

**\*PLEASE SEE THE CORRECTED RESOLUTION NUMBERS BELOW\***

**ADJOURNED SESSION  
WINNEBAGO COUNTY BOARD OF SUPERVISORS  
VIDEO CONFERENCE MEETING  
TUESDAY, DECEMBER 15, 2020  
6:00 P.M.**

**To join this Zoom Meeting via video, use this link:**

<https://us02web.zoom.us/j/85428480701?pwd=cFoxRC9VQ1FKUWh0ZC9aQWizeTVnZz09>  
Passcode (if needed) – W1NNE

**To join this meeting by telephone - (312) 626-6799 and enter the Meeting ID: Meeting ID: 854 2848 0701  
Passcode: 031385**

At this meeting, the following will be presented to the Board for its consideration:

- \*Roll Call
- \*Pledge of Allegiance
- \*Invocation
- \*Adopt agenda

**Time will be allowed for persons present to express their opinion on any resolution or ordinance that appears on the agenda, as well as, any matter over which this body has jurisdiction.**

- Correspondence
- Resolution from other counties:
  - Eau Claire County – "Requesting the Wisconsin State Legislature to Convene in Special Session to provide COVID-19 Direction for the State of Wisconsin"
  - Monroe County – "Resolution in Support of Increased County Child Support Funding"
- Approval of November 17, 2020 Proceedings
- County Executive's Report
- County Executive's Appointment:
  - Administrator of Park View Health Center – Kara Gruber
  - Human Services Board – Supervisors Michael Norton and Stephanie Spellman
  - Human Services Board – Harold Singstock, 229 North Meadow Street, Oshkosh
  - Local Emergency Planning Commission – Kaylin Van Stappen, Emergency Manager, Town of Clayton; Todd Sweeney, Fox Crossing Fire Department; Beth Erdman, General Engineering Co.; Tracy Miller, Advocate Aurora Medical Center; Janell Tatro, Fox River Valley Ethanol, LLC; Gene Wallis, American Red Cross Volunteer; Jerrod Phipps, Hydrite Chemical
  - Winnefox Library Board of Trustees – Elizabeth M. Irish, 929 Reddin Avenue, Neenah; Katherine Freund, 511 Hansen Street, Neenah
- County Board Chairman's Report
- Presentation on purchase of microwave network equipment – Sheriff John Matz and Capt. Lara Vendola

**ZONING REPORTS & ORDINANCES**

- Report No. 001: Naomi E. and Thomas M. Vrhovnik – Town of Black Wolf
  - Amending Ordinance No. 12/01/20 – Rezoning from A-2 General Agriculture to R-1 Rural Residential for tax parcel no. 004-0497-03
- Report No. 002: Audrey I. Patoka Revocable Trust and Darrin Kuehn – Town of Neenah
  - Amending Ordinance No. 12/02/20 – Rezoning from I-1 Light Industrial and B-3 Regional Business to B-3 Regional Business for tax parcel no. 010-0151-05
- Amending Ordinance 12/03/20 – Town of Utica on behalf of Marek Potratz for zoning change from A-2 General Agriculture to RR Single Family Residential for tax parcel no. 024-0186

**RESOLUTIONS AND ORDINANCES**

**108-122020**

Resolution No. ~~103-112020~~: Authorize the Winnebago County Parks Department to Accept a Donation in the Amount of \$1,705 to Purchase and Install a Memorial Bench on the WIOUWASH Trail.

Submitted by:

PARKS & RECREATION COMMITTEE  
PERSONNEL & FINANCE COMMITTEE

**Vote required: Two-thirds of Membership**

**109-122020**

Resolution No. ~~104-112020~~: Authorize Execution of Airport Ground Lease Assignment for Sonex Aircraft Between Jeremy, LLC and Betty, LLC

Submitted by:  
AVIATION COMMITTEE

**Vote required: Majority of Those Present**

**110-122020**

Resolution No. ~~106-112020~~: Authorize Execution of Airport Lease Between the Federal Aviation Administration and Winnebago County

Submitted by:  
AVIATION COMMITTEE

**Vote required: Majority of Those Present**

Resolution No. 107-122020: Create a Diversity Affairs Commission

Submitted by:  
UW-EDUCATION, EXTENSION & AGRICULTURE COMMITTEE

**Vote required: Majority of Those Present**

Respectfully submitted,  
Susan T. Ertmer  
Winnebago County Clerk  
(920) 232-3432

Upon request, provisions will be made for people with disabilities.

*(Times provided are estimates. Any item on the agenda may be taken up by the Board after 6:00 P.M.)*

**PROCEEDINGS OF THE  
WINNEBAGO COUNTY BOARD OF  
SUPERVISORS**

**Regular Business Sessions  
November 17, 2020**

**Winnebago County Courthouse  
415 Jackson Street  
Oshkosh, Wisconsin**

**Printed by authority of the Winnebago County Board  
Shiloh Ramos, Chairman Susan T. Ertmer, Clerk**

**WINNEBAGO COUNTY BOARD OF SUPERVISORS MEETING  
TUESDAY, NOVEMBER 17, 2020**

Chairman Shiloh Ramos called the Virtual ZOOM meeting of the Winnebago County Board of Supervisors to order at 6:00 P.M. from the Winnebago County Administration Building at 112 Otter Avenue, Oshkosh, Wisconsin.

The meeting was opened with the Pledge of Allegiance and the invocation by Supervisor Locke.

The following Supervisors were present: 36 - Konetzke, Brunn, Borchart, Eisen, Ramos, Defferding, Lenz, Neuhoff, Nussbaum, Spellman, Albrecht, Gabert, Binder, Konrad, Schorse, Bolante, Gordon, Wingren, Lautenschlager, Norton, Warnke, Zellmer, Schellenger, Buck, Powers, Locke, Cox, Finch, Youngquist, Farrey, Rasmussen, Keller, Egan, Ellis, Snider and Joas.

Motion by Supervisor Albrecht and seconded by Supervisor Lautenschlager to adopt the agenda for tonight's meeting. CARRIED BY VOICE VOTE.

**PUBLIC HEARING**

Thirty-three people spoke in opposition of Ordinance No. 096-102020: "Amend Section 11.08 of the General Code of Winnebago County: County Health Officer". Fifteen people spoke in support of Ordinance No. 096-102020.

Four people spoke in opposition of Resolution No. 106-1120: "Establishing Compensation for the Winnebago County Executive."

**COMMUNICATIONS and PETITIONS**

- Correspondence
  - Zoning Petitions:
    - No. 001 – Darrin Kuehn; Town of Neenah, tax parcel no. 010-0151-05; to rezone from I-1/B-3 Light Industrial district/General Business District to B-3 General Business District was referred to the Planning and Zoning Committee
    - No. 002 – Tom Vrhovnik; Town of Black Wolf, tax parcel no. 004-0497-03; to rezone from A-2 General Agriculture district to R-1 Rural Residential district was referred to the Planning and Zoning Committee.
  - Resolution from other counties:
    - Kewaunee County – "Requesting that the State Senate Convene in Extraordinary Session to Address 13 "Water Bills" Passed by the Wisconsin Assembly" was referred to the Legislative Committee

**REPORTS FROM COMMITTEES, COMMISSIONS AND BOARDS**

No reports from Committee, Commissions or Boards.

Motion by Supervisor Farrey and seconded by Supervisor Konetzke to approve the proceedings from the October 20, 2020 board meeting and the October 26, 27 & 28, 2020 budget meetings. CARRIED BY VOICE VOTE.

**COUNTY EXECUTIVE'S REPORT**

Executive Harris spoke in support of Ordinance No. 096-102020: " Amend Section 11.08 of the General Code of Winnebago County: County Health Officer." Executive Harris stated that this ordinance will not take away existing or add additional powers to the Public Health Officer. This ordinance will, however, allow the Public Health Officer to enforce orders. This ordinance also requires orders issued by the Public Health Officer to be reviewed and approved by the Winnebago County Board of Supervisors.

**COUNTY BOARD CHAIRMAN'S REPORT**

Chairman Ramos wished everyone a safe and happy Thanksgiving.

Chairman Ramos thanked the members of the public who shared their comments and concerns about Ordinance No. 096-102020. He thanked the County Board Supervisors and Winnebago County's staff for all their hard work on this issue.

**CHAPTER 980 UPDATE**

Atty. Mary Anne Mueller, Winnebago County Corporation Counsel, provided an update on Chapter 980 and what Winnebago County is facing in 2021. Atty. Mueller explained that Wisconsin Act 84 placed the responsibility to find housing for Chapter 980 offenders with their counties of residence. The county has 120 days after being notified of an offender's release to find appropriate housing. Currently there are seven registered sex offenders scheduled to be



discharged to supervised release to locations in Winnebago County. Winnebago County was recently granted a variance from the City of Oshkosh to house two offenders in the one facility the county has in the City of Oshkosh.

Atty. Mueller explained that the County is statutorily required to find housing for the seven offenders. The dates for their release is not known at this time, but the county will be facing large fines if arrangements haven't been made to accommodate them upon their release.

Ms. Mueller then took questions from the board.

**ZONING REPORTS AND ORDINANCES**

No zoning reports or ordinance this month.

**RESOLUTIONS AND ORDINANCES**

**AMENDED**

**ORDINANCE NO. 096-102020: Amend Section 11.08 of the General Code of Winnebago County: County Health Officer**

WHEREAS, in December 2019, a novel strain of the coronavirus was detected, now known as COVID-19, and it has spread throughout the world, including every state in the United States; and

WHEREAS, on January 30, 2020, the World Health Organization declared COVID-19 to be a Public Health Emergency of International Concern; and

WHEREAS, on March 12, 2020, the Governor of the State of Wisconsin declared a public health emergency in the State of Wisconsin in response to COVID-19; and

WHEREAS, on March 13, 2020, the President of the United States proclaimed a National Emergency in response to COVID-19; and

WHEREAS, on March 20, 2020, Winnebago County Executive Mark L. Harris, by proclamation, declared that a state of emergency exists in Winnebago County as a result of the COVID-19 pandemic consistent with §323.14(4)(a), Wis. Stats.; and

WHEREAS, on April 28, 2020, the Winnebago County Board of Supervisors, pursuant to §323.14(4)(b), Wis. Stats., ratified the March 20, 2020 Proclamation Declaring the Existence of a County Emergency issued by Winnebago County Executive Mark L. Harris; and

WHEREAS, millions of people around the world have tested positive for COVID-19, including more than 7 million individuals in the United States, more than 100,000 individuals in Wisconsin, and more than 4,400 individuals in Winnebago County; and

WHEREAS, COVID-19 is present in every county throughout the State of Wisconsin, including Winnebago County; and

WHEREAS, it is prudent to use all available tools to reasonably address communicable diseases, including COVID-19; and

WHEREAS, Chapter 252, Wis. Stats, "Communicable Diseases" outlines the duties and responsibilities of a public health officer related to communicable diseases (See Appendix A); and

WHEREAS, as required by Wis. Stats. 252.03(1) the Winnebago County Health Department investigated the circumstances of COVID-19 appearing locally and made a full report to the Winnebago County Board, the Board of Health, and the Wisconsin Department of Health Services; and

WHEREAS, §66.0113(1), Wis. Stats., states the County Board may by ordinance adopt and authorize the use of a citation for violations of ordinances, including ordinances for which a statutory counterpart exists (See Appendix B); and

WHEREAS, §66.0113(2), Wis. Stats, states that citations may be issued by law enforcement officers of Winnebago County and also that the County Board may designate by ordinance or resolution other county officials who may issue citations with respect to ordinances which are directly related to the official responsibilities of the officials. Further, the officials may delegate, with the approval of the County Board, the authority to employees/designees (See Appendix B); and

WHEREAS, §66.0119, Wis. Stats., provides in pertinent part, a local health officer may apply for, obtain, and execute a special inspection warrant (See Appendix B); and

WHEREAS, consistent with state statute, locally authorizing the Winnebago County Health Officer to take measures to prevent, suppress, and control COVID-19 in Winnebago County Health Department's jurisdiction, coupled with authorizing the Winnebago County Health Officer, his/her designees, and law enforcement to issue penalties for violating state and local laws designed to suppress communicable diseases, will help contain the impact of COVID-19 in Winnebago County.

NOW, THEREFORE, BE IT RESOLVED BY THE WINNEBAGO COUNTY BOARD OF SUPERVISORS THAT IT HEREBY ACKNOWLEDGES AND ACCEPTS the duties, responsibilities, and enforcement mechanisms as outlined in Chapter 252, Wis. Stats.; §§66.0113 and 66.0119, Wis. Stats., §251.06(3), Wis. Stats., DHS 145.05 and 145.06, Wis. Admin. Code, and Section 25.04 of the General Code of Winnebago County (see Appendices A, B, C, D, and E), as the duties, responsibilities and enforcement mechanisms for its Public Health Officer.

BE IT FURTHER RESOLVED BY THE WINNEBAGO COUNTY BOARD OF SUPERVISORS THAT IT HEREBY ORDAINS that Section 11.08: County Health Officer, of the General Code of Winnebago County is hereby amended and shall read as follows:

## 11.08 COUNTY HEALTH OFFICER

### (1) APPOINTMENT:

(a) A County Health Officer possessing the qualifications set forth in §251.06, Wis. Stats. (1993), shall be appointed by the Winnebago County Executive pursuant to §59.17(2)(br) and §251.03(2), Wis. Stats., subject to confirmation by the Winnebago County Board of Supervisors. The County Health Officer shall serve at the pleasure of the County Executive.

(2) PURPOSE: The purpose of this subchapter is to promote and protect public health, safety, and general welfare.

(3) AUTHORITY: The authority for this subchapter is Chapter 252, Wis. Stats.; §§66.0113 and 66.0119, Wis. Stats., §251.06(3), Wis. Stats., DHS 145.05 and 145.06, Wis. Admin. Code, and Section 25.04 of the General Code of Winnebago County, which are incorporated herein by reference as if fully set forth at length (See Appendices A, B, C, D, and E).

### (4) DEFINITIONS:

(a) Individual Order: ~~This Order applies to a specific individual(s) or a specific entity(ies).~~ Any health order under this Ordinance applicable to a specific person, group of persons, or gathering spot that is deemed reasonable and necessary to prevent and suppress communicable disease.

(b) General Order: ~~This Order applies to the entire County or a portion of the County.~~ Any health order under this Ordinance that impacts the public at large that is deemed reasonable and necessary to prevent and suppress communicable disease. Any health order not deemed an Individual Order will be considered a General Order. Any general health order under this Ordinance shall not include a general workplace shutdown.

(5) DUTIES AND RESPONSIBILITIES: The duties and responsibilities as set forth in Chapter 252, Wis. Stats.; §§66.0113 and 66.0119, Wis. Stats., §251.06(3), Wis. Stats., and DHS 145.05 and 145.06, Wis. Admin. Code, shall be performed by the Winnebago County Health Officer, and he/she shall administer the policies, programs, and services of the Winnebago County Health Department. These duties are outlined in Appendices A, B, C, and D verbatim from Chapter 252, Wis. Stats.; §§66.0113 and 66.0119, Wis. Stats., §251.06(3), Wis. Stats., and DHS 145.05 and 145.06, Wis. Admin. Code, and are adopted as Public Health Officer Duties as part of this Ordinance.

### (6) ORDERS:

(a) The Winnebago County Health Officer may issue orders for guarding against the introduction of any communicable disease into his or her jurisdiction, for the control and suppression of communicable diseases, for the quarantine and disinfection of persons, localities and things infected or suspected of being infected by a communicable disease and for the sanitary care of schools, public buildings, and other places.

(b) Any rule or order may be made applicable to the whole or any specified part of Winnebago County or to any vessel or other conveyance. Orders that are issued under the authority herein supersede conflicting or less stringent regulations, orders or ordinances.

(c) Under this Ordinance, no person may interfere with an investigation of any place or its occupants by the Winnebago County Health Officer or his/her designees.

(d) Orders will be identified as General Orders or Individual Orders as defined in the definitions section of this Ordinance and conform to the following:

1. Any individual Order and potential enforcement action must conform to DHS 145.05 and 145.06, Wis. Admin. Code, and §§66.0113 and 66.0119, Wis. Stats.

2. Any General Order must be based upon the duties, responsibilities, and powers as identified in Chapter 252, Wis. Stats., §251.06(3), Wis. Stats., and §§66.0113 and 66.0119, Wis. Stats. Any General Order is advisory only until reviewed and reaffirmed or revised and affirmed by the Winnebago County Board of Supervisors at its next regularly-scheduled meeting date or within 14 days, whichever is earlier. All general orders will specify a duration for the order and an expiration date, but will have a maximum duration of 60 days unless otherwise authorized by the County Board.

### (7) COMPLIANCE:

(a) Written Orders: Compliance with this subchapter shall include compliance with written orders issued under this subchapter or state health laws by the Winnebago County Health Officer or his/her designees to abate and/or contain a communicable disease or to bring any other situation or condition in noncompliance with this subchapter into compliance.

(b) Noncompliance: Noncompliance with this subchapter and a written order from the Winnebago County Health Officer or his/her designees shall be cause for penalties pursuant to Paragraph (9), Violations and Penalties, below.

### (8) ENFORCEMENT:

(a) Written Order: When a violation of this subchapter is encountered, the Winnebago County Health Officer or his/her designees may issue a written order to the violator in accordance with DHS 145.05 and 145.06, Wis. Admin. Code. This order shall specify the following:

1. The nature of the violation and the steps needed to abate and/or correct the violation.
2. The time period in which the violation must be corrected and/or abated (usually 1 to 5 days or 10 to 30 days depending on the nature of the violation).
3. The penalty or penalties the violator will be subject to if the apparent violation is not abated and/or corrected within the given time period.

(b) Exceptions to Written Order: In cases where a violation poses an immediate human health threat as determined by the Winnebago County Health Officer or his/her designee, or in the case of repeated occurrences of the same violation by the same persons, actions specified in Paragraph 9, Violations and Penalties, below may be initiated immediately in accordance with Chapter 252, Wis. Stats.; §§66.0113 and 66.0119, Wis. Stats., DHS 145.06, Wis. Admin. Code, and Section 25.04 of the General Code for Winnebago County.

(9) VIOLATIONS AND PENALTIES:

(a) Any person who violates or obstructs this Ordinance or an order of the Winnebago County Health Officer under Paragraph 6 (a), 6 (c), and 8 (a) above is subject to the following:

1. The issuance of a citation pursuant to Section 25.04 of the General Code of Winnebago County §66.0113, Wis. Stats, and §252.25, Wis. Stats. A citation hereunder may be issued by the Winnebago County Health Officer or Winnebago County Health Department jurisdiction law enforcement officers. Any citation arising from enforcement on this Ordinance will utilize the Uniform Citation form set forth in §66.0113, Wis Stats., (See Appendix E, B, and A).

2. A minimum forfeiture of \$100 to a maximum forfeiture of \$500 for each violation together with the costs of prosecution. (See Section 25.04 of the General Code of Winnebago County and §252.25, Wis. Stats.)

3. The issuance of a summons and complaint, and entry of a civil judgment for a forfeiture and injunctive (temporary and/or permanent) relief.

4. Suspension of any license or permit issued by the Winnebago County Health Department.

(b) A separate offense shall be deemed committed each day during or on which a violation occurs or continues.

(c) Proceeding under any other ordinance or law relating to the same or any other matter shall not preclude enforcement under this Ordinance.

(10) SEVERABILITY: Should any portion of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected.

(11) EFFECTIVE DATE: This Ordinance shall become effective as of the date following the date of its publication.

Submitted by:  
BOARD OF HEALTH

Motion by Supervisor Ramos and seconded by Supervisor Snider to adopt.

Chairman Ramos relinquished the chair to Vice Chairman Egan so that he could address this ordinance.

Chairman Ramos discussed the sequence of events that brought this ordinance forward. He explained that Winnebago County did not have an ordinance in place to enforce Public Health orders. The Board of Health approved an ordinance and forwarded it to the County Board. Chairman Ramos had reservations regarding the wording in this version, so he pulled it from the June County Board agenda.

During this time, Wisconsin Counties Association (WCA) put together a work group to provide guidance to the counties on how to develop a public health ordinance. The WCA's final recommendations were available on their website in August. Chairman Ramos provided a link to this information and encouraged the County Board and the public to read their findings and recommendations.

Chairman Ramos explained that comments and concerns from the public, as well as, recommendations from the WCA, were taken into consideration in developing this revised ordinance. He explained that this version of the ordinance sites the state statutes that govern the role and authority of the County Health Officer. The ordinance is the framework for putting together a health order that will have to be approved by the County Board.

Motion by Supervisor Eisen and seconded by Supervisor Albrecht to substitute the proposed ordinance with a resolution that would include lines 1 – 56 of Ordinance 096-102020 and additional verbiage. Vote on Amendment: FAILED BY VOICE VOTE.

After much discussion, motion by Supervisor Wingren and seconded by Supervisor Defferding to call for the question: Vote: AYES: 19; NAYES: 16 – Konetzke, Eisen, Ramos, Lenz, Nussbaum, Spellman, Albrecht, Konrad, Norton, Warnke, Zellmer, Schellenger, Buck, Cox, Farrey and Rasmussen. ABSTAIN: 0; ABSENT: 0. FAILED. This motion required two-thirds of membership to pass.

Vote on Ordinance as Amended at the October 20, 2020 County Board Meeting: AYES: 20; NAYES: 16 – Brunn, Eisen, Defferding, Neuhoff, Nussbaum, Albrecht, Gabert, Binder, Schorse, Lautenschlager Warnke, Zellmer, Rasmussen, Egan, Ellis and Joas. ABSTAIN: 0; ABSENT: 0. CARRIED.

**RESOLUTION NO. 098-112020: Disallow Claim of Bruce Abraham**

WHEREAS, your Personnel and Finance Committee has had the claim of Bruce Abraham referred to it for review; and

WHEREAS, your Committee has investigated the claim and recommends it be disallowed by Winnebago County.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that the claim of Bruce Abraham, filed with the County Clerk on Bruce Abraham, is hereby disallowed since there is no basis for liability on the part of Winnebago County.

Submitted by:  
PERSONNEL & FINANCE COMMITTEE

This resolution was pulled from the agenda. The claim had already been paid.

**RESOLUTION NO. 099-112020: Disallow Claim of Andrew Kummerow**

WHEREAS, your Personnel and Finance Committee has had the claim of Andrew Kummerow referred to it for review; and

WHEREAS, your Committee has investigated the claim and recommends it be disallowed by Winnebago County.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that the claim of Andrew Kummerow, filed with the County Clerk in separate parts from September 10, 2020, through October 21, 2020, is hereby disallowed since there is no basis for liability on the part of Winnebago County.

Submitted by:

PERSONNEL & FINANCE COMMITTEE

Motion by Supervisor Rasmussen and seconded by Supervisor Ellis to adopt. CARRIED BY VOICE VOTE.

**RESOLUTION NO. 100-112020: Authorize the Winnebago County Sheriff's Department to Enter Into a 5-Year Contract with AT&T Global Services, an Affiliate of AT&T Corp, to Provide Maintenance for AT&T Purchased Equipment Including Replacement Hardware and Software; and Provided Services Including 911 Voice Maintenance, 911 Voice Warranty Services, and 911 Call Handling Equipment and Services**

WHEREAS, the Winnebago County Sheriff's Department uses AT&T Global Services for its Public Safety Equipment Services for 911 CPE Call Handling; and

WHEREAS, the current 5-year maintenance contract with AT&T Global Services, an affiliate of AT&T Corporation, is due to expire on December 31, 2020; and

WHEREAS, the Public Safety Equipment Resale and Related Services for 911 CPE Call Handling is necessary to ensure appropriate call handling and maintenance of voice transactions within the county-wide 911 telephone system; and

WHEREAS, the maintenance agreement will work hand in hand with the major NG911 upgrade and purchased equipment scheduled for 2021; and

WHEREAS, the vendor will include hardware and software technology upgrades throughout the term of the agreement; and

WHEREAS, there are over \$125,000 in grant funds available to offset some of the purchased equipment upgrade costs, which were already approved by the Winnebago County Board of Supervisors earlier this year.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that it hereby authorizes the Winnebago County Sheriff's Department to enter into a 5-year contract with AT&T Global Services for 911 CPE Call Handling, beginning January 1, 2021, and extending through December 31, 2025, pursuant to those terms as are contained in the attached proposed contract, which is incorporated herein by reference and made a part of this Resolution.

Submitted by:

JUDICIARY & PUBLIC COMMITTEE

PERSONNEL & FINANCE COMMITTEE

Motion by Supervisor Wingren and seconded by Supervisor Ellis to adopt. CARRIED BY VOICE VOTE.

**RESOLUTION NO. 101-112020: Authorize the Sheriff's Office to Accept a Wisconsin Public Service Foundation Grant in the Amount of \$2,000 to Replace Body Armor Plates**

WHEREAS, the Winnebago County Sheriff's Office was awarded a Wisconsin Public Service Foundation Grant in the amount of \$2,000; and

WHEREAS, this grant will be used to replace body armor plates.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that it hereby authorizes the Winnebago County Sheriff's Office to accept a Wisconsin Public Service Foundation grant in the amount of \$2,000 to replace body armor plates.

Submitted by:

JUDICIARY & PUBLIC SAFETY COMMITTEE

PERSONNEL & FINANCE COMMITTEE

Motion by Supervisor Wingren and seconded by Supervisor Brunn to adopt. CARRIED BY VOICE VOTE.



**RESOLUTION NO. 102-112020: Authorize a Transfer of \$21,000 from the Winnebago County Contingency Reserve Account, along with \$21,000 of Intergovernmental Revenue from Outagamie County to the University of Wisconsin Oshkosh – Fox Cities Campus's Professional Services Account to Conduct a Feasibility Study for the Redevelopment of the Student Development Center and Food Service Operations**

WHEREAS, the University of Wisconsin Oshkosh – Fox Cities campus intends to complete a feasibility study for the redevelopment of the Student Development Center and Food Service Operations to determine a project scope and cost estimate; and

WHEREAS, this will be phase one of a two phase approach for Winnebago County to move forward with this capital project. and

WHEREAS, after the feasibility study, design and engineering will take place; and

WHEREAS, Outagamie County approved \$131,948 in their Fiscal Year 2020 Budget to complete the design; and

WHEREAS, the total cost of the feasibility study is \$42,000 and will be equally funded by both Outagamie County (\$21,000) and Winnebago County (\$21,000).

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that it hereby authorizes a transfer of \$21,000 from the Winnebago County Contingency Reserve Account, along with \$21,000 of intergovernmental revenue from Outagamie County, to the University of Wisconsin Oshkosh – Fox Cities Campus's Professional Services Account to conduct a feasibility study for the redevelopment of the Student Development Center and Food Service Operations.

Submitted by:  
FACILITIES & PROPERTY MANAGEMENT COMMITTEE  
PERSONNEL & FINANCE COMMITTEE

Motion by Supervisor Keller and seconded by Supervisor Buck to adopt. CARRIED BY VOICE VOTE. NAYES: 1 – Defferding; ABSTAIN: 1 – Bolante.

**RESOLUTION NO. 103-112020: Authorize the Wittmann Regional Airport to Accept a CARES Act Grant from the Department of Transportation Bureau of Aeronautics in the Amount of \$69,000 to Offset Revenue Declines or Pay for Airport Operations or Maintenance Costs**

WHEREAS, in March 2020, Congress passed the CARES Act and one provision of that act was for General Aviation airports of Wittman Regional Airport's classification to receive \$69,000 in grant assistance; and

WHEREAS, these funds are earmarked to offset revenue declines, or pay any airport operations or maintenance costs.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that it hereby authorizes the Wittman Regional Airport to accept a CARES Act grant from the Department of Transportation Bureau of Aeronautics in the amount of \$69,000 to offset revenue declines or to pay for any airport operations or maintenance costs.

Submitted by:  
AVIATION COMMITTEE  
PERSONNEL & FINANCE COMMITTEE

Motion by Supervisor Gabert and seconded by Supervisor Konetzke to adopt. CARRIED BY VOICE VOTE.

**RESOLUTION NO. 104-112020: Amend the Table of Organization for the Winnebago County Human Services Department to Add One Full-Time Division Manager—Administrative Services Position**

WHEREAS, the Deputy Director of Human Services position was recently filled through an internal promotion, following retirement of the former Deputy Director; and

WHEREAS, the former Deputy Director of Human Services also served in the role of Division Manager of the Administrative Services Division; and

WHEREAS, the Deputy Director of Human Services has significant responsibilities in the areas of providing leadership to all five department divisions, coordinating services among divisions, and strategic planning for the department as a whole; and

WHEREAS, these duties require the full-time attention of the Deputy Director, thus necessitating that leadership of the Administrative Services Division be assigned to a separate position; and

WHEREAS, it is anticipated that a new Division Manager—Administrative Services position will be filled through internal promotion, and that after personnel moves are completed a full-time position will be left unfilled so that a budget transfer will not be necessary to fund the new Division Manager position.

NOW, THEREFORE, BE IT RESOLVED, by the Winnebago County Board of Supervisors, that the Table of Organization for the Winnebago County Human Services Department, Administrative Services Division, is amended by adding one full-time Division Manager – Administrative Services position

Submitted by:  
HUMAN SERVICES BOARD  
PERSONNEL & FINANCE COMMITTEE

Motion by Supervisor Lautenschlager and seconded by Supervisor Norton to adopt. CARRIED BY VOICE VOTE.

**RESOLUTION NO. 105-112020:                    Ratifying Tentative Agreement with Winnebago County Deputies' Association for 2021 Through 2023.**

WHEREAS, the existing collective bargaining agreement between Winnebago County and the Winnebago County Deputies' Association expires on December 31, 2020; and

WHEREAS, the Winnebago County Deputies' Association represents approximately 123 public safety employees, who have collective bargaining rights, including the right to submit disputes to interest arbitration, under Wisconsin Statutes; and

WHEREAS, negotiators for Winnebago County and the Deputies' Association have reached a Tentative Agreement, a copy of which is attached hereto, regarding changes to the collective bargaining agreement that would cover calendar years 2021, 2022, and 2023, and this Tentative Agreement has been ratified by members of the Deputies' Association; and

WHEREAS, the most significant changes found in the Tentative Agreement include:

- Across-the-board pay increases of 2.0% effective January 1, 2021; 2.25% effective January 1, 2022; and 2.25% effective January 1, 2023;
- Elimination of corporal positions;
- Elimination of the option for employees to forego dental coverage and receive an extra four days of paid sick leave per year;
- Increase of the employee share of health premiums to 17%, or 12% if participating in the health risk assessment program, to match the benefits for other County employees;
- Clarification of language regarding probationary employees; and
- Increasing maximum vacation carryovers from five to six days; and

WHEREAS, ratification of this Tentative Agreement would be in the best interests of Winnebago County; and

WHEREAS, the anticipated total cost of the pay increases called for by this Tentative Agreement for 2021 is \$181,710, which will be transferred by the Personnel & Finance Committee from the Salary Contingency Account to Sheriff's Office Operating Accounts, using funds previously allocated for this purpose in the 2021 adopted budget;

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that it hereby ratifies the Tentative Agreement attached hereto, and that the Winnebago County Executive and Winnebago County Clerk are authorized to execute on behalf of Winnebago County a new collective bargaining agreement reflecting the changes identified in the Tentative Agreement and covering the period January 1, 2021, through December 31, 2023.

Submitted by:  
PERSONNEL & FINANCE COMMITTEE

Motion by Supervisor Rasmussen and seconded by Supervisor to adopt. CARRIED BY VOICE VOTE.

**RESOLUTION NO. 106-112020:                    Establishing Compensation for the Winnebago County Executive**

WHEREAS, the next 4-year term of office for the Winnebago County Executive will begin in April 2021; and

WHEREAS, §59.22, Wis. Stats., requires that any changes in the compensation for this elected position must be adopted by the County Board of Supervisors earlier than the first date for filing nomination papers for the upcoming term, which in this case is December 1, 2020; and

WHEREAS, a reasonable salary is necessary to attract well-qualified candidates to this full-time elected position;

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that the annual salary rates for the Winnebago County Executive for the term commencing in April 2021 shall be as follows:

April 2021 through March 2022	\$115,808
April 2022 through March 2023	\$118,124
April 2023 through March 2024	\$120,486
April 2024 to end of term	\$122,896

BE IT FURTHER RESOLVED by the Winnebago County Board of Supervisors that the above-mentioned officer be provided with County health, dental, life, and long-term disability insurance benefits at the same level and on the same terms and conditions as are provided to the County's appointed department heads, including any modifications which may be made from time to time during the officers' term, and that the officer participate in the Wisconsin Retirement System on the same terms as apply to other elected officials as provided by state law.

BE IT FURTHER RESOLVED by the Winnebago County Board of Supervisors that funds to cover the cost of this action be included as part of the budgets for the respective years.

Submitted by:  
PERSONNEL & FINANCE COMMITTEE

Motion by Supervisor Rasmussen and seconded by Supervisor Snider to adopt.

Motion by Supervisor Farrey and seconded by Supervisor Schellenger to amend line 41 of the resolution to a percentage increase of 1.5% for all four years. Vote on Amendment: AYES: 13; NAYES: 21; ABSTAIN: 0; ABSENT: 2 – Gordon and Finch. FAILED.

Vote on Resolution: CARRIED BY VOICE VOTE.

Motion by Supervisor Albrecht and seconded by Supervisor Snider to adjourn until the December 15, 2020 meeting at 6:00 p.m. The meeting was adjourned at 11:47 p.m.

Submitted by:  
Julie A. Barthels  
Winnebago County Deputy Clerk

State of Wisconsin)  
County of Winnebago) ss

I, Julie A. Barthels, do hereby certify that the foregoing is a true and correct copy of the Journal of the Winnebago County Board of Supervisors for their regular meeting held November 17, 2020.

Julie A. Barthels  
Winnebago County Deputy Clerk

MARK L. HARRIS  
County Executive

112 OTTER AVE., P. O. BOX 2808  
OSHKOSH, WISCONSIN 54903-2808



OSHKOSH (920) 232-3450  
FOX CITIES (920) 727-2880  
FAX (920) 232-3429

**Winnebago County**  
Office of the County Executive

**TO:** Members of the Winnebago County Board

**FROM:** Mark L. Harris

**DATE:** December 15, 2020

**SUBJECT:** Appointment as the **ADMINISTRATOR OF PARK VIEW HEALTH CENTER**

Subject to your approval, I am hereby making the following appointment as the **ADMINISTRATOR OF PARK VIEW HEALTH CENTER.**

**KARA GRUBER**

I believe you will find Ms. Gruber to be well qualified to head Park View Health Center. I have attached a copy of Ms. Gruber's resume for your reference.

Thank you in advance for your favorable consideration of this appointment.

  
Mark L. Harris, County Executive

MLH/jpf  
CC: County Clerk  
Park View Health Center Committee



# Kara Gruber

---

## Professional Summary

Dedicated Nursing Home Administrator and Licensed Practical Nurse with a commitment to quality patient experience and management. 12 years of health care experience in skilled nursing, clinical nursing, and management. Knowledge in various medical practices, as well as operations management. Has strong clinical judgement and interpersonal skills, while upholding policies and procedures. Leadership skills including process improvement, problem solving, decision making, delegation, customer service, and conflict resolution. Confident interactions with various clinical staff members including physicians and support staff. Clinical expertise in standard nursing practice.

## Education & Licensure

Northeast Wisconsin Technical College- Practical Nursing, 2010

Licensed Practical Nurse in the State of Wisconsin, 2010

IV Certification through Shopko RX Care, 2010

University of Phoenix- Bachelor of Science-Healthcare Administration with concentration in Health Management, 2018

University of Wisconsin- Madison- Licensed Nursing Home Administrator, 2019

## Skills & Abilities

**Leadership Skills:** Ensuring compliance with State/Federal guidelines, Compliance with annual state survey requirements, Resolve grievances, Ensures quality of patient care and satisfaction, Effective communication skills, Orientation of new employees, Strong clinical judgment, Maintenance of policies and procedures, Accurate documentation, Managing staffing requirements, Recruitment of staff, Complete performance evaluations, Education and corrective action, Monitoring fiscal financials.

**Nursing Skills:** Medication administration, Wound care, Physical assessment, Computerized charting, IV Drug therapy management, Management of invasive lines, Sterile technique, Family/Patient education, Maintaining Infection control standards, Venipuncture, Time management, Triage, Collecting lab specimens, Geriatric care, Medical-Surgical care, Pain management, Telemetry, Tracheotomy/Gastrostomy care, Suture/Staple removal, Sterile technique.

## Experience

### ***Rennes Health and Rehab Center 7/2008-present***

Nursing Home Administrator 1/2019- present: Directs day to day operations of 129 bed skilled nursing facility. Manages 10 direct reports who oversee 180+ employees. Determines level of personnel needed to ensure adequate, quality patient care. Works to ensure compliance with State and Federal guidelines. Participates in annual state survey process. Successfully resolves grievances. Works to achieve financial goals and expectations. Manages OSHA compliance. Maintains corporate compliance. Manages and monitors all business functions. Implements strategic direction and goals of the company. Analyzes ongoing operations to ensure effectiveness of respective operations. Initiates and implements change within the limits of authority. Maintains nursing home administrator license by participating in continuing education. Participates in personal growth and development.

Admissions Coordinator 4/2018-1/2019: Coordinate care management of patients transitioning to skilled nursing facility. Screen referrals. Verify insurance benefits. Tour and provide facility information for potential customers. Complete admission process and initial assessments upon arrival. Complete financial responsibility forms. Coordinate physical, social, emotional support services. Assist with marketing programs. Continue care management during stay. Resolve patient dissatisfactions.

Nursing Staff Scheduler 12/2016-4/2018: Manage professional nursing staff for all shifts. Manage payroll and review staffing budget daily. Keep track of open positions and recruit as necessary. Attend job recruitment expos. Interview new employees. Facilitate a quality orientation program. Ensure newly hired nursing staff has schedules prior to orientation date. In-service new/current employees on new policies and procedures. Educate all or individual staff when necessary. Terminate positions as needed. Ensure administrative functions are carried out promptly for an efficient operation. Assist with employee evaluations after an employee's probationary period and annually thereafter. Review patient complaints and grievances regarding staff members. Manage daily scheduling needs. Maintain tardy and absenteeism calendars. Assist employees in accurate completion of forms pertinent to staffing, including leave, day off requests, and time cards. Consult with other supervisors concerning the staffing and scheduling needs, to assist in elimination and correction of problem areas, and improvement of health services.

Skilled Nursing 7/2008-12/2016: Evaluate patient care needs, prioritize treatment, and maintain patient flow. Liaise between patients/families and physicians to ensure understanding of treatment plans. Administer medications via all routes. Maintain safety, dignity, and respect for residents. Accurately document all elements of nursing assessments, treatments, and medications. Follow infection control procedures. Collect laboratory specimens and prepare them for testing. Instruct patients/families on proper discharge care. Precept new employees.

### ***Aurora BayCare Medical Center 2/2015-2/2019***

Medical-Surgical Nursing: Evaluate patient care needs in a medical-surgical setting. Gather critical information for medical provider. Accurately document focused assessments, vital signs, and health histories. Document all elements of nursing assessments, treatments, and medications. Collect laboratory specimens and prepare them for testing. Administer medications via all routes. Perform various nursing skills including venipuncture, catheter insertion, tracheotomy care, gastrostomy care, wound care. IV drug therapy. Infection Control. Sterile Technique. Liaise between patients/families and physicians to ensure understanding of treatment plans. Educate patients on medical conditions and medications. Instruct patients on discharge instructions. Precept new employees.

### ***Advanced Pain Management 6/2012-9/2014***

Evaluate patient care needs in a clinical setting. Gather critical information for medical provider. Accurately document prescriptions, vital signs, health histories, and Physician assessments. Collect laboratory specimens and prepare them for testing. Assist with post anesthesia care. Monitor and document psychological needs for implantable therapies. Thoroughly document and troubleshoot triage calls. Instruct patients on discharge instructions.

## Involvement

### ***Aurora Area Coordinating Council Member***

Provides an accountability-based nursing practice for our patients, families, peers, physicians, other disciplines, and the community while fostering an atmosphere of patient partnership and interdisciplinary collaboration. Assures mechanisms for communication, dissemination of information, and partnerships with Aurora's healthcare providers to continuously find a better way of providing better patient care. Processes are created and maintained within AHC for communicating and supporting an evidence-based nursing practice, shared governance, nurses' professional practice development and interdisciplinary collaboration.

### ***Aurora Patient Experience Chair***

Strives to achieve the highest quality and service for patients. Assures mechanisms for communication, dissemination of information, and partnerships with Aurora's healthcare providers to continuously find a better way of providing better patient care. Patient as partner is nursing philosophy. Decision-making related to patient care and nursing practice is at the point of service.

### ***Rennes Health and Rehab Center Quality Assurance & Performance Improvement Plan Committee Member***

Strives to achieve Rennes's vision of innovative and distinctive healthcare. Supports the vision of being recognized as a leader in providing excellent healthcare and outstanding customer service. Dedication to providing quality services and compassionate, personalized care. Improve the way we care for and engage with Residents, caregivers, and other support partners.

## References

### ***Professional***

Danielle Kellner, BSN, RN  
Assistant Director of Nursing

Kelly Otto, RN, CSW, NHA  
Regional Nurse Consultant

Casey Scray, BSN, RN  
Aurora Baycare Medical Center  
Northeastern Wisconsin Technical College

### ***Personal***

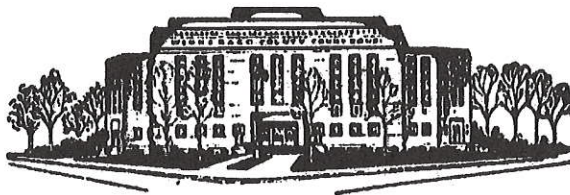
Amanda Wiltzius, LPN  
Rennes Health and Rehab Center

Tara Wolf, LPN  
Bellin Health



MARK L. HARRIS  
County Executive

112 OTTER AVE., P. O. BOX 2808  
OSHKOSH, WISCONSIN 54903-2808



OSHKOSH (920) 232-3450  
FOX CITIES (920) 727-2880  
FAX (920) 232-3429

**Winnebago County**  
Office of the County Executive

**TO:** Members of the Winnebago County Board  
**FROM:** Mark L. Harris  
**DATE:** December 15, 2020  
**SUBJECT:** Re-appointments to the **WINNEFOX LIBRARY BOARD OF TRUSTEES**

Subject to your approval, I am hereby making the following re-appointments to the **WINNEFOX LIBRARY BOARD OF TRUSTEES**.

**Elizabeth M. Irish**  
929 Reddin Ave.  
Neenah, WI. 54956

**Katherine Freund**  
511 Hansen Street  
Neenah, WI. 54956

These are three (3) year terms which will expire December 31, 2023.

Thank you in advance for your favorable consideration of these appointments.

  
Mark L. Harris, County Executive

MLH/jpf  
CC: County Clerk  
Winnefox Library Board of Trustees

MARK L. HARRIS  
County Executive

112 OTTER AVE., P. O. BOX 2808  
OSHKOSH, WISCONSIN 54903-2808



OSHKOSH (920) 232-3450  
FOX CITIES (920) 727-2880  
FAX (920) 232-3429

**Winnebago County**  
Office of the County Executive

**TO:** Members of the Winnebago County Board  
**FROM:** Mark L. Harris  
**DATE:** December 15, 2020  
**SUBJECT:** Re-appointments to the **HUMAN SERVICES BOARD**

Subject to your approval, I am hereby making the following re-appointments to the **HUMAN SERVICES BOARD**.

**Michael Norton**  
1029B S. Main St.  
Oshkosh, WI. 54902

**Stephanie Spellman**  
1455 Tullar Road, Apt. 4  
Neenah, WI. 54956

These are three (3) year terms which will expire December 31, 2023.

Thank you in advance for your favorable consideration of these appointments.

  
Mark L. Harris, County Executive

MLH/jpf  
CC: County Clerk  
Human Services Board

MARK L. HARRIS  
County Executive

112 OTTER AVE., P. O. BOX 2808  
OSHKOSH, WISCONSIN 54903-2808



OSHKOSH (920) 232-3450  
FOX CITIES (920) 727-2880  
FAX (920) 232-3429

**Winnebago County**  
Office of the County Executive

**TO:** Members of the Winnebago County Board  
**FROM:** Mark L. Harris  
**DATE:** December 15, 2020  
**SUBJECT:** Appointment and re-appointments to the **LOCAL EMERGENCY PLANNING COMMISSION**

Subject to your approval, I am hereby making the following appointments and re-appointments to The **LOCAL EMERGENCY PLANNING COMMISSION**.

**Kaylin Van Stappen**  
Emergency Manager Town of Clayton  
8348 Cty. Rd. T  
Larsen, WI. 54947

**Todd Sweeney**  
Fox Crossing Fire Dept.  
1326 Cold Spring Rd.  
Neenah, WI. 54956

**Beth Erdman**  
General Engineering Co.  
3106 Shorewood Dr.  
Oshkosh, WI. 54901

**Tracy Miller**  
Advocate Aurora Medical Center  
855 N. Westhaven Dr.  
Oshkosh, WI. 54904

**Janell Tatro**  
Fox River Valley Ethanol, LLC  
4995 State Hwy 91  
Oshkosh, WI. 54904

**Gene Wallis**  
American Red Cross Volunteer  
2630 N Lisa Street  
Appleton, WI. 54914

**Jerrod Phipps**  
Hydrite Chemical  
191 W. 28<sup>th</sup> Ave.  
Oshkosh, WI. 54902

Ms. Van Stappen will replace Rep. Mike Rohrkaste whose term will expire December 31, 2021.

Mr. Phipps will replace Nick Barden whose term had expired.

These are three (3) year terms which will expire December 31, 2023.

Thank you in advance for your favorable consideration of these appointments.

  
Mark L. Harris, County Executive

MLH/jpf  
CC: County Clerk  
Local Emergency Planning Commission

MARK L. HARRIS  
County Executive

112 OTTER AVE., P. O. BOX 2808  
OSHKOSH, WISCONSIN 54903-2808



**Winnebago County**  
Office of the County Executive

OSHKOSH (920) 232-3450  
FOX CITIES (920) 727-2880  
FAX (920) 232-3429

**TO:** Members of the Winnebago County Board  
**FROM:** Mark L. Harris  
**DATE:** December 15, 2020  
**SUBJECT:** Appointment to the **HUMAN SERVICES BOARD**

Subject to your approval, I am hereby making the following appointment to the **HUMAN SERVICES BOARD**.

**Harold Singstock**  
**229 N. Meadow St.**  
**Oshkosh, WI. 549502**

Mr. Singstock will replace Jim Koziczkowski whose term will expire at the end of the month.

This is a three (3) year term which will expire December 31, 2023.

Thank you in advance for your favorable consideration of this appointment.

A handwritten signature in cursive script that reads "Mark L. Harris".

Mark L. Harris, County Executive

MLH/jpf  
CC: County Clerk  
Human Services Board

**TO THE WINNEBAGO COUNTY BOARD SUPERVISORS**

Your Planning and Zoning Committee begs leave to report:

WHEREAS, it has reviewed the Petition for Zoning Amendment 2020-ZC-5440 filed with the County Clerk by:

VRHOVNIK, NAOMI E ; VRHOVNIK, THOMAS M, Town of BLACK WOLF and referred to the Planning and Zoning Committee on 11/17/2020 and

WHEREAS, a Public Hearing was held on 11/18/2020, pursuant to mailed and published notice as provided by as on the following:

**PROPERTY INFORMATION:**

Owner(s) of Property: VRHOVNIK, NAOMI E ; VRHOVNIK, THOMAS M  
Agent(s):

Location of Premises Affected: 7777 SWISS RD OSHKOSH, WI 54902

Legal Description: Being a part of the SE 1/4 of the SW 1/4, Section 31, Township 17 North, Range 17 East, Town of Black Wolf, Winnebago County, Wisconsin.

Tax Parcel No.: 004-0497-03

Sewer:	<input type="checkbox"/>	Existing	<input checked="" type="checkbox"/>	Required	<input type="checkbox"/>	Municipal	<input checked="" type="checkbox"/>	Private System
Overlay:	<input type="checkbox"/>	Airport	<input type="checkbox"/>	SWDD	<input checked="" type="checkbox"/>	Shoreland		
	<input type="checkbox"/>	Floodplain	<input type="checkbox"/>	Microwave	<input checked="" type="checkbox"/>	Wetlands		

WHEREAS,  
 Applicant is requesting a rezoning to R-1 Rural Residential,  
 And  
 WHEREAS, we received notification from the Town of BLACK WOLF recommending Approval  
 And  
 WHEREAS, your Planning and Zoning Committee, being fully informed of the facts, and after full consideration of the matter, making the following findings:

The Town of BLACK WOLF has Approved. Town action is advisory due to shoreland jurisdiction. Town findings for Approval were as follows:

1. The requested Zoning Map Amendment does agree with the adopted plan.
  2. Will require public hearing, on December 7th, 2020 @ 7:00 P.M.
- 
1. The Town of Black Wolf has recommended approval.
  2. There were no objections.
  3. Proposed use is compatible with adjacent uses.

*Findings were made in consideration of Section 23.7-5(b)(1),(2),&(3).*

NOW THEREFORE BE IT RESOLVED, that this committee hereby reports our findings for your consideration and is hereby recommending Approval by a vote of 5-0

AND BE IT FURTHER RESOLVED, by the Winnebago County Board of Supervisors, that the enclosed Ordinance is hereby [ADOPTED] OR [DENIED].

\_\_\_\_\_  
For the Planning and Zoning Committee



**AMENDATORY ORDINANCE # 12/01/20**

The Winnebago County Board of Supervisors do ordain Zoning Amendment # 2020-ZC-5440 as follows:

Being a part of the SE 1/4 of the SW 1/4, Section 31, Township 17 North, Range 17 East, Town of Black Wolf, Winnebago County, Wisconsin.

FROM: A-2 General Agriculture,

TO: R-1 Rural Residential,

Adopted/ Denied this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Shiloh Ramos, Chairperson

ATTEST:

Susan T. Ertmer, Clerk

APPROVED BY WINNEBAGO COUNTY EXECUTIVE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Mark Harris  
County Executive

County Board Supervisory district 32-KELLER

SURVEY  
for  
**TOM VRHONIK**  
of

A part of the Southeast Quarter (SE $\frac{1}{4}$ ) of Southwest Quarter (SW $\frac{1}{4}$ ) of Section Thirty-one (31), Township Seventeen (17) North, Range Seventeen (17) East, Town of Black Wolf, Winnebago County, Wisconsin containing 7.000 Acres of land and being described by:

Commencing at the South Quarter (S $\frac{1}{4}$ ) Corner of said Section 31; thence N.00°-07'-15"E. 232.97 feet along the East line of the SE $\frac{1}{4}$  of the SW $\frac{1}{4}$  of said Section 31 to the true point of beginning; thence S.89°-45'-46"W. 402.05 feet along North line of lands described in Document Number 420690 of the Winnebago County Records; thence N.00°-07'-15"E. 758.72 feet; thence N.89°-50'-51"E. 402.05 feet to the East line of the SE $\frac{1}{4}$  of the SW $\frac{1}{4}$  of said Section 31; thence S.00°-07'-15"W. 758.13 feet along the said East line to the true point of beginning, being subject to any and all easements and restrictions of record.

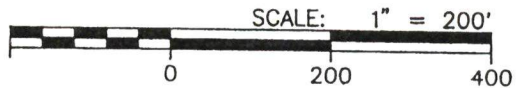
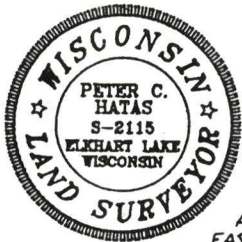
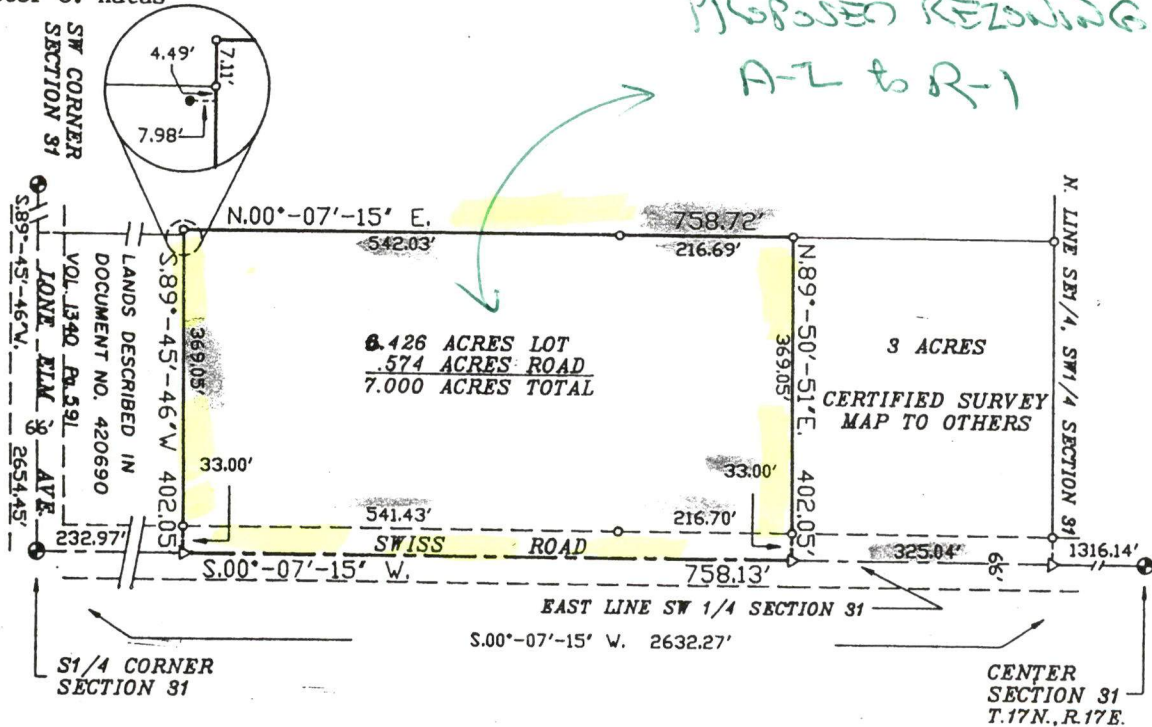
SURVEYOR'S CERTIFICATE:

I, Peter C. Hatas, Wisconsin Registered Land Surveyor of Aero-Metric Engineering, Inc., certify that I have surveyed the above described property and that the map shown below is a true and accurate representation thereof to the best of my knowledge and belief.

Dated this 31<sup>st</sup> day of July, 1992.

*Peter C. Hatas*  
Wisconsin Registered Land Surveyor, S-2115  
Peter C. Hatas

PROPOSED REZONING  
A-2 to R-1



**\* LEGEND \***

- = 1"x24" IRON PIPE SET
- = 1-1/2" IRON PIPE FOUND
- △ = "P.K." MASONRY NAIL SET
- ⊙ = WINNEBAGO COUNTY MONUMENT FOUND

ALL BEARINGS REFERENCED TO THE EAST LINE OF THE SW 1/4, SECTION 31 ASSIGNED S.00°-07'-15' W.

PROJECT FILE: 920711  
DWG. FILE: MURAWSKI  
DRAFTED BY: S.S.  
DATE: 7-31-92  
NOTEBOOK: P-118 PAGE: 47-48



539 NORTH MADISON STREET  
CHILTON, WISCONSIN 53014  
414-849-7708  
800-472-5313

**Aero-metric**  
ENGINEERING, INC.  
CHILTON  
LAND PLANNING & DESIGN DIVISION  
PROPERTY SURVEYS & SUBDIVISIONS  
ENGINEERING DESIGN SERVICES  
LAND INFORMATION SYSTEMS



Change Zoning from A-2 to R-1



LOOK FOR WALK ROAD



**Application #20-ZC-5440**

Date of Hearing:

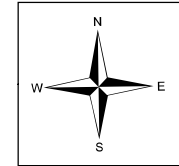
November 18, 2020

Owner(s):

VRHOVNIK, THOMAS M /  
VRHOVNIK, NAOMI E

Subject Parcel(s):

004049703



Winnebago County  
WINGS Project

**Scale**  
1 inch : 300 feet

**County Zoning Districts**

R-1	PDD	B-1
R-2	A-1	B-2
R-3	A-2	B-3
R-4	I-1	M-1
R-8	I-2	Town Zoning

City of Oshkosh Extraterritorial  
Zoning Jurisdiction

Incorporated Area



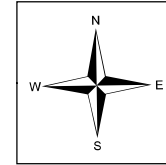
○ = SITE

**Application #20-ZC-5440**

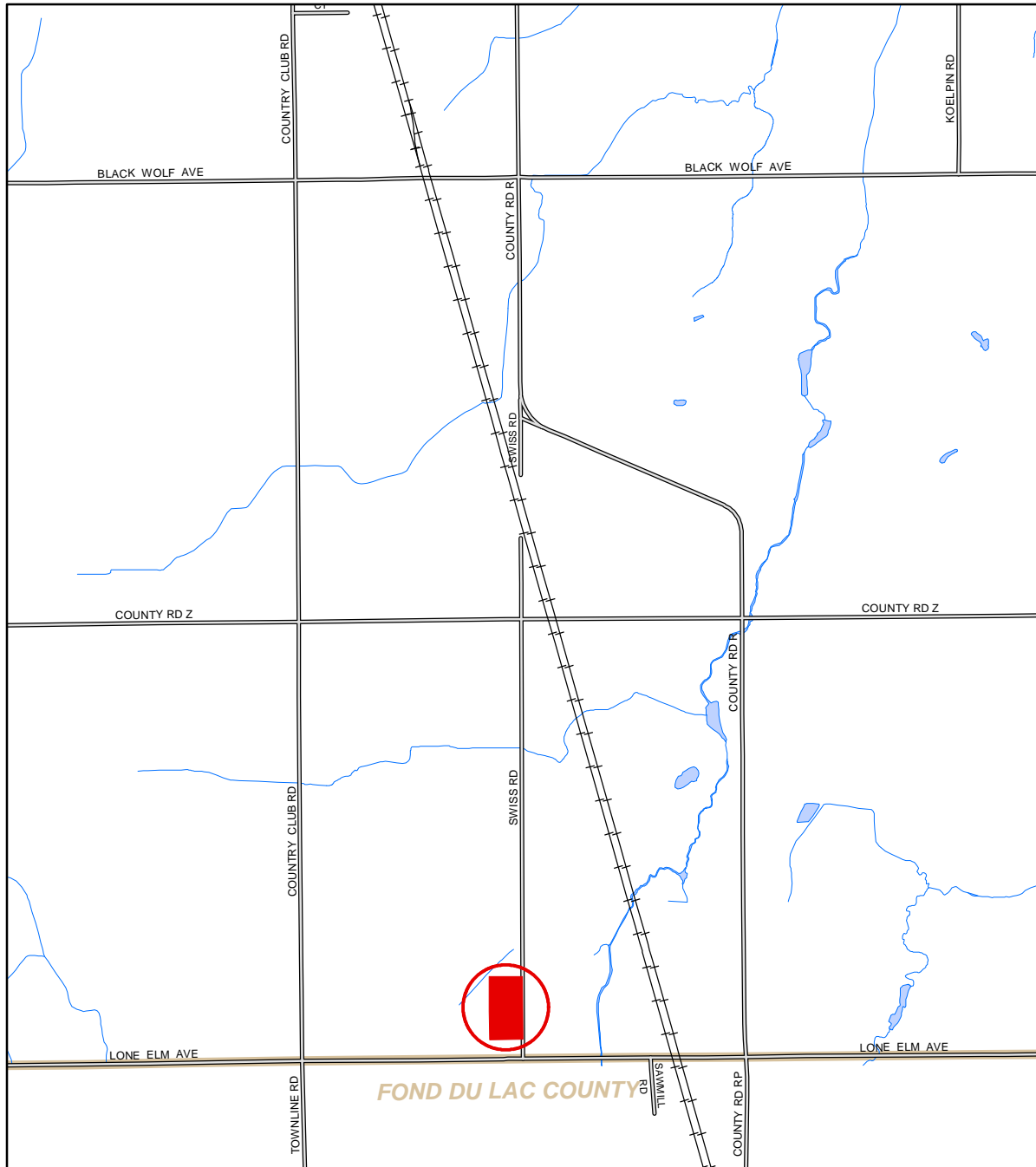
Date of Hearing:  
November 18, 2020

Owner(s):  
VRHOVNIK, THOMAS M /  
VRHOVNIK, NAOMIE

Subject Parcel(s):  
004049703

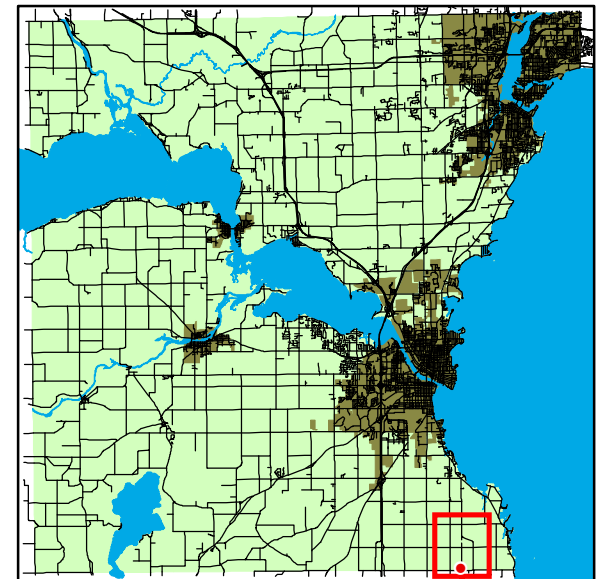


*Winnebago County  
WINGS Project*



1 inch : 2,000 feet

● = SITE



**WINNEBAGO COUNTY**

**TO THE WINNEBAGO COUNTY BOARD SUPERVISORS**

Your Planning and Zoning Committee begs leave to report:

WHEREAS, it has reviewed the Petition for Zoning Amendment 2020-ZC-5460 filed with the County Clerk by:

PATOKA REV TST, AUDREY I ; KUEHN, DARRIN , Town of NEENAH and referred to the Planning and Zoning Committee on 11/17/2020 and

WHEREAS, a Public Hearing was held on 11/18/2020, pursuant to mailed and published notice as provided by as on the following:

**PROPERTY INFORMATION:**

Owner(s) of Property: PATOKA REV TST, AUDREY I ; KUEHN, DARRIN  
Agent(s): HAMBLIN, BEN - MCMAHON

Location of Premises Affected: 1403 GREEN VALLEY RD NEENAH, WI 54956

Legal Description: Being a part of the SW 1/4 of the SW 1/4, Section 8, Township 19 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.

Tax Parcel No.: 010-0151-05

Sewer:	<input type="checkbox"/>	Existing	<input checked="" type="checkbox"/>	Required	<input type="checkbox"/>	Municipal	<input checked="" type="checkbox"/>	Private System
Overlay:	<input type="checkbox"/>	Airport	<input checked="" type="checkbox"/>	SWDD	<input checked="" type="checkbox"/>	Shoreland		
	<input type="checkbox"/>	Floodplain	<input type="checkbox"/>	Microwave	<input checked="" type="checkbox"/>	Wetlands		

WHEREAS,  
 Applicant is requesting a rezoning to B-3 Regional Business,  
 And  
 WHEREAS, we received notification from the Town of NEENAH recommending No Response  
 And  
 WHEREAS, your Planning and Zoning Committee, being fully informed of the facts, and after full consideration of the matter, making the following findings:

The Town of NEENAH has Not Responded. Town has right of approval or denial per terms of zoning ordinance.

Town findings for No Response were as follows: No response.

1. The Town of Neenah has not responded.
2. There were no objections.
3. Proposed use is compatible with adjacent uses.

Findings were made in consideration of Section 23.7-5(b)(1),(2),&(3).

NOW THEREFORE BE IT RESOLVED, that this committee hereby reports our findings for your consideration and is hereby recommending Approval by a vote of 5-0

AND BE IT FURTHER RESOLVED, by the Winnebago County Board of Supervisors, that the enclosed Ordinance is hereby [ADOPTED] OR [DENIED].

---

For the Planning and Zoning Committee

**AMENDATORY ORDINANCE # 12/02/20**

The Winnebago County Board of Supervisors do ordain Zoning Amendment # 2020-ZC-5460 as follows:

Being a part of the SW 1/4 of the SW 1/4, Section 8, Township 19 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.

FROM: I-1 Light Industrial, B-3 Regional Business,

TO: B-3 Regional Business,

Adopted/ Denied this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Shiloh Ramos, Chairperson

ATTEST:

Susan T. Ertmer, Clerk

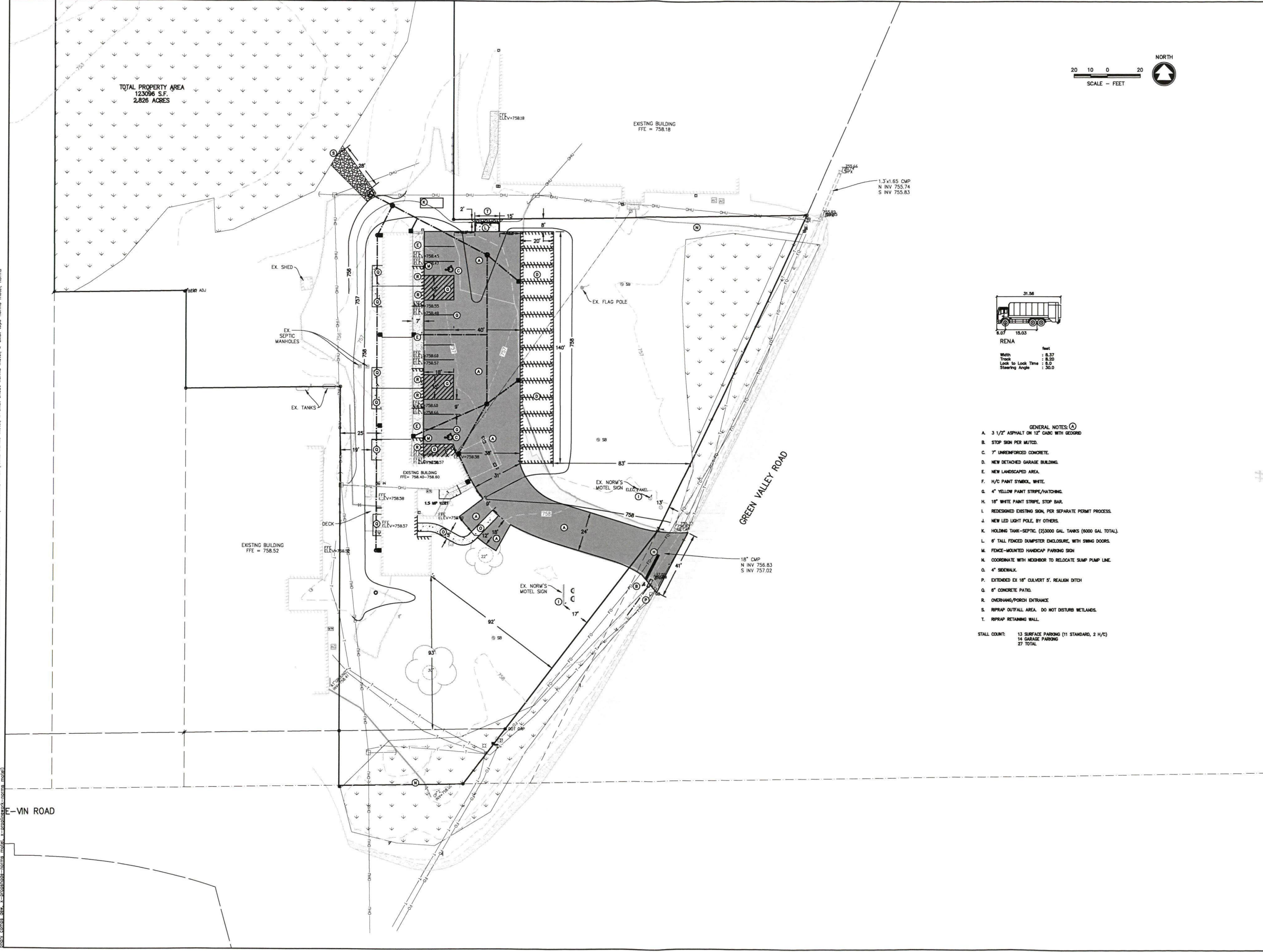
APPROVED BY WINNEBAGO COUNTY EXECUTIVE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Mark Harris  
County Executive

County Board Supervisory district 30-FARREY

h:\projects\1000\2000015\CAD\01\Proposed Site & Dimension.dwg, 01 Proposed Site & Dimension, Plot Date: 10/17/2020 7:48 AM, units: (r--wetlands, x--oil points norms motel, x--east shade norms motel, x--east logo norms motel, norms

W:\PROJECTS\1000\2000015\CAD\01\Proposed Site & Dimension.dwg, 01 Proposed Site & Dimension, 10/17/2020 7:48 AM, sheet: 11



- GENERAL NOTES:**
- A. 3 1/2" ASPHALT ON 12" C&G WITH GEOTEX
  - B. STOP SIGN PER MUTCD.
  - C. 7" UNREINFORCED CONCRETE.
  - D. NEW DETACHED GARAGE BUILDING.
  - E. NEW LANDSCAPED AREA.
  - F. H/C PAINT SYMBOL, WHITE.
  - G. 4" YELLOW PAINT STRIPE/HATCHING.
  - H. 18" WHITE PAINT STRIPE, STOP BAR.
  - I. REDESIGNED EXISTING SIGN, PER SEPARATE PERMIT PROCESS.
  - J. NEW LED LIGHT POLE, BY OTHERS.
  - K. HOLDING TANK--SEPTIC. (2)3000 GAL. TANKS (6000 GAL. TOTAL).
  - L. 6" TALL FENCED DUMPSTER ENCLOSURE, WITH SWING DOORS.
  - M. FENCE-MOUNTED HANDICAP PARKING SIGN.
  - N. COORDINATE WITH NEIGHBOR TO RELOCATE SUMP PUMP LINE.
  - O. 4" SIDEWALK.
  - P. EXTENDED EX 18" C&V 5', REALIGN DITCH.
  - Q. 6" CONCRETE PATIO.
  - R. OVERHANG/PORCH ENTRANCE.
  - S. RIPRAP OUTFALL AREA. DO NOT DISTURB WETLANDS.
  - T. RIPRAP RETAINING WALL.
- STALL COUNT:**
- 13 SURFACE PARKING (11 STANDARD, 2 H/C)
  - 14 GARAGE PARKING
  - 27 TOTAL

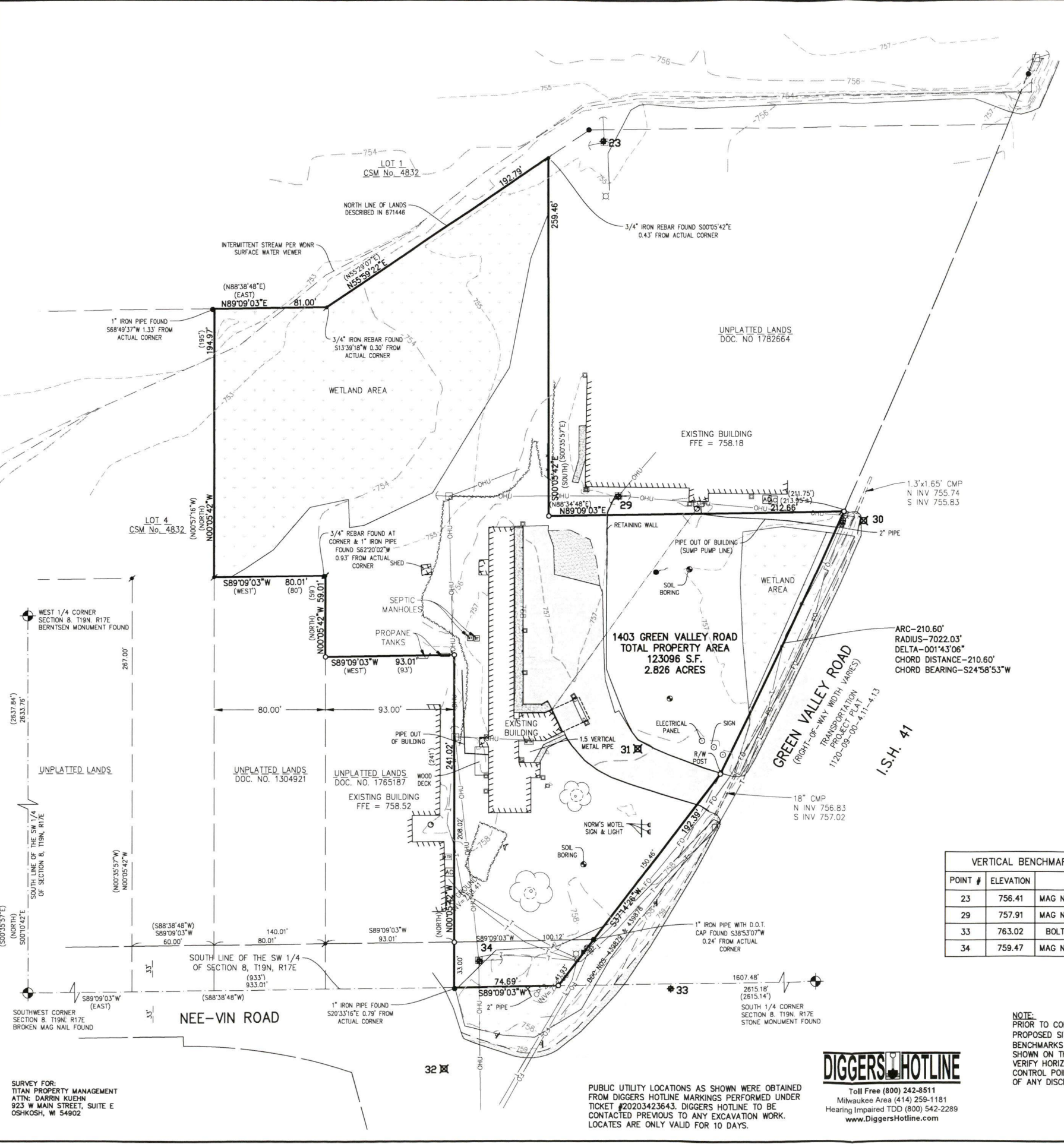
**McMAHON**  
 ENGINEERS ARCHITECTS  
 McMAHON ASSOCIATES, INC.  
 1400 W. WISCONSIN AVENUE  
 NEENAH, WISCONSIN 54956  
 PH: 920.751.4700 FX: 920.751.4284 MCMGRP.COM

**NORM'S MOTEL RENOVATIONS**  
**TOWN OF NEENAH, WINNEBAGO COUNTY, WISCONSIN**  
**PROPOSED SITE, & DIMENSION**

DESIGNED BTH	DRAWN MJA
PROJECT NO. K1000 19-20-00615	
DATE SEPTEMBER, 2020	
SHEET NO. <b>04</b>	



mapping\_wi:\projects\101000\102000615\CADD\GISD\SURVEY\Documents\PLAT OF SURVEY\Titan Property Management, 22x34, Plot Date: 10/1/2020 9:31 AM, xref: (norms.bndry.compos.dwg, x-axis: norms.motel, x-axis: topo.norms.motel, x-axis: wetlands, x-axis: shade.norms.motel, x-axis: bndry.compos.dwg, x-axis: norms.motel)



**PROPERTY DESCRIPTION PER DOCUMENT NO. 734276:**

All of the Grantor's real estate in Section 8, Township 19 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin.

The accurate legal description of this real estate is believed to be as follows:

That part of the South One-half (1/2) of the Southwest One-fourth (1/4) of Section Eight (8), Township Nineteen (19) North, of Range Seventeen (17) East, described as follows viz: Commencing at the Southwest Corner of said section, thence East, along the South line of said Section, 933 feet, the place of beginning, thence North, parallel with the West line of said Section, 241 feet, thence West, parallel with the South line of said Section, 93 feet, thence North, parallel with the West line of said Section, 59 feet, thence West, parallel with the South line of said Section, 80 feet, thence North, parallel with the West line of said Section, 195 feet, thence East, parallel with the South line of said Section, 81 feet, thence North 55 degrees 29 minutes 07 seconds East along the North line of lands described in Document No. 671446, 192.79 feet, thence South, parallel with the West line of said Section, 259.46 feet, thence East, parallel with the South line of said Section, approximately 213.95 feet, to the Westerly right of way line of U.S. Highway No. 41, as established by Project #03-2 (53) of the State Highway Commission, thence Southwesterly, along the Westerly line of said right of way, 380.95 feet, to the South line of said Section, thence West along the South line of said Section 115.23 feet to the place of beginning, less that parcel containing 0.04 acres more or less conveyed to Winnebago County per instruments recorded as Doc. #439878 and Doc. #439879.



BEARINGS ARE REFERENCED TO THE SOUTH LINE OF THE SW 1/4 OF SECTION 8, T19N, R17E, WHICH BEARS S89°09'03"W PER THE WISCONSIN COUNTY COORDINATE SYSTEM AS PUBLISHED FOR WINNEBAGO COUNTY.

**LEGEND**

- ✕ - 1 1/4" IRON REBAR FOUND
- - 1.315" O.D. IRON PIPE FOUND
- ⦿ - 3/4" ROUND STEEL REBAR FOUND
- ⊙ - CERTIFIED LAND CORNER WINNEBAGO COUNTY
- S.F. - SQUARE FEET
- 29 ⊕ - VERTICAL CONTROL POINT (BENCHMARK)
- 30 ⊕ - HORIZONTAL CONTROL POINT
- ⊠ - EXISTING UTILITY PEDESTAL
- ⊞ - EXISTING LIGHT POLE
- ⊞ - EXISTING UTILITY VAULT
- ⊞ - EXISTING METER
- ⊞ - EXISTING POWER POLE W/GUY WIRE
- ⊞ - EXISTING FLAG POLE
- ⊞ - EXISTING PROPANE TANK
- ⊞ - EXISTING ENDWALL
- ⊞ - EXISTING AIR CONDITIONING UNIT
- ⊞ - EXISTING SEPTIC SYSTEM
- ⊞ - EXISTING WELL
- ⊞ - EXISTING ANTENNA
- ⊞ - EXISTING DOWNSPOUT
- ⊞ - EXISTING POST
- ⊞ - EXISTING SOIL BORING
- ⊞ - EXISTING STREET SIGN
- FFE - FIRST FLOOR ELEVATION
- CMP - CORRUGATED METAL PIPE
- ⊞ - EXISTING TREE
- ⊞ - EXISTING BRUSH LINE
- ⊞ - EXISTING BUILDING OUTLINE
- ⊞ - EXISTING FENCE LINE
- ⊞ - EXISTING CONTOURS
- OHU - EXISTING OVERHEAD UTILITY
- T - EXISTING TELEPHONE - BURIED
- FO - FIBER OPTIC CABLE - BURIED
- - - - - DITCH LINE
- - - - - RIGHT-OF-WAY (R.O.W.) LINE
- - - - - PROPERTY LINE
- - - - - SECTION LINE
- ▭ - ASPHALT PAVEMENT
- ▭ - CONCRETE
- ▭ - GRAVEL AREA
- ▭ - WETLAND DELINEATION BY STACEY CAPLAN-MCMAHON & ASSOCIATES, INC., REPORT DATED AUGUST 24, 2020

**McMAHON**  
ENGINEERS ARCHITECTS

McMAHON ASSOCIATES, INC.  
1445 McMAHON DRIVE, NEENAH, WI 54956  
Mailing: P.O. BOX 1025, NEENAH, WI 54957-1025  
PH 920.751.4200, FX 920.751.4284, MCMGRP.COM

NO.	DATE	REVISION

**TITAN PROPERTY MANAGEMENT**  
**1403 GREEN VALLEY ROAD, NEENAH, WI 54956**  
**TOPOGRAPHIC & PROPERTY SURVEY**

VERTICAL BENCHMARK CONTROL		
POINT #	ELEVATION	DESCRIPTION
23	756.41	MAG NAIL IN POWER POLE
29	757.91	MAG NAIL IN POWER POLE
33	763.02	BOLT ON JERSEY WALL
34	759.47	MAG NAIL IN POWER POLE

HORIZONTAL CONTROL POINTS			
POINT #	NORTHING	EASTING	DESCRIPTION
30	513435.03	803373.22	MAG NAIL
31	513269.20	803210.52	MAG NAIL
32	513037.16	803071.38	MAG NAIL

**SURVEYOR'S CERTIFICATE**  
The property as shown and described on this map was surveyed under my direction and control according to the Wisconsin Administrative Code, Chapter A-17 of Minimum Standards for Property Surveys, and is a correct representation of said survey, to the best of my knowledge and belief.

Date \_\_\_\_\_ Professional Land Surveyor

**NOTE:**  
PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL VERIFY PROPOSED SITE GRADES BY FIELD CHECKING TWO (2) BENCHMARKS AND A MINIMUM OF ONE (1) SITE FEATURE AS SHOWN ON THESE PLANS. THE CONTRACTOR SHALL ALSO VERIFY HORIZONTAL CONTROL BY FIELD CHECKING SEVERAL CONTROL POINTS AND SHALL IMMEDIATELY NOTIFY McMAHON OF ANY DISCREPANCIES.

**VERTICAL DATUM:**  
ELEVATIONS ON THIS PLAN ARE REFERENCED TO NGVD 29 DATUM: BASED ON GPS OBSERVATION TO NGS CONTROL POINT NAME: 4W18 POINT ID: DE7434 TO ELEVATION = 812.60 NAVD 88(07) THEN CONVERTED TO NGVD 29 DATUM USING VERTCON DATUM CONVERSION SOFTWARE TO ELEVATION 812.78 LEVEL LOOP PER FIELD BOOK 1352 PAGES 72-77 & FIELD BOOK 1492 PAGES 11-12

**HORIZONTAL DATUM:**  
COORDINATES ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM AS PUBLISHED FOR WINNEBAGO COUNTY NAD83 (1997).

**DIGGERS HOTLINE**

Toll Free (800) 242-8511  
Milwaukee Area (414) 259-1181  
Hearing Impaired TDD (800) 542-2289  
www.DiggersHotline.com

PUBLIC UTILITY LOCATIONS AS SHOWN WERE OBTAINED FROM DIGGERS HOTLINE MARKINGS PERFORMED UNDER TICKET #20203423643. DIGGERS HOTLINE TO BE CONTACTED PREVIOUS TO ANY EXCAVATION WORK. LOCATES ARE ONLY VALID FOR 10 DAYS.

SURVEY FOR:  
TITAN PROPERTY MANAGEMENT  
ATTN: DARRIN KUEHN  
923 W MAIN STREET, SUITE E  
OSHKOSH, WI 54902

SURVEYED	DRAWN
DEW	MJA
PROJECT NO. K1000 9-20-00615	
DATE SEPTEMBER, 2020	
SHEET NO. <b>01</b>	



W:\PROJECTS\1000\92000615\CADD\GIS\Wetland\Fig3.mxd 8/24/2020 slc

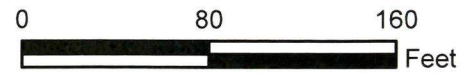


**Mapped Features**

- Review Area (3.14 acres)
- T1P1 Transect Line Number & Sample Point Number
- Wetland Area (1.19 acre)
- Wetlands Extend Beyond Review Area
- Waterway

Source: Winnebago County, 2015-2020

Disclaimer: The property lines, right-of-way lines, and other property information on this drawing were developed or obtained as part of the County Geographic Information System or through the County property tax mapping function. McMAHON ASSOCIATES, INC. does not guarantee this information to be correct, current, or complete. The property and right-of-way information are only intended for use as a general reference and are not intended or suitable for site-specific uses. Any use to the contrary of the above stated uses is the responsibility of the user and such use is at the user's own risk.



**FIGURE 3**  
**WETLAND DELINEATION MAP**  
1403 GREEN VALLEY ROAD  
TOWN OF NEENAH  
WINNEBAGO COUNTY, WISCONSIN

Winnebago County GIS, Imagery Date: March, 2015





**Application #20-CU-5450**

Date of Hearing:

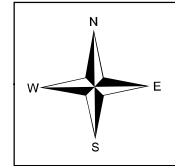
November 18, 2020

Owner(s):

KEEN CAPITAL  
MANAGEMENT, LLC

Subject Parcel(s):

010015105



Winnebago County  
WINGS Project

**Scale**

1 inch : 300 feet

**County Zoning Districts**

R-1	PDD	B-1
R-2	A-1	B-2
R-3	A-2	B-3
R-4	I-1	M-1
R-8	I-2	Town Zoning

City of Oshkosh Extraterritorial  
Zoning Jurisdiction

Incorporated Area

○ = SITE

Application #20-CU-5450

Date of Hearing:

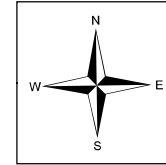
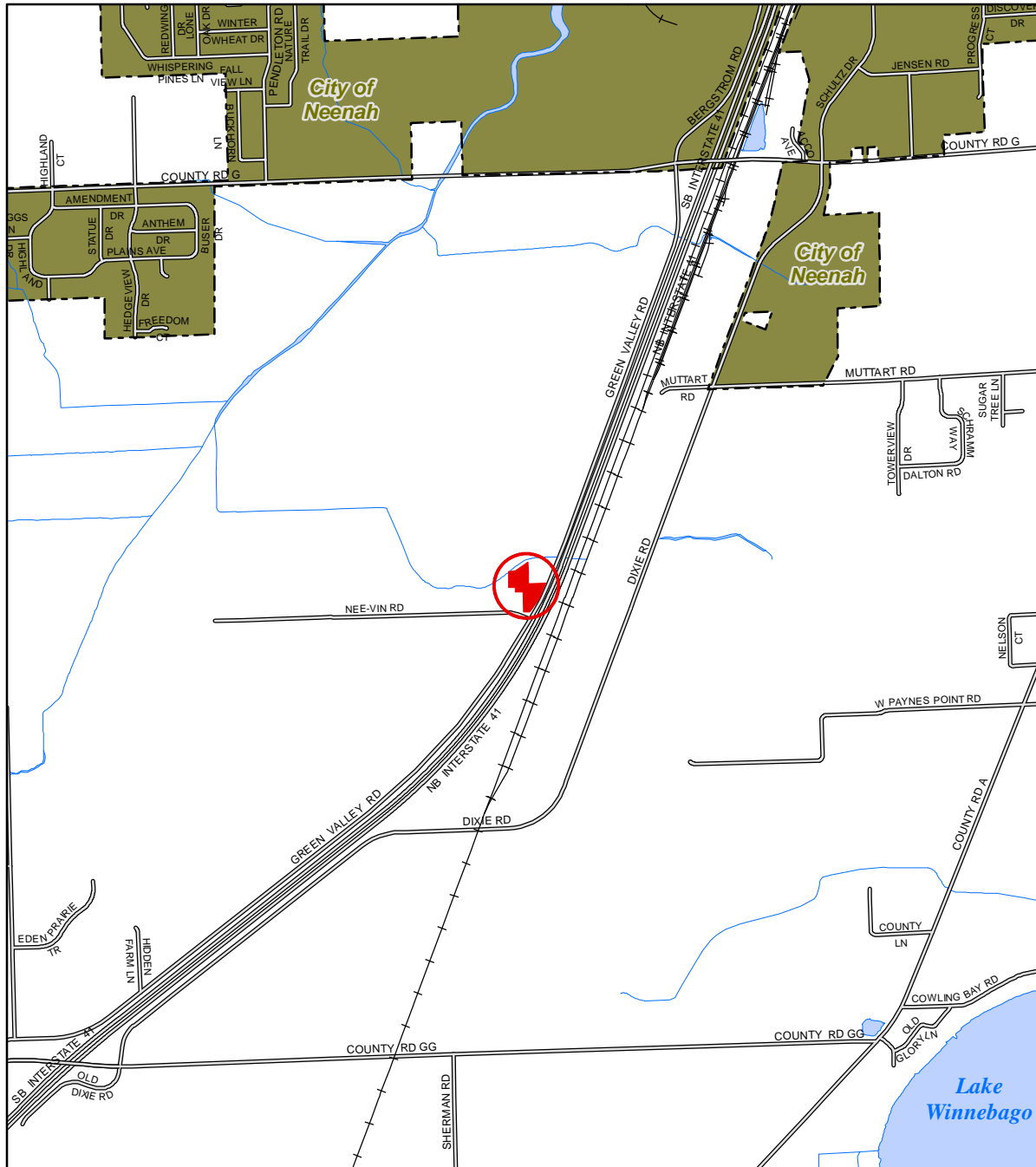
November 18, 2020

Owner(s):

KEEN CAPITAL MANAGEMENT, LLC

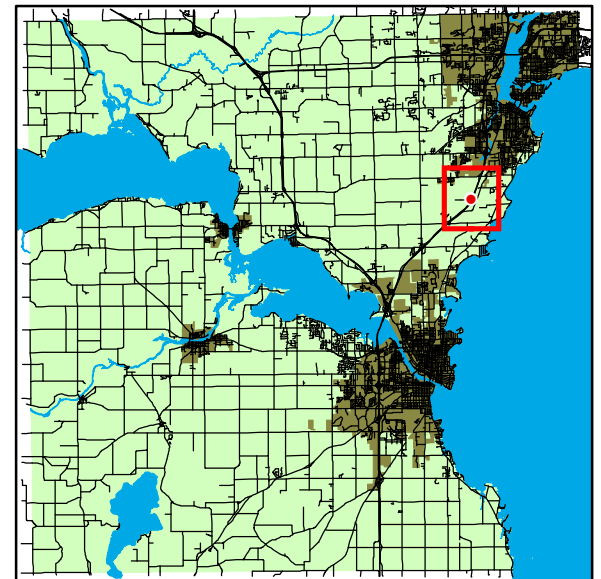
Subject Parcel(s):

010015105



Winnebago County  
WINGS Project

● = SITE



1 inch : 2,000 feet

WINNEBAGO COUNTY

DATE: 12/15/20

# R E S O L U T I O N

No. 003

To The Board of Supervisors of Winnebago County, Wisconsin:

## AMENDATORY ORDINANCE 12/03/20

WHEREAS, it is desirable to amend the Zoning Map of the TOWN OF UTICA in accordance with the petition of MAREK POTRATZ and

WHEREAS, said request is in compliance with the adopted Winnebago County Land Use Plan.

NOW, THEREFORE, the County Board of Supervisors of Winnebago County do ordain that the Zoning Ordinance and the Zoning Map of the TOWN OF UTICA, be and the same, are amended to provide that the attached described property be changed from the classification of **A-2 (General Agriculture)** of said ordinance, which it now and heretofore had, to the zoned district of **RR (Single Family Residential)**.

AND BE IT FURTHER RESOLVED, by the Winnebago County Board of Supervisors, that the enclosed Ordinance is hereby  **ADOPTED** OR  **DENIED**.

\_\_\_\_\_  
County Board Supervisor  
(Town of Utica)

PARCEL NO: **024-0186**; FROM **A-2 (General Agriculture)** TO **RR (Single Family Residential)**

### COUNTY DISCLAIMER:

County Board approval does not include any responsibility for County liability for the legality or effectiveness of the Town Zoning Amendment or the Town Zoning Ordinance.

APPROVED BY WINNEBAGO COUNTY EXECUTIVE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 202

\_\_\_\_\_  
Mark Harris

County Board Supervisory district **33 - Egan**



## Winnebago County

Zoning Department

*The Wave of the Future*

MEMO FOR P & Z MEETING AGENDA OF DECEMBER 4, 2020

TO: Planning & Zoning Committee

FM: Zoning Administrator 

RE: Review of Town Zoning Changes

1. Marek Potratz - Town Zoning Change (Tax ID No: 024-0186) – Town of Utica.

The town zoning change for Marek Potratz is consistent with Winnebago County's Future Land Use Plan. The Town of Utica approved the zoning change from A-2 (general agriculture) to RR (single family residential) and Winnebago County's future land use plan which incorporates the City of Oshkosh' future land use plan shows future land use as rural preservation.

**RECOMMENDATION: Approve a motion to forward zone change to County Board for action.**

*BD, MG2 approved 5-0*



# TOWN OF UTICA

## Plan Commission Notice

*A-2 (general agriculture)  
to RR (single family residential)  
FLU: Ag & Rural - co-s h*

Notice is hereby given that a public meeting in the Town of Utica, County of Winnebago, and State of Wisconsin for the transaction of business as is by law required or permitted to be transacted at such a meeting will be held at the Utica Town Hall, 1730 County Road FF in said Town. Town Board members may be present.

**Thursday, November 5, 2020**

**7:30 pm**

To hear testimony for approval of CSM by taking Parcel #024-0186 of 20.44 acres currently zoned A2 general agriculture use to create Lot 1 of 5.016 acres for single-family residential use, both lots to be zoned RR. Lots are owned by Marek Potratz 1931 Knott Road, Oshkosh, WI 54904.

The properties within 300' for notification in the Town of Utica, Winnebago County, WI are:

PARCEL #	OWNER(S)	ADDRESS
0240817	Gary & Gina Biesinger JT Rev Tst	1885 Crown Drive Oshkosh, WI 54904
0240884	Dramatic Design Ltd	1465 Olde Apple Lane
0240885		Oshkosh, WI 54904
0240816	Aaron & Katy Frey	1875 Crown Drive Oshkosh, WI 54904
0240887	Rodney & Gail Jones	PO Box 2571 Oshkosh, WI 54903-2571
0240815	James & Carol Ledwith	1869 Crown Drive Oshkosh, WI 54904
0240814	Thomas & Eileen Leinweber	1863 Crown Drive Oshkosh, WI 54904
024019501	Joshua & Marsha Malnory	1904 County Road FF Oshkosh, WI 54904
024021401	Carole Meilahn	1310 W. 9 <sup>th</sup> Ave
0240215		Oshkosh, WI 54902
0240812	Susan Meyer	1851 Crown Drive Oshkosh, WI 54904
0240886	Troy & Jamie Peerenboom	1922 Cottontail Drive Oshkosh, WI 54904
0240187	Robert & Marilyn Potratz Rev Tst	2381 James Road Oshkosh, WI 54904
0240231		
024023101		
0240186		
0240235		
0240194		
0240818	John Shambles & Sandra Remer	7251 Cliff West Road Omro, WI 54963
0240813	Richard Strand	1898 Imperial Road Oshkosh, WI 54904
		1857 Crown Drive Oshkosh, WI 54904

Public testimony will be taken at the time of the hearing. All written testimony must be received prior to the hearing and can be sent to Thomas Thiel, 1209 County Road M Pickett, WI 54964. For further information, contact Thomas Thiel (920) 589-3005.

Jenny Sonnleitner, Clerk & Planning/Zoning Secretary

Posted: 10/16/2020

Published: 10/22/2020 & 10/29/2020

Any person wishing to attend who, because of a disability, requires special accommodation, should contact Plan Chairman Tom Thiel at 920-579-3025 at least twenty four (24) hours before the scheduled meeting time so appropriate arrangements can be made.

This is a public meeting. As such, all members or a majority of the members of the Town Board may be in attendance. While a majority of the Town Board members or the majority of any given Town Board Committee may be present, only the above committee will take official action.

Posted at: townofutica.org, Town Hall, Co-op, and Jasper's. To receive email updates, e-mail the Clerk at utica1730@gmail.com.



# TOWN OF UTICA RE-ZONING PERMIT APPLICATION

Please print or type your responses to the questions on this application.  
A non-refundable application fee of \$400.00 is required for each permit application.  
The fee is payable to the Town of Utica and is due at the time the application is submitted.

Filing Fee: \$400.00

Date Received: OCT - 8 2020

Office Use

Property Address: R31 KNOFF ROAD

Name of Owner(s): MAREK POCHCZ

Address, if different than above: SAME

Home Phone: 920-264194

Daytime Phone, if different: \_\_\_\_\_

Name of Applicant(s): \_\_\_\_\_

Address, if different than above: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Daytime Phone, if different: \_\_\_\_\_

Name & Address of professional in charge of proposed development (architect, builder, contractor, engineer, etc): \_\_\_\_\_

Legal Description of Property: LOT 1 OF ATTACHE CSM

BEING PART OF LOT 3 CSM 4743, BEING PART OF THE  
SE 1/4 OF THE NE 1/4, SECTION 11, T17N, R15E, IN UTICA

Tax Parcel Number(s) (REQUIRED): 0240186

**NOTE:** Please attach a copy of the Certified Survey Map for the property.

Location of the property in relation to nearby roadways, building, or other landmarks: \_\_\_\_\_

WEST SIDE KNOFF ROAD 0.4 mile NORTH  
OF STH "44"

1. What is the current use of the property?

SINGLE FAMILY RES

AND GENERAL AG.

2. What is the intended use of this property?

SINGLE FAMILY RES

AND GEN. AG.



3. Please mark the current zoning for the property:

- |                                     |                          |                          |                                 |
|-------------------------------------|--------------------------|--------------------------|---------------------------------|
| <input type="checkbox"/>            | Single-Family Residence  | <input type="checkbox"/> | Industrial                      |
| <input type="checkbox"/>            | Two-Family Residence     | <input type="checkbox"/> | Commercial                      |
| <input type="checkbox"/>            | Multiple-Family Dwelling | <input type="checkbox"/> | Institutional & Recreational    |
| <input checked="" type="checkbox"/> | Agricultural             | <input type="checkbox"/> | Planned Residential Development |
| <input type="checkbox"/>            | Rural Recreational       | <input type="checkbox"/> | Residential Mixed Use           |

4. What is the requested zoning for the property? RR

5. Please explain the reason for this rezoning request: CREATE 5 AC PARCEL ADJACENT EXISTING SINGLE FAMILY HOME.

6. If this is a Rural Recreational rezoning request, please specify what type of conditions are being requested: CREATE 5 AC PARCEL WITH EXISTING SINGLE FAMILY HOME

7. Please explain why this is the best proposed use for this property: USE WILL NOT CHANGE, SINGLE FAMILY HOME w/ GEN. AG.

8. Please explain the compatibility of the proposed use(s) with the surrounding land uses: SURROUNDING USE IS MIX OF SINGLE FAMILY HOMES AND GENERAL AG.

9. List all property owners within 300 feet and their mailing addresses:

1) TROY PEERENBOOM 4)  
1922 COTTAGEWAY DR  
OSHTONVILLE

2) BOB JONES 5)  
PO BOX 2571  
OSHTONVILLE

3) ROBERT POTRATZ 6)  
2381 JAMES ROAD  
OSHTONVILLE

Twelve (12) copies of the application and all attachments shall be submitted to the Town Clerk, Town Zoning Administrator or other designed representative no later than twenty-one (21) days prior to the meeting.

[Signature]  
Signature of Owner

10.8.2020  
Date

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date





# TOWN OF UTICA

## Town Board Meeting ~ Minutes

Monday, November 9, 2020

7:30pm – Town Board Meeting

Notice is hereby given that a Town Board meeting in the Town of Utica, Winnebago County, and State of Wisconsin for the transaction of business as is by law required or permitted to be transacted at such a meeting will be held at the Utica Town Hall, 1730 County Road FF in said Town. The Board can discuss and act on any of the following, except that of the Public Forum.

### 1. CALL THE MEETING TO ORDER

This meeting was called to order by Chairman Schmick at 7:30pm at the Utica Town Hall.

DRAFT

PRESENT: Chairman Leonard Schmick, Supervisor #1 Chuck Kuhrt, Supervisor #2 Grant Stettler, Clerk Jenny Sonnleitner, Treasurer Brenda Morrell, Deputy-Treasurer Emily Hunter; 10 citizens present

### 2. PLEDGE OF ALLEGIANCE

### 3. CONSENT AGENDA:

- A) APPROVE OCTOBER 12, 2020 TOWN BOARD MTG MINUTES
- B) AFFIDAVIT OF POSTING/PUBLICATION
- C) APPROVE PAYMENT OF BILLS FOR NOVEMBER
- D) DEPUTY TREASURER'S TAX BOND

Chairman Schmick made a motion to accept the Consent Agenda; seconded by Supervisor Stettler. Carried

"These meeting minutes are only a draft of the minutes of the meeting. They have not been approved yet. They are subject to change and you may not rely on their accuracy. For more information please contact the clerk or a town

### 4. TREASURER'S REPORT FOR OCTOBER; BMO HARRIS BANK

Receipts: \$31,008.02; Disbursements: \$72,934.21; Total Balance: \$105,897.82  
Total cash on hand including Fire/EMS account: \$132,052.18

### 5. PUBLIC FORUM (Opportunity to comment about an Agenda item or new business; say your name & address (no action taken by the Board))

Janet Wissink helped get Mountain Road designated as a rustic road and understands the road needs maintenance and needs to be kept safe. Last February, saw County workers aggressively working on the trees and it changed the character of the road. Contacted Chairman Schmick and the work was stopped at the time. She and neighbors are willing to clean up the brush, they started last week and plan to continue. Chairman Schmick said we may rent a machine next year to cut back the brush. School buses need to be able to pass, as well as fire trucks. Janet would like the Board to take a drive and see what was done. A large tractor and machinery seemed to stay clear of the trees and brush. Chairman Schmick said there are no limits on trimming just because it's a rustic road. Supervisor Stettler thanked Janet for the work being done.

Tim Oliver asked how fare in advance do we rent this building? Every Saturday this building is rented through next year already. FVTC training needs to be here next year for training. Some Saturdays are marked off as being rented, and they aren't always here. Chairman Schmick mentioned to let Lucy know if the Hall is needed. Graduations and other parties will be coming up next year, the Town residents should have the right to use the building too. Clerk Sonnleitner will let Lucy Trebiatowski know that the Firemen/EMS will need the building at times for training and will have priority to use the facilities.

### 6. BUDGET

#### A) Possible 2020 Budget Amendment

From the Health & Human Services account to Clerk \$1654.23 account and Election \$1092.69 account.

Chairman Schmick motions to approve the budget amendments, seconded by Supervisor Stettler. Carried

#### B) Possible Proposed 2021 Budget Amendments

Not needed

### 7. PLAN COMMISSION

#### A) Approval of CSM by taking Parcel #024-0003-01-01 of 45.4 acres currently zoned A2 general agriculture use to create Lot 1 of 5.009 acres to be zoned RR as single-family residential use. Lots are owned by Marek Potratz 1931 Knott Road, Oshkosh, WI 54904.

Chairman Schmick motions to approve the recommendation, seconded by Supervisor Stettler. Carried

#### B) Approval of CSM by taking Parcel #024-0186 of 20.44 acres currently zoned A2 general agriculture use to create Lot 1 of 5.016 acres for single-family residential use, both lots to be zoned RR. Lots are owned by Marek Potratz 1931 Knott Road, Oshkosh, WI 54904.

Chairman Schmick motions to approve the recommendation, seconded by Supervisor Stettler. Carried

### 8. ROADS

#### A) ATV/UTV ROUTES

Chairman Schmick hasn't heard any feedback and would feel better to hear from the residents. Clerk Sonnleitner suggested to send a notice with the tax bills to get feedback from the residents. Chairman Schmick doesn't feel we need to rush into this and would like to know what the Town thinks. Todd Messerschmidt said other towns around us already approved it. Towns of Ripon and Black Wolf are proposing tonight. Town of Rosendale is waiting on the Town of Ripon. If a specific route is designated, then there may be issues of what road(s) to use. Drivers drive at 35mph or whatever he/she feels comfortable, can have a posted speed limit and the Club would put up the signs. The more complicated or restrictions, someone has to enforce it. Constable Ralph Kalies said the County Sheriffs wouldn't enforce each Town's Ordinances, the Constable could enforce it. Supervisor Stettler said whomever he talked with is for the routes and hasn't heard from anyone against it. If the Board passes an Ordinance, can change it and update the



# TOWN OF UTICA

## Town Board Meeting ~ Agenda

Monday, November 9, 2020

7:30pm – Town Board Meeting

Notice is hereby given that a Town Board meeting in the Town of Utica, Winnebago County, and State of Wisconsin for the transaction of business as is by law required or permitted to be transacted at such a meeting will be held at the Utica Town Hall, 1730 County Road FF in said Town.

1. Call the Meeting to Order
2. Pledge of Allegiance
3. CONSENT AGENDA
  - A) Approve October 12, 2020 Town Board Meeting Minutes
  - B) Affidavit of Posting/Publication
  - C) Approve Payment of Bills for November
  - D) Deputy Treasurer's Tax Bond
4. Treasurer's Report for October
5. Public Forum: *Opportunity to comment about an Agenda item or new business; say your name & address (no action taken by the Board)*
6. BUDGET
  - A) Possible 2020 Budget Amendment
  - B) Possible Proposed 2021 Budget Amendments
7. PLAN COMMISSION
  - A) Approval of CSM by taking Parcel #024-0003-01-01 of 45.4 acres currently zoned A2 general agriculture use to create Lot 1 of 5.009 acres to be zoned RR as single-family residential use. Lots are owned by Marek Potratz 1931 Knott Road, Oshkosh, WI 54904.
  - B) Approval of CSM by taking Parcel #024-0186 of 20.44 acres currently zoned A2 general agriculture use to create Lot 1 of 5.016 acres for single-family residential use, both lots to be zoned RR. Lots are owned by Marek Potratz 1931 Knott Road, Oshkosh, WI 54904.
8. ROADS
  - A) ATV/UTV Routes
  - B) Repairs
  - C) Fall Road Inspection / Local Road Certification
  - D) Snowmobile Crossings on Town Roads
9. Approve Deputy Treasurer Appointment
10. 2020 Winnebago County Per Capita Funding Program – designate funding
11. Action Appraisers & Consultants Agreement for Maintenance Assessment Services
12. FIRE DEPARTMENT
  - A) Town of Nepeuskun is requesting the Town of Utica Fire Dept & EMS to cover their township emergencies
13. RUSH LAKE
  - A) Meeting Update
14. ITEMS FOR INCLUSION IN NEWSLETTER
  - A) Town Board Meeting – December 14, 2020; 5:30pm at the Utica Town Hall
  - B) INSTRUCTIONS TO SIGN UP FOR WEBSITE NOTIFICATIONS: Townofutica.org / click the "Sign Up" tab / Complete the information requested, verify what notifications you want to receive information about when updated, recommend choosing all topics / Click Subscribe. Contact Clerk Sonnleitner with any questions, utica1730@gmail.com, 920-410-0347.
15. CORRESPONDENCE RECEIVED (Discuss/Act on):
  - A) WI Towns Association Monthly Online Newsletter; Land Transfers; Building Permits: Achterberg 1741 Baron Lane, Kromm 6393 Bonnieview Rd; Oshkosh Public Library 9/24/2020 Minutes
16. Adjournment

Jenny Sonnleitner, Clerk Posted: 11/7/2020

**Plan Commission Members (7, 2 alternates) (3-year term):**; Darwin Briggs 12/2020; Tom Thiel 6/2021 (Chair); Ralph Kalies 7/2021; Chad Bowman (alternate) 8/2021; Terry Beck 11/2021; Grant Stettler 4/2022; Eric Whiting 3/2023 / **Rush Lake Steering Committee (3) (3-year term)**; Kevin Fritz 2/2021; Mark Davis 5/2021? / Chuck Kuhrt 9/2023; **Board of Appeals Members (5, 3 alternates) (3-year term)**: Robert Potratz 3/2021; Brian Trebiatowski 6/2021; Michael Christianson (alternate) 8/2021; Walt Whiting 12/2021; Vicki Williams 5/2022 (Chair); Don Draxler (alternate) 2/2023; Darwin Briggs 6/2023

The Town Board meets regularly the SECOND MONDAY OF EACH MONTH AT 7:30PM (unless otherwise noted). All meetings are open to the public. Discussion and action may occur on any of the above agenda items. Any person wishing to attend who, because of a disability, requires special accommodation, should contact Chairman Len Schmick at 920-589-6774 at least twenty four (24) hours before the scheduled meeting time so appropriate arrangements can be made. This is a public meeting. As such, all members or a majority of the members of the Town Board may be in attendance. While a majority of the Town Board members or the majority of any given Town Board Committee may be present, only the above committee will take official action based on the above agenda. Posted at [townofutica.org](http://townofutica.org), Town Hall, and Co-op.

# TOWN OF UTICA

## Plan Commission Meeting

### Agenda

Notice is hereby given that a Town Plan Commission meeting in the Town of Utica, County of Winnebago, and State of Wisconsin for the transaction of business as is by law required or permitted to be transacted at such a meeting will be held at the Utica Town Hall, 1730 County Road FF in said Town.

**Thursday, November 5, 2020**

**7:30 pm**

1. Call the Meeting to Order
2. Take Roll Call:
  - A. *Members:* Terry Beck, Darwin Briggs, Ralph Kalies, Grant Stettler, Tom Thiel, Eric Whiting
  - B. *Alternates:* Chad Bowman
3. Approve August 6, 2020 Plan Commission Meeting Minutes
4. Affidavit of Posting/Publication – Secretary and Plan Chairman to sign
5. Public Forum
6. Discuss/Recommend to the Town Board:

To hear testimony for approval of CSM by taking Parcel #024-0003-01-01 of 45.4 acres currently zoned A2 general agriculture use to create Lot 1 of 5.009 acres to be zoned RR as single-family residential use. Lots are owned by Marek Potratz 1931 Knott Road, Oshkosh, WI 54904.
7. Discuss/Recommend to the Town Board:

To hear testimony for approval of CSM by taking Parcel #024-0186 of 20.44 acres currently zoned A2 general agriculture use to create Lot 1 of 5.016 acres for single-family residential use, both lots to be zoned RR. Lots are owned by Marek Potratz 1931 Knott Road, Oshkosh, WI 54904.
8. Future Agenda Items
9. Adjournment

Jenny Sonnleitner, Clerk  
Posted: 11/3/2020

The Plan Commission meets as needed on the FIRST THURSDAY OF EACH MONTH AT 7:30PM (unless otherwise noted). All meetings are open to the public. Discussion and action may occur on any of the above agenda items.

Any person wishing to attend who, because of a disability, requires special accommodation, should contact Plan Commission Chairman Tom Thiel at 920-579-3025 at least twenty four (24) hours before the scheduled meeting time so appropriate arrangements can be made.

This is a public meeting. As such, all members or a majority of the members of the Town Board may be in attendance. While a majority of the Town Board members or the majority of any given Town Board Committee may be present, only the above committee will take official action based on the above agenda.

Posted at: [townofutica.org](http://townofutica.org), Town Hall, Co-op, and website. To receive email updates, e-mail the Clerk at [utica1730@gmail.com](mailto:utica1730@gmail.com).



# TOWN OF UTICA

## Plan Commission Meeting ~ Minutes

Thursday, November 5, 2020

7:30 pm

DRAFT

### 1. Call the Meeting to Order

This meeting was called to order by Chairman Tom Thiel at 7:30pm at the Utica Town Hall; 3 present

### 2. Take Roll Call:

A. *Members Present:* Terry Beck, Darwin Briggs, Ralph Kalies, Grant Stettler, Tom Thiel, Eric Whiting

B. *Members Absent:*

C. *Alternates Absent:* Chad Bowman

D. *Board Members Present:* Chuck Kuhrt

### 3. Approve August 6, 2020 Plan Commission Meeting Minutes

Darwin Briggs motions to accept the Minutes as presented, seconded by Grant Stettler. Carried

### 4. Affidavit of Posting/Publication – Secretary and Plan Chairman to sign

### 5. Public Forum

No comments

### 6. Discuss/Recommend to the Town Board to hear testimony for approval of CSM by taking Parcel #024-0003-01-01 of 45.4 acres currently zoned A2 general agriculture use to create Lot 1 of 5.009 acres to be zoned RR as single-family residential use. Lots are owned by Marek Potratz 1931 Knott Road, Oshkosh, WI 54904

Marek Potratz doesn't plan to build more, just would like the house and buildings separated from the farm.

Tom Thiel said the 40 acres will stay ag land, the rest will be RR. Tom Thiel approves changing 5.009 acres to RR, leaving the rest to ag, seconded by Terry Beck. Carried

### 7. Discuss/Recommend to the Town Board to hear testimony for approval of CSM by taking Parcel #024-0186 of 20.44 acres currently zoned A2 general agriculture use to create Lot 1 of 5.016 acres for single-family residential use, bot lots to be zoned RR. Lots are owned by Marek Potratz 1931 Knott Road, Oshkosh, WI 54904

Grant Stettler motions to approve 20.44 acres A2 to RR, seconded by Tom Thiel. Carried

Marek Potratz still wants the 20 acres for ag land, doesn't plan to build on it. Tom Thiel said he can still use RR land as agriculture. Tom Thiel recommends to take 5.016 as a RR parcel, seconded by Grant Stettler. Carried

Next step is for the Town Board to approve.

### 8. Future Agenda Items

None

### 9. Adjournment

Adjourned at 7:38pm

Jenny Sonnleitner, Clerk & Planning/Zoning Secretary

\_\_\_\_\_  
Thomas Thiel, Plan Chairman

\_\_\_\_\_  
Jenny Sonnleitner, Clerk & Planning/Zoning Secretary



2  
3 **RESOLUTION: Authorize the Winnebago County Parks Department to Accept a Donation in the**  
4 **Amount of \$1,705 to Purchase and Install a Memorial Bench on the WIOUWASH**  
5 **Trail**

6  
7 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

8 **WHEREAS**, a local family has indicated their desire to donate \$1,705 to the Parks Department's Memorial  
9 Bench Donation Program; and

10 **WHEREAS**, this donation will be applied towards the purchase and installation of a stone aggregate bench  
11 for placement on the WIOUWASH Trail; and

12 **WHEREAS**, it is standard practice for families to provide a bronze plaque engraved with a short statement to  
13 be inset into the backrest of the bench.

14  
15 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby  
16 authorizes the Winnebago County Parks Department to accept a donation in the amount of \$1,705 to purchase and  
17 install a memorial bench.

18  
19 **Fiscal Impact:** There is no fiscal impact. The donation will cover the cost of the memorial bench.

20  
21 Respectfully submitted by:

22 **PARKS & RECREATION COMMITTEE**

23 Committee Vote: **4-0**

24 Respectfully submitted by:

25 **PERSONNEL & FINANCE COMMITTEE**

26 Committee Vote: **3-0**

27 Vote Required for Passage: **Two-Thirds of Membership**

28  
29 Approved by the Winnebago County Executive this \_\_\_\_ day of \_\_\_\_\_, 2020

30  
31 \_\_\_\_\_  
32 Mark L Harris  
33 Winnebago County Executive

1 **CORRECTED** - 104-112020 109-122020

2 **RESOLUTION: Authorize Execution of Airport Ground Lease Assignment for Sonex**  
3 **Aircraft Between Jeremy, LLC and Betty, LLC**  
4

5 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

6 **WHEREAS**, Jeremy, LLC desires to assign its interest in a ground lease agreement at Wittman Regional  
7 Airport to Betty, LLC; and

8 **WHEREAS**, the existing lease agreement was executed on August 1, 2004, and including all option terms,  
9 expires on July 31, 2044; and

10 **WHEREAS**, the existing lease agreement was assigned from Betty R. Monnett to Jeremy, LLC and Betty,  
11 LLC on February 28, 2007; and

12 **WHEREAS**, the Aviation Committee believes that said assignment is in the best interests of Winnebago  
13 County and has approved said assignment.

14 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby  
15 approves an assignment and assumption of lease between Jeremy, LLC and Betty, LLC for the ground lease  
16 encompassing 11,620 square feet of property at Wittman Regional Airport pursuant to those terms as stated above.  
17 A complete copy of said assignment is available upon request from the Wittman Regional Airport Manager and  
18 incorporated herein by reference and made a part of this Resolution.  
19

20  
21 **Fiscal Note:** There is no fiscal impact for this assignment.

22 Respectfully submitted by:

23 **AVIATION COMMITTEE**

24 Committee Vote: **5-0**

25 Vote Required for Passage: **Majority of Those Present**

26

27 Approved by the Winnebago County Executive this \_\_\_\_ day of \_\_\_\_\_, 2020.

28

29

30

31

\_\_\_\_\_  
Mark L Harris  
Winnebago County Executive

2 **RESOLUTION: Authorize Execution of Airport Lease Between the Federal Aviation**  
3 **Administration and Winnebago County**  
4

5 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

6 **WHEREAS**, the Federal Aviation Administration (FAA) desires to renew its lease for space occupied in the Wittman  
7 Regional Airport's Air Traffic Control Tower facility; and

8 **WHEREAS**, the prior lease expired on September 30, 2018, and the term of the new lease began on October  
9 1, 2019, and is scheduled to expire on September 30, 2029; and

10 **WHEREAS**, the FAA will continue to compensate Winnebago County in the amount of \$5,000 annually for  
11 services rendered at the Air Traffic Control Tower property; and

12 **WHEREAS**, your undersigned Committee believes that said lease is in the best interests of Winnebago  
13 County and approved said lease on September 2, 2020.

14  
15 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby  
16 approves a lease between Winnebago County and the Federal Aviation Administration for 3,247 square feet of space  
17 at the Wittman Regional Airport Air Traffic Control Tower pursuant to those terms as stated above. A complete copy  
18 of said lease is available upon request from the Wittman Regional Airport Manager and incorporated herein by  
19 reference and made a part of this Resolution.

20 Respectfully submitted by:

21 **AVIATION COMMITTEE**

22 Committee Vote: **4-0**

23 Vote Required for Passage: **Majority of Those Present**

24  
25 Approved by the Winnebago County Executive this \_\_\_\_ day of \_\_\_\_\_, 2020.  
26

27 \_\_\_\_\_  
28 Mark L. Harris  
29 Winnebago County Executive

2 **RESOLUTION: Create a Diversity Affairs Commission**

3

4 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

5 **WHEREAS**, achieving equity and advocacy for minority populations throughout Winnebago County will  
6 foster cross-cultural understanding and embrace our diversity; and

7 **WHEREAS**, in an effort to attain better equality for all citizens of Winnebago County including our minority  
8 population, your undersigned proposes creating a Diversity Affairs Commission comprised of seven (7) members  
9 appointed by the County Board Chair, specifically two (2) County Board Supervisors, one of whom is a member of  
10 the UW-Education, Extension and Agriculture Committee, and five (5) County citizens representing various diverse  
11 groups within Winnebago County, with each member serving a two-year term concurrent with the terms of the  
12 County Board Supervisors. This steering committee will represent the larger community coalition of interested  
13 individuals; and

14 **WHEREAS**, this Commission shall meet on the dates and times established by the Commission bylaws, and  
15 meetings are subject to the same rules and regulations of other Winnebago County committees, commissions and  
16 boards, and shall be accountable to the UW-Education, Extension and Agriculture Committee; and

17 **WHEREAS**, duties and responsibilities of this Diversity Affairs Commission shall include the following:

- 18 • Create and update a Strategic Plan and Bylaws to guide and support the Commission's mission. This  
19 Strategic Plan and Bylaws shall be adopted by the Winnebago County Board of Supervisors.
- 20 • Function as leaders and/or co-leaders for the core strategies of the Commission's Strategic Plan.
- 21 • Utilize meetings to coordinate efforts, share information, and request resources to aid Commission members  
22 in providing leadership to teams of community leaders, key stakeholders, and residents in moving forward  
23 strategic priorities including, but not limited to:
  - 24 ○ Expanding visibility of the Diversity Affairs Commission and developing a liaison with the new and  
25 existing minority groups;
  - 26 ○ Fostering diversity leadership that attracts and retains young adults in our communities;
  - 27 ○ Promoting equal and fair access to public services; and
  - 28 ○ Promoting school success for minority group children in the K-12 educational system.

29 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby  
30 authorizes the creation of a Diversity Affairs Commission for the purpose of achieving diversity equality within  
31 Winnebago County as described above.

32 Respectfully submitted by:

33 **UW-EDUCATION, EXTENSION & AGRICULTURE**  
34 **COMMITTEE**

35 Committee Vote: **4-0**

36 Vote Required for Passage: **Majority of Those Present**

37

38 Approved by the Winnebago County Executive this \_\_\_\_ day of \_\_\_\_\_, 2020.

39

40

41

42

\_\_\_\_\_  
Mark L Harris  
Winnebago County Executive