

**AMENDED – see highlighted items below**

**WINNEBAGO COUNTY BOARD OF SUPERVISORS - 2ND ORGANIZATIONAL MEETING  
TUESDAY, JULY 21, 2020 @ 6:00 PM  
SUNNYVIEW EXPOSITION CENTER  
500 E. COUNTY ROAD Y, OSHKOSH  
AND  
~ ZOOM VIDEO CONFERENCE MEETING ~**

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

<https://us02web.zoom.us/j/89463731576>

**To join meeting by telephone (audio only), dial:**

**(312) 626 6799**

**When prompted, enter this Meeting ID No. 894 6373 1576**

The second Organizational Meeting of the Winnebago County Board of Supervisors will be held on Tuesday, July 21, 2020 at 6:00 p.m. at the Sunnyview Exposition Center, 500 E. County Road Y, Oshkosh and via ZOOM video and telephone conferencing as noted above.

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

- Roll call
- Pledge of Allegiance
- Invocation – Supervisor Susan Locke
- 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
  - Thank you notes from 2020 Scholarship Recipients:
    - Mallory Moen – St. Mary Catholic High School
    - Hailey Schmitz – Oshkosh West High School
    - Wesley Blashka – Neenah High School
  - Notices of Claims:
    - Betty Luzenski for time and materials for damage that occurred to her mailbox by a Winnebago County Highway Department snow plow
    - Tom Hanby for damage to his motorcycle due to gravel falling from a Winnebago County Highway Department truck
    - Terry Babcock for damages to his truck from improper sealing operation by the Winnebago County Highway Department
  - Resolution from Crawford County to conduct a countywide advisory referendum on creation of a nonpartisan procedure for the preparation of Legislative and Congressional redistricting plans and maps
  - Resolution from Dunn County to conduct a countywide advisory referendum on creation of a nonpartisan procedure for the preparation of Legislative and Congressional Redistricting Plans and Maps
  - Resolution from Waushara County to support the commitment to Veterans Support and Outreach (CVSO) Act
  - Resolution from Wood County requesting, “the State Senate to convene in “extraordinary session” to address the 13 “Water Bills” passed in the Assembly earlier this year”
  - Town of Omro response to May 19, 2020 Zoning Report No. 004 and Amendatory Ordinance No. 04-04-20 for Harve C. and Rene M. Ross
- Reports from Committees, Commissions & Boards
- Approval of June 16, 2020 Board Proceedings
- County Executive's Report
- County Executive's Appointments:
  - Advocap Board of Directors – Supervisor Larry Lautenschlager
  - Aging & Disability Resource Center Committee – Supervisor Nicole Neuhooff

- Aging & Disability Resource Center Committee reappointment – Kathryn Pfaendtner, 5710 St. Ives Road, Oshkosh
- Board of Adjustment – Sue Drexler, 2222 More Island, Oshkosh
- Board of Health – Supervisors Shiloh Ramos, Mike Norton, Rachel Youngquist, Thomas J. Egan and W. Thomas Ellis; Paula McNiel, 800 Algoma Blvd., Oshkosh; and David Allen Zerbe, 1031 Washington Avenue, Oshkosh
- Fox Valley Workforce Development Board, Inc. – Dale Walker, Fox Valley Technical College; Patti Andresen-Shew, Oshkosh Chamber of Commerce; Patty Milka, Milka Enterprises, LLC; and Mark Westphal, Fox Valley Area Labor Council
- Human Services Board – Supervisor Stephanie Spellman
- Industrial Development Board – Supervisors Jim Wise, Robert Keller and Robert Warnke
- Local Emergency Planning Commission – Supervisor Doug Zellmer
- County Board Chairman's Report
- County Board Chairman's Appointments:
  - Land Conservation Committee – Roger Zentner
  - Land Conversation Committee – Bruce Bohn
- Approval of the Committee on Committee Appointments
- The Board will recess to appoint committee officers

### **ZONING REPORTS & ORDINANCES**

No zoning reports or ordinances this month.

### **ORIENTATION SESSION**

- Explanation of the functions of the Corporation Counsel's Office and the Winnebago County Board of Supervisors' Ethics Handbook – Mary Anne Mueller, Corporation Counsel
- Personnel/Payroll Information – Michael Collard, Human Resources Director
- iPads and Supervisors' E-mail Account Information – Patty Francour, Information Systems Department

### **RESOLUTIONS**

***Please note the resolutions are not in numeric order. They are in the order requested by Chairman Ramos.***

- |                            |  |
|----------------------------|--|
| RESOLUTION NO. 034-072020: | Commendation for Thomas Davies<br>Submitted by:<br>PERSONNEL & FINANCE COMMITTEE<br><b>Vote Required: Majority of Those Present</b>  |
| RESOLUTION NO. 035-072020: | Commendation for Lynette Hein<br>Submitted by:<br>PERSONNEL & FINANCE COMMITTEE<br><b>Vote Required: Majority of Those Present</b>   |
| RESOLUTION NO. 043-072020: | Authorize Two-Year Contract with Baycom<br>Submitted by:<br>JUDICIARY & PUBLIC SAFETY COMMITTEE<br>PERSONNEL & FINANCE COMMITTEE<br><b>Vote Required: Two-Thirds of Membership</b>   |
| RESOLUTION NO. 044-072020: | Authorize Three-Year Land Records Life Cycle and Extension Contract with Fidlal Technologies<br>Submitted by:<br>JUDICIARY & PUBLIC SAFETY COMMITTEE<br>PERSONNEL & FINANCE COMMITTEE<br><b>Vote Required: Two-Thirds of Membership</b>  |
| RESOLUTION NO. 046-072020: | Authorize the Transfer of \$699,000 from Park View Health Center's Unrestricted Fund Balance to the Park View Health Center's Capital Project for the Construction Phase of an Ancillary Building to Serve as a Garage, Storage Space, and Training Facility<br>Submitted by:<br>PARK VIEW HEALTH CENTER COMMITTEE |

FACILITIES & PROPERTY MANAGEMENT COMMITTEE  
PERSONNEL & FINANCE COMMITTEE

**Vote Required: Two-Thirds of Membership**

RESOLUTION NO. 047-072020: Authorize the Transfer of \$40,000 from Park View Health Center's Unrestricted Fund Balance to the Park View Health Center's Capital Outlay Account to Purchase Two (2) New Neighborhood Doors

Submitted by:

PARK VIEW HEALTH CENTER COMMITTEE  
FACILITIES & PROPERTY MANAGEMENT COMMITTEE  
PERSONNEL & FINANCE COMMITTEE

**Vote Required: Two-Thirds of Membership**

RESOLUTION NO. 048-072020: Granting Exceptions to Human Resources Policy 17 – Vacation

Submitted by:

PERSONNEL & FINANCE COMMITTEE

**Vote Required: Majority of Those Present**

RESOLUTION NO. 045-072020: Enforce Policy on Excess Committee Days

PERSONNEL & FINANCE COMMITTEE

JUDICIARY & PUBLIC SAFETY COMMITTEE

**Vote Required: Majority of Those Present**

RESOLUTION NO. 036-072020: Amend 2020-2022 Rules of the Winnebago County Board of Supervisors Regarding Remote Meeting Option

Submitted by:

STEVEN LENZ, District 7

**Vote Required: Majority of Those Present**

RESOLUTION NO. 037-072020: Amend Section 7.1 of the Rules of the Winnebago County Board of Supervisors: Handling of Resolutions and Ordinances

Submitted by:

MICHAEL NORTON, District 20

**Vote Required: Majority of Those Present**

RESOLUTION NO. 038-072020: Amend Section 8.2 of the Rules of the Winnebago County Board of Supervisors: Handling of Resolutions and Ordinances

Submitted by:

MICHAEL NORTON, District 20

**Vote Required: Majority of Those Present**

RESOLUTION NO. 039-072020: Amend Section 22.1 of the Rules of the Winnebago County Board of Supervisors: Committee Meetings

Submitted by:

MICHAEL NORTON, District 20

**Vote Required: Majority of Those Present**

RESOLUTION NO. 040-072020: Create Section 23.2 of the Rules of the Winnebago County Board of Supervisors: Standing Committees

Submitted by:

MICHAEL NORTON, District 20

**Vote Required: Majority of Those Present**

RESOLUTION NO. 041-072020: Transfer Jurisdiction of Veterans Services and the Child Support Agency from the Judiciary and Public Safety Committee (Standing Committee) to the Human Services Board (Citizen-Involved Board)

Submitted by:

MICHAEL NORTON, District 20

**Vote Required: Majority of Those Present**

RESOLUTION NO. 042-072020: Create a Diversity Affairs Commission

Submitted by:

MICHAEL NORTON, District 20

STEPHANIE SPELLMAN, District 10

STEVEN BINDER, District 13

LARRY LAUTENSCHLAGER, District 19

TOM SNIDER, District 35

ANDY BUCK, District 24

**Vote Required: Majority of Those Present**

RESOLUTION NO. 049-072020 Adopt the Rules of the Winnebago County Board of Supervisors

Submitted by:

SHILOH RAMOS, District 5

**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 Session  
June 16, 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, JUNE 16, 2020**

Chairman Shiloh Ramos called the ZOOM virtual 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, Wise, Finch, Youngquist, Farrey, Rasmussen, Keller, Egan, Ellis, Snider and Joas.

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

**PUBLIC HEARING**

The following persons spoke in opposition to the Public Health Director Ordinance:

- Rachel Cabral-Guevara – 190 River Island Court, Appleton
- Calvin Lemieux – 9390 County Road H, Fremont
- Marcia Willming – 623 Fairview Avenue, Neenah
- Grant Stettler – 5875 Bonnie View Road, Oshkosh
- Bryan Staﬀord – 1132 Tullar Road, Neenah
- Eric Vlach – 404 Michigan Street, Oshkosh
- Kenna Nelson – 1385 Mason Street, Oshkosh
- Ed Hudak – 1207 Skyview Drive, Neenah

The following person spoke in support of the Public Health Director Ordinance:

- Pat Hallquist – 2030 Hazel Street, Oshkosh

The following person spoke in support of Zoning Report No. 003:

- Howard Wojahn – 8144 County Road M, Larsen

The following person spoke in regard to the new Airport Terminal Building:

- Albert Fisher – 100 Sunnyhill Avenue, Oshkosh

**COMMUNICATIONS and PETITIONS**

The following correspondence was presented to the board by Susan Ertmer, County Clerk:

- Thank you note from Regan Kraus – 2020 Scholarship Recipient
- Notices of Claims:
  - Notice of Claim from State Farm Mutual Automobile Insurance Company on behalf of Michael O. Cushman for damage to his vehicle was referred to the Personnel & Finance Committee.
  - Notice of Claim from Jilot Insurance Agency on behalf of Craig Kisser for damage to his vehicle's windshield was referred to the Personnel and Finance Committee.
  - Notice of Claim from Coralee Hanson for damage to her vehicle caused by flying debris being cleared off a county highway was referred to the Personnel and Finance Committee.
- Zoning Petition: Ryan and Amber Pheifer, Town of Clayton for zoning change from A-2 General Agriculture to R-1 Rural Residential for parcel no. 006-0015-03 was referred to the Planning & Zoning Committee.
- Resolution from Wood County - #20-5-8 – To support the 116<sup>th</sup> Congress Senate Bill 3020 and House of Representative Bill 5516 the "Commitment to Veterans Support and Outreach Act" (CVSO Act) was referred to the Legislative Committee.
- Letter from Matthew J. Olson, Town of Winchester Chairman, regarding rezoning of parcel no. 028-0768 from A2 to R1. Mr. Olson is requesting that the County Board deny the rezoning of this parcel.

**REPORTS FROM COMMITTEES, COMMISSIONS AND BOARDS**

Supervisor Farrey announced the Director of Land and Water, Tom Davies, will be retiring on July 2, 2020.

Supervisor Binder announced that the Community Gardens opened on May 27, 2020.

Supervisor Defferding toured the Winnebago County Jail to see their COVID-19 procedures. He was able to see how the new robot works for screening inmates.

Supervisor Egan announced that there will be a Legislative Committee meeting on June 22, 2020 at 8:30 a.m. at the Sunnyview Expo Center.

Supervisor Gabert commented on the letter from Mr. Olson regarding Howard Wojahn's parcel #028-0768.

Supervisor Gabert reported on happenings at the County Airport. Ground breaking for the new terminal is scheduled for July 25.

Motion by Supervisor Farrey and seconded by Supervisor Gordon to approve the proceedings from the May 19, 2020 business meeting. CARRIED BY VOICE VOTE.

## **COUNTY EXECUTIVE'S REPORT**

Executive Harris spoke in regard to the Public Health Director's powers. The State Legislature empowered County Health officers to issue health orders--the County Board or the County Executive do not have that power. This was done many years ago. The verbiage in the ordinance was taken from the State General Code and the Department of Health Services. Without changing this, no one in the County would have the authority to do anything regarding COVID-19.

## **COUNTY EXECUTIVE'S APPOINTMENTS**

### **Advocap Board of Directors**

County Executive, Mark Harris, asked for the Board's approval of his re-appointments of Supervisor Susan Locke and Supervisor Michael Norton to the Advocap Board of Directors. This is a three-year term which will expire May 31, 2023. Motion by Supervisor Schellenger and seconded by Supervisor Egan to accept. CARRIED BY VOICE VOTE.

### **Aging & Disability Resource Center Committee**

County Executive, Mark Harris, asked for the Board's approval of his correction to the re-appointment of Paul F. Janty, 1856 Doemel Street, Oshkosh to the Aging & Disability Resource Center Committee. This was printed as a six-year term which will expire May 31, 2026. It should be a three-year term which will expire May 31, 2023. Motion by Supervisor Gordon and seconded by Supervisor Lautenschlager to accept. CARRIED BY VOICE VOTE.

## **COUNTY BOARD CHAIRMAN'S REPORT**

Chairman Ramos reminded the board that July 21, 2020 will be the second organizational meeting of the Winnebago County Board. This meeting will be to approve committee on committee assignments and review, debate and change county board rules that have been brought forward. There will be presentations regarding County Board procedures.

Chairman Ramos announced that the Committee on Committees will meet on Thursday, June 25, 2020 at 10:00 a.m. at the JP Coughlin Building.

Chairman Ramos anticipates an additional county board business meeting might be needed at the beginning of August.

## **Presentation on Amending Sec. 11.08 of the General Code of Winnebago County regarding the County Health Officer – Mary Anne Mueller, Corporation Counsel; Doug Gieryn, Public Health Director**

Doug Gieryn, Public Health Director, updated and shared statistics regarding the COVID-19 virus with the board. Updates are available on the Winnebago County website on the Public Health page. Public Health has seen an increase in the 20 – 29 age range since "Safer at Home" was struck down. The Oshkosh-Neenah area was named #6 in the nation by the New York Times for the highest average daily growth rate of cases.

The statewide Safer at Home order was struck down because it did not comply with the state's rulemaking procedures; not because of its content. The decision only addressed Department of Health Services' authority in Wis. Stat. §252.02. That statute does not govern the authority of local health officers, which is separately set out in Wis. Stat. §252.03. Wisconsin Attorney General's opinion advised local order may not be enforceable unless a local ordinance is in place to permit enforcement. Institutions of Wisconsin State Government have determined that individual municipalities must take charge of managing enforcement of public health orders at a local level. The state legislature has indicated they will not take statewide action at this time and the outbreak response should be managed locally instead.

The purpose of the ordinance amendment would be to adopt the current state statute language at the local health department level. It would re-establish health department authority to enforce orders if necessary. The goal is to be the least restrictive as possible to adequately protect the public's health. This is not meant as a tool to shut down businesses. Wisconsin is moving into reopening phase orders.

If the amendment does not pass, there would be no way to enforce orders to help stop the spread of disease in an outbreak. If it is not passed, the state health department could take charge and expenses thus incurred shall be paid by the county or municipality. Director Gieryn stated that the Public Health Department would still provide services if the ordinance does not pass.

Ways in which Public Health is addressing COVID-19:

- Monitoring the State of COVID-19 Virus and other viruses in Winnebago County
- Making testing more available
- Increasing contact tracing capacity
- Maintaining availability of isolation and quarantine facilities as needed
- Working directly with businesses that have positive cases among their workforce

Pertinent information is available on the Winnebago County's website: [www.co.winnebago.wi.us/health](http://www.co.winnebago.wi.us/health).

Corporation Counsel, Mary Anne Mueller, commented on the Supreme Court decision addressing only Department of Health Services authority in Wis. Stat. §252.02. This ordinance references Wis. Stat. §252.03.



Language in the ordinance tracks Statute 252.03. The Public Health Director would have to report to the County Board.

Mr. Gieryn then took questions from the board.

### **ZONING REPORTS AND ORDINANCES**

Report No. 001 – Matthew J. and Megan J. Potratz – Town of Nekimi. Motion by Supervisor Keller and seconded by Supervisor Schellenger to approve. Vote on Report: AYES: 33; NAYES: 0; NOT RECORDED: 3 – Eisen, Locke and Warnke; ABSENT: 0. CARRIED.

- Amendatory Ordinance No. 06/01/20 – Rezoning from A-1/Agribusiness to A-2/General Agriculture for tax parcel no. 012-0399-01. Motion by Supervisor Keller and seconded by Supervisor Gabert to adopt. Vote on Ordinance: AYES: 33; NAYES: 0; NOT RECORDED: 3 – Locke, Neuhoof and Warnke; ABSENT: 0. CARRIED. (Effective Date: June 26, 2020)

Report No. 002 – Eileen E., Michael and Patrick Brennand; and Mary M. Wegener – Town of Algoma. Motion by Supervisor Buck and seconded by Supervisor Gabert to approve. Vote on Report: AYES: 33; NAYES: 0; NOT RECORDED: 3 – Finch, Locke and Powers; ABSENT: 0. CARRIED.

- Amendatory Ordinance No. 06/02/20 – Rezoning from R-1 Rural Residential and A-2/General Agriculture to R-1/Rural Residential for tax parcel nos. 002-0359-01 and 002-0359. Motion by Supervisor Buck and seconded by Supervisor Gabert to adopt. Vote on Ordinance: AYES: 32; NAYES: 0; NOT RECORDED: 4 – Borchart, Finch, Locke and Warnke. CARRIED. (Effective Date: June 26, 2020)

Report No. 003 – Howard Wojahn – Town of Winchester. Motion by Supervisor Joas and seconded by Supervisor Gabert to approve. Motion by Supervisor Eisen to refer back to the Planning & Zoning Committee. Motion died for lack of a second. Vote on Report No. 003: AYES: 29; NAYES: 3 – Eisen, Finch and Schorse; NOT RECORDED: 4 – Bolante, Brunn, Buck and Locke; ABSENT: 0. CARRIED.

- Amendatory Ordinance No. 06/03/20 – Rezoning from A-2/General Agriculture to R-1/Rural Residential for tax parcel no. 028-0768(p). Motion by Supervisor Joas and seconded by Supervisor Egan to adopt. Vote on Ordinance: AYES: 33; NAYES: 1 – Eisen; NOT RECORDED: 2 – Locke and Zellmer; ABSENT: 0. CARRIED. (Effective Date: June 26, 2020)

Report No. 004 – Judy A. & Richard L. Christianson - Town of Clayton. Motion by Supervisor Farrey and seconded by Supervisor Joas to approve. Vote on Report: AYES: 32; NAYES: 0; NOT RECORDED: 4 – Eisen, Farrey, Lautenschlager and Locke; ABSENT: 0. CARRIED.

- Amendatory Ordinance No. 06/04/20 – Rezoning from A-2/General Agriculture to R-1/Rural Residential for tax parcel no. 006-0519-03(p). Motion by Supervisor Farrey and seconded by Supervisor Joas to adopt. Vote on Ordinance: AYES: 34; NAYES: 0; NOT RECORDED: 2 – Finch and Locke; ABSENT: 0. CARRIED. (Effective Date: June 26, 2020)

### **RESOLUTIONS AND ORDINANCES**

#### **RESOLUTION NO. 021-062020: Commendation for Becky Sawicki**

WHEREAS, Becky Sawicki has been employed with the Winnebago County Sheriff's Department for the past twenty-six (26) years, and during that time has been a most conscientious and devoted County employee; and

WHEREAS, Becky Sawicki has now retired from those duties, and it is appropriate for the Winnebago County Board of Supervisors to acknowledge her years of service.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that sincere appreciation and commendation be and is hereby extended to Becky Sawicki for the fine services she has rendered to Winnebago County.

BE IT FURTHER RESOLVED that the Winnebago County Clerk send a copy of this Resolution to Becky Sawicki.

Submitted by:  
PERSONNEL & FINANCE COMMITTEE

Motion by Supervisor Rasmussen and seconded by Supervisor Ellis to adopt. Vote on Resolution: AYES: 32; NAYES: 0; NOT RECORDED: 4 – Bolante, Defferding, Nussbaum and Warnke. CARRIED.

#### **RESOLUTION NO. 022-062020: Commendation for Jonathan Phillip**

WHEREAS, Jonathan Phillip has been employed with the Winnebago County Department of Human Services for the past thirty-four (34) years, and during that time has been a most conscientious and devoted County employee; and

WHEREAS, Jonathan Phillip has now retired from those duties, and it is appropriate for the Winnebago County Board of Supervisors to acknowledge his years of service.



NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that sincere appreciation and commendation be and is hereby extended to Jonathan Phillip for the fine services he has rendered to Winnebago County.

BE IT FURTHER RESOLVED that the Winnebago County Clerk send a copy of this Resolution to Jonathan Phillip.

Submitted by:  
PERSONNEL & FINANCE COMMITTEE

Motion by Supervisor Rasmussen and seconded by Supervisor Ellis to adopt. Vote on Resolution: AYES: 33; NAYES: 0; NOT RECORDED: 3 – Bolante, Brunn and Locke; ABSENT: 0. CARRIED.

**RESOLUTION NO. 023-062020: Authorize a Transfer of \$24,410 from the Winnebago County Boat Trailer Parking Permit Fee Fund Balance to the Winnebago County Parks Professional Services Account for the Development of a Grundman Boat Landing Master Plan**

WHEREAS, Winnebago County is interested in providing quality recreational opportunities for visitors utilizing Winnebago County boat landings; and

WHEREAS, numerous citizens who use Grundman Boat Landing have reported that the traffic pattern design and the parking facilities at the site are both inadequate and sometimes hazardous to boaters who launch at the facility; and

WHEREAS, associated reports of vehicular problems at Grundman Boat Landing has resulted in Parks Department staff becoming more concerned with the increasing use of the boat landing over the past decade, as well as the likelihood that the improvements being made to County Highway A will promote further residential growth west of the road corridor which will only compound the aforementioned vehicular load problem; and

WHEREAS, in correcting the vehicular problems occurring at Grundman Boat Landing it is desirable for Winnebago County to develop a Master Plan for the property to not only serve in providing direction in upgrading the facility, but to also act as a platform for citizens to register their concerns and make recommendations for improving the site; and

WHEREAS, development of a Grundman Boat Landing Master Plan is required for Winnebago County to become eligible for cost sharing aid programs administered by the State of Wisconsin; and

WHEREAS, the Boat Trailer Parking Permit Fee Fund balance as of December 31, 2019, is \$195,224.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that it hereby authorizes a transfer of \$24,410 from the Winnebago County Boat Trailer Parking Permit Fee fund balance to the Winnebago County Parks Professional Services account for the development of a Grundman Boat Landing Master Plan.

Submitted by:  
PARKS & RECREATION COMMITTEE  
PERSONNEL & FINANCE COMMITTEE

Motion by Supervisor Konetzke and seconded by Supervisor Lautenschlager to adopt. Vote on Resolution: AYES: 32; NAYES: 0; NOT RECORDED: 4 – Finch, Locke, Neuhoﬀ and Norton. ABSENT: 0. CARRIED.

**RESOLUTION NO. 024-062020: Authorize the Public Health Department to Accept Reimbursements from the Wisconsin Department of Health and Human Services in the Amount of \$90,000, and Appropriate the Funds to COVID-19 Temporary Employee Expenses**

WHEREAS, the Winnebago County Public Health Department will receive reimbursements from the Wisconsin Department of Health and Human Services; and

WHEREAS, cases of COVID-19 continue to rise and have tripled to over 300 in the past few weeks; and

WHEREAS, testing and contact tracing are the first lines of defense when disease is spreading; and

WHEREAS, accepting the additional funding allows Public Health to hire additional support for this pandemic.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that it hereby authorizes the Winnebago County Public Health Department to accept reimbursements from the Wisconsin Department of Health and Human Services in the amount of \$90,000 and appropriate the funds to COVID-19 temporary employee expenses.

Submitted by:  
BOARD OF HEALTH  
PERSONNEL & FINANCE COMMITTEE

Motion by Supervisor Norton and seconded by Supervisor Egan to adopt. Vote on Resolution: AYES: 34; NAYES: 0; NOT RECORDED: 2 – Locke and Zellmer; ABSENT: 0. CARRIED.

**RESOLUTION NO. 025-062020: Amend the Table of Organization for Park View Health Center to Replace One Full-Time Equivalent Nurses Aide Position and Add One Full-Time CNA Coordinator Position**

WHEREAS, the current Table of Organization for Park View Health Center includes 98.4 full-time equivalent ("FTE") Nurses Aide positions; and

WHEREAS, there is a severe nationwide shortage of certified Nurses Aides, thus making it very difficult to keep Park View Health Center adequately staffed, and also making it very important to improve recruitment and retention efforts with regard to Nurses Aides; and

WHEREAS, onboarding and training of new employees at Park View Health Center is a primary responsibility of the Staff Development Coordinator, who currently does not have sufficient time to ensure a smooth and positive onboarding experience for the high volume of new employees, particularly Nurses Aides; and

WHEREAS, replacing one FTE Nurses Aide position, which will generally be vacant because of the shortage of such employees, with a full-time CNA Coordinator position, will provide a new position that is focused on assisting with new employees and serving as a mentor and a coach, thus contributing to better retention;

NOW, THEREFORE, BE IT RESOLVED, by the Winnebago County Board of Supervisors, that the Table of Organization for Park View Health Center is hereby amended, effective immediately, by deleting one FTE Nurses Aide position and adding one full-time CNA Coordinator position.

Submitted by:

PERSONNEL & FINANCE COMMITTEE

Motion by Supervisor Rasmussen and seconded by Supervisor Konetzke to adopt. Vote on Resolution: AYES: 33; NAYES: 0; NOT RECORDED: 3 – Finch, Locke and Neuhoff; ABSENT: 0. CARRIED.

**RESOLUTION NO. 026-062020: Authorize Payment of Shift Premiums for Highway Employees Doing Night Work on Highway 41**

WHEREAS, Highway Department employees will be performing maintenance work on Highway 41 this summer, and the State now requires such work to be done at night, when traffic volume is lower; and

WHEREAS, night work involves some increased risk to employees, as well as disruption of their personal schedules and sleeping habits; and

WHEREAS, a shift differential of \$2.00 per hour for such work is within the range of shift differentials we offer for some other employees in the County, such as RN's at Park View Health Center, and will provide a modest compensation to Highway Department employees engaged in this night work;

NOW, THEREFORE, BE IT RESOLVED, by the Winnebago County Board of Supervisors, that effective immediately shift premiums of \$2.00 per hour worked may be paid to Highway Department hourly employees for non-winter maintenance activities performed on Highway 41 between the hours of 8:00 p.m. and 5:00 a.m.

Submitted by:

PERSONNEL & FINANCE COMMITTEE

Motion by Supervisor Rasmussen and seconded by Supervisor Konetzke to adopt. Vote on Resolution: AYES: 34; NAYES: 0; NOT RECORDED: 2 – Bolante and Locke; ABSENT: 0. CARRIED.

**ORDINANCE NO. 028-062020: Amend Section 9.14 of the General Code of Winnebago County: Smoking in County Buildings**

WHEREAS, a core function of public health is policy development to ensure that the public interest is served by measures that are adopted.<sup>i</sup>

WHEREAS, a Health Focus Area of *Healthiest Wisconsin 2020* is tobacco use and exposure.<sup>ii</sup>

WHEREAS, commercial tobacco use is the single most preventable cause of death in the United States.<sup>iii</sup>

WHEREAS, tobacco still costs Wisconsin \$4.7 billion in health care and lost productivity.<sup>iv</sup>

WHEREAS, Wisconsin implemented its Clean Indoor Air Act in 2010, and since then e-cigarette types and brands have proliferated.<sup>v</sup>

WHEREAS, from 2014 to 2018 in Wisconsin, there was a 272% increase in e-cigarette use among middle school students and a 154% increase among high school students.<sup>vi</sup>

WHEREAS, in 2018, 29% of Winnebago County high school students reporting using an electronic vapor product in the past month, compared to 21% in 2016.<sup>vii</sup>

WHEREAS, nicotine found in tobacco products including e-cigarettes slows brain development in adolescents.<sup>viii</sup>

WHEREAS, the use of any non-cigarette tobacco product, including e-cigarettes, predicts smoking cigarettes a year later.<sup>ix</sup>

WHEREAS, two chemicals found in some e-cigarette flavors – diacetyl and 2,3-pentanedione – have been shown to cause irreparable lung disease.<sup>x</sup>

WHEREAS, the Wisconsin State Health Officer issued a Public Health Advisory in January 2019, to inform the public about the alarming statistics on current e-cigarette use among youth in Wisconsin.<sup>xi</sup>

WHEREAS, e-cigarette aerosol can contain potentially harmful chemicals, including nicotine, heavy metals, volatile organic compounds (VOCs), and ultrafine particulates.<sup>xii</sup>

WHEREAS, e-cigarette use increases airborne concentrations of particulate matter and nicotine in indoor environments compared with background levels.<sup>xiii</sup>

WHEREAS, the American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE), the international standards setting body and cognizant authority on ventilation and acceptable indoor air quality, has updated its recommended standard to include e-cigarette prohibition in smoke-free workplaces laws.<sup>xiv</sup>

WHEREAS, the City of Neenah and the City of Appleton have already incorporated electronic smoking devices into their clean indoor air laws.<sup>xv</sup>

WHEREAS, the updated definitions were provided by the Wisconsin Tobacco Prevention and Control Program and are considered best practice.

WHEREAS, definitions in Sections 9.14 and 9.31 should be consistent.

NOW, THEREFORE, THE WINNEBAGO COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS: Section 9.14 of the General Code of Winnebago County is hereby amended and shall read as follows:

#### 9.14 SMOKING IN COUNTY BUILDINGS

(1) Authority. This Section of the Code is adopted under the authority granted by §101.123(2), Wis. Stats.

(2) Definitions. As used in this Section.

(a) "Assisted Living Facility" means a community-based residential facility, as defined in §50.01(1g), Wis Stats, a residential care apartment complex, as defined in §50.01(6d), Wis Stats, or an adult family home as defined in §50.01(1)(b), Wis Stats.

(b) "Building" means any enclosed, indoor area of a structure owned by the County or any enclosed, indoor area of that part of a structure leased by the County.

(c) "County-owned" means any buildings, as defined in this Section, owned by the County.

(d) "County-leased" means any part of a building, as defined in this Section, which is leased by the County.

(e) *"Electronic smoking device" means any device that may be used to deliver any aerosolized or vaporized substance to the person inhaling from the device, including, but not limited to, an e-cigarette, e-cigar, e-pipe, vape pen, or e-hookah.*

(f) "Enclosed Indoor Area" means all space between a floor and a ceiling that is bounded by walls, doors, or windows, whether opened or closed, covering more than fifty percent (50%) of the combined surface area of the vertical planes constituting the perimeter of the area.

(g) "Entrance" means a doorway which gives direct access to a building from a contiguous street, plaza, sidewalk or parking lot, opened windows, and any building ventilation systems.

(h) "Smoking" means inhaling, exhaling, burning or carrying any lighted *or heated* cigar, cigarette, pipe, hookah, or any other lighted *or heated tobacco or plant product intended for inhalation* smoking equipment in any manner or in any form. *"Smoking" includes the use of an electronic smoking device which creates an aerosol or vapor, in any manner or in any form, or the use of any oral smoking device for the purpose of circumventing the prohibition of smoking in this Article.*

(i) "Sports Arena" means any stadium, pavilion, gymnasium, swimming pool, skating rink, bowling center, or other building where spectator sporting events are held.

(j) "Vehicle" means any automobile, truck, or other motorized piece of equipment owned, leased, or operated by the county.

(k) "Workplace" means any enclosed indoor area that employees normally frequent during the course of employment, including an office, a work area, an elevator, an employee lounge, a restroom, a conference room, a meeting room, a classroom, a hallway, a stairway, a lobby, a common area, a vehicle, a storage area, or an employee cafeteria. A private residence shall not be considered a place of employment unless it is used as a child care, adult day care, or health care facility.

(3) Smoking Prohibited.

(a) No person shall smoke in any County-owned or County-leased building, work place or vehicle at any time.

(b) Smoking is prohibited within all sports arenas on county-owned or county-lease property.

(c) Smoking is prohibited within twenty (20) feet of any entrance of a county-owned or county-leased building, sports arena or workplace.

(d) No person shall smoke within the building or the campus area of Park View Health Center.

1. The "campus of Park View Health Center" shall be defined for the purpose of this ordinance as those areas, both indoors and outdoors, falling within the perimeter of the campus boundary surrounding the skilled nursing facility building at Park View Health Center, as is indicated in Exhibit "A", attached.

- (4) Exceptions. The prohibition in Subsection (3) shall not apply to the following structures or the following areas:
- (a) County-owned or County-leased residential rooms in assisted living facilities, which are designated smoking as defined in §§101.123(3)(i) and 101.123(3)(j), Wis. Stats.
  - (b) Private residences in buildings owned or leased by the Winnebago County Housing Authority, unless the building is otherwise designated as smoke free.
  - (c) Outside smoking areas, designated as such by the County Executive after conferring with the County Health Director, upon county-owned and leased property and sports arenas.
- (5) Responsibilities. The County shall post signs prohibiting smoking at least twenty (20) feet from the public entrance of County-owned and County-leased buildings, sports arenas, and work places. The signs shall be:
- (a) of uniform dimensions and other characteristics required under §101.123(2m), Wis. Stats., specified by §101.123(6), Wis. Stats.
  - (b) be posted at doorway entrances of county-owned and county-leased buildings, sports arenas and work places.
- (6) Penalties and Enforcement.
- (a) Any person who shall violate any provision of this Section of the Code shall, upon conviction thereof, forfeit \$100.00, together with the costs of prosecution and in default of payment of such forfeiture and costs of prosecution.
  - (b) Citations may be issued for violations of this Section of the General Code as provided for in Section 25.04(4) of the General Code of Winnebago County.
- (7) 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 Norton and seconded by Supervisor Konetzke to adopt. Vote on Ordinance: AYES: 34; NAYES: 0; NOT RECORDED: 2 – Bolante and Locke; ABSENT: 0. CARRIED

**ORDINANCE NO. 029-062020:                      Amend Section 9.31 of the General Code of Winnebago County:  
Prohibition of Smoking in Certain Places**

WHEREAS, a core function of public health is policy development to ensure that the public interest is served by measures that are adopted.<sup>xvi</sup>

WHEREAS, a Health Focus Area of *Healthiest Wisconsin 2020* is tobacco use and exposure.<sup>xvii</sup>

WHEREAS, commercial tobacco use is the single most preventable cause of death in the United States.<sup>xviii</sup>

WHEREAS, tobacco still costs Wisconsin \$4.7 billion in health care and lost productivity.<sup>xix</sup>

WHEREAS, Wisconsin implemented its Clean Indoor Air Act in 2010, and since then e-cigarette types and brands have proliferated.<sup>xx</sup>

WHEREAS, from 2014 to 2018 in Wisconsin, there was a 272% increase in e-cigarette use among middle school students and a 154% increase among high school students.<sup>xxi</sup>

WHEREAS, in 2018, 29% of Winnebago County high school students reporting using an electronic vapor product in the past month, compared to 21% in 2016.<sup>xxii</sup>

WHEREAS, nicotine found in tobacco products including e-cigarettes slows brain development in adolescents.<sup>xxiii</sup>

WHEREAS, the use of any non-cigarette tobacco product, including e-cigarettes, predicts smoking cigarettes a year later.<sup>xxiv</sup>

WHEREAS, two chemicals found in some e-cigarette flavors – diacetyl and 2,3-pentanedione – have been shown to cause irreparable lung disease.<sup>xxv</sup>

WHEREAS, the Wisconsin State Health Officer issued a Public Health Advisory in January 2019, to inform the public about the alarming statistics on current e-cigarette use among youth in Wisconsin.<sup>xxvi</sup>

WHEREAS, e-cigarette aerosol can contain potentially harmful chemicals, including nicotine, heavy metals, volatile organic compounds (VOCs), and ultrafine particulates.<sup>xxvii</sup>

WHEREAS, e-cigarette use increases airborne concentrations of particulate matter and nicotine in indoor environments compared with background levels.<sup>xxviii</sup>

WHEREAS, the American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE), the international standards setting body and cognizant authority on ventilation and acceptable indoor air quality, has updated its recommended standard to include e-cigarette prohibition in smoke-free workplaces laws.<sup>xxix</sup>

WHEREAS, the City of Neenah and the City of Appleton have already incorporated electronic smoking devices into their clean indoor air laws.<sup>xxx</sup>

WHEREAS, the updated definitions were provided by the Wisconsin Tobacco Prevention and Control Program and are considered best practice.

WHEREAS, definitions in Sections 9.14 and 9.31 should be consistent.



NOW, THEREFORE, THE WINNEBAGO COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS: Section 9.31 of the General Code of Winnebago County is hereby amended and shall read as follows:

**9.31 PROHIBITION OF SMOKING IN CERTAIN PLACES**

- (1) Authority: This ordinance is adopted pursuant to that authority provided by §101.123(4m), Wis Stats.
- (2) Section 101.123, Wis Stats, Incorporated by Reference: §101.123, Wis Stats, to the extent such statutory section requires any act be performed/prohibited, is hereby adopted and herein by reference made a part of this section of the General Code of Winnebago County as if fully set forth herein. Any act required to be performed or prohibited by §101.123, Wis Stats, is required/prohibited by this section of the Code.
- (3) Definitions: The following definitions shall apply instead of the definition found in state statutes.
  - (a) "Electronic smoking device" means any device that may be used to deliver any aerosolized or vaporized substance to the person inhaling from the device, including, but not limited to, an e-cigarette, e-cigar, e-pipe, vape pen, or e-hookah.
  - (b) "Smoking" means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, hookah, or any other lighted or heated tobacco or plant product intended for inhalation in any manner or in any form. "Smoking" includes the use of an electronic smoking device which creates an aerosol or vapor, in any manner or in any form, or the use of any oral smoking device for the purpose of circumventing the prohibition of smoking in this Article.
- (4) Penalty: Any person who violates any provision of this section of the Code shall be subject to forfeitures of no less than \$100.00 but no greater than \$250.00 as is set forth in §101.123(8), Wis Stats.
- (5) Applicability: The provisions of this ordinance shall apply in all unincorporated areas of Winnebago County.
- (6) 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 Norton and seconded by Supervisor Konetzke to adopt. Motion by Supervisor Farrey and seconded by Supervisor Konetzke to refer back to the Board of Health regarding language in Section 9.31(3)(a-b).  
Vote to Refer Back: AYES: 9 – Albrecht, Binder, Defferding, Egan, Farrey, Finch, Gabert, Konetzke and Snider;  
NAYES: 26; NOT RECORDED: 1 – Locke; ABSENT: 0. FAILED.

Vote on Ordinance: AYES: 29; NAYES: 6 – Albrecht, Binder, Defferding, Farrey, Gabert and Snider; NOT RECORDED: 1 – Locke; ABSENT: 0. CARRIED.

**RESOLUTION NO. 030-062020: Support the Commitment to Veterans Support and Outreach (CVSO) Act**

WHEREAS, the number of veteran suicides continues to rise nationwide. Approximately fourteen (14) of the twenty (20) veterans who die by suicide each day are not under the care of the Department of Veterans Affairs (VA). We must undertake a national approach to identify these veterans and where they live; and

WHEREAS, County Veterans Service Officers (CVSOs) are normally the first point of contact when a veteran transitions from active duty status to civilian life. CVSOs provide assistance on a wide range of benefits, including service-connected benefits, enrollment in the VA health care system, VA home loans, VA education benefits, and assistance with job placement where available; and

WHEREAS, transitioning veterans are not always aware of benefits they may be eligible for, and CVSOs are often the first to inform veterans of these available benefits; and

WHEREAS, CVSOs are employed by counties and are nationally accredited to prepare, present, and prosecute these claims on behalf of veterans; and

WHEREAS, there is no direct federal funding currently available for CVSOs and TVSOs (Tribal Veterans Service Officers); and

WHEREAS, there is legislation currently pending in both houses of Congress, known as the "Commitment to Veteran Support and Outreach Act (SB-3020 / AB-5516)", which would authorize the Secretary of Veterans Affairs to enter into contracts with the individual states, or to award grants to states to promote health and wellness, help prevent veteran suicide, and improve outreach to veterans; and

WHEREAS, the CVSO Act would provide for \$50 Million annually for five (5) years to expand outreach and support CVSOs, TVSOs, or similar entities who currently assist veterans in obtaining over \$50 Billion annually; and

WHEREAS, Winnebago County has been a front-runner in working with our federal legislators in the development and presentation of said legislation since 2017.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that it hereby supports this pending legislation in both houses of Congress, known as the "Commitment to Veteran Support and Outreach Act (SB-3020 / AB-5516)" that authorizes the Secretary of Veterans Affairs to enter into contracts or award grants directly to individual states to help prevent suicide, and to promote the health and wellness and improve outreach to veterans.

BE IT FURTHER RESOLVED by the Winnebago County Board of Supervisors that it directs the Winnebago County Clerk to forward a copy of this Resolution to all other Wisconsin counties, the Winnebago County Veterans Service Officer, all tribal veterans service officers, the Secretary of the Wisconsin Department of Veteran Affairs, the National Association of Counties (NACo), Veterans and Military Services Committee, the National Association of County Veterans Service Officers (NAVCVSO), the County Veterans Service Officers Association of Wisconsin (CVSOA-WI), and the Wisconsin State Association of County Veterans Service Commissions (WSACVSC)

Submitted by:  
VETERANS SERVICE COMMISSION

Motion by Supervisor Snider and seconded by Supervisor Konetzke to adopt. Vote on Resolution: AYES: 34; NAYES: 0; NOT RECORDED: 2 – Locke and Schellenger; ABSENT: 0. CARRIED.

**RESOLUTION NO. 031-062020: Authorize Payment of Excess Committee Days (April 1, 2019 through March 31, 2020)**

WHEREAS, §59.13(2)(b), Wis Stats, provides that in counties with a population of 25,000 persons or more, the Board of Supervisors may, by a two-thirds vote of the members present, increase the number of days for compensation and mileage that may be paid in any year and fix the compensation for each additional day or portion thereof; and

WHEREAS, your undersigned Committee recommends that a per diem payment be made to those committee members who have committee days in excess of thirty (30) days for the period between April 1, 2019, through March 31, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that it hereby approves a per diem compensation for persons serving on committees for more than thirty (30) days as is shown in the attached report, which is hereby made a part of this Resolution, for the period of April 1, 2019, through March 31, 2020.

Submitted by:  
PERSONNEL & FINANCE COMMITTEE  
JUDICIARY & PUBLIC SAFETY COMMITTEE

Motion by Supervisor Rasmussen and seconded by Supervisor Farrey to adopt. Vote on Resolution: AYES: 28; NAYES: 5 – Gabert, Joas, Neuhoﬀ, Rasmussen and Wingren; NOT RECORDED: 2 – Bolante and Locke; ABSENT: 0. CARRIED.

**RESOLUTION NO. 032-062020: Declare June as “Pride Month in Winnebago County”**

WHEREAS, Winnebago County supports the right of every citizen to experience equality and freedom from discrimination; and

WHEREAS, all people regardless of age, gender identity, race, ethnicity, religion, marital status, national origin, sexual orientation, or physical abilities have the right to be treated on the basis of their intrinsic value as human beings; and

WHEREAS, in January 2019 the Williams Institute at the UCLA School of Law reported that 3.8 percent of the population of Wisconsin identifies as LGBTQ+; and

WHEREAS, assuming that state statistics hold true locally, and 3.8 percent of Winnebago County residents identify as being LGBTQ+, they represent one of the larger minority/marginalized groups in the County; and

WHEREAS, June 28, 2019, marked the 50<sup>th</sup> anniversary of the “Stonewall Uprising,” a turning point in the struggle for civil rights of the LGBTQ+ community; and

WHEREAS, in 1982, Wisconsin was the first state to ban discrimination based on sexual orientation in employment, housing, education, credit, and all public accommodations. Governor Lee S. Dreyfus said “It is a fundamental tenet of the Republican Party that government ought not intrude in the private lives of individuals where no state purpose is served, and there is nothing more private or intimate than who you live with and who you love”; and

WHEREAS, we recognize that diversity and inclusiveness is key to the future economic and social success of Winnebago County; and

WHEREAS, we recognize and embrace the responsibility for Winnebago County to set a positive example for the community in ensuring that our employment practices and work environments are respectful of all people, regardless of age, gender identity, race, color, religion, marital status, national origin, sexual orientation, and/or physical challenges.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that the month of June shall be proclaimed as “Pride Month in Winnebago County,” starting with June 2020 and for every year thereafter, when all Winnebago County residents are invited to reflect on ways that we can live and work together with a commitment to mutual respect and understanding.

BE IT FURTHER RESOLVED by the Winnebago County Board of Supervisors that the Winnebago County Executive is hereby directed to evaluate Winnebago County Government's employment policies/practices and facilities/work environments to ensure that they meet the County's expectation of being open and inclusive to people who identify as LGBTQ+.

Submitted by:  
BRIAN DEFFERDING, District 6  
JULIE GORDON, District 17  
MICHAEL NORTON, District 20

Motion by Supervisor Defferding and seconded by Supervisor Konetzke to adopt. Vote on Resolution: AYES: 22; NAYES: 9 – Albrecht, Borchart, Brunn, Ellis, Finch, Joas, Nussbaum, Rasmussen and Wise; NOT RECORDED: 2 – Gabert and Locke; ABSENT: 0. CARRIED.

**RESOLUTION NO. 033-062020: Request Sheriff to Read Declaration of Independence on Courthouse Steps on July 4, 2020**

WHEREAS, the Continental Congress, by a Declaration of Independence, dated July 4, 1776, declared the inhabitants of New Hampshire, Massachusetts, Rhode Island, Connecticut, New York, New Jersey, Pennsylvania, Delaware, Maryland, Virginia, North Carolina, South Carolina and Georgia, were no longer colonial subjects to be exploited arbitrarily by servants of the King and Parliament of Great Britain, but now were free citizens of their own territories, and that free citizens should constitute the governments for those territories; and

WHEREAS, the Continental Congress provided that same day, by orders of their House, that their Declaration should be proclaimed aloud and published to the free citizens of the territories represented in their Congress; and

WHEREAS, responsible citizens were notified of the Declaration by sheriffs who proclaimed it on the courthouse steps, by clergymen who read it from their pulpits, and by printers who printed it in their gazettes; and

WHEREAS, the Continental Congress thus initiated a process that has created the Constitutions and state governments of our Union including the Constitution and government of the State of Wisconsin.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that it hereby requests Sheriff John Matz to read the Declaration of Independence from the steps of the Winnebago County Courthouse at 8:00 a.m. on the morning of July 4, 2020, as this was the custom in the early history of our country.

BE IT FURTHER RESOLVED by the Winnebago County Board of Supervisors that we ask Sheriff John Matz to read the document without further comment or speech. This event is intended for those present to hear the words of the Declaration as we begin to celebrate our Day of Independence. (Social distancing and masks will be respectfully maintained.)

Submitted by:  
JUDICIARY & PUBLIC SAFETY COMMITTEE

Motion by Supervisor Wingren and seconded by Supervisor Ellis to adopt. Motion by Supervisor Schellenger and seconded by Supervisor Snider to amend Line 8 to read as follows: "exploited arbitrarily by servants of the King and Parliament of Great Britain, but now some were free citizens of their own territories,". Vote on Amendment: AYES: 21; NAYES: 14 – Albrecht, Borchart, Brunn, Egan, Eisen, Ellis, Farrey, Gabert, Keller, Konetzke, Rasmussen, Schorse, Warnke and Wingren; NOT RECORDED: 1 – Locke; ABSENT: 0. CARRIED. Vote on Resolution: AYES: 35; NAYES: 0; NOT RECORDED: 1 – Locke; ABSENT: 0. CARRIED.

Motion by Supervisor Albrecht and seconded by Supervisor Konetzke to adjourn until the July 21, 2020 business meeting at 6:00 p.m. The meeting was adjourned at 10:22 p.m.

Submitted by:  
Julie A. Barthels  
Winnebago Deputy County 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 June 16, 2020.

Julie A. Barthels  
Winnebago Deputy County Clerk



## **2020-2022 RULES OF THE WINNEBAGO COUNTY BOARD OF SUPERVISORS**

### **1.0 TIME AND MEETING PLACE**

**1.1** The meetings of the County Board shall be held in the Board of Supervisors' Room at 6:00 p.m. on the third Tuesday of the month. When an election falls on the third Tuesday of the month, the County Board meeting shall be held on the fourth Tuesday of the month. This Rule may be waived by the County Board Chairperson as a result of a local, state, or national declared emergency.

**1.2** The Board shall be in continuous session from day to day until adjournment to a day certain or sine die.

### **2.0 ORIENTATION MEETING**

**2.1** Orientation Meeting information shall be presented every two years following the election of a new county board. The Chair shall present an orientation meeting with an explanation of the work of the Board and the manner in which it functions, the appointment of committee membership, the projects of various departments, long-range planning, and the status of various projects of the Board. He/she may ask for the help of the committee chairs or department heads in making such explanation.

**2.2** The County Clerk shall make an explanation of procedure and the manner in which votes are taken and in particular the method of use of the electronic voting machine.

**2.3** The Corporation Counsel shall also address the Board on the functions of his office, and shall present the ETHICS HANDBOOK.

**2.4** The Personnel Director will explain the personnel forms required by that office.

**2.5** The Chair of the Judiciary & Public Safety Committee will explain the County Board rules.

### **3.0 ORGANIZATION MEETING**

**3.1** At the statutory Organization Meeting to be held in April of even-numbered years, it shall be the duty of the County Clerk to call the County Board to order. The Clerk shall call the roll and establish presence of a quorum and proceed with the preliminary ceremonies.

**3.2** No resolutions or ordinances shall be considered at the Organization Meeting, except those relating to rules.

**3.3** A quorum being present, the Board shall proceed to the election of the Chair and Vice Chair. Election of the Chair and Vice-Chair shall be by a majority vote of those members present. Should no supervisor gain a majority vote of those members present for either position, the lowest vote-getter shall be deleted from each subsequent ballot until only two candidates for the position remain on the ballot.

**3.4** The Chair shall appoint a Committee on Committees to advise the Chair in selection of committee members. The Committee on Committees shall consist of five (5) Board members. The Committee on Committees shall, when making recommendations for committee assignments, make every effort to distribute committee assignments between supervisors, keeping in mind varying levels of responsibility and time commitments related to various committee assignments.

**3.5** The proposed rules of the new Board shall be made available to the Board membership prior to the Organization Meeting.

**3.6** There shall be an explanation of the present and proposed rules of the County Board.

**3.7** The proposed rules of the Board shall be presented and rules adopted at the Organization Meeting of even-numbered years by a majority vote.

**3.8** The Rules of the Board shall be amended during the two-year period only by a two-thirds vote of those present at a meeting, except at the Annual Organization Meeting, at which time a majority of those present shall rule. This Rule may be waived by the County Board Chairperson as a result of a local, state, or national declared emergency.

**3.9** After the adoption of the Rules of the Board and other activities as noted in 3.0 through 3.8, the County Board Chairman may make interim appointments to County Board Committees, pending the recessed Organization Meeting, if the business of government so requires. The Board shall recess that Organization Meeting to the following Tuesday.

**3.10** The Board, as the first order of business at the recessed meeting of the Organization Meeting shall officially approve all committee members by a majority vote of those present.

**3.11** At the first regular session following the Organization Meeting, all members of each committee shall then meet for one-half hour to select committee officers and then report the results of such elections to the Board as a whole.

**3.12** Any committee may, if the Committee membership so decides, postpone election of committee officers for not more than one month.

**3.13** Between Organization meetings, should a vacancy occur, or the need arises to adjust a standing committee, then the County Board Chair shall make appointments to fill the vacancy.

**3.14** Between the Organization Meeting and the first regular session, the Chair shall be authorized to conduct an emergency committee meeting with any of the former members of that committee.

### **4.0 BUDGET SESSION/ANNUAL MEETING**

**4.1** The procedures to be followed during the budget session and calendar year (except as stated in 4.2, 4.3 and 4.4) shall be:

1. Open each meeting during the budget session with time allowed for a public hearing.

**4.2** The first public hearing, as required by law, on the proposed annual budget shall be held at 6:00 p.m. or as soon as possible thereafter on the date selected.

**4.3** The Finance Director shall report to the Board any errors in the budget. The corrections shall be made prior to the presentation of any amendments. The Board shall by a majority vote accept the report of the Finance Director to correct the errors in the Budget.

**4.4** Proposed changes in the Annual Budget shall be submitted in the form of amendments to the resolution.

**4.5** After all proposed amendments to the Budget Resolution have been considered by the Board, the Budget Resolution, as amended, shall be voted upon by the Board.

## **5.0 POWERS OF CHAIR AND VICE-CHAIR**

**5.1** The Chair of the County Board, or in his/her absence the Vice-Chair, shall take the Chair at the hour to which the Board may from time to time stand adjourned, or recessed, or continued, call the Board to order and direct the calling of the roll by the Clerk.

**5.2** In absence of both the Chair and Vice-Chair, the County Clerk shall preside until a Chair Pro-Tem is elected.

**5.3** The Chair shall be responsible for the preparation and order of the written agenda of the County Board as assisted by the County Clerk and Corporation Counsel.

**5.4** The Chair shall act as ex officio member of all committees of the County Board and, as ex officio committee member, shall have power to vote in such committee only in the absence of one or more committee members. The Chair may delegate this power to the Vice-Chair.

**5.5** The Chair shall receive \$5,000 per year, plus per diem. The Vice-Chair shall receive \$1,500 per year, plus per diem.

**5.6** The Chair shall receive all requests and communications not specifically addressed to any committee or official of the County and refer such matter to the appropriate committee or official.

**5.7** The Chair shall be entitled to vote on all questions before the Board.

**5.8** When the Chair wishes to participate in the debate on a matter before the Board, the Chair shall relinquish the Chair to the Vice Chair (if the Vice Chair has or wishes to participate in the debate, then any Supervisor not participating in the debate shall be selected, by the Chair, to act as Chair until the matter is resolved by the Board) prior to participating in the debate, except at the Organizational meeting.

**5.9** The County Board Chair shall advise, by mail, all members of the Board of the Chair's recommendations for Committee membership.

**5.10** The Chair's appointment to fill a County Board vacancy shall be listed in the written agenda.

**5.11** The Chair's appointment to fill a County Board vacancy shall be made not later than 60 days after the vacancy occurs.

## **6.0 ORDER OF BUSINESS**

**6.1** The Order of Business shall be as follows:

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance to the Flag
- D. Prayer
- E. Approval and correction of minutes of the previous meeting
- F. Communications, Petitions, Memorials, Accounts, Etc.
- G. Reports of Committee, Commissions and Boards
- H. Adopt Written Agenda
- I. Public Comments
- J. Report of the County Executive (optional)
- K. Confirmation of County Executive and County Board Chair appointments
- L. County Board Chair's Report
- M. Presentation of Resolutions and Ordinances previously tabled or laid over to a day certain, and disposition of same
- N. Presentation of new Resolutions and Ordinances and disposition of same
- O. Consideration of miscellaneous business
- P. Adjournment

**6.2** The Roll Call shall be made by use of the voting machine, or in the event of malfunction, by roll call of the County Clerk.

**6.3** Monthly Reports of Committees, Commissions and Boards of the County Board may be made in writing, said reports to be included in the agenda packet mailed, or otherwise delivered, to each Board Member.

**6.4** Public comments will be heard by the Board at an appropriate time in the agenda. The Chair, within his or her discretion, may set a time limit on speakers when necessary.

**6.5** Public comments will be heard by the Board on any matter over which this body has jurisdiction, including, but not restricted to, those Resolutions and Ordinances on the adopted agenda for that meeting. If a member of the public raises a subject that does not appear on the meeting agenda, however, no substantive discussion of that subject shall take place by the Board, and any extensive deliberation regarding that subject shall be deferred to a later meeting so that more specific notice may be given by placing the subject on the agenda. In addition, the Board shall not take any formal action on a subject raised in the public comment period, unless that subject is also identified in the meeting agenda.

**6.6** A supervisor who is permanently leaving a board meeting prior to adjournment shall inform the Chair or the County Clerk of that fact prior to leaving the meeting.

## **7.0 HANDLING OF RESOLUTIONS AND ORDINANCES**

- 7.1** Every written resolution shall be prepared in block form and shall be as concise as possible and shall have attached to it the name of the Committee, Commission or Board and/or the names of the Supervisor(s) introducing it.
- 7.2** All resolutions that come from Committees, Commissions or Boards shall show the vote of that Committee, Commission or Board.
- 7.3** All items to be acted upon by the Board which are included on the adopted agenda may be referred to by the title and number and need not be read by the Clerk unless requested by a Supervisor.
- 7.4** Every motion or amendment shall be reduced to writing if requested by a Supervisor.
- 7.5** Every resolution having monetary implications shall have a fiscal note attached or included, and, if applicable, shall contain a cost/benefit analysis.
- 7.6** Any Committee of Jurisdiction may submit to the County Board a request which has been rejected by Personnel and Finance Committee. However, this request resolution must have a two-thirds affirmative vote of the County Board membership for adoption except at the County Board Annual Budget Session.
- 7.7** Any resolution that is presented for the purpose of expressing support, opposition, or the desire for initiation of any state or federal legislation shall require a three-fourths vote of those members present for passage.

## **8.0 WRITTEN AGENDA**

- 8.1** Under the direction of the County Board Chair, the County Clerk, with the help of the Corporation Counsel, is hereby authorized and instructed to prepare a written Agenda for each meeting of the County Board.
- 8.2** For an item to be printed on the agenda, it must be presented to the County Clerk's Office no later than Monday noon of the week prior to the Board meeting.
- 8.3** This Agenda, along with appropriate attachments, shall be mailed or otherwise deposited for delivery at least seven days before the Board meeting.
- 8.4** After the Agenda has been mailed, an item may be added and an Amended Agenda sent out only if there would be a negative monetary impact to the County if it waited until the next meeting of the County Board. If waiting until the next County Board meeting would not negatively impact the County, the item must wait until the next meeting.
- 8.5** This Agenda and attachments shall be furnished to any person so requesting it from the County Clerk.
- 8.6** A copy of the agenda shall also be mailed to all Town Clerks, Village Clerks and City Clerks.
- 8.7** All items not appearing on the written Agenda or not delivered with the Agenda shall be out of order and shall not be considered by the Board at the particular meeting.
- 8.8** Any item on the Agenda for consideration by the Board may be withdrawn at any time before action is taken on it, but only by its sponsor or if sponsored by a committee, the Committee Chair or a designated alternate in his/her absence.
- 8.9** In the event of withdrawal of any item as per 8.8, the Chair will announce the withdrawal and the name of the sponsor or Committee Chair withdrawing it. Co-sponsored resolutions may only be withdrawn upon the concurrence of all sponsors or Committee Chair.
- 8.10** Special orders of business may be scheduled by the County Board Chair for presentation to the County Board on the 1st Tuesday of the months of January, March, May, July and September. Announcement of these special meetings shall be made by the County Board Chair at the regularly scheduled County Board Meetings held the 3rd Tuesdays of the months of December, February, April, June and August.
- 8.11** Any capital expenditure (improvement project) to be considered by the County Board at any session other than at the budget session, the estimated cost of which is in excess of \$50,000.00, shall require presentation by the committee or the supervisor(s) sponsoring the resolution on behalf of said expenditure at a prior meeting of the County Board before consideration of any appropriation resolution by the County Board.

## **9.0 DEFINITIONS**

- 9.1** Agenda: The formal listing of Resolutions and Ordinances to be considered at a meeting of the County Board.
- 9.2** Memorials: Something in a speech, ceremony or written document that commemorates recognition of a person, place or occurrence.
- 9.3** Motion: The formal mode in which a member submits a proposed measure or resolution for the consideration and action of the committee, commission or board.
- 9.4** Resolution: A written, proposed matter for the consideration and action of the County Board. Upon approval, a resolution is a decision made by the County Board for a definite purpose.
- 9.5** Ordinance: A law set forth by a governmental authority, a municipal regulation.
- 9.6** Petition: A formal written document embodying a request of action to be taken by the Winnebago County Board or one of its agencies or departments.
- 9.7** Policy: As used in these Rules, a policy is a general principle established by the Winnebago County Board of Supervisors to guide the management of Winnebago County government.
- 9.8** Meeting: A meeting is a single official gathering of the members of the Winnebago County Board of Supervisors to transact business for a length of time during which there is no cessation of proceedings and the members do not separate, unless for a recess, and may last from a few minutes to several hours.
- 9.9** Session: A session of the Winnebago County Board of Supervisors is a meeting or series of connected meetings devoted to a single order of business, program, agenda or announced purpose, in which, when there is more than one meeting each succeeding meeting is scheduled with a view towards continuing business at the point where it was left off at the previous meeting.
- 9.10** Special Orders of Business Meeting: A meeting other than the regular County Board monthly meeting, Organizational Meeting or Budget Meeting only to be called by Chair.

**9.11** Recess: A recess is a short intermission within a meeting which does not end the meeting or destroy its continuity as a single gathering of the Winnebago County Board of Supervisors and after which proceedings are immediately resumed at the point where they were interrupted.

**9.12** Veto: The refusal of assent by the County Executive to a resolution or ordinance passed by the County Board.

**9.13** Partial Veto: The refusal of assent by the County Executive to any portion of a resolution or ordinance passed by the County Board which contains an appropriation.

**9.14** Veto Over-Ride: A vote by two-thirds of the members elect (36) to pass a resolution or ordinance, or part thereof, which has been vetoed or partially vetoed by the County Executive and has been reconsidered by the County Board.

## **10.0 PRIVILEGE OF SPEAKING**

**10.1** Every member previous to speaking shall be recognized by the Chair. When two or more members desire to speak, the Chair shall designate the order of speaking.

**10.2** No member shall speak more than twice on the same question without leave of the Board, except to answer questions from the Chair or the Floor. The Chair must enforce this rule when a violation is called to the attention of the Chair.

## **11.0 VOTING AND ROLL CALL**

**11.1** A vote on every question shall be taken by ayes, nays, or abstentions, and shall be recorded in the records of the proceedings.

**11.2** A unanimous oral vote shall be considered and recorded as an affirmative unanimous roll call vote.

**11.3** A tie vote on any question shall indicate that question is lost.

**11.4** The Chair shall direct the County Clerk as to when a roll call vote is to be taken. After the Chair so directs the Clerk and the Clerk begins the roll call, no more debate shall be allowed on the question.

**11.5** A voting error shall be brought to the attention of the Chair before a vote is called on the next item before the Board or no corrective action will be taken.

**11.6** All votes cast shall be cast only if the Supervisor is present at his or her desk. This Rule may be waived by the County Board Chairperson as a result of a local, state, or national declared emergency.

## **12.0 MOTIONS**

**12.1** When a motion is under consideration, no other motion shall be entertained except:

- A. To adjourn.
- B. To lie on the table.
- C. For the previous question.
- D. To postpone to a day certain.
- E. To commit to a committee.
- F. To amend or to substitute.
- G. To postpone indefinitely.

These motions shall take precedence in the order in which they stand in this section.

**12.2** A motion to adjourn, to lay on the table, and for the previous question shall be decided without debate.

**12.3** A motion to postpone indefinitely or to a day certain or commit shall not again be entertained on the same day or in the same stage of the proposition.

**12.4** A substitute shall be open to amendment the same as the original proposition.

**12.5** If an amendment or substitute is lost, another substantially the same shall not be entertained.

**12.6** The previous question (a motion to end debate) may be moved by any member and shall require two-thirds affirmative vote of the members present for passage.

**12.7** When a motion or question has once been determined, any member with the prevailing side if he or she was present and voted may move for reconsideration of the vote, but such motion shall be made and acted upon at the same or next succeeding adjourned (business) meeting and shall not thereafter be made except by unanimous vote.

**12.8** A motion to reconsider a resolution which has been partially vetoed by the County Executive will be in order at the same meeting during which the County Board acts on the County Executive's partial veto.

## **13.0 SUSPENSION OF RULES**

**13.1** Any of the Rules may be suspended by two-thirds vote of the members present, except Rules Number 3.8, 7.5, 11.0-11.5, 12.7, 13.1 which are not suspendable.

## **14.0 ROBERT'S RULES**

**14.1** The rules of parliamentary practice included in the latest edition of "Robert's Rules of Order" so far as they remain in common use and are practicable and applicable and consistent herewith, shall govern the Board.

## **15.0 PUBLICATION OF REPORTS**

**15.1** Reports presented to the Board shall be kept on file by the County Clerk for reference purposes but not published in their entirety in the official proceedings unless so ordered by the Board by a majority vote.

## **16.0 QUORUM AND VOTE REQUIRED ON BUDGET TRANSFERS**

**16.1** Wisconsin Statutes, Sec. 59.02(3), gives the general rule requiring a majority of supervisors to be present in order to have a quorum for the transaction of business.

**16.2** Under Wisconsin Statutes, Sec. 59.02(3), all questions before the Board are determined by a majority of the supervisors present unless otherwise provided.

**16.3** Wisconsin Statutes, Sec. 65.90(5), has some additional requirements for changes in the budget after it has once been adopted. Changes in the amounts appropriated and changes in the purposes for which amounts are appropriated may not be made after adoption of the budget except by a two-thirds vote of the membership of the Board.

**16.4** There is an exception, however, within this Statute, to-wit: The County Board hereby authorizes its standing Personnel & Finance Committee to transfer funds between items within a department or office if these items are separately appropriated, and further authorizes the Personnel & Finance Committee to supplement appropriations for a particular office, department or activity by a transfer from the Contingency Fund. Additional funding for unbudgeted funding requests for emergency purposes only, shall be made from the General Fund undesignated fund balance or in the case of a self-supporting proprietary fund, the funds would come from their own fund balance.

**16.5** Personnel & Finance Committee transfers from the Contingency Fund shall not exceed the amount set up in the Contingency Fund as adopted in the annual budget, nor aggregate in the case of an individual office, department or activity in excess of 10 per cent of the funds originally provided for such office, department or activity in such annual budget. The publication provisions of Sec. 65.90 (5)(a) and (b), Wis. Stats., shall apply to all committee transfers from the Contingency Fund.

## **17.0 TENTATIVE MEETING DATES**

**17.1** The tentative daily time schedule and calendar are as follows:

### **2018**

January 9	Special Orders	6:00 P.M.
January 16	Business	6:00 P.M.
February 13	Business	6:00 P.M.
March 6	Special Orders	6:00 P.M.
March 20	Business	6:00 P.M.
April 17	Organizational Meeting	6:00 P.M.
April 24	Business	6:00 P.M.
May 1	Special Orders	6:00 P.M.
May 14	Tour	8:30 A.M.
May 15	Business	6:00 P.M.
June 19	Business	6:00 P.M.
July 17	Business	6:00 P.M.
August 21	Business	6:00 P.M.
September 4	Special Orders	6:00 P.M.
September 18	Business	6:00 P.M.
October 16	Business	6:00 P.M.
October 29	Budget	6:00 P.M.
October 30	Budget	8:30 A.M.
October 31	Budget	8:30 A.M.
November 1	Budget	8:30 A.M.
November 20	Business	6:00 P.M.
December 17	Christmas Party	6:00 P.M.
December 18	Business	6:00 P.M.

### **2019**

January 8	Special Orders	6:00 P.M.
January 15	Business	6:00 P.M.
February 12	Business	6:00 P.M.
March 5	Special Orders	6:00 P.M.
March 19	Business	6:00 P.M.
April 16	Organizational Meeting	6:00 P.M.
April 23	Business	6:00 P.M.
May 7	Special Orders	6:00 P.M.
May 20	Tour	8:30 A.M.
May 21	Business	6:00 P.M.
June 18	Business	6:00 P.M.
July 16	Business	6:00 P.M.
August 20	Business	6:00 P.M.
September 3	Special Orders	6:00 P.M.
September 17	Business	6:00 P.M.
October 15	Business	6:00 P.M.
October 28	Budget	6:00 P.M.
October 29	Budget	8:30 A.M.
October 30	Budget	8:30 A.M.
October 31	Budget	8:30 A.M.
November 19	Business	6:00 P.M.
December 16	Christmas Party	6:00 P.M.
December 17	Business	6:00 P.M.

**18.0 GENERAL DUTIES OF THE COUNTY BOARD**

**18.1 COMMITTEES, COMMISSIONS, BOARDS**

**18.2** The County Board shall be the Board of Jurisdiction for all County Board standing committees.

**18.3** Any decision of any Standing Committee may be appealed to the Board by any Supervisor at any regular or special Board meeting.

**18.4** Any County Board Member may attend, without voting privileges, any open or closed meeting of any County Board Committee, Commission or Board.

**18.5** The public may attend any open meetings of the County Board, and/or its Committees, Commissions, or Boards.

**18.6** No County Board member shall permanently chair more than one committee. This rule shall not apply to the chair of the Legislative Committee.

**19.0 ANNUAL TOUR**

**19.1** The County Board shall make an annual inspection of County owned properties and facilities during the month of May.

**19.2** The agenda for this tour shall be compiled by the County Board Chair.

**20.0 PER DIEM, MILEAGE, EXPENSES**

**20.1** Each Board Member shall be responsible for compiling their own expense sheet for payment by the County of per diem, mileage and other expenses.

**20.2** Such expense sheets must be submitted to the County Board Chair or County Clerk's Office no later than the First Monday of each month.

**20.3** Any and all expenses and other items listed on a Supervisor's expense sheet shall be paid by the County except those which are in excess of sums permitted by County Resolution or Ordinance, or State Statute, in which case the legal limit shall be paid upon approval by the County Board Chair.

**20.4** Pursuant to the County Ordinance, attendance at meetings, conferences or educational seminars that were not identified specifically at the time the budget was adopted must first be approved by the County Board Chair as a condition precedent to expense reimbursement.

**20.5** No Supervisor shall submit for payment any item of expense or per diem which said Supervisor has not actually made or earned.

**20.6** Reimbursement for general items of expense and attendance at meetings shall be governed by Section 1.12 and Section 3.05 of the Winnebago County Ordinance. (See attached Appendix A.)

**20.7** Board members attending seminars or conventions shall submit a written report as to the seminar or convention to the Board within 30 days following its conclusion.

**20.8** All Board members shall be paid by electronic funds transfer unless the Board member provides a signed affidavit to the County Clerk that he or she does not own or possess a bank account so as to allow such electronic payment.

**21.0 ACCESS**

**21.1** All County Board Members shall have reasonable access during normal business hours to departments or offices of Winnebago County not prohibited by State Statutes or Federal Regulations.

**22.0 COMMITTEE MEETINGS**

**22.1** All Committee, Board and Commission meetings shall be held in the County Courthouse or on public property if possible. Meetings held on private property must be accessible to the public.

**22.2** The County Clerk is to be notified of all meetings prior to the time of the meeting so that public notice can be given by the County Clerk.

**22.3** Public notice of all meetings shall be given as soon as the members of the Committee, Board or Commission are notified of such meeting and not less than 24 hours before the meeting except as hereinafter provided.

**22.4** In emergencies, when a meeting must be held with less than 24 hours notice, the County Clerk shall notify the press as soon as possible.

**22.5** Minutes of each meeting, as required by State Statutes, shall be filed with the County Clerk within ten days of the meeting except for closed meetings.

**22.6** Minutes of closed meetings shall be kept and shall be filed with the County Clerk when no reason exists for such minutes to be kept private.

**22.7** Minutes of each meeting shall be kept by the secretary of the committee, or other person so designated by the committee chair and such minutes shall include the time the meeting started, the time the meeting ended, and the time of permanent departure of any member of that body from the meeting.

**22.8** Meetings shall be held at the call of the Committee, Commission or Board Chair, or at the call of a majority of its members.

**22.9** Officers shall be elected during the Organization meeting and shall serve a term corresponding to the Supervisor's term except as otherwise provided in these rules.

**22.10** Any Committee, by majority vote, may elect new officers after one year or when a vacancy exists for any officer's position in that Committee.

**23.0 STANDING COMMITTEES**

**23.1** Standing Committees of the County Board and their membership shall be:

- A. UW Education, Extension & Agriculture Committee  
5 County Board Members

- B. Aviation Committee  
5 County Board Members
- C. Facilities and Property Management Committee  
5 County Board Members
- D. Planning & Zoning Committee  
5 County Board Members
- E. Judiciary and Public Safety Committee  
5 County Board Members
- F. Parks and Recreation Committee  
5 County Board Members
- G. Park View Health Center Committee  
5 County Board Members
- H. Personnel & Finance Committee  
5 County Board Members
- I. Highway Committee  
5 County Board Members
- J. Legislative Committee  
15 County Board Members (County Board Chair, Board, Commission, & Committee Chairs)
- K. Land Conservation Committee  
5 County Board Members and Two Citizens
- L. Information Systems Committee  
5 County Board Members and 1 Citizen Member
- M. Emergency Management Committee  
5 County Board Members

## **24.0 GENERAL DUTIES OF STANDING COMMITTEES**

### **24.1 UNIVERSITY OF WISCONSIN EDUCATION, EXTENSION & AGRICULTURE COMMITTEE**

This committee shall be composed of five County Board supervisors and shall act as the "Committee on Agriculture and Extension Education" as referred to in Section 59.56 (3), Wis. Statutes. The Committee shall review policy issues relating to the County University Extension Program, County Library Services, and the Winnebago County Fair and shall revise and recommend appropriate policy goals and legislative actions to be taken by the County Board.

At least two members of this Committee shall be members of the Land and Water Conservation Committee. Two members of this committee shall function as Winnebago County members of the Board of Trustees of the University of Wisconsin- Fox Valley Campus.

This Committee shall establish procedure and make recommendations to the County Board of Supervisors as to the award of college scholarships from the College Scholarship Fund to students who are residents of Winnebago County.

### **24.2 AVIATION COMMITTEE**

This committee shall be composed of five County Board Supervisors. The committee shall review policy issues relating to Wittman Regional Airport and other aviation matters of concern to Winnebago County and advise and recommend appropriate policy goals and legislative action to be taken by the County Board.

### **24.3 FACILITIES AND PROPERTY MANAGEMENT COMMITTEE**

This committee shall be composed of five County Board Supervisors. The committee shall review policy issues related to Winnebago County buildings, grounds, office equipment, furniture and fixtures in all county-owned or leased facilities; long-range development plans for buildings and office space; review policy goals relating to the Purchasing Department and Facilities and Property Management Department; and recommend appropriate goals and legislative action to be taken by the County Board.

### **24.4 COUNTY PLANNING AND ZONING COMMITTEE**

This committee shall be composed of five County Board Supervisors and shall be the "county zoning agency" as referred to in Sec. 59.97 (2)(a)1, Wis. Stats. Committee members shall include at least one, but not more than two, County Board Supervisors from an incorporated area. All members shall be appointed by the County Board.

As provided in Sec. 59.95 (2)(bm), the county zoning agency shall be a policy-making body determining the broad outlines and principles governing the administrative powers and duties specified in Sec. 59.97, Wis. Stats. and shall be a quasi-judicial body with decision-making power including, but not limited to conditional use, planned unit development and rezoning.

In addition, the committee responsibilities shall be as follows:

1. Responsibility for all matters of procedure relating to the Winnebago County Zoning Ordinance (this would include basic zoning provisions, floodplain/shoreland provisions and airport zoning provisions), except those designated to Board of Adjustment's jurisdiction.
2. Creation and maintenance of the County development plan.
3. Committee of Jurisdiction for the County Planning Department.

The Committee shall review policy issues relating to the County Zoning Department and County Planning Department and advise and recommend appropriate policy goals and legislative action to be taken by the County Board.

### **24.5 LEGISLATIVE COMMITTEE**

The Committee shall be composed of the chair, or the vice chair in the absence of the chair, of the following committees and boards as well as the County Board Chairman:

The committees listed in Sections 23.1 through 24.4 and 24.6 through 24.12 of these Rules; the Human Services Board; the Board of Health; the Industrial Development Board; the Solid Waste Management Board, and the Veterans Service Commission. The Legislative Committee shall review proposed federal and state legislation and administrative regulations



impacting upon the County and shall provide and inform area legislators and Wisconsin Legislative Committees of the recommendations of the County Board. The Committee shall report its actions to the County Board as well as any pertinent information relating to legislation.

#### **24.6 JUDICIARY & PUBLIC SAFETY COMMITTEE**

This committee shall be composed of five County Board supervisors. The committee shall review policy issues and advise and recommend appropriate policy goals and legislative action to be taken by the County Board relating to the following departments or activities:

Clerk of Courts, Sheriff, District Attorney, Coroner, Corporation Counsel, Family Court Commissioner, Veterans Services, Register of Deeds, County Clerk, Court Commissioner, Law Library, Emergency Management and Child Support Agency.

In addition, the duties and responsibilities of this committee shall be:

1. Submit recommendations for County Board rules to be considered at the County Board organization meeting or at other County Board meetings.
2. Submit recommendations for apportionment of supervisory districts in Winnebago County.

This committee shall serve as the County Emergency Management Committee as referred to in Sec.

323.14(1)(a)(3), Wis. Stats.

#### **24.7 PARKS AND RECREATION COMMITTEE**

The Parks Committee shall consist of five members. The County Board, through its Committee on Committees in accordance with Rule 3.4, shall appoint the standing committee.

It shall be responsible for obtaining maintenance, operation and development of all Winnebago County parks and recreation areas, including boat landings, recreational travel areas, associated programs and wildlife preservation areas.

It shall recommend to the County Board from time to time for its action, the necessary rules and regulations for all Winnebago County owned recreational areas.

#### **24.8 PARK VIEW HEALTH CENTER COMMITTEE**

The Park View Health Center Committee shall be composed of five members of the Winnebago County Board appointed by the Chair of the County Board. This committee shall be a policy-making body determining the broad outlines and principles governing the administration of nursing home services provided at the Park View Health Center. This committee shall review policy issues relating to the Park View Health Center and advise and recommend appropriate policy goals and legislative action to be taken by the County Board.

#### **24.9 PERSONNEL & FINANCE COMMITTEE**

This committee shall be composed of five County Board supervisors. The committee shall review policy issues and advise and recommend appropriate policy goals and legislative action to be taken by the County Board relating to the following departments: County Treasurer, Finance Department, Personnel Department, General Services and Microfilm Department.

The duties and responsibilities of this committee shall be:

1. Receive all personnel requests from Committees and Boards of Jurisdiction for study and recommendation.
2. Review proposed personnel policies and amendments as submitted by the Personnel Director and County Executive and submit recommendations to the County Board for consideration and legislative action.
3. Review personnel actions in all county departments as reported by the Personnel Director.
4. Recommend to the County Board, prior to the earliest time for filing nomination papers, a salary schedule for elected officials, appointed officials and other employees of Winnebago County unless otherwise determined by agreement or law.
5. Authorize budgetary alterations as permitted in Sec. 65.90(5), Wis. Stats. in either of the following situations:
  - A. A transfer of funds between budgeted items of an individual County Department if such budgeted items have been separately appropriated, and
  - B. Supplementation of appropriations for a particular office or department by transfer from the Contingency Fund. The limitation on the dollar amount set aside in the budgetary alteration shall be the amount set aside in the Contingency Fund or the sum of \$15,000.00, whichever is the lesser sum, and
  - C. Notwithstanding subsection (b), above, to accept gifts from the Oshkosh Area Community Foundation's Park View Health Center Pass-Through Fund into the Contingency Fund and to appropriate monies received from said gifts to the new Park View Health Center construction project for additions, enhancements, landscaping or furnishings in relationship to said project, provided that the total amount of said appropriation does not exceed 10% of the total amount of funds budgeted for said project for that budgetary year.

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

6. Review all financial reports submitted to the County Board by the County Executive, by County officials and by auditors retained by the County. (The County Executive is charged with the responsibility to examine, settle and allow all general accounts against the County and to have issued County orders therefor.)
7. Advise the County Finance Director and County Executive in the matter of investment of county funds and report to the County Board from time to time regarding county finances.

8. Examine all claims filed against the County for illegal taxes of any kind and shall make a report and recommend to the County Board on all matters pertaining to illegal taxes.
9. Perform such responsibilities as are indicated in Sec. 3.03 of the General Code of County Ordinances concerning properties taken by the county on tax deeds.
10. Advise with the County Insurance Administrator and County Executive in the matter of establishing appropriate insurance coverages for Winnebago County.
11. Review all claims filed against Winnebago County pursuant to Secs. 59.76 and Sec. 893.80, Wis. Stats. and submit its recommendation to the County Board for consideration and legislative action. Submit an annual report on the disposition of all claims.
12. Review and adopt affirmative action plans submitted by the Affirmative Action Committee.
13. Study, recommend and forward all grant applications to County Board.

#### **24.10 HIGHWAY COMMITTEE**

This committee shall be composed of five County Board supervisors.

As provided in Sec. 83.015(2)(b), Wis. Stats., this committee shall be a policy-making body determining the broad outlines and principles governing administration of County Highway programs.

The committee shall review policy issues relating to the Winnebago County Highway Department and other highway matters of concern to Winnebago County and advise and recommend appropriate policy goals and legislative action to be taken by the County Board.

#### **24.11 LAND CONSERVATION COMMITTEE**

The committee shall be composed of seven (7) members appointed by the County Board pursuant to Sec. 92.06(1)(b), Wis. Stats., as follows:

Two persons shall be members of the University of Wisconsin Education, Extension & Agriculture Committee; one person who is chair of the Winnebago County USDA Agricultural Stabilization and Conservation Committee or such other committee member designated by said chair; and at least one citizen member. The terms of the members of this committee who are not members of the Winnebago County Board of Supervisors shall expire on June 30 of all even numbered years.

The primary duties and responsibilities of such committee shall be as follows:

1. It shall be the committee of jurisdiction for the Land and Water Conservation Department.
2. It shall develop and adopt standards and specifications for management practices to control erosion, sedimentation and nonpoint source water pollution throughout the county.
3. It shall distribute and allocate federal, state and county funds made available to the committee for cost sharing programs or other incentive programs for improvements and practices relating to soil and water conservation on private or public lands.
4. It shall carry out prevention and control measures and works of improvement for flood prevention and for conservation, development, utilization and control of water within the county. These preventative and control measures and works of improvement may be carried out on lands owned or controlled by that state or any of its agencies, with the cooperation of the agency administering and having jurisdiction of the land, and on any other lands within the county upon obtaining the consent of the landowner or the necessary rights or interests in the land.
5. It shall prepare long-range plans which include inventories of natural resources in the county, a description of present natural resource uses and a projection of future trends, an assessment of resource conservation problems in relation to use practices and actions necessary to correct those problems including specific goals and provisions for the development, management and conservation of soil, water and related natural resources.

This committee shall be a policy-making body determining the broad outlines and principles governing administration of Winnebago County soil and water conservation.

The committee shall review policy issues relating to the Winnebago County soil and water conservation programs and advise and recommend appropriate policy goals and legislative action to be taken by the County Board pursuant to Secs. 92.06 and 92.07, Wis. Stats.

#### **24.12 INFORMATION SYSTEMS COMMITTEE**

The Committee shall be composed of five (5) County Board members and one citizen member. The citizen member shall be appointed by the County Board Chairman subject to the approval of the County Board of Supervisors. The term of the citizen member shall expire on June 30 of all even numbered years. The primary duties of such Committee shall be to review all proposals and needs relating to Winnebago County's present and future information systems needs and technologies related thereto. This shall be the committee of jurisdiction for the Information Systems Department.

#### **25.0 SPECIAL MEETING OF THE COUNTY BOARD**

Wisconsin Statute 59.11(2) states: A special meeting of the board shall be held:

- a) Upon a written request of a majority of the supervisors delivered to the clerk, specifying the time and place of meeting. The time shall be not less than 48 hours from the delivery of the request. Upon receiving the request the clerk shall immediately mail to each supervisor notice of the time and place of the meeting. Any special meeting may be adjourned by a vote of a majority of all the supervisors. The board by ordinance may establish a separate procedure for convening the board in a "declared emergency" as defined by county ordinance.
- b) For the purposes and in the manner prescribed in Sec. 31.06, with the right to adjourn the special meeting from time to time by a vote of a majority of all the supervisors entitled to a seat. The clerk shall mail written notice of the special meeting, specifying the time, place, and purpose of the meeting, to each supervisor not less than 2 weeks before the day set for the meeting.



MARK L. HARRIS  
County Executive

112 OTTER AVE., P. O. BOX 2808  
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**Winnebago County**  
Office of the County Executive

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**TO:** Members of the Winnebago County Board  
**FROM:** Mark L. Harris  
**DATE:** July 21, 2020  
**SUBJECT:** Appointment to the **ADVOCAP BOARD OF DIRECTORS**

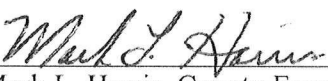
Subject to your approval, I am hereby making the following appointment to the **ADVOCAP BOARD OF DIRECTORS**.

**Larry Lautenschlager**  
**1215 Carr Place**  
**Oshkosh, WI. 54902**

Mr. Lautenschlager will replace Harold Singstock whose term has expired.

This is a two (2) year term which will expire April 30, 2022.

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

  
Mark L. Harris, County Executive

MLH/jpf  
CC: County Clerk  
Advocap Board of Directors

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:** July 21, 2020

**SUBJECT:** Appointment to the **AGING AND DISABILITY RESOURCE CENTER COMMITTEE**

Subject to your approval, I am hereby making the following appointment to the **AGING AND DISABILITY RESOURCE CENTER COMMITTEE**.

**Nicole Neuhoﬀ**  
**160 Curtis Avenue**  
**Neenah, Wi. 54956**

Ms. Neuhoﬀ will replace Harold Singstock whose term will expire August 31, 2022.

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

  
Mark L. Harris, County Executive

MLH/jpf  
CC: County Clerk  
Aging and Disability Resource Center Committee

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:** July 21, 2020

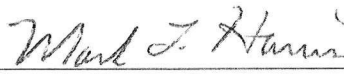
**SUBJECT:** Re-appointment to the **AGING AND DISABILITY RESOURCE CENTER COMMITTEE**

Subject to your approval, I am hereby making the following re-appointment to the **AGING AND DISABILITY RESOURCE CENTER COMMITTEE**.

**Kathryn Pfaendtner**  
**5710 St. Ives. Road**  
**Oshkosh, WI. 54904**

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

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

  
Mark L. Harris, County Executive

MLH/jpf  
CC: County Clerk  
Aging and Disability Resource Center Committee

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

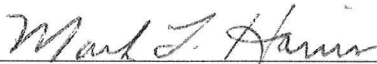
**TO:** Members of the Winnebago County Board  
**FROM:** Mark L. Harris  
**DATE:** July 21, 2020  
**SUBJECT:** Re-appointment to the **BOARD OF ADJUSTMENT**

Subject to your approval, I am hereby making the following re-appointment to the **BOARD OF ADJUSTMENT**.

**Sue Drexler**  
**2222 More Island**  
**Oshkosh, WI. 54904**

This is a three (3) year term which will expire on June 30, 2023.

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

  
Mark L. Harris, County Executive

MLH/jpf  
CC: County Clerk  
Board of Adjustment



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:** July 21, 2020  
**SUBJECT:** Re-appointments to the **BOARD OF HEALTH**

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

**Shiloh Ramos**  
1313 Nicolet Blvd.  
Neenah, WI. 54956

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

**Rachel A. Youngquist**  
1333 Lori Dr.  
Neenah, WI. 54956

**Thomas J. Egan**  
3017 State Rd. 116  
Omro, WI. 54963

**W. Thomas Ellis**  
443 Polk St.  
Omro, WI. 54963

**Paula McNiel**  
800 Algoma Blvd.  
Oshkosh, WI. 54901

**David Allen Zerbe**  
1031 Washington Ave.  
Oshkosh, WI. 54904

These are two (2) year terms which will expire July 1, 2022.

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

  
Mark L. Harris, County Executive

MLH/jpf  
CC: County Clerk  
Board of Health

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:** July 21, 2020

**SUBJECT:** Re-appointments to the **FOX VALLEY WORKFORCE DEVELOPMENT BOARD, INC.**

Subject to your approval, I am hereby making the following re-appointments to the **FOX VALLEY WORKFORCE DEVELOPMENT BOARD, INC.**

**Dale Walker**  
Fox Valley Tech. College  
1825 N. Bluemound Drive  
Appleton, WI. 54912

**Patti Andresen-Shew**  
Oshkosh Chamber of Commerce  
120 Jackson St.  
Oshkosh, WI. 54904

**Patty Milka**  
Milka Enterprises, LLC  
N2575 Fox View Dr.  
Hortonville, WI. 54944

**Mark Westphal**  
Fox Valley Area Labor Council  
945 Hunt Avenue  
Neenah, WI. 54956

These are three (3) year terms which will expire June 30, 2023.

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

  
Mark L. Harris, County Executive

MLH/jpf  
CC: County Clerk  
Fox Valley Workforce Development Board, Inc.

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:** July 21, 2020  
**SUBJECT:** Appointment to the **HUMAN SERVICES BOARD**

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

**Stephanie J. Spellman**  
**1455 Tullar Rd., Apt. 4**  
**Neenah, Wi. 54956**

Ms. Spellman will replace Harold Singstock whose term will expire December 31, 2020.

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

  
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:** July 21, 2020

**SUBJECT:** Appointment and re-appointments to the **INDUSTRIAL DEVELOPMENT BOARD**

Subject to your approval, I am hereby making the following appointment and re-appointments to the **INDUSTRIAL DEVELOPMENT BOARD**.

**Jim Wise**  
1311 Frances Way  
Menasha, WI. 54952

**Robert Keller**  
975 E. Cty. Rd. Z  
Oshkosh, WI. 54902

**Robert Warnke**  
426 W. 16<sup>th</sup> St.  
Oshkosh, WI. 54902

Mr. Warnke will replace Ken Robl who has passed away.

These are two (2) year terms which will expire April 30, 2022.

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

  
Mark L. Harris, County Executive

MLH/jpf  
CC: County Clerk  
Industrial Development 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:** July 21, 2020  
**SUBJECT:** Appointment to the **LOCAL EMERGENCY PLANNING COMMISSION**

Subject to your approval, I am hereby making the following appointment to the **LOCAL EMERGENCY PLANNING COMMISSION**.

**Doug Zellmer**  
**1311 Bismark Ave.**  
**Oshkosh, WI. 54902**

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

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

  
Mark L. Harris, County Executive

MLH/jpf  
CC: County Clerk  
Local Emergency Planning Commission

SHILOH J. RAMOS  
Winnebago County Board Chairman



**Winnebago County**  
*The Wave of the Future*

112 OTTER AVENUE  
OSHKOSH, WISCONSIN 54903-2808

OSHKOSH (920) 232-3430  
FOX CITIES (920) 727-2880  
FAX (920) 303-3025  
E-mail: [shiloh.ramos@co.winnebago.wi.us](mailto:shiloh.ramos@co.winnebago.wi.us)

TO: Members of the Winnebago County Board

FROM: Shiloh Ramos, Chairman

DATE: July 21, 2020

RE: Appointment to the Land Conservation Committee

Subject to your approval, I am re-appointing Bruce Bohn, 8317 County Road E, Omro; to the Land Conservation Committee. This is a two-year term that will expire on April 18, 2022.

Thank you in advance for your support of this appointment.

SHILOH J. RAMOS  
Winnebago County Board Chairman



**Winnebago County**  
*The Wave of the Future*

112 OTTER AVENUE  
OSHKOSH, WISCONSIN 54903-2808

OSHKOSH (920) 232-3430  
FOX CITIES (920) 727-2880  
FAX (920) 303-3025  
E-mail: shiloh.ramos@co.winnebago.wi.us

TO: Members of the Winnebago County Board  
FROM: Shiloh Ramos, Chairman  
DATE: July 21, 2020  
RE: Appointment to the Land Conservation Committee

Per Sec. 92.06(2), Wisconsin Statutes, the Winnebago County Board of Supervisors is required to appoint the Farm Services Agency (FSA) Committee Chairman or the chairman's designee to the Land Conservation Committee.

Subject to your approval, I am re-appointing Roger Zentner, FSA Committee Chairman, to the Land Conservation Committee. This is a two-year term that will expire on April 18, 2022.

Thank you in advance for your support of this appointment.



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

**WHEREAS**, Thomas Davies has now retired from those duties, and it is appropriate for the Winnebago County Board of Supervisors to acknowledge his years of service.

**BE IT FURTHER RESOLVED** that the Winnebago County Clerk send a copy of this Resolution to Thomas Davies.

## PERSONNEL AND FINANCE COMMITTEE

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

Mark L Harris  
Winnebago County Executive

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

**WHEREAS**, Lynette Hein has now retired from those duties, and it is appropriate for the Winnebago County Board of Supervisors to acknowledge her years of service.

**BE IT FURTHER RESOLVED** that the Winnebago County Clerk send a copy of this Resolution to Lynette Hein.

## PERSONNEL AND FINANCE COMMITTEE

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

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

Mark L Harris  
Winnebago County Executive

2 **RESOLUTION: Amend 2020-2022 Rules of the Winnebago County Board of Supervisors**  
3 **Regarding Remote Meeting Option**

4  
5  
6 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

7 **WHEREAS**, in December 2019 a novel strain of the COVID-19 coronavirus was detected and has since  
8 spread throughout the United States and the world; and

9 **WHEREAS**, COVID-19 was identified as highly contagious and on March 25, 2020, Governor Tony Evers  
10 enacted Emergency Order #12 as an extreme measure to prevent the spread of COVID-19; and

11 **WHEREAS**, the possible threat of future Pandemics and Epidemics are possible and may require stay-at-  
12 home and quarantine scenarios; and

13 **WHEREAS**, geographically, Winnebago County, Wisconsin, is located in an environment that experiences  
14 inclement weather that could prevent travel for some supervisors; and

15 **WHEREAS**, online applications have advanced far enough to offer options that will allow Winnebago County  
16 to fulfill the requirements of state and federal laws; and

17 **WHEREAS**, the Winnebago County Board of Supervisors are responsible for maintaining county government  
18 business in a safe manor for its residents and supervisors; and

19 **WHEREAS**, one of the responsibilities of the Winnebago County Board of Supervisors is to attend and  
20 conduct committee and board meetings.

21  
22 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby  
23 adopts the following Amendments to the 2020-2022 Rules of the Winnebago County Board of Supervisors:

24 Section 8.0 Written Agenda. Amend 8.2 as indicated in bold and italics:

25 For an item to be printed on the agenda, it must be presented to the County Clerk's Office no later than  
26 Monday noon of the week prior to the Board Meeting. ***This includes communications and details on if the***  
27 ***meeting will utilize a remote option, such as, by way of example, online meetings.***

28 Section 8.0 Written Agenda. Amend 8.3 as indicated in bold and italics:

29 This Agenda, along with appropriate attachments, shall be mailed or otherwise deposited for delivery at least  
30 seven (7) days before the meeting ***and must provide the supervisors with all necessary access information to***  
31 ***attend remotely if the remote option is invoked for said meeting.***

32 Section 9.0 Definitions. Create Rule 9.15 to read as follows:

33 ***Remote Option: A remote option allows supervisors to attend meetings remotely. The remote option***  
34 ***requires the use of a device, application, or combination thereof. The remote option grants supervisor(s) the***  
35 ***ability to attend a board or committee meeting as a regular voting member. The remote option requires that***  
36 ***the public have equivalent access to remote board member(s), that they would have had if said board***  
37 ***member(s) was/were in physical attendance. The remote option must allow the chair to mute all remote***  
38 ***attendees and must allow supervisors the ability to identify themselves wanting to speak during times that***  
39 ***they have the privilege of speaking. Utilization of a remote option requires that the chair or vice-chair of the***  
40 ***board or committee be physically present at a location that would be open to the public.***  
41

Section 11 Voting and Roll Call. Amend 11.6 as indicated in bold and italics:

All votes cast shall be cast only if the Supervisor is present at his or her desk, ***unless the chair of the board or committee has designated that the use of a remote session is permitted. If a remote option is permitted, the supervisor(s) attending remotely must have a camera and microphone on and must be in the visible range of the camera and auditory range of the microphone.***

Section 12 Motions. Amend 12.6 as indicated in bold and italics:

The previous question (a motion to end debate) may be moved by any member present, ***or attending via remote option***, for passage.

Section 13 Suspension of Rules. Amend 13.1 as indicated in bold and italics:

Any of the Rules may be suspended by two-thirds vote of the members present ***or attending remotely***, except Rules Number 3.8, 7.5, 11.0-11.5, 12.7, and 13.1, which are not suspendable.

Section 22.0 Committee Meetings. Amend 22.3 as indicated in bold and italics.

Public notice of all meetings shall be given as soon as the members of the Committee, Board, or Commission are notified of such meeting and not less than 24 hours before the meeting except as hereinafter provided. ***Any meetings utilizing the use of a remote option will need to be indicated at this time.***

Respectfully submitted by:

**STEVEN LENZ, District 7**

Committee Vote: \_\_\_\_\_

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

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

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

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1     **038-072020**

2     **RESOLUTION:     Amend Section 8.2 of the Rules of the Winnebago County Board of**  
3                               **Supervisors: Handling of Resolutions and Ordinances**

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

7               **BE IT RESOLVED** by the Winnebago County Board of Supervisors that Section 8.2 of the Rules of the  
8 Winnebago County Board of Supervisors shall be amended to read as follows:

9               **8.2**     For an item to be printed on the agenda, it must be presented to the ~~County Clerk's Office~~  
10 **Winnebago County Office of Corporation Counsel** no later than Monday noon of the week prior to the Board  
11 Meeting.

13   Respectfully submitted by:  
14   **MICHAEL NORTON, District 20**

15     Committee Vote: \_\_\_\_\_

16   Respectfully submitted by:  
17   **JUDICIARY AND PUBLIC SAFETY COMMITTEE**

18     Committee Vote: **0-4 (Failed)**

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

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

23   \_\_\_\_\_  
24   Mark L Harris  
25   Winnebago County Executive

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**RESOLUTION: Create a Diversity Affairs Commission**

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

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

**WHEREAS**, in an effort to attain better equality for all citizens of Winnebago County including our minority population, your undersigned proposes creating a Diversity Affairs Commission comprised of twelve (12) members appointed by the County Board Chair, specifically five (5) County Board Supervisors, one of which is a member of the UW-Extension Committee, and seven (7) County citizens representing various diverse groups within Winnebago County, with each member serving a two-year term concurrent with the terms of the County Board Supervisors; and

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

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

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

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

Respectfully submitted by:

**MICHAEL NORTON, District 20**  
**STEPHANIE SPELLMAN, District 10**  
**STEVEN BINDER, District 13**  
**LARRY LAUTENSCHLAGER, District 19**  
**TOM SNIDER, District 35**  
**ANDY BUCK, District 24**

Committee Vote: \_\_\_\_\_

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

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

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

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

**WHEREAS**, your undersigned Committee has reviewed said contract and recommends its approval.

Respectfully submitted by:

Committee Vote: **4-0**

Respectfully submitted by:

Committee Vote: **4-0**

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

Approved by the Winnebago County Executive this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Mark L Harris  
Winnebago County Executive

**WINNEBAGO COUNTY**  
**PURCHASE OF SERVICES CONTRACT**

**RE: MOTOROLA SUBSCRIBER UNIT MAINTENANCE**

**THIS AGREEMENT** made and entered into this 25 day of *May*, by and between Winnebago County, hereinafter referred to as "COUNTY" (whether a department, board, or agency thereof), and BAYCOM, hereinafter referred to as "PROVIDER."

**WITNESSETH:**

**WHEREAS** the COUNTY, whose address is 415 Jackson Street, Oshkosh, WI 54901, desires to purchase services from the PROVIDER for the purpose of *subscriber unit maintenance to include firmware updates and autotune/test*, and

**WHEREAS** the PROVIDER whose address is 2040 Radisson Street, Green Bay, WI 54302, is able and willing to provide such services;

**NOW, THEREFORE**, in consideration of the above premises and the mutual covenants of the parties hereinafter set forth, the receipt and sufficiency of which is acknowledged by each party for itself, the COUNTY and the PROVIDER do agree as follows:

1. **TERM:** The term of this Agreement shall commence as of the 1st day of August 2020, and shall terminate as of the 31st day of July 2022, unless sooner agreed upon by the parties. In any event, the PROVIDER shall complete its obligations under this Agreement not later than the 31st day of July 2022, and upon its failure to do so, the COUNTY may invoke the penalties set forth in one of the following: the bid specifications, the RFP, or Schedule A. The COUNTY shall not be liable for any services performed by PROVIDER other than during the term of this Agreement.

2. **SERVICE TO BE PROVIDED:** PROVIDER agrees to provide the following:

- ☐ services detailed in the bid specifications, if any;
- ☒ request for proposals (RFP) and the PROVIDER's response thereto, if any;
- ☐ Schedule A, attached hereto, and incorporated herein by reference.

In the event of a conflict between or among any of the above-checked provisions, it is agreed that the terms of Schedule A, to the extent of any conflict, will be controlling.

3. **ASSIGNMENT:** PROVIDER shall not assign any interest or obligation in this Agreement and shall not transfer any interest or obligation in this Agreement, whether by

assignment or novation, without the prior written consent of the COUNTY unless permitted otherwise by the bid specifications, the RFP, and/or Schedule A.

4. **TERMINATION:** If, through any cause, the PROVIDER shall fail to fulfill in a timely and proper manner its obligations under this Agreement or if the PROVIDER shall violate any of the covenants or stipulations of this Agreement, the COUNTY shall thereupon have the right to terminate this Agreement by giving a thirty (30) day written notice to the PROVIDER of such termination and specifying the effective date thereof. There shall be no other termination or cancelation of this Agreement during its term, without the prior written consent of both parties unless specifically permitted otherwise by the bid specifications, RFP, and/or Schedule A.
5. **UNFINISHED WORK:** In the event the COUNTY exercises its unilateral right to terminate this Agreement for cause in the manner provided for in Paragraph 4, above, all finished or unfinished documents, services, papers, data, products, or the like prepared, produced, or made by the PROVIDER under this Agreement shall, at the option of the COUNTY, become the property of the COUNTY, and the PROVIDER shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents, services, papers, data, products, or the like. Notwithstanding the above, the PROVIDER shall not be relieved of liability to the COUNTY for damages sustained by the COUNTY by virtue of any breach of this Agreement by the PROVIDER, and the COUNTY may withhold any payments to the PROVIDER for the purpose of set-off.
6. **FAILURE TO APPROPRIATE FUNDS:** The failure of the Winnebago County Board of Supervisors to appropriate sufficient funds in any year covered by this Agreement shall automatically terminate this Agreement.
7. **TERMS OF PAYMENT:** The COUNTY will pay the PROVIDER for all the aforementioned work the sum of **\$50,526 (\$ 25,263 per year for two years)** upon satisfactory completion of the work and performance of this contract. All goods and services delivered prior to December 31<sup>st</sup> must be invoiced to COUNTY by January 31<sup>st</sup> of the subsequent year or the invoice will be subject to a 10% deduction for late billing.
8. **WISCONSIN LAW CONTROLLING:** It is expressly understood and agreed to by the parties hereto that in the event of any disagreement or controversy between the parties, Wisconsin law shall be controlling.
9. **ARBITRATION:**
  - A. This Agreement shall be covered by the laws of the State of Wisconsin.

B. Claims, disputes, and other matters in question between the parties to this Agreement arising out of, or relating to, this Agreement or the breach thereof shall be decided by arbitration in accordance with the Rules of the American Arbitration Association then pertaining, upon the express written consent of all parties of this Agreement. In the event the parties proceed to arbitration, the proceedings shall be governed by the following:

- 1) The American Arbitration Association shall submit a panel of five (5) arbitrators to the parties. The parties shall alternate strikes until one arbitrator remains who shall arbitrate the dispute. The party initiating the first strike shall be determined by the winner of a coin flip.
- 2) The costs of the arbitration proceeding (except for the filing fee, which shall be paid by the party initiating the proceeding) shall be borne equally by the parties. Each party shall pay his own legal fees and expenses incurred in connection with the proceeding.
- 3) Any arbitration shall take place in the City of Oshkosh, Winnebago County, Wisconsin.
- 4) Unless otherwise agreed upon by the parties, the arbitration hearing shall be limited to one day in length with the arbitrator providing each side equal time to present its case during that day.
- 5) Any discovery proceeding shall be limited to the thirty (30) day period prior to the date of the arbitration hearing. The party requesting the discovery shall pay for all costs incurred by the opposite party, except for attorney's fees, relating to the discovery procedure including, but not limited to, witness, reporter's fees for depositions, photocopying fees, postage fees, and delivery fees.
- 6) In issuing any ruling regarding any arbitration matter, the arbitrator shall issue a written decision which shall include written findings of fact and conclusions of law.
- 7) The proceeding and arbitration shall be governed by the laws of the State of Wisconsin including, specifically, Chapter 788, Wis Stats.

10. **PROVIDER EFFICIENCY:** PROVIDER shall commence, carry on, and complete its obligations under this Agreement with all deliberate speed and in a sound, economical, and efficient manner, in accordance with this Agreement and all applicable laws. In providing services under this Agreement, the PROVIDER agrees to cooperate with the various departments, agencies, employees, and officers of the COUNTY.

11. **INDEPENDENT CONTRACTOR STATUS:** The parties agree that the PROVIDER is an independent contractor and that the PROVIDER, its employees, and agents are not employees of COUNTY. PROVIDER agrees to secure at PROVIDER's own expense all personnel necessary to carry out PROVIDER's obligations under this Agreement. Such personnel shall not be deemed to have any direct contractual relationship with COUNTY.
12. **DELIVERY BY MAIL:** Notices, bills, invoices, and reports required by this Agreement shall be deemed delivered as of the date of postmark if deposited in a United States mailbox, first class postage attached, addressed to a party's address as set forth above. It shall be the duty of a party changing its address to notify the other party in writing within a reasonable time.
13. **HOLD HARMLESS:** At all times during the term of this Agreement, PROVIDER agrees to indemnify, save harmless, and defend the COUNTY, its boards, commissions, agencies, officers, employees, and representatives against any and all liability, losses, damages, costs, or expenses, whether personal injury or property damage, that the COUNTY, its officers, employees, agencies, boards, commissions, and representatives may sustain, incur, or be required to pay by reason of the PROVIDER furnishing the services or goods required to be provided under this Agreement, provided, however, that the provisions of this section shall not apply to liabilities, losses, charges, costs, or expenses caused by or resulting from the acts or omissions of the COUNTY, its agencies, boards, commissions, officers, employees, or representatives.
14. **INSURANCE:**
  - A. Prior to commencing work, PROVIDER shall, at its own cost and expense, furnish COUNTY with a Certificate of Insurance indicating proof of the following insurance from companies licensed in the State of Wisconsin:
    - 1) **Workers' Compensation:** (Statutory) In compliance with the Compensation Law of the State of Wisconsin and Employers' Liability Insurance with a limit not less than \$100,000 each accident.
    - 2) **Comprehensive or Commercial General Liability Insurance** with a minimum limit of \$1,000,000 per occurrence/\$1,000,000 aggregate combined Single Limit for bodily injury and property damage. This insurance shall include, but not be limited to, the following coverages:
      - a) Premises—Operations
      - b) Products and Completed Operations
      - c) Broad Form Property Damage
      - d) Contractual

e) Personal Injury

- 3) **Professional Liability**: (If applicable) Insurance with a minimum limit of \$1,000,000 per occurrence/\$1,000,000 aggregate.
- 4) **Automobile Liability**: Insurance with a minimum limit of \$1,000,000 per occurrence/\$1,000,000 aggregate Combined Single Limit for bodily injury and property damage. This insurance shall include bodily injury and property damage coverage for all of the following:
- a) Owned Automobiles
  - b) Hired Automobiles
  - c) Non-Owned Automobiles

B. The certificate shall list the **Certificate Holder and Address** as follows:

WINNEBAGO COUNTY  
ATTENTION INSURANCE ADMINISTRATOR  
PO BOX 2808  
OSHKOSH WI 54903-2808

The Winnebago County Department(s) involved shall be listed under "**Description of Operations.**"

- C. Such insurance shall include, under the **General Liability and Automobile Liability Policies**, Winnebago County, its employees, elected officials, representatives, and members of its boards and/or commissions as "**Additional Insureds.**"
- D. Such Insurance Certificate shall include a thirty (30) day notice prior to cancelation or material policy change, which notice shall be given to:

WINNEBAGO COUNTY  
ATTENTION INSURANCE ADMINISTRATOR  
PO BOX 2808  
OSHKOSH WI 54903-2808

All such notices shall name the contractor and identify the contract project. All of the above coverages, limits, and conditions are required unless waived in writing by the COUNTY's Safety Insurance Coordinator.

E. The Winnebago County Insurance Coordinator must approve any exception to these requirements. Submit any requests in writing to:

WINNEBAGO COUNTY  
ATTENTION INSURANCE ADMINISTRATOR  
PO BOX 2808  
OSHKOSH WI 54903-2808

or email to: [dpetraszak@co.winnebago.wi.us](mailto:dpetraszak@co.winnebago.wi.us).

15. **LIMITATION EFFECT ON PAYMENTS BY COUNTY**: In no event shall the making of any payment required by this Agreement constitute or be construed as a waiver by



COUNTY of any breach of the covenants of this Agreement or a waiver of any default of the PROVIDER, and the making of any such payment by COUNTY while any such default or breach shall exist in no way shall impair or prejudice the right of COUNTY with respect to recovery of damages or other remedies as a result of such breach or default.

16. **DISCRIMINATION**: During the term of this Agreement, the PROVIDER agrees not to discriminate against any person, whether a recipient of services (actual or potential), an employee, or an applicant for employment on the basis of race, religion, sex, handicap, national origin, age, cultural differences, sexual preference, marital status, or physical appearance. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, or any other form of compensation. The PROVIDER agrees to post in conspicuous places, available to all employees and applicants for employment, notices setting forth the provisions of this Agreement as they relate to affirmative action and nondiscrimination.
17. **AFFIRMATIVE ACTION**: PROVIDER may be required to file an Affirmative Action Plan with the COUNTY if the PROVIDER receives \$10,000 in annual aggregate contracts or other such consideration of comparable worth, and PROVIDER has ten (10) or more employees. Such plan must be filed within fifteen (15) days of the effective date of this Agreement, and failure to do so by said date shall constitute grounds for immediate termination of this Agreement by the COUNTY.
18. **EQUAL OPPORTUNITY EMPLOYER**: PROVIDER shall, in all solicitations for employment placed on PROVIDER's behalf, state that PROVIDER is an "Equal Opportunity Employer."
19. **COMPLIANCE INFORMATION**: PROVIDER agrees to furnish all information and reports required by the COUNTY as they relate to affirmative action and nondiscrimination, which may include any books, records, or accounts deemed appropriate to determine such compliance.
20. **PROVIDER'S LEGAL STATUS**: PROVIDER warrants that it has complied with all necessary requirements to do business in the State of Wisconsin, that the persons executing this Agreement on its behalf are authorized to do so and, if a corporation, that the name and address of PROVIDER's registered agent is as set forth opposite the heading REGISTERED AGENT on the last page of this Agreement. PROVIDER shall notify COUNTY immediately, in writing, of any change in its registered agent, his or her address, and the PROVIDER's legal status.

21. **ENTIRE AGREEMENT:** The entire Agreement of the parties is contained herein, and this Agreement supersedes any and all oral agreements and negotiations between the parties relating to the subject matter hereof.
22. **COMPLIANCE WITH WISCONSIN PUBLIC RECORDS LAW:** Contractor understands that Winnebago County is bound by the Wisconsin Public Records Law, Wis. Stat. sec. 19.21, et. seq. Pursuant to Wis. Stat. sec. 19.36 (3), County may be obligated to produce to a third party the records of a Contractor that are "produced or collected" by the Contractor under this Agreement ("Records"). Contractor is further directed to Wis. Stat. sec. 19.21, et. seq. for the statutory definition of Records subject to disclosure under this paragraph, and Contractor acknowledges that it has read and understands that definition. Notwithstanding any other term of this Agreement, Contractor is (1) obligated to retain Records for seven (7) years from the date of the Record's creation; and (2) produce such Records to County if, in County's determination, County is required to produce the records to a third party in response to a public records request. Contractor's failure to retain and produce Records as required by this paragraph shall constitute a material breach of this Agreement, and Contractor must defend and hold County harmless from liability due such breach.

**IN WITNESS WHEREOF,** COUNTY and PROVIDER have executed this Agreement and its Schedules as of the day and date first set forth above.

Winnebago County Purchase of Services Contract

**FOR THE PROVIDER:**

Baycom Inc.

  
Sharon Durant

**FOR WINNEBAGO COUNTY:**

Mark L Harris  
Winnebago County Executive

Susan T Ertmer  
Winnebago County Clerk

**REGISTERED AGENT:**

Name

Address

City/State/Zip

**Drafted by:**  
**Mary Anne Mueller**  
**Corporation Counsel for**  
**Winnebago County**

Revised: 01/2020

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

**WHEREAS**, your undersigned Committee has reviewed said contract and recommends its approval.

Respectfully submitted by:

Committee Vote: **4-0**

## PERSONNEL AND FINANCE COMMITTEE

Committee Vote: **4-0**

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

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

Mark L Harris  
Winnebago County Executive

### New 3-year LifeCycle Agreement

The Register of Deeds office uses Fidar software to record and maintain all county real estate and vital records. "LifeCycle" is the license agreement that covers all Fidar software used by our office. This is a 3-year contract. The Register of Deeds requested alternative options to the standard contract increase referenced in "Option 1".

I believe "option 2" is the best option for the County. This option is reflected in the contracts presented to you today ("Schedule D" and "Life Cycle Extension").

**Option 1:** 3% increase for previous 3 years of current agreement, which would total 9%. Current amount is \$70,753. New annual amount would increase \$6,367.

2021 would be \$77,120 (Total increase would be \$19,101 over the 3-year agreement)

2022 would be \$77,120

2023 would be \$77,120

**Option 2:** With this option, our LifeCycle amount (\$70,753) will remain the same throughout the entirety of the 3-year extension. In lieu of an increase in LifeCycle, Fidar ask that a new Schedule D be signed as part of the extension. That Schedule D will represent a higher licensing and support cost per Laredo subscription. Fidar could delay the new license/support fee until Jan 1, 2021 which would allow a nice-clean start date. The table below shows the breakdown:

Plan	Current License/Support Fee	Proposed New
\$60	\$33	\$42
\$90	\$50	\$60
\$150	\$71	\$86
\$240	\$93	No Change
\$350	\$101	No Change
\$475	\$126	\$151

We have 39 Laredo agreements using the current plans. Additional cost average would be \$5,676 for each year with the current users. Over 3-year extension savings would be \$2,073 over option 1. This option may also have the option to pass onto the users if needed at any time. With the current economy, I do not recommend a fee increase for Laredo users, but we will retain this option.

**Option 3:** The LifeCycle amount for the first year of the three-year extension remains the same then goes up in years 2 and 3. (see below)

Year 1: 2021 \$70,753 (no total savings over option 1)

Year 2: 2022 \$80,304

Year 3: 2023 \$80,304

**Option 4:** This option creates a “per-document” charging mechanism. Fidlar proposes that we pay \$2.25 per recorded document. This protects us against any volume downfalls. In other words, if volume goes down, we only pay commensurate with the actual recorded volume. In addition, Fidlar would be willing to cap the amount so we wouldn’t get hurt if volume went up.

The 3-year average of recorded documents in our office is 34,508. Fidlar would put the cap at 34,600. In other words, if our recorded volume went above 34,600, there would be no additional fees. Using our average annual document count of 34,508 (at \$2.25 per document), the fee would be \$77,643 per year. This equals an annual increase of \$523 over option 1. If based on the capped amount (34,000 documents), the increase would be \$730 over option 1. Tying the license fee to the document count could result in revenue loss.



## **Winnebago County, WI Register of Deeds**

### **3-Year Land Records Life Cycle Extension**

This Extension is made this \_\_\_\_ day of \_\_\_\_\_, 2020 between Winnebago County, WI and Fidlar Technologies (“Fidlar” and “Provider”). Winnebago County, WI and Fidlar hereby agree that the Computer System and Software License Sales Agreement dated October 11, 2017 between Winnebago County, WI and Fidlar (the “Agreement”) is hereby extended for a 3-year period commencing on 12/1/2020 and terminating on 11/30/2023. Except as amended by this Extension, the terms and conditions of the Agreement, which are incorporated herein and made a part hereof, shall continue in full force and effect during the 3-year term of this Extension.

**Term and Termination carried over from prior agreement:** This agreement may be terminated upon sixty (60) days written notice by CLIENT in the event a material defect occurs in the software which substantially interferes with the intended uses of the Winnebago County Register of Deeds, provided that FIDLAR shall have the opportunity to cure the defect within the sixty (60) day notice period.

1. **FAILURE TO APPROPRIATE FUNDS:** The failure of the Winnebago County Board of Supervisors to appropriate sufficient funds in any year covered by this Agreement shall automatically terminate this Agreement.
2. **WISCONSIN LAW CONTROLLING:** It is expressly understood and agreed to by the parties hereto that in the event of any disagreement or controversy between the parties, Wisconsin law shall be controlling.
3. **ARBITRATION:**
  - A. This Agreement shall be covered by the laws of the State of Wisconsin.
  - B. Claims, disputes, and other matters in question between the parties to this Agreement arising out of, or relating to, this Agreement or the breach thereof shall be decided by arbitration in accordance with the Rules of the American Arbitration Association then pertaining, upon the express written consent of all parties of this Agreement. In the event the parties proceed to arbitration, the proceedings shall be governed by the following:
    - 1) The American Arbitration Association shall submit a panel of five (5) arbitrators to the parties. The parties shall alternate strikes until one arbitrator remains who shall arbitrate the dispute. The party initiating the first strike shall be determined by the winner of a coin flip.
    - 2) The costs of the arbitration proceeding (except for the filing fee, which shall be paid by the party initiating the



proceeding) shall be borne equally by the parties. Each party shall pay his own legal fees and expenses incurred in connection with the proceeding.

3) Any arbitration shall take place in the City of Oshkosh, Winnebago County, Wisconsin.

4) Unless otherwise agreed upon by the parties, the arbitration hearing shall be limited to one day in length with the arbitrator providing each side equal time to present its case during that day.

5) Any discovery proceeding shall be limited to the thirty (30) day period prior to the date of the arbitration hearing. The party requesting the discovery shall pay for all costs incurred by the opposite party, except for attorney's fees, relating to the discovery procedure including, but not limited to, witness, reporter's fees for depositions, photocopying fees, postage fees, and delivery fees.

6) In issuing any ruling regarding any arbitration matter, the arbitrator shall issue a written decision which shall include written findings of fact and conclusions of law.

7) The proceeding and arbitration shall be governed by the laws of the State of Wisconsin including, specifically, Chapter 788, Wis Stats.

4. **COMPLIANCE WITH WISCONSIN PUBLIC RECORDS LAW:** Provider understands that Winnebago County is bound by the Wisconsin Public Records Law, Wis. Stat. sec. 19.21, et. seq. Pursuant to Wis. Stat. sec. 19.36 (3), County may be obligated to produce to a third party the records of a Provider that are "produced or collected" by the Provider under this Agreement ("Records"). Provider is further directed to Wis. Stat. sec. 19.21, et. seq. for the statutory definition of Records subject to disclosure under this paragraph, and Provider acknowledges that it has read and understands that definition. Notwithstanding any other term of this Agreement, Provider is (1) obligated to retain Records for seven (7) years from the date of the Record's creation; and (2) produce such Records to County if, in County's determination, County is required to produce the records to a third party in response to a public records request. Provider's failure to retain and produce Records as required by this paragraph shall constitute a material breach of this Agreement, and Provider must defend and hold County harmless from liability due such breach.
5. **ENTIRE AGREEMENT:** The entire Agreement of the parties is contained herein, and this Agreement supersedes any and all oral agreements and negotiations between the parties relating to the subject matter hereof.





### SOFTWARE SERVICES SUMMARY

Fidlar Technologies Product\Service Description	Cost
<b>AVID</b>	<i>Year 1 - \$70,753.00 Year 2 - \$70,753.00 Year 3 - \$70,753.00</i>
Receipting (cashiering)	Included
Indexing	Included
<i>eIndexing Functionality (OCR)</i>	Included
SSN Redaction Batch Processing	Included
Manual Interface	Included
Automated Verification Functionality	Included
<i>iScan - Scanning Module</i>	Included
Magnetic Image Management	Included
<i>eRecording Catcher</i>	Included
<i>FC Customs - Import\Export Data</i>	Included
<i>Property Fraud Alert Service</i>	Included
<i>Laredo &amp; Tapestry</i>	<i>See Schedule D</i>
<b>Implementation Services</b>	<i>Included</i>
Project Management	Included
Workflow Analysis	Included
Installation/Configuration	Included
Data Conversion	Included
Comprehensive Training	Included
Internal	Included
Public	Included
<i>Recommended Hardware Specifications</i>	Not Included
<i>LifeCycle Annual Maintenance</i>	<i>Included</i>
1-800 Support	Included
System Upgrades	Included
Training on New features & Functionality	Included
State Mandated or Regulatory Updates	Included

### 3 YEAR PAYMENT MILESTONES AND DATES:

LifeCycle Payments would continue to be invoiced on same schedule for the next 3 years:

2020-2021 - \$70,753.00

2021-2022 - \$70,753.00

2022-2023 - \$70,753.00

### FIDLAR TECHNOLOGIES LIFECYCLE SERVICE INCLUDES:

- ◆ The use of our AVID software product during the life of this contract
- ◆ The use of any future software product Fidlar may develop to replace AVID for the purpose of recording land records documents
- ◆ Project management, installation, conversion (excluding any needed or requested data clean-up), and training needed for the initial installation of any



future Fidar Technologies product developed to replace AVID for the purpose of recording land records documents

- ◆ The use of new add-on modules Fidar may develop and offer to the market for the purpose of recording land records documents

**FIDLAR TECHNOLOGIES LIFE CYCLE SERVICE DOES NOT INCLUDE:**

- ◆ The 3<sup>rd</sup> party software and hardware to operate AVID.
- ◆ The installation, maintenance, or support of 3<sup>rd</sup> party software and hardware now or in the future
- ◆ Any current or future Fidar developed software product or service not designed or offered to the market for the purpose of recording land records documents.
- ◆ Any form of ownership or perpetual license to Fidar developed software products
- ◆ Any custom development for special requests from client
- ◆ Any needed or requested training except as stated in the above section.
- ◆ Use of Fidar developed remote access products except as outlined in Schedule D of this contract
- ◆ Explicit omission of any add-on modules not included in this contract.

**BUYER REPRESENTS THAT THIS LIFECYCLE EXTENSION HAS BEEN READ AND ACCEPTED:**

**WINNEBAGO COUNTY, WI**

**FIDLAR TECHNOLOGIES**

Dated:\_\_\_\_\_

Dated:\_\_\_\_\_

By:\_\_\_\_\_

By:\_\_\_\_\_

Name:\_\_\_\_\_

Name:\_\_\_\_\_

Title:\_\_\_\_\_

Title:\_\_\_\_\_

Dated:\_\_\_\_\_

By:\_\_\_\_\_

Resident Agent:\_\_\_\_\_

Name:\_\_\_\_\_

Address:\_\_\_\_\_

Title:\_\_\_\_\_

City/Zip Code:\_\_\_\_\_

## SCHEDULE D

### Remote Access Products Community Service Products

*This Schedule D replaces any previously signed Schedule D and Schedule G and hereby adopts the terms and conditions of the original Computer Software Licensing Agreement signed by the County.*

#### REMOTE ACCESS

##### LAREDO

Fidlar Technologies' Laredo software is designed to allow remote access to the Client's recorded document information by professional searchers (i.e., title companies, banks, realtors, etc.) Laredo is designed to allow subscription only access. Subscriptions for Client's customers and subsequent access are exclusively granted by Client (access may be terminated by Fidlar should the end-user agreement be breached). After Client issues the subscriber their user ID and password, they are able to download the Laredo remote access software from Fidlar's website, [www.fidlar.com/laredo](http://www.fidlar.com/laredo).

Laredo subscriber will be presented with an online End User Agreement when they log in to Laredo. They will be prompted to print the agreement, sign it, and then forward it to Fidlar. The Laredo subscriber will be presented with this User Agreement each time they log in until they endorse the agreement and send it back to Fidlar.

It is notable that the unique user ID (username) and password defines each Laredo user. This user ID can be used to access land records data from any properly configured workstation; however, multiple users cannot log in with the same user ID at the same time.

##### LAREDO BILLING:

Fidlar will invoice Client a licensing fee for each Laredo user on a monthly basis. The licensing fee will be commensurate with the subscription plan of each subscriber in accordance with the schedule below. New subscribers joining during a monthly period will be billed based on the prorated amount for that month determined by their subscription date. The billing periods correlate with the calendar months.

##### LAREDO PRICING:

Per-Minute Plans	Fidlar License Fee to County per UserID Subscription
0-150 minutes	\$42/mo and 0.11 per minute overage
151-250 minutes	\$60/mo and 0.11 per minute overage
251-500 minutes	\$86/mo and 0.08 per minute overage
501-1000 minutes	\$93/mo and 0.07 per minute overage
1001-2000	\$101/mo and 0.055 per minute overage
2001 and up	\$151/mo

Laredo support (at 1-563-345-1283), including End-User subscriber support, is included in the Per-Minute Plans.

## END USER FEES

The Client understands that it is empowered to charge fees to end users pursuant to Wisconsin Code section 59.43 and other applicable law and hereby assigns to Fidlar the above portions of end user fees as an actual cost to the Client during the term of this Agreement.

The Client understands that end-user access fees for Laredo are set by the county.

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## TAPESTRY

The Client has the option to participate in Fidlar's Tapestry General Public Access System by permitting their information to be made available through the Fidlar Technologies Tapestry website ([www.landrecords.net](http://www.landrecords.net)). The Client understands that Tapestry is a service offered and managed by Fidlar to offer the land records of participating Counties collectively to the general public.

The Client understands that Fidlar will determine who has access to their Tapestry websites and will provide phone and email support to users as well as manage the billing and collecting of access fees from the end users. At the end of each calendar month, Fidlar will provide a credit to the Client based on the parameters below.

### TAPESTRY PRICING:

Fidlar agrees to pay Client:

- \$2.75 per Tapestry search transaction
- \$0.50 per document image printed\*

\*Any changes to the document image print fee will continue to maintain the 50/50 distribution of the fee.

Fidlar may not use or share Client's data/images in any other way than the methods outlined above.

The Client understands that access fees for Tapestry are set by Fidlar. Fidlar will notify Client at least 30 days in advance before such fees are changed.

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## MONARCH

Fidlar Technologies' Monarch software is designed to allow land record's data and/or images to be distributed via an application programming interface (API). Monarch is designed to allow subscription only access.

Fidlar will provide to the subscribers all the necessary support, technical support, and communications to allow for the successful use of the Monarch system at no cost to the County.

Under the terms of this agreement, Fidlar Technologies will only market access to County data and images with the specific permission of the county.

***No changes will be made to Monarch terms, conditions and pricing. Grandfathered accounts, which are scheduled to sunset on 9/1/2020 are shown below\*.***

Company name	Image and Financial Terms	Grandfathered term *
Assurance Title Services, Inc.	County to supply images and invoice	9/1/2020
First American Title – Evans Title Division	County to supply images and invoice	9/1/2020
Black Knight Financial Services	County to supply images and invoice	9/1/2020

#### OFFICIAL RECORDS ONLINE

Official Records Online (ORO) makes it possible for visitors to the ORO website ([www.officialrecordsonline.com](http://www.officialrecordsonline.com)) to place an order for copies of birth, death, marriage licenses, and/or certified land records documents (at Client's discretion), accept payment, and validate requestor identity.

#### ORO PRICING:

Client determines base pricing for each document type made available via ORO. Fidlar will charge the ORO website visitor a convenience fee of \$10.00/certificate order (includes copies).

At the end of each calendar month, Fidlar will provide a credit to the Client's account for \$2.50/per convenience fee charged.

Client agrees to put a link to [www.officialrecordsonline.com](http://www.officialrecordsonline.com) from their web site for the online ordering of these document types.

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#### COMMUNITY OUTREACH SERVICES

##### PROPERTY FRAUD ALERT

Fidlar's **Property Fraud Alert (PFA)** service is designed to monitor, identify, and notify individuals whose name has been indexed from a document recorded in Client's office. The intent is to offer subscribers the ability to have their name/business name monitored within the Client's office in order to track possible fraudulent activity. **PFA** subscribers must sign up for the **PFA** service via the **PFA** website, [www.propertyfraudalert.com](http://www.propertyfraudalert.com). Subscribers will ONLY be notified by the **PFA** service when the name they have submitted matches any names that have been indexed from documents recorded within the Client's office.

**PFA** is a Fidlar-managed web site and service. Fidlar provides technical and end-user support via the **PFA** hotline service (1-800-728-3858).

**PFA PRICING:**

INCLUDED AS PART OF THIS CONTRACT

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**HONOR REWARDS DESCRIPTION:**

Fidlar's Honor Rewards is a service provided to counties which allows them to quickly and easily implement and manage a rewards program for their local veterans. Veterans can sign-up (online or in your office) to receive an Honor Rewards ID card which gives them discounts and benefits at local businesses and retailers who participate in the program. Client is responsible for contacting local businesses and retailers and encourage them to participate in the program.

Fidlar's Honor Rewards program includes:

- Creation and maintenance of your county's page at [www.honorrewards.com](http://www.honorrewards.com)
- Printing of all ID Cards for your county
- Delivery of the ID cards approximately every 2-3 weeks (it is Client's responsibility to get them to the veteran)
- Customer Support for veterans during the signup process
- Pre-Created promotional materials

**HONOR REWARDS PRICING:**

INCLUDED WITHIN THIS CONTRACT

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SELECT 1 OF THE FOLLOWING 2 OPTIONS:

**OPTION 1:**

\_\_\_\_\_ By checking here and signing below, you acknowledge you have the authority to utilize remote access revenue to offset regular Fidlar Invoices (LifeCycle, CountyCare, Bastion, Information Replication, Laredo Bills, etc). Should you choose this option, a second signature from an authorized Elected Official, County Board Member, or Department Head is required.

**Please list the types of recurring invoices you would like to use your remote access revenue on:**

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Any remaining revenue on account after your Fidar Invoice has been paid will be returned to you via Check/ACH.

If you choose to receive remote access revenue via ACH, please fill in the necessary ACH Details:

Routing Number: \_\_\_\_\_ Account Number: \_\_\_\_\_

Please provide the email address of the person you would like to receive the ACH deposit notifications:

\_\_\_\_\_

BUYER REPRESENTS THAT THIS SCHEDULE 'D' HAS BEEN READ AND IS ACCEPTED:

Winnebago County, WI

Winnebago County, WI

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

FIDLAR TECHNOLOGIES

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**OPTION 2**

\_\_\_\_\_ **By checking here and signing below, you acknowledge that Fidar will provide all remote access credit to the Client at the end of each calendar month via ACH or Check.**

If you choose to receive remote access revenue via ACH, please fill in the necessary ACH Details:

Routing Number: \_\_\_\_\_ Account Number: \_\_\_\_\_

Please provide the email address of the person you would like to receive the ACH deposit notifications:

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BUYER REPRESENTS THAT THIS SCHEDULE 'D' HAS BEEN READ AND IS ACCEPTED:

Winnebago County, WI

FIDLAR TECHNOLOGIES

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_



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

**WHEREAS**, §59.13(2), Wis Stats, states in pertinent part, “The number of days for which compensation and mileage may be paid a committee member in any year. . .are limited as follows: **(b)** in counties with a population of 25,000 or more, to thirty (30) days for services on committees, except that the board may, by a two-thirds vote of the members present, increase the number of days for which compensation and mileage may be paid in any year and fix the compensation for each additional day”; and

**WHEREAS**, history has shown that a number of supervisors regularly exceed the 30-day limit and receive compensation before the Board approves the request, despite it being a well-established policy in Winnebago County that employees are not allowed to receive pay for unauthorized time, while a number of supervisors do not come close to reporting thirty (30) days of service; and

Committee Vote: **4-0**

Committee Vote: **4-0**

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

Mark L Harris  
Winnebago County Executive

046-072020

**RESOLUTION: Authorize the Transfer of \$699,000 from Park View Health Center's Unrestricted Fund Balance to the Park View Health Center's Capital Project for the Construction Phase of an Ancillary Building to Serve as a Garage, Storage Space, and Training Facility**

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

**WHEREAS**, the new Park View building plans did not include a garage; and

**WHEREAS**, the former Park View campus had a garage available to park the vehicles; and

**WHEREAS**, current rooms used for training are in constant demand and are not set up for training purposes, thus a dedicated training space would be used for new employee orientations and current employee trainings and skills review, and would allow for the facility to institute its own state-approved CNA certification program; and

**WHEREAS**, storage space was reduced in the new Park View building plans to accommodate the materials and supplies that cannot be kept in the basement storage room due to space constraints, and excess materials have been stored in the old Laundry Building which is scheduled to be razed in late 2019 or early 2020; and

**WHEREAS**, this new building would provide a training facility, garage, and storage space on the Park View Health Center grounds; and

**WHEREAS**, the total cost of this project is \$749,000, consisting of \$50,000 for design and \$699,000 for construction. The \$50,000 design phase of this project was approved at the February 11, 2020, Winnebago County Board Meeting by Resolution Number 272-022020.

**NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby authorizes the transfer of \$699,000 from Park View Health Center's Unrestricted Fund balance to the Park View Health Center's capital project for the construction phase of an ancillary building to serve as a garage, storage space, and training facility.

**Fiscal Impact:** This will decrease Park View Health Center's Unrestricted Fund balance by \$699,000.

Respectfully submitted by:

Committee Vote: **3-0**

**PARK VIEW HEALTH CENTER COMMITTEE**

Respectfully submitted by:

Committee Vote: **5-0**

**FACILITIES AND PROPERTY MANAGEMENT COMMITTEE**

Respectfully submitted by:

Committee Vote: **4-0**

**PERSONNEL & FINANCE COMMITTEE**

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

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

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

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2     **RESOLUTION:     Granting Exceptions to Human Resources Policy 17 - Vacation**

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

6             **WHEREAS**, Winnebago County’s vacation policy, Human Resources Policy 17, currently allows up to five  
7 vacation days per employee which remain at the end of one calendar year to be carried over to the next calendar  
8 year; and

9             **WHEREAS**, due to various reasons related to the COVID-19 crisis, at this point of the year some County  
10 departments have found it very difficult to allow employees to use vacation to the extent that they normally would,  
11 while many employees have found it difficult to use vacation for reasons such as travel restrictions, difficulty in  
12 obtaining child care, and general uncertainty; and

13             **WHEREAS**, disruption to department operations may result if vacation usage is compressed at the end of  
14 the year; and

15             **WHEREAS**, allowing an additional five days of vacation to be carried over from 2020 to 2021, as an  
16 exception to the rule, would help ease this situation without requiring any additional expenditures by the County;

17  
18             **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby  
19 authorizes Winnebago County employees to request a carryover of up to five (5) additional vacation days from 2020  
20 to 2021, with department head approval, for a maximum of ten (10) vacation days. The ability to carry over ten (10)  
21 vacation days from 2020 to 2021 is an exception to the current policy that limits employees to carry over five (5)  
22 vacation days as provided by Human Resources Policy 17.05(c).

23  
24             **BE IT FURTHER RESOLVED** by the Winnebago County Board of Supervisors that all other provisions of  
25 Human Resources Policy 17 will remain in effect, and that this exception will apply only to carryovers from calendar  
26 year 2020 to calendar year 2021.

27  
28   Respectfully submitted by:  
29   **PERSONNEL & FINANCE COMMITTEE**

30     Committee Vote: **4-0**  
31     Vote Required for Passage: **Majority of Those Present**

32  
33             Approved by the Winnebago County Executive this \_\_\_\_ day of \_\_\_\_\_, 2020.

34  
35  
36   \_\_\_\_\_  
37   Mark L Harris  
  Winnebago County Executive

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

**WHEREAS**, the Chairman of the Winnebago County Board of Supervisors ruled that the 2020 Organizational Meeting shall be scheduled to conclude at the July 21, 2020, regularly-scheduled meeting of the Winnebago County Board of Supervisors.

**BE IT FURTHER RESOLVED** by the Winnebago County Board of Supervisors that it hereby adopts the 2018-2020 Rules of the Winnebago County Board of Supervisors with amendments for the 2020-2022 session, subject to any further amendments:

**SHILOH RAMOS, District 5**

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

Mark L Harris  
Winnebago County Executive