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3 **RESOLUTION: Amends Sections 23.0, 23.1, 24.0 and Creates Sections 23.2 and 26.0 of the Rules of the**
4 **Winnebago County Board of Supervisors to Create Seven Standing Committees and Two**
5 **Major Boards, and Make the Legislative Committee a Special Committee**
6

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

8 **WHEREAS**, Resolution 30-042022 provided in pertinent part, "All Winnebago County Board of Supervisors
9 rule changes affecting committee structure shall be postponed to a later time and the Winnebago County Board of
10 Supervisors shall adhere to the usually organizational majority voting requirement at said meeting(s)"; and

11 **WHEREAS**, the Ad Hoc Structure Review Task Force (hereafter "Task Force") was established in March
12 2023 to propose a right-sized suite of solutions for structure of the Winnebago County Board; and

13 **WHEREAS**, the current structure consists of twelve standing committees and three boards associated with
14 large departments; and

15 **WHEREAS**, the Task Force members have spoken with other counties and asked for feedback from the
16 Winnebago County Board Supervisors and Winnebago County Department heads in the form of questionnaires; and

17 **WHEREAS**, the Task Force has reviewed the responses; and

18 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it amends
19 sections 23.0, 23.1, 24.0 and creates sections 23.2 and 26.0 of the Rules of the Winnebago County Board of
20 Supervisors to create seven standing committees and two major boards, and make the Legislative Committee a
21 special committee with the wording below:

22 **23.0 STANDING COMMITTEES AND MAJOR BOARDS**

23 **23.1 Standing Committees of the Winnebago County Board**

24 **A) Public Works**

25 This committee consists of 5 County Board Supervisors.

26 **B) Judiciary and Public Safety**

27 This committee consists of 5 County Board Supervisors.

28 **C) Finance and Administration**

29 This committee consists of 5 County Board Supervisors.

30 **D) Natural Resources**

31 This committee consists of 5 County Board Supervisors

32 **E) Planning and Zoning**

33 This committee consists of 5 County Board Supervisors

34 **F) Aviation**

35 This committee consists of 5 County Board Supervisors

36 **G) Land Conservation**

37 This Committee consists of 5 County Board Supervisors and two citizen members, one who is a
38 person engaged in an agricultural use as defined under Wis. Stat 91.01(2)(a)1-7.

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40 **23.2 Major Boards of the Winnebago County Board**

41 **A) Solid Waste Management Board**

42 This Board consists of five Winnebago County Board Supervisors and four citizen members, all
43 appointed for three-year terms by the Winnebago County Executive and confirmed by the Winnebago County Board
44 of Supervisors. Membership includes: two members from the Neenah-Menasha area, two members from the
45 Oshkosh area, one member from the North/Central area, one member from the South/Central area, one member
46 from the Western area, two members at large.

47 B) Health and Human Services Board

48 This Board consists of six Winnebago County Board Supervisors and three citizen members
49 appointed by the Winnebago County Executive and confirmed by the Winnebago County Board of Supervisors. At
50 least one member of the Board should be a physician and registered nurse, and if unable to locate, a good faith effort
51 to appoint a physician assistant and nurse practitioner, or both. Additionally, one member shall be an individual who
52 receives or has received services from the Human Services departments or a family member of the same.

53 **24.0 GENERAL DUTIES OF STANDING COMMITTEES AND MAJOR BOARDS**

54 **24.1 NATURAL RESOURCES COMMITTEE**

55 The committee consists of five Winnebago County Board Supervisors. At least two members of this
56 Committee are members of the Land Conservation Committee. The committee:

- 57 A. The committee reviews policy issues relating to the Winnebago County University Extension Program,
58 Winnebago County Library Services, and the Winnebago County Fair, Winnebago County parks and
59 recreation areas, including boat landings, recreational greenways, general parkland, Sunnyview
60 Exposition Center, and associated programs and wildlife preservation areas and shall **advise** and
61 recommend appropriate policy goals and legislative actions to be taken by the Winnebago County Board.
62 B. The committee establishes procedure and makes recommendations to the Winnebago County Board of
63 Supervisors as to the award of college scholarships from the College Scholarship Fund to students who
64 are Winnebago County residents.
65 C. Two members of this committee shall function as Winnebago County members of the Board of Trustees
66 of The University of Wisconsin – Fox Valley campus.

67 Wis. Stats. 59.56

68 **24.2 AVIATION COMMITTEE**

69 The committee consists of five Winnebago County Board Supervisors. The committee reviews policy issues
70 relating to Wittman Regional Airport and other aviation matters of concern to Winnebago County and **shall advise**
71 **and recommend** appropriate policy goals and legislative action to be taken by the Winnebago County Board.

72 **24.3 PUBLIC WORKS COMMITTEE**

73 The committee consists of five Winnebago County Board Supervisors. Pursuant to Wis Stat. 83.015(1)(c)
74 members of the Public Works Committee shall be appointed and hold office in the same manner as provided for
75 other standing committees. The committee:

- 76 A. Makes and reviews policy relating to the Winnebago County Highway Department and other highway
77 matters of concern to Winnebago County and shall advise and recommend appropriate policy goals and
78 legislative action to be taken by the Winnebago County Board.
79 B. Reviews policy issues and goals relating to the Winnebago County Facilities and Property Management
80 Department and all Winnebago County owned or leased facilities and develops long range plans for

81 buildings, grounds, and office space and shall advise and recommend appropriate policy goals and
82 legislative action to be taken by the Winnebago County Board.
83 C. The committee shall have the duties and responsibilities of a county highway committee under Section
84 83.015 Wis. Stats.

85 Wis. Stat. 83.015.

86 **24.4 PLANNING AND ZONING COMMITTEE**

87 The committee consists of five Winnebago County Board Supervisors, at least one but not more than two
88 from an incorporated area. The committee:

- 89 A. Reviews policy issues relating to the Winnebago County Planning and Zoning Department and
90 Winnebago County Register of Deeds and shall advise and recommend appropriate policy goals and
91 legislative action to be taken by the Winnebago County Board.
- 92 B. Determines the broad outlines and principles governing the administrative powers and duties specified in
93 Wis. Stat. 59.69, and is a quasi-judicial body with decision-making power including, but not limited to
94 conditional use, planned unit development and rezoning.
- 95 C. Bears responsibility for all matters of procedure relating to the Winnebago County Zoning Ordinance
96 including but not limited to basic zoning provisions, floodplain/shoreland provisions and airport zoning
97 provisions, except those designated to Zoning Board of Adjustment's jurisdiction.
- 98 D. Creates and maintains Winnebago County's development plan.

99 Wis. Stats. 59.69, 59.694, 59.43

100 **24.5 JUDICIARY & PUBLIC SAFETY COMMITTEE**

101 The committee consists of five Winnebago County Board Supervisors. The committee:

- 102 A. Reviews policy issues relating to the Office of the Winnebago County Clerk of Courts, Winnebago
103 County Sheriff's Office, Winnebago County District Attorney's Office, Winnebago County Medical
104 Examiner's Office, Winnebago County Corporation Counsel, Winnebago County Family Court
105 Commissioner, Winnebago County Court Commissioners, Winnebago County Emergency Management
106 Department, and Winnebago County Child Support Office and shall advise and recommend appropriate
107 policy goals and legislative action to be taken by the Winnebago County Board.
- 108 B. Submits recommendations for Winnebago County Board rules to be considered at the Winnebago
109 County Board organization meeting or at other Winnebago County Board meetings.
- 110 C. Submits recommendations for apportionment of supervisory districts in Winnebago County.

111 Wis. Stat. 323.14

112 **24.6 FINANCE AND ADMINISTRATION COMMITTEE**

113 The committee consists of five Winnebago County Board Supervisors. The committee:

- 114 A. Reviews policy issues relating to the Winnebago County Department of Administration, Winnebago
115 County Treasurer's Office, Winnebago County Finance Department, Winnebago County Human Resources
116 Department, Winnebago County Clerk's Office, and Winnebago County Information Technology Department and
117 shall advise and recommend appropriate policy goals and legislative action to be taken by the Winnebago County
118 Board.
- 119 B. Receives all personnel requests for study and recommendation.

120 C. Reviews proposed personnel policies and amendments as submitted by the Director of Human Resources
121 and Winnebago County Executive and submits recommendations to the Winnebago County Board for consideration
122 and legislative action.

123 D. Reviews personnel actions in all Winnebago County departments as reported by the Director of Human
124 Resources.

125 E. Recommends to the Winnebago County Board, prior to the earliest time for filing nomination papers, a
126 salary schedule for elected officials, appointed officials and other employees of Winnebago County unless otherwise
127 determined by agreement or law.

128 F. Authorizes budgetary alterations as permitted in Wis Stat. 65.90(5) in any of the following situations:

- 129 1. A transfer of funds between budgeted items of an individual county department if such budgeted
130 items have been separately appropriated, and
- 131 2. Supplementation of appropriations for a particular office or department by transfer from the
132 Contingency Fund. The limitation on the dollar amount set aside in the budgetary alteration shall
133 be the amount set aside in the Contingency Fund or the sum of \$40,000.00, whichever is the
134 lesser sum, and
- 135 3. Notwithstanding subsection (2), above, to accept gifts for any Winnebago County Department and
136 appropriate monies received from said gifts to their intended purpose provided that the total
137 amount of said appropriation does not exceed 10% of the total amount of funds budgeted for such
138 office department or activity for that budgetary year.

139 The committee may refuse to authorize a budgetary alteration in whole or in part or may grant any such alteration
140 conditionally as it deems appropriate.

141 G. Reviews all financial reports submitted to the Winnebago County Board by the Winnebago County
142 Executive, by Winnebago County officials and by auditors retained by Winnebago County. (The County Executive is
143 charged with the responsibility to examine, settle and allow all general accounts against Winnebago County and to
144 have issued Winnebago County orders therefor.)

145 H. Advises the Winnebago County Director of Finance and Winnebago County Executive in the matter of
146 investment of county funds and reports to the Winnebago County Board from time to time regarding Winnebago
147 County finances.

148 I. Examines all claims filed against Winnebago County for illegal taxes of any kind and shall make a report to
149 the Winnebago County Board and submit a recommendation on all matters pertaining to illegal taxes.

150 J. Performs such responsibilities as are indicated in Sec. 3.03 of the Winnebago County General Code
151 concerning properties taken by Winnebago County by tax deed.

152 K. Advises with the Winnebago County Director of Administration and Winnebago County Executive in
153 matters establishing appropriate insurance coverages for Winnebago County.

154 L. Reviews all claims filed against Winnebago County pursuant to Wis Stats. ~~59.76~~ and Sec. 893.80 and
155 submits its recommendation to the Winnebago County Board for consideration and legislative action. Submits an
156 annual report on the disposition of all claims.

157 M. Reviews and adopts affirmative action plans submitted by the Affirmative Action Commission.

158 N. Studies, recommends, and forwards all grant applications acceptances to the Winnebago County Board.

159 ~~O. Reviews all proposals and needs relating to Winnebago County's present and future information systems~~
160 ~~and technologies related thereto.~~

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163 **24.7 LAND CONSERVATION COMMITTEE**

164 Land Conservation consists of 5 Winnebago County Board Supervisors and two citizen members, one who is
165 a person engaged in an agricultural use as defined under Wis. Stat 91.01(2)(a)1-7. Two members shall be members
166 of the **Natural Resources Committee. The Winnebago County Board shall designate a representative from the**
167 **Winnebago County Planning and Zoning Committee and the Winnebago County Solid Waste Management Board.**

168 The committee:

169 **A. Is a policy making body determining the broad outlines and principles governing administration of**
170 **Winnebago County soil and water conservation. The committee reviews policy issues relating to the**
171 **Winnebago County soil and water conservation programs and shall advise and recommend appropriate**
172 **policy goals and legislative action to be taken by the Winnebago County Board.**

173 ~~B. Is the committee of jurisdiction for the Land and Water Conservation Department.~~

174 B. Develops and adopts standards and specifications for management practices to control erosion,
175 sedimentation, and nonpoint source water pollution throughout Winnebago County.

176 C. Distributes and allocates federal, state and county funds made available to the committee for cost
177 sharing programs or other incentive programs for improvements and practices relating to soil and water conservation
178 on private or public lands.

179 D. Carries out prevention and control measures and works of improvement for flood prevention and for
180 conservation, development, utilization and control of water within Winnebago County. These preventative and control
181 measures and works of improvement may be carried out on lands owned or controlled by that state or any of its
182 agencies, with the cooperation of the agency administering and having jurisdiction of the land, and on any other
183 lands within Winnebago County upon obtaining the consent of the landowner or the necessary rights or interests in
184 the land.

185 E. Prepares long range plans which include inventories of natural resources in Winnebago County, a
186 description of present natural resource uses and a projection of future trends, an assessment of resource
187 conservation problems in relation to use practices and actions necessary to correct those problems including specific
188 goals and provisions for the development, management, and conservation of soil, water and related natural
189 resources.

190 F. Enters into agreements with, or furnishes financial, technical, planning, or other assistance to any
191 agency,
192 governmental or otherwise, or any landowner, or land user, within the incorporated or unincorporated parts of
193 Winnebago County, in carrying out resource conservation operations and works of improvement for flood prevention
194 or for the conservation, development, utilization and protection of soil and water resources within Winnebago County.

195 G. Encourages soil and water conservation research and educational information and public service
196 outreach programs.

197 Wis. Stats. 92.06, 92.07, and 92.09

198 **24.8 HEALTH AND HUMAN SERVICES BOARD**

199 The Health and Human Services Board includes six Winnebago County Board Supervisors and three citizen
200 members who are appointed by the Winnebago County Executive and confirmed by the Winnebago County Board of
201 Supervisors.

202 A. The Board determines the broad outlines, principles and policies governing the administration and scope
203 of the health and human services array of public health, human services, nursing home services, veteran
204 services, and recommends budgetary and legislative action to be taken by the Winnebago County Board as it
205 relates to the departments under its jurisdiction.

206 B. The Health and Human Services Board is authorized to act as the Winnebago County Board of Health
207 pursuant to Wis. Stat. 251.03(1)

208 Wis. Stats. 46.23(4), 45.81 and 251.03.

209 **24. 9 SOLID WASTE MANAGEMENT BOARD**

210 This Board consists of nine members, five of whom are Winnebago County Board Supervisors and four
211 citizen members, all appointed by the Winnebago County Executive and confirmed by the Winnebago County Board
212 of Supervisors. Subject to the rules and regulations established and amended by the Winnebago County Board and
213 the Winnebago County Executive in their respective areas of responsibility, the Solid Waste Management Board:

214 a) Develops a plan for a solid waste management system.

215 b) Collects, transports, disposes of, destroys or transforms wastes, including without limitation because of
216 enumeration, garbage, ashes or incinerator residue, municipal, domestic, agricultural, industrial and commercial
217 rubbish, waste or refuse material, including explosives, pathological wastes, chemical wastes, herbicide and
218 pesticide wastes.

219 c) Acquires lands within Winnebago County by purchase, lease, donation or eminent domain for use in the
220 solid waste management system.

221 d) Authorizes employees or agents to enter upon lands to conduct reasonable and necessary investigations
222 and tests to determine the suitability of sites for solid waste management activities whenever permission is obtained
223 from the property owner.

224 e) Acquires by purchase, lease, donation or eminent domain such easements or other limited interests in
225 lands as are desired or needed to assure compatible land uses in the environs of any site that is part of the solid
226 waste disposal system.

227 f) Establishes operations and methods of waste management that are considered appropriate. Waste burial
228 operations shall be in accordance with sanitary landfill methods and the sites shall, insofar as is practicable, be
229 restored and made suitable for attractive recreational or productive use upon completion of waste disposal
230 operations.

231 g) Acquires necessary equipment, uses equipment and facilities of the Winnebago County Highway
232 Department; and constructs, equips and operates incinerators or other structures to be used in the solid waste
233 management system.

234 h) Adopts and enforces ordinances necessary for the conduct of the solid waste management system and
235 provides forfeitures for violations.

236 i) Contracts with private collectors or transporters or municipalities to receive and dispose of wastes.

237 j) Engages in, sponsors or co-sponsors research and demonstration projects intended to improve the
238 techniques of solid waste management or to increase the extent of reuse or recycling of materials and resources
239 included within the wastes.

240 k) Accepts funds derived from state or federal grant or assistance programs and enters into necessary
241 contracts or agreements.

242 l) Appropriates funds and levy taxes to provide funds for acquisition or lease of sites, easements, necessary
243 facilities and equipment and for all other costs required for the Solid Waste Management System except that no
244 municipalities which operates its own solid waste collection management program under Wis. Stat. 287.09(2)(a) or
245 waste collection and disposal facility or property therein shall be subject to any tax levied hereunder to cover the cost
246 of operation of these functions. Such appropriations may be treated as a revolving capital fund to be reimbursed from
247 proceeds of the system.

248 m) Makes payments to any municipality in which Winnebago County disposal sites or facilities are located to
249 cover the reasonable costs of services rendered to such sites or facilities.

250 n) Charges or assesses reasonable fees, approximately commensurate with the costs of services rendered
251 to persons using the services of the Winnebago County Solid Waste Management System. Fees may include a
252 reasonable charge for depreciation which shall create a reserve for future capital outlays for waste disposal facilities
253 or equipment. All assessments for liquid waste shall be assessed by volume.

254 o) Creates service districts which provides different types of solid waste collection or disposal services.
255 Different regulations and cost allocations may be applied to each service district. Costs allocated to such service
256 districts may be provided by general tax upon the property of the respective districts or by allocation of charges to the
257 municipalities whose territory is included within such districts.

258 p) Utilizes or disposes of by sale or otherwise any and all products or by-products of the solid waste
259 management system.

260 q) Imposes fees, in addition to the fees imposed under Wis. Stat. 289, upon persons who dispose of solid
261 waste at publicly owned solid waste disposal sites in Winnebago County for the purpose of cleaning up closed or
262 abandoned solid waste disposal sites within Winnebago County, subject to all of the following conditions:

- 263 1. The fees are based on the amount of solid waste that is disposed of by each person.
- 264 2. The fees may not exceed 20 percent of the amount that is charged for the disposal of the solid waste.
- 265 3. The effective date of the fees and any increase in the fees is January 1 and such effective date is at least
266 120 days after the date on which the board adopts the fee increase.
- 267 4. The cleanup of the site is conducted under the supervision of the department of natural resources.
- 268 5. The board may prevent the implementation of, or may terminate, fees imposed by the solid waste
269 management board.

270 Wis. Stat. 59.70(2)(3) and Winnebago County General Code 15.04.

271 **26.0 LEGISLATIVE COMMITTEE**

272 The Committee shall be composed of the Chairs of the Committees listed in Section 23.1 of these Rules **and**
273 **the Chair of the Winnebago County Solid Waste Management Board** as well as the County Board Chairperson, or
274 the Vice Chairperson in the absence of the County Board Chairperson.

275 The Legislative Committee reviews proposed federal and state legislation and administrative regulations
276 impacting Winnebago County and provides and informs area legislators and Wisconsin Legislative Committees of the

277 recommendations of the Winnebago County Board. The Committee reports its actions and any pertinent information
278 relating to legislation to the Winnebago County Board.

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280 Fiscal Note:

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Respectfully submitted by:

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JUDICIARY AND PUBLIC SAFETY COMMITTEE

284 Committee Vote:

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286 Vote Required for Passage: **Majority of Members Present**

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288 Approved by the Winnebago County Executive this ____ day of _____, 2023.

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Jonathan D. Doemel
Winnebago County Executive

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