium Agreement, remove any Workforce Development Board of South Central Wisconsin, Inc., (hereinafter, the “WDBSCW”) member, without having to show cause for removal, unless and to the extent that, such cause is required by applicable law. The WDBSCW may recommend to the local Elected Officials the removal of a member.

SECTION 7: The Consortium shall execute an agreement with the Workforce Development Board for the operation and functions of the Board under WIOA (29 USC Chapter 32). The Consortium is the grant recipient of the Workforce Innovation grant funds and shall be liable for any misuse of the grant funds allocated to the local area, unless the chief elected official reaches an agreement with the Governor to bear such liability. 29 USC 3122(d)(12)(B)(i)(I) and (II). The Consortium will direct the Board to receive the Workforce Innovation and Opportunity Act funds on behalf of the Consortium and serve as administrative entity and fiscal agent and disburse funds at the direction of the local board pursuant to the requirements of 29 USC Chapter 32, subchapter II. 29 USC 3122(d)(12)(B)(i)(III). In the role as grant administrator and fiscal agent, the WDBSCW shall:
1. Conduct an annual agency wide unqualified audit, per the requirements of the State of Wisconsin Department of Workforce Development and shall provide each Local Elected Official with a complete copy of the audit, including any management letter. A copy of any audit response by the WDBSCW shall also be provided to the Local Elected Officials.
2. Maintain both general liability and errors and omissions coverage for past and future liabilities to protect the Local Elected Officials and their respective counties.
3. Maintain a $20,000 undesignated fund to cover disallowed costs. In the case of any misuse of grant funds allocated to the local area beyond the parameters stated above, the Consortium agrees to assume liability as follows (29 USC 3122(d)(12)(B)(i)(I) and (II): Liability will be determined based upon the particular facts of the situation as to the responsibility of individual Consortium members for the particular funds. For example, if WIOA funds are misused only by the employee(s) or subcontractor(s) of one member of the Consortium, then only that county shall be held liable for the repayment of the misused funds. If more than one Consortium member is involved, then the respective counties will attempt to reach an agreement as to relative liabilities based upon the facts of the situation. If the Counties are unable to reach agreement, then DWD shall make the determination as to respective liabilities.

SECTION 8: The Consortium shall perform all functions for local elected officials as contained in P.L.113-128, the Workforce Innovation and Opportunities Act including:
1. Submit a request for initial designation of a workforce development area and consult with the Governor on the initial designation and future redesignation of a Workforce Development Area. 29 USC 3121(b)(2). 29 USC 3121(b)(1)(A)(ii).
2. Work with the local board to:
   a) Develop and submit to the Governor a comprehensive 4-year local plan for the region that is consistent with the State plan. 29 USC 3122 (d)(1) and 3123(a).
      i. Consult with the State to identify regions, consistent with the considerations described in 29 USC 3121(b)(1)(B). 29 USC 3121 (a)(1).
      ii. Engage in a regional planning process and prepare, submit, and obtain approval of a single regional plan consistent with the requirements in 29 USC 3121 (c).
a. Use funds available as described in section 29 USC 3163(b)(4) and use nonfederal funds available to the local area that the CEO and local board determine are appropriate and available for that use. 29 USC 3131.

b. Annually review and approve the local board’s budget for the activities of the local board. 29 USC 3122(d)(12)(A).

c. Work with the local board to conduct oversight with respect to local programs of youth activities authorized under 29 USC 3164(c), local employment and training activities authorized under 29 USC 3174(c) and (d), and the one-stop delivery system in the local area; and ensure the appropriate use and management of the WIOA funds provided for these activities and one-stop delivery system; and for workforce development activities, ensure the appropriate use, management and investment of funds to maximize performance outcomes under section 29 USC 3141. 29 USC 3122(d)(8).

d. In cooperation with the local board, competitively designate or certify One Stop Operators, as described in 29 USC 3151(d)(2)(A) or terminate for cause the eligibility of such operators. 29 USC 3122(d)(10)(A).

e. Review and approve a Memorandum of Understanding (MOU) between the local board and the One Stop Partners, relating to the operation of the One Stop delivery system in the local area, consistent with the requirements in 29 USC 3151(c)(2). 29 USC 3151(c)(1).

f. In agreement with the local board, conduct oversight of the one-stop delivery system, 29 USC 3151(a)(3), and consult with the State as it establishes objective criteria and procedures used to evaluate the operation of the one-stop center as described in 29 USC 3151(g).

g. Consult with the local board, the One Stop Operator, and the One Stop Partners regarding funding of the One Stop infrastructure as described in 29 USC 3151(h).

b) Engage in Consultation with the Governor as described in 29 USC 3151, 3162, 3173.

a. Consult with the Governor as he or she establishes guidance for infrastructure one stop funding (29 USC 3151(H)(1)(B) and determines funding as described in 29 USC 3151(h)(2)(C).

b. Consult with the Governor as he/she determines funding allocation for youth activities and a statewide workforce investment activities under 29 USC 3162(b)(1)(C). 29 USC 3163(b).

c. Consult with the Governor as he/she determines funding allocation for adult employment and training activities and a statewide workforce investment activities under 29 USC 3172(b)(1)(B). 29 USC 3173(b)(1).

c) Performance Measurements.

a. Work with the local board and the Governor to negotiate and reach agreement on local performance measures. 29 USC 3122(d)(9).

b. Determine whether to appeal a gubernatorial reorganization determination made under 29 USC 3141(g)(A) to the Governor under 29 USC 3141(g)(B)(i) and to the Secretary of the U.S. Department of Labor under 29 USC 3141(g)(B)(ii).

SECTION 9: This Consortium Agreement shall be effective when approved by Resolutions adopted by the County Board of Supervisors of each county party hereto and executed by the chief elected official thereof pursuant to said resolution and shall thereupon act to repeal and supersede any and all prior written or oral consortium agreements under P.L. 113-128, the Workforce Innovation and Opportunity Act.

SECTION 10: Amendments to the Consortium Agreement may be adopted with the concurrence of the Board of Supervisors of each county that is a party hereto. The Consortium may be dissolved and this Agreement may be rescinded only with the consent of all the Boards of Supervisors of the counties that are parties hereto and the Governor.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by the Chairperson of the County Board of Supervisors or the County Executive of the aforementioned Counties.

For Columbia County:
By: Vern E. Gove
Columbia County Board Chair
For Dane County:
By: Joseph P. Parisi
Dane County Executive

For Dodge County:
By: Russell Kottke
Dodge County Board Chair

For Jefferson County:
By: James Schroeder
Jefferson County Board Chair

For Marquette County:
By: Robert Miller
Marquette County Board Chair

For Sauk County:
By: Marty Krueger
Sauk County Board Chair

Motion was made to adopt the Resolution by Ross, second by Baeblor. Pat Schramm, Executive Director for Workforce Development Board of South Central Wisconsin, explained Columbia County has been a member since 1999, and because the Workforce Investment Act is being replaced by the Workforce Innovation and Opportunity Act, a new agreement needs to be approved and filed in order to administer funds. She provided a handout to supervisors and entertained questions. The Resolution was adopted.

RESOLUTION NO. 27-15

WHEREAS, on March 18, 2015, the Columbia County Board of Supervisors approved the County Board Chair’s appointment of an Ad Hoc Standing Rules Committee; and,
WHEREAS, the Ad Hoc Standing Rules Committee held multiple meetings and developed numerous amendments to the County Board Standing Rules and related County Ordinances; and,
WHEREAS, the Amended County Board Standing Rules, which are attached to this Resolution as Attachment A, constitute the final written report of the Ad Hoc Standing Rules Committee and are submitted to the full County Board for consideration and adoption; and,
WHEREAS, the revised Ordinances that were developed by the Ad Hoc Standing Rules Committee will be presented to the County Board separately.
NOW, THEREFORE, BE IT RESOLVED THAT the Columbia County Board of Supervisors hereby accepts this Resolution as the final written report of the Ad Hoc Standing Rules Committee, adopts the Amended County Board Standing Rules, which are attached to this Resolution as Attachment A, and which shall become effective upon adoption, and dissolves and discharges the Ad Hoc Standing Rules Committee with the County Board’s appreciation for the Ad Hoc Standing Rules Committee’s extensive work to complete this important project.

Fiscal Note: None.
Fiscal Impact: None.

Andy Ross
Kenneth Hutler
Kirk Konkel
Mary Cupery
Vern E. Gove
EXECUTIVE COMMITTEE
PROPOSED STANDING RULES
Columbia County Board of Supervisors
(Adopted April 15, 2014)
October 21, 2015

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Appendix: Basic Principles of Parliamentary Procedure

STANDING RULES. All meetings associated with the County Board shall be conducted under Robert’s Rules of Order, the Newest Revised Edition, except as specifically stated in this document. The following are the Standing Rules of the Columbia County Board of Supervisors.

RULE 1. BOARD MEETINGS. In the event the Chair is unavailable to preside over a meeting of the Board, the present Vice-Chair shall preside. In the event the present Vice-Chair is unavailable, the most immediate past Board Chair shall preside.

(1) ORGANIZATIONAL MEETING. The Board shall meet on the third Tuesday of each April to organize and transact business.

At the organizational meeting held in April on even numbered years, the County Board Chair, its Vice-Chair, and two Executive Committee members shall be elected as prescribed under Board election procedures by a majority vote of the members present. The Standing Rules for the current session of the Board shall be adopted by a majority vote. Committee appointments shall be made by the County Board Chair.

(2) ANNUAL MEETINGS. The Board shall meet on the third Tuesday of each April to organize and transact business, and shall hold an annual meeting on the Tuesday after the second Monday of November to address the regular monthly agenda and conduct the annual budget hearing. When the day of the meeting falls on November 11 (Veteran’s Day), the meeting shall be held on the next succeeding day.
At the organizational meeting held in April on even numbered years, the County Board Chair, its Vice-Chair, and two Executive Committee members shall be elected as prescribed under Board election procedures by a majority vote of the members present. The Standing Rules for the current session of the Board shall be adopted by a majority vote. Committee appointments shall be made by the County Board Chair.

(23) BOARD REGULAR MEETINGS. The Board shall hold its regular meetings on the third Wednesday of the month, except when Wisconsin statutes establish the meeting date. In the event the Chair is unavailable to preside over a meeting of the Board, the present Vice-Chair shall preside. In the event the present Vice-Chair is unavailable, the most immediate past Board chair shall preside. The date of the meeting may be changed by a majority vote of the Board. The Board shall meet monthly except that no meeting shall be held in February or August unless the Chair, at his or her discretion, decides that a meeting is necessary.

(4) SPECIAL AND EMERGENCY MEETINGS. A special meeting of the Board shall be convened in accordance with s. 59.11(2), Wis. Stats., upon a written request of a majority of the supervisors delivered to the clerk, specifying the time and place of the meeting. In addition, the Board Chair may convene the Board in a "declared emergency" using the procedure defined by Title 2 of the County Code of Ordinances.

(35) MEETING HOUR. The hour for the morning meeting of the Board shall be 9:45 o'clock A.M., and afternoon sessions following recess or adjournment shall meet at 1:30 o'clock P.M., unless otherwise ordered. During the months of May, June, July, August, September, and October, the Board shall commence its meeting at 7:00 P.M. The Clerk shall note the time of calling of the meetings in the minutes.

(46) MEMBER ROLL CALL. Whenever the Board convenes or reconvenes, the Clerk shall make a roll call of the members to establish a quorum. A roll call shall not be required if the recess is 15 minutes or less. All roll call attendance records of each Supervisor shall be recorded in the minutes and printed with the annual proceedings of the Board. Any Supervisor who is not present for roll calls shall at the first opportune time, in order to be recorded present, make his/her presence known to the Clerk. In the event any member is going to be absent for all or a portion of a session, it shall be necessary to inform the Chair. The minutes shall reflect whether an absent member notified the Chair in advance of the meeting.

(57) ORDER OF BUSINESS. The regular order of business, which is subject to the discretion of the Chair, shall be as follows:

(a) Roll call.
(b) Pledge of Allegiance.
(c) Approval of the printed journal unless otherwise ordered.
(d) Approve agenda and any changes thereto in compliance with open meeting law requirements under Sections 19.81 through 19.98, Wisconsin Statutes.
(e) Claims and petitions.
(f) Communications/Public Input on non-agenda topics.
(g) Appointments. Committee reports.
(h) Consideration of reports of committees. Appointments.
(i) Union Contract ratification.
(j) Resolutions to be considered and resolved.
(k) Consideration of proposed ordinances.
(l) Consideration of other business on the table.
(m) Requests for future agenda items.
(n) On the day set for the adoption of the budget, the budget shall be considered immediately following "Appointments" during the morning session.
(o) On the last day of the current session, a reading and correcting of the journal of the day shall be done immediately prior to the final adjournment.

(68) MEETING AGENDAS. The County Board Chair shall establish the agenda for County Board meetings. Committee Chairs shall establish the agenda for their Committee meetings, subject to review and approval by the County Board Chair. However, the County Board or any Committee may, by majority vote, place an item on the agenda for a future meeting designated by the motion.
RULE 2. ADDRESSING THE COUNTY BOARD.

1. Every member, prior to speaking, shall address himself/herself to the Chair.
2. When two or more members wish to be recognized, the Chair shall designate who shall speak first.
3. No member shall speak more than twice on the same subject or question without approval of the Chair.

A member may only speak for a total of ten (10) minutes or five (5) minutes twice on a particular motion. If a member wishes to only inquire for informational purposes that will engage in questions and answers, then a member may take a total of fourteen (14) minutes or seven (7) minutes twice on a particular motion.
4. A member called to order by the Chair, shall immediately relinquish the floor. The Board, if appealed to, shall decide the case. If there is no appeal, the decision of the Chair shall be submitted.
5. Any person who is not a member of the Board who desires to address the Board on an agenda item, must first receive the approval of a Board member. The member will then request that the Chair recognize that he/she is relinquishing time to the non-member to speak. The member thereafter forfeits one of his/her rights to further address the subject. The non-member shall be governed by all other relevant rules of the Board and shall address only the subject before the Board.
6. Public Input shall be limited to items not on the agenda and a person may only speak for (5) minutes.

RULE 3. MOTIONS.

1. All motions must be presented by a Board member.
2. No motion shall be debated by the Board unless it is seconded; it shall be restated by the Chair before debate. Lengthy or complicated motions must be presented to the Clerk in writing after receiving a second.
3. After a motion is restated by the Chair, it shall be deemed to be in possession of the Board. All motions, resolutions, and amendments shall be entered at large upon the journal.
4. When a motion is being debated, no other motion shall be made except to lay on the table, to adjourn for the previous question(s), to limit or extend limits of debate, to postpone to a day certain, to refer, to amend, and to postpone indefinitely; these several motions shall have precedence in the order in which they are stated above.
5. The motion to adjourn shall always be in order; that and the motion to lay on the table shall be decided without debate.
6. If the question under debate contains several points, any member may move to have it divided.

RULE 4. REPORTS.

1. A committee report shall be a written or oral statement of the committee's position with respect to a particular issue or issues on the agenda. If a written report is provided by the committee, it shall be included with the mailing of the monthly Board agenda prior to the meeting. Reports may be discussed—presented orally or read from a written document orally. These reports will be accepted into the record, listed in the monthly minutes, and filed if there are no objections. Annual reports shall be submitted yearly and included with the mailing of the monthly Board agenda prior to the meeting. Whether or not a written committee report is provided, the committee chair or another member of the committee may be called upon at the meeting to provide background information and to explain the committee’s recommendation. Reports may be discussed or read and will be accepted into the record and placed on file if there are no objections.
2. Final majority reports from ad hoc committees shall be written and shall be recorded in the Board Minutes by the Clerk. A minority report may be filed in a like manner.
3. Notwithstanding sub. (1), above, the Board Chair may schedule a written or verbal informational update report from any committee regarding any topic before the committee even if a decision item on that topic is not on the agenda.

RULE 5. RESOLUTIONS AND ORDINANCES.

1. The Chair, after consultation with the Corporation Counsel, will determine when contractual arrangements must be approved by the Board.
2. Compensation plans for all non-union county employees shall be presented by the Human Resources Committee and shall be approved by a simple majority vote of the members present.
(3) The resolution to adopt the budget shall require a two-thirds vote of the members present at the meeting.

(4) Resolutions to make transfers from the General Fund or the Contingency Fund shall be referred to the Finance Committee for its recommendation back to the Board, and shall require a two-thirds vote of the entire membership of the Board to obtain passage, pursuant to Sec. 65.90 (5)(a), Wis. Stats.

(5) (a) A resolution, petition, or motion submitted by a member or members not constituting a committee shall be read and referred to the appropriate committee by the Chair.

(b) Resolutions, petitions, or motions submitted by non-members shall be presented through a member for referral to an appropriate committee.

(c) If not returned for Board consideration, the committee shall present an oral or written report of its conclusions.

(d) Notwithstanding sub. (c), the full Board may take a resolution, petition, or motion from a committee that has not been considered by a majority vote. In addition, the full Board by majority vote may reject or stop any action made by a committee. If the motion passes, the resolution, petition, or motion, or action from that committee will automatically be placed on the full County Board meeting agenda for consideration at the next scheduled meeting.

(6) Resolutions and/or ordinances shall:

(a) be submitted by Board members or committees only.

(b) indicate at the top a brief synopsis and the name of the committee introducing the document to the Board.

(c) be numbered on each line and page of the document.

(d) contain a fiscal note explaining the budgetary effect of the proposed action, if applicable. The fiscal note shall be referred to the Finance Committee for its recommendation.

(e) be submitted in writing to the Clerk by 12:00 noon on the Thursday before the Board meeting date, unless the Clerk requests an earlier delivery date or time, and to the Corporation Counsel for review at the same time as distributed to members.

(f) be considered, if submitted after the above deadline, only if deemed urgent by the Chair. Any resolution that is not included in the agenda may be placed on the agenda if the media and public have been noticed of such addition more than 24 hours in advance if it is not an emergency or more than two (2) hours in advance if it is an emergency. Any resolution added in the above manner may be considered by the Board unless objected to, in which case a two-thirds majority of members present will be required for consideration.

(7) Resolutions submitted to the Board for adoption shall be signed by a majority of the members of the submitting committee and ordinances shall be signed by the Chair and Clerk after adoption.

(8) Resolutions and ordinances shall be taken up in the order in which they are presented, unless otherwise ordered by the Chair. If there is no objection from the Board members present, the reading of any proposed resolution or ordinance may be waived by the Chair and be referred to by title only provided that all members have received a written copy of said resolution or ordinance at least 24 hours prior to the Board meeting. An ordinance or resolution may be amended at any time prior to its being adopted by the Board.

(9) Amendments offered shall be germane to the primary subject of the resolution or ordinance.

(10) Resolutions and ordinances may be passed or adopted at a single meeting of the Board.

(a) to approve; or

(b) to postpone to a date certain.

(11) Upon the passage of an ordinance, motion, or resolution affecting any County department, officer, or official, or any town, city or village, the Clerk shall immediately thereafter transmit a copy of the same to the County department, officer or official affected, and for the local municipalities shall transmit a copy of the same to the clerk of the affected municipality.
RULE 6. TRANSFERS FROM EQUITY ACCOUNTS.
Transfers from the Highway and Transportation Department or Health Care Center unreserved equity for the purpose of expending non-budgeted items must have the oversight committee and County Board approval for any a total aggregate amount of $50,000 or more (annually).

Any transfer from other non-designated equity accounts must have County Board approval.

RULE 7. REQUESTS FOR PROPERTY TAX FUNDING OF PROGRAMS.
Any County program that has been historically 100% funded through an outside funding source (grant, user fees, etc.) and now requires an input of County tax dollars, or any program starting that requires County funding, must be approved by the County Board via a specific resolution. The fiscal note must clearly show the increase in County taxes, and be reviewed by the Finance Committee prior to presentation at the County Board.

RULE 8. POLICY FOR GRANT APPROVAL.
New grants which are not part of the annual budget process, due to timing, must be approved accepted by the County Board via resolution from the Executive Committee.

RULE 9. RECORDING MOTIONS AND SECONDS.
In all cases where an ordinance, resolution, or motion shall be entered on the journal of the Board, the name of the member moving the same, and the name of the member seconding shall be entered on the journal.

RULE 710. VOTING AND ELECTIONS.
(1) COUNTY BOARD VOTING.
(a) Voting by the County Board shall be by voice vote or roll call vote, if requested.
(b) In the event of a roll call vote, the Chair’s vote shall be recorded last.

(2) COMMITTEE VOTING.
(a) The County Board Chair or Vice Chair shall vote when his/her presence is necessary at a meeting to create a quorum of the committee.
(b) In the event of a roll call vote, the Committee Chair’s vote shall be recorded last.

(3) ROLL CALL VOTES. A vote on any question shall be taken by the ayes and nays when called for by a member of the Board. Roll call votes shall be taken in alphabetical order except that each successive roll call vote shall commence with the member voting second on the previous roll call vote.

(4) ELECTIONS. Where the vote is for election to an office, the vote shall be by ballot.
(a) If three or more candidates are nominated, balloting shall occur until such time as one candidate receives the majority of the votes of the members present. Nominations do not require a second. If no candidate receives a majority vote when the ballots are counted, the candidate with the lowest vote count shall be eliminated. This procedure shall be repeated until a majority vote is obtained.
(b) The two elected members of the Executive Committee shall be selected by ballot from a slate of nominees proposed by nominations from the floor. The election shall be in accordance with the procedures established at Rule 7 (4)(a) except that each supervisor shall vote for two members on each ballot, with the election ending when two nominees receive a majority of the votes.
(c) County Veteran’s Service Officer Election: The Board shall elect by a majority vote a County Veteran’s Service Officer who shall be a Wisconsin resident who served under honorable conditions in the Armed Forces of the United States as provided by Chapter 45 of the Wisconsin Statutes. The County Veteran’s Service Officer shall serve until the first Monday in January of the second year subsequent to the year of his or her election, and if re-elected, shall continue to serve unless removed by the Board for cause by two-thirds vote of the Board.
(d) County Highway Commissioner Election: The Board shall elect a County Highway Commissioner by a majority vote. Upon his/her first election, the County Highway Commissioner shall serve until the first Monday in January of the second year succeeding the year of the election; and if re-elected, shall continue to serve unless removed for cause by two-thirds vote of the Board.

RULE 811. RECONSIDERATION.
A motion for reconsideration may be made by a member who voted on the side prevailing on the vote on such matter, provided the motion for reconsideration is made on the same day. Thereafter, the same subject may be placed on the agenda for consideration only with the vote of two-thirds of the entire membership or a majority rule may take place if circumstances change in the original motion with the Executive Committee’s approval. In the event of a tie vote, either side can ask for reconsideration.
RULE 912.  DEPARTMENT ANNUAL REPORTS.
County officers and department heads shall be introduced and shall be available for questions and comments at the direction of the Chair during the Board meeting at which his/her written annual report is taken under consideration.

RULE 1013.  STATE AND NATIONAL CONVENTIONS OR CONFERENCES.
Board members who attend state and national conventions or conferences must obtain approval in advance from the Board Chair prior to attendance. If prior approval is not received, no expense reimbursement will be made. Members of the Board who attend conventions or conferences shall make reports to the Board.

RULE 1114.  SUSPENSION OR AMENDMENT OF RULES.
No rule of the Board shall be suspended, altered, or amended during a meeting without the concurrence of two-thirds of the members present.
The Standing Rules may be altered or amended generally by a simple majority vote of the members present as previously noted on the Board meeting agenda.

RULE 12.  RULES COMMISSIONS, ROBERT'S RULES.
In all matters of parliamentary procedure not covered by these rules, Robert's Rules of Order, latest revision, shall govern the proceedings of this Board.

RULE 1315.  REPEAL OF CONFLICTING RULES.
The Standing Rules shall be in full force upon adoption. Therefore, making All prior standing rules of the County Board and regulations are hereby rescinded.

RULE 14.  EFFECTIVE DATE.
The Standing Rules shall be in force upon adoption.

RULE 1516.  COUNTY BOARD CHAIR AND VICE CHAIR.
(1) The Vice-Chair shall either be a member or shall have previously served as a member of the Finance Committee.
(2) The Chair and Vice Chair shall each be paid a salary as established by the members of the Board. The Chair shall not be a member of any particular standing committee, except the Executive Committee, but the Chair and Vice Chair shall be given notice of and have the privilege of attending and participating in the deliberations of any other committee of the Board but shall not vote unless his/her presence is necessary to create a quorum of the committee. Mileage, per diems, and other accepted, authorized expenditures shall be reimbursed on the same basis as all other Board members, including days spent in the office as Chair and Vice Chair as authorized by the Chair.
(3) The Chair shall serve as chair of the public hearing to adopt the annual budget at the November Board meeting.
(4) The Board Chair and/or Vice Chair shall have the right to act as a voting member of any committee if said participation is necessary to establish a quorum.
(5) The Board Chair and Clerk shall sign all contracts approved by a resolution of the Board.
(6) The Chair shall assign topics and issues which arise that are not clearly defined in the Standing Rules as being the responsibility of a particular standing committee as he/she deems appropriate.
(7) A meeting of the standing committee chairs shall be convened at the discretion of the Chair.
(8) Board Chair activities could consist of, but not be limited to, the following:
   (a) Be available at least two hours per week.
   (b) Work closely with all County departments on matters pertaining to the County.
   (c) Appear, when requested to do so, as the representative of the Board.
   (d) Attend as many committee meetings as possible.
   (e) Keep members informed, mostly through committee chairs.
   (f) Assist in the preparation of the Board meeting agenda and assure it is in the possession of members prior to Board meetings.
   (g) Take care of daily details that arise.

RULE 1617.  COUNTY BOARD MEMBERS.
(1) Every member of the Board must reside within the district, which he or she has been elected to represent. If a Board member moves out of that district, he or she will be expected to resign. If no resignation is forthcoming, the seat will be declared abandoned after three (3) consecutive months and the Board will appoint a new district representative.
Pursuant to Section 59.10(4), Wis. Stats., a member of the Board may not also simultaneously serve as a County employee or as a County official.

**RULE 1718. COMMITTEE MEETINGS.**

1. All committee meetings shall have a public notice that meets the requirement of sec. 19.84, Wis. Stats.

2. Closed sessions may be held only where there is an overriding interest of the County for the closed session, when authorized by sec. 19.85, Wis. Stats., and when there has been public notice in accordance with sec. 19.84, Wis. Stats. Scheduling and conduct of closed sessions shall follow the guidance document published by the Wisconsin Department of Justice and the Wisconsin Attorney General.

3. Department heads and staff must provide County Board Supervisors with meeting materials pertinent to items on the agenda regarding any voting action items taking place during scheduled committee meetings at least forty-eight (48) hours in advance in a format that is readily accessible to County Board Supervisors. Any information given out during the meeting regarding any voting action that did not meet the forty-eight (48) hour rule will require three-fourths approval from the committee before the agenda item can be voted on as a whole by the committee. If the agenda item does not receive three-fourths approval, the agenda item cannot be voted on during that committee meeting, but it will automatically be placed on the next month’s committee meeting. Notwithstanding the above, the County Board Chair may issue a written waiver of the forty-eight (48) hour rule for a particular agenda item.

4. In addition to or in place of meetings described in Rule 2023, committee meetings may be held immediately before a County Board meeting, during a recess of a County Board meeting or immediately after a County Board meeting to discuss noticed subjects on the County Board’s meeting agenda.

5. To accomplish this, the Chair of the governing committee must request permission of the County Board Chair to hold such a meeting, and to provide the Chair with the time, place and subject matter of the meeting so that the County Board Chair can publicly announce the facts of the meeting while the County Board is in session.

6. A committee meeting held before a County Board meeting shall require an advance public notice in accordance with sec. 19.84, Wis. Stats.

7. Meetings consisting of two or more committees meeting concurrently shall require approval of the Board Chair.

8. To meet unanticipated special situations that require prompt attention, a committee may meet, with the Board Chair’s approval and within the parameters of the open meetings law, to resolve the matter. Other committees who may have an interest shall be consulted prior to a final decision.

9. Pre-County Board committee meetings must be scheduled by noon on the Thursday preceding the Board meeting (the Wednesday preceding the Board meeting in April and November); however, the County Board Chair may waive this requirement if he/she deems that the meeting is imperative to the best interests of the County and to not schedule it would put the County in a position of jeopardy financially or legally.

10. All committees shall comply with Board approved personnel policy, Standing Rules, Wisconsin Statutes, and mandated grant requirements.

11. Absences from a committee meeting must be approved by the committee chair prior to the meeting. In the event that any member is going to be absent for all or a portion of a committee meeting, it shall be necessary to inform the Committee Chair. The minutes shall reflect whether an absent member notified the Committee Chair in advance of the meeting. A member who misses three (3) consecutive Board or committee meetings shall meet with the Board Chair to discuss the member’s commitment to continued service on the Board. The Board Chair may recommend that the Executive Committee take disciplinary action against a member for excessive absenteeism under this Rule.

12. A member who misses three (3) consecutive Board meetings or three (3) consecutive Committee meetings shall meet with the Board Chair to discuss the member’s commitment to continued service on the Board. The Board Chair may recommend that the Executive Committee take disciplinary action against a member for excessive absenteeism under this Rule.
If a member cannot physically attend a committee meeting and there are technologically available resources in the meeting rooms, such as telephones or video conferencing, he/she may use them to participate in the meeting. Reasons for participation in a meeting by video conferencing include, but are not limited to: out-of-town travel, at work, and sickness. Members are only eligible to claim per diem for attending a meeting using technology. A member may not use technology to attend full Board monthly meetings.

Each committee shall maintain a written record of its proceedings. A draft copy of the minutes shall be sent by email attachment to the Clerk within one week following the date of the meeting and may be made available to county board members. The original approved minutes, signed by the committee secretary, shall be filed with the Clerk within one week following approval of the minutes. Written documents referenced in the minutes shall be attached and filed with the original minutes.

Minutes of a closed meeting shall only be created when action is taken in closed session. Closed session minutes shall be reviewed, approved and retained in the same manner as other committee meeting minutes.

**RULE 19. PER DIEM.**

Members of the Board are eligible for per diem. They are responsible for submitting monthly per diem sheets. Members may not claim per diem after two (2) months of non-reporting to the Clerk’s Office. For example, a member may not claim per diem in March of a year during the month of June.

**RULE 20. RELATIONSHIP BETWEEN THE COUNTY BOARD AND COMMITTEES.**

All standing committees and any ad hoc or special committees established by the County Board of Supervisors are subcommittees of the full Board. The County Board of Supervisors reserves the right of oversight of committee actions. Notwithstanding any provision of the standing rules, an action of the full County Board of Supervisors taken in accordance with the procedures in the standing rules shall supersede any action or inaction by a committee.

**RULE 1821. SPECIAL COMMITTEES, COMMISSIONS AND BOARDS.**

1. The Chair, with Board approval, shall appoint statutorily mandated, including tax increment financing (TIF) district representatives, and special committees and boards in the same manner as other standing committees are appointed.

2. The Revolving Loan Fund / Housing Committee shall consist of one member from the Finance Committee or a citizen at large with banking or financial experience, one member each from the Agriculture and Land and Water Conservation and Executive Committees, a Board representative to the Columbia County Economic Development Corporation, and the Board Chair or designee.

3. Any citizen interested in serving on a special committee, commission or board shall complete an application form and submit the completed form to the County Clerk for consideration by the County Board Chair and the Executive Committee.

**RULE 1922. AD HOC COMMITTEES.**

1. Ad hoc committees and their chairs shall be appointed by the Board Chair, with Board approval. These assignments shall be for a definite purpose and time and shall hold over until such duties have been completed and a final written report given to the Board.

2. Ad hoc committees to whom reference is made shall in all cases report a statement of facts and their opinion thereon to the Board as interim verbal reports on no less than an annual basis. Such reports shall be given in addition to final written reports.

3. The ad hoc negotiating committee shall be appointed for contracts which expire and shall consist of one member from the Finance, Human Resources, and Executive Committees, and shall represent the County, in conjunction with the Human Resources Director, in labor union contract negotiations.

**RULE 2023. STANDING COMMITTEES.**

1. Standing committees shall meet regularly, preferably prior to the monthly Finance meeting. Committees wishing to meet more than once a month, or cancel a monthly meeting, shall request permission from the Board Chair. All committee meetings shall comply with the applicable open meeting statutes. Committees will recommend a monthly meeting schedule, subject to the approval of the Board Chair and the Executive Committee. Changes to the monthly meeting schedule will require prior approval by the Board Chair and the Executive Committee.

2. **MEMBERS’ SERVICE.** Every member of the Board, except the Chair, shall be appointed to at least one standing committee initially and may be appointed to more than one such committee.
(3) **COMMITTEE CHAIRS.** Each standing committee shall elect its own chair, vice chair, and secretary. No member shall accept more than one chair position of a standing committee. This limitation shall not apply to ad hoc or special committees.

(4) The standing committees shall be composed of at least five members each except: the Health and Human Services Board, which shall be considered a standing committee of the County Board, shall be composed of six (6) County Board members, one being the chair of the Commission on Aging, and three lay members in accordance with Sections 46.23 (4) and 251.03, Wis. Stats. The concerns of the Division of Health shall be addressed as a separate agenda item of business at each Health and Human Services Board monthly meeting.

(5) Standing committee members shall be appointed at the annual biennial organizational meeting in April by the Board Chair and shall serve at the pleasure of the Chair.

(6) Citizen members of Committees shall be appointed by the Board Chair subject to approval by the County Board.

(67) It is the responsibility of standing committees to approve operating policies and/or procedures, and goals submitted by the department heads for their designated departments and to monitor the implementation and execution of such policy, procedures and goals, as well as to assure that department heads are fulfilling their responsibilities. Standing Committees and department heads shall coordinate on matters of shared jurisdiction as established by State Statutes, County Ordinances or Standing Rules.

**RULE 2424. STANDING COMMITTEE DUTIES.**

The following shall be the assigned duties of the standing committees of the Board. Committees shall audit and approve bills for payment.

(1) **AGRICULTURE AND LAND AND WATER CONSERVATION COMMITTEE.**

This committee shall have jurisdiction over the offices of, and shall examine all claims and accounts connected with the Agriculture, Extension Education, and Resource Development and Land and Water Conservation departments and it shall be responsible for handling and processing claims for dog damage.

This committee shall advise on matters pertaining to agriculture in the County.

This committee shall have jurisdiction over participation in the Farmland Preservation Program.

This committee shall perform the duties prescribed in Chapter 92, Wisconsin Statutes, except as limited herein by the Board. The Chair of the Columbia County Consolidated Farm Services Agency Committee, or his/her designee, shall be a member of this committee for Land and Water Conservation Committee purposes. The Planning and Zoning Committee and Solid Waste Committee shall designate a representative to serve as an adviser to the Land and Water Conservation Committee, pursuant to Chapter 92, Wis. Stats. It shall be the duty of this committee to promote resource development in the County.

The Agriculture and Land and Water Conservation Committee shall plan and prepare applications for assistance to develop, operate and maintain snowmobile trails and facilities including County parks.

(2) **COLUMBIA HEALTH CARE CENTER COMMITTEE.**

This committee shall be responsible for the operation and maintenance of the Columbia Health Care Center in compliance with the Wisconsin Statutes.

(3) **EXECUTIVE COMMITTEE.**

There shall be an Executive Committee, consisting of five members: the Chair, the Vice-Chair, the immediate past Board chair, and two elected members. The Board Chair shall be the chair of this committee.

Should there be a vacancy on the committee, a successor shall be elected by the Board in the manner set forth in Rule 710. The Chair shall review all standing committee minutes. Areas of concern shall be reviewed with the Executive Committee and the appropriate standing committee.

This committee shall have jurisdiction over the Office of County Clerk.

This committee shall have responsibility over all matters pertaining to County performance bonds and the specific duties provided in Section 59.21, Wis. Stats.

This committee shall have jurisdiction and fiscal responsibility for all matters and accounts pertaining to the Veterans’ Service Office, other than those benefits under Section 45.86, Wisconsin Statutes.
The members of the Executive Committee are solely authorized to represent the County’s point of view at State legislative hearings or Intercounty Coordinating Committee (ICC) meetings. In the event an Executive Committee member chooses not to attend such a hearing or meeting, the Chair may designate a knowledgeable supervisor to attend in his or her place.

This committee shall recommend the Standing Rules to the Board.

This committee shall recommend to the Board the acquisition of real property on behalf of the County.

This committee shall have jurisdiction over space usage of county buildings and county owned property.

The Executive Committee, and the Infrastructure Committee and Information Services and Property Committee, working with the governing committees and department heads, shall be responsible for the planning, allocation, and location of space for personnel and equipment.

This committee shall create policies to maintain reasonable liability and property insurance coverage for all County exposures and assets.

(4) **FINANCE COMMITTEE.**

This committee shall have jurisdiction over the offices of County Treasurer, and Comptroller/Auditor, Columbia County Economic Development Corporation, and Tourism. It shall be the duty of the Finance Committee to make recommendations on all proposals for transfer from the General or Contingency Fund. It shall require the regular monitoring of all revenue and disbursement accounts and require that department heads and governing committees are alerted of deviations of concern. All insurance premiums shall be audited by the Finance Committee.

It shall prepare and present to the Board at the annual session the budget and tax levy; first in temporary form and finally in a complete form as changed during the Board session.

To enable the committee to prepare such budget, all requests for appropriations shall be filed with the Comptroller not later than a date designated by the committee.

This committee shall govern and approve the Columbia County Financial Handbook, which incorporates the Statutes, County Board Resolutions, and accepted Accounting Practices. The Columbia County Executive Committee shall be informed of all changes. The committee also governs and approves the Columbia County Purchasing Manual, which reflects detailed procedures to comply with the adopted Purchasing/Contracts Ordinance.

It shall be the duty of the committee to familiarize itself with the certified audit report of County offices. It shall confer with the auditor in charge of the audit regarding details of the audit and make such recommendations to the Board as it deems necessary.

This committee shall act as Audit Committee and shall pass on miscellaneous current bills not audited by any other County committee or department as provided by law or by these rules.

All departmental accounting shall be in compliance with procedures established by the County Auditor under the direction of the Finance Committee.

The Finance Committee shall serve as the oversight committee for the Columbia County Economic Development Corporation.

(5) **HEALTH AND HUMAN SERVICES BOARD.**

The Health and Human Services Board shall function in accordance with Section 46.23, 251.03 (1), and 251.04, Wisconsin Statutes, and shall accept additional funding from the State of Wisconsin when no additional funding is required from the County per Resolution #69-94.

The chair and vice chair of the Health and Human Services Board shall be members of the County Board.

The Health and Human Services Director and Health and Human Services Board, with the addition of three non-County Board members as required by Section 251.03, Wis. Stats., shall establish policies and supervise the implementation of these policies as detailed in Section 251.04, Wis. Stats.

(6) **HIGHWAY COMMITTEE.**

This committee shall be responsible for all highway and bridge maintenance and construction as provided by the Wisconsin Statutes or referred to it by this Board or as requested by local municipalities.

The Highway Committee shall function in accordance with all State and Federal statutes and administrative rules. Further, this committee shall govern the maintenance of County parks in cooperation with the Land and Water Conservation Committee and shall have authority over the budget therefor.
(7) **HUMAN RESOURCES COMMITTEE.**

This committee shall have jurisdiction over the Human Resources Department and all matters pertaining to employment to assure compliance with State and Federal labor directives; such as, wages, conditions of employment, fringe benefits, and other related matters; and shall assure compliance with Chapter 7 of the Code of Ordinances.

The committee shall have jurisdiction over the countywide Safety Committee and its budget.

This committee shall oversee the implementation and periodic review of the County's Affirmative Action Plan, Civil Rights, and Americans with Disabilities Act.

This committee shall create policies to provide health insurance coverage and a worker's compensation program for County employees.

This committee shall review, coordinate and analyze workers compensation claims and ensure claim information is made available to committee chairs for department head review.

The committee shall also:

(a) Provide advice and counsel on all aspects of public human resources administration and monitor the human resources system effectiveness.

(b) Review and adopt personnel policies for execution of the County's human resources function in accordance with Chapter 7 of the Code of Ordinances.

(c) Foster the development, implementation, and execution of an Affirmative Action Plan, American with Disabilities Act Plan, and Equal Employment Opportunities Commission Plan.

(d) Make recommendations to the County Board to bring all relevant laws, rules, and regulations into conformity with Chapter 7 of the Code of Ordinances.

(e) Serve as the final internal appeal level under Chapter 7 of the Code of Ordinances for employees' complaints, when the Human Resources Committee is not the direct supervisor of the complainant. When the Human Resources Committee is the direct supervisor of the complainant, the Executive Committee will fulfill this function. (Determination of this committee is binding upon the employer in cases of discrimination.)

(f) Establish Policies and Procedures and an Operations Manual for Management. Changes to the Policies and Procedures and the Operations Manual for Management shall be recommended by the Human Resources Committee, but made by the Executive Committee, after approval by the Finance Committee in the event that the revision would have a financial impact on the County. Any revisions approved by the Finance Committee will be reviewed by the Executive Committee prior to approval by the County Board. All approved changes to the Policies and Procedures and the Operations Manual for Management shall be distributed to all departments by the Human Resources Director.

(8) **JUDICIARY, LAND INFORMATION AND REGISTER OF DEEDS COMMITTEE.**

This committee shall have jurisdiction over the offices, records, and claims, and act as audit committee for the offices of Corporation Counsel, District Attorney, Clerk of Courts, Register in Probate, Circuit Courts, and Court Commissioner.

All matters pertaining to litigation and legal issues concerning the County shall be referred to this committee for recommendation to the Board.

It shall be the duty of this committee to confer with and supervise the needs, powers and duties of all of the listed offices.

It shall investigate and report on all claims against the County referred by the Board Chair and shall report its recommendations back to the Board.

This committee shall also have jurisdiction over the Land Information Department and Register of Deeds Office. These offices shall collect and store all information in compliance with Sec. 16.967, 59.43, 70.09, and 77.21 through 77.30, Wisconsin Statutes.

This committee shall supervise the monumentation program and maintain it in an efficient manner, in compliance with Sec. 59.74, and 60.84 (3)(c), Wisconsin Statutes, and shall have jurisdiction over the County Surveyor.

(9) **PUBLIC SAFETY COMMITTEE.**

This committee shall have jurisdiction over the offices, records, and claims, and act as audit committee for the offices of Sheriff, Medical Examiner, and the law enforcement communication systems.

It shall make recommendations regarding enforcement of laws.

This committee shall ensure that the Sheriff's Office has a written operating policies and procedures manual in accordance with Wisconsin Statutes.
This committee shall have jurisdiction over the 9-1-1 programs in the County. Monthly operations and financial matters associated with the 9-1-1 programs shall be supervised by the Sheriff’s Office and audited by the Public Safety Committee.

This committee shall have jurisdiction over Emergency Management in the County, as required by law, and shall budget and audit Emergency Management expenditures. This committee shall supervise monthly operations and financial matters associated with Emergency Management.

(10) INFORMATION SERVICES AND PROPERTY COMMITTEE.

This committee shall have jurisdiction over the County’s Management Information Services Department and shall direct all information services related tasks. It shall have responsibility for interdepartmental collecting, updating, coordinating, retaining, preserving, and disbursing of information so the County can conduct its business.

This committee shall also:

(a) have jurisdiction over the janitorial and maintenance staff of buildings with the exception of the highway and nursing home properties;
(b) have jurisdiction over the repair and maintenance of all County buildings and grounds not budgeted by other committees or boards;
(c) make recommendations to the Board for repairs or improvements for all County owned buildings in excess of approved budgeted amounts;
(d) aggressively pursue with the County Treasurer all remedies relative to the collection of delinquent taxes and the sale of land for taxes, acting in this capacity as the County Land Appraisal Committee;
(e) annually verify inventories and values of County property.

(11) PLANNING AND ZONING COMMITTEE.

This committee shall have jurisdiction over the Planning and Zoning Department.

It shall be the duty of this committee to establish shoreline use controls and pollution control of navigable waters, pursuant to Section 59.692, Wisconsin Statutes, in conjunction with the Agriculture and Land and Water Conservation Committee.

This committee is responsible for all County comprehensive planning relating to land use and participates in the Farmland Preservation Program.

This committee shall supervise the enforcement of all matters relating to zoning, private sewage systems, subdivision control, land use, and non-metallic mining ordinances and statutes.

The Planning and Zoning Committee shall have responsibility for designation of emergency numbers for the emergency service number system throughout unincorporated Columbia County.

This committee shall have jurisdiction over the administration of the Wisconsin Fund and the issuance of various permits required by the Planning and Zoning Department.

(12) SOLID WASTE COMMITTEE.

This committee shall have jurisdiction over the Solid Waste Facilities, which shall efficiently collect, process, market, and dispose of solid waste. The committee shall encourage waste reduction as the responsible unit for recycling for the County. This committee will audit the monthly departmental bills, receipts, recommend fees, and negotiate solid waste contracts for Board consideration.

This committee shall assure compliance with all DNR Codes, federal and Wisconsin Statutes pertaining to solid waste and recycled materials.

(13) INFRASTRUCTURE COMMITTEE

This committee shall consist of the Immediate Past County Board Chair, County Board Vice Chair and the Chairs of the following committees: Columbia Health Care Center; Health and Human Services Board; Highway; Judiciary, Land Information and Register of Deeds; Public Safety; Information Services and Property; and Solid Waste.

This committee, working with the governing committees and department heads, shall be responsible for the planning, allocation, and location of space for personnel and equipment.

This committee shall periodically study and make proposals for medium (5 year) and long range (10 year) space, property and building needs for County personnel and equipment for the review of the Executive Committee.

This committee shall meet quarterly or as needed subject to approval by the Board Chair.
BASIC PRINCIPLES OF PARLIAMENTARY PROCEDURE (in plain English)

(1) Except in the case of mayors, the chair or president is a member of the Board and votes on issues. The chair may participate in discussion of issues as a member of the group. However, provision should be made to maintain the chair’s impartiality in other matters, such as ruling on procedural issues.

(2) Members have a basic right to give and receive information so that they can make informed decisions. This principle guides considerations regarding debate (including closing off debate). It relates to asking questions of each other, and of employees and citizens speaking to the body. Only two-thirds (2/3) of the body has the right to close off discussion. A single member may not do so by saying, “I call the question.” That statement is only a motion.

(3) Bodies act through motions. Motions must be complete in themselves. After seconding and being-stated by the Chair, a motion becomes the property of the Board and the member who made the motion may not withdraw it without consent.

(4) Only one matter at a time may claim the attention of the Board. Predictable matters are placed on the agenda.

(5) Rules of precedence are established to handle situations in which unpredictable (usually arising spontaneously) matters compete for attention. The rules of precedence are summarized in tables attached.

(6) When a member believes that these Standing Rules are being violated, he/she can make a point of order, thereby calling upon the Chair for an immediate ruling and enforcement of the Standing Rules. A point of order shall take precedence over any pending question.

BASIC INFORMATION ON MOTIONS

RANKING MOTIONS
These motions are listed in order of rank. When any one of these motions is immediately pending, those above it are in order and those below are not in order.

Principal Characteristics

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<tr>
<th>PRIVILEGED MOTIONS</th>
<th>Second Required</th>
<th>Can Be Debated</th>
<th>Can be Amended</th>
<th>Vote Required</th>
<th>Can Be Reconsidered</th>
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<td>no</td>
<td>no</td>
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<td>Raise a Question of Privilege</td>
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<td>no</td>
<td>no</td>
<td>X*</td>
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<td>Call for the Orders of the Day</td>
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<td>no</td>
<td>no</td>
<td>X*</td>
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<th>SUBSIDIARY MOTIONS</th>
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<th>Can be Amended</th>
<th>Vote Required</th>
<th>Can Be Reconsidered</th>
<th>Can Interrupt</th>
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<td>Lay on the Table</td>
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<tr>
<td>Previous Question (to close debate)</td>
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<td>no</td>
<td>no</td>
<td>2/3</td>
<td>yes*</td>
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<td>Limit or Extend Limits of Debate</td>
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<td>maj</td>
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<td>Amend</td>
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<td>yes</td>
<td>maj</td>
<td>yes</td>
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Motion was made to adopt the Resolution by Baebler, second by Hutler.

Long made a motion to amend Rule 1 Board Meetings (3) Meeting Hour of the Standing Rules and referred to a handout placed on supervisor's desks that read as follows: The hour for the meetings of the Board shall be at 7:00 P.M. In the event of inclement weather, the Board Chair may, at his/her discretion, re-schedule the meeting at an alternative hour provided that there has been public notice in accordance with Sec. 19.84, Wis. Stats. Second by Bradley. Long felt meetings should be more accessible to the public and to encourage others to run for County Board Supervisor positions. Discussion amongst supervisors regarding advantages and disadvantages of changing meeting time to 7:00 P.M. year around.

Lois Schepp, Comptroller, stated that the proposed 2016 budget would be considered for adoption at the next County Board meeting. A public hearing on the proposed 2016 budget is scheduled at 10:00 a.m. on Tuesday, November 10, during the County Board meeting. The public notice for the hearing is scheduled for publication tomorrow as required by law.

Ruf clarified the effective date would be upon adoption, unless specified otherwise.

Motion by Kessler, second by Basten, to amend the motion to include an effective date to beginning in December 2015.

The motion to amend the amendment to include effective date fails on a roll call vote as follows:
AYES: 8; NOES: 20
AYES: Long, McClyman, Sleger, Teitgen, Basten, Bradley, Field and Kessler.

The motion to amend Rule 1 (3) as proposed by Long failed on a roll call vote as follows:
AYES: 8; NOES: 20

Motion by Pufahl to amend proposed “Rule 19 Per Diem” to “Rule 19 Per Diem and Salary” and “Members of the Board are eligible for per diem.” to “Members of the Board shall be paid a salary established by the members of the Board and are eligible for per diems.” Second by Sleger.

The motion to amend fails on a roll call vote as follows:
AYES: 6; NOES: 22
AYES: Pufahl, Rashke, Rohrbeck, Sleger, Sumnicht and Zander.

Motion by Rohrbeck to amend Rule 18 (11) by striking last two sentences and Rule 18 (12) to insert “or three (3) consecutive Committee meetings” after “three (3) consecutive Board meetings”.

Second by Foley.

The amendment passed on a roll call vote as follows:
AYES: 27; NOES: 1

NOES: Pufahl.

Motion by Field to amend Rule 2 (3) by striking time limits. Second by Bradley.

The amendment failed for a lack of majority vote as follows:
AYES: 14; NOES: 14

Kessler called for point of order.

The resolution as amended passed as follows:
AYES: 28, NOES: 0
ORDINANCE NO. 151-15
The Columbia County Board of Supervisors do ordain as follows:
That Title 2 of the County Code, is hereby amended as follows:

TITLE 2
Board of Supervisors

Chapter 1  Standing Rules--Board of Supervisors

(Note: The following standing rules in Chapter 1 are included for convenient reference and not as a part
of this County Code of Ordinances.)

Sec. 2-1-1  Standing Rules

The County Board of Supervisors shall establish and publish “Standing Rules” to govern the organization
and operation of the County Board of Supervisors. Notwithstanding the Standing Rules with respect to
meetings, the County Board Chair or acting Chair may declare that an emergency exists and convene the
Board in emergency session.

Sec. 2-1-2  Committees

The Standing Rules of the County Board of Supervisors shall establish the standing committees of the
County Board and shall identify the duties of each of the standing committees. The Standing Rules shall
also identify procedures for the establishment of special committees and ad hoc committees.

Sec. 2-1-3  Relationship between the County Board and Committees

All standing committees and any ad hoc committees of the County Board of Supervisors are
subcommittees of the full Board. The County Board of Supervisors reserves the right of oversight of
committee actions. Notwithstanding any provision of the Standing Rules, an action by the full County
Board of Supervisors taken in accordance with the procedures in the Standing Rules shall supersede any
action or inaction by a committee.

Chapter 2  Representation on County Board
(Unchanged and remains in full force and effect)

Chapter 3  County Board Proceedings
(Unchanged and remains in full force and effect)

Fiscal Note:  None
Fiscal Impact:  None

Vern E. Gove, Chair
COLUMBIA COUNTY
BOARD OF SUPERVISORS
Susan M. Moll
COLUMBIA COUNTY CLERK

DATE PASSED:  October 21, 2015
DATE PUBLISHED:  October 27, 2015

Motion was made by Teitgen, second by Konkel, to approve. Motion carried. The Ordinance was
declared passed and is to be known as Ordinance 151-15.
ORDINANCE NO. 152-15
The Columbia County Board of Supervisors do ordain as follows:
That Title 7 of the County Code, is hereby amended as follows:

TITLE 7
Human Resources

Chapter 1  Human Resources
Appendix A: Policies and Procedures for General Employees
Appendix B: Policies and Procedures for Field Employees of the Highway and Transportation Department
Appendix C: Policies and Procedures for Columbia Health Care Center Employees
Appendix D: Policies and Procedures for the Non-Sworn Staff of the Sheriff’s Office
Appendix E: Operations Manual for Management

Chapter 1  Human Resources

7-1-1  Human Resources Administration System
7-1-2  Classification of Positions
7-1-3  Compensation Plan
7-1-4  Recruitment; Applicant Evaluation; Appointment; Promotion
7-1-5  Performance Evaluation; Disciplinary Procedure; Grievance Procedure; Employee Orientation and Training; Exit Interviews
7-1-6  Records Management
7-1-7  Fringe Benefits
7-1-8  Conditions of Employment
7-1-9  Selection and Placement of Department Head Positions
7-1-10  Separate 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 Department
7-1-11  Miscellaneous Provisions

Sec. 7-1-1  Human Resources Administration System.
(a)  Authority. This Chapter is promulgated under the authority of Sec. 59.22(2)(c), Wis. Stats., as amended, and may be amended by the Columbia County Board of Supervisors in the same manner as adopted. The County Board possesses the sole right to operate County government and all management rights repose in it. These rights include, but are not limited to, the following:
(1)  To direct all operations of County government.
(2)  To establish equitable work rules and schedules of work.
(3)  To hire, promote, transfer, schedule, and assign employees to positions within the County.
(4)  To suspend, demote, discharge, and take appropriate disciplinary action for cause.
(5)  To relieve employees from their duties because of lack of work, funds, or any other legitimate reasons.
(6)  To maintain efficiency and services of County government operations.
(7)  To apply whatever action is necessary to comply with State and/or Federal law.
(8)  To introduce new or terminate existing methods or facilities.
(9)  To change or modify existing methods or facilities.
(10)  To determine the kinds and amounts of services to be performed as pertains to County government operations, and the number and variations of classifications to perform such services.
To contract out for goods, and services.

To determine the methods, means, and personnel by which County operations are to be conducted.

To take whatever action is deemed necessary to carry out the operations of County government in situations of emergency.

(b) **Purpose.** The purposes of this Chapter shall be to establish a system of human resources administration that meets the needs of Columbia County government. This system shall include policies and procedures to recruit, select, develop and maintain an effective, efficient, and responsible work force for the County that meets all Federal Merit System and Affirmative Action Guidelines. This Chapter shall be based on the following objectives:

1. To recruit, select and advance employees on the basis of their relative knowledge, skills, and abilities.

2. To provide equitable compensation for all employees.

3. To require good job performance, reward exceptional performance, and correct inadequate performance in a fair and timely manner.

4. To assure fair treatment of all applicants and employees in all aspects of human resources administration without regard to political affiliation or beliefs, race, color, national origin, creed, sex, age, family/marital status, handicap, and with proper regard for their rights as citizens.

5. To protect employees against coercive political activities and to prohibit the use of their official authority for the purpose of interfering with or affecting the results of an election or a nomination for office.

6. To provide an opportunity to appeal decisions.

(c) **Scope.** This Chapter shall govern human resources administration for all employees and departments of the County of Columbia, except the following:

1. Members of the Columbia County Board of Supervisors.

2. Elected County officials.

3. Members of boards, commissions, committees, and judges when they are acting in that capacity.

4. Students engaged in field training.

5. Volunteer workers.

6. Persons employed to make or conduct a temporary special inquiry investigation or examination on behalf of Columbia County (those under contract).

7. Sheriff's sworn staff where specific policies are addressed by the collective bargaining agreement.

(d) **Human Resources Function.**

1. **Organization.** There shall be in Columbia County government a Human Resources Department under the direction of the Human Resources Committee.

2. **Human Resources Committee.**

   (a) There shall be a five (5) member Committee known as the Human Resources Committee.

   (b) Duties of the Committee shall be set forth in the County Board Standing Rules.

   1. To provide advice and counsel on all aspects of public human resources administration and monitor the human resources system effectiveness.

   2. To review and adopt personnel policies for execution of the County's human resources function in accordance with this Chapter.


   4. To make recommendations to the County Board to bring all relevant laws, rules, and regulations into conformity with this Chapter.
5. To serve as the final internal appeal level under this Chapter for employees' complaints, when the Human Resources Committee is not the direct supervisor of the complainant. When the Human Resources Committee is the direct supervisor of the complainant, the Executive Committee will fulfill this function. (Determination of this committee is binding upon the employer in cases of discrimination.)

6. The Human Resources Committee shall establish Policies and Procedures and an Operations Manual for Management. Changes to the Policies and Procedures and the Operations Manual for Management shall be recommended by the Human Resources Committee, but made by the Executive Committee, after approval by the Finance Committee in the event that the revision would have a financial impact on the County. Any revisions approved by the Finance Committee will be reviewed by the Executive Committee prior to approval by the County Board. All approved changes to the Policies and Procedures and the Operations Manual for Management shall be distributed to all departments by the Human Resources Director.

(3) **Human Resources Department.**
(a) There shall be a Human Resources Department. The head shall be the Human Resources Director who shall be hired and appointed pursuant to County Ordinance and serve in the same manner as other department heads.
(b) The Human Resources Director shall direct the Department's activities and appoint its employees with approval of the Human Resources Committee.

(e) **Intergovernmental Cooperation.** The Human Resources Director shall cooperate with other governmental agencies regarding personnel tests, recruiting, and training.

(f) **Department Heads.** Department heads shall cooperate with the Human Resources Director in all areas covered under this Chapter, the Policies and Procedures and the Operations Manual for Management.

(g) **Unlawful Acts Prohibited.**
(1) No person shall make any false statement, certificate, mark, rating or report, or in any manner commit, or attempt to commit, any fraud preventing the impartial execution of this Chapter and policies.
(2) No person shall directly or indirectly give, render, pay, offer, solicit, or accept any money, service, or other valuable consideration for any appointment, proposed appointment, promotion or proposed promotion or any advantage, in a position in the County service.
(3) No person shall deprive another of any right granted by this Chapter or furnish to any person any confidential information for the purpose of affecting the rights or prospects of any person with respect to employment in the County service.

(h) **Sexual Harassment Policy.** It is the policy of Columbia County that sexual harassment in County employment is illegal. The County’s policy is further enumerated in the Policies and Procedures and the Operations Manual for Management.

(i) **Equal Employment Opportunity.** Columbia County assures equal employment opportunity and affirmative action in the application of its human resources administration as enumerated in the Policies and Procedures and the Operations Manual for Management.

**Sec. 7-1-2 Classification of Positions.**
Columbia County shall maintain a Classification Plan to be governed by the Human Resources Committee. The purpose of the Classification Plan is to provide a system of standardized titles and standardized job descriptions for effective planning and budgeting, standards of job performance, fair and equitable pay, valid selection and recruitment programs.
Sec. 7-1-3  Compensation Plan.
Columbia County shall maintain a current and equitable Compensation Plan for all employees (reviewed annually). This Compensation Plan shall include the schedule of pay ranges consisting of minimum and maximum rates of pay for all classes of positions in the County service. The objective of the Compensation Plan shall be:
(a) To provide an appropriate salary structure in order to recruit and retain an adequate number of competent employees; and
(b) To provide appropriate pay incentive for high employee productivity.

Sec. 7-1-4  Recruitment; Applicant Evaluation; Appointment; Promotion.
It shall be the policy of the County to recruit and select the most qualified persons for positions in the County’s Service. Recruitment and selection shall be conducted in an affirmative manner to insure open competition, provide equal employment opportunity, affirmative action, and compliance with the Civil Rights Act and American with Disabilities Act. Whenever possible, vacancies shall be filled from within County service by qualified individuals.

Sec. 7-1-5  Performance Evaluation; Disciplinary Procedure; Grievance Procedure; Employee Orientation and Training; Exit Interviews.
It shall be the policy of Columbia County to have a performance evaluation system, a disciplinary procedure, a grievance procedure, employee orientation and training, and to conduct exit interviews when appropriate.

Sec. 7-1-6  Records Management.
It shall be the policy of Columbia County that an effective personnel records management system be developed and maintained that meets all Federal and State law and County needs.

Sec. 7-1-7  Fringe Benefits.
It shall be the policy of Columbia County to provide fringe benefits as set forth in the Policies and Procedures and the Operations Manual for Management.

Sec. 7-1-8  Conditions of Employment.
The conditions of employment applying to all employees of Columbia County are as set forth in the Policies and Procedures and the Operations Manual for Management.

Sec. 7-1-9  Selection and Placement of Department Head Positions.
Department Head positions shall be filled in conformance with the procedures in the Policies and Procedures and the Operations Manual for Management.

Sec. 7-1-10  Separate 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.
There shall be separate Policies and Procedures for the General Employees, Field Employees of the Highway and Transportation Department, Columbia Health Care Center Employees, and Non-Sworn Staff of the Sheriff’s Office.

Sec. 7-1-11  Miscellaneous Provisions.
(a) There shall be established such miscellaneous provisions as deemed appropriate in the Policies and Procedures and the Operations Manual for Management. In the event of contradictory language on personnel matters in the manuals of other departments, the language contained in the Policies and Procedures and the Operations Manual for Management shall supersede the language contained in other department manuals.
(b) The Policies and Procedures and the Operations Manual for Management shall, at all times, be in conformance with Federal and State laws.
Changes to the Policies and Procedures and the Operations Manual for Management shall be recommended by the Human Resources Committee, but made by the Executive Committee, after approval by the Finance Committee in the event that the revision would have a financial impact on the County. Any revisions approved by the Finance Committee will be reviewed by the Executive Committee prior to approval by the County Board and shall become effective upon passage.

The Effective date of this amended ordinance shall be January 1, 2012.

All Personnel Policies and Procedures and Operations Manuals for Management previously adopted by the County Board are superseded by this Chapter and by the Policies and Procedures and the Operations Manual for Management adopted in this Chapter.

Fiscal Note: None
Fiscal Impact: None

Vern E. Gove, Chair
COLUMBIA COUNTY
BOARD OF SUPERVISORS
Susan M. Moll
COLUMBIA COUNTY CLERK

DATE PASSED: October 21, 2015
DATE PUBLISHED: October 27, 2015

Motion was made by Kessler, second by Rashke, to approve. Motion carried. The Ordinance was declared passed and is to be known as Ordinance 152-15.

ORDINANCE NO. 153-15
The Columbia County Board of Supervisors do ordain as follows: That Title 11, Chapter 6 of the County Code, is hereby amended as follows:

Chapter 6
Health and Human Services

11-6-1 Establishment and Intent
11-6-2 Purpose
11-6-3 Health and Human Services Board Composition, Terms of Office, and Compensation
11-6-4 Health and Human Services Board Powers and Duties: Meetings
11-6-5 Health and Human Services Program Director: Powers and Duties
11-6-6 Executive Committee
11-6-7 Advisory Committees
11-6-8 Finances
11-6-9 Purchased and Provided Services
11-6-10 Representative Payee
11-6-11 Health Division
11-6-12 Implementation of this Chapter

Sec. 11-6-1 Establishment and Intent.
There is established a Health and Human Services Program for Columbia County.

(a) The intent of this ordinance is to define the Columbia County Health and Human Services Board's organization and responsibilities. The ordinance is designed to develop and make available to all Columbia County citizens a comprehensive range of health and human services in an integrated and efficient manner, to utilize and expand existing governmental, voluntary, and private community resources for the provision of services to prevent or reduce social, mental, physical disabilities, and problems associated with aging; to provide for the integration of administration of those services through the establishment of a unified governing and policy making board of directors, in accordance with Sec. 46.23, and Chapter 251, Wis. Stats.
Sec. 11-6-2 Purpose.
The program shall possess all the powers and duties, and carry out the responsibilities, of the Health and Human Services Board and programs, established under Sec. 46.22, 46.23, 48.067, 48.069, 51.42, 51.437, and 251.04, Wis. Stats., Federal Older Americans Act, and 1991 Wisconsin Act 235, and rules and ordinances adopted pursuant thereto.

Sec. 11-6-3 Health and Human Services Board Composition, Terms of Office, and Compensation.
(a) Health and Human Services Board. There shall be appointed a governing and policy making Health and Human Services Board composed of nine members. Members of the Health and Human Services Board shall be appointed as rules of the County Board provide, and in compliance with state and federal regulations and specifications. No more than six shall be members of the Columbia County Board of Supervisors, and the chairman and the vice-chairman of the Health and Human Services Board shall be members of the County Board. There shall be representation of the interests of the mentally ill, the mentally retarded, developmentally disabled dependent, and senior citizens by persons of recognized ability and demonstrated interest in these conditions; there shall also be a consumer or a family member of a consumer who is or has received Human Services; and there shall be a good faith effort to have a registered nurse and physician.

(b) Terms of Office. The term of office of each member of the Health and Human Services Board shall be three years except that in establishing the initial Health and Human Services Board hereunder, one-third for a term of one year, one-third for a term of two years, and the remainder for a term of three years. Vacancies for unexpired terms shall be filled in the same manner as original appointments. Any member appointed hereunder, may be removed by the appointing authority in accordance with the procedure and authority set forth in the statutes.

(c) Compensation. Members of the Health and Human Services Board shall be paid for their mileage and per diem at meetings of the Health and Human Services Board and other Health and Human Services Board-related business at the rate applicable to meetings of other County Board committees.

Sec. 11-6-4 Health and Human Services Board Powers and Duties: Meetings.
(a) Powers. A Health and Human Services Board shall possess all the powers and duties assigned by law to personnel and boards organized under Sec. 46.22, 46.23, 48.067, 48.069, 51.42, 51.437, and 251.04, Wis. Stats., the Federal Older Americans Act, and under Chapters 46, 48, and 59, Wis. Stats., except as otherwise specified in this section or as specified by other Columbia County ordinances.

(b) Duties. The Health and Human Services Board:
(1) Shall prepare a local plan and budget in accordance with Sec. 46.031, Wis. Stats., for the delivery of health and human services which includes an inventory of all existing resources, identifies needed new resources and services, and contains a plan for meeting the health, mental health, and social service needs of individuals and families. The budget shall attempt to capture appropriate federal and state funds available to Columbia County.

(2) With the approval of the State of Wisconsin Department of Health and Family Services (DHFS) Department of Health Services (DHS) and the Department of Children and Families (DCF), the Health and Human Services Board may expend these budgeted funds consistent with any service provided under Sec. 49.52 (1)(d), 51.42, and 251.10, Wis. Stats.

(3) Shall determine administrative and program policies within limits established by the State Department of Health and Family Services and the Department of Children and Families and shall establish priorities in addition to those mandated by the State Department of Health and Family Services and the Department of Children and Families.

(4) Shall determine whether services are provided or purchased by contract from other providers. The Health and Human Services Board shall monitor the performance of such contracts. Purchase of service contracts shall be subject to the conditions specified in Sec. 46.036, Wis. Stats., regarding "Purchase of Care and Service." The Health and Human Services Board shall receive recommendations from the Health and Human Services Program Director regarding all contracts and shall authorize any such contracts.
(5) Shall appoint a Health and Human Services Program Director on the basis of recognized and demonstrated interest in and knowledge of health and human service problems, with due regard to training, experience, executive, and administrative ability and general qualifications and fitness for the performance of the duties of the Health and Human Services Program Director. Such appointment shall be subject to the personnel policies and procedures established by the County Board of Supervisors.

(6)(5) May by majority vote recommend to the County Board of Supervisors the removal of the Program Director for just cause. The County Board of Supervisors may remove the director for cause by two-thirds' vote on due notice in writing and hearing of the charges against the Program Director.

(7)(6) Shall develop Health and Human Services Board operating procedures and policies.

(8)(7) Shall oversee the operation of service delivery systems and programs.

(9)(8) Shall annually evaluate service delivery.

(10)(9) Shall elect from its membership a chairperson, vice-chairperson and secretary annually who will be members of the Executive Committee.

(11)(10) Shall receive recommendations from the Health and Human Services Program Director regarding salaries and classifications of all non-union employees, and take action in accordance with the County personnel code.

(12)(11) Shall review all new positions if such positions have funds allocated to cover the full costs in the annual budget or in special grants, if the positions are recommended by the Health and Human Services Program Director. The Health and Human Services Board’s review shall be forwarded to the County Human Resources, Executive, and Finance Committees for action if the position is recommended.

(13)(12) Shall coordinate services and cooperate to the extent feasible with local school districts, health planning agencies, law enforcement agencies, and other human service agencies, committees, and planning bodies in the geographic area serviced by the Health and Human Services Board.

(14) Shall appoint the Deputy as an Acting Director as an acting Health and Human Services Program Director in the event the Health and Human Services Program Director cannot fulfill his/her duties for a period of thirty days or more.

(15) Shall establish and implement agency policies and procedures regarding purchase of services proposals and contracts in compliance with federal, state, and county regulations.

c) Meetings.

(1) The Health and Human Services Board shall conduct monthly meetings. Meetings shall be at a time and place to be determined by the Health and Human Services Board and with an agenda clearly stating the purpose and business to be transacted and in conformity with Chapter 19 of the Wisconsin Statutes.

(2) Other meetings of the Health and Human Services Board or its committees may be called by the Health and Human Services Board chairperson upon approval of the County Board Chair.

(3) The Health and Human Services Board and committee members are to be notified of all Health and Human Services Board meetings at least five working days prior to the meeting. Such notice shall set forth the time, date, place, and the subject matter to be discussed at such meeting.

d) Annual, and Other, Required Reports.

The Health and Human Services Program Director, on behalf of the Board, shall make an annual report to the County Board of Supervisors and shall make or cause to be made such reports as may be required by law.
Health and Human Services Program Director: Powers and Duties.

(a) All the administrative and executive powers and duties of managing, operating, maintaining, and improving programs shall be vested in the Health and Human Services Program Director, subject to such delegation of authority as is consistent with this section and the rules promulgated by the Wisconsin Department of Health and Family Services and the Department of Children and Families under this section. In consultation with the Health and Human Services Board and subject to its approval, the Health and Human Services Program Director shall:

1. Be responsible to the Health and Human Services Board.
2. Prepare an annual plan and budget of all funds necessary for the program and services authorized by this section in which priorities and objectives for the year are established, as well as any modifications of long-range objectives.
3. Prepare such other reports as are required by the Secretary of the Department of Health and Family Services, Secretary of the Department of Children and Families, and the County Board of Supervisors.
4. Make recommendations to the Health and Human Services Board for staffing needs and classification of the non-union employees.
5. Propose operational policies, inform the Health and Human Services Board of areas needing policy, and carry out Health and Human Services Board adopted policies.
6. Make recommendations for changes in organization, management, and program services as need dictates.
7. Develop contingency plans in the event financial resources are not as anticipated.
8. Execute financial controls on contracts, programs, and all other agency spending.
9. Gather data, carry out a planning process, and recommend alternatives to the Health and Human Services Board on client/patient needs in Columbia County.
10. Develop community-based prevention programs and recommend alternatives to the Health and Human Services Board.
11. Develop new programs based on needs, studies, and authorized by the Health and Human Services Board.
12. Recommend areas in which technical assistance is needed.
13. In the event of his/her absence for conferences, vacation, or sick leave, develop a "line of succession" enabling other members of the management staff to assume the powers and duties of the Health and Human Services Program Director. This line of succession would only be applicable for an absence up to thirty days.
14. The Health and Human Services Program Director shall, with approval of the Health and Human Services Board, and in consultation with the Personnel Human Resources Director, hire and dismiss staff in accordance with specifications of County personnel policies and the laws and regulations of this state and within the constraints of the Health and Human Services Board's budget and any applicable collective bargaining agreements.

Sec. 11-6-6 Executive Committee.

(a) Membership. There shall be an Executive Committee of the Health and Human Services Board which shall consist of the three Health and Human Services Board Officers, and the Health and Human Services Program Director, or designee, who shall be a non-voting member.
(b) Meetings. The Health and Human Services Board and County Board Chairman will authorize the Executive Committee to meet and conduct business when Health and Human Services Board action is necessary and a convening of a quorum of the full Health and Human Services Board is not possible.
(c) Duties. The duties of the Executive Committee shall be in accordance with the policies set forth by the Health and Human Services Board. They shall be limited to:

1. Shall be responsible for emergency matters; enabling remedies to such matters to be implemented immediately, upon committee approval, by the Health and Human Services Program Director.
Sec. 11-6-76   Advisory Committees.
The Health and Human Services Board shall create or cause to be created all such committees as required by state statute or county policy as are necessary to properly comply with these regulations or in any way assist the operation of the Health and Human Services Board.

Sec. 11-6-8   Finances.
(a) Financing. The program shall be financed by such funds as may be available through public and private sources, and the Health and Human Services Board is authorized to accept private donations and to request and receive state and federal grants-in-aid in addition to County funds. All monies, including donations, shall be deposited with the County Treasurer.
(b) Fiscal Year and Budget Proposal. The Health and Human Services Board shall plan its financial operations on a calendar year basis, and each year it shall submit its proposed budget for the next calendar year to the County Board according to ongoing procedures.
(c) Expenditures. The expenses incurred in the operation of the program shall be paid by the County Clerk and charged by him/her against the appropriations and other funds credited to the program. The County Treasurer shall receive deposits, and credit all funds paid to the said program's operation by any source.
(d) Fee Procedure. Pursuant to Sec. 59.20 (1), Wis. Stats., the Health and Human Services Board will deposit all fees collected for services with the County Treasurer. The Health and Human Services Program Director of the Health and Human Services Board will consult with the County Treasurer to create a receipt form which will satisfy the needs of both offices and auditors, while at the same time protect the confidentiality of all clients of the Health and Human Services Board. Fees shall be determined on the basis of current state policies.
(e) Bonding. The Health and Human Services Program Director and/or any of the employees of the Health and Human Services Board who are responsible for funds shall be bonded in a sum to be determined by the County Board.

Sec. 11-6-97   Purchased and Provided Services.
The following criteria shall be used in determining whether to purchase or provide services and shall be the duty of the Health and Human Services Board to implement:
(a) To determine to purchase or provide services, weights must be given to cost, price, service effectiveness, availability, continuity of care and service, quality and accountability. When cost-effect alternatives are found to be available by the Health and Human Services Board, they may either utilize existing vendors or request proposals.
(b) Preference must be given to providing services which require the use of government police powers.
(c) Administrative costs shall be determined on all service contracts as applied to the contract period.
(d) All service contracts shall have a mandatory audit clause, unless waived by the Purchaser or the Department, requiring a complete audit report within 90 days of completion of the contract period, and an "engagement letter of intent" within 30 days of the end of the contract period. The 90 days may be waived for cause and upon mutual agreement of the parties.

Sec. 11-6-108   Representative Payee.
(a) The Health and Human Services Board is hereby authorized to be representative payee for the residents of Columbia County who receive aid from the Social Security Administration, Veteran's Administration, or Economic Support Programs, but who are not competent or have otherwise shown an inability to handle such aid directly.
(b) The Health and Human Services Board may delegate to the Health and Human Services Program Director the administrative responsibility of establishing representative payee's accounts referred to in (a). The Health and Human Services Board shall establish guidelines for the handling of these accounts, to insure that the client may benefit from financial counseling, as well as having strict accountability for his/her aid.
(c) It shall be the policy of this County not to permit the administration or staff of the places of residences of the client to control, but only to advise, in any way on the use of personal allowance or finances of clients who are served under this ordinance. If a client is civilly committed or is under guardianship, the Health and Human Services Board or guardian shall control the client's personal allowance and finances. This section does not apply to nursing home residents.
Sec. 11-6-119  Public Health Division.
(a) Incorporation. There is hereby incorporated as a part of the Health and Human Services Department of Columbia County Public Health Division, which conducts a generalized Community Health Program for residents of Columbia County, under the authority of Chapter 250-255, Wis. Stats. The program is supervised by the Coordinator Administrator of the Public Health Division under the governance of the Health and Human Services Board in cooperation with the Wisconsin Department of Health and Family Services, Division of Health.
(b) Purpose. The purpose of the Columbia County Health Division is to further community health through the selective application of nursing and public health measures within the framework of the total community health effort.
(c) Gifts and Grants. The Columbia County Public Health Division is hereby authorized to accept or reject gifts or grants. Gifts or grants accepted shall be maintained in a nonlapsing account and used in the discretion of the Columbia County Public Health Division after approval of the Health and Human Services Board.

Sec. 11-6-1210  Implementation of this Chapter.
The Health and Human Services Board, Health and Human Services Program Director, and Department staff will implement this chapter in a cooperative and professional manner.

Fiscal Note: None
Fiscal Impact: None

Vern E. Gove, Chair
COLUMBIA COUNTY
BOARD OF SUPERVISORS
Susan M. Moll
COLUMBIA COUNTY CLERK

DATE PASSED: October 21, 2015
DATE PUBLISHED: October 27, 2015

Ruf indicated that an amended copy of the ordinance was placed on supervisor’s desks.
Motion was made by Pufahl, second by Rohrbeck, to approve. Motion carried. The Ordinance was declared passed and is to be known as Ordinance 153-15.

ORDINANCE NO. 154-15
The Columbia County Board of Supervisors do ordain as follows:
That Section 9-1-9 of the County Code, is hereby amended as follows:
(a) General Fees
   (1) Juvenile Supervision $25.00 per month 09/21/11
   (2) Background check on $25.00 09/21/11
      individual and report
   (3) Step-Parent Adoption $300.00 09/21/11
(a) Aging and Disability Resource Center (“ADRC”) and Commission on Aging fees
   (1) Foot Clinic $35.00 for initial visit 10/21/15
      $20.00 $30.00 per routine visit 09/21/11 10/21/15
      $25.00 per visit if special medical needs
      $35.00 per specialized visit 10/21/15
   (2) Ensure $26.00 $28.00 per case 09/21/11 10/21/15
      $30.00 per case special/diabetic 10/21/15
   (3) Transportation $3.00 per local trip 09/21/11 10/21/15
      .25 .50 per mile for trips outside
      City of Portage
      $1.35 per mile for residential facilities 10/21/15
(4) Senior Nutrition Program $9.99 per Home Delivered Meal 10/21/15
(not eligible for the Older Americans Act)$10.22 per Congregate Meal 10/21/15

(b) Public Health Division fees
(1) Shipping and handling for Fluoride Supplements $2.00 per shipment 09/21/11
(2) Immunizations:
a. TB Skin Test $10.00 Step 1 dose 09/21/11
   $20.00 Step 2 dose
b. Hepatitis B $45.00 per dose or $135.00 per series of 3 07/15/15
c. Flu $37.00 07/15/15
d. Pneumonia $55.00 09/21/11
(3) Environmental status of property check and report $25.00 09/21/11

All remaining sections of Title 9, Chapter 1 are unchanged and remain in full force and effect.

Fiscal Note: None
Fiscal Impact: Estimated $33,151 in fees annually

Vern E. Gove, Chair
COLUMBIA COUNTY
BOARD OF SUPERVISORS
Susan M. Moll
COLUMBIA COUNTY CLERK

DATE PASSED: October 21, 2015
DATE PUBLISHED: October 27, 2015

Motion was made by Sumnicht, second by Baumgartner, to approve.
Motion by Cupery, second by Baebler, to amend the ordinance to include “not eligible for the Older Americans Act” under (b)(4) Senior Nutrition Program. Motion carried, not unanimously. The Ordinance as amended was declared passed and is to be known as Ordinance 154-15.

ORDINANCE NO. 155-15
The Columbia County Board of Supervisors hereby amends Title 16, Chapter 5, entitled “Shoreland Wetland Protection”, Article B Sec.16-5-17 is deleted as follows:

Sec. 16-5-17 Land-Use Zoning Districts within the Shoreland District
The following land use zoning districts are established within the shoreland district consistent with Title 16 Chapter 100 (Columbia County Zoning Code) of the Columbia County Code of Ordinances:

(a) Agricultural and Open Space Base and Overlay Zoning Districts:
   A-1 Agriculture District
   AO-1 Agriculture and Open Space District
   A-2 General Agriculture District
   A-3 Agriculture Business District
   A-4 Agricultural Overlay District
   RC-1 Recreation District

(b) Residential Base Zoning Districts:
   RR-1 Rural Residence District
   R-1 Single-Family Residence District
   R-2 Multiple-Family Residence District
   R-3 Manufactured or Mobile Home Park District
(c) Commercial and Industrial Base Zoning Districts:
- C-1 Light Commercial District
- C-2 General Commercial District
- C-3 Highway Interchange District
- I-1 Light Industrial District
- I-2 General Industrial District

(d) Planned Development Overlay Zoning Districts:
- PD-1 Planned Residential Overlay District
- PD-2 Planned Commercial Overlay District
- PD-3 Planned Industrial Overlay District

Vern E. Gove, Chair
COLUMBIA COUNTY
BOARD OF SUPERVISORS
Susan M. Moll
COLUMBIA COUNTY CLERK

DATE PASSED: October 21, 2015
DATE PUBLISHED: October 27, 2015

Motion was made by Teitgen, second by Kessler, to approve. Motion carried. The Ordinance was declared passed and is to be known as Ordinance 155-15.

ORDINANCE NO. Z439-15

The Columbia County Board of Supervisors do ordain as follows: That Title 16 – Chapter 100, entitled “Zoning”, of the County Code, as passed by the Board of Supervisors on May 14, 2014 is hereby amended and added thereto as follows:

(1) “To change from A-2 General Agriculture to RR-1 Rural Residence”, (Michael and Mary Agnew, Petitioners and Owners) parcel of land located in Section 6, T12N, R10E, Town of Wyocena more particularly described as follows: Land to be Rezoned from A-2 General Agriculture to RR-1 Rural Residence – Being a part of Government Lot 9, Section 6, Town 12 North, Range 10 East, Town of Wyocena, Columbia County, Wisconsin, described as follows: Commencing at the Southwest corner of Government Lot 10, Section 6; thence South 89°03’52” West along the South line of Government Lots 9 and 10, 1,684.86 feet; thence North 824.56 feet to the point of beginning; thence continuing North 586.63 feet to a point in the East right-of-way line of West South Shore Drive; thence North 19°07’07” East along the East right-of-way line of West South Shore Drive, 128.47 feet; thence North 83°09’04” East, 591.00 feet to a point in the West right-of-way line of South Shore Drive; thence South 00°09’54” West along the Westerly right-of-way line of South Shore Drive, 781.76 feet; thence North 89°42’09” West, 626.62 feet to the point of beginning. Containing 10.64 acres more or less. All effective upon recording the Certified Survey Map.

(2) “To change from A-1 Agriculture to RR-1 Rural Residence and A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay District”, (Matthew and Julie Gehl, Petitioners and Owners) parcel of land located in Section 32, T11N, R9E, Town of Dekorra more particularly described as follows: Land to be Rezoned from A-1 Agriculture to RR-1 Rural Residence - Being a part of Government Lot 10, Section 6; thence South 01°26’17” East along the East quarter corner of Government Lot 32, Section 6, 1,354.11 feet; thence North 89°17’37” West along the South line of Government Lots 9 and 10, 1,684.86 feet; thence North 824.56 feet to the point of beginning; thence continuing North 586.63 feet to a point in the East right-of-way line of West South Shore Drive; thence North 19°07’07” East along the East right-of-way line of West South Shore Drive, 128.47 feet; thence North 83°09’04” East, 591.00 feet to a point in the West right-of-way line of South Shore Drive; thence South 00°09’54” West along the Westerly right-of-way line of South Shore Drive, 781.76 feet; thence North 89°42’09” West, 626.62 feet to the point of beginning. Containing 10.64 acres more or less. All effective upon recording the Certified Survey Map.
Quarter of the Southwest Quarter, the Northwest Quarter of the Southeast Quarter, the Southwest Quarter of the Southeast Quarter and the Northwest Quarter of the Southwest Quarter of Section 32, Town 11 North, Range 9 East, Town of Dekorra, Columbia County, Wisconsin, described as follows: Beginning at the Southwest corner of said Lot 6; thence North 01°29'29" West along the West line of said Lot 6, 650.53 feet to the Northwest corner of said Lot 6; thence South 89°17'37" East along the North line of said Lot 6, 2,345.37 feet to the Northeast corner of said Lot 6; thence South 01°29'29" East along the East line of said Lot 6, 650.53 feet to the Southeast corner of said Lot 6; thence North 89°17'37" West along the South line of said Lot 6, 821.37 feet; thence North 01°29'29" West, 400.00 feet; thence North 89°17'37" West, 544.00 feet; thence South 01°29'29" East, 400.00 feet to the South line of said Lot 6; thence North 89°17'37" West along the South line of said Lot 6, 980.00 feet to the point of beginning. Containing 1,307,160 square feet, (30.01 acres), more or less. All effective upon recording the Certified Survey Map.

(3) “To change from AO-1 Agriculture & Open Space to A-1 Agriculture, A-1 Agriculture to A-2 General Agriculture, and AO-1 Agriculture & Open Space to C-2 General Commercial”, (Richard Preuss, Petitioner and Owner) parcel of land located in Section 3, T11N, R9E, Town of Dekorra more particularly described as follows: Land to be Rezoned from AO-1 Agriculture & Open Space to A-1 Agriculture – Being a part of Lot 2, Certified Survey Map No. 566 as recorded in Volume 3 of Certified Survey Maps, Page 41, as Document No. 410526 and lands located in the Northwest Quarter of the Southeast Quarter, Section 3, Town 11 North, Range 9 East, Town of Dekorra, Columbia County, Wisconsin, described as follows: Beginning at the Northwest corner of Lot 2, Certified Survey Map No. 566; thence South 01°02'22" East along the West line of said Lot 2, 177.37 feet; thence North 89°00'44" East 611.89 feet to a point in the West line of Lot 1, Certified Survey Map, No. 1007; thence North 00°58'42" West along the West line of Lot 1, Certified Survey Map No. 1007, 177.37 feet; thence South 89°00'44" West along the North line of said Lot 2, Certified Survey Map, No. 566 and the Easterly extension thereof, 612.08 feet to the point of beginning. Containing 108,548 square feet, (2.49 acres), more or less. Land to be Rezoned from A-1 Agriculture to A-2 General Agriculture - Certified Survey Map No. 566 as recorded in Volume 3 of Certified Survey Maps, Page 41, and a part of the Northwest Quarter of the Southeast Quarter and the Northeast Quarter of the Southwest Quarter of Section 3, Town 11 North, Range 9 East, Town of Dekorra, Columbia County, Wisconsin, described as follows: Beginning at the Northeast corner of Lot 3, Certified Survey Map, No. 566; thence South 01°02'22" East the East line of said Lot 3, Certified Survey Map, No. 566, 641.78 feet; thence South 88°57'38" West along the North line of said Lot 1, Certified Survey Map No. 566, 323.39 feet; thence South 01°02'22" East along the West line of said Lot 1, 227.89 feet to a point in the center line of Highway JV; thence South 79°59'32" West along said center line of County Trunk Highway JV, 266.94 feet; thence North 01°04'21" West, 911.81 feet to a point in the East – West Quarter line of said Section 3; thence North 89°00'44" East along said East – West Quarter line of said Section 3, 587.58 feet to the point of beginning. Containing 442,731 square feet, (10.16 acres), more or less - Land to be Rezoned from AO-1 Agriculture & Open Space to C-2 General Commercial - Certified Survey Map No. 566 as recorded in Volume 3 of Certified Survey Maps, Page 41, and a part of the Northwest Quarter of the Southeast Quarter, Section 3, Town 11 North, Range 9 East, Town of Dekorra, Columbia County, Wisconsin, described as follows: Commencing at the Northwest corner of Lot 2, Certified Survey Map No. 566; thence South 01°02'22" East along the West line of said Lot 2, 177.37 feet to the point of beginning; thence North 89°00'44" East 884.65 feet to a point in the center line of US Highway 51; thence South 00°58'42" East along said center line of US Highway 51, 500.93 feet to a point of intersection with the center line of County Trunk Highway JV; thence South 79°59'32" West along said centerline of County Trunk Highway JV, 848.01 feet; thence North 06°15'10" West, 170.22 feet; thence South 88°57'38" West, 31.00 feet; thence North 01°02'22" West along the West line of said Lot 2, 464.41 feet to the point of beginning. Containing 498,314 square feet, (11.44 acres), more or less. All effective upon recording the Certified Survey Map and the appropriate combination deeds.
"To change from A-1 Agriculture to RR-1 Rural Residence and A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay", (Matthew and Tara Olson, Petitioners and Owners) parcel of land located in Section 27, T12N, R8E, Town of Caledonia more particularly described as follows: Land to be Rezoned from A-1 Agriculture to RR-1 Rural Residence - Being a part of the Southwest Quarter of the Southeast Quarter of Section 27, Town 12 North, Range 8 East, Town of Caledonia, Columbia County, Wisconsin, described as follows: Commencing at the South Quarter corner of said Section 27; thence South 89°48’51” East along the South line of the Southeast Quarter of said Section 27, 994.07 feet; thence North 00°11’09” East, 638.99 feet to a point in the centerline of Beich Road and the point of beginning; thence South 89°05’00” West, 840.00 feet; thence North 00°54’36” West, 373.00 feet; thence North 89°05’00” East, 396.29 feet to the centerline of Beich Road; thence South 44°39’30” East along the centerline of Beich Road, 318.87 feet; thence Southeasterly along a 560.00 foot radius curve to the left in the centerline of Beich Road having a central angle of 27°21’35” and whose long chord bears South 58°20’17” East, 264.87 feet to the point of beginning. Containing 217,767 square feet, (5.00 acres), more or less. Land to be Rezoned from A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay - Being a part of the Southwest Quarter of the Southeast Quarter of Section 27, Town 12 North, Range 8 East, Town of Caledonia, Columbia County, Wisconsin, described as follows: Beginning at the South Quarter corner of said Section 27; thence North 00°54’36” West along the West line of the Southwest Quarter of the Southeast Quarter of said Section 27, 619.75 feet; thence North 89°05’00” East, 166.11 feet; thence North 00°54’36” West, 373.00 feet; thence North 89°05’00” East, 396.29 feet to a point in the centerline of Beich Road; thence South 44°39’30” East along said centerline, 318.87 feet; thence Southeasterly along a 560.00 foot radius curve to the left in said centerline having a central angle of 27°21’35” East and whose long chord bears South 58°20’17” East, 264.87 feet; thence South 89°05’00” West, 1,006.11 feet to the West line of the Southwest Quarter of the Southeast Quarter of said Section 27; thence North 00°54’36” West along the West line of the Southwest Quarter of the Southeast Quarter of said Section 27, 695.93 feet to the Northwest corner of the Southwest Quarter of the Southeast Quarter of said Section 27; thence South 89°54’56” East along the North line of the Southwest Quarter of the Southeast Quarter of said Section 27, 1,334.18 feet to the Northeast corner thereof; thence South 01°06’13” East along the East line of the Southwest Quarter of the Southeast Quarter of said Section 27, 1,318.14 feet to the Southeast corner of the Southwest Quarter of the Southeast Quarter of said Section 27; thence North 89°48’51” West along the South line of the Southwest Quarter of the Southeast Quarter of said Section 27, 1,338.68 feet to the point of beginning. Containing 1,541,847 square feet, (35.40 acres), more or less. All effective upon recording the Certified Survey Map.

"To change from A-1 Agriculture to RR-1 Rural Residence and A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay District", (Stewart Taylor, Petitioner and Owner) parcel of land located in Section 12, T13N, R10E, Town of Marcellon more particularly described as follows: Land to be Rezoned from A-1 Agriculture to RR-1 Rural Residence - Commencing at the Southeast corner of Section 12; thence South 89°40’23” West along the South line of the Southeast Quarter of said Section 12, 1,332.78 feet to the Southeast corner of the Southwest Quarter of the Southeast Quarter of said Section 12 and the point of beginning; thence continuing South 89°40’23” West along the South line of the Southeast Quarter of said Section 12 and the centerline of County Trunk Highway E, 140.68 feet; thence North 49°03’44” West, 320.65 feet; thence North 29°07’43” West, 89.75 feet; thence North 00°53’21” East, 455.53 feet; thence North 89°40’23” East, 431.10 feet to a point in the East line of the Southwest Quarter of the Southeast Quarter of said Section 12; thence South 00°53’21” West along the East line of the Southwest Quarter of the Southeast Quarter of said Section 12, 118.37 feet; thence South 40°43’45” West, 414.47 feet; thence South 00°53’21” West, 96.71 feet; thence North 89°40’23” East, 265.59 feet to a point in the East line of the Southwest Quarter of the Southeast Quarter of said Section 12; thence South 00°53’21” West along the East line of the Southwest Quarter of the Southeast Quarter of said Section 12, 218.02 feet to the point of beginning. Containing 217,000 square feet,
(4.98 acres), more or less. Being subject to County Trunk Highway E right-of-way along the Southerly 33 feet thereof. Being subject to servitudes and easements of use or record if any. Land to be Rezoned from A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay District - Being the Northwest Quarter of the Southeast Quarter of Section 12, Town 13 North, Range 10 East, Town of Marcellon, Columbia County, Wisconsin. All effective upon recording the Certified Survey Map.

Vern E. Gove, Chair
COLUMBIA COUNTY
BOARD OF SUPERVISORS
Susan M. Moll
COLUMBIA COUNTY CLERK

DATE PASSED: October 21, 2015
DATE PUBLISHED: October 27, 2015

Motion was made by Teitgen, second by Kessler, to include “and C-2 General Commercial” to rezone (3). The rezone requests for Michael and Mary Agnew, Petitioners and Owners; Matthew and Julie Gehl, Petitioners and Owners; Richard Preuss, Petitioner and Owner; Matthew and Tara Olson, Petitioners and Owners; and Stewart Taylor, Petitioner and Owner were approved. The motion as amended carried. The Ordinance was declared passed and is to be known as Ordinance Z439-15.

ORDINANCE NO. 156-15
The Columbia County Board of Supervisors do ordain as follows: That Title 16 – Chapter 100, entitled “Zoning”, of the County Code, as passed by the Board of Supervisors on May 14, 2014 is hereby amended and added thereto as follows:

Table16-105-020

<table>
<thead>
<tr>
<th>LAND USES</th>
<th>A-1</th>
<th>AO-1</th>
<th>A-2</th>
<th>A-3</th>
<th>A-4</th>
<th>RC-1</th>
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<td>p</td>
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Section 16-125-020 and 16-155-030A1

16-125-010  A-2 DISTRICT DWELLINGS
A. Qualifying Lands
   1. The only lands which qualify to be placed in this district are those A-1 Agriculture or AO-1 Agriculture and Open Space lands which were parcels of record as of November 1, 1984, or approved portions of such parcels, where no Such parcels of record are shall not be under common ownership with any contiguous A-1 Agriculture or AO-1 Agriculture and Open Space lands that bring the total acreage under contiguous common ownership to 35 acres or greater. If the total acreage under contiguous common ownership is 35 acres or greater Sec. 16-125-050 is applicable.
   2. In order to be rezoned to A-2 General Agriculture District, the County shall require that contiguous individual parcels of record under common ownership that total less than 35 acres be combined to allow only one new dwelling. The parcel(s) combination is not required if the contiguous parcel(s) which will not be used for a residence are restricted by applying the A-4 Agriculture Overlay District.
B.  .......
C. Land divisions are allowed subject to the following:
1. The lot to be created that includes or will be for a residence and accessory or agriculture buildings shall be as small as practical but no smaller than 1 acre.
2. If the parcel, including any contiguously owned parcels, is less than 35 acres the balance of the parcel out of which the division is to be made and the parcel(s) that will not include a residence shall be rezoned to or remain A-1 or AO-1 and be restricted by application of the A-4 district as described under Section 16-125-040.
3. Any new lot 5 acres or less that either contains a residence or will be used for a residence must be zoned RR-1 Rural Residence.

16-130-020 ACCESSORY USES AND STRUCTURES, DEFINITIONS AND GENERAL STANDARDS

B. Accessory Structure. An accessory structure is a building or other structure that both serves and is incidental and subordinate to a principal use or principal structure. As defined in Except as otherwise allowed in this chapter, accessory structures must be constructed in conjunction with or after the principal structure or principal use is established, and must be on the same parcel as the principal use or structure.
1. In the R-1 Single Family District an accessory structure is allowed on an outlet a parcel across the street or road from a parcel with a principal residential use subject to the following:
   a. At least a portion or a point of the outlet parcel must directly align with the extension across the street or road of the lot lines of the existing residential lot parcel with the principal structure and both lot and outlet parcels must be under the same ownership.
   b. Minimum outlet parcel area must be sufficient for accessory structure to meet required setbacks.
   c. One accessory structure per outlet parcel not to exceed 800 square feet.
   d. The accessory structure shall be similar in appearance and construction to the residential structure to which it is subordinate.
   e. Prior to the issuance of a zoning permit, the outlet parcel on which the accessory structure is proposed shall be deed restricted so as to treat use and transfer of ownership of the residential lot parcel and outlet and the parcel with the accessory structure as one. This restriction can only be removed by consent of both the Town Board and the Planning and Zoning Committee.

f. 16-150-70 I. Monitoring and termination of a conditional use permit.
1. The Conditional Use Permit may be terminated on request when the applicant or holder of the Conditional Use Permit and the property owner make a request in writing to the Planning and Zoning Committee that the Conditional Use be terminated and the Planning and Zoning Committee agrees to terminate said Conditional Use Permit. Notice of said termination is recorded in the Columbia County Register of Deeds Office if the decision for the Conditional Use Permit was recorded. The Planning and Zoning Department shall inform the applicable town of the termination no later than 15 days after the notice is recorded date of the Planning and Zoning Committee’s decision to terminate the Conditional Use Permit.

Vern E. Gove, Chair
COLUMBIA COUNTY
BOARD OF SUPERVISORS
Susan M. Moll
COLUMBIA COUNTY CLERK

DATE PASSED: October 21, 2015
DATE PUBLISHED: October 27, 2015

Motion was made by Foley, second by Weyh, to approve. Motion carried. The Ordinance was declared passed and is to be known as Ordinance 156-15.
ORDINANCE NO. **P12-2015**

The Columbia County Board of Supervisors do ordain as follows: That Title 17, Chapter 1, entitled “Columbia County Comprehensive Plan” of the County Code, as passed by the Board of Supervisors on September 19, 2007 and amended on November 12, 2013 to include the Columbia County Farmland Preservation Plan is hereby amended and added thereto as follows:

Pursuant to Chapter 59, Wis. Stats., Columbia County is authorized to amend a comprehensive plan as defined in §66.1001(1)(a) and §66.1001(2) of the Wisconsin Statutes.

Pursuant to §91.10(3), Wis. Stats., the process to prepare and adopt the updated Farmland Preservation Plan shall follow the procedures in accordance with §66.1001(4), Wis. Stats., for the preparation and adoption of a Comprehensive Plan and amendments to a Comprehensive Plan.

The State Department of Agriculture, Trade, and Consumer Protection issued the attached order certifying Plan Amendment: P12-2015 Agnew to the Columbia County Farmland Preservation Plan Map.

The County Planning and Zoning Committee has held a public hearing on this amending ordinance on October 6, 2015, in compliance with the requirements of §66.1001(4)(d), Wis. Stats.

The amendments include the following attached items:


The County Board of Columbia County, Wisconsin, does, by enactment of this ordinance, formally adopt these amendments: P12-2015 dated October 6, 2015, pursuant to §66.1001(4)(c) of the Wisconsin Statutes.

This ordinance shall take effect on October 21, 2015 upon passage by a majority vote of the members-elect of the County Board and posted as required by law.

Vern E. Gove, Chair
COLUMBIA COUNTY
BOARD OF SUPERVISORS
Susan M. Moll
COLUMBIA COUNTY CLERK

DATE PASSED: October 21, 2015
DATE PUBLISHED: October 27, 2015

Motion was made by Baumgartner, second by De Young, to approve. Motion carried. The Ordinance was declared passed and is to be known as Ordinance P12-2015.
Petitioners/Owners: Agnew, Mary E; Agnew Michael D

Description of Property: GL 9, Section 6, T12N, R10E
Township of Wyocena; Tax Parcel: 228; 10.64 acres

Site Addresses: N7267 South Shore Drive

Hearing Date: October 6, 2015

Reason for Proposed Amendment:
The Land Use category of Single Family Residential is required to allow for the division of this property for single family uses. This property will be divided into 3 RR-1 Rural Residential lots to provide as a transition area between the residential and agriculture and open spaces uses surrounding them.
Plan Amendment: P12-2015 Agnew

Existing Farmland Preservation Map:

Proposed Farmland Preservation Map:

Petitioners/Owners: Agnew, Mary E; Agnew Michael D

Description of Property: GL 9, Section 6, T12N, R10E
Township of Wyocena; Tax Parcel: 228; 10.64 acres

Site Addresses: N7267 South Shore Drive

Hearing Date: October 6, 2015

Reason for Proposed Amendment:
The designation of this property to Developed/Infill Area is required to allow for the division of this property for single family uses. This property will be divided into 3 RR-1 Rural Residential lots to provide as a transition area between the residential and agriculture and open spaces uses surrounding them.
September 21, 2015

John C. Bluemke  
Director of Planning & Zoning, Columbia County  
Carl Fredrick Administration Building  
Portage, WI 53901

Dear John:

Re: Certifcation of the Columbia County 2015 Farmland Preservation Plan Map Amendment

Attached is a department order certifying Columbia County’s Farmland Preservation Plan Map Amendment under s. 91.16, Wis. Stats. The certification process is now complete.

We look forward to working with you in the future on farmland preservation in Columbia County. If you have any questions, feel free to contact me.

Sincerely,

[Signature]

Alison Volk  
Land Management Section  
608-224-4634
INTRODUCTION

Columbia County has asked the Department of Agriculture, Trade and Consumer Protection ("DATCP") to certify a proposed amendment to the farmland preservation plan pursuant to s. 91.16, Wis. Stats. DATCP has considered the request and adopts the following decision:

FINDINGS OF FACT

(1) DATCP is an agency of the State of Wisconsin, and is responsible for administering Wisconsin’s farmland preservation law under ch. 91, Wis. Stats., as repealed and recreated by 2009 Wis. Act 28.

(2) Columbia County is a county of the State of Wisconsin.

(3) In order for a county and its residents to participate in the farmland preservation program, a county must have a state-certified farmland preservation plan. Among other things, the certified plan must clearly designate farmland preservation areas that the county plans to preserve for agricultural use.

(4) Columbia County currently has a state-certified farmland preservation plan. The current state certification is scheduled to expire on December 31, 2023.

(5) Under s. 91.16(8), Wis. Stats., the certification of a farmland preservation plan does not cover any subsequent plan revision (adopted after July 1, 2009) unless DATCP certifies that plan revision.

(6) On August 17, 2015, DATCP received from Columbia County a request to certify an amended farmland preservation plan map for the Town of Wyocena under s. 91.16, Wis. Stats. The county submitted the application in the form required under s. 91.20, Stats. The application included the certifications required under s. 91.20(3), Wis. Stats.

(7) Under s. 91.16(3)(a), Wis. Stats., DATCP may certify a county plan based on the county’s certification under s. 91.20(3), Wis. Stats., that the plan meets applicable certification standards under s. 91.18, Wis. Stats.

(8) DATCP may certify a farmland preservation plan if the plan meets applicable statutory standards under s. 91.18, Wis. Stats. DATCP may certify based on the representations contained in the county’s application, but may conduct its own review and verification as it deems appropriate.
Parties for Purposes of Review Under s. 227.53, Wis. Stats.:

Columbia County
    Copies to:

    John C. Bluemke
    Director of Planning & Zoning, Columbia County
    Carl Fredrick Administration Building
    Portage, WI 53901
ORDINANCE NO.  Z440-15
The Columbia County Board of Supervisors do ordain as follows: That Columbia County Ordinance Z438-15, as passed by the Board of Supervisors on September 16, 2015 is hereby amended to read as follows:

(1) “To change from A-1 Agriculture to RR-1 Rural Residence and A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay”, (James and Judy Mountford, Petitioners and Owners) parcel of land located in Section 33, T12N, R8E, Town of Caledonia more particularly described as follows: Land to be Rezoned from A-1 Agriculture to RR-1 Rural Residence - Being a part of Lot 2, Certified Survey Map No. 4236 as recorded in Volume 29 of Certified Survey Maps, Page 116, as Document No. 715703 located in part of the Northeast Quarter of the Northeast Quarter of Section 33, Town 12 North, Range 8 East, Town of Caledonia, Columbia County Wisconsin, described as follows: Commencing at the Northeast corner of said Section 33; thence South 00°33’14” East along the East line of the Northeast Quarter of said Section 33 and the East line of Lots 1 and 2, Certified Survey Map No. 4236, 916.39 feet to the point of beginning; thence continuing South 00°33’14” East along the East line of the Northeast Quarter of said Section 33 and the East line of said Lot 2, 402.24 feet to the Southeast corner of said Lot 2, said point also being the Southeast corner of the Northeast Quarter of the Northeast Quarter of said Section 33; thence South 89°39’05” West along the South line of said Lot 2 and the South line of Northeast Quarter of the Northeast Quarter of said Section 33, 654.55 feet; thence North 03°16’39” East, 333.78 feet; thence North 89°17’50” East, 578.88 feet; thence North 01°33’14” West, 20.14 feet; thence North 49°07’01” East, 69.86 feet to the point of beginning. Containing 217,800 square feet, (5.00 acres), more or less - Land to be Rezoned from A-1 Agriculture to A-1 Agriculture with A-4 Agricultural Overlay - Being a part of Lot 2, Certified Survey Map No. 4236 as recorded in Volume 29 of Certified Survey Maps, Page 116, as Document No. 715703 located in part of the Northeast Quarter of the Northeast Quarter, the Northwest Quarter of the Northeast Quarter and the Southwest Quarter of the Northeast Quarter of Section 33, Town 12 North, Range 8 East, Town of Caledonia, Columbia County Wisconsin, described as follows: Commencing at the Northeast corner of said Section 33; thence South 00°33’14” East along the East line of the Northeast Quarter of said Section 33 and the East line of Lots 1 and 2, Certified Survey Map No. 4236, 1,318.63 feet to the Southeast corner of said Lot 2, said point also being the Southeast corner of the Northeast Quarter of the Northeast Quarter of said Section 33; thence South 89°39’05” West along the South line of said Lot 2 and the South line of Northeast Quarter of the Northeast Quarter of said Section 33, 1,270.59 feet to the point of beginning; thence continuing South 89°39’05” West along the South line of said Lot 2 and the South line of the Northeast Quarter of the Northeast Quarter of said Section 33, 32.58 feet to the Northeast corner of the Southwest Quarter of the Northeast Quarter of said Section 33; thence South 00°31’02” East along the East line of the Southwest Quarter of the Northeast Quarter of said Section 33, 689.43 feet; thence South 89°33’22” West along the South line of the North half of the Southwest Quarter of the Northeast Quarter of said Section 33, 1,303.61 feet to a point in the North-South Quarter line of said Section 33; thence North 00°28’48” West along the North-South Quarter line of said Section 33, 691.59 feet to the Northwest corner of the Southwest Quarter of the Northeast Quarter of said Section 33; thence North 64°55’45” East, 1,337.36 feet to the Southwest corner of Lot 1, Certified Survey Map No. 4336 4236; thence North 89°24’51” East along the South line of said Lot 1, 119.34 feet; thence South 00°31’02” East, 557.37 feet to the point of beginning. Containing 1,306,800 square feet, (30.00 acres), more or less. All effective upon recording the Certified Survey Map.

All remaining portions of Z438-15 are unchanged and remain in full force and effect.

Vern E. Gove, Chair
COLUMBIA COUNTY
BOARD OF SUPERVISORS
Susan M. Moll
COLUMBIA COUNTY CLERK
Motion was made by Teitgen, second by Konkel, to approve the rezone request for James and Judy Mountford, Petitioners and Owners. Motion carried.

The Ordinance was declared passed and is to be known as Ordinance Z440-15.

The 2016 Columbia County Proposed Budgets were distributed to Supervisors. Supervisor Tramburg gave an overview of the proposed 2016 Budget. He asked supervisors to review the budget books and contact Lois Schepp or the Finance Committee with any questions or concerns. Copies of the proposed budget are available in the Accounting Office or the Columbia County website at www.co.columbia.wi.us.

The Chair announced the annual “Columbia County Sheriff’s Awards Presentation” to be held at the Portage Elks Lodge on October 22, 2015, at 5:30 p.m.

Wingers moved adjournment of this meeting to Tuesday, November 10, 2015 at 9:45 a.m. Second was made by Foley. The motion carried. The meeting adjourned at 9:09 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 after publication.