

**WINNEBAGO COUNTY BOARD OF SUPERVISORS  
TUESDAY, JULY 19, 2016**

There will be an Adjourned Meeting of the Winnebago County Board of Supervisors on Tuesday, July 19, 2016, at 6:00 p.m., in the Supervisors' Room, Fourth Floor, Winnebago County Courthouse, 415 Jackson Street, Oshkosh, Wisconsin. At this meeting, the following will be presented to the Board for its consideration:

- Roll Call
- Pledge of Allegiance
- Invocation
- Adopt agenda
  
- ***Time will be allowed for persons present to express their opinion on any resolution or ordinance that appears on the agenda.***
  
- ***Public comments on the Oshkosh Speed Zone Raceway***
  
- Communications, petitions, etc.
  - Notice of Claim:
    - Notice of Claim from Jessica L. Lehmkuhl for damage to her vehicle's windshield while driving through a construction zone on Interstate 41 in Winnebago County
  - Thank you note from Ryan Risgaard, Neenah High School recipient of a 2016 Winnebago County Scholarship
  - Zoning Petitions:
    - No. 001 – Edward & Cynthia Sypek, Town of Vinland; tax parcel no. 026-0661-08-01; rezone from R-1 to R-2
    - No. 002 – David G. Voss, Jr.; Town of Wolf River; tax parcel nos. 032-0725, 032-0725-06 and 032-0730-26; rezone from R-8 to R-1
    - No. 003 – Experimental Aircraft Association, Inc., Town of Nekimi; tax parcel nos. 012-0016, 012-0016-02, 012-0018, 012-0026, 012-0027, 012-0028, 012-0029, 012-0030, 012-0030-01, 012-0032, 012-0032-01, 012-0032-02, 012-0033, 012-0033-01, 012-0034, 012-0034-02, 012-0034-03, 012-0035, 012-0036, 012-003601, 012-0038, 012-0039, 012-0040, 012-0041, 012-0042, 012-0043, 012-0043-02, 012-0044, 012-0047, 012-0048, 012-0176, 012-0177, 012-0205, 012-0210; rezone from A-2 to I-1
    - No. 004 – Ronald Wachholz & Chris Schmid; Town of Nekimi; tax parcel no. 012-0250-01; rezone from A-2 to I-1
  - Resolutions from other counties:
    - Outagamie County – Resolution No. 11-2016-2017 – regarding their opposition to the UW-Cooperative Extension Multi-County Reorganization Plan
    - Outagamie County – Resolution No. 14-2016-2017 – regarding their support of repealing the language in Sec. 6.33(5)(a)2., Wis. Stats. regarding clerks' duties with respect to part of the absentee ballot process
    - Outagamie County – Resolution No. 15-2016-2017 – in regards to election night results reporting
    - Polk County – Resolution No. 25-16, "Resolution Authorizing Application for County Waiver from State Mandated Process Concerning Absentee Ballots"
- Reports from Committees, Commissions & Boards
- Approval of the proceedings from the May 3, 2016 and June 21, 2016 meetings
- County Executive's Report
- County Executive's Appointments
  - ADVOCAP Board of Directors – Supervisor Harold Singstock
  - Aging and Disability Resource Center (ADRC) – Janice Dibble and Peter Christianson
- County Board Chairman's Report
- County Board Chairman's Appointments:
  - Information Systems Committee – Patrick Brennand, 1904 Doty Street, Oshkosh
- Presentation of 2016 Winnebago County Scholarship to Aaron Klysen, Lourdes High School Graduate
- Update on the ECWRPC's Review and Update of the Lake Winnebago Comprehensive Management Plan – Supervisor Chuck Farrey
- Update on the Classification and Compensation Study – Michael Collard, Director of Human Resources

**ZONING REPORTS & ORDINANCES**

Report No. 001 – Bonnie Parnall, Town of Nekimi  
Amendatory Ordinance No. 07/01/16– Rezoning from A-2 to R-1 for tax parcel no. 012-0184-02(p)

Report No. 002 – Donald & Judith Grotz, Town of Algoma (annexation to City of Oshkosh)  
Amendatory Ordinance No. 07/02/16 – Annexation from the Town of Algoma to the City of Oshkosh for tax parcel no. 002-0340-35

Report No. 003 – James Purtell, Town of Black Wolf  
Amendatory Ordinance 07/03/16 – Annexation from the Town of Black Wolf to the City of Oshkosh for tax parcel nos. 004-0082 and 004-0084-04(p)

Report No. 004 – Stormwater Utility Annexation, Town of Oshkosh  
Amendatory Ordinance 07/04/16 – Annexation from the Town of Oshkosh to the City of Oshkosh for tax parcel nos. 018-0014(p) and 018-0015(p)

Report No. 005 – Multiple owners in the Town of Menasha  
Amendatory Ordinance 07/05/16 – Incorporation of the Town of Menasha to the Village of Fox Crossing

Amendatory Ordinance No. 07-06-16 –Town of Clayton on behalf of Jason Ehrenttraut for a zoning change from A-2 to R-2 for tax parcel no. 006-0645-01-02.

Amendatory Ordinance No. 07-07-16 –Town of Winchester on behalf of Ryan Overton for a zoning change from A-2 to R-1 for tax parcel no. 028-0710-01-05.

### **RESOLUTIONS AND ORDINANCES**

RESOLUTION NO. 027-62016: AMENDED - Adopt the Winnebago County Employee Compensation Plan  
Submitted by:  
PERSONNEL & FINANCE COMMITTEE

RESOLUTION NO. 028-72016: Commendation for Gary Frank  
Submitted by:  
PERSONNEL & FINANCE COMMITTEE

RESOLUTION NO. 029-72016: Commendation for Mark Guldán  
Submitted by:  
PERSONNEL & FINANCE COMMITTEE

RESOLUTION NO. 030-72016: Disallow Claim of Paul Esslinger  
Submitted by:  
PERSONNEL & FINANCE COMMITTEE

RESOLUTION NO. 031-72016: Disallow Claim of Missy A. Krause  
Submitted by:  
PERSONNEL & FINANCE COMMITTEE

RESOLUTION NO. 032-72016: Disallow Claim of Debbie Piotter  
Submitted by:  
PERSONNEL & FINANCE COMMITTEE

RESOLUTION NO. 033-72016: Disallow Claim of American Family Insurance for Daniel and Susan L. Hanneman  
Submitted by:  
PERSONNEL & FINANCE COMMITTEE

RESOLUTION NO. 034-72016: Authorize Execution of Exposition Center Rental Agreement Between Winnebago County and Epona Enterprises, LLC  
Submitted by:  
PARKS & RECREATION COMMITTEE  
PERSONNEL & FINANCE COMMITTEE

RESOLUTION NO. 035-72016: Amend the Table of Organization for the Winnebago County Facilities and Property Management Department  
Submitted by:  
PERSONNEL & FINANCE COMMITTEE



ORDINANCE NO. 036-72016: Amend Section 2.01, Exhibit A(9) and (10), of the General Code of Winnebago County:  
County Board Supervisory Districts

Submitted by:

JUDICIARY & PUBLIC SAFETY COMMITTEE

RESOLUTION NO. 037-72016: Authorize a Transfer of \$144,777 from the 2016 Park View Health Center Fund Balance  
to a Park View Health Center Operating Expense Account for an Additional Parking Lot in  
2016

Submitted by:

PARK VIEW HEALTH CENTER COMMITTEE

PERSONNEL AND FINANCE COMMITTEE

RESOLUTION NO. 038-72016: Approve a Budget Transfer to the Highway Department in the Amount of \$80,000 for  
Asphalt Maintenance on Butler Avenue from CTH Y to Park View Health Center

Submitted by:

HIGHWAY COMMITTEE

PERSONNEL AND FINANCE COMMITTEE

RESOLUTION NO. 039-72016: Amend Section 6.50 of the Rules of the Winnebago County Board of Supervisors:  
Provide the Public an Opportunity to Address Matters Not Included on the Agenda to be  
Included on all Future Agendas for Winnebago County Board of Supervisors Meetings  
and Subcommittee meetings

Submitted by:

AARON WOJCIECHOWSKI, DISTRICT 16

COUNTY BOARD SUPERVISOR

Respectfully submitted,

Susan T. Ertmer

Winnebago County Clerk

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**

**ADJOURNED SESSION  
May 3, 2016**

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

**Printed by authority of the Winnebago County Board**  
**David W. Albrecht, Chairman** **Susan T. Ertmer, Clerk**

**SPECIAL ORDERS SESSION  
WINNEBAGO COUNTY BOARD MEETING  
TUESDAY, MAY 3, 2016**

Chairman David Albrecht called the meeting to order at 6:00 p.m. in the County Board Room, Fourth Floor, Courthouse, 415 Jackson Street, Oshkosh, Wisconsin.

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

The following Supervisors were present: Konetzke, Barker, Harpt, Eisen, Ramos, Smith, Long, Scherck, Albrecht, Gabert, Binder, Thompson, Olson, Wojciechowski, Gordon, Wingren, Lautenschlager, Norton, Singstock, Brooks, Powers, Locke, Hegg, Finch, Youngquist, Farrey, Rasmussen, Keller, Egan, Ellis, Snider and Kriescher.

Excused: Roh, Warnke and Robl. (1 Vacant Seat)

Motion by Supervisor Konetzke and seconded by Supervisor Ellis to approve the agenda for this evening's meeting.  
CARRIED BY VOICE VOTE.

**PUBLIC HEARING**

No one from the public addressed the board.

**COMMITTEE REPORTS**

Supervisor Wingren announced that there will be a Legislative Committee meeting on Monday, May 23, 2016 at 8:30 a.m. at the Coughlin Center.

Supervisor Hegg read a brief report from the Facilities Committee/Department regarding their forestry activities.

Supervisor Eisen reported on the Winnebago County Public Health ReThink project breakfast held April 29, 2016. This program was funded by federal and state grants, but is now fully funded by the county. Efforts are being made to apply for grants that would expand the work of this project.

Supervisor Eisen attended the 2016 Wisconsin Counties Association East Central District meeting in DePere on Tuesday, May 3<sup>rd</sup>. At this meeting, two positions were up for election to the WCA Board of Directors for 2016 – 2018. David Albrecht was elected to one of these seats. Mr. Eisen reported on issues for future legislative activity. If you would like additional information, please contact Supervisor Eisen.

Supervisor Ramos announced that the Board of Health meeting scheduled for Friday, May 6, 2016 has been cancelled and re-scheduled for Friday, June 3<sup>rd</sup>.

Supervisor Finch reported that Supervisors might be receiving e-mails and/or phone calls regarding the race track at the Sunnyview Expo grounds. Questions regarding the race track are now in the hands of Executive Mark Harris and Director of Parks, Rob Way.

Supervisor Finch reported on the handout on Supervisor's desks regarding a roundabout at County Highway CB and Oakridge Road that he received from a resident of that area.

Supervisor Norton thanked the County Board Supervisors, City Council members, School Board members and Law Enforcement Officials that attended the ReThink Legislative Breakfast on April 29, 2016.

**CHAIRMAN'S REPORT**

Chairman Albrecht announced that he has received an application for District 6 that is currently vacant.

Chairman Albrecht announced that it has been suggested to change the seating arrangement for the County Board.

Chairman Albrecht reported that Supervisors Roh, Warnke and Robl asked to be excused from tonight's meeting.

**EMPLOYEE WAGE STUDY UPDATE**

Michael Collard, Human Resources Director, reported that the Compensation Study is not complete yet. The proposed plan and finished study will be presented to the Personnel and Finance Committee at their meeting on Thursday, June 2 and to the full board at their June 21, 2016 meeting. The consultant has met with employees and department heads to provide input for their study. Studies were compared from other counties and cities as to the pay scales, benefits and compensation to their employees. Mr. Collard will be working with County Executive Harris for the implementation of this process. Mr. Collard then took questions from the Board.

**HUMAN SERVICES DEPARTMENT UPDATE**

Dr. Bill Topel, Human Services Director, read the Vision and the Mission of the Human Services Department. They have the largest number of employees and the largest portion of the budget within Winnebago County. Human Services provides five service divisions: Behavioral Health, Child Welfare, Economic Support, Long Term Support/ADRC and Administrative Services.

Dr. Topel reported on the yearly case reports by divisions and highlighted areas of each of the service divisions. He provided the cost to operate all of the programs regarding Human Services. Dr. Topel then took questions from the board. A copy of this presentation is on file in the County Clerk's Office with the proceedings of this meeting.

### **LAND AND WATER CONSERVATION DEPARTMENT UPDATE**

Tom Davies, Land and Water Conservation Director, updated the board on projects that have been completed since the last time he spoke to them. He introduced Andy Maracini, GIS Technician, from his Department. Andy presented the board with information regarding GIS in Conservation and how it benefits their department. He showed slides of projects that they are working on currently: the Winnebago Pool System Shoreline Inventory and Resource Concern Mapping. He explained how technology has grown and enabled them to have information more readily available to them while still out in the field. Mr. Davies announced that Conservation Field Days will be held on May 4, 2016 at the Norbert Rich property located on the corner of Oak Hill Road and Ginnow Road. The Winneconne Elementary Schools will be attending these sessions, one in the morning and one in the afternoon. Mr. Maracini and Mr. Davies then took questions from the board. A copy of this presentation is on file in the County Clerk's Office with the proceedings of this meeting.

### **UPDATE ON COURTHOUSE SECURITY PROJECT AND DEPARTMENT RELOCATIONS**

Mike Elder, Facilities Director, provided the Supervisors with pictures and the layout of the new Security Center. This project has been in the works since 1953. In 2015, it was approved to build a Security Center on the Plaza Deck. Historic preservation was a major concern with this project. Mr. Elder described how the Security Center will work. It has been discovered that at some point the parking lot was raised three feet, this has caused drainage issues. The drainage issue will need to be addressed as well. Miron Construction will be doing the work on this project.

Mr. Elder reported on the Department Relocation project. The non-court related departments will be moved from the Court House to the Administration Building on Otter Street. Child Support and Clerk of Courts will be moved to the first floor of the Court House. Facilities has reviewed department needs and measured offices to see if needs can be met. Mr. Elder is hoping the design will be complete by late summer and be able to put the project out for bids this fall. Mr. Elder then took questions from the board. A copy of this project update is on file in the County Clerk's Office with the Proceedings of this meeting.

Supervisor Albrecht reminded the board that the County Board Tour is scheduled for Monday, May 16, 2016 starting at the Court House at 8:30 a.m.

Motion by Supervisor Konetzke and seconded to adjourn until the Board's next meeting on Tuesday, May 17, 2016.  
CARRIED BY VOICE VOTE.

The meeting was adjourned at 7:58 p.m.

Respectfully submitted,  
Julie A. Barthels  
Winnebago County Deputy Clerk

State of Wisconsin)  
County of Winnebago) ss

I, Julie A. Barthels, do hereby certify that the foregoing is a true and correct copy of the Journal of the Winnebago County Board of Supervisors for their Special Orders Session held May 3, 2016.

Julie A. Barthels  
Winnebago County Deputy Clerk



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

**ADJOURNED SESSION  
June 21, 2016**

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

Printed by authority of the Winnebago County Board  
David W. Albrecht, Chairman Susan T. Ertmer, Clerk



**WINNEBAGO COUNTY BOARD MEETING  
TUESDAY, JUNE 21, 2016**

Chairman David Albrecht called the meeting to order at 6:00 p.m. in the County Board Room, Fourth Floor, Courthouse, 415 Jackson Street, Oshkosh, Wisconsin.

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

The following Supervisors were present: Konetzke, Barker, Harpt, Eisen, Ramos, Blank, Roh, Smith, Long, Scherck, Albrecht, Gabert, Thompson, Olson, Wojciechowski, Gordon, Wingren, Lautenschlager, Norton, Warnke, Robl, Singstock, Powers, Locke, Hegg, Finch, Youngquist, Farrey, Rasmussen, Keller, Egan, Ellis, Snider and Kriescher. Excused: Binder and Brooks.

Motion by Supervisor Robl and seconded by Supervisor Finch to adopt the agenda with an exception, Resolution No. 027-62016 will be brought forward before Resolution No. 017-62016. CARRIED BY VOICE VOTE.

**PUBLIC HEARING**

Judge Thomas Gritton, Circuit Court Branch 1, 415 Jackson Street, Oshkosh, WI, spoke on behalf of Judge Key, Judge Jorgensen, Judge Bissett and all the Judicial Assistants in opposition to Resolution No. 027-62016.

Jeff Ogden, 1953 E. Shady Lane, Neenah, WI spoke in favor of Zoning Report No. 004 regarding parcel no. 010-0217 to rezone from A-2 General Agriculture to I-1 Light Industrial.

The following people spoke in opposition to the re-zoning of the Ogden property:

- Lori Bowers, 1710 Oakridge Lane, Neenah, WI
- Chris Baldwin, 1575 Oakridge Road, Neenah, WI
- Joan Michel, 1615 Oakridge Road, Neenah, WI
- Al Bowers, 1710 Oakridge Road, Neenah, WI

The following person spoke in favor of the re-zoning of the Ogden property:

- Tom Wilde, Planning Commission Chairman for Town of Neenah

Supervisor Wingren called for a point of order to allow discussion on the Speedzone Raceway and set aside Rule 6.5 to allow discussion of an item not on the Board's agenda. Supervisor Eisen spoke in agreement with Supervisor Wingren. Corporation Counsel Bodnar stated that even if the Board set aside Rule 6.5 to discuss the race track, the Board would still be in violation of the open meeting laws and subject to fines.

**COMMUNICATIONS AND PETITIONS**

The following correspondence was presented to the Board by Sue Ertmer, County Clerk:

- Petition:
  - Petition in opposition to rezoning of Lot 3 of CSM 5188 as described in Zoning Report No. 004 and Amendatory Ordinance #06/04/16 for the Jeffrey Ogden property, was submitted by Joan Michel for residents of the Town of Neenah was referred to the Planning and Zoning Committee. The Zoning Department has reviewed it and found it sufficient. According to Chapter 23 of the General Code it will require  $\frac{3}{4}$  vote of the members present and voting on these two items.
- Notice of Claims:
  - Notice of Claim from Paul Esslinger for damage to his vehicle's tire caused by a pot hole on County Road A in the City of Oshkosh was referred to the Personnel and Finance Committee.
  - Notice of Claim from CBCS Integrated Claims Solutions for damage to a vehicle owned by Ottery Transportation, Inc. caused by the County's Highway Department clearing snow off an overpass was referred to the Personnel and Finance Committee.
  - Notice of Claim from Missy A. Krause for injuries resulting from a slip and fall at Wittman Regional Airport was referred to the Personnel and Finance Committee.
  - Notice of Claim from Debbie Plotter for damage to their mailbox caused by a Highway Department snowplow was referred to the Personnel and Finance Committee.
  - Notice of Claim received from American Family Insurance for Daniel and Susan L. Hanneman for damage to their vehicle caused by an accident with a Highway Department vehicle was referred to the Personnel and Finance Committee.
- Zoning Petitions:
  - No. 001 – A zoning request from Bonnie L. Parnall, Town of Nekimi, tax parcel no. 012-0184-02(p) for a zoning change from A-2 to R-1 for vacant residential use and expansion of an existing residential lot was referred to the Planning and Zoning Committee.
- Resolutions from other Counties:
  - LaCrosse County – Resolution #83-2/16 – Resolution opposing the UW-Cooperative Extension Multi-County Reorganization Plan was referred to the Legislative Committee.
  - Waushara County – Resolution #13-05-16 – Resolution urging the amendment of §43.12, Wis.Stats., related to library funding was referred to the Legislative Committee.

## **REPORTS FROM COMMITTEES, COMMISSIONS AND BOARDS**

Supervisor Ellis handed out surveys from Park View Health Center. He encouraged Supervisors to read it and see how successful they are.

Supervisor Norton reported on a meeting of the Human Services Board on June 6, 2016 and announced the officers that were elected. Mr. Norton stated that he is a member of the ReThink committee and has been listening to webinars from NACo regarding different issues.

Supervisor Egan reported that the Legislative meeting to be held on June 27, 2016 has been cancelled due to lack of agenda items. The next meeting is scheduled for July 25, 2016.

Supervisor Eisen reported on his re-appointment to the WCA Judicial and Public Safety Steering Committee. He attended the Winnebago County Sheriff's Annual Award Presentation, the Wisconsin Department of Transportation meeting regarding the WIS 441 project and the 1<sup>st</sup> Annual Von Briesen and Roper Public Official Conference. Supervisor Eisen commented on each of the meetings and if you have any questions, please contact him.

Motion by Supervisor Roh and seconded by Supervisor Farrey to approve the May 17, 2016 proceedings.  
CARRIED BY VOICE VOTE.

### **COUNTY EXECUTIVE'S REPORT**

Executive Mark Harris spoke in favor of Resolution No. 024-62016. This would combine two projects that relate to courthouse security.

### **COUNTY EXECUTIVE'S APPOINTMENTS**

#### **East Wisconsin Counties Railroad Consortium**

Executive Harris asked for approval of his appointment of Larry Smith, 216 Wright Avenue, Neenah, to the East Wisconsin Counties Railroad Consortium. This is a three-year term which will expire on April 16, 2019.

Motion by Supervisor Finch and seconded by Supervisor Ellis to approve. CARRIED BY VOICE VOTE.

#### **Fox Valley Workforce Development Board, Inc.**

Executive Harris asked for approval of his re-appointments of Larry Lautenschlager, President of the Winnebago County Labor Council; Linda Mingus, Aurora Healthcare; and Bob Pedersen, Goodwill Industries; to the Fox Valley Workforce Development Board. These are three-year terms which will expire on June 30, 2019.

Motion by Supervisor Ellis and seconded by Supervisor Konetzke to approve. CARRIED BY VOICE VOTE.

#### **Solid Waste Management Board**

Executive Harris asked for approval of his correction to the re-appointments of Kenneth Robl, 379 Foster Street, Oshkosh; Doug Nelson, 214 N. 6<sup>th</sup> Avenue, Winneconne; and David Albrecht, 2356 Hamilton Street, Oshkosh; to the Solid Waste Management Board. These are three-year terms which will expire on December 31, 2019. The three-year terms were incorrectly stated as expiring on December 31, 2019, they will in fact expire on April 16, 2019.

Motion by Supervisor Ellis and seconded by Supervisor Farrey to approve. CARRIED BY VOICE VOTE.

#### **Board of Adjustment**

Executive Harris asked for approval of his re-appointments of Greg Kargus, 2934 Shorewood Drive, Oshkosh; and Arden Schroeder, 9458 Highway 76, Neenah; to the Board of Adjustment. These are three terms which will expire June 30, 2019.

Motion by Supervisor Finch and seconded by Supervisor Ellis to approve. CARRIED BY VOICE VOTE.

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

Chairman Albrecht welcomed Supervisor Robl back after recovering from surgery.

Chairman Albrecht reported that Supervisors Binder and Brooks are excused from tonight's meeting.

### **COUNTY BOARD CHAIRMAN'S APPOINTMENTS**

#### **East Central International Trade, Business and Economic Development Council (ITBEC) Board**

Chairman Albrecht asked for the Board's approval of his appointment of Paul Sundquist, 222 Hudson Avenue, Oshkosh; and Wendy Hielsberg, Executive Director of the Oshkosh Convention and Visitors Bureau; to the International Trade, Business and Economic Development Council (ITBEC) Board.

Motion by Supervisor Finch and seconded by Supervisor Ellis to approve. CARRIED BY VOICE VOTE.

**Tourism Advisory Committee of the International Trade, Business and**

**Economic Development Council (ITBEC) Board**

Chairman Albrecht asked for the Board's approval of his appointment of Paul Sundquist, 222 Hudson Avenue, Oshkosh; to the Tourism Advisory Board of the International Trade, Business and Economic Development Council (ITBEC) Board.

Motion by Supervisor Finch and seconded by Supervisor Ellis to approve. CARRIED BY VOICE VOTE.

**Presentation of 2016 Winnebago County Scholarships**

Chairman Albrecht presented the following students with Scholarship Certificates and checks:

- Wanda Kunde, Winneconne High School
- Lillian Pech, Oshkosh North High School
- Sabrina Mierswa, Oshkosh North High School
- Samantha Weiler, Neenah High School

The students told the Board what school they would be attending and what they were majoring in. Five other students received scholarships and checks, two will be accepting their scholarships at the July County Board meeting. The three students who cannot attend a board meeting are: Ryan Risgaard, Neenah High School; Lauren Unruh, St. Mary's Central High School; and Nathan Kiraly, Oshkosh West High School.

**Presentation of Donation from the Disabled American Veterans Chapter 17**

Mike Hert, Junior Vice Commander of the Ray H. Fuller DAV Chapter 17 and Joe Aulik, Veterans' Director, reported on an event called "Operation Cabin Fever". All proceeds from the event will be donated to the Veteran's Emergency Situation Fund. Mr. Hert presented a check to Joe Aulik in the amount of \$7,077.35.

**Presentation of Classification and Compensation Study Executive Report**

Mike Collard, Human Resources Director, introduced Dr. Victoria McGrath from McGrath Human Resources Group. Dr. McGrath gave a brief history of herself, her business and the counties that she has worked with. She reported on the purpose of the study; the methods that were used to complete the study; worked with the classification system; discovered compensation issues; created recommended schedules and realigned position placement. Dr. McGrath explained what areas she cleaned up and reported on the schedule placement. If the schedule is approved, there would be an appeal process. She briefly touched on other recommendations to be included and considered with the compensation process and ended by summarizing what they have done. Dr. McGrath then took questions from the floor. A copy of this presentation is on file in the County Clerk's office with the proceedings of this meeting.

**ZONING REPORTS & ORDINANCES**

Report No. 001 – A report from the Planning and Zoning Committee regarding a requested zoning change from C & C Nelson Properties, LLC; Town of Nekimi; from I-1 to I-2 for tax parcel no. 012-0086-02. Motion by Supervisor Keller and seconded by Supervisor Gabert to accept. CARRIED BY VOICE VOTE.

Amendatory Ordinance No. 06/01/16 – A requested zoning change from I-1 Light Industrial to I-2 Heavy Industrial for tax parcel no. 012-0086-02. Motion by Supervisor Keller and seconded by Supervisor Gabert to adopt. CARRIED BY VOICE VOTE. (Effective Date: July 5, 2016)

Report No. 002 – A report from the Planning and Zoning Committee regarding a requested zoning change from Egan Bros., Inc.; John R. Egan, Rev. Trust; Sheri A. Egan Rev. Trust; Town of Omro, from R-1, I-2 & A-2 to R-1 and A-2 for tax parcel nos. 016-0719, 016-0718 & 016-0698-01. Motion by Supervisor Egan and seconded by Supervisor Gabert to accept. CARRIED BY VOICE VOTE.

Amendatory Ordinance No. 06/02/16 – A requested zoning change from R-1 Rural Residential, I-2 Heavy Industrial and A-2 General Agriculture to R-1 Rural Residential and A-2 General Agriculture for tax parcel nos. 016-0719, 016-0718 & 016-0698-01. Motion by Supervisor Egan and seconded by Supervisor Finch to adopt. CARRIED BY VOICE VOTE. (Effective Date: July 5, 2016)

Report No. 003 – A report from the Planning and Zoning Committee regarding a requested zoning change from Tim Noffke, Town of Poygan, from R-1 to B-2 for tax parcel no. 020-0091. Motion by Supervisor Kreischer and seconded by Supervisor Ellis to accept. CARRIED BY VOICE VOTE. ABSTAIN: Kreischer

Amendatory Ordinance No. 06/03/16 – A requested zoning change from R-1 Rural Residential to B-2 Community Business for tax parcel no. 020-0091. Motion by Supervisor Kreischer and seconded by Supervisor Ellis to adopt. CARRIED BY VOICE VOTE. ABSTAIN: Kreischer. (Effective Date: July 5, 2016)

Report No. 004 – A report from the Planning and Zoning Committee regarding a requested zoning change from Jeffrey Ogden, Town of Neenah, from A-2 to I-1 for tax parcel no. 010-0217. Motion by Supervisor Egan and seconded by Supervisor Gabert to accept. VOTE ON REPORT: AYES: 28; NAYES: 6 – Eisen, Smith, Thompson, Wojciechowski, Gordon and Powers; ABSTAIN: 0; ABSENT: 2 – Binder and Brooks. CARRIED.

Amendatory Ordinance No. 06/04/16 – A requested zoning change from A-2 General Agriculture to I-1 Light Industrial for tax parcel no. 010-0217. Motion by Supervisor Egan and seconded by Supervisor Finch to adopt. Motion by



Supervisor Thompson and seconded by Supervisor Eisen to refer this Ordinance back to the committee for further review. After discussion, Supervisor Thompson withdrew his motion. VOTE ON ORDINANCE: AYES: 26; NAYES: 7 - Barker, Eisen, Smith, Thompson, Gordon, Powers and Locke. ABSTAIN: 0; ABSENT: 3 - Binder, Robl and Brooks. CARRIED. (Effective Date: July 5, 2016)

Amendatory Ordinance No. 06/05/16 - A requested zoning amendment change from the Town of Clayton for Craig Keberlein to change from R-1 Rural Residential to A-2 General Agriculture for tax parcel no. 006-0031-07-02. Motion by Supervisor Farrey and seconded by Supervisor Hegg to adopt. CARRIED BY VOICE VOTE. (Effective Date: July 6, 2016)

## **RESOLUTIONS AND ORDINANCES**

### **RESOLUTION NO. 027-62016: Adopt the Winnebago County Employee Compensation Plan**

WHEREAS, the compensation systems used by Winnebago County have not been updated and revised for a substantial period of time, and have become outdated, inconsistent, and unnecessarily complex; and

WHEREAS, McGrath Consulting Group Inc, an organization which specializes in public sector consulting, was commissioned by Winnebago County to conduct a comprehensive classification and compensation study of all regular positions in Winnebago County other than positions in the Sheriff's Office subject to collective bargaining and elected officials; and

WHEREAS, McGrath Consulting Group Inc performed an extensive study of Winnebago County's compensation structures, including collection and consideration of public sector market research data, interviews with and questionnaires prepared by employees, meetings with department heads, and analysis of relevant factors; and

WHEREAS, McGrath Consulting Group Inc developed recommendations concerning Winnebago County's compensation system in the form of its Classification and Compensation/Study Executive Report, which was presented to the Personnel and Finance Committee on June 2, 2016; and

WHEREAS, the Personnel and Finance Committee believes that adoption of the principal recommendations of the report, concerning consolidation of Winnebago County's pay schedules into a single pay schedule as proposed, is in the best interests of Winnebago County.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that it hereby adopts the Winnebago County Employee Compensation Plan, attached hereto, and made a part of this Resolution, effective immediately.

Submitted by:

PERSONNEL AND FINANCE COMMITTEE

This resolution was pulled from tonight's meeting and will be placed on the July agenda.

### **RESOLUTION NO. 017-62016: Disallow Claim of Marvin R. Darby**

WHEREAS, your Personnel and Finance Committee has had the claim of Marvin R Darby referred to it for attention; and

WHEREAS, your Committee has investigated the claim and recommends disallowance of same by Winnebago County.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that the claim of Marvin R Darby, filed with the County Clerk on March 24, 2016, be and the same is hereby disallowed for the reason that there is no basis for liability on the part of Winnebago County.

Submitted by:

PERSONNEL AND FINANCE COMMITTEE

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

### **RESOLUTION NO. 018-62016: Commendation for Joseph VanderHeyden**

WHEREAS, Joseph VanderHeyden has been employed with the Winnebago County Facilities and Property Management Department for the past twenty-four (24) years, and during that time has been a most conscientious and devoted County employee; and

WHEREAS, Joseph VanderHeyden 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 Joseph VanderHeyden 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 Joseph VanderHeyden.

Submitted by:

PERSONNEL AND FINANCE COMMITTEE

**RESOLUTION NO. 019-62016: Commendation for Louis V. Clark III**

WHEREAS, Louis V Clark III has been employed with the Winnebago County Highway Department for the past thirty-four (34) years, and during that time has been a most conscientious and devoted County employee; and

WHEREAS, Louis V Clark III 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 Louis V Clark III 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 Louis V Clark III.

Submitted by:  
PERSONNEL AND FINANCE COMMITTEE

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

**RESOLUTION NO. 020-62016: Commendation for Charmaine Beck**

WHEREAS, Charmaine Beck has been employed with Park View Health Center for the past twenty-seven (27) years, and during that time has been a most conscientious and devoted County employee; and

WHEREAS, Charmaine Beck 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 Charmaine Beck 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 Charmaine Beck.

Submitted by:  
PERSONNEL AND FINANCE COMMITTEE

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

**RESOLUTION NO. 021-62016: Commendation for Loanne Owens-Flaig**

WHEREAS, Loanne Owens-Flaig has been employed with the Winnebago County Highway Department for the past thirty-five (35) years, and during that time has been a most conscientious and devoted County employee; and

WHEREAS, Loanne Owens-Flaig 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 Loanne Owens-Flaig 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 Loanne Owens-Flaig.

Submitted by:  
PERSONNEL AND FINANCE COMMITTEE

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

**RESOLUTION NO. 022-62016: Proclaim July as Recreation and Parks Month in Winnebago County**

WHEREAS, Public parks and recreation systems are dedicated to enhancing the quality of life for millions of residents in communities around the world through recreation programming, leisure activities, and conservation efforts. Parks, recreation activities, and leisure experiences provide opportunities for young individuals to live, grow, and develop into contributing members of society; create lifelines and continuous life experiences for older members of the community; generate opportunities for individuals to come together and experience a sense of community; and pay dividends to communities by attracting business and jobs, and by increasing housing values; and

WHEREAS, as we observe Recreation and Parks Month, we recognize the vital contributions of employees and volunteers in parks and recreation facilities throughout Winnebago County and the State of Wisconsin. These dedicated supporters keep public parks clean and safe for visitors, organize youth activities, provide educational

programming on health, nutrition, first aid, and gardening, advocate for more open space and better trails, and fundraise for local improvements. Dedicated supporters ensure that parks and recreation facilities are safe and accessible places for all citizens to enjoy.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that it hereby proclaims the month of July as "Recreation and Parks Month" in Winnebago County. We call upon park and recreation supporters to join us in recognizing the importance of our State's park and recreation facilities, as well as our own in Winnebago County, and to learn more about how to support the places that bring our communities a higher quality of life, safer places to play, and healthy alternatives through recreational programming for everyone..

BE IT FURTHER RESOLVED by the Winnebago County Board of Supervisors that during Recreation and Parks Month, all citizens are encouraged to enjoy the park and recreational facilities that our community has to offer by taking part in their favorite sports, visiting the outdoors, spending time with family and friends, or just relaxing.

Submitted by:

PARKS AND RECREATION COMMITTEE

Motion by Supervisor Finch and seconded by Supervisor Konetzke to allow Supervisor Norton to bring this resolution forward. CARRIED BY VOICE. Motion by Supervisor Norton and seconded by Supervisor Finch to adopt. CARRIED BY VOICE VOTE.

**RESOLUTION NO. 023-62016: Appropriate an Additional \$100,000 to the Asphalt Replacement Project for the Knapp Street Parking Lot and Fund with a Transfer from the General Fund Undesignated Fund Balance**

WHEREAS, the project to resurface the Knapp Street parking lot was approved in September 2014 with a budget of \$367,000; and

WHEREAS, when the project was initially let out for bid, the results were higher than the amount appropriated for the project; therefore, the project will need to be re-bid causing delays; and

WHEREAS, additionally, there was a six-month delay by the City of Oshkosh in approving the project; and

WHEREAS, the City of Oshkosh also required additional storm water mitigation components, which pushed up the cost of the project; and

WHEREAS, because of the delays and the additional requirements, and overall material cost increases, \$100,000 in additional costs will be required to complete the project.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that it hereby appropriates an additional \$100,000 to the Knapp Street Parking Lot Asphalt Replacement Project to be funded with a transfer from the General Fund Undesignated Fund Balance.

Submitted by:

FACILITIES AND PROPERTY MANAGEMENT COMMITTEE  
PERSONNEL AND FINANCE COMMITTEE

Motion by Supervisor Roh and seconded by Supervisor Finch to accept. CARRIED BY VOICE VOTE.  
NAYS: 2 – Hegg and Olson.

**RESOLUTION NO. 024-62016: Combine Capital Projects to Repair the Courthouse Plaza Deck and Add the Security Addition, and Appropriate an Additional \$250,000 to the Project to be Funded with Bond Proceeds.**

WHEREAS, the capital project to repair the courthouse plaza deck was budgeted as a separate project from the security addition; and

WHEREAS, the budget to repair the plaza deck was \$865,052; and

WHEREAS, to more efficiently complete the project it would be prudent to combine them into one project so that savings from one can assist with the other's components if needed; and

WHEREAS, the project was bid out and there was only one respondent; and

WHEREAS, the bid amount exceeded the project budget; and

WHEREAS, an additional \$250,000 will be needed to proceed with the project.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that it hereby authorizes combining the two components of the Courthouse Security Project (plaza deck repair and security addition) into one project, and appropriates an additional amount of \$250,000 to complete the Project.

BE IT FURTHER RESOLVED by the Winnebago County Board of Supervisors that funds to cover the additional \$250,000 will be advanced from the General Fund of Winnebago County, with such fund being reimbursed from a subsequent bond issue.

Submitted by:

FACILITIES AND PROPERTY MANAGEMENT COMMITTEE  
PERSONNEL AND FINANCE COMMITTEE

Motion by Supervisor Roh and seconded by Supervisor Egan to accept. CARRIED BY VOICE VOTE.  
NAYS: 2 – Olson and Gabert.

**RESOLUTION NO. 025-62016: Authorize the Public Health Department to Accept a \$118,398 Grant from the Medical College of Wisconsin to Address Mental Health Issues in Winnebago, Outagamie, and Calumet Counties and Appropriate the Funds for That Purpose / Program**

WHEREAS, mental health issues are a growing problem nationwide; and  
WHEREAS, mental health consistently ranks as the number one need in the Fox Valley area; and  
WHEREAS, the Medical College of Wisconsin is making \$118,398 grant available to the Winnebago County Health Department to start addressing these issues throughout the Fox Valley; and  
WHEREAS, the funding is designed to make significant improvements to the mental health system of care; and

WHEREAS, the program, called Advance Health Wisconsin (AHW), is designed to focus on root causes and sustainable results to more substantially transform systems and maximize impacts to individuals with mental health problems; and

WHEREAS, this is the first year of an eight year, \$1.5 million program,

WHEREAS, the program is fully funded by the grant; and

WHEREAS, it would be in the best interest of the citizens of the three-county area to undertake this program.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that it hereby authorizes the Public Health Department to accept a \$118,398 Medical College of Wisconsin grant, and appropriates the funds to the Advance Health Wisconsin Program.

Submitted by:  
BOARD OF HEALTH  
PERSONNEL AND FINANCE COMMITTEE

Motion by Supervisor Ramos and seconded by Supervisor Konetzke to accept. CARRIED BY VOICE VOTE.

**RESOLUTION NO. 026-62016: Amend the Table of Organization for the Winnebago County Health Department**

WHEREAS, the Winnebago County Health Department, in partnership with the Northeast Wisconsin Mental Health connection, has been awarded funding through the Advancing a Healthier Wisconsin Endowment at the Medical College of Wisconsin, in an effort to make significant improvements to the mental health system of care; and

WHEREAS, carrying out the purposes of this grant will require the services of two additional full-time employees, the salary and benefits of which will be covered by the grant funding, which is expected to continue for a period of eight years.

NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that it hereby amends the Table of Organization for the Winnebago County Health Department by adding one full-time Mental Health Project Coordinator position and one full-time Health Programs Evaluator position.

BE IT FURTHER RESOLVED by the Winnebago County Board of Supervisors that this amendment shall be effective July 1, 2016.

Submitted by:  
PERSONNEL AND FINANCE COMMITTEE

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

Motion by Supervisor Konetzke and seconded by Supervisor Farrey to adjourn until the July 19, 2016 meeting at 6:00 p.m. The meeting was adjourned at 9:15 p.m.

Submitted by:  
Julie A. Barthels  
Winnebago County Deputy Clerk

State of Wisconsin)  
County of Winnebago) ss

I, Julie A. Barthels, do hereby certify that the foregoing is a true and correct copy of the Journal of the Winnebago County Board of Supervisors for their regular meeting held June 21, 2016.

Julie A. Barthels  
Winnebago County Deputy Clerk

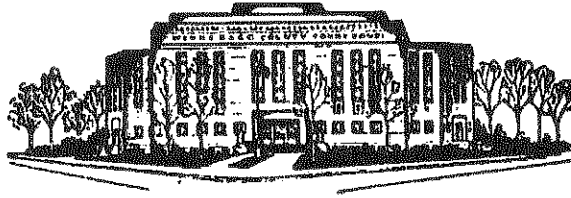




MARK L. HARRIS  
County Executive

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

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



**Winnebago County**  
Office of the County Executive

**TO:** Members of the Winnebago County Board  
**FROM:** Mark L. Harris  
**DATE:** July 19, 2016  
**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**

**Harold Singstock**  
229 N. Meadow St.  
Oshkosh, WI. 54902

This is a two (2) term which will expire April 17, 2018.

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

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**Winnebago County**  
Office of the County Executive

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

**FROM:** Mark L. Harris

**DATE:** July 19, 2016

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

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

**Janice Dibble**  
**2471 Security Dr.**  
**Oshkosh, WI. 54901**

**Peter Christiansen**  
**5300 Ann St., Apt. 103**  
**Larsen, WI. 54947**

These are three (3) terms which will expire August 31, 2019.

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

  
Mark L. Harris, County Executive

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

DAVID W. ALBRECHT  
Chairman  
County Board

415 JACKSON STREET, P. O. BOX 2808  
OSHKOSH, WISCONSIN 54903-2808

(920) 236-4766  
FAX (920) 303-3025



## Winnebago County

*The Wave of the Future*

TO: Members of the Winnebago County Board  
FROM: David Albrecht  
DATE: July 19, 2016  
RE: Appointment to the Information Systems Committee

Subject to your approval, I am appointing Patrick Brennand, 1904 Doty Street, Oshkosh to the Information Systems Committee as a citizen member.

Thank you in advance for your support of this appointment.

A handwritten signature in dark ink, reading "David W. Albrecht". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent. It is written over a horizontal line.

David W. Albrecht, Chairman



## 2016 WINNEBAGO COUNTY LWCD PROJECT LIST

LANDOWNER/OPERATOR	Township	PROJECT (BMP)	FUNDING SOURCE IF COST SHARED	STATUS
	Rushford	BY	N/A	2016
	Vinland	MS/Transfer	N/A	installed
	Algoma	WA	County	installed
	Poygan	SP	County	2017
	Clayton	Water-er	EQUIP	2016
	Winneconne	Livestock Crossings	LWRM	2016
	Wolf River	WR	County	2016
	Winchester	WR	County/LWRM	2016
	Winneconne	WR	CREP/LWRM	2016
	Utica	Milkhouse Waste	?	2016
	Algoma	WA	County	installed
	Nekimi	BY	LWRM	?
	Omro	SP	?	?
	Nekimi	WW	LWRM	2016
	Utica	MS	?	2016
	Nekimi	WW	LWRM	2016
	Rushford	WW/MS	?	2016
	Oshkosh	SP/SHRUB	County	2016
	Oshkosh	WR	County/USFWS	installed
	Nepeuskun	BY	?	?
	Clayton	Milkhouse Waste/WW	?	2016
	C- Omro	WA	County	installed
	Wolf River	WR	County/USFWS	2016?
	Oshkosh	Water-er	EQUIP	2016
	V-Fox Crossing	WA	County	2016
	Wolf River	SP	County/DNR	2016
	Oshkosh	WA	County	installed
	Vinland	WW	LWRM	?
	Poygan	SP	County	?
	Clayton	MS	EQUIP?	?
	Black Wolf	SP?/SHRUB	?	?
	Wolf River	MS/Transfer	?	?
	Algoma	WA	County	installed
	Vinland	MS	N/A	?
	Clayton	Rock Lined WW	EQUIP	?
	Nekimi	WW	LWRM	2016
	Nekimi	WR	County	2016
	Winneconne	SP	?	?
	Vinland	WW	LWRM	2016
	Poygan	WW	LWRM	2016
	Omro	WW	?	?
	Rushford	WR	WRP	2016
	Winchester	Buffer?	?	?
	Clayton	BY/Roof Runoff System	LWRM	2016
	Oshkosh	SP, SHRUB	?	2016
	Wolf River	SP, SHRUB	County	2016
	Algoma	WA	County	installed
	Nepeuskun	Fencing	?	2016
	Nepeuskun	Feed/Milkhouse Waste	N/A	2016
	Omro	MS/Transfer	?	?
	Winneconne	SP	County	2016/2017
	Black Wolf	MS	N/A	2016
	Wolf River	MS	EQUIP	2016-2017
	Oshkosh	SHRUB	County	installed
	C-Omro	WA	County	2016
	Menasha	WA	County	installed
	Vinland	WR	WRP	2016

MS - Manure Storage, BY - Barnyard Runoff, WW- Waterway System, SP - Shoreline/Streambank Protection, WR - Wetland Restoration, SHRUB - Shoreline Restoration Urban Site, FEED - Feed Storage Runoff, TRANSFER - Manure Transfer System, WA - Well Abandonment

Shaded area indicates the BMPs/Projects added to the list since the previous printing

Updated

6/30/2016

7/19/2016

Report No: 001

**TO THE WINNEBAGO COUNTY BOARD SUPERVISORS**

Your Planning and Zoning Committee begs leave to report:

WHEREAS, it has reviewed the Petition for Zoning Amendment 2016-ZC-3620 filed with the County Clerk by: PARNALL, BONNIE, Town of NEKIMI and referred to the Planning and Zoning Committee on 6/21/2016 and

WHEREAS, a Public Hearing was held on 6/28/2016, pursuant to mailed and published notice as provided by as on the following:

**PROPERTY INFORMATION:**

Owner(s) of Property: PARNALL, BONNIE  
Agent(s): FRUEH, BILL - FRUEH CONSULTING SERVICES LLC

Location of Premises Affected: Property West of 4397 WAUPUN RD  
OSHKOSH, WI 54902

Legal Description: Being a part of the NW 1/4 of the SW 1/4, Section 10, Township 17 North, Range 16 East, Town of Nekimi, Winnebago County, Wisconsin.

Tax Parcel No.: 012-018402(p)

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

WHEREAS,  
Applicant is requesting a rezoning to R-1 Rural Residential,

And

WHEREAS, we received notification from the Town of NEKIMI recommending Approval

And

WHEREAS, your Planning and Zoning Committee, being fully informed of the facts, and after full consideration of the matter, making the following findings:

The Town of NEKIMI has Approved. Town action is advisory due to shoreland jurisdiction.

Town findings for Approval were as follows: Action does agree with Town Plan.

The Board agrees with above.

There were no objections.

Proposed use is compatible with adjacent uses.

Zoning Map Amendment/Zoning Change is required as a condition of plat/CSM approval and will place development in appropriate zoning district.

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

NOW THEREFORE BE IT RESOLVED, that this committee hereby reports our findings for your consideration and is hereby recommending Approval by a vote of 4-0-1

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

---

For the Planning and Zoning Committee

AMENDATORY ORDINANCE # 07/01/16

The Winnebago County Board of Supervisors do ordain Zoning Amendment # 2016-ZC-3620 as follows:

Being a part of the NW 1/4 of the SW 1/4, Section 10, Township 17 North, Range 16 East, Town of Nekimi, Winnebago County, Wisconsin.

FROM: A-2 General Agriculture,

TO: R-1 Rural Residential,

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

David Albrecht, Chairperson

ATTEST:

Susan T. Ertmer, Clerk

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

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

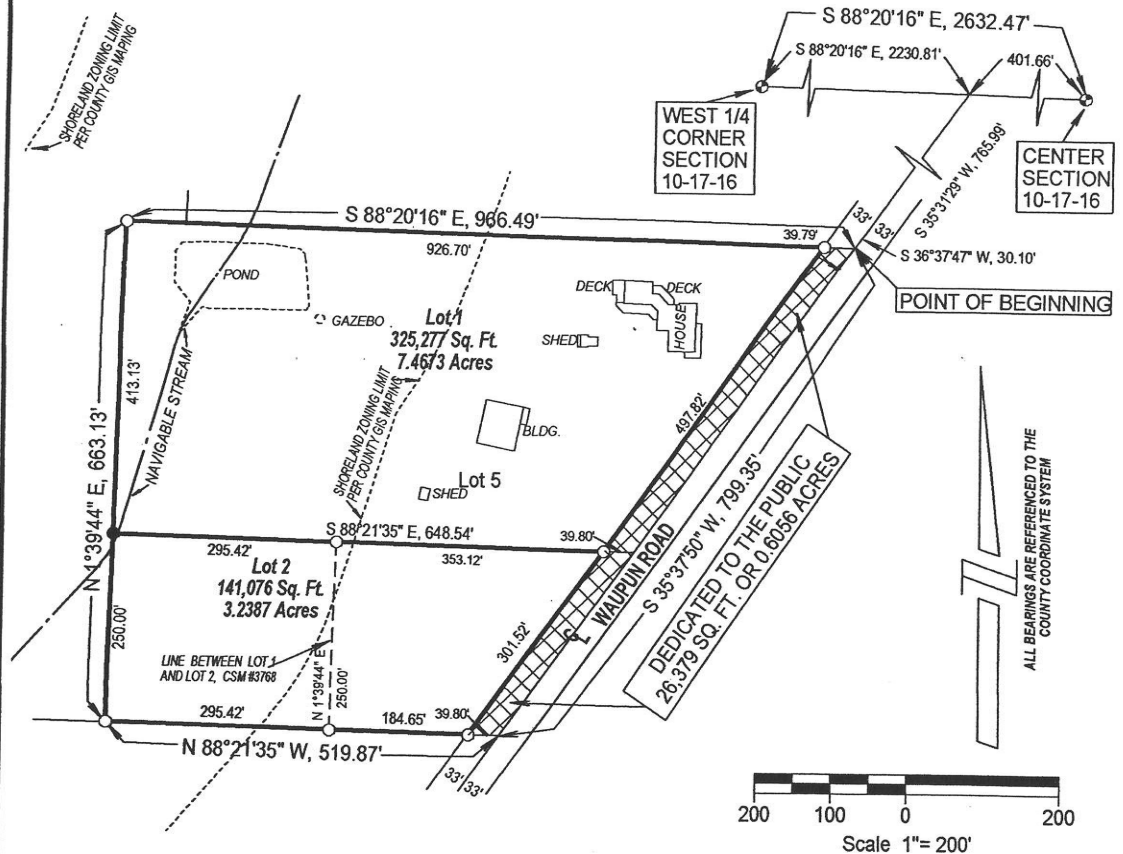
County Board Supervisory district 32

# **CERTIFIED SURVEY MAP NUMBER**

BEING A REDIVISION OF LOTS 1 & 2, CERTIFIED SURVEY MAP NUMBER 3768, LOCATED IN THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER AND THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION TEN, TOWNSHIP SEVENTEEN NORTH, RANGE SIXTEEN EAST, TOWN OF NEKIMI, WINNEBAGO COUNTY, WISCONSIN

SURVEY FOR: BONNIE L. & CHARLES PARNALL  
PARCEL NUMBERS: 012018402 & 012018403  
DOCUMENT NUMBERS: 1639215 & 1647585

Survey Dated: April 13, 2016



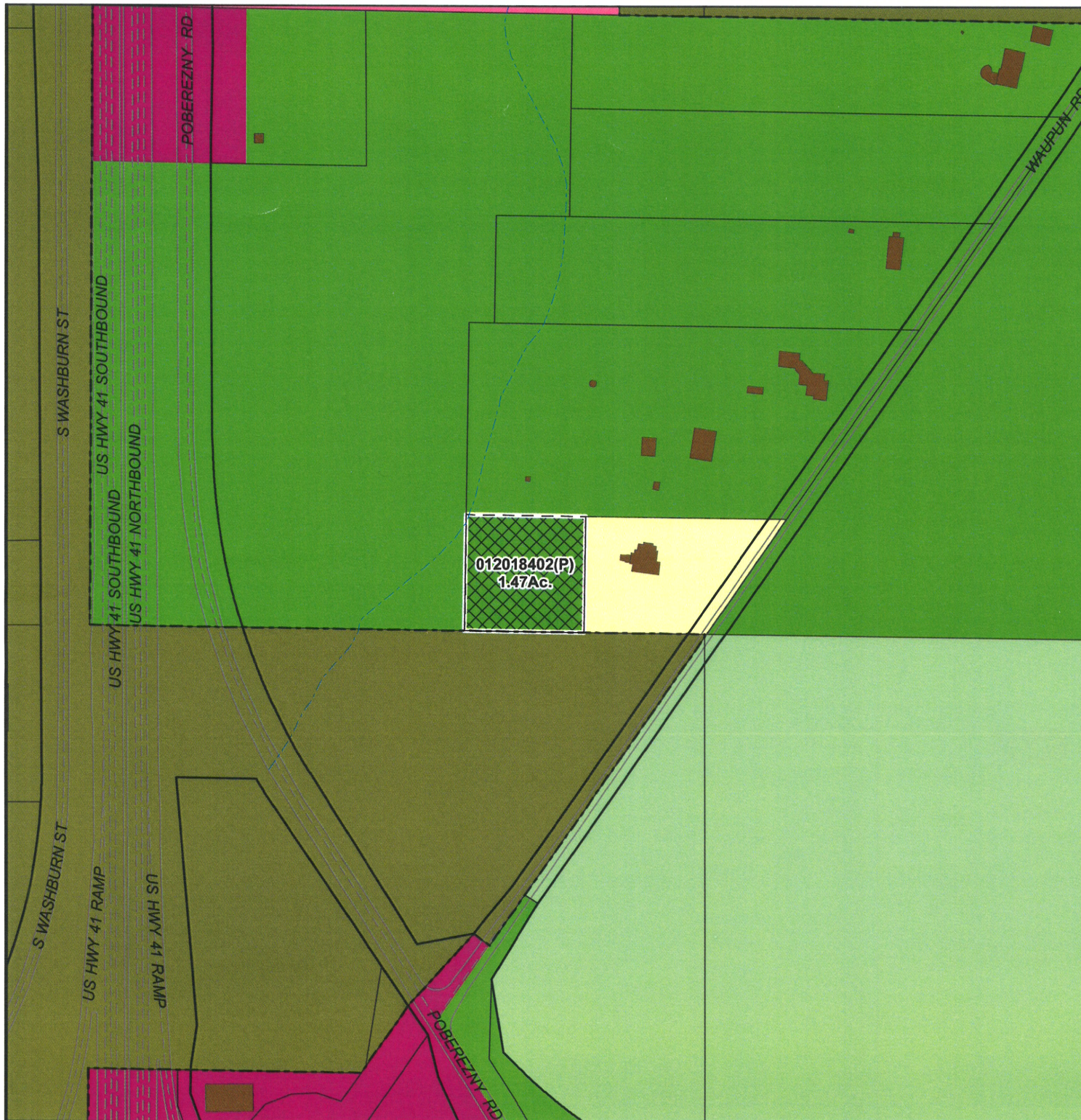
## **LEGEND**

- ⊙- WINNEBAGO COUNTY SECTION CORNER
- 1" IRON PIPE, FOUND
- 3/4" REBAR, 18" LONG, WEIGHING 1.502 LBS/FT, SET

Note: Certified Survey Map Number 3768 was used to determine the angles and distances between found monuments.

**FRUEH CONSULTING SERVICES, LLC**  
ENGINEERING AND LAND SURVEYING  
P. O. Box 282, Oshkosh Wisconsin 54903  
TELEPHONE (920) 235-0279





## Application #16-ZC-3620

Date of Hearing:

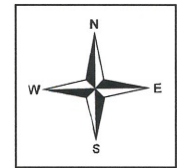
June 28, 2016

Owner(s):

Parnall, Bonnie L.

Subject Parcel(s):

012018402(P)



Winnebago County  
WINGS Project

**Scale**

1 inch : 300 feet

### County Zoning Districts

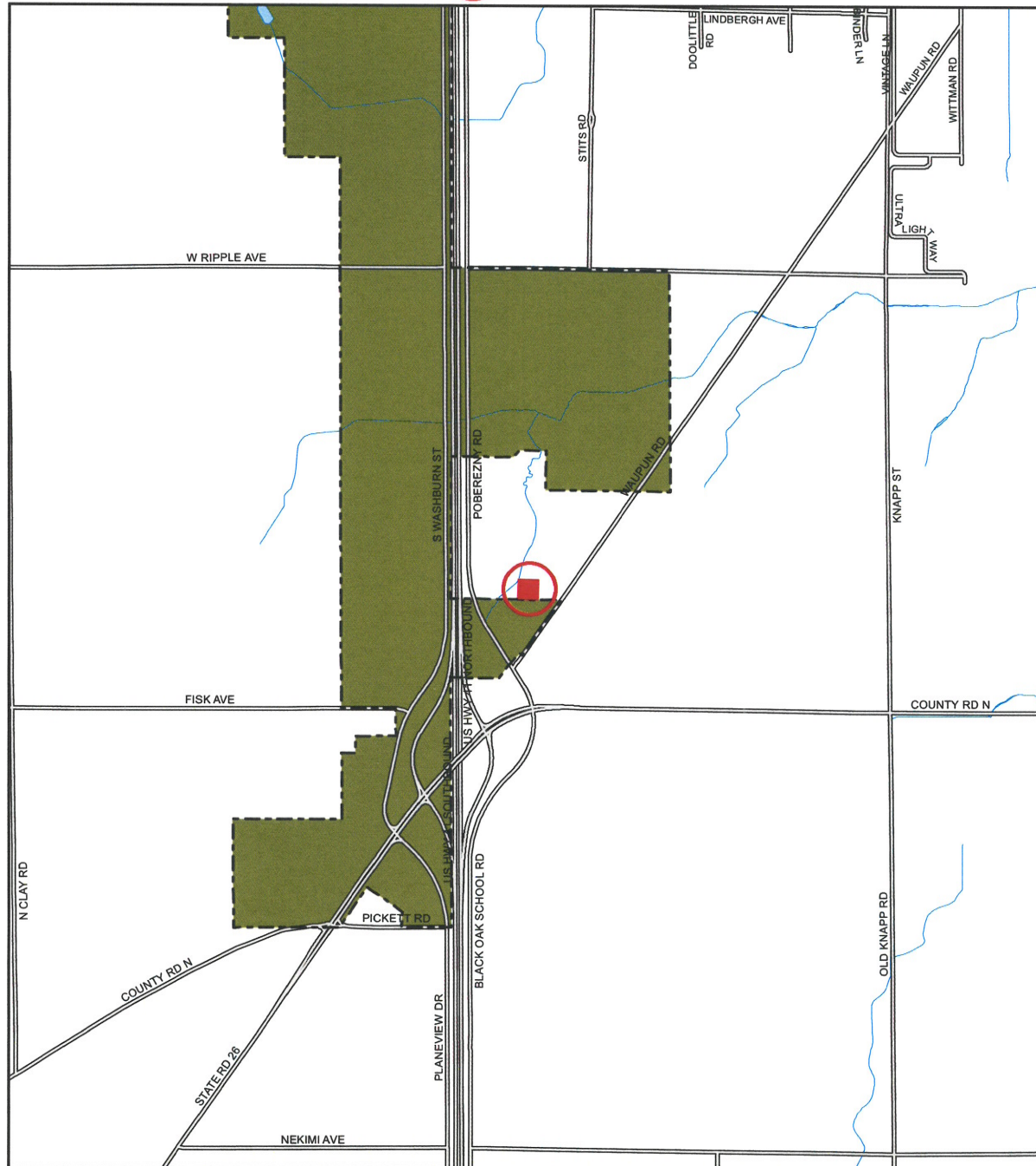
R-1	PDD	B-1
R-2	A-1	B-2
R-3	A-2	B-3
R-4	I-1	M-1
R-8	I-2	Town Zoning

City of Oshkosh Extraterritorial  
Zoning Jurisdiction

Incorporated Area



○ = SITE



1 inch : 2,000 feet

**Application #16-ZC-3620**

Date of Hearing:

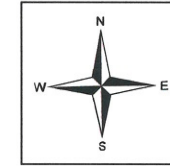
June 28, 2016

Owner(s):

Parnall, Bonnie L.

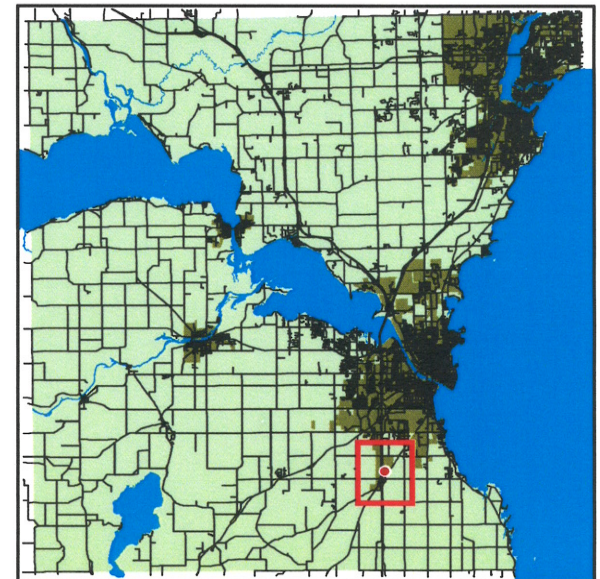
Subject Parcel(s):

012018402(P)



*Winnebago County  
WINGS Project*

● = SITE



**WINNEBAGO COUNTY**

**TO THE WINNEBAGO COUNTY BOARD SUPERVISORS**

Your Planning and Zoning Committee begs leave to report:

WHEREAS, it has reviewed the Petition for Voluntary Delayed Attachment (Annexation) filed with the Winnebago County Zoning Office by:

City of Oshkosh for Donald Grota et al , Town of Algoma, and

WHEREAS, a Planning Meeting was held on 07/08/16 pursuant to meeting agenda notice as provided by as on the following:

**PROPERTY INFORMATION:**

*Owner(s) of Property:* Donald & Judith Grota

*Location of Premises Affected:* 2863 Homestead Drive

*Legal Description:* Part of the NE 1/4 of the NE 1/4 of Section 29, T18N, R16E, in the Town of Algoma, Winnebago County, WI.

WHEREAS,

Applicant is requesting a Voluntary Delayed Attachment (Annexation) to the City of Oshkosh,

And

WHEREAS, we received notification from the City of Oshkosh approving ordinance 07-258 for attachment referenced above,

And

WHEREAS, said ordinance is recorded in the Winnebago County Register of Deeds Office as document number 1448325,

And

WHEREAS, said ordinance must be approved by the Winnebago County Board of Supervisors to effectuate the amendment to the official Town / County Zoning Map – Winnebago County, Wisconsin,

And

WHEREAS, the City of Oshkosh adopted said attachment (annexation) of the subject property on September 11, 2007, effective 5 years from the Sunday after its passage and publication.

And

WHEREAS, your Planning and Zoning Committee, being fully informed of the facts, and after full consideration of the matter, making the following finding:

- 1) Subject property has been annexed to the City of Oshkosh as noted in document number 1448325 recorded in the Winnebago County Register of Deeds Office.

*Findings were made in consideration of Section 23.7-24.*

NOW THEREFORE BE IT RESOLVED, that this committee hereby reports our findings for your consideration and is hereby recommending Approval by a vote of 04-01-1.

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

---

For the Planning and Zoning Committee

**AMENDATORY ORDINANCE # 07-02-16**

The Winnebago County Board of Supervisors do ordain the Voluntary Delayed Attachment (Annexation) # 07-258 as follows:

Part of the NE 1/4 of the NE 1/4 of Section 29, T18N, R16E, in the Town of Algoma, Winnebago County, WI.

FROM: Town of Algoma

TO: City of Oshkosh

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

David Albrecht, Chairperson

ATTEST:

Susan T. Ertmer, Clerk

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

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

County Board Supervisory district **24**





## **Winnebago County**

Zoning Department

*The Wave of the Future*

### MEMO FOR P & Z PLANNING MEETING AGENDA OF JULY 8, 2016

TO: Planning & Zoning Committee

FM: Zoning Administrator

RE: Review of County Zoning Changes due to Annexation

1. See attached list.

Pursuant to Chapter 23, Article 7, Division 2 of the Winnebago County Town / County Zoning Code, annexations must be approved by the Winnebago County Board of Supervisors in order to effectuate the amendment(s) to the official Town / County Zoning Map. The zoning office received notification from the City of Oshkosh and the Village of Fox Crossing approving annexations / attachments / incorporation as described in attachments as listed below.

1. Grota Voluntary Delayed Attachment – Doc. 1448325
2. Purtell Voluntary Attachment – Doc. 1692389
3. Storm Water Utility #3 Annexation – Doc. 1703329
4. Incorporation of Village of Fox Crossing – Winnebago County

**RECOMMENDATION: Approval**

Approved <sup>4</sup> 5-0-1

ZONING  
COPY

Document Number	Document Title
-----------------	----------------



City Hall  
City Clerk's Office  
215 Church Ave  
Oshkosh WI 54903

CITY OF OSHKOSH  
ORDINANCE #07-258

September 13, 2007

Winnebago County Courthouse  
Register of Deeds  
Julie Pagel  
PO Box 2808  
Oshkosh WI 54903-2808

1448325

REGISTER'S OFFICE  
WINNEBAGO COUNTY, WI  
RECORDED ON

09/17/2007 09:57AM

JULIE PAGEL  
REGISTER OF DEEDS

RECORDING FEE 17.00  
TRANSFER FEE  
# OF PAGES 4

**Name and Return Address**

City Hall  
City Clerk's Office  
Attn: Pamela Ubrig  
PO Box 1130  
Oshkosh WI 54903-1130

charge

Attached:  
002-0340-35

Dear Ms. Pagel:

We are herewith enclosing a copy of the Certified Ordinance with an attached plat showing the GROTA VOLUNTARY DELAYED ATTACHMENT to the City of Oshkosh, which became effective September 11, 2007.

(SEE ATTACHED DESCRIPTION)

Delayed 5 years  
(see pg. 3)

Sincerely,

Pamela R. Ubrig  
City of Oshkosh, City Clerk  
Winnebago County, Wisconsin

Enclosures

Drafted by : Darryn Burich, Community Development

D-4

AUGUST 28, 2007  
FIRST READING

SEPTEMBER 11, 2007    07-238 07-258  
SECOND READING

ORDINANCE

(CARRIED   X   LOST        LAID OVER        WITHDRAWN       )

PURPOSE:            VOLUNTARY DELAYED ATTACHMENT / GROTA –  
                         2863 HOMESTEAD DRIVE

INITIATED BY:      DONALD & JUDITH GROTA, OWNERS

A GENERAL ORDINANCE OF THE CITY OF OSHKOSH ATTACHING CERTAIN  
TERRITORY TO THE CITY OF OSHKOSH AND SPECIFICALLY TO THE 13TH WARD  
OF SAID CITY.

The Common Council of the City of Oshkosh do ordain as follows:

WHEREAS, the City of Oshkosh and Town of Algoma have adopted a Cooperative  
Plan as set forth in s. 66.0307, Wis. Stats., and approved by the Wisconsin Department of  
Administration, that identifies areas within the Town of Algoma as expansion areas to attach  
to the City of Oshkosh; and

WHEREAS, a voluntary delayed attachment petition duly circulated has heretofore  
been signed by the owners of all the real property within such territory to be attached to the  
City of Oshkosh from the Town of Algoma; and

WHEREAS, the proposed territory to be attached is located within the designated  
Expansion Area of the Town of Algoma to the City of Oshkosh; and

WHEREAS, the property owner has requested temporary zoning of R-1 Single Family;  
and

WHEREAS, the Town Clerk for the Town of Algoma has been provided with written  
notice regarding the attachment in the time period specified by the approved Cooperative  
Plan; and

WHEREAS, the Town of Algoma has not filed an objection to the attachment with the  
City.

NOW, THEREFORE, the Common Council of the City of Oshkosh do ordain as  
follows:

AUGUST 28, 2007  
FIRST READING

SEPTEMBER 11, 2007 07-238 07-258  
SECOND READING

ORDINANCE  
CONT'D

SECTION 1. The following described territory, pursuant to a duly filed voluntary attachment petition is hereby attached to and made part of the City of Oshkosh, a municipal corporation located in Winnebago County, more specifically to the 13th Ward of said City and subject to Wisconsin Statutes and the amendments thereto:

Known as 2863 Homestead Drive. That Part Of The N.E. ¼ Of The N.E. ¼ Of Section 29, T18N, R16E, In The Town Of Algoma, Winnebago County, Wisconsin, Bounded And Described As Follows: Commencing from the northeast corner of Section 29, thence South 00°25'40" East, 420.68 feet along the east line of said ¼ section to the extended south line of Homestead Drive; thence North 89°09'09" West, 481.85 feet along the south line of Homestead Drive to the Point of Beginning of the parcel to be described; thence continuing North 89°09'09" West, 100.00 feet; thence South 00°40'12" West, 190.00 feet to a point on the north line of The First Addition to Westleigh Farms Subdivision; thence South 89°07'36" East, 100.00 feet along the north line of The First Addition to Westleigh Farms Subdivision; thence North 00°40'12" East, 190.00 feet to the Point of Beginning. Said Parcel Contains 0.436 Acres.

SECTION 2. Sections 1-28 and 1-29 of the Oshkosh Municipal Code pertaining to Boundaries, Wards, Polls, Benchmarks are hereby amended so as to reflect the provisions of this Ordinance and the proper City officials are hereby authorized and directed to make such changes.

SECTION 3. The proper City officials are hereby authorized and directed to comply with the following requirements of Section 66.0217(9)(a) and 66.0307(10) of the Wisconsin Statutes and the City Clerk shall give written notice to the Secretary of State.

SECTION 4. Said property hereinabove described is hereby temporarily zoned as follows: R-1 Single Family.

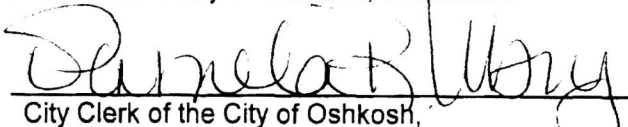
SECTION 5. This Ordinance shall be in full force and effect 5 years from the Sunday after its passage and publication.

STATE OF WISCONSIN           )  
COUNTY OF WINNEBAGO       ) SS  
CITY OF OSHKOSH             )

I, PAMELA R. UBRIG, City Clerk for the City of Oshkosh, Winnebago County, Wisconsin, do hereby certify that the foregoing ordinance is a true and correct copy of the original on file in my office, adopted by the Common Council of the City of Oshkosh, Wisconsin at the meeting held on September 11, 2007.

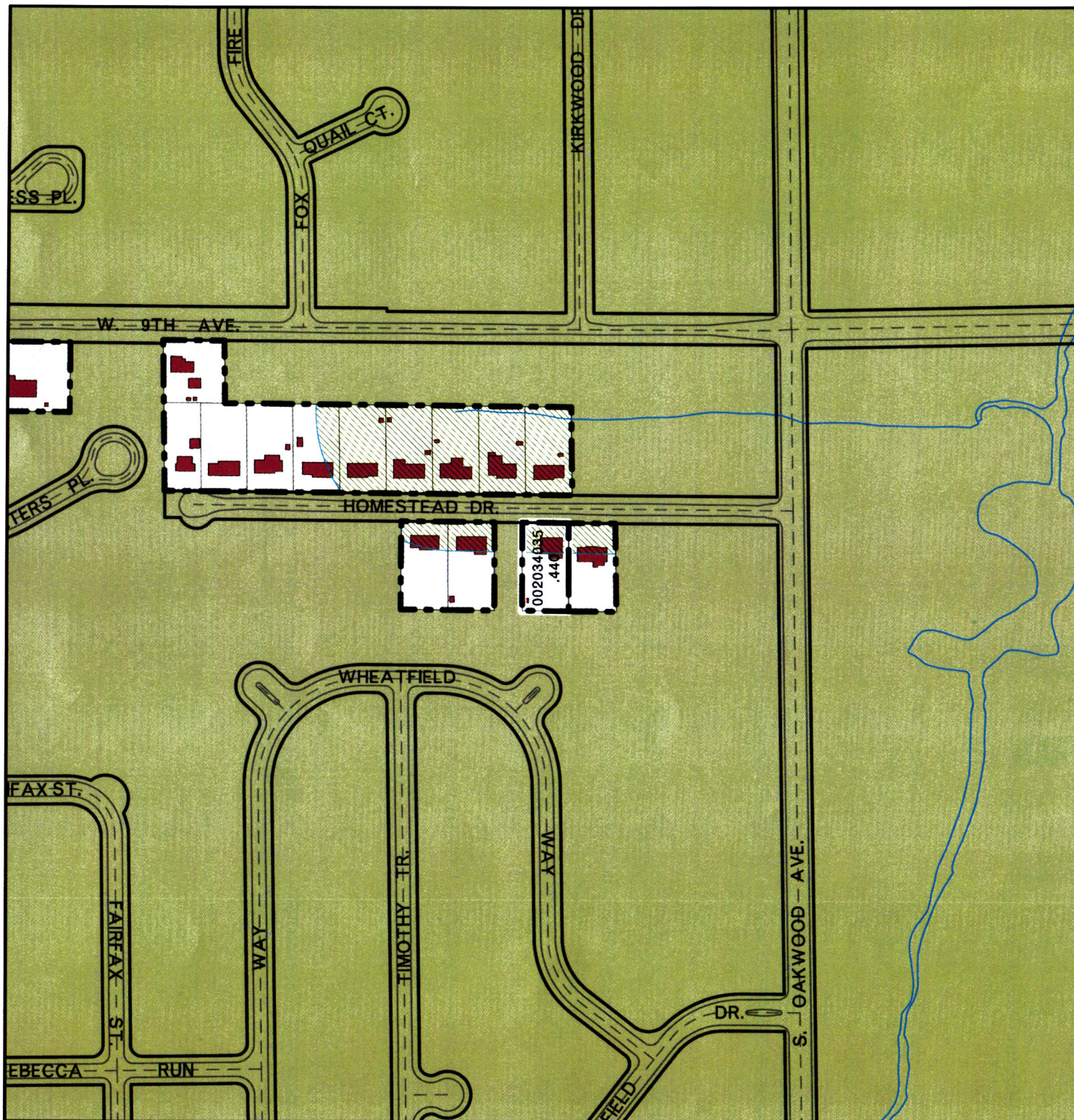
Witness my hand and the Corporation seal of the City of Oshkosh, Wisconsin.

DATED: September 13, 2007

  
\_\_\_\_\_  
City Clerk of the City of Oshkosh,  
Winnebago County, Wisconsin



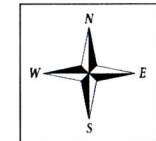




# **Request to Remove Attached/Annexed Area from Town/County Zoning Map**

**City of Oshkosh  
Ordinance #07-258**

**Subject Parcel(s):  
002034035**



*Winnebago County  
WINGS Project*

**Scale  
1 inch : 300 feet**

## **Chapter 23 Zoning Districts**

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

## **Chapter 17 Zoning Districts**

R-1	MH-1	B-1	B-4
R-2	A-1	B-2	B-5
R-3	A-2	B-3	M-1
R-4	A-2 (ADO)	B-3 (HB)	M-2
R-5	P-1	B-3 (HB-AEO)	EXT

**INCORPORATED AREA**



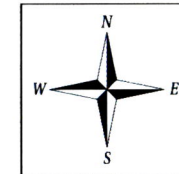
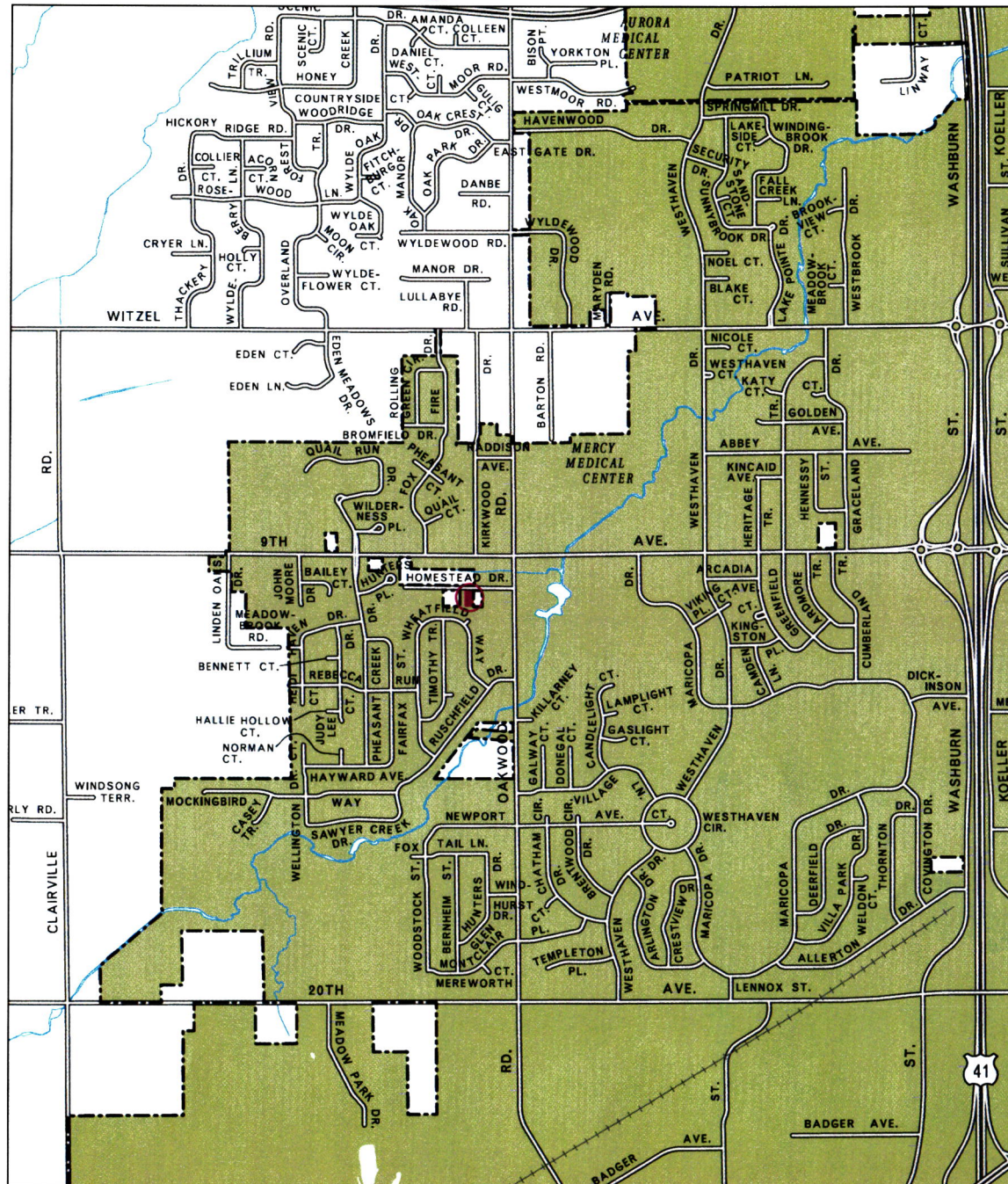
○ = SITE

# Request to Remove Attached/Annexed Area from Town/County Zoning Map

City of Oshkosh: Ordinance #07-258

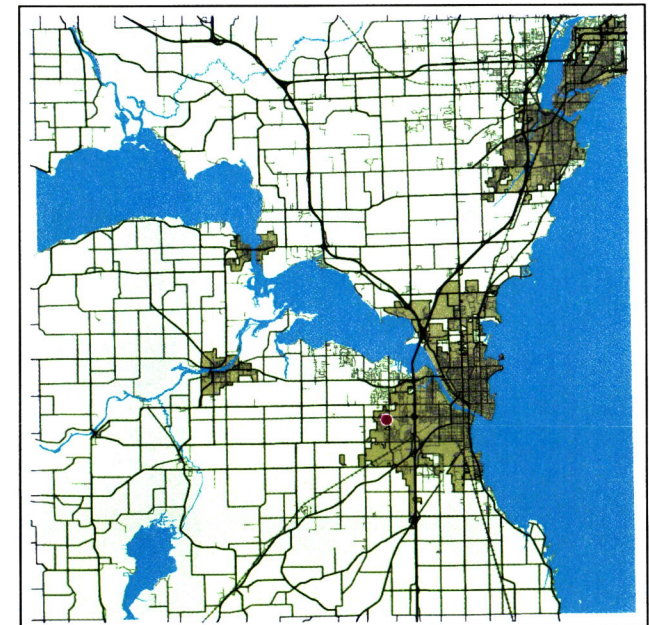
Subject Parcel(s):

002034035



Winnebago County  
WINGS Project

● = SITE



Scale 1 inch : 2000 feet

WINNEBAGO COUNTY



**TO THE WINNEBAGO COUNTY BOARD SUPERVISORS**

Your Planning and Zoning Committee begs leave to report:

WHEREAS, it has reviewed the Petition for Voluntary Attachment (Annexation) filed with the Winnebago County Zoning Office by:

City of Oshkosh for James Purtell, Town of Black Wolf, and

WHEREAS, a Planning Meeting was held on July 8, 2016, pursuant to meeting agenda notice as provided by as on the following:

**PROPERTY INFORMATION:**

*Owner(s) of Property:* James Purtell

*Location of Premises Affected:* 004-0084-04(p)

*Legal Description:* A parcel of land located in the NW 1/4 of the NW 1/4 of Section 12, Township 17 North, Range 16 East, Town of Black Wolf, Winnebago County, WI.

WHEREAS,

Applicant is requesting Annexation to the City of Oshkosh,

And

WHEREAS, we received notification from the City of Oshkosh approving ordinance 15-155 for attachment referenced above,

And

WHEREAS, said ordinance is recorded in the Winnebago County Register of Deeds Office as document number 1683798,

And

WHEREAS, said ordinance must be approved by the Winnebago County Board of Supervisors to effectuate the amendment to the official Town / County Zoning Map – Winnebago County, Wisconsin,

And

WHEREAS, the City of Oshkosh adopted said annexation of the subject property on March 24, 2015,

And

WHEREAS, your Planning and Zoning Committee, being fully informed of the facts, and after full consideration of the matter, making the following finding:

- 1) Subject property has been annexed to the City of Oshkosh as noted in document number 1683798 recorded in the Winnebago County Register of Deeds Office.

*Findings were made in consideration of Section 23.7-24.*

NOW THEREFORE BE IT RESOLVED, that this committee hereby reports our findings for your consideration and is hereby recommending Approval by a vote of 4-0-1 .

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

---

For the Planning and Zoning Committee



**AMENDATORY ORDINANCE # 07-03-16**

The Winnebago County Board of Supervisors do ordain the Annexation # 1683798 as follows:

parcel of land located in the NW 1/4 of the NW 1/4 of Section 12, Township 17 North, Range 16 East, Town of Black Wolf, Winnebago County, WI.

FROM: Town of Black Wolf

TO: City of Oshkosh

--

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

David Albrecht, Chairperson

ATTEST:

Susan T. Ertmer, Clerk

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

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

County Board Supervisory district **32**



## Winnebago County

Zoning Department

*The Wave of the Future*

### MEMO FOR P & Z PLANNING MEETING AGENDA OF JULY 8, 2016

TO: Planning & Zoning Committee

FM: Zoning Administrator

RE: Review of County Zoning Changes due to Annexation

1. See attached list.

Pursuant to Chapter 23, Article 7, Division 2 of the Winnebago County Town / County Zoning Code, annexations must be approved by the Winnebago County Board of Supervisors in order to effectuate the amendment(s) to the official Town / County Zoning Map. The zoning office received notification from the City of Oshkosh and the Village of Fox Crossing approving annexations / attachments / incorporation as described in attachments as listed below.

1. Grotz Voluntary Delayed Attachment – Doc. 1448325
2. Purtell Voluntary Attachment – Doc. 1692389
3. Storm Water Utility #3 Annexation – Doc. 1703329
4. Incorporation of Village of Fox Crossing – Winnebago County

**RECOMMENDATION: Approval**

Approved <sup>4</sup> 5-0-1

CB  
copy

15-296

Document Number

PURTELL  
VOLUNTARY  
ATTACHMENT

Document Title



8 2 2 7 4 1 7

Tx: 4161921

1692389

REGISTER'S OFFICE  
WINNEBAGO COUNTY, WI

RECORDED ON  
07/16/2015 12:17 PM

JULIE PAGEL  
REGISTER OF DEEDS

RECORDING FEE 30.00  
PAGES: 6

Recording Area

Name and Return Address

2nd Page

Charge

Parcel Identification Number (PIN)

**THIS PAGE IS PART OF THIS LEGAL DOCUMENT - DO NOT REMOVE.**

This information must be completed by submitter: document title, name & return address, and PIN (if required). Other information such as the granting clause, legal description, etc., may be placed on this first page of the document or may be placed on additional pages of the document.

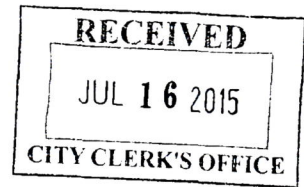
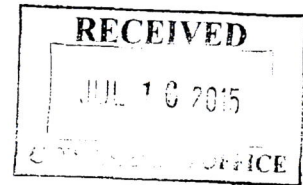
WRDA Rev. 12/22/2010

6

15-296 Document Number	Purtell Voluntary Attachment Document Title
---------------------------	--



City Hall  
City Clerk's  
Office  
215 Church  
Ave  
Oshkosh WI  
54903



July 7, 2015

Winnebago County  
Register of Deeds  
Julie Pagel  
PO Box 2808  
Oshkosh WI 54903-2808

**Name and Return Address**

City Hall  
City Clerk's Office  
Attn: Pamela Ubrig  
PO Box 1130  
Oshkosh WI 54903-1130

*chg.*

Dear Ms. Pagel:

I am enclosing a copy of the certified ordinance with an attached map showing the PURTELL VOLUNTARY ATTACHMENT to the City of Oshkosh, which became effective June 9, 2015.

Sincerely,

A handwritten signature in cursive script that reads "Pamela R. Ubrig".

Pamela R. Ubrig  
City of Oshkosh, City Clerk  
Winnebago County, Wisconsin

Enclosures

Drafted by: Darryn Burich, Community Development

0-5



MAY 26, 2015  
FIRST READING

JUNE 9, 2015  
SECOND READING

15-273    15-296

ORDINANCE

(CARRIED 7-0 LOST        LAID OVER        WITHDRAWN       )

PURPOSE:            APPROVE REQUEST TO ATTACH TO THE CITY FROM TOWN  
                         OF BLACK WOLF / PURTELL VOLUNTARY ATTACHMENT;  
                         SOUTHEAST CORNER OF WEST RIPPLE AVENUE AND OREGON  
                         STREET

INITIATED BY:      JAMES PURTELL

A GENERAL ORDINANCE OF THE CITY OF OSHKOSH ATTACHING CERTAIN  
TERRITORY TO THE CITY OF OSHKOSH AND SPECIFICALLY TO THE 14TH WARD OF  
SAID CITY.

The Common Council of the City of Oshkosh do ordain as follows:

WHEREAS, the City of Oshkosh and Town of Black Wolf have adopted a Cooperative  
Plan as set forth in s. 66.0307, Wis. Stats., and approved by the Wisconsin Department of  
Administration, that identifies areas within the Town of Black Wolf as expansion areas to attach  
to the City of Oshkosh; and

WHEREAS, a voluntary attachment petition duly circulated has heretofore been signed  
by the owners of all the real property within such territory to be attached to the City of Oshkosh  
from the Town of Black Wolf; and

WHEREAS, the proposed territory to be attached is located within the designated  
Expansion Area of the Town of Black Wolf to the City of Oshkosh; and

WHEREAS, the property owners have requested temporary zoning of R-3PD, Multiple  
Family District with Planned Development Overlay; and

WHEREAS, the Town Clerk for the Town of Black wolf has been provided with written  
notice regarding the attachment in the time period specified by the approved Cooperative Plan;  
and

WHEREAS, the Town of Black Wolf has not filed an objection to the attachment with the  
City.

NOW, THEREFORE, the Common Council of the City of Oshkosh do ordain as follows:

SECTION 1. The following described territory, pursuant to a duly filed voluntary  
attachment petition is hereby attached to and made part of the City of Oshkosh, a municipal  
corporation located in Winnebago County, more specifically to the 14th Ward of said City and  
subject to Wisconsin Statutes and the amendments thereto:

MAY 26, 2015  
FIRST READING

JUNE 9, 2015  
SECOND READING

15-273    15-296

ORDINANCE  
CONT'D

A PARCEL OF LAND LOCATED IN THE NORTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 12, TOWNSHIP 17 NORTH, RANGE 16 EAST, TOWN OF BLACK WOLF, WINNEBAGO COUNTY, WISCONSIN BOUNDED AND DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID SECTION 12; THENCE NORTH 89°27'00" EAST, 1,310.82 FEET ALONG THE NORTH LINE OF SAID QUARTER AND THE CENTERLINE OF W. RIPPLE AVENUE TO THE NORTHEAST ¼ OF SAID NORTHWEST ¼, NORTHWEST ¼; THENCE SOUTH 00°11'44" WEST, 1,323.95 FEET ALONG THE EAST LINE OF SAID NORTHWEST ¼, NORTHWEST ¼ TO THE SOUTHEAST CORNER OF SAID NORTHWEST ¼, NORTHWEST ¼; THENCE SOUTH 89°30'59" WEST, 906.20 FEET ALONG THE SOUTH LINE OF SAID NORTHWEST ¼, NORTHWEST ¼, TO THE SOUTHEAST CORNER OF CERTIFIED SURVEY MAP NUMBER 4121; THENCE NORTH 00°00'12" WEST, 130.00 FEET ALONG THE EAST LINE OF SAID CERTIFIED SURVEY MAP NUMBER 4121 TO THE NORTHEAST CORNER OF SAID CERTIFIED SURVEY MAP NUMBER 4121; THENCE SOUTH 89°30'59" WEST, 200.01 FEET ALONG THE NORTH LINE OF SAID CERTIFIED SURVEY MAP NUMBER 4121; THENCE NORTH 00°00'12" WEST, 360.01 FEET; THENCE SOUTH 89°30'59" WEST, 200.01 FEET TO THE WEST LINE OF SAID NORTHWEST ¼, NORTHWEST ¼ AND THE CENTERLINE OF OREGON STREET (COUNTY ROAD "I"); THENCE NORTH 00°00'12" WEST, 832.36 FEET ALONG THE WEST LINE OF NORTHWEST ¼, NORTHWEST ¼ TO THE POINT OF BEGINNING; SAID AREA CONTAINS 1,607,280 SQUARE FEET OR 36.8980 ACRES, MORE OR LESS.

NOTE: THE NORTH LINE OF THE NORTHWEST ¼ OF SECTION 12 IS ASSUMED TO BEAR NORTH 89°27'00" EAST.

SECTION 2. Sections 1-28 and 1-29 of the Oshkosh Municipal Code pertaining to Boundaries, Wards, Polls, Benchmarks are hereby amended so as to reflect the provisions of this Ordinance and the proper City officials are hereby authorized and directed to make such changes.

SECTION 3. The proper City officials are hereby authorized and directed to comply with the following requirements of Section 66.0217(9)(a) and 66.0307(10) of the Wisconsin Statutes and the City Clerk shall give written notice to the Secretary of State.

SECTION 4. Said property hereinabove described is hereby zoned R-3PD, Multiple Family District with Planned Development Overlay.

SECTION 5. This Ordinance shall be in full force and effect on the Sunday after its passage and publication.

SECTION 6. Publication Notice. Please take notice that the City of Oshkosh enacted Ordinance #15-296 APPROVE REQUEST TO ATTACH TO THE CITY FROM TOWN OF BLACK WOLF / PURTELL VOLUNTARY ATTACHMENT; SOUTHEAST CORNER OF WEST RIPPLE AVENUE AND OREGON STREET on June 9, 2015. The ordinance attaches property at the southeast corner of West Ripple Avenue and Oregon Street to the City from Town of Black Wolf. The full text of the Ordinance may be obtained at the office of the City Clerk, 215 Church Ave. and on the City's website at [www.ci.oshkosh.wi.us](http://www.ci.oshkosh.wi.us). Clerk's phone: (920) 236-5011.

STATE OF WISCONSIN     )  
COUNTY OF WINNEBAGO   ) SS  
CITY OF OSHKOSH         )

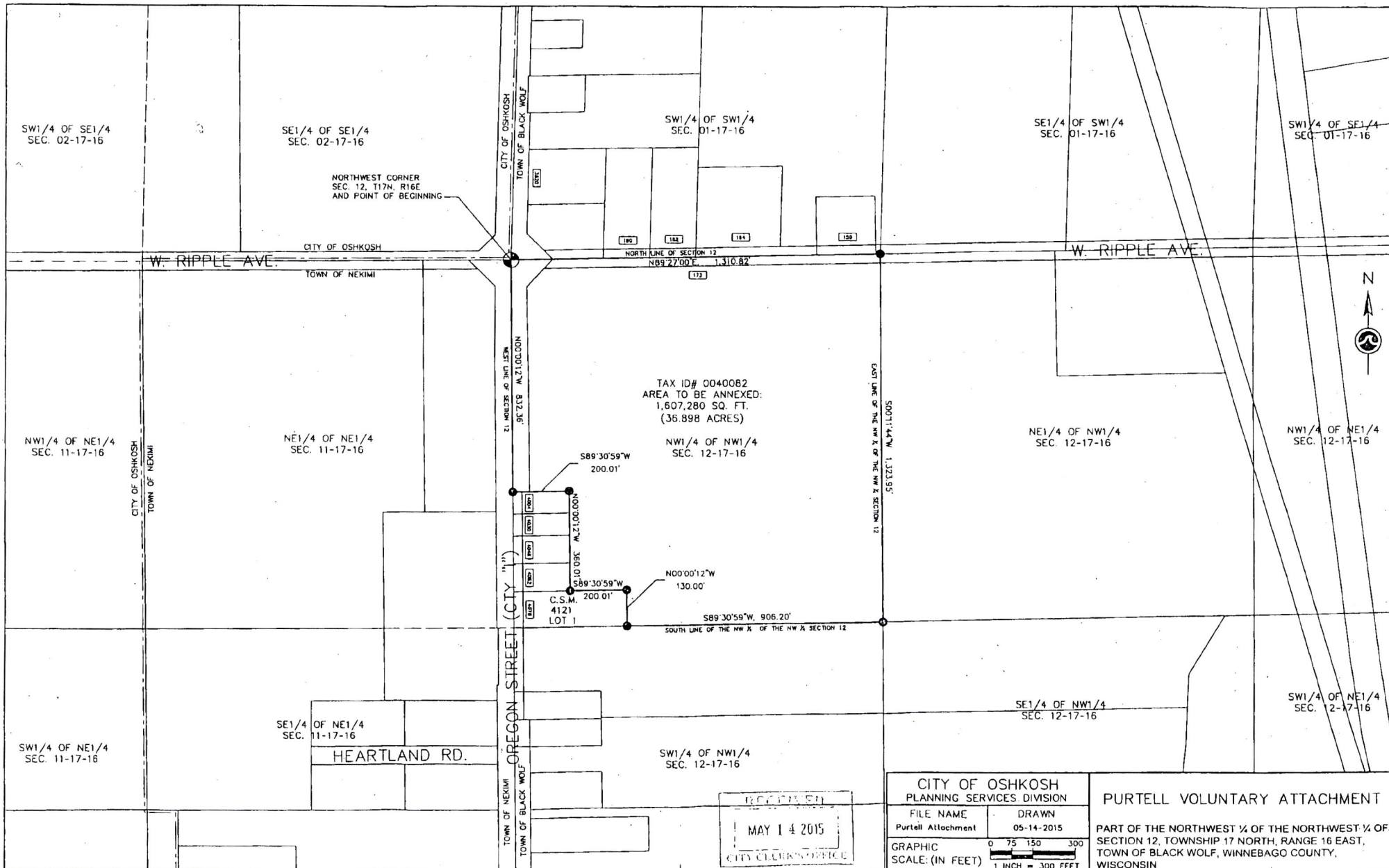
I, PAMELA R. UBRIG, City Clerk for the City of Oshkosh, Winnebago County, Wisconsin, do hereby certify that the foregoing ordinance is a true and correct copy of the original on file in my office, adopted by the Common Council of the City of Oshkosh, Wisconsin at the meeting held on June 9, 2015.

Witness my hand and the Corporation seal of the City of Oshkosh, Wisconsin.

DATED:       July 7, 2015

  
\_\_\_\_\_  
City Clerk of the City of Oshkosh,  
Winnebago County, Wisconsin





RECEIVED  
MAY 14 2015  
CITY CLERK'S OFFICE

CITY OF OSHKOSH PLANNING SERVICES DIVISION	
FILE NAME	DRAWN
Purtell Attachment	05-14-2015
GRAPHIC	0 75 150 300
SCALE: (IN FEET)	1 INCH = 300 FEET

**PURTELL VOLUNTARY ATTACHMENT**

PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 12, TOWNSHIP 17 NORTH, RANGE 16 EAST, TOWN OF BLACK WOLF, WINNEBAGO COUNTY, WISCONSIN

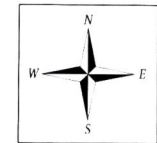




# Request to Remove Attached/Annexed Area from Town/County Zoning Map

City of Oshkosh  
Ordinance #15-296

Subject Parcel(s):  
0040082 / 004008404(P)



Winnebago County  
WINGS Project

Scale  
1 inch : 300 feet

## County Zoning Districts

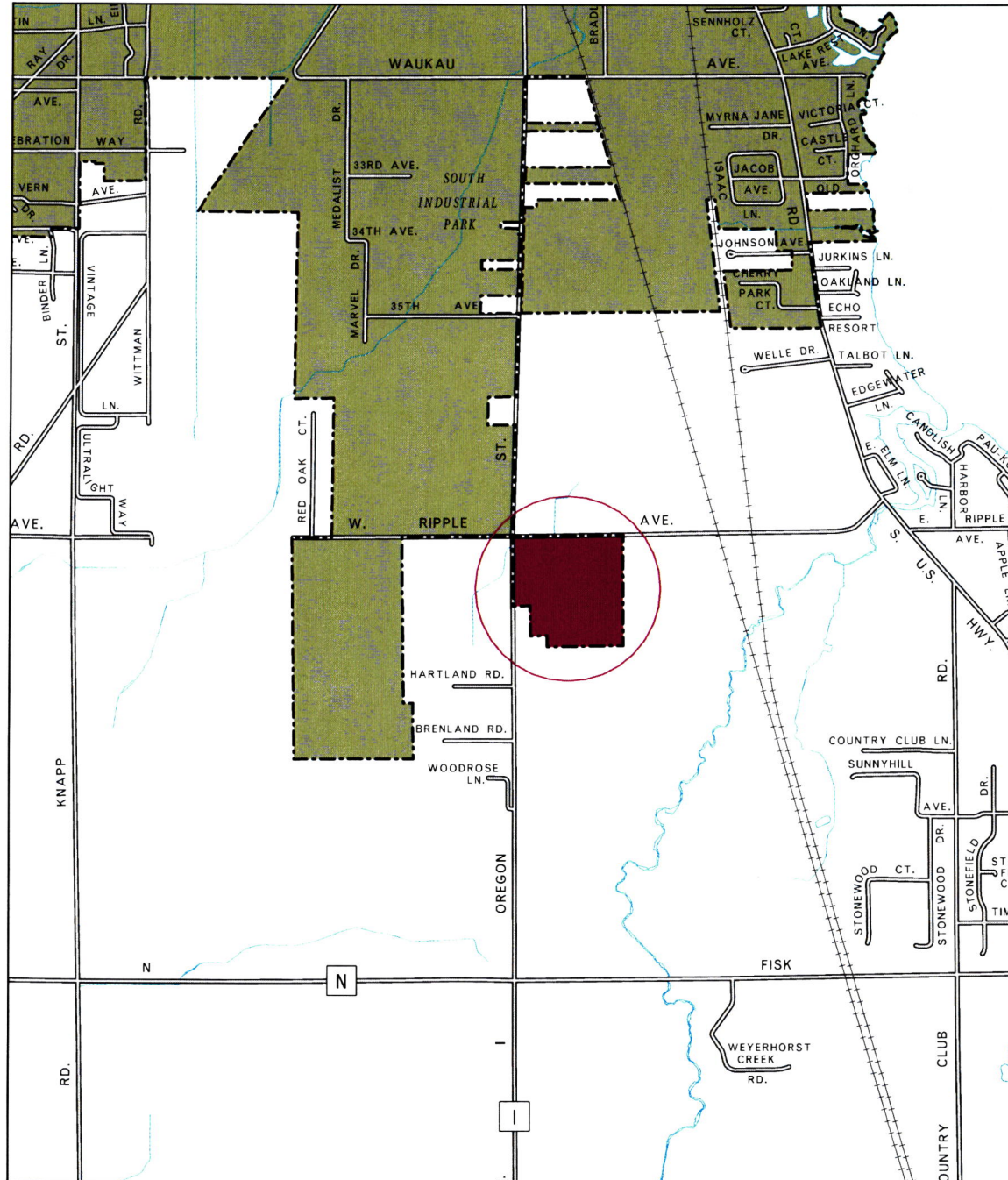
R-1	PDD	B-1
R-2	A-1	B-2
R-3	A-2	B-3
R-4	I-1	M-1
R-8	I-2	

## Other Areas

City of Oshkosh Extraterritorial  
Zoning Jurisdiction

Incorporated Area

○ = SITE



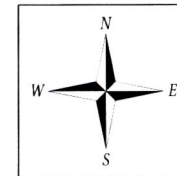
Scale 1 inch : 2000 feet

# Request to Remove Attached/Annexed Area from Town/County Zoning Map

City of Oshkosh: Ordinance #15-296

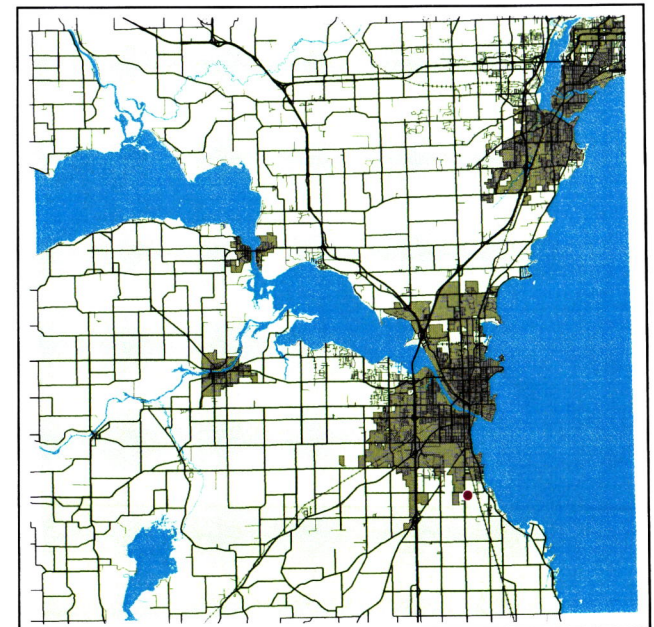
Subject Parcel(s):

0040082 / 004008404(P)



Winnebago County  
WINGS Project

● = SITE



WINNEBAGO COUNTY



**TO THE WINNEBAGO COUNTY BOARD SUPERVISORS**

Your Planning and Zoning Committee begs leave to report:

WHEREAS, it has reviewed the Petition for Annexation filed with the Winnebago County Zoning Office by:

City of Oshkosh for Stormwater Utility Annexation #3, Town of Oshkosh , and

WHEREAS, a Planning Meeting was held on July 8, 2016, pursuant to meeting agenda notice as provided by as on the following:

**PROPERTY INFORMATION:**

*Owner(s) of Property:* Stormwater Utility Annexation #3

*Location of Premises Affected:* 018-0014(p) and 018-0015(p)

*Legal Description:* Part of the NW 1/4 of the SW 1/4 and part of the SW 1/4 of the NW 1/4, all in Section 1, Township 18 North, Range 16 East, Town of Oshkosh, Winnebago County WI

WHEREAS,

Applicant is requesting Annexation to the City of Oshkosh,

And

WHEREAS, we received notification from the City of Oshkosh approving ordinance 15-506 for attachment referenced above,

And

WHEREAS, said ordinance is recorded in the Winnebago County Register of Deeds Office as document number 1703329,

And

WHEREAS, said ordinance must be approved by the Winnebago County Board of Supervisors to effectuate the amendment to the official Town / County Zoning Map – Winnebago County, Wisconsin, And

WHEREAS, the City of Oshkosh adopted said annexation of the subject property on November 24, 2015,

And

WHEREAS, your Planning and Zoning Committee, being fully informed of the facts, and after full consideration of the matter, making the following finding:

- 1) Subject property has been annexed to the City of Oshkosh as noted in document number 1700329 recorded in the Winnebago County Register of Deeds Office.

*Findings were made in consideration of Section 23.7-24.*

NOW THEREFORE BE IT RESOLVED, that this committee hereby reports our findings for your consideration and is hereby recommending Approval by a vote of 4-0-1.

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

---

For the Planning and Zoning Committee

**AMENDATORY ORDINANCE # 07-04-16**

The Winnebago County Board of Supervisors do ordain the Annexation # 1703329 as follows:

Part of the NW 1/4 of the SW 1/4 and part of the SW 1/4 of the NW 1/4, all in Section 1,  
Township 18 North, Range 16 East, Town of Oshkosh, Winnebago County WI

FROM: Town of Oshkosh

TO: City of Oshkosh

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

David Albrecht, Chairperson

ATTEST:

Susan T. Ertmer, Clerk

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

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

County Board Supervisory district **13**





## Winnebago County

Zoning Department

*The Wave of the Future*

### MEMO FOR P & Z PLANNING MEETING AGENDA OF JULY 8, 2016

TO: Planning & Zoning Committee

FM: Zoning Administrator

RE: Review of County Zoning Changes due to Annexation

1. See attached list.

Pursuant to Chapter 23, Article 7, Division 2 of the Winnebago County Town / County Zoning Code, annexations must be approved by the Winnebago County Board of Supervisors in order to effectuate the amendment(s) to the official Town / County Zoning Map. The zoning office received notification from the City of Oshkosh and the Village of Fox Crossing approving annexations / attachments / incorporation as described in attachments as listed below.

1. Grota Voluntary Delayed Attachment – Doc. 1448325
2. Purtell Voluntary Attachment – Doc. 1692389
3. Storm Water Utility #3 Annexation – Doc. 1703329
4. Incorporation of Village of Fox Crossing – Winnebago County

**RECOMMENDATION: Approval**

Approved <sup>4</sup> 5-0-1



8 2 5 3 6 8 9

Tx:4181572

**1703329**

ORDINANCE 15-506

**STORM WATER  
UTILITY  
ANNEXATION #3**City Hall  
City Clerk's Office  
215 Church Ave  
Oshkosh WI 54901*for  
County  
Board*

November 30, 2015

Winnebago County  
Register of Deeds  
Julie Pagel  
PO Box 2808  
Oshkosh WI 54903-2808**REGISTER'S OFFICE  
WINNEBAGO COUNTY, WI  
RECORDED ON  
12/14/2015 9:33 AM****JULIE PAGEL  
REGISTER OF DEEDS****RECORDING FEE 30.00  
PAGES: 5**

Dear Ms. Pagel:

I am enclosing a copy of the certified ordinance with an attached map showing the STORM WATER UTILITY ANNEXATION #3 to the City of Oshkosh, which became effective November 24, 2015.

Sincerely,

CITY OF OSHKOSH

PAMELA R. UBRIG  
City Clerk

Enclosures

Drafted by: Darryn Burich, Community Development

0-5

NOVEMBER 10, 2015  
FIRST READING

NOVEMBER 24, 2015  
SECOND READING

15-480 15-506 ORDINANCE

(CARRIED 7-0 LOST \_\_\_\_\_ LAID OVER \_\_\_\_\_ WITHDRAWN \_\_\_\_\_)

PURPOSE: APPROVE REQUEST TO ANNEX TO CITY FROM TOWN OF OSHKOSH; STORM WATER UTILITY ANNEXATION #3; 3400 BLOCK NORTH MAIN STREET

INITIATED BY: CITY ADMINISTRATION

PLAN COMMISSION RECOMMENDATION: Approved

A GENERAL ORDINANCE OF THE CITY OF OSHKOSH ANNEXING CERTAIN TERRITORY TO THE CITY OF OSHKOSH AND SPECIFICALLY TO THE 15TH WARD OF SAID CITY.

The Common Council of the City of Oshkosh do ordain as follows:

WHEREAS, an annexation petition duly circulated has heretofore been signed by the owners of all the real property within such territory and all of the electors residing in said territory; and

WHEREAS, Section 66.0217(2) of the Wisconsin Statutes allows for petition to be filed without a notice of intention to circulate in an annexation by unanimous approval; and

WHEREAS, said annexation petition together with a description of the territory to be annexed and a scale map showing the boundaries of such territory and its relation to the municipalities involved, having been filed with the City Clerk of the City of Oshkosh and the Town of Oshkosh; and

WHEREAS, a copy of said annexation petition together with a description of the territory to be annexed and a scale map having been mailed to the affected municipal and school district clerks and the Director of the Municipal Boundary Review of the State of Wisconsin, Department of Administration within five (5) days of the filing of said petition; and

WHEREAS, not more than one hundred twenty (120) days have lapsed since the filing of the annexation petition; and

WHEREAS, the Director of the Municipal Boundary Review of the State of Wisconsin, Department of Administration has issued its opinion that the annexation is/is not contrary to the public interest; and



NOVEMBER 10, 2015  
FIRST READING

NOVEMBER 24, 2015  
SECOND READING

15-480

15-506

ORDINANCE  
CONTD

WHEREAS, the petitioners have requested that the annexation ordinance designate the classification of the annexed area for zoning purposes; and

WHEREAS, the Plan Commission of the City of Oshkosh is recommending that said property be permanently zoned M-3 General Industrial District

NOW, THEREFORE, the Common Council of the City of Oshkosh do ordain as follows:

SECTION 1. The following described territory, pursuant to a duly circulated and filed annexation petition for direct annexation is hereby annexed to and made part of the City of Oshkosh, a municipal corporation located in Winnebago County, more specifically to the 15th Ward of said City and subject to Wisconsin Statutes and the amendments thereto:

BEING PART OF THE NORTHWEST  $\frac{1}{4}$  OF THE SOUTHWEST  $\frac{1}{4}$  AND PART OF THE SOUTHWEST  $\frac{1}{4}$  OF THE NORTHWEST  $\frac{1}{4}$ , ALL IN SECTION 1, TOWNSHIP 18 NORTH, RANGE 16 EAST, TOWN OF OSHKOSH, WINNEBAGO COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING AT THE WEST  $\frac{1}{4}$  CORNER OF SECTION 1; THENCE N88°56'02"E, 660.04 FEET ALONG THE SOUTH LINE OF THE NORTHWEST  $\frac{1}{4}$  OF SECTION 1 TO THE SOUTHERLY EXTENSION OF A WEST LINE OF LANDS DESCRIBED IN DOCUMENT NUMBER 944790 AND THE POINT OF BEGINNING; THENCE N00°24'02"W, 665.22 FEET ALONG SAID EXTENSION AND ALONG A WEST LINE OF SAID DESCRIBED LANDS TO A NORTH LINE OF SAID DESCRIBED LANDS; THENCE N88°55'53"E, 622.10 FEET ALONG SAID NORTH LINE TO THE WEST RIGHT-OF-WAY LINE OF NORTH MAIN STREET; THENCE S00°26'32"E, 665.24 FEET ALONG SAID WEST RIGHT-OF-WAY LINE TO THE NORTH LINE OF THE SOUTHWEST  $\frac{1}{4}$  OF SECTION 1; THENCE S00°33'16"E, 165.51 FEET ALONG SAID WEST RIGHT-OF-WAY LINE TO THE SOUTH LINE OF LANDS DESCRIBED IN DOCUMENT NUMBER 944790; THENCE S88°56'29"W, 623.03 FEET ALONG SAID SOUTH LINE; THENCE N00°24'02"W, 165.43 FEET TO THE POINT OF BEGINNING. SAID AREA CONTAINS 517,025 SQUARE FEET OR 11.869 ACRES, MORE OR LESS.

SECTION 2. Sections 1-28 and 1-29 of the Oshkosh Municipal Code pertaining to Boundaries, Wards, Polls, Benchmarks are hereby amended so as to reflect the provisions of this Ordinance and the proper City officials are hereby authorized and directed to make such changes.

SECTION 3. The proper City officials are hereby authorized and directed to comply with the following requirements of Section 66.0217(9) of the Wisconsin Statutes and the City Clerk shall give written notice to the appropriate Town Clerk of the acceptance of the annexation petition and the adoption of this Ordinance.

NOVEMBER 10, 2015  
FIRST READING

NOVEMBER 24, 2015  
SECOND READING

15-480 15-506 ORDINANCE  
CONTD

SECTION 4. Said property hereinabove described is hereby zoned M-3 General Industrial District

SECTION 5. This Ordinance shall be in full force and effect from and after its passage and publication.

SECTION 6. Publication Notice. Please take notice that the City of Oshkosh enacted Ordinance #15-506 APPROVE REQUEST TO ANNEX TO CITY FROM TOWN OF OSHKOSH; STORM WATER UTILITY ANNEXATION #3 3400 BLOCK NORTH MAIN STREET on November 24, 2015. This Ordinance annexes Storm Water Utility #3 3400 Block North Main Street to the City from the Town of Oshkosh. The full text of the Ordinance may be obtained at the Office of the City Clerk, 215 Church Ave. and on the City's website at [www.ci.oshkosh.wi.us](http://www.ci.oshkosh.wi.us). Clerk's phone: (920) 236-5011.

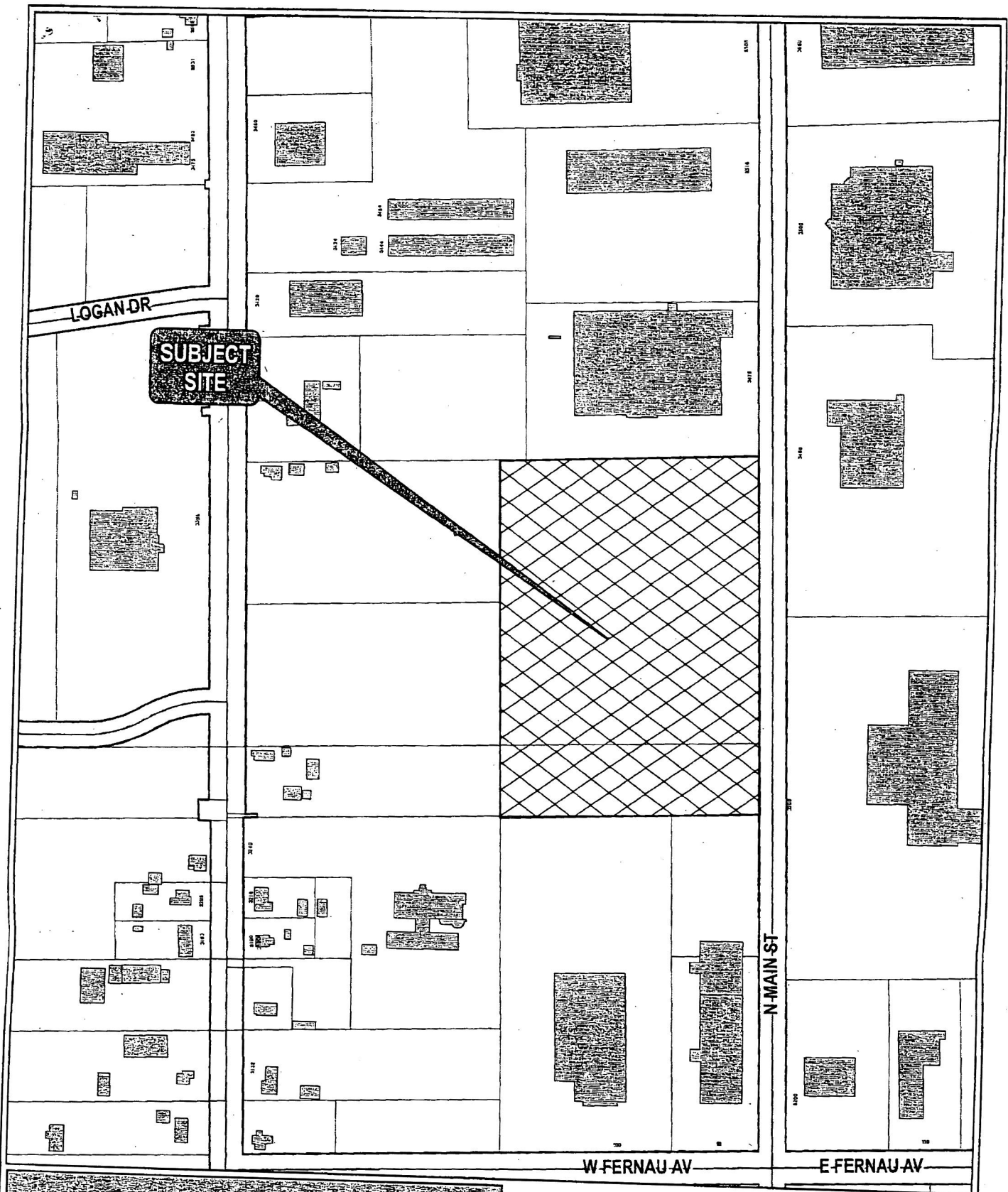
STATE OF WISCONSIN     )  
COUNTY OF WINNEBAGO   ) SS.  
CITY OF OSHKOSH         )

I, PAMELA R. UBRIG, City Clerk for the City of Oshkosh, Winnebago County, Wisconsin, do hereby certify that the foregoing ordinance is a true and correct copy of the original on file in my office, adopted by the Common Council of the City of Oshkosh, Wisconsin at the meeting held on November 24, 2015.

Witness my hand and the Corporation seal of the City of Oshkosh, Wisconsin.

DATED: November 30, 2015

  
\_\_\_\_\_  
City Clerk of the City of Oshkosh,  
Winnebago County, Wisconsin



**3400 BLK N MAIN ST**

The City of Oshkosh creates and maintains GIS maps and data for its own use. They may show the approximate relative location of property, boundaries and other feature from a variety of sources. These map(s)/datasets are provided for information purposes only and may not be sufficient or appropriate for legal, engineering, or surveying purposes. They are provided "AS-IS" without warranties of any kind and the City of Oshkosh assumes no liability for use or misuse.



1 in = 0.06 mi  
1 in = 300 ft

Printing Date: 10/14/2015

Prepared by: City of Oshkosh, WI



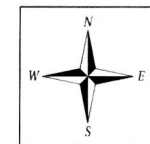
**OSHKOSH**  
ON THE WATER



# Request to Remove Attached/Annexed Area from Town/County Zoning Map

City of Oshkosh  
Ordinance #15-506

Subject Parcel(s):  
0180014(P) & 0180015(P)



Winnebago County  
WINGS Project

Scale  
1 inch : 300 feet

## County Zoning Districts

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

## Other Areas

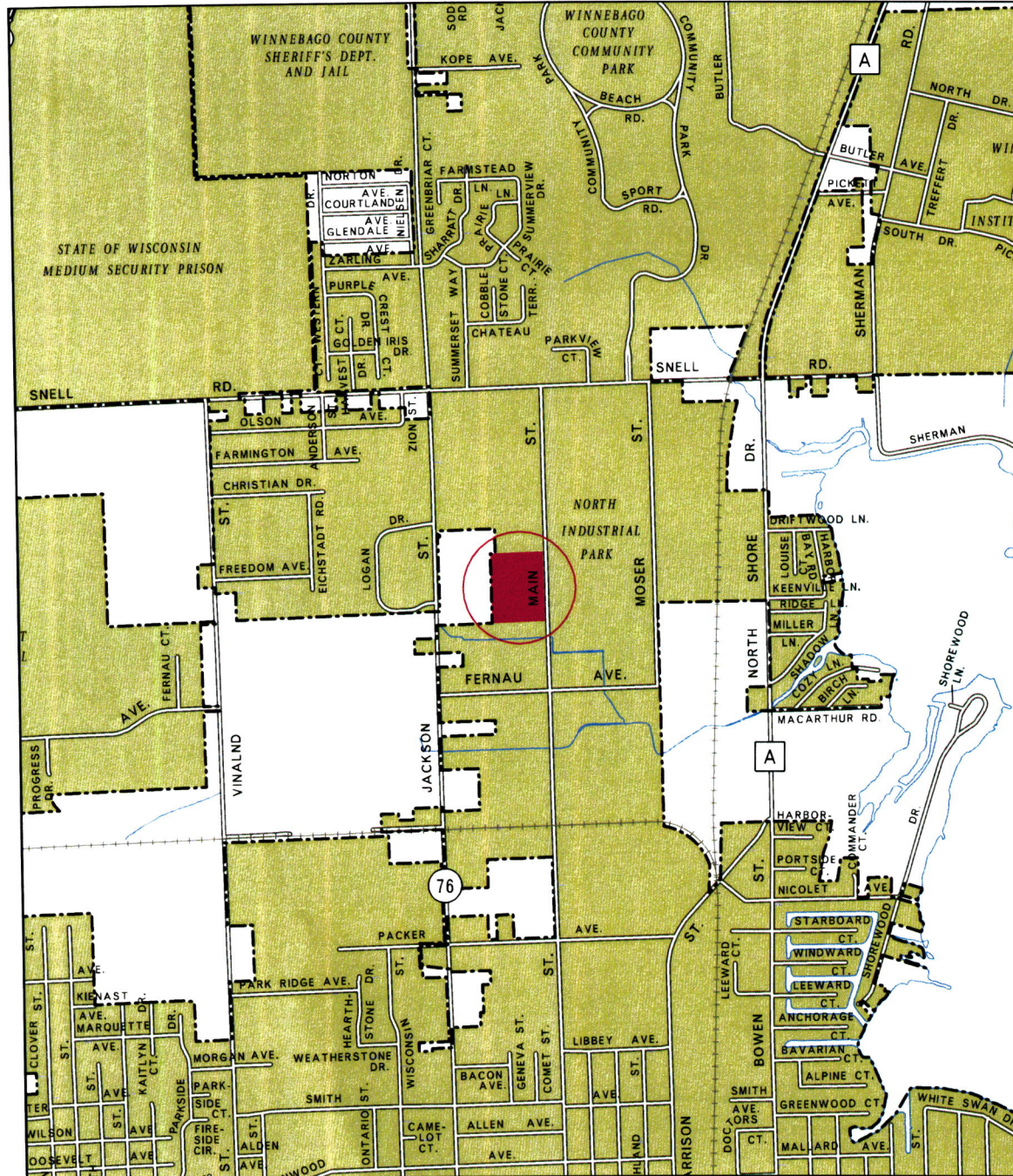
City of Oshkosh Extraterritorial  
Zoning Jurisdiction

Incorporated Area





○ = SITE



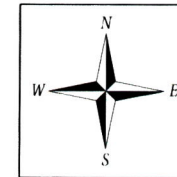
Scale 1 inch : 2000 feet

# **Request to Remove Attached/Annexed Area from Town/County Zoning Map**

City of Oshkosh: Ordinance #15-506

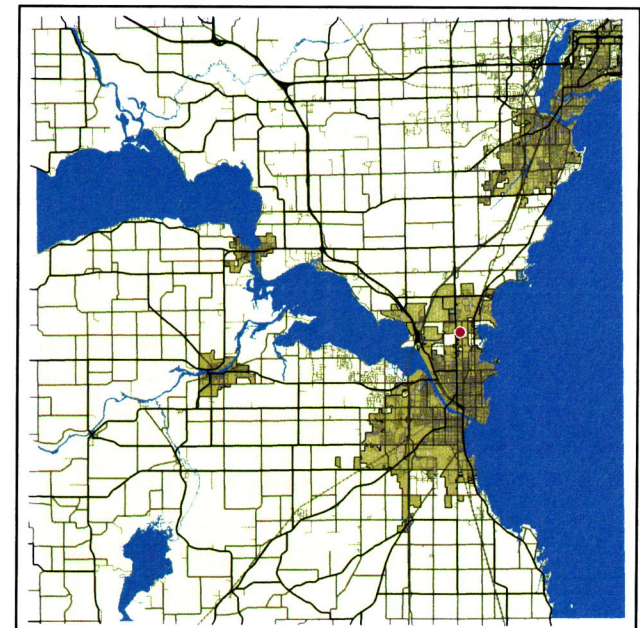
Subject Parcel(s):

0180014(P) & 0180015(P)



*Winnebago County  
WINGS Project*

● = SITE



WINNEBAGO COUNTY



**TO THE WINNEBAGO COUNTY BOARD SUPERVISORS**

Your Planning and Zoning Committee begs leave to report:

WHEREAS, it has reviewed the Certificate of Incorporation filed with the Winnebago County Zoning Office by:

the Town of Menasha for a portion of the Town of Menasha, and

WHEREAS, a Planning Meeting was held on July 8, 2016, pursuant to meeting agenda notice as provided by as on the following:

**PROPERTY INFORMATION:**

*Owner(s) of Property:* Multiple owners in a portion of the Town of Menasha

*Location of Premises Affected:* All those parcels in the Town of Menasha lying west of the east shoreline of Little Lake Butte des Morts and the Fox Fiver

*Legal Description:* Multiple - see attached list of legal descriptions

WHEREAS,

Applicant is requesting Incorporation to the Village of Fox Crossing,

And

WHEREAS, we received notification from the Town of Menasha of a Certificate of Incorporation for the Incorporation of the Village of Fox Crossing referenced above,

And

WHEREAS, property has been incorporated to the Village of Fox Crossing as noted on the Certificate of Incorporation filed with the Wisconsin Department of Administration.

And

WHEREAS, said Certificate of Incorporation must be approved by the Winnebago County Board of Supervisors to effectuate the amendment to the official Town / County Zoning Map – Winnebago County, Wisconsin,

And

WHEREAS, the Town of Menasha adopted said Incorporation of the subject property effective April 20, 2016,

And

WHEREAS, your Planning and Zoning Committee, being fully informed of the facts, and after full consideration of the matter, making the following finding:

- 1) Subject property has been incorporated to the Village of Fox Crossing as noted on the Certificate of Incorporation filed with the Wisconsin Department of Administration.

*Findings were made in consideration of Section 66.0211(5).*

NOW THEREFORE BE IT RESOLVED, that this committee hereby reports our findings for your consideration and is hereby recommending Approval by a vote of 4-0-1.

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

---

For the Planning and Zoning Committee



**AMENDATORY ORDINANCE # 07-05-16**

The Winnebago County Board of Supervisors do ordain the Incorporation of the Village of Fox Crossing as follows:

Multiple - see attached list of legal descriptions

FROM:           a portion of the Town of Menasha            
TO:           the Village of Fox Crossing          

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

David Albrecht, Chairperson

ATTEST:

Susan T. Ertmer, Clerk

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

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



## **Winnebago County**

### **Zoning Department**

*The Wave of the Future*

#### **MEMO FOR P & Z PLANNING MEETING AGENDA OF JULY 8, 2016**

**TO:** Planning & Zoning Committee

**FM:** Zoning Administrator

**RE:** Review of County Zoning Changes due to Annexation

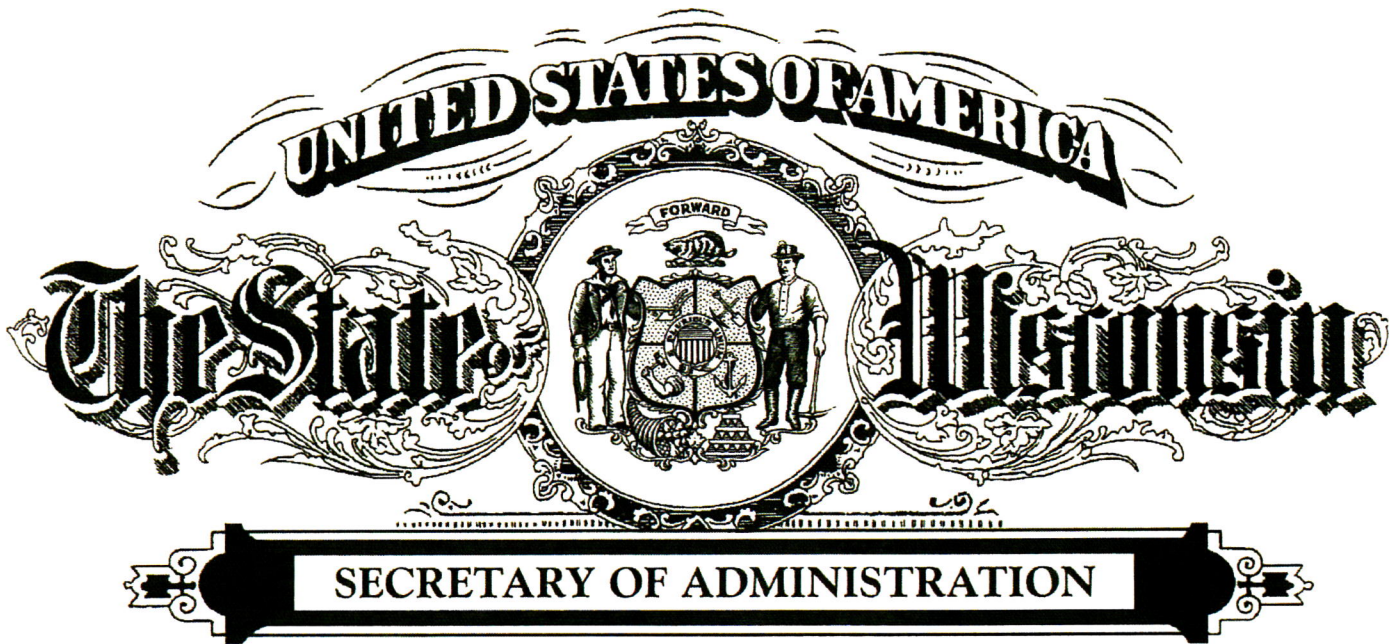
1. See attached list.

Pursuant to Chapter 23, Article 7, Division 2 of the Winnebago County Town / County Zoning Code, annexations must be approved by the Winnebago County Board of Supervisors in order to effectuate the amendment(s) to the official Town / County Zoning Map. The zoning office received notification from the City of Oshkosh and the Village of Fox Crossing approving annexations / attachments / incorporation as described in attachments as listed below.

1. Grota Voluntary Delayed Attachment – Doc. 1448325
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3. Storm Water Utility #3 Annexation – Doc. 1703329
4. Incorporation of Village of Fox Crossing – Winnebago County

**RECOMMENDATION: Approval**

Approved <sup>4</sup> 5-0-1



## **CERTIFICATE OF INCORPORATION**

### **VILLAGE OF FOX CROSSING**

### **WINNEBAGO COUNTY, WISCONSIN**

I, Scott A. Neitzel, Secretary of Administration and Custodian of the Records relating to incorporations of villages and cities, **DO HEREBY CERTIFY THAT:**

**WHEREAS,** The Town Clerk of the Town of Menasha, Karen Backman, did, on the 14th day of April, 2016 submit to the Secretary of Administration documents pertaining to the incorporation of a portion of the Town of Menasha as a village under the provisions of §66.0211 Wisconsin Statutes, and the Town Clerk of the Town of Menasha certified on April 11, 2016 that pursuant to the return of votes cast at the election held on April 5, 2016 and canvassed on the 11th day of April 2016, on the question of whether a portion of the Town of Menasha should be incorporated as a village, a majority of the votes were cast in favor of a village as follows:

**FOR the village: 3566**

**AGAINST the village: 589**

The territory for incorporation as the Village of Fox Crossing has an estimated population of 10,649 persons.

NOW, THEREFORE, I, SCOTT A. NEITZEL, Secretary of Administration, pursuant to Wisconsin Statutes 66.0211, do hereby declare that the area, as described in the attached legal description and map, and situated in the County of Winnebago, State of Wisconsin, is duly incorporated as a village and that from henceforth the said village shall be known as the:

### **VILLAGE OF FOX CROSSING**

and be governed by the provisions of Chapter 66 of the Wisconsin Statutes and Laws amendatory thereof and supplementary thereto.

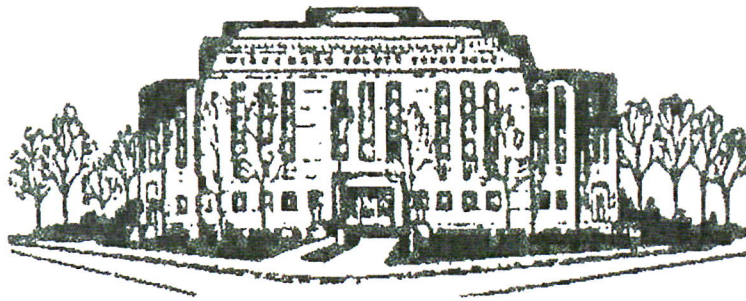
**IN TESTIMONY WHEREOF,** I have hereunto set my hand in the City of Madison, this 20th day of April, 2016.

Scott A. Neitzel

Secretary of Administration



**Melissa M. Pingel**  
Clerk of Court

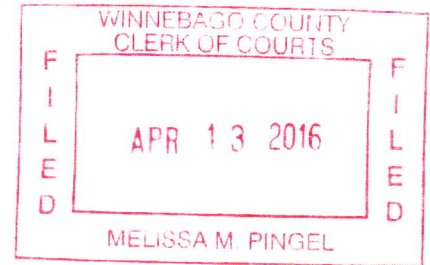


**Telephone**

Oshkosh (920) 236-4848  
Neenah (920) 727-2880  
Fax (920) 424-7780

**Winnebago County Clerk of Court**

415 Jackson St - PO Box 2808  
Oshkosh WI 54903-2808



April 13, 2016

Mr. Scott Neitzel  
Secretary of Administration  
10<sup>th</sup> Floor, 101 E. Wilson Street  
P.O. Box 7864  
Madison, WI 53707-7864

RE: Incorporation of the Village of Fox Crossing  
Case No. 15 CV 452

Dear Secretary Neitzel:

On February 1, 2016, the Wisconsin Department of Administration issued its Determination allowing for a portion of the Town of Menasha in Winnebago County to be incorporated as a Village to be known as the Village of Fox Crossing. The decision was subject to an Incorporation Referendum, which was held within the area to be incorporated on April 5, 2016. Of the 4,155 votes cast, there were 3,566 in favor of the Village and 589 votes in opposition.

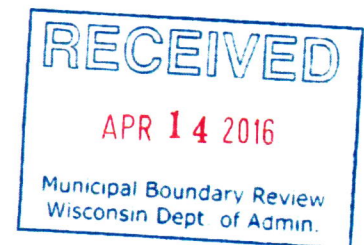
Pursuant to sec. 66.0211(5), enclosed please find Certification of the election results and population which I am submitting to your office. Attached as exhibits to the Certification is a copy of the description of the legal boundaries of the Village, and a copy of the plat of the Village.

I am further enclosing four additional signed copies of the Certification and the attachments so as to enable your office to provide two such copies to the Department of Transportation and one copy each to the Department of Administration and the Department of Revenue.

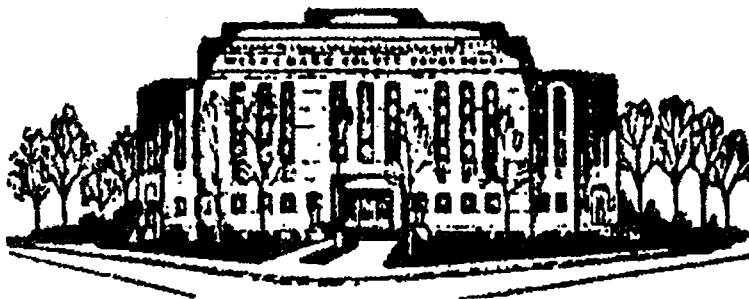
It has been requested by representatives of the Village that your office issue the Certificate of Incorporation on April 20, 2016. The County Clerk has already set a date for the first Village election, which must occur between 40 and 50 days after the Certificate of Incorporation is filed.

APR 14 2016

Secretary's Office  
D. J. Neitzel



**Melissa M. Pingel**  
Clerk of Court

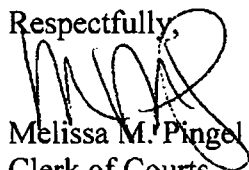


**Telephone**  
Oshkosh (920) 236-4848  
Neenah (920) 727-2880  
Fax (920) 424-7780

**Winnebago County Clerk of Court**  
415 Jackson St - PO Box 2808  
Oshkosh WI 54903-2808

If there is further information or documentation needed, please do not hesitate to contact me at 920-236-4849.

Respectfully,

  
Melissa M. Pingel  
Clerk of Courts  
Winnebago County  
Encls.

cc: Atty. Andrew J. Rossmeissl  
Karen Backman, Town of Menasha Clerk  
Clerk of Courts (Case file, Winnebago County Case No. 15-CV-452)

STATE OF WISCONSIN

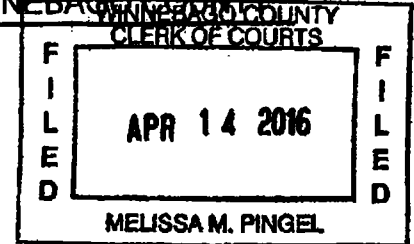
CIRCUIT COURT

WINNEBAGO COUNTY

WINNEBAGO COUNTY  
CLERK OF COURTS

In the Matter of INCORPORATION  
OF A PORTION OF LANDS COMPRISING  
THE TOWN OF MENASHA, Winnebago County,  
As a village Pursuant to the Provisions of  
Ch. 66, Wisconsin Statutes.

Case No. 15-CV-452



---

**AMENDED CERTIFICATION THAT MAJORITY OF VOTES IN INCORPORATION  
REFERENDUM CAST IN FAVOR OF VILLAGE**

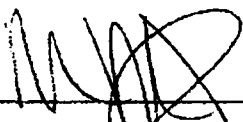
---

I, Melissa Pingel, Clerk of Courts for Winnebago County, Wisconsin, by the powers vested in me pursuant to Wisconsin Statute 66.0211(5), do hereby certify that the majority of the votes cast in an Incorporation Referendum were in favor of a Village. The population of the Village of Fox Crossing is 10,649. Said Incorporation Referendum occurred on April 5, 2016, in the Town of Menasha pursuant to an Order filed on February 11, 2016, in Winnebago County Circuit Court under Case No. 15-CV-452.

3,566 votes were cast in favor of a village and 589 votes were cast against a village.

Attached hereto, is a certification of the Board of Canvassers and a Summary Statement of the Board of Canvassers pertinent to the subject referendum.

Dated: April 14, 2016

  
\_\_\_\_\_  
Melissa Pingel, Clerk of Courts

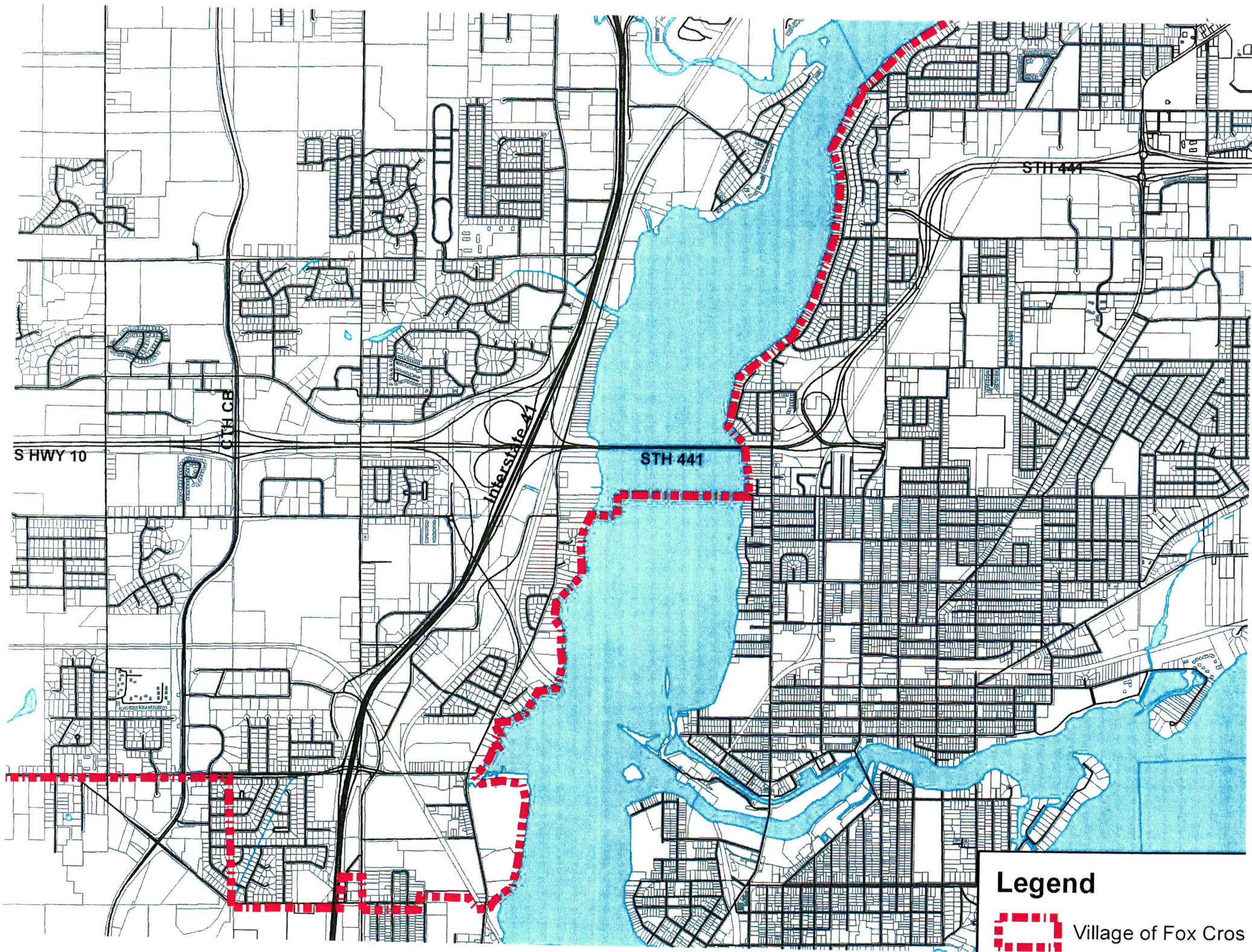


**A LEGAL DESCRIPTION FOR THE VILLAGE OF FOX CROSSING  
TOWN OF MENASHA'S INCORPORATION OF LANDS WEST OF THE EAST SHORE OF THE FOX  
RIVER AND WEST OF THE EAST SHORE OF LITTLE LAKE BUTTE DES MORTS**

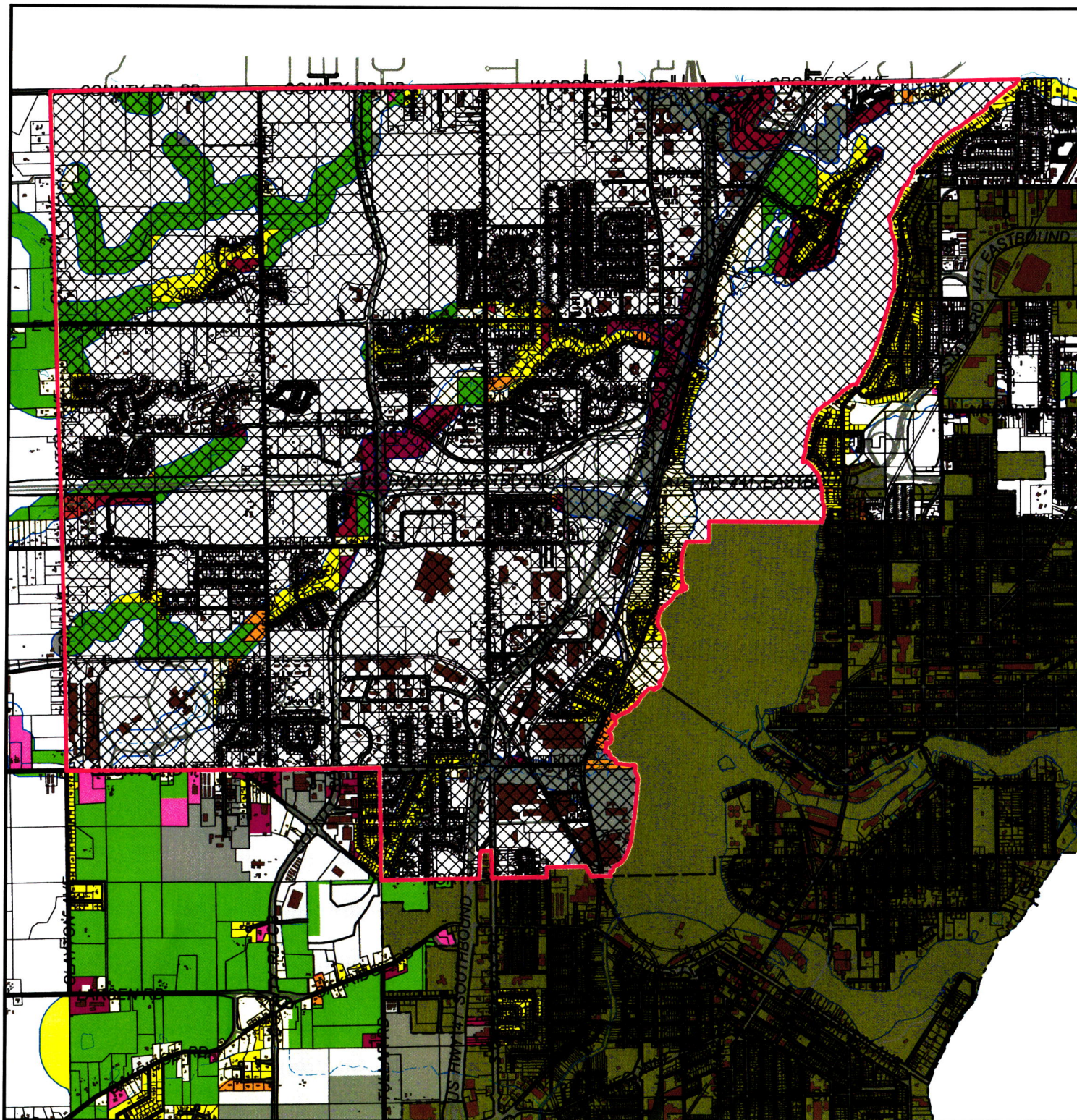
**A PARCEL OF LAND BEING PART OF SECTIONS 2, 3, 10, 16, 20 AND 21 AND ALL OF SECTIONS 4, 5, 6, 7, 8, 9, 17 AND 18, ALL IN TOWNSHIP 20 NORTH, RANGE 17 EAST, TOWN OF MENASHA, WINNEBAGO COUNTY, WISCONSIN, BEING MORE FULLY DESCRIBED AS FOLLOWS:**

**BEGINNING AT THE INTERSECTION OF THE NORTH LINE OF SAID SECTION 2 WITH THE LOW WATERLINE OF THE EASTERLY SHORE OF THE FOX RIVER;  
THENCE WESTERLY, 24,000 FEET MORE OR LESS ALONG THE NORTH LINES OF SECTIONS 2 THRU 6 TO THE NORTHWEST CORNER OF SAID SECTION 6;  
THENCE SOUTHERLY, 16,095.12 FEET ALONG THE WEST LINES OF SECTIONS 6, 7 AND 18 TO THE SOUTHWEST CORNER OF SAID SECTION 18;  
THENCE EASTERLY 7,492.38 FEET ALONG THE SOUTH LINE OF SAID SECTION 18 AND THE NORTH LINE OF SECTION 20 TO THE NORTHWEST CORNER OF THE NORTHEAST ¼ OF SAID SECTION 20;  
THENCE SOUTHERLY ALONG THE WEST LINE OF SAID NORTHEAST 1/4 OF SECTION 20 TO THE SOUTHWEST CORNER THEREOF;  
THENCE EASTERLY ALONG THE SOUTH LINE OF SAID NORTHEAST 1/4 OF SECTION 20 TO THE EASTERLY RIGHT-OF-WAY OF U.S.H. "41";  
THENCE NORTHERLY ALONG THE EASTERLY RIGHT-OF-WAY LINE OF U.S.H. "41" AND THE WESTERLY RIGHT-OF-WAY LINE OF RIDGEWAY ROAD TO A POINT ON THE WESTERLY RIGHT-OF-WAY LINE OF RIDGEWAY ROAD WHICH IS 654.00 FEET NORTH OF SAID SOUTH LINE OF THE NORTHEAST ¼ OF SECTION 20;  
THENCE EASTERLY ALONG A LINE BEING 654.00 FEET NORTH OF AND PARALLEL WITH SAID SOUTH LINE OF THE NORTHEAST ¼ OF SECTION 20 TO THE EAST LINE OF SAID SECTION 20;  
THENCE SOUTHERLY 654.00 FEET ALONG THE EAST LINE OF SAID SECTION 20 TO THE SOUTHEAST CORNER OF SAID NORTHEAST 1/4 OF SECTION 20;  
THENCE EASTERLY, 1271.69 FEET ALONG THE SOUTH LINE OF THE NORTHWEST 1/4 OF SECTION 21 TO A POINT 30 FEET WEST OF THE SOUTHEAST CORNER OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SAID SECTION 21;  
THENCE NORTHERLY, 235.62 FEET ALONG A LINE 30 FEET WEST OF AND PARALLEL WITH THE EAST LINE OF SAID SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 21;  
THENCE EASTERLY ALONG A LINE BEING 235.62 FEET NORTH OF AND PARALLEL WITH SAID SOUTH LINE OF THE NORTHWEST 1/4 OF SECTION 21 TO THE WESTERLY RIGHT-OF-WAY LINE OF THE WISCONSIN CENTRAL RAILROAD;  
THENCE SOUTHEASTERLY ALONG SAID WESTERLY RIGHT-OF-WAY LINE TO THE SOUTH LINE OF SAID NORTHWEST 1/4 OF SECTION 21;  
THENCE EASTERLY 500 FEET MORE OR LESS ALONG THE SOUTH LINE OF SAID NORTHWEST 1/4 AND THE SOUTH LINE OF THE NORTHEAST 1/4 OF SAID SECTION 21 TO THE LOW WATERLINE OF THE WESTERLY SHORE OF LITTLE LAKE BUTTE DES MORTS;  
THENCE NORTHERLY ALONG SAID LOW WATERLINE OF THE WESTERLY SHORE OF LITTLE LAKE BUTTE DES MORTS TO THE NORTH LINE OF SAID SECTION 16;  
THENCE EASTERLY ALONG THE NORTH LINE OF SAID SECTION 16 TO THE NORTHEAST CORNER OF SECTION 16;  
THENCE CONTINUING EASTERLY ALONG THE SOUTH LINE OF SAID SECTION 10 TO THE LOW WATERLINE OF THE EASTERLY SHORE OF SAID LITTLE LAKE BUTTE DES MORTS;  
THENCE NORTHERLY ALONG SAID LOW WATERLINE OF THE EASTERLY SHORE OF LITTLE LAKE BUTTE DES MORTS AND THE LOW WATERLINE OF THE EASTERLY SHORE OF THE FOX RIVER TO THE POINT OF BEGINNING.**







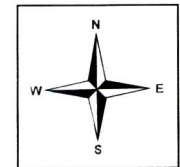


# Request to Remove Incorporated Area from Town/County Zoning Map

## Village of Fox Crossing Incorporation

### Subject Parcel(s):

All those parcels in the Town  
of Menasha lying west of  
the east shoreline of Little  
Lake Butte des Morts and  
the Fox River



Winnebago County  
WINGS Project

### Scale

1 inch : 3,300 feet

### County Zoning Districts

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

City of Oshkosh Extraterritorial  
Zoning Jurisdiction

Incorporated Area



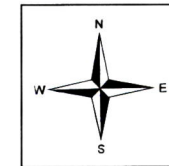
○ = SITE

# Request to Remove Incorporated Area from Town/County Zoning Map

## Village of Fox Crossing Incorporation

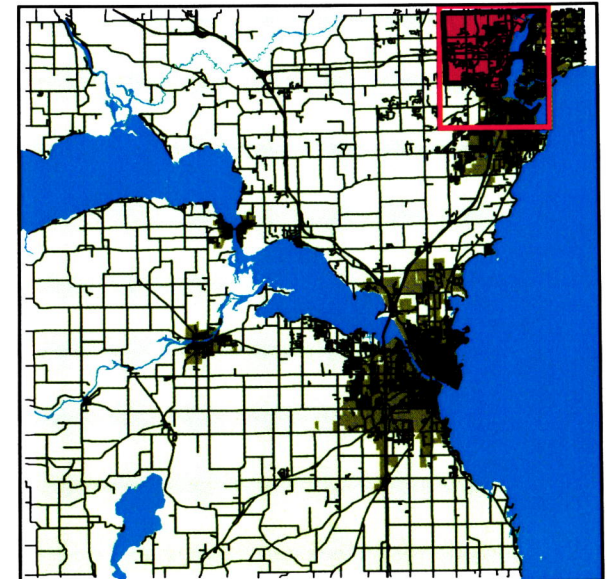
Subject Parcel(s):

All those parcels in the Town of Menasha lying west of the east shoreline of Little Lake Butte des Morts and the Fox River

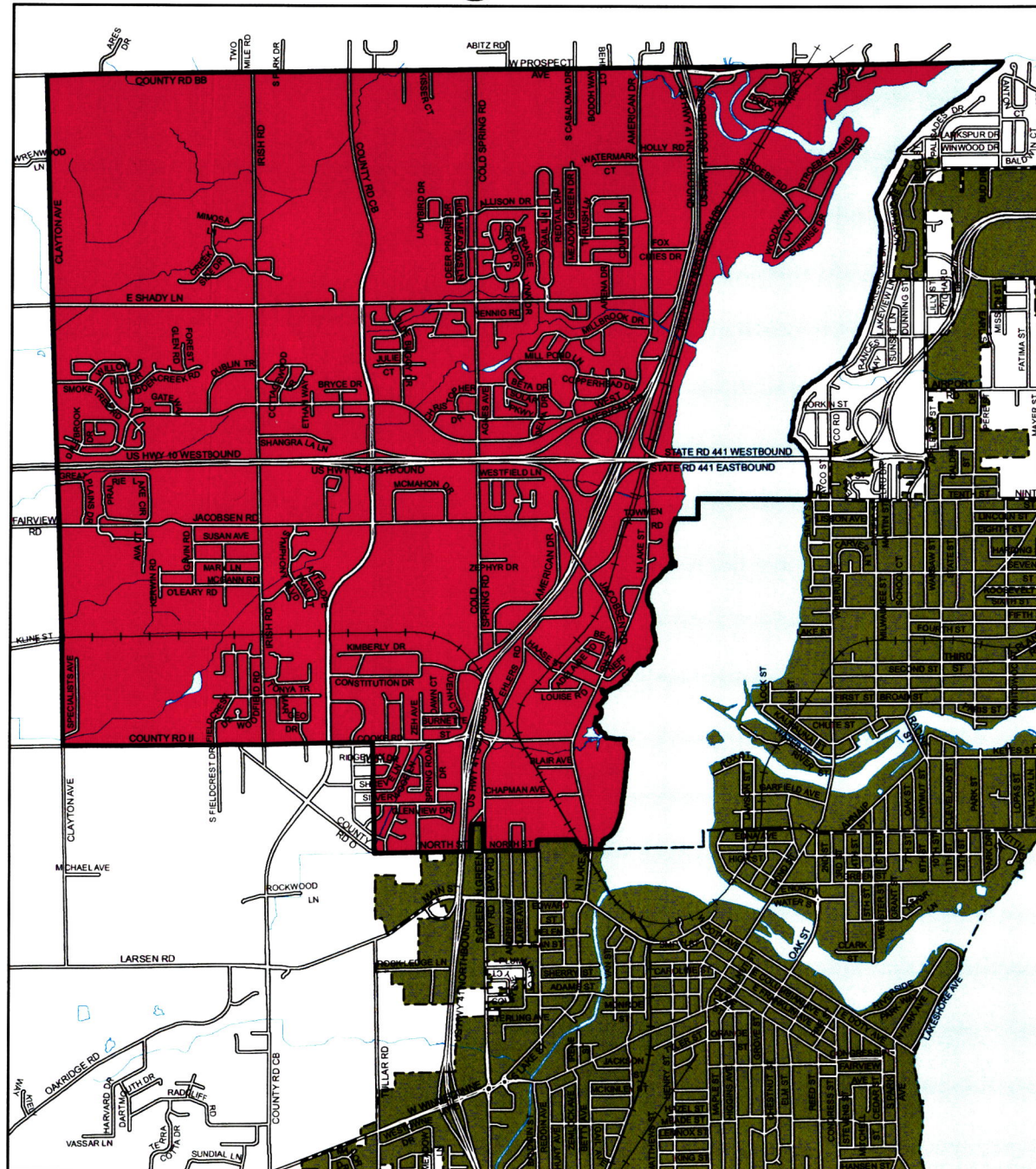


Winnebago County  
WINGS Project

● = SITE



WINNEBAGO COUNTY



1 inch : 4,000 feet



# R E S O L U T I O N

No. 006

DATE: 07-19-16

To The Board of Supervisors of Winnebago County, Wisconsin:

## AMENDATORY ORDINANCE 07-06-16

WHEREAS, it is desirable to amend the Zoning Map of the TOWN OF CLAYTON in accordance with the petition of Jason Ehrentraut and

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

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

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

---

County Board Supervisor  
(Town of CLAYTON)

PARCEL NO: **006-0645-01-02**; FROM **A-2** TO **R-2**

### COUNTY DISCLAIMER:

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

APPROVED BY WINNEBAGO COUNTY EXECUTIVE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_,  
201 .

---

Mark Harris

County Board Supervisory district **29**



## **Winnebago County**

Zoning Department

*The Wave of the Future*

### MEMO FOR P & Z MEETING AGENDA OF JULY 8, 2016

TO: Planning & Zoning Committee

FM: Zoning Administrator

RE: Review of Town Zoning Changes

1. Ehrmentraut - Town Zoning Change (Tax ID No: 006-0645-01-02) – Town of Clayton.

The town zoning change for Ehrentraut is consistent with Winnebago County's Land Use Plan. The Town of Clayton approved the zoning change from A-2 (General Farming District) to R-2 (Suburban Residential District) and Winnebago County's land use plan shows future land use as Residential.

**RECOMMENDATION: Forward zone change to County Board for action.**

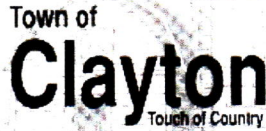
2. Overton – Town Zoning Change (Tax ID No: 028-0710-01-05) – Town of Winchester.

The town zoning change for Overton is consistent with Winnebago County's Land Use Plan. The Town of Winchester approved the zoning change from A-2 (General Farming District) to R-1 (Rural Residential District) and Winnebago County's land use plan shows future land use as Residential.

**RECOMMENDATION: Forward zone change to County Board for action.**

Approved <sup>4</sup> 8-0-1

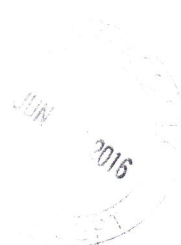




8348 County Road T  
Larsen, WI 54947

Friday, June 3<sup>rd</sup>, 2016

County Zoning Office  
Attn: Cary A. Rowe  
112 Otter Avenue  
Oshkosh, WI 54901



Re: Town Board approved amendment to the Town's Zoning Code of Ordinances Map.

Mr. Cary A. Rowe:

Enclosed please find the material relative to the following amendment(s) to the Zoning Code of Ordinances, Zoning Map in the Town of Clayton:

Re-zoning Application submitted by Jason Ehrmentraut, 2847 Larsen Road, Neenah, WI 54956 for property located at 2847 Larsen Road, Neenah, WI 54956; specifically described as Tax ID # 006-0645-01, <sup>02</sup>being part of the Northwest ¼ of the Northwest ¼ of Section 25, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin to be rezoned from A-2 (General Farming District) to R-2 (Suburban Residential District).

Should you have any questions relative to this request please feel free to call or E-mail me.

Sincerely,

Richard Johnston  
Town Administrator/Clerk

CC County Clerk, Sue Ertmer

**TOWN OF CLAYTON**  
**ORDINANCE 2016-003**  
**ORDINANCE TO AMEND THE OFFICIAL TOWN OF CLAYTON ZONING**  
**ORDINANCE MAP**

**WHEREAS,** One or more applications for amendments to the Map of the Town of Clayton Zoning Code of Ordinances have been filed with the Town Clerk as described herein; and

**WHEREAS,** following the requisite Notices and Public Hearings the proposed amendments have been reviewed and recommended to the Town Board by the Town's Plan Commission; and

**WHEREAS,** the applications for amendments to the Map of the Town of Clayton Zoning Code of Ordinances does comply with both the Town's existing land use and future land use elements of the CY 2009 update to the Town's Comprehensive Plan; and

**WHEREAS,** all other procedural requirements have been met for purposes of consideration of the amendment(s) as provided in Section 7 of the Town of Clayton Zoning Code of Ordinances; and

**NOW, THEREFORE BE IT ORDAINED THAT,** the Town Board of the Town of Clayton, County of Winnebago, State of Wisconsin, pursuant to Article 7 of the Town of Clayton Zoning Code of Ordinances, hereby adopts the following Amendment(s) to the Map of the Town's Zoning Code of Ordinances:

**Section 1:** The Official Zoning Map of the Town of Clayton is amended as follows:

**A. Property Owner:**

Jason Ehrmentraut, 2847 Larsen Road, Neenah, WI 54956.

**Legal description of property:**

The property is located at 2847 Larsen Road, Neenah, WI 54956; specifically described as Tax ID # 006-0645-01, being part of the Northwest ¼ of the Northwest ¼ of Section 25, Township 20 North, Range 16 East, Town of Clayton, County of Winnebago, State of Wisconsin (See Attachment A).

**The above described property is hereby rezoned from:**

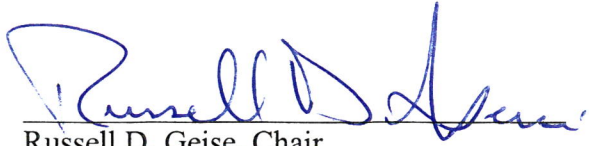
A-2 (General Farming District) to R-2 (Suburban Residential District).

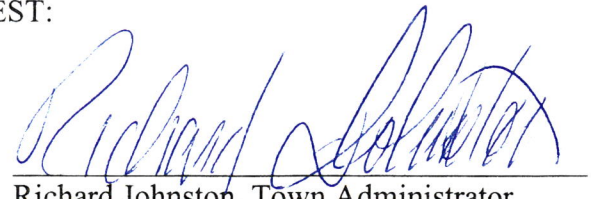
**Section 2:** This Ordinance shall be submitted to the Winnebago County Board for approval. This amendment to the Town of Clayton Zoning Code of Ordinances shall be effective upon approval by the Winnebago County Board.

Adopted this 18<sup>th</sup>, day of May, 2016

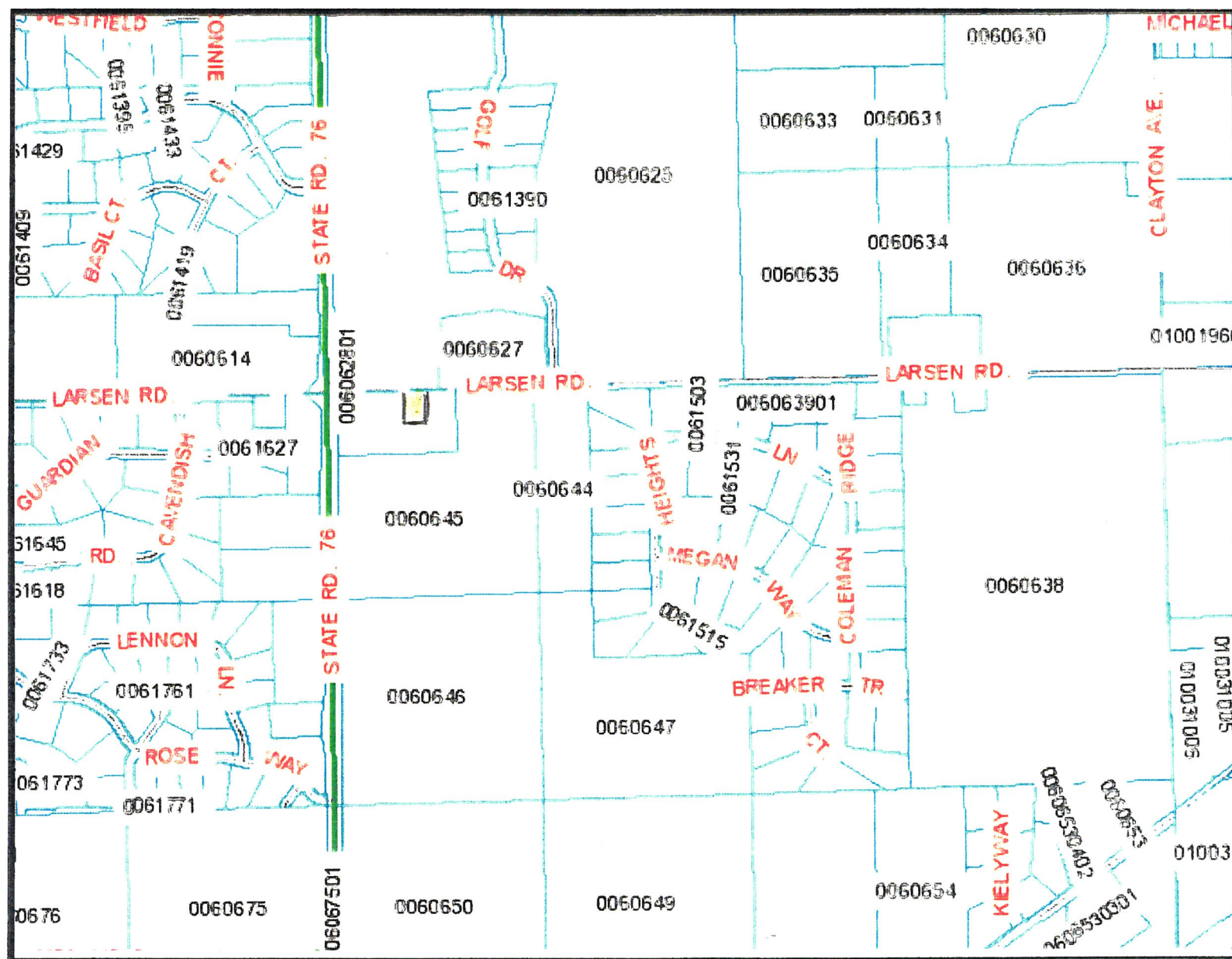
Vote: Yes: 5 No: 0 Absent: 0

ATTEST:

  
\_\_\_\_\_  
Russell D. Geise, Chair

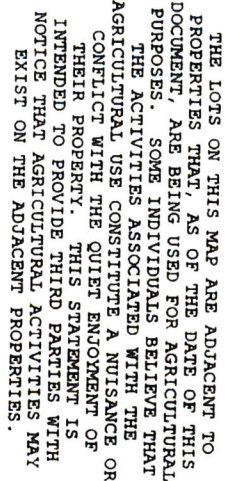
  
\_\_\_\_\_  
Richard Johnston, Town Administrator





#5694

PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 25, TOWNSHIP 20 NORTH, RANGE 16  
EAST, TOWN OF CLAYTON, WINNEBAGO COUNTY, WISCONSIN.



- 3/4" DIA. X 18" IRON ROD SET, WEIGHING NOT LESS THAN 1.5 LBS. PER LINEAL FT.
- 1" IRON PIPE FOUND
- △ MAG NAIL SET
- R/W POST OR SIGN
- ⊕ SECTION CORNER
- ( ) PREVIOUSLY RECORDED DIMENSION



<b>PRECISION LAND SURVEYING, LLC</b> 1024 W. TAYLOR ST. APPLETON, WI 54914 (920) 205-4895		
<b>DRAWN BY</b> CAH	<b>DATE</b> 4/9/2016	<b>SURVEY FOR</b> JASON EHRMENTRAUT 2847 LARSON RD NEENAH, WI 54956
<b>APPROVED</b> CAH	<b>DATE</b> 4/9/2016	
<b>SCALE</b> 1" = 100'	<b>SHEET</b> 1 OF 3	<b>PROJECT NO.</b> 8390C



CERTIFIED SURVEY MAP NO. \_\_\_\_\_

PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 25, TOWNSHIP 20 NORTH, RANGE 16 EAST, TOWN OF CLAYTON, WINNEBAGO COUNTY, WISCONSIN.

**SURVEYOR'S CERTIFICATE:**

STATE OF WISCONSIN)  
SS)  
WINNEBAGO COUNTY)

I CHRISTIAN A. HAUSFELD, WISCONSIN PROFESSIONAL LAND SURVEYOR, CERTIFY THAT I HAVE SURVEYED, DIVIDED AND MAPPED UNDER THE DIRECTION OF JASON D EHRMENTRAUT, PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4, SECTION 25, T.20N., R.16E., TOWN OF CLAYTON, WINNEBAGO COUNTY, WISCONSIN FURTHER DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 25; THENCE N89°05'53"E, 170.05 FEET ALONG THE NORTH LINE OF THE NORTHWEST 1/4 OF SAID SECTION TO THE POINT OF BEGINNING; THENCE CONTINUING N89°05'53"E, 672.73 FEET, ALONG SAID NORTH LINE OF SAID SECTION; THENCE S00°10'12"E, 1327.34 FEET, ALONG SAID EAST LINE TO THE SOUTH LINE OF SAID NORTHWEST 1/4 OF THE NORTHWEST 1/4; THENCE S89°14'38"W, 400.03 FEET; THENCE N89°05'53"E, 763.42 FEET TO THE EAST RIGHT-OF-WAY LINE OF S.T.H. "76"; THENCE N00°13'25"E, 311.47 FEET ALONG SAID RIGHT-OF-WAY LINE; THENCE NORTH 44°21'41" EAST, 125.87 FEET TO THE POINT OF BEGINNING. CONTAINING 300,880 SQUARE FEET, (6.907 ACRES) AND BEING SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

THAT SUCH IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF LAND SURVEYED. THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE LAND SUBDIVISION ORDINANCE OF THE TOWN OF CLAYTON AND WINNEBAGO COUNTY AND SURVEYING AND MAPPING THE SAME.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016

\_\_\_\_\_  
WISCONSIN PROFESSIONAL LAND SURVEYOR RLS-2492  
CHRISTIAN A. HAUSFELD

**WINNEBAGO COUNTY PLANNING AND ZONING COMMITTEE:**

LOCATED IN PART OF THE NORTHWEST 1/4 OF THE THE NORTHWEST 1/4, SECTION 25, T.20N., R.16E., TOWN OF CLAYTON, WINNEBAGO COUNTY, WISCONSIN. IS HEREBY APPROVED

\_\_\_\_\_  
DATE BY: AUTHORIZED REPRESENTATIVE

**TOWN BOARD APPROVAL:**

THIS CERTIFIED SURVEY MAP HAS BEEN REVIEWED AND APPROVED BY THE TOWN BOARD OF THE TOWN OF CLAYTON, WINNEBAGO COUNTY, WISCONSIN.

\_\_\_\_\_  
DATED TOWN BOARD REPRESENTATIVE

**TOWN TREASURER'S CERTIFICATE:**

I, BEING DULY ELECTED, QUALIFIED AND ACTING TOWN TREASURER OF THE TOWN OF CLAYTON, DO HEREBY CERTIFY THAT IN ACCORDANCE WITH THE RECORDS IN MY OFFICE SHOW NO UNPAID TAXES SPECIAL ASSESSMENTS AS OF \_\_\_\_\_, AFFECTING THE LANDS INCLUDED IN THIS CERTIFIED SURVEY MAP.

\_\_\_\_\_  
DATED TOWN TREASURER

**COUNTY TREASURER'S CERTIFICATE:**

I, BEING DULY ELECTED, QUALIFIED AND ACTING TREASURER OF THE COUNTY OF WINNEBAGO, DO HEREBY CERTIFY THAT THE RECORDS IN MY OFFICE SHOW NO UNREDEEMED TAX SALES AND NO UNPAID TAXES OR SPECIAL ASSESSMENTS OF \_\_\_\_\_, AFFECTING THE LANDS INCLUDED IN THIS CERTIFIED SURVEY.

\_\_\_\_\_  
DATED COUNTY TREASURER

**TAX PARCEL INFORMATION:**

THIS CERTIFIED SURVEY MAP IS LOCATED IN TAX PARCEL NO. 006064501 AND 006064502.  
DOCUMENT NO. 1460886 AND 624437.  
OWNERS OF RECORD: JASON D. EHRMENTRAUT



CERTIFIED SURVEY MAP NO. \_\_\_\_\_

PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 25, TOWNSHIP 20 NORTH, RANGE 16 EAST, TOWN OF CLAYTON, WINNEBAGO COUNTY, WISCONSIN.

**OWNER'S CERTIFICATE:**

AS OWNER I HEREBY CERTIFY THAT WE CAUSED THE LAND ON THE CERTIFIED SURVEY MAP TO BE SURVEYED DIVIDED, MAPPED AND DEDICATED AS REPRESENTED ON THIS MAP.

**IN THE PRESENCE:**

JASON D EHRMENTRAUT

**DATED**

STATE OF WISCONSIN)  
SS)  
WINNEBAGO COUNTY)

PERSONALLY CAME BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016 THE ABOVE NAMED JASON D EHRMENTRAUT, OWNER, KNOWN TO ME TO BE THE PERSONS WHO EXECUTED THE FOREGOING FOREGOING INSTRUMENT AND ACKNOWLEDGE THE SAME.

NOTARY PUBLIC \_\_\_\_\_ WISCONSIN

# R E S O L U T I O N

No. 007

DATE: 07-19-16

To The Board of Supervisors of Winnebago County, Wisconsin:

## AMENDATORY ORDINANCE 07-07-16

WHEREAS, it is desirable to amend the Zoning Map of the TOWN OF WINCHESTER in accordance with the petition of Ryan Overton and

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

NOW, THEREFORE, the County Board of Supervisors of Winnebago County do ordain that the Zoning Ordinance and the Zoning Map of the TOWN OF Winchester, be and the same, are amended to provide that the attached described property be changed from the classification of **A-2** of said ordinance, which it now and heretofore had, to the zoned district of **R-1**.

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

---

County Board Supervisor  
(Town of CLAYTON)

PARCEL NO: **028-0710-01-05**; FROM **A-2** TO **R-1**

### COUNTY DISCLAIMER:

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

APPROVED BY WINNEBAGO COUNTY EXECUTIVE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_,  
201 .

---

Mark Harris

County Board Supervisory district **36**



## **Winnebago County**

Zoning Department

*The Wave of the Future*

### MEMO FOR P & Z MEETING AGENDA OF JULY 8, 2016

TO: Planning & Zoning Committee

FM: Zoning Administrator

RE: Review of Town Zoning Changes

1. Ehrmentraut - Town Zoning Change (Tax ID No: 006-0645-01-02) – Town of Clayton.

The town zoning change for Ehrentraut is consistent with Winnebago County's Land Use Plan. The Town of Clayton approved the zoning change from A-2 (General Farming District) to R-2 (Suburban Residential District) and Winnebago County's land use plan shows future land use as Residential.

**RECOMMENDATION: Forward zone change to County Board for action.**

2. Overton – Town Zoning Change (Tax ID No: 028-0710-01-05) – Town of Winchester.

The town zoning change for Overton is consistent with Winnebago County's Land Use Plan. The Town of Winchester approved the zoning change from A-2 (General Farming District) to R-1 (Rural Residential District) and Winnebago County's land use plan shows future land use as Residential.

**RECOMMENDATION: Forward zone change to County Board for action.**

Approved *4* 4-0-1



FLU: Residential

# Town of Winchester

Office of the Town Clerk  
8522 Park Way, Larsen, WI 54947  
920.836.2948 or (920) 427-8330  
winchesterclerk@centurytel.net



June 22, 2016

Cary Rowe  
Winnebago County Zoning Department  
Winnebago County Administration Building  
112 Otter Avenue  
Oshkosh, WI 54901

Dear Mr. Rowe,

Enclosed is the documentation from the Town of Winchester for a Zoning Change which was approved at the Town level last fall. I apologize for not submitting this to you sooner. As a new clerk, I did not know the procedure which was to be followed, nor was I advised regarding procedure by the Town Board.

I spoke with your office and was instructed to submit all documentation regarding the change from the Town level. Please let me know if you need any other documents / information.

The zoning change is from A-2 to R-1. The owners of parcel, 028-0710-01-05, split a small 1.02 acre parcel, 028-0710-01-06, for their parents to build a home. The details are included in the meeting minutes from the Town of Winchester Public Hearing, Plan Commission, and Town Board which are included with this packet.

If you could, please advise me as to when the zoning change will appear on the meeting agendas at the County level.

Thank you!

A handwritten signature in blue ink that reads "Holly".

Holly Stevens

enclosures

**Town of Winchester**  
8522 Park Way, Larsen, WI 54947 • 920.836.2948  
**CSM / ZONING CHANGE APPLICATION**

☒ **Certified Survey Map**

☒ **Zoning Change Application**

Landowner Name(s): Brooke & Ryan Overton Phone: 920-379-4342

Address: 4940 Grandview Rd Larsen, WI 54947

Name of Agent/Surveyor: Mike Haynes Phone: 920-470-4997

Site Address / Location: 4940 Grandview Rd Larsen, WI 54947

Site Tax Parcel #: 028071001

Current Zoning & Use of Site: A2

Proposed Zoning & Use of Site: A2 + R1 (for purpose of building a single family home)

**The following materials must be submitted with this application.**

This application is not considered complete and ready for review until all materials are submitted to the Town's satisfaction. Any blanks left incomplete or unmarked could cause a delay in the review process. Please mark items that do not apply as "N/A." An agent or landowner must be present at all Plan Commission and Town Board meetings where the CSM and / or Zoning Change are listed on the agenda.

**Zoning Change Application Requirements:**

- \_\_\_\_ Copy of Winnebago County Zoning Change application to include:
- ☒ (a) existing zoning on, and adjacent to, proposed land division
  - ☒ (b) square footage or acreage for each lot or parcel
  - ☒ (c) any and all easements, including types and widths - Proposed
- ☒ Application fee—\$250 pd.

**CSM Application Requirements:**

- \_\_\_\_ Copies of the proposed certified survey map (CSM) including:
- ☒ All existing buildings, property line fences, watercourses, drainage ditches, and other features pertinent to proper division
  - ☒ Building Lines / Set Backs
  - ☒ Date of map
  - ☒ Graphic scale
  - ☒ Name, address, and phone number of the landowner
  - ☒ Existing zoning for the proposed land division and the adjacent properties
  - ☒ Square footage or acreage for each lot or parcel
  - ☒ Any and all easements, including types and widths - Proposed
- \_\_\_\_ Vicinity map showing relationship of property to the nearest cross street and section corner
- ☒ Application Fee—\$75 pd.

**If applicable, please also include the following:**

- \_\_\_\_ Floodplain status of property and location of any wetlands
- \_\_\_\_ Is the proposed parcel within 300 ft of a stream? Yes \_\_\_\_ No \_\_\_\_
- \_\_\_\_ Existing topography with contours no greater than 2-feet
- \_\_\_\_ Letter from DOT accepting change, including WDOT certification number, if property abuts a state highway
- \_\_\_\_ Preliminary layout of public improvements
- \_\_\_\_ Preliminary street plans and profiles
- \_\_\_\_ Number of phases of proposed development; construction start /completion dates

Signature of Applicant(s): Brooke Overton

Date: 7/29/15


Rec'd by: HS

Date: 7/29/15

Amount: \$250

Check #: 3332

Drawing: 15-1520-CSM	Sheet: 1 of 3
Project: 15-1520-Ov	Date: 06/25/15



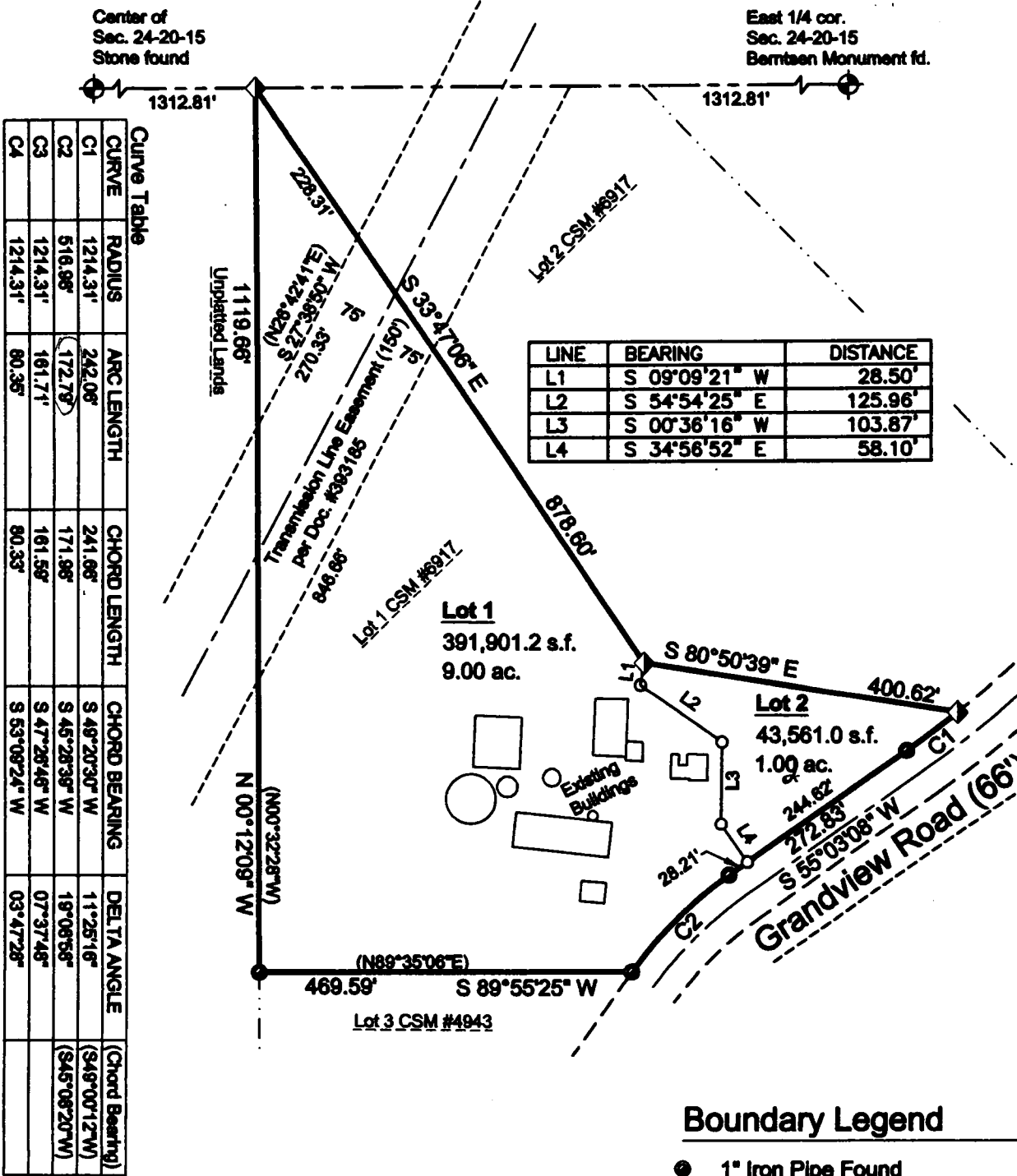
# HAYNES

## Surveying & Mapping

204 E. Bridge Ct. Fremont, WI. 54940  
920-470-4997 ph. 920-446-2492 fax.


### Winnebago County Certified Survey Map # \_\_\_\_\_

Located all of Lot 1 of Winnebago County Certified Survey Map #6917 all being part of the Northeast 1/4 of the Southeast 1/4 of Section 24, Township 20 North, Range 15 East in the Town of Winchester, Winnebago County Wisconsin




### Boundary Legend

- 1" Iron Pipe Found
- 3/4" x 24" Iron Rod Set (Wt. 1.50 lbs/ft)
- ◆ Section Corner
- ◆ 3/4" Iron Rod Found
- Adjacent Property Boundary Line
- Centerline
- Easement
- Lotline
- Right-of-Way Line
- Section Line



Bearings are referenced to the North line of the Southeast 1/4, referenced to bear S89°57'11"E



Scale 1"=200'

For current setbacks, contact the Town of Winchester.





POST-CRESCENT  
media  
A GANNETT COMPANY

STATE OF WISCONSIN  
BROWN COUNTY

WINCHESTER, TOWN OF

8522 PARKWAY LN  
LARSEN

WI 549479405

I, being duly sworn, doth depose and say I am an authorized representative of the Appleton Post Crescent, a newspaper published at Appleton, Wisconsin and that an advertisement of which the annexed is a true copy, taken from said paper, which was published therein on:

Account Number: GWM-1071873  
Order Number: 0000613448  
No. of Affidavits: 1  
Total Ad Cost: \$79.65  
Published Dates: 07/27/15, 08/03/15

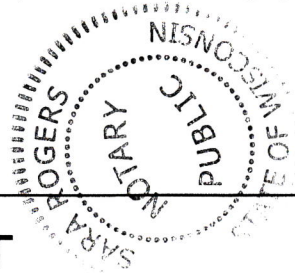
(Signed) Madeleine Dawn (Date) 8/13/15  
Legal Clerk

Signed and sworn before me

Sara Rogers

My commission expires

12/25/16



WINCHESTER, TOWN OF

Re: Aug 11 pub Hear

TOWN OF WINCHESTER  
NOTICE IS HEREBY GIVEN THAT THE  
PLAN COMMISSION OF THE TOWN  
OF WINCHESTER, WINNEBAGO  
COUNTY, WI will conduct PUBLIC  
HEARING at 6:30 p.m. on August 11,  
2015 at the TOWN OF WINCHESTER  
TOWN HALL, located at 8522 Parkway,  
Larsen, WI 54947. The purpose of the  
Public Hearing is to RECEIVE PUBLIC  
COMMENT REGARDING THE FOL-  
LOWING:  
THE PETITIONERS: Nyra Theil and  
Dawn Rieckmann, are requesting a Con-  
ditional Use Permit for the property locat-  
ed on Manu Road, in the Town of  
Winchester, recorded as tax parcels 028-  
0163 & 028-0157-01 and being speci-  
fically described as Lot 1 on CSM No.  
6975 Part of the East 1/4 of the fractional  
Northwest 1/4, Section 5, T20N, R15E,  
Town of Winchester, Winnebago County,  
Wisconsin.  
THE PETITIONER: Brooke and Ryan  
Overton, 4940 Grandview Road, Larsen,  
WI 54947. Requesting a 1.02 acre split  
parcel from existing tax parcel 028-071-  
001-03 be rezoned from A-2 (General  
Farming District) to R-1 (Rural Residen-  
tial District). The property located at  
4940 Grandview Road, Larsen, 54947  
and being specifically described as a  
part of Lot 1 of Winnebago County CSM  
No. 6917 all being part of the Northeast  
1/4 of the Southeast 1/4 of Section 24,  
T20N, R15E in the Town of Winchester,  
Winnebago County, Wisconsin.  
All interested parties and any objections  
to this requests being granted will be  
heard at the Public Hearing.  
RUN: July 27 & Aug 3, 2015 WNAXLP

TOWN OF WINCHESTER  
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN THAT THE PLAN COMMISSION OF THE TOWN OF WINCHESTER, WINNEBAGO COUNTY, WI will conduct PUBLIC HEARING at 6:30 p.m. on August 11, 2015 at the TOWN OF WINCHESTER TOWN HALL, located at 8522 Parkway, Larsen, WI 54947. The purpose of the Public Hearing is to RECEIVE PUBLIC COMMENT REGRADING THE FOLLOWING:

THE PETITIONERS: Nyra Theil and Dawn Rieckmann, are requesting a Conditional Use Permit for the property located on Manu Road, in the Town of Winchester, recorded as tax parcels 028-0163 & 028-0157-01 and being specifically described as Lot 1 on CSM No. 6975 Part of the East ½ of the fractional Northwest 1/4, Section 5, T20N, R15E, Town of Winchester, Winnebago County, Wisconsin.

THE PETITIONER: Brooke and Ryan Overton, 4940 Grandview Road, Larsen, WI 54947. Requesting a 1.02 acre split parcel from existing tax parcel 028-071-001-03 be rezoned from A-2 (General Farming District) to R-1 (Rural Residential District). The property located at 4940 Grandview Road, Larsen, 54947 and being specifically described as a part of Lot 1 of Winnebago County CSM No. 6917 all being part of the Northeast ¼ of the Southeast ¼ of Section 24, T20N, R15E in the Town of Winchester, Winnebago County, Wisconsin.

All interested parties and any objections to this requests being granted will be heard at the Public Hearing.

# Town of Winchester

Office of the Town Clerk  
8522 Park Way, Larsen, WI 54947  
920.836.2948

July 24, 2015

To: Surrounding property owners

From: Holly Stevens, Clerk

RE: Zoning Change

Location: 4940 Grandview Road, Larsen, WI 54947

Tax Parcel(s): 028-071-001-03

Explanation: Applicants are splitting a 1.02 acre portion of the above listed parcel and requesting a Zoning change for the 1.02 acre parcel from A-2 to R-1 with the intent of building a single-family residence on the parcel.

The Town of Winchester requires notification of surrounding property owners when a proposed zoning change is applied for and placed on a meeting agenda for the Plan / Zoning Commission and Town Board. Public input, with all interested persons wishing to be heard, is invited to be present regarding the application at a public hearing.

**The Public Hearing for the above noted application is scheduled for Tuesday, August 11, 2015 at 6:30 p.m. at the Winchester Town Hall, located at 8522 Park Way, in Winchester.**

The Winchester Town Board will address the Zoning Change at its meeting to be held on Monday, August 17, 2015 at 7:00 p.m. at the Winchester Town Hall.

Thank you,

Holly Stevens  
Town of Winchester, Clerk



Town of Winchester  
8522 Park Way, Larsen, WI 54947  
**Land Use Planning Commission**  
**Public Hearing Agenda**

August 11, 2015  
6:30pm

A. CALL TO ORDER

B. ROLL CALL

C. PUBLIC COMMENT

1. Time allowed for the public to express their opinion on any agenda item or ask for future agenda items.

Please state your name and address before speaking.

D. BUSINESS

1. Nyra Theil and Dawn Rieckmann, are requesting a Conditional Use Permit for the property located on Manu Road, in the Town of Winchester, recorded as tax parcels 028-0163 & 028-0157-01 and being specifically described as Lot 1 on CSM No. 6975 Part of the East ½ of the fractional Northwest ¼, Section 5, T20N, R15E, Town of Winchester, Winnebago County, Wisconsin.
2. Brooke and Ryan Overton, 4940 Grandview Road, Larsen, WI 54947. Requesting a 1.02 acre split parcel from existing tax parcel 028-071-001-03 be rezoned from A-2 (General Farming District) to R-1 (Rural Residential District). The property located at 4940 Grandview Road, Larsen, 54947 and being specifically described as a part of Lot 1 of Winnebago County CSM No. 6917 all being part of the Northeast ¼ of the Southeast ¼ of Section 24, T20N, R15E in the Town of Winchester, Winnebago County, Wisconsin.

E. ADJOURNMENT

Holly D. Stevens, Clerk

I, Holly D. Stevens, certify that this notice has been posted on May 6, 2015 on the town website, [www.townofwinchesterwi.com](http://www.townofwinchesterwi.com), and at the following locations:

1. Winchester Town Hall Front Door, 8522 Parkway Lane, Larsen, WI 54947
2. Homestead Mutual, 5291 County Road II, Larsen, WI 54947
3. Kwik Trip, 5600 County Road II, Larsen, WI 54947

Town of Winchester  
8522 Park Way, Larsen, WI 54947  
**Land Use Planning Commission**  
**Public Hearing Minutes**

August 11, 2015

6:30pm

A. CALL TO ORDER

B. ROLL CALL

Present were Matt Olson, Jackie Frisque, Isaiah Tate, Randy Strohmeyer, Ben Joas, and Holly Stevens, clerk. Dave Pavlik arrived a few minutes late. Andy Miller was absent.

Also present were Jamie Valerie, Nyra Thiel, Rose Gauthier, Mike and Cathy Schellinger, Jeff Rustick, Brooke and Ryan Overton, Warren and Deanna Wendt, Al and Jenny Hansen, Allan and Lotte Bietler, and Steve and Carol Howard.

C. PUBLIC COMMENT—None

D. BUSINESS

1. Nyra Theil and Dawn Rieckmann, requested a Conditional Use Permit for the property located on Manu Road, in the Town of Winchester, recorded as tax parcels 028-0163 & 028-0157-01 and being specifically described as Lot 1 on CSM No. 6975 Part of the East ½ of the fractional Northwest 1/4, Section 5, T20N, R15E, Town of Winchester, Winnebago County, Wisconsin.

The Plan Commission reviewed the above property at their last meeting, held July 14, 2015, and recommended approval of a CSM to combine the two, non-conforming A-2 parcels into one, non-conforming parcel.

Neighboring property owners, Warren and Deanna Wendt were present and expressed their opposition to the proposed CUP. They were concerned about the additional traffic the proposed storage facility would cause on Manu Road. Additionally, they were concerned regarding the appearance of the facilities in a residential area and the obstruction and unsightly view they would have from their home.

The commission noted the public comments and planned to address the petitioners' request during the regular meeting.

2. Brooke and Ryan Overton, 4940 Grandview Road, Larsen, WI 54947. Requesting a 1.02 acre split parcel from existing tax parcel 028-071-001-03 be rezoned from A-2 (General Farming District) to R-1 (Rural Residential District). The property located at 4940 Grandview Road, Larsen, 54947 and being specifically described as a part of Lot 1 of Winnebago County CSM No. 6917 all being part of the Northeast ¼ of the Southeast ¼ of Section 24, T20N, R15E in the Town of Winchester, Winnebago County, Wisconsin.

No public comments were made.

E. ADJOURNMENT

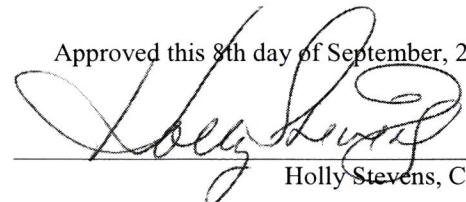
Ben Joas made a motion to adjourn the public hearing.

Second by Jackie Frisque.

Roll call, all ayes.

Motion carried.

Approved this 8th day of September, 2015

  
Holly Stevens, Clerk

**Town of Winchester**  
8522 Park Way, Larsen, WI 54947  
**Land Use Planning Commission**  
**Agenda**  
August 11, 2015  
6:30pm

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES

1. July 14, 2015

D. PUBLIC COMMENT

1. Time allowed for the public to express their opinion on any agenda item or ask for future agenda items.  
Please state your name and address before speaking.

E. OLD BUSINESS

F. NEW BUSINESS

1. Mike Schellinger  
Tax Parcel # 028-0705-0105                      Zoned: R-1  
8204 Steeple Hill Drive, Larsen, WI 54947  
262.224.1666  
  
Petitioner would like to construct an addition to his detached garage.
2. Nira Theil / Dawn Rieckmann  
Tax Parcels: 028-015701 and 028-0163 (Now combined as 028-0163-02)   Zoned: A-2  
920.982.0819  
  
Petitioner is requesting approval / denial for Conditional Use Permit. Public Hearing was held August 11, 2015.
3. Brooke and Ryan Overton  
Tax Parcel: 028-0710-01-03 Zoned: A-2  
4940 Grandview Road, Larsen, WI 54947  
920.379.4342  
  
Petitioner is requesting re-zoning of 1.02-acre parcel from A-2 to R-1. Public hearing was held August 11, 2015
4. Al Hanson  
Tax Parcel 028-0797                                      Zoned: A-2  
Property is located on the SW corner of County M and Furman Road  
Represented by Rob Harris, Surveyor 920.841.3063  
  
Petitioner would is requesting approval of a new CSM splitting the existing 38.19 acre parcel into 2 separate parcels with the intent of building a single family residence on one of the parcels.
5. Doug Tate  
Tax Parcel: 028-0514                                      Zoned: A-2  
8788 County Road MM, Larsen, WI 54947  
  
Petitioner would like to build a garage on his property
6. Clarification of language in R-1 Regulations regarding total square footage allowances for accessory buildings

G. NEXT MEETING AND AGENDA ITEMS

September 14, 2015

H. ADJOURNMENT

Holly D. Stevens, Clerk

I, Holly D. Stevens, certify that this notice has been posted on May 6, 2015 on the town website, [www.townofwinchesterwi.com](http://www.townofwinchesterwi.com), and at the following locations:

1. Winchester Town Hall Front Door, 8522 Parkway Lane, Larsen, WI 54947
2. Homestead Mutual, 5291 County Road II, Larsen, WI 54947
3. Kwik Trip, 5600 County Road II, Larsen, WI 54947



**Town of Winchester**  
8522 Park Way, Larsen, WI 54947  
**Land Use Planning Commission**  
**Minutes**  
August 11, 2015  
6:30pm

A. CALL TO ORDER

B. ROLL CALL

Present were Matt Olson, Dave Pavlik, Jackie Frisque, Isaiah Tate, Randy Strohmeier, Ben Joas, and Holly Stevens, clerk. Andy Miller was absent.

Also present were Jamie Valerie, Nyra Thiel, Rose Gauthier, Mike and Cathy Schellinger, Jeff Rustick, Brooke and Ryan Overton, Warren and Deanna Wendt, Al and Jenny Hansen, Allan and Lotte Biettler, and Steve and Carol Howard.

C. APPROVAL OF MINUTES

July 14, 2015 Commission meeting minutes were presented by the clerk.

Dave Pavlik made a motion to approve the minutes as presented.

Second by Ben Joas.

Roll call, all ayes. Motion carried.

D. PUBLIC COMMENT

Rose Gauthier presented information regarding Chinese / Sky Lanterns and the dangers they present to the community. She requested the subject be added to the Town Board Meeting Agenda for the August 17, 2015 meeting, asking the town board to take action and put an ordinance in place banning the use of the lanterns.

E. OLD BUSINESS—None

F. NEW BUSINESS

1. Mike Schellinger

Tax Parcel # 028-0705-0105                      Zoned: R-1  
8204 Steeple Hill Drive, Larsen, WI 54947

Petitioner would like to construct an addition to his detached garage. The existing garage as constructed is a legal, non-conforming structure. Consultant Jeff Sanders advised the commission there is no way, under the Town Zoning Ordinances, that the commission could approve an addition to a non-conforming structure if the addition is going to make it more non-conforming. Mr. Sanders also advised that after the Plan Commission denies his request, the petitioner can submit an application for variance and appear before the Board of Appeals to have his request considered.

Matt Olson made a motion that the Plan Commission does NOT approve the addition to Mr. Schellinger's garage.

Second by Dave Pavlik.

Roll call, all ayes. Motion carried.

2. Nyra Theil / Dawn Rieckmann

Tax Parcels: 028-015701 and 028-0163 (Now combined as 028-0163-02)    Zoned: A-2

Petitioner is requesting approval / denial for Conditional Use Permit. Public Hearing was held August 11, 2015.

Neighboring property owners, Warren and Deanna Wendt were present and expressed their opposition to the proposed CUP. They were concerned about the additional traffic the proposed storage facility would cause on Manu Road. Additionally, they were concerned regarding the appearance of the facilities in a residential area and the obstruction and unsightly view they would have from their home.

Matt Olson stated that as the property is, it is unlikely to be used for residential use considering the size of the parcel and having roads on both sides. Mr. Olson also noted it would be inappropriate for the commission to tell the property owners they can do nothing with the property.

Addressing the traffic concern, it was noted the occupants of the storage units are highly unlikely to all come at one time, and traffic should not increase substantially.



Jeff Rustick described the proposed buildings as being constructed of chocolate brown steel with landscaping with trees and shrubs.

Mr. Warren inquired how the proposed use would affect his property values. It was stated there was no way of clearly determining that, but that it was unlikely to have an adverse effect on surrounding property values.

It was clarified that the property was not being rezoned for commercial use, but rather the zoning would remain A-2 with a Conditional Use Permit to allow for the proposed use. The CUP application seems to be a good use of the property as it stands, adding it to the tax roll and making it an improvement rather than a "wasteland."

Mr. Olson asked the petitioner to review the landscaping plan, recommending the addition of evergreens or other plantings that would add more of a visual buffer for the surrounding property owners. The plantings were discussed, making recommendation for more mature trees along with evergreen plantings which would create more of an immediate buffer.

Ben Joas also noted that the on-structure signage should be limited to 32 sf, or a 4' x 8' sign to comply with the adopted Town Sign Ordinance.

Mr. Joas made a motion to recommend to the Town Board approval of the CUP with the following conditions:

1. The Owners incorporate evergreen trees into the landscaping plan along the side bordering Manu Road, with evergreen trees alternating every other planting, to provide an effective visual buffer and wind impediment.
2. The proposed on-structure signage described on page 1 of the application shall be consistent with current Town of Winchester sign regulations.
3. The proposed structures and use of the site shall comply in all respects with Chapter 17 and all other relevant chapters of the Winchester Town Code as well as any applicable County, State, or Federal rules, regulations, or laws.
4. Construction of the proposed structures, including site preparations, shall not commence until all of the following have occurred:
  - a. The Conditional Use Permit has been approved and signed by all parties.
  - b. A Zoning Permit has been issued by the Town Clerk.
  - c. A Building Permit has been issued by the Building Inspector.
  - d. Any required County or State permits or approvals have been secured by the Owners.

Second by Randy Strohmeyer.

Roll call, all ayes. Motion carried.

3. Brooke and Ryan Overton  
Tax Parcel: 028-0710-01-03      Zoned: A-2  
4940 Grandview Road, Larsen, WI 54947

Petitioner is requesting re-zoning of 1.02-acre parcel from A-2 to R-1. Public hearing was held August 11, 2015

Clarification was made that the split from a larger lot, if allowed, is consistent with past actions which were allowed when the split was made for a family member. Supervisor Joas noted the parcel is within the Transitional Residential District allowing for limited R-1 zoning. The split is also compliant in street frontage and will have a shared driveway.

Ben Joas made a motion to recommend approval by the Town Board for the zoning change from A-2 to R-1 for tax parcel 028-0710-01-03 with the following findings:

1. The Town does have an adopted comprehensive land use plan.
2. The parcel proposed to be rezoned is located in the Transitional Residential District of the Town's 20-Year Future Land Use Map.
3. The Transitional Residential District allows for a mixed use of residential and agricultural uses.
4. Therefore, rezoning this parcel from A-2 to R-1 is consistent with the adopted Land Use Plan.
5. The proposed zoning is compatible with adjacent land uses.
6. There were no objections from neighboring property owners.

Second by Dave Pavlik.

Roll call, all ayes. Motion carried.

4. Al Hanson  
Tax Parcel 028-0797      Zoned: A-2  
Property is located on the SW corner of County M and Furman Road  
Petitioner would is requesting approval of a new CSM splitting the existing 38.19 acre parcel into 2 separate parcels with the intent of building a single family residence on one of the parcels.  
The proposed Lot 2 already has a set of farm buildings on it and has an existing driveway and assigned fire number. The frontage for both parcels is correct and both parcels meet the requirements for A-2 zoning.  
Ben Joas made a motion to recommend approval of the CSM representing the equal split of tax parcel 028-0797.  
Second by Isaiah Tate.  
Roll call, all ayes. Motion carried.
5. Doug Tate  
Tax Parcel: 028-0514      Zoned: A-2  
8788 County Road MM, Larsen, WI 54947  
Petitioner would like to build a garage on his property. Petitioner noted that there is an existing deck attached to the mobile home, which will be removed and replaced with a 24' x 24' attached garage. All set-backs and specifications are within A-2 ordinances.  
Ben Joas made a motion to issue a zoning permit to build the attached garage as presented.  
Second by Jackie Frisque.  
Roll call, six ayes, Isaiah Tate, abstained. Motion carried.
6. Clarification of language in R-1 Regulations regarding total square footage allowances for accessory buildings  
It was noted the wording is confusing for R-1 Accessory building square footage limitations. Consultant Sanders has recommended changes to the wording of the ordinance to clarify its intent.  
Ben Joas recommended we add the changes to a list of other ordinances which need action in order to reduce costs by having fewer legal publications and a single public hearing.  
Review of these changes, along with beekeeping ordinance, definition between personal storage vs. mini storage, and any other ordinance changes / clarifications should be taken up on the next agenda.  
Subject was tabled.

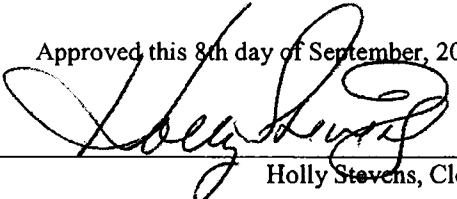
#### G. NEXT MEETING AND AGENDA ITEMS

September 8, 2015 at 6:30 p.m.

#### H. ADJOURNMENT

Dave Pavlik made a motion to adjourn.  
Second by Ben Joas.  
Roll call, all ayes. Motion carried.

Approved this 8th day of September, 2015

  
Holly Stevens, Clerk



**Town of Winchester**  
8522 Park Way, Larsen, WI 54947  
**Town Board**  
**Agenda**  
August 17, 2015  
7:00 p.m.

A. CALL TO ORDER AND PLEDGE OF ALLIGIANCE

B. ROLL CALL

C. APPROVAL OF MINUTES

1. August 3, 2015 Town Board Meeting

D. OLD BUSINESS

1. Fire Department update from Chairman Kriescher
2. Fee Schedule development and Forms update report from Clerk Stevens
3. Volleyball Court—Bids presented by Don DeCristofaro for moving the VB Court south of the playground

E. NEW BUSINESS

1. Christopher and Kristi Mueller—Approval of Certified Survey Map representing a division of 10 acres from existing tax parcel 028-0492-03
2. Brooke and Ryan Overton—Plan Commission is recommending approval of rezoning from A-2 to R-1 for a 1.02 acre split parcel from existing parcel 028-071-001-03 located at 4940 Grandview Road Larsen
3. Al Hansen— Plan Commission is recommending approval of Certified Survey Map which splits tax parcel 028-0797 into two separate 18.21 acre parcels
4. Nyra Thiel and Dawn Reickmann—Plan Commission is recommending approval of a Conditional Use Permit to build a proposed self-storage facility
5. Time Warner Cable—Approval of proposed work to replace 98' of underground cable at 5247 White Pine Drive
6. WPS Bid consideration for a street light to be installed at Lee Street—north of Ann Street
7. Sky / Floating Lanterns—Request for town to develop and adopt an ordinance banning the release of Sky / Floating Lanterns due to the significant risk to life and property when they come down to earth
8. Wisconsin Towns Association suggested Resolution Regarding Management of Lake Winnebago

F. CORRESPONDENCE

1. Fire Prevention Inspection Report—Winchester Town Hall and Fire Station
  - A. Exit Light in fire station burned out
2. Fire Prevention Inspection Report—Winchester Park and Bleachers—No violations
3. Building Permits issued in July
  - A. Marty Syring—9041 North Loop Road
  - B. Scott Hansen—7980 Sauby Road
  - C. Rob Nelson—5097 County Road II
  - D. Brian Vogt—8472 Samuel Drive
  - E. Thomas Frisque—5283 Fairview Road

G. PUBLIC COMMENT

1. Time allowed for the public to express their opinion on any agenda item or ask for future agenda items. Please clearly state your name and address before speaking.

H. APPROVAL OF DISBURSEMENTS

I. NEXT MEETING AND AGENDA ITEMS

J. ADJOURNMENT

Holly D. Stevens, Clerk

I, Holly D. Stevens, certify that this notice has been posted on the town website, [www.townofwinchesterwi.com](http://www.townofwinchesterwi.com), and at the following locations:

1. Winchester Town Hall Front Door, 8522 Parkway Lane, Larsen, WI 54947
2. Homestead Mutual, 5291 County Road II, Larsen, WI 54947
3. Kwik Trip, 5600 County Road II, Larsen, WI 54947

# **Town of Winchester**

8522 Park Way, Larsen, WI 54947

## **Town Board**

### **Minutes**

August 17, 2015

7:00 p.m.

#### **A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Chair Larry Kriescher called the meeting to order.

#### **B. ROLL CALL**

Present were Larry Kriescher, Glen Mathison, Ben Joas, Holly Stevens. Also in attendance were approximately 17 community members.

#### **C. APPROVAL OF MINUTES**

August 3, 2015 Town Board Meeting Minutes were presented by the clerk.

Supervisor Mathison noted that under Old Business item #1, Richard Johnston's name needed correction with the addition of a "t".

Supervisor Joas made a motion to approve the minutes as corrected.

Second by Supervisor Mathison.

Roll call, all ayes. Motion carried.

#### **D. OLD BUSINESS**

##### **1. Fire Department**

Update from Chairman Kriescher: A partial Joint Fire Board (JFB) met with RW Management on Tuesday, August 11, 2015. President of the company is Jeff Roemer. The JFB hired him to review and value all the equipment in both fire stations, so equal division can be made. The review and valuation should be completed by the end of September, 2015.

Mr. Kriescher also inquired about other services offered by RW Management. Their company helps fire departments form and dissolve. Mr. Kriescher asked if he would be able to help the Town of Winchester. Mr. Rumor confirmed that he could.

Mr. Kriescher feels it would be a wise investment to hire him to assist in the Town's decision process regarding fire protection. Supervisor Joas inquired as to the status of a proposal for services. Mr. Kriescher stated that he had not yet requested a quote but would call him to get one.

Mr. Kriescher asked Dan Buser to recap what was covered at an informal meeting held last week for people interested in the possibility of volunteering for a town fire department. Mr. Buser noted that there were retired firefighters, resigned firefighters, and existing firefighters in attendance. A round table discussion was held. It was a positive meeting which has resulted in some inquiries and development of a plan if the town were to choose to form its own fire department.

Supervisor Mathison noted there were 19 people in attendance, 2 as first responders, the remaining as firefighters. He also noted that he has had contact from 26 people expressing interest. Training requirements were discussed as well.

It was also stated the Boom Bay Fire Company is willing to offer 3 of its daytime firefighters in exchange for 3 new firefighters to assist with protection and the training process. Supervisor Mathison also noted that we would likely need to rely on mutual aid more heavily during the first year of formation, while training is in process.

Supervisor Mathison also noted if anyone was interested in forming a citizens' committee, he would like to propose one to meet on a regular basis until the fire protection issues are resolved.

##### **2. Fee Schedule development and Forms update report from Clerk Stevens**

Clerk Stevens reported that the schedule is being developed. She is researching other towns and their schedules and fees in order to compile the most complete and accurate data possible. Additionally, all town forms and applications are being reviewed and updated. Completion date for both projects is TBD.



### 3. Volleyball Court Bids

Mr. DeCristofaro was not in attendance to present new bids. Subject tabled.

## E. NEW BUSINESS

1. Christopher and Kristi Mueller—Approval of Certified Survey Map representing a division of 10 acres from existing tax parcel 028-0492-03

Town of Winchester Plan Commission found that the parcel split was in compliance with Town Zoning Ordinances.

Supervisor Joas made a motion to approve the property division for tax parcel 028-0492-03 as represented on the CSM.

Second by Supervisor Mathison.

Roll call, 2 ayes. Chairman Kriescher abstained. Motion carried.

2. Brooke and Ryan Overton—Plan Commission is recommending approval of rezoning from A-2 to R-1 for a 1.02 acre split parcel from existing parcel 028-071-001-03 located at 4940 Grandview Road Larsen with the following findings:

1. The Town does have an adopted comprehensive land use plan.
2. The parcel proposed to be rezoned is located in the Transitional Residential District of the Town's 20-Year Future Land Use Map.
3. The Transitional Residential District allows for a mixed use of residential and agricultural uses.
4. Therefore, rezoning this parcel from A-2 to R-1 is consistent with the adopted Land Use Plan.
5. The proposed zoning is compatible with adjacent land uses.
6. There were no objections from neighboring property owners.

Supervisor Mathison made a motion to approve the rezone for tax parcel 028-071-001-03 with the findings as noted.

Second by Supervisor Joas.

Roll call, all ayes. Motion carried.

3. Al Hansen— Plan Commission is recommending approval of Certified Survey Map which splits tax parcel 028-0797 into two separate 18.21 acre parcels. All frontage and size requirements are met and the split does not require a rezone.

Supervisor Joas made a motion to approve the CSM representing the division of tax parcel 028-0797.

Second by Supervisor Mathison.

Roll call, all ayes. Motion carried.

4. Nyra Thiel and Dawn Reickmann—Plan Commission is recommending approval of a Conditional Use Permit to build a proposed self-storage facility with the following conditions:

1. The Owners incorporate evergreen trees into the landscaping plan along the side bordering Manu Road, with evergreen trees alternating every other planting, to provide an effective visual buffer and wind impediment.
2. The proposed on-structure signage described on page 1 of the application shall be consistent with current Town of Winchester sign regulations.
3. The proposed structures and use of the site shall comply in all respects with Chapter 17 and all other relevant chapters of the Winchester Town Code as well as any applicable County, State, or Federal rules, regulations, or laws.
4. Construction of the proposed structures, including site preparations, shall not commence until all of the following have occurred:
  - a. The Conditional Use Permit has been approved and signed by all parties.
  - b. A Zoning Permit has been issued by the Town Clerk.
  - c. A Building Permit has been issued by the Building Inspector.
  - d. Any required County or State permits or approvals have been secured by the Owners.

Supervisor Joas made a motion to approve the CUP with the conditions as presented by the Plan Commission.

Second by Supervisor Mathison.

Roll call, all ayes. Motion carried.



5. Time Warner Cable—Approval of proposed work to replace 98' of underground cable at 5247 White Pine Drive

Supervisor Joas noted the process of seeking board approval is a formality. The proposed work is off the road but within the 66' of town property. Work is to commence the week of August 24, 2015.

Supervisor Mathison made a motion to approve the 98' of underground cable at 5247 White Pine Drive. Second by Supervisor Joas.

Roll call, all ayes. Motion carried.

6. WPS Bid consideration for a street light to be installed at Lee Street—north of Ann Street

Residents of Winchester had submitted a petition requesting a streetlight at the noted location. After review of the options with costs ranging from \$17.52 to \$33.06 per month, the board determined that the first option of a 100 watt cobra high pressure sodium street light (same design as other existing streetlights in the area) for \$17.52 per month was the best choice.

Supervisor Mathison made a motion to approve the option referenced above at a cost of \$17.52 per month. Second by Supervisor Joas.

Roll call, all ayes. Motion carried.

7. Sky / Floating Lanterns—Request for town to develop and adopt an ordinance banning the release of Sky / Floating Lanterns due to the significant risk to life and property when they come down to earth

Rose Gauthier presented information regarding the dangers of the open flame of the Sky / Floating lanterns which she has personally witnessed be released regularly in the area. She presented documentation as to the significant risk to life and property these lanterns present. She also noted that many municipalities are taking action to ban the release of these lanterns in order to protect their citizens.

Dan Buser, President of the Winnebago County Fire Investigation Unit, made a request for the Town Board to take action to adopt an ordinance which would ban the use of Sky / Floating lanterns.

Supervisor Mathison made a motion to have attorney Sorenson write an ordinance for the town banning the use of the Sky / Floating lanterns.

Second by Supervisor Joas.

Roll call, all ayes. Motion carried.

8. Wisconsin Towns Association suggested Resolution Regarding Management of Lake Winnebago

Chairman Kriescher made comment that he felt the resolution was not worthy of review and he would not sign it.

Supervisor Joas made inquisition as to where the resolution originated from. Clerk Stevens explained she received it via email from the Wisconsin Towns Association, Winnebago County Division, recommending it for approval in order to save future tax dollars.

Subject was tabled.

#### F. CORRESPONDENCE

1. Fire Prevention Inspection Report—Winchester Town Hall and Fire Station

A. Exit Light in fire station burned out

Supervisor Joas stated he would replace the bulb

2. Fire Prevention Inspection Report—Winchester Park and Bleachers—No violations

3. Building Permits issued in July

A. Marty Syring—9041 North Loop Road

B. Scott Hansen—7980 Sauby Road

C. Rob Nelson—5097 County Road II

D. Brian Vogt—8472 Samuel Drive

E. Thomas Frisque—5283 Fairview Road

G. PUBLIC COMMENT

Dave Pavlik inquired as to why the public comment was moved from the beginning to the end of the meeting agenda.

Clerk Stevens explained that per a request, it was moved to allow those in attendance to hear the "town business" as conducted before having their opportunity to speak. Hearing the business before comment could provide answers to questions, or vice versa, provide information which could result in questions or concerns. Either way, placing the public comment at the end of the meeting helps attendees to be fully informed before making comments or asking questions.

H. APPROVAL OF DISBURSEMENTS

Accounts Payable presented by the clerk.

Supervisor Joas noted one correction. Pavilion use deposit refund listed was not owed to Kwik Trip, but rather to Emilee Frassetto.

Supervisor Mathison made a motion to approve the disbursements as corrected.

Second by Supervisor Joas.

Roll call, all ayes. Motion carried.

I. NEXT MEETING AND AGENDA ITEMS

Due to the Labor Day Holiday, it was decided the next Town Board Meeting would be held in two weeks, on Monday, August 31, 2015 at 7:00 p.m. at the Town Hall.

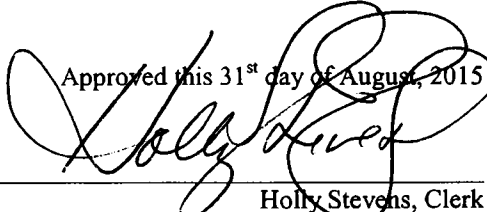
Agenda items to include discussion of the purchase of new voting equipment required for the town.

J. ADJOURNMENT

Supervisor Joas made a motion to adjourn.

Second by Supervisor Mathison.

Roll call, all ayes. Motion carried.

Approved this 31<sup>st</sup> day of August, 2015  
  
Holly Stevens, Clerk

**\*AMENDED\***

027-62016

**RESOLUTION: Adopt the Winnebago County Employee Compensation Plan**

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

**WHEREAS**, the compensation systems used by Winnebago County have not been updated and revised for a substantial period of time, and have become outdated, inconsistent, and unnecessarily complex; and

**WHEREAS**, McGrath Consulting Group Inc, an organization which specializes in public sector consulting, was commissioned by Winnebago County to conduct a comprehensive classification and compensation study of all regular positions in Winnebago County other than positions in the Sheriff's Office subject to collective bargaining and elected officials; and

**WHEREAS**, McGrath Consulting Group Inc performed an extensive study of Winnebago County's compensation structures, including collection and consideration of public sector market research data, interviews with and questionnaires prepared by employees, meetings with department heads, and analysis of relevant factors; and

**WHEREAS**, McGrath Consulting Group Inc developed recommendations concerning Winnebago County's compensation system in the form of its Classification and Compensation/Study Executive Report, which was presented to the Personnel and Finance Committee on June 2, 2016; and

**WHEREAS**, the Personnel and Finance Committee believes that adoption of the principal recommendations of the report, concerning consolidation of Winnebago County's pay schedules into a single pay schedule as proposed, is in the best interests of Winnebago County.

**NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby adopts the Winnebago County Employee Compensation Plan, attached hereto, and made a part of this Resolution, effective immediately.

Respectfully submitted by:

**PERSONNEL AND FINANCE COMMITTEE**

**Committee Vote: 4-0**

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

Approved by the Winnebago County Executive this \_\_\_\_ day of \_\_\_\_\_, 2016.

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






**Winnebago County**  
**Department of Human Resources**

*The Wave of the Future*

TO: Winnebago County Board

FROM: Mike Collard, Director of Human Resources 

DATE: July 19, 2016

RE: Resolution 27-62016 -- Compensation Plan

Although this resolution itself is unchanged, the attachments have been amended since the June meeting. I would like to identify the most significant changes and developments regarding the compensation plan since June 21.

Consultant Dr. Victoria McGrath held seven employee meetings to explain the structure of the proposed new plan. These meetings took place on June 22 and June 23, and approximately 250 County employees were able to attend.

Dr. McGrath and I met with four of the Circuit Court judges on June 23 to discuss the Judicial Assistant position. Dr. McGrath considered information provided by the judges as well as other information regarding the position, and changed her recommendation from grade 18 to grade 20 in light of the lead worker responsibilities for the position.

The language regarding appeals in the Compensation Plan document, section 2, has been revised to provide that the appeal period will be completed within 90 days of approval of the plan; that appeals will be filed using the attached appeal form which must be completed by the employee or department head and submitted to Human Resources; and that the consultant's decisions on appeals will be included in an amended compensation schedule, which will be submitted to the Personnel & Finance Committee, which may accept the revisions or take any other action as the Committee sees fit.

The consultant's revised Executive Report is being distributed with the Board packet. Since some members asked to see the current pay ranges along with the proposed, a new Appendix B to the revised Executive report is a version of the schedule which shows the current minimum and maximum pay for each position.

Finally, Dr. McGrath made a number of "clean-up" revisions to the recommended compensation schedule. Many of these revisions are corrections to job titles or

typographical errors. However, based on input from the employee meetings as well as from department heads and managers, a number of changes were made to the recommended grades for specific positions. I have summarized those changes below:

<u>Position</u>	<u>Old Recommended Grade</u>	<u>New Recommended Grade</u>
Judicial Assistant	18	20
Register in Probate	19	21
Deputy Register in Probate	16	18
Register of Deeds Supervisor	18	21
Case Manager Safe Streets	21	22
CSP Professional	21	22
Case Mgr Justice Programs	21	22
Team Case Manager	23	22
Resident Counselor-Summit H.	21	23
Purchasing Manager	23	24
Receptionist/Clerk-Child Supp	13	11

# WINNEBAGO COUNTY EMPLOYEE COMPENSATION PLAN

July 29, 2016

## Section 1 Purpose and Scope

- (a) This Compensation Plan is designed to provide for reasonable wages and salaries that are sufficient to attract and retain competent employees as needed to perform services for the residents of the County.
- (b) This Compensation Plan applies to all Full-Time Regular and Part-Time Regular employees of Winnebago County except for elected officials, contracted employees, and those whose compensation is subject to collective bargaining as a public safety employee. It does not apply to temporary, project, casual, seasonal, or client/restitution employees.

## Section 2 Establishment of Compensation Schedule

- (a) The compensation schedule attached to this Plan as Appendix A is adopted, including the pay grades, recommended position titles, placement of covered positions in grades, and the minimum, control point, and other range points for each grade.

~~(b) During a period of 120 days following adoption of this Plan, McGrath Consulting Group, Inc., in consultation with the Director of Human Resources, may make changes to correct any errors in position titles, omitted positions, or placement of positions in pay grades.~~

~~(c) — An appeal period will be established within this 120-day period a period of 90 days following adoption of this Plan during which appeals challenging position titles or placement of positions in pay grades may be filed. Such appeals may be filed by either an employee in the affected position or by the department head for the position, and not by any other person. Appeals will be decided by McGrath Consulting Group, Inc., whose decisions regarding appeals will be final. Appeals may be filed by completing the form attached as Appendix B to this Plan and submitting the completed form to the Human Resources Department.~~

~~(c) McGrath Consulting Group will make a decision with regard to each appeal that is filed, and will reflect its decisions in an amended compensation schedule, which will be submitted to the Personnel & Finance Committee. Upon receiving the amended compensation schedule, the Personnel & Finance Committee may accept it or may take other action as the Committee sees fit.~~

## Section 3 Impact on Pay for Existing Employees

- (a) No employee's pay will be changed directly as a result of adoption of this Compensation Plan except as authorized in this Section or through the operation of the Winnebago County Merit Pay Plan.



(b) Any employee whose current pay is above the maximum pay for the employee's position as shown in Appendix A will not receive a reduction in pay, and the employee will continue to be eligible for merit pay in the form of a bonus pursuant to the provisions of the Winnebago County Merit Pay Plan.

(c) Any employee whose pay is below the minimum pay for the employee's position as of December 31, 2016 will receive a pay increase as of January 1, 2017 in the amount of one-third of the difference between the employee's pay and the minimum pay for the employee's position. Any such employee will receive an additional increase on January 1, 2018 in the amount of half the remaining difference between the employee's pay and the minimum pay for the position, and a final increase on January 1, 2019 for the remaining amount of the difference. All such pay increases shall be in addition to any merit pay increases earned by the employee, and any merit pay increases earned after 2016 will not affect the calculation of the difference between the employee's pay and the minimum pay for the employee's position.

#### **Section 4 Changes to Merit Pay Plan**

(a) Section 5 (a) of the Winnebago County Merit Pay Plan is amended as follows:

#### **Section 5 Allocation of Merit Pool**

(a) Each year each employee subject to the Plan will be assigned a number of shares in the merit pool for the year. The number of shares will depend on the total performance evaluation score and on where the employee's current pay is within the pay range for the position. Shares will be determined by the following table, where the left-hand column indicates the total performance evaluation score, and the top row refers to ~~quarters of the applicable pay range~~ the four ranges of the applicable pay grade:

	<u>Q1Range</u> <u>A</u>	<u>Q2Range</u> <u>B</u>	<u>Q3Range</u> <u>C</u>	<u>Q4Range</u> <u>D</u>
25-28	7	6	5	4
18-24	6	5	4	3
11-17	5	4	3	2
0-10	0	0	0	0

#### **Section 5 New Positions**

(a) When a new position is established by the County, the Director of Human Resources will assign the position to a pay grade in the compensation schedule, using a point-factor evaluation

system provided by McGrath Consulting Group, Inc. The Director of Human Resources may or may not request assistance from McGrath Consulting Group, Inc. in making this determination.

## **Section 6      Starting Pay for New Employees**

- (a) Newly hired employees should normally start at the minimum pay for the position as established by the compensation schedule.
- (b) In particular cases, when necessary to attract the best-qualified candidate for the position, the Director of Human Resources may authorize starting pay above the minimum, but not above the control point (Range B).
- (c) Starting pay above the control point (Range B) may be offered to a new employee only in extraordinary circumstances when specifically authorized by the County Executive.
- (d) Prior to January 1, 2019, if there are existing employees in the position whose pay is below the minimum, the Director of Human Resources may direct that starting pay be offered below the minimum in order to maintain internal equity. Any employee who starts below the minimum pay for the position will receive additional increases on January 1 of each year, similar to the increases authorized by Section 3(c) of this Plan, so as to bring the employee's pay above the minimum for the position no later than January 1, 2019.

## Appendix A: 2016 Salary Schedule

PG	Current Title	Dept	Recommended Title	Min	Range A	Range B-CP	Range C	Range D
10	No Position			\$12.70	\$13.33	\$14.00	\$15.58	\$15.87
				\$26,412.70	\$27,733.33	\$29,120.00	\$32,410.56	\$33,015.87
11	Custodian/Room Attnd	PVHC	Custodian	\$13.33	\$14.00	\$14.70	\$16.36	\$16.67
11	Custodian I	Facilities & Prop Mgmt	Custodian	\$27,733.33	\$29,120.00	\$30,576.00	\$34,031.09	\$34,666.67
11	Food Service Worker	PVHC	Food Service Assistant					
11	Receptionist/Clerk	Child Support	Administrative Aide					
11	Clerk Receptionist	PVHC	Administrative Aide					
12	Cook	PVHC	Cook	\$14.00	\$14.70	\$15.44	\$17.18	\$17.50
12	Unit Assistant	PVHC	Unit Assistant	\$29,120.00	\$30,576.00	\$32,104.80	\$35,732.64	\$36,400.00
12	Activity Support Assistant	PVHC	Volunteer & Activity Associate					
13P	Nurse Aide	PVHC	Nurse Aide	\$14.49	\$15.21	\$15.98	\$16.93	\$18.11
				\$30,139.20	\$31,646.16	\$33,228.47	\$35,222.18	\$37,674.00
13	Clerk Typist II	Clerk of Courts	Administrative Associate I	\$14.49	\$15.21	\$15.98	\$17.78	\$20.00
13	Receptionist/Typist	DA	Administrative Associate I	\$30,139.20	\$31,646.16	\$33,228.47	\$36,983.28	\$41,592.10
13	Clerk Typist II	Finance	Administrative Associate I					
13	Clerk Typist I	Human Services	Administrative Associate I					
13	Clerk Receptionist	Human Services - AD	Administrative Associate I					
13	Clerk Typist II	Human Services - ES	Administrative Associate I					
13	Custodian II	Facilities & Prop Mgmt	Facilities Assistant					
13	Public Health Aide	Health	Public Health Aide					
13	Clerk Typist II - Tax Lister	Planning & Zoning	Tax Listing Associate					
14	Records Clerk	Register of Deeds	Records Associate	\$15.44	\$16.21	\$17.02	\$18.95	\$21.31
14	Tax Listing Specialist	Planning & Zoning	Tax Listing Specialist	\$32,113.32	\$33,718.98	\$35,404.93	\$39,405.69	\$44,316.38



PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
15	Account Clerk/Typist	County Clerk	Administrative Associate II		\$16.29	\$17.10	\$17.96	\$19.99	\$22.48
15	Legal Secretary	Family Court	Administrative Associate II		\$33,879.55	\$35,573.53	\$37,352.20	\$41,573.00	\$46,753.78
15	Bridgetender	Highway	Bridgetender						
15	Account Clerk Corrections	Sheriff	Corrections Financial Associate						
15	Records & Retention Clk	Clerk of Courts	Court Record Associate						
15	Custodian III	Facilities & Prop Mgmt	Facilities Specialist						
15	Account Clerk II	Highway	Financial Associate I						
15	Account Clerk	PVHC	Financial Associate I						
15	Account Clerk Traffic	Sheriff	Financial Associate I						
15	Account Clerk-Jail/Corrections	Sheriff	Financial Associate I						
15	Account Clerk I	Treasurer	Financial Associate I						
15	Secretary/Account Clerk	Highway	Financial Associate I						
15	Records Clerk	Sheriff	Public Safety Records Associate						
15	Records Clerk II-Traffic & Warrant	Sheriff	Traffic & Warrant Associate						
16	AODA/IDP Secretary	Human Services	Administrative Associate - AODA		\$16.94	\$17.96	\$18.86	\$20.99	\$23.38
16	Legal Secretary/Deputy Ct Clerk	Clerk of Courts	Administrative Associate III		\$35,237.93	\$37,352.20	\$39,219.81	\$43,651.65	\$48,628.34
16	Secretary II	Clerk of Courts	Administrative Associate III						
16	County Clerk Secretary	County Clerk	Administrative Associate III						
16	Secretary II	Health	Administrative Associate III						
16	Payroll/Human Resource Clerk	Human Resources	Administrative Associate III						
16	Support Specialist	Human Services	Administrative Associate III						
16	Extension Secretary	UW-Extension	Administrative Associate III						
16	Secretary I	Veterans	Administrative Associate III						
16	Account Clerk II	Child Support	Financial Associate II						
16	Account Clerk II	Finance	Financial Associate II						

PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
16	Account Clerk	Human Services - AD	Financial Associate II						
16	Account Clerk	Clerk of Courts	Financial Associate II						
16	Account Clerk II	Treasurer	Financial Associate II						
16	Jury Clerk	Clerk of Courts	Jury Clerk						
16	Word Processing Operator	Sheriff	Records & Transcription Associate						
16	Small Claims Clerk	Clerk of Courts	Small Claims Specialist						
16	Scaleperson	Solid Waste	Solid Waste Associate						
16	Medical Transcriptionist	Human Services - AD	Transcriptionist Associate						
16	Word Processing Operator	Human Services - AD	Transcriptionist Associate						
	Warrant & Electronic Monitoring Clerk	Sheriff	Warrant & Electronic Monitoring Associate						
16	Zoning secretary	Planning & Zoning	Zoning Associate						
17	Economic Support Specialist	Human Services-ES	Economic Support Specialist I		\$17.79	\$18.86	\$19.80	\$22.04	\$24.55
17	Mental Health Technician	Human Services	Mental Health Technician		\$36,999.82	\$39,219.81	\$41,180.80	\$45,834.24	\$51,059.76
17	Program Spec - Summit House	Human Services-BH	Program Spec - Summit House						
17	Program Spec - Towards Tomorrow	Human Services-BH	Program Spec - Towards Tomorrow						
17	Activity Specialist	PVHC	Activity Specialist						
17	WIC Breastfeeding Peer Counselor	Health	WIC Breastfeeding Peer Counselor						
18	Secretary I	Coroner	Admin Associate - Co Coroner		\$18.68	\$19.80	\$20.79	\$23.14	\$25.78
18	LWCD Secretary	Land & Water Consv	Admin Associate - LWCD		\$38,849.82	\$41,180.80	\$43,239.85	\$48,125.95	\$53,612.75
18	Airport Secretary	Airport	Administrative Associate - Airport						
18	Administrative Coordinator	Facilities & Prop Mgmt	Administrative Associate - Facilities						

PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
18	Administrative Assistant	Human Services - AD	Administrative Associate - Human Services						
18	Confidential Secretary	Human Services - AD	Administrative Associate - Human Services						
18	Parks Secretary	Parks	Administrative Associate - Parks						
18	Planning Secretary	Planning & Zoning	Administrative Associate - Planning						
18	Administrative Coordinator	Public Health	Administrative Associate - Public Health						
18	Conf Program Assistant	Sheriff	Administrative Associate - Sheriff						
18	Confidential Secretary-Solid Waste	Solid Waste	Administrative Associate - Solid Waste						
18	Lead Secretary	Human Services-AD	Administrative Associate IV						
18	Secretary	Human Services-AD	Administrative Associate IV						
18	Support Staff Sec II	UW-Extension	Administrative Associate -UW Ext						
18	Master Ctrol/Bkg/Prop Rec Clk	Sheriff	Booking Security Associate						
18	Child Support Specialist	Child Support	Child Support Specialist						
18	Civil Process/Sherif Sales Clk	Sheriff	Civil Process Associate						
18	Court Assistant	Clerk of Courts	Court Assistant						
18	Deputy County Clerk	County Clerk	Deputy County Clerk						
18	Deputy County Treasurer	Treasurer	Deputy County Treasurer						
18	Deputy Register Probate	Courts	Deputy Register Probate						
18	Economic Support Specialist II	Human Services-ES	Economic Support Specialist II						
18	Secretary I	Emergency Management	Emergency Mgmt Associate						
18	ESS Problem Resolution	Human Services-ES	ESS Problem Resolution Specialist						
18	Evidence Technician	Sheriff	Evidence Technician						



PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
18	Confidential Secretary/Receptionist	Human Resources	Human Resource Associate						
18	Human Service Case Aide	Human Services-CW	Human Service Case Aide						
18	Janitor/Watchman	Highway	Janitor-Watchman						
18	Legal Secretary	DA	Legal Secretary						
18	Lead Mental Health Tech	Human Services - BH	Mental Health Tech-Lead						
18	Nurse Scheduler	PVHC	Nurse Scheduler						
18	Painter	Facilities & Prop Mgmt	Painter-Maintenance						
18	Painter	PVHC - Housekeeping	Painter-Maintenance						
18	Legal Secretary	DA	Victim Witness Specialist						
19	Lead Activity Specialist	PVHC	Activity Specialist - Lead		\$19.80	\$20.99	\$22.04	\$24.53	\$27.32
19	Administrative Assistant	DA	Administrative Associate V		\$41,180.80	\$43,651.65	\$45,834.24	\$51,013.50	\$56,829.51
19	Lead Child Support Specialist	Child Support	Child Support Specialist - Lead						
19	Court Reporter	Courts	Court Reporter						
19	Account Clerk	Health	Financial Associate - Lead						
19	Home Consultant	Human Services	Home Consultant						
19	Inmate Classification Coord	Sheriff-Jail	Inmate Classification Associate						
19	Juvenile Restitution Program Coord	Human Services - CW	Juvenile Restitution Program Coord						
19	Medical Records Coordinator	PVHC	Medical Records Associate						
19	Confidential Secretary - Paralegal	Corp Counsel	Paralegal						
19	Confidential Secretary - Paralegal	DA	Paralegal						
19	Purchasing Coordinator	PVHC	Purchasing Associate						
19	Benefits Specialist	Veterans	Veterans Benefits Specialist						
20	Accountant	PVHC	Accounting Associate		\$20.79	\$22.04	\$23.14	\$25.75	\$28.69

PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
20	Administrative Coordinator	PVHC	Administrative Coordinator		\$43,239.85	\$45,834.24	\$48,125.95	\$53,564.18	\$59,670.99
20	Disability Benefit Specialist	Human Services- Lts	Disability Benefit Specialist						
20	Dispatcher	Sheriff-Dispatch	Dispatcher						
20	ESS Lead Worker	Human Services - ES	Economic Support Specialist - Lead						
20	Elderly Benefit Specialist	Human Services - LTS	Elderly Benefit Specialist						
20	Classification 2 Operator	Highway	Equipment Operator I						
20	Class #3 Oper/Hvy Equip Oper	SW	Equipment Operator I						
20	GPS Coordinator	Sheriff	GPS Coordinator						
20	Telecommunications/Budget Asst	IS	IS Accountant						
20	Judicial Assistant	Circuit Court	Judicial Associate - Lead						
20	Custodian/Groundsperson	Airport	Maint Equip Operator						
20	Maintenance Equip Oper	Airport	Maint Equip Operator						
20	Maintenance Tech	Facilities & Prop Mgmt	Maintenance Technician						
20	Parks Caretaker	Parks	Parks Caretaker						
20	Payroll & Benefits Specialist	Human Resources	Payroll & Benefits Specialist						
20	User Support Specialist	IS	User Support Specialist						
21	AODA Intervention Counselor-In Training	Human Services - BH	AODA Intervention Counselor-In Training		\$22.87	\$24.24	\$25.45	\$28.33	\$31.56
21	Communications Coordinator	Health	Communications Specialist		\$47,563.83	\$50,417.66	\$52,938.54	\$58,920.60	\$65,638.08
21	Crime Data Specialist	DA	Crime Data Specialist						
21	Custodian Supervisor	Facilities	Custodian Supervisor						
21	Environmental Technician	SW	Environmental Technician						
21	Class #3 Oper/Hvy Equip Oper	Highway	Equipment Operator II						

PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
21	Construction Site Erosion Control Tech	Planning & Zoning	Erosion Control Tech						
21	Executive Assistant	Co Exec	Executive Assistant						
21	Dietetic Tech/Reg Dietician	PVHC	Food Service Supervisor						
21	Housekeeping Supervisor	PVHC	Housekeeping Supervisor						
21	LPN - Psychiatric Nurse	Human Services - BH	LPN - Psychiatric Nurse						
21	Prevention Services Coord	Human Services - BH	Prevention Services Coord						
21	Deputy Register of Deeds	ROD	Register of Deeds Supervisor						
21	Reg in Prob/Prob Register	Courts	Register of Probate						
21	Risk Assessment Specialist	DA	Risk Assessment Specialist						
21	Senior User Support Specialist	IS	User Support Specialist - Lead						
21	Victim Witness Program Coordinator	DA	Victim Witness Program Coord						
21	WI Well Women Prog Coord	Health	WI Well Women Prog Specialist						
21	WIC Program Nutritionist	Health	WIC Program Nutritionist						
21P	LPN	PVHC	LPN		\$22.87	\$24.24	\$25.45	\$26.98	\$28.58
					\$47,563.83	\$50,417.66	\$52,938.54	\$56,114.85	\$59,454.79
22	Program Accountant	Human Services - AD	Accountant		\$24.01	\$25.45	\$26.72	\$29.74	\$33.13
22	Accountant	Sheriff	Accountant		\$49,942.02	\$52,938.54	\$55,585.47	\$61,866.63	\$68,919.99
22	Accounting Supervisor	Clerk of Courts	Accountant						
22	Agronomist	Land & Water Consv	Agronomist						
22	Carpenter	Facilities	Carpenter						
22	Case Mgr - Safe Streets Program	Human Services - BH	Case Manager						
22	Case Manager - Justice Program	Human Services - BH	Case Manager - Justice Program						
22	Code Enforcement Officer	Planning & Zoning	Code Enforcement Officer						
22	Conservation Technician	Land & Water Consv	Conservation Technician						



PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
22	CSP Professional	Human Services - BH	CSP Professional						
22	4-H Youth & Science Educator	UW-Extension	Educator - 4H Youth & Science						
22	Family Living Educator	UW-Extension	Educator - Family Living						
22	Drug Free Comm Grant Coord	Health	Educator - Health						
22	Health Educator	Health	Educator - Health						
22	Environmental Health Specialist	Health	Environmental Health Specialist I						
22	Evidence/Records Coordinator	Sheriff	Evidence/Records Supervisor						
22	Foreman	Highway	Foreman						
22	Lead Operator	SW	Foreman						
22	GIS Technician	Land & Water Consv	GIS Technician						
22	Mechanic	Airport	Mechanic						
22	Mechanic	Highway	Mechanic						
22	Night Mechanic	Highway	Mechanic						
22	Parks Maintenance Supervisor	Parks	Parks Maintenance Supervisor						
22	Tax Listing & Assessment Coord	Planning & Zoning	Real Property Listing Supervisor						
22	Adm Crd/Exec Asst	Sheriff	Records Administrative Supervisor						
22	Dietetic Tech/Reg Dietician	PVHC	Registered Dietician						
22	Maintenance Technician	SW	Solid Waste Mechanical Technician						
22	Team Case Manager	Human Services - BH	Team Case Manager						
22	Team Case Manager/Voc Specialist	Human Services - BH	Team Case Manager/Voc Specialist						
22	Work Release Unit Supervisor	Sheriff	Work Release Unit Supervisor						
23	ADRC Specialist	Human Services - LTS	ADRC Specialist		\$25.45	\$26.72	\$28.06	\$31.39	\$35.12
23	AODA Intervention Counselor	Human Services - BH	AODA Counselor		\$52,938.54	\$55,585.47	\$58,364.74	\$65,298.47	\$73,055.19
23	APS Worker	Human Services - LTS	APS Specialist						

PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
23	APS/Crisis Worker	Human Services - LTS	APS Specialist						
23	EM Planner/Deputy Director	Emergency Mgmt	Deputy Director - EM						
23	Electrician - Maintenance	Facilities	Electrician - Maintenance						
23	GIS Specialist	Land & Water Consv	GIS Specialist						
23	GIS Specialist	Planning & Zoning	GIS Specialist I						
23	Intensive In-Home Case Manager	Human Services - BH	Intensive In-Home Case Specialist						
23	Domestic Violence Investigator	DA	Investigator						
23	Investigator	DA	Investigator						
23	Juvenile Court Intake Worker	Human Services - CW	Juvenile Court Intake Specialist						
23	Maintenance Supervisor	Facilities	Maintenance Supervisor						
23	Crisis Worker After Hours	Human Services - BH	Mental Health Crisis Specialist						
23	Mental Health Crisis Worker	Human Services - BH	Mental Health Crisis Specialist						
23	Network Technician	IS	Network Technician						
23	Public Safety Application Admin	Sheriff	Public Safety Application Admin						
23	Resident Counselor-Summit	Human Services - BH	Resident Counselor-Summit						
23	Residential Program Professional	Human Services - BH	Residential Program Counselor						
23	Resource Conservationist	Land & Water Consv	Resource Conservationist						
23	Social Worker	Human Services - CW	Social Work Specialist						
23	Social Worker Specialist	Human Services - CW	Social Work Specialist						
23	Service Coord/Social Worker	Human Services - LTS	Social Work Specialist						
23	Social Worker - Medical	PVHC	Social Worker - Medical						
23	Special Projects Coordinator	Human Services - AD	Special Projects Coordinator						
23	Telecommunications Coord	IS	Telecommunications Specialist						

PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
23	Traffic Operations Supervisor	Highway	Traffic Operations Supervisor						
23	Deputy Veterans Service Officer	Veterans	Veterans Services Supervisor						
23	Youth CCS Worker	Human Services - BH	Youth CCS Case Specialist						
24	General Accounting Supervisor	Finance	Accounting Supervisor		\$26.98	\$28.33	\$29.74	\$33.28	\$37.23
24	Asst Child Support Attorney	Child Support	Asst Child Support Attorney		\$56,114.85	\$58,920.60	\$61,866.63	\$69,216.38	\$77,438.50
24	Office Manager/Chief Deputy	Clerk of Courts	Chief Deputy						
24	Crime Analyst	Sheriff	Crime Analyst						
24	Diversion Program Coord	DA	Diversion Program Coord						
24	Environmental Health Specialist	Health	Environmental Health Specialist II						
24	Family Court Counselor	Courts	Family Court Mediator						
24	Director Food & Nutrition Services	PVHC	Food & Nutrition Manager						
24	GIS Specialist	Planning & Zoning	GIS Specialist II						
24	Human Resource Specialist	Human Resources	Human Resource Advisor						
24	HVAC Specialist	Facilities	HVAC Specialist						
24	Associate Planner	Planning & Zoning	Land Use Planner						
24	Supt of Maint & Operations	Airport	Maint & Operations Manager						
24	Master Electrician	Facilities	Master Electrician						
24	Support Specialist Supervisor	Human Services - AD	Office Supervisor						
24	Office Supervisor	Child Support	Office Supervisor						
24	Office Manager	DA	Office Supervisor						
24	Accountant/Office Manager	Highway	Office Supervisor						
24	Office Systems & Confidential Records Supervisor	Human Services	Office Supervisor						
24	Parts Supervisor	Highway	Parts Supervisor						
24	Plumber	Facilities	Plumber						
24	Purchasing Agent/Accountant	Finance	Purchasing Manager						



PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
24	Psychiatric Nurse	Human Services - BH	Psychiatric Nurse						
24	WIC-Prevention Nurse	Health	Public Health Nurse						
24	Public Health Nurse	Health	Public Health Nurse						
24	Public Health Preparedness Coord	Health	Public Health Preparedness Specialist						
24	Qualified Therapist - In Training	Human Services - BH	Qualified Therapist - In Training						
24	Recycling Coordinator	SW	Recycling Program Manager						
24	Registered Nurse	PVHC	Registered Nurse						
24	Staff Development Coordinator	PVHC	Staff Development Coordinator						
24	Summit House Coordinator	Human Services - BH	Summit House Supervisor						
24	Suport Services Supervisor	Human Services - AD	Support Staff Supervisor						
24	System Analyst	IS	System Analyst						
24P	Registered Nurse	PVHC	Registered Nurse		\$28.19	\$29.60	\$31.08	\$32.95	\$35.24
					\$58,640.02	\$61,572.02	\$64,650.63	\$68,529.66	\$73,300.03
25	Adult Sub Abuse/Safe Str Supv	Human Services - BH	Adult AODA Supervisor		\$29.68	\$31.16	\$32.72	\$36.60	\$40.95
25	Adult CSP/CSS Supervisor	Human Services - BH	Adult CSP/CSS Supervisor		\$61,726.34	\$64,812.66	\$68,053.29	\$76,138.02	\$85,182.35
25	Behavior Specialist	Human Services - BH	Behavior Specialist						
25	Eng Tech/Bridge Oper Supv	Highway	Bridge & Engineer Manager						
25	Crisis Inter/Adult Access Supv	Human Services - BH	Crisis Intervention Manager						
25	Environmental Health Supervisor	Health	Environmental Health Manager						
25	ESD Assistant Manager	Human Services - ES	Economic Support Supervisor						
25	Dir Family Court Services	Courts	Family Court Services Mgr						
25	Family Services Therapist	Human Services - BH	Family Services Therapist						
25	Financial Supervisor	Human Services - AD	Financial Supervisor						
25	GIS System Analyst/Admin	Planning & Zoning	GIS System Analyst/Admin						

PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
25	Highway Equipment Supt	Highway	Highway Equipment Manager						
25	Highway Maintenance Supt	Highway	Highway Maintenance Manager						
25	Intensive In-Home Therapist	Human Services - BH	Intensive In-Home Therapist						
25	Network Administrator	IS	Network Administrator						
25	Assistant Parks Director	Parks	Parks Manager						
25	Payroll & Benefits Manager	Human Resources	Payroll & Benefits Manager						
25	Program Manager	Parks	Program Manager						
25	Program Supervisor/Team Ldr/Elderly	Human Services - LTS	Program Supervisor - Elderly						
25	Program Supervisor - Human Services	Human Services - CW	Program Supervisor - Human Services						
25	Prog Supv/Team Ldr/Fam Supp	Human Services - LTS	Program Supervisor -Family Support						
25	Juvenile Intake Supervisor	Human Services - CW	Program Supervisor -Juvenile Intake						
25	Psychotherapist	Human Services - BH	Psychotherapist						
25	Public Health Planner	Health	Public Health Planner						
25	Social Wellness Manager	PVHC	Social Wellness Manager						
25	Special Investigator	DA	Special Investigator						
25	Facility Manager	SW	SW Operation Manager						
25	Sr. System Analyst	IS	System Analyst - Lead						
25	WIC Program Director/Nutritionist	Health	WIC Program Manager						
25	Zoning Administrator	Planning & Zoning	Zoning Administrator						
26	Adult Therapist Supervisor	Human Services - BH	Adult Therapist Supervisor		\$33.53	\$35.21	\$36.97	\$41.36	\$46.28
26	Assistant Corp Counsel	Corp Counsel	Assistant Corp Counsel		\$69,750.76	\$73,238.30	\$76,900.22	\$86,035.96	\$96,256.06
26	Assistant Finance Director	Finance	Assistant Finance Director						
26	Development Supervisor	IS	Development Supervisor						

PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
26	Director of Emergency Mgmt	Emergengy Mgmt	Director of Emergency Mgmt						
26	Director of Veteran Services	Veterans	Director of Veteran Services						
26	Building & Grounds Manager	Facilities	Facilities & Grounds Manager						
26	Human Resource Manager	Human Resources	Human Resource Manager						
26	Lieutenant	Sheriff	Lieutenant						
26	RN Unit Manager	PVHC	Nurse Neighborhood Supervisor						
26	RN Shift Coordinator	PVHC	RN Shift Supervisor						
26	Public Health Supervisor	Health	Public Health Supervisor						
26	Chronic Disease Prevention Supervisor	Health	Public Health Supervisor						
26	Technical Support Supervisor	IS	Technical Support Supervisor						
26	Youth Mental Health Supervisor	Human Services - BH	Youth Mental Health Supervisor						
27	Airport Director	Airport	Airport Director		\$38.56	\$40.49	\$42.52	\$47.57	\$53.22
27	Captain	Sheriff	Captain		\$80,213.38	\$84,224.05	\$88,435.25	\$98,941.36	\$110,694.46
27	Chief Psych-Clinical Super	Human Services - BH	Chief Psych-Clinical Manager						
27	Court Commissioner	Courts	Court Commissioner						
27	Court Commissioner-Family	Courts	Court Commissioner						
27	Land & Water Conservation Director	Land & Water Consv	Director Land Conservation & Water						
27	Child Support Director/Attorney	Child Support	Director of Child Support						
27	Behavior Health Svc Div Mgr	Human Services - BH	Division Mgr - Behavior Health						
27	Child Welfare Div Serv Mgr	Human Services - CW	Division Mgr - Child Welfare						
27	Economic Support Division Manager	Human Services - ES	Division Mgr - Economic Support						
27	Division Mgr - LTS Division	Human Services - LTS	Division Mgr - LTS Division						
27	Director of Financial Services	PVHC	Financial Services Manager						
28	Chief Deputy Sheriff	Sheriff	Chief Deputy Sheriff		\$42.42	\$44.54	\$46.77	\$52.32	\$58.54



PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
28	Deputy Director	Human Services - AD	Deputy Director		\$88,234.72	\$92,646.45	\$97,278.78	\$108,835.49	\$121,763.91
28	Director of Facilities & Prop Mgmt	Facilities	Director of Facilities						
28	Director of Information Systems	IS	Director of Information Systems						
28	Director of Nursing	PVHC	Director of Nursing						
28	Parks Director/Expo Site Mgr	Parks	Director of Parks & Expo Center						
28	Planning Zoning & GIS Director	Planning & Zoning	Director of Planning & Zoning						
28	Director of Public Health	Health	Director of Public Health						
28	Director of Solid Waste	SW	Director of Solid Waste						
29	Administrator	PVHC	Administrator		\$45.81	\$48.10	\$50.51	\$56.51	\$63.22
29	Director of Human Resources	Human Resources	Director of Human Resources		\$95,293.49	\$100,058.17	\$105,061.08	\$117,542.33	\$131,505.02
29	Finance Director	Finance	Director of Finance						
29	Highway Commissioner	Highway	Highway Commissioner						
30	Corporation Counsel	Corp Counsel	Corporation Counsel		\$49.48	\$51.95	\$54.55	\$61.03	\$68.28
30	Human Services Director	Human Services - AD	Director of Human Services		\$102,916.97	\$108,062.82	\$113,465.96	\$126,945.72	\$142,025.42

## Appendix C: Appeal Form

### Winnebago County Pay Grade Appeal Form

Employee Name \_\_\_\_\_ Department \_\_\_\_\_

Job Title \_\_\_\_\_ Supervisor \_\_\_\_\_

Please indicate the reason for your appeal, attach supporting information, and submit to Human Resources no later than \_\_\_\_\_.

\_\_\_ Title change appeal

\_\_\_\_\_ Current Title

\_\_\_\_\_ Proposed Title

**Reason for title change:**

\_\_\_ Pay grade placement does not reflect my job responsibilities. Evidence to explain why and examples/evidence must be submitted. Proposed outcomes should be included.

\_\_\_ Current Pay Grade in New Plan \_\_\_\_\_ Proposed Pay grade (Must be completed)

#### **Pay Grade Appeals Supplementary Information Required:**

Include an organization chart of the department – highlight your current position and where it should be placed.  
If this is a supervisory position, or requesting placement as a lead/supervisory position – *indicate the number of positions supervised and the type of supervision responsibilities provided.*

**Explanation for the Pay Grade Change: Include documentation to show what responsibilities have changed since your original submission** (please attach additional sheets and evidence)

**What position(s) do you believe perform the same or similar work as the proposed position?**

**Are there any other municipalities that you believe perform similar functions to the proposed position? If so, what municipalities?** (You do not need to perform an external market analysis; rather, this is only if you know of other positions)

**Other information that will be helpful in making a determination of the position's responsibilities.**

Employee \_\_\_\_\_ Date \_\_\_\_\_

**Supervisor's Comments:** (Agree and/or disagree with evidence provided and other information that would deem to be beneficial)

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Supervisor \_\_\_\_\_ Date \_\_\_\_\_

**Comments from Second Level Supervisor (if appropriate):**

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Supervisor \_\_\_\_\_ Date \_\_\_\_\_

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Human Resources:

Date reviewed: \_\_\_\_\_

Explanation and/or additional information:

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# **Classification and Compensation Study Executive Report**

**For**



**Winnebago County**

**July 2016 - Revised**



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## Study Overview

McGrath Consulting Group, Inc., an organization that specializes in public sector consulting, was commissioned by Winnebago County to conduct a comprehensive classification and compensation study of all non-union County positions, and all positions that were formerly unionized prior to Act 10, with the exception of union positions within the Sheriff's Department. The County requested an evaluation of the positions in order to update the current non-union system, and incorporate pre-Act 10 union positions into a single system.

For the purposes of this report, the Consultant will refer to positions formerly under a collective bargaining agreement as 'pre-Act 10 positions'. This is not meant to imply the positions are still union or non-union, or whether they are currently represented or not. This is purely a distinction between pre-Act 10 and post-Act 10.

The purpose of this study is to:

- ✓ Establish internal equity among positions within the County.
- ✓ Obtain and establish compensation among the external comparable market.
- ✓ Integrate the data from the external market, internal market, and job responsibilities to a classification and compensation system.
- ✓ Reduce the current wage and classification schedules into a more uniform and manageable plan.
- ✓ Ensure compliance with FLSA.
- ✓ Evaluate and recommend other pay practices as appropriate.
- ✓ Develop and recommend implementation options that meet the needs of the county's fiscal pressures.
- ✓ Evaluate and make placement of individual employees on the new salary schedule(s) addressing compression, below minimum, above maximum, and other placement challenges.
- ✓ Provide for on-going maintenance of the system(s) in accordance with all applicable compensation practices, by the County (movement through the range; COLA; merit, etc.).

The Consultant would like to extend appreciation to the County Executive, Human Resources Director, Department Heads, and employees for their time, cooperation, and sharing of information and perceptions with McGrath Consulting, Inc.

## Definitions

In order to ensure that all parties are ‘speaking the same language’, the following are definitions that helped guide the development of the Compensation System for Winnebago County.

**Benchmark Position:** A job that is commonly found and defined, used to make pay comparisons, either within the organization or to comparable jobs outside the organization.

**Classifications:** Job titles.

**Compensation System:** A system developed to compensate employees. This system includes a balance between internal equity and external competitiveness.

**Compensation Data:** Data derived from information regarding the salary range and the rate of pay of the incumbent(s) holding a benchmark position of the identified labor market.

**Comp Ratio:** The ratio of an actual pay range to the established control point (or average market rate). The Comp Ratio is used to measure and monitor an individual’s actual rate of pay to the control point of the established pay range. In Winnebago County, a 50% comp ratio (+/- 10%) indicates an individual is being paid approximate to the established control point (or average market rate).

**Compression:** Pay differentials too small to be considered equitable. The term may apply to differences between (1) the pay of supervisors and subordinates; (2) the pay of experienced and newly hired personnel of the same job; and (3) pay range control points in successive job grades or related grades across pay structures.

**CPI-U:** Consumer Price Index – Urban: A measure of the average change over time in the prices paid by urban consumers for a market of consumer goods and services. It reflects spending pattern for two population groups: all urban consumers, urban wage earners, and clerical workers. This group represents approximately 87% of the total U.S. population.

**Demotion:** The (re)assignment of an employee to a position in a lower pay grade or range in the organization’s salary structure.

**Labor Market:** A location where labor is exchanged for wages. These locations are identified and defined by a combination of the following factors: geography; industry; education, experience and licensing or certification required; and job responsibilities.

**Market Data:** The technique of creating the financial value of a position based on the ‘going rate’ for benchmark positions in the relevant labor markets.

**Minimum Salary Range (Minimum):** The minimum amount of compensation the organization has deemed appropriate for a position.

**Maximum Salary Range (Maximum):** The highest amount of compensation the organization has deemed appropriate for a position.

**Market Rate (Market):** The organization's best estimate of the wage rate that is prevailing in the external market for a given position.

**Market Average (Position Point):** Per the compensation philosophy of the governing board of Winnebago County, the philosophy to pay employees based upon the 'average' market rate; or the 'average' prevailing wage rate in the external market.

**Market Average Range:** A pay range in which the minimum and maximum of the range is established around the Average Market Rate.

**Merit Increase:** An adjustment to an individual's base pay rate based on performance or some other individual measure.

**Pay Grade:** The grade, or placement of a position within the salary structure.

**Pay Grade Evaluation:** The (re)assignment of a job to a higher or lower pay grade or pay range in the salary structure due to a job content (re)evaluation and/or significant change in the average market rate in the external labor market.

**Promotion:** The (re)assignment of an employee to a position in a higher pay grade or range in the organization's salary structure.

**Salary Schedule Adjustment:** An adjustment to the salary structure; the increase or decrease of a pay range, minimum – maximum. This is a method to maintain the Salary Range in relation to external market conditions.

**Step Schedule:** Standardized progression pay rates that are established within a pay range. To move to the next step one must have met acceptable performance standards.

**Salary Schedule:** The hierarchy of job grades and pay ranges established within an organization.

**Spread:** The range of pay rates, from minimum to maximum, established for a pay grade. Typically used to set individual employee pay rates.

## Methodology

### Data Collection

The project involved several steps: collection of data, interviews, and data analysis. The first step of this study involved the gathering of data that pertains to current compensation practices within

Winnebago County. The Consultant received information relating to current salaries, collected market data, specific policies, and current job descriptions. This provided a basis on which to build a Compensation System.

Interviews were conducted with Department Heads within the County representing the various job titles within the organization. The purpose of these meetings was to first, gain an understanding of the municipality's current compensation practices and philosophy; second, solicit ideas and input from these stakeholders for future compensation methodologies and practices; and finally, determine if there were any 'problem' positions within the County that were difficult to recruit, retain, or were 'unique' in the positions responsibilities. In addition, the Consultant met with representatives of employees within all departments to gain their perspectives on the current compensation structures.

### **Labor Market**

With the assistance of Department Heads, the Consultant compiled a list of municipalities that would employ comparable positions. Each of the municipalities were initially contacted via telephone, then provided an online questionnaire. Salary data for specific positions was solicited from the municipalities. The following organizations were contacted:

**Table 1: Comparable Organizations**

ADAMS COUNTY, WI
BROWN COUNTY, WI
CALUMET COUNTY, WI
DANE COUNTY, WI
DODGE COUNTY, WI
DOOR COUNTY, WI
EAU CLAIRE COUNTY, WI
FOND DU LAC COUNTY, WI
IOWA COUNTY, WI
JEFFERSON COUNTY, WI
JUNEAU COUNTY, WI
KENOSHA COUNTY, WI
MANITOWOC COUNTY, WI
MARATHON COUNTY, WI
MARQUETTE COUNTY, WI
OUTAGAMIE COUNTY, WI
OZAUKEE COUNTY, WI



PIERCE COUNTY, WI
PORTAGE COUNTY, WI
PRICE COUNTY, WI
RACINE COUNTY, WI
ROCK COUNTY, WI
SAUK COUNTY, WI
SHAWANO COUNTY, WI
ST. CROIX COUNTY, WI
WALWORTH COUNTY, WI
WASHINGTON COUNTY, WI
WAUKESHA COUNTY, WI
WAUPACA COUNTY, WI
WAUSHARA COUNTY, WI
CITY OF APPLETON, WI
CITY OF GREEN BAY, WI
CITY OF NEENAH, WI
CITY OF OSHKOSH, WI
CITY OF WISCONSIN RAPIDS, WI
VILLAGE OF PLOVER, WI
<b>SURVEY- NO RESPONSE</b>
GREEN LAKE COUNTY, WI
KEWAUNEE COUNTY, WI
SHEBOYGAN COUNTY, WI

The Consultant was pleased with the response to the survey. All but three (3) of the organizations contacted provided data. When questions arose with responses to the survey, the Consultant was able to resolve the issue by looking at job descriptions, if available online.

The collection of this compensation data was utilized to analyze the Average Market Minimum, Midpoint and Maximum rates per defined benchmark positions, as well as a comparison of the average salary of the positions to the salary of incumbents within Winnebago County.

The labor market for Winnebago County was determined based upon a number of factors including location, size, recruitment areas, and discussions with Department Heads and employees. During interviews, each Department Head was asked if there were certain municipalities they felt had similar positions. If identified, the Consultant sought the salary and benefit data. Thus, the selected organizations were jointly identified.

The Consultant surveyed 322 positions within the County. In addition to the current positions within the County, the Consultant sought comparable data on positions that might have job responsibilities that are combined in Winnebago County but might be separate in other organizations. These may be positions that have differentiated salaries due to required certifications, and positions that might be added in the future. Further, in some cases, the titles were altered to better align with the industry.

### **Market Data Solicited**

The market surveys gathered the following information: 2015 minimum, midpoint, and maximum salary for the position as well as the average salary of the incumbents. Positions with less than three (3) participants were excluded since it was considered an insufficient sample size. Further, salaries that were *considered statistically too high or low were eliminated* when determining the market average.

In addition to compensation data, the Consultant solicited data on health insurance, dental insurance, vacation, holidays, and sick leave.

## **Pay Range Market Analysis**

The County's Minimum Salary Range was compared to the Average Market Minimum salary. The analysis of the Minimum Salary Range gives an initial indication if starting salaries are within an acceptable market range. When building a Salary Schedule, consultation to the average market minimum will ensure that the County's minimums are within an acceptable range to Market. However, this analysis is only the beginning in the development of a compensation schedule.

In analyzing the external market data, there are some concerns with the minimum salaries of the current Salary Ranges because 79 positions or 42.93% of the benchmark positions are below the Average Market Minimum. From the data, it would appear that a portion of the starting salaries have fallen below the Average Market Minimum.

## Market Rate Salary Comparison

The next step in developing a compensation structure is to compare the current incumbent's salaries to the average market rate. For this purpose, positions where there is more than one (1) incumbent in a position, an *average* of the current County employees is utilized. Later in the study, analysis was conducted for each individual County employee in relation to the recommended market rate, and is submitted under separate cover.

It is standard compensation practice to establish a range around the average market rate to determine if the employee is being compensated 'fairly.' Often, employees assume if the average market rate is \$25,000, then they should be making \$25,000. However, compensation practices look at a range around the average market rate that an employee should be at by the time the employee is fully functioning within their position. Traditionally, organizations establish a 5-10% range around the market rate. Thus, if an employee is making between 40-60% of the market rate, the employee is fairly compensated. Overall, in comparing the average incumbent(s) salary to the average market rate, called the Comp Ratio, it appears that the County's past compensation practices have maintained salaries within the average market rate.

**Table 2: Average Market Rate Summary Full-time Positions**

AVERAGE MARKET RATE COMP RATIO	NUMBER OF BENCHMARK POSITIONS	PERCENTAGE OF POSITIONS
10-19%	3	1.63%
20-29%	2	1.09%
30-39%	19	10.33%
40-44% (borderline)	25	13.59%
45-49	29	15.76%
50-59	56	30.43%
60-69	40	21.74%
70+	10	5.43%

Seventy-three percent (135 of 184) of the County's benchmark positions would be considered within an acceptable market rate. This leaves 27%, or 49 positions that are not within the market range. Included in this number are positions within the borderline 40% Comp-Ratio that need further evaluation. It could mean that they are at or beginning to decline below the average market rate. When evaluating all of the positions within the salary structure compared to surrounding comparable municipalities, the majority of the Salary Schedules are beginning to fall below the average market rate for positions with similar education, skill, and experience.

### **Outagamie Comparison**

Many employees and supervisors discussed the difficulty in competing with Outagamie County. There is a perception that Outagamie County pays considerably more than Winnebago County; hence a separate analysis of salaries in comparison to Winnebago was conducted.

In a vast preponderance of the positions, Outagamie County pays higher than Winnebago County. Therefore, Winnebago needs to determine how competitive it wants to be not only to the average market rate, but also to this outlier to the average. In conversation with the County Executive and Director of Human Resources, Winnebago County, although it has the desire to be as competitive, does not have the same fiscal resources to offer salaries as lucrative.

In determining the average market rate, a statistical average is utilized that eliminates pay that is too high or too low; thus, not skewing the average. The Consultant did not eliminate Outagamie when determining the market average even if the rate of pay fell outside of this statistical range. Therefore, consideration of Outagamie County salaries was taken into account in determining the market average.

### **Maximum Salary Analysis**

The Consultant has the information to compare the County's Salary Range Maximum to the Average Market Maximum. However, due to the various types of salary range construction, the data is not very revealing.

### **Market Data Summary**

Overall, employee's salaries have kept pace with the external market; however, with that said, the schedule, especially starting salaries, are beginning to fall behind the average starting rate. Without adjustments to the Schedule, and with the number of compensation studies being conducted, it will continue to fall further behind the Market.

Comparison to the external market is but one factor in the analysis of a Compensation System. Although the compensation, for the most part, has kept pace with the external market, a more



significant problem rests with internal problems within the Compensation Systems and lack of movement within the Salary Schedules.

## Current Compensation Systems

There were sixteen (16) different Salary Schedules analyzed within Winnebago County. Not included are pay scales for union positions. Many of these schedules were from former collective bargaining agreements developed prior to Act 10. The Consultant conducted an analysis of all of the salary structures.

The following table is indicative of one of the problems with the Salary Schedules. As Salary Schedules were originally developed independently for specific bargaining units or non-union groups, each one has a Minimum Salary Range, Minimum – Maximum Range, and Job Titles that were aligned to those bargaining unit members at that time, and it made sense. However, when they are all compared within the County as a whole, there is significant amount of overlap, which causes compression and insignificant differences between similar positions. As the table below illustrates, there are little differences between some of the Pay Grades and thus, a comprehensive review and redistribution of positions into a comprehensive schedule is a worthwhile endeavor for the County.

**Table 3: Comprehensive Review of All Pay Grades**

Pay Grade	MIN	Q1	MID	Q3	MAX
C1	\$12.09	\$13.25	\$14.41	\$15.57	\$16.73
CM1	\$12.31	\$13.43	\$14.56	\$15.69	\$16.81
CM2	\$12.79	\$13.95	\$15.12	\$16.29	\$17.46
C2	\$12.95	\$14.49	\$16.03	\$17.57	\$19.11
PV9	\$13.24	\$13.92	\$14.60	\$15.28	\$15.96
PV8	\$13.39	\$14.07	\$14.76	\$15.44	\$16.13
HSA1	\$13.52	\$14.36	\$15.20	\$16.04	\$16.88
C3	\$13.68	\$15.27	\$16.85	\$18.44	\$20.03
C3A	\$13.81	\$15.40	\$16.98	\$18.56	\$20.14
AP1	\$13.88	\$14.77	\$15.66	\$16.55	\$17.45
PV7	\$14.00	\$14.73	\$15.46	\$16.19	\$16.92
CM3	\$14.01	\$15.24	\$16.47	\$17.70	\$18.93
C4	\$14.23	\$16.36	\$18.48	\$20.61	\$22.74
PV5	\$14.24	\$15.02	\$15.80	\$16.57	\$17.35
HSA2	\$14.45	\$15.35	\$16.25	\$17.15	\$18.05
PV6	\$14.51	\$15.24	\$15.97	\$16.70	\$17.44

Pay Grade	MIN	Q1	MID	Q3	MAX
C5	\$15.06	\$17.42	\$19.78	\$22.14	\$24.50
HSA3	\$15.09	\$16.04	\$17.00	\$17.95	\$18.91
AP2	\$15.26	\$16.24	\$17.22	\$18.21	\$19.19
HSDA	\$15.56	\$16.54	\$17.52	\$18.51	\$19.49
HSA4	\$15.56	\$16.54	\$17.52	\$18.51	\$19.49
HWA	\$15.82	\$16.35	\$16.89	\$17.43	\$17.96
PV3	\$15.84	\$16.64	\$17.44	\$18.23	\$19.03
HSDB	\$16.08	\$17.09	\$18.10	\$19.11	\$20.12
HSA5	\$16.12	\$17.14	\$18.16	\$19.18	\$20.21
PV2A	\$16.42	\$17.20	\$17.98	\$18.75	\$19.53
AH1	\$16.46	\$18.18	\$19.91	\$21.63	\$23.35
HSDC	\$16.66	\$17.67	\$18.68	\$19.69	\$20.69
HSA6	\$16.76	\$17.82	\$18.88	\$19.94	\$21.01
B1	\$16.83	\$17.33	\$17.82	\$18.32	\$18.82
AS01	\$16.87	\$19.26	\$21.65	\$24.04	\$26.43
AH2	\$17.11	\$18.91	\$20.71	\$22.51	\$24.31
HSA7	\$17.38	\$18.48	\$19.58	\$20.68	\$21.78
AH3	\$17.76	\$19.62	\$21.48	\$23.35	\$25.21
AT1	\$17.81	\$19.34	\$20.87	\$22.40	\$23.93
CM4	\$17.98	\$19.08	\$20.18	\$21.28	\$22.38
HWB	\$18.16	\$18.65	\$19.13	\$19.62	\$20.10
AS02	\$18.18	\$20.75	\$23.33	\$25.90	\$28.48
AH4	\$18.41	\$20.34	\$22.26	\$24.19	\$26.11
AT2	\$18.57	\$20.23	\$21.89	\$23.55	\$25.21
AH5	\$19.03	\$21.04	\$23.04	\$25.04	\$27.05
AT3	\$19.26	\$20.97	\$22.69	\$24.40	\$26.11
HW0	\$19.40	\$19.87	\$20.34	\$20.81	\$21.28
AS03	\$19.47	\$22.23	\$24.99	\$27.75	\$30.51
AH6	\$19.71	\$21.77	\$23.83	\$25.90	\$27.96
AT4	\$19.94	\$21.80	\$23.66	\$25.52	\$27.38
D1	\$20.08	\$21.19	\$22.29	\$23.40	\$24.50
AH7	\$20.33	\$22.46	\$24.60	\$26.73	\$28.86
AP3	\$20.48	\$21.61	\$22.74	\$23.88	\$25.01
HW1	\$20.54	\$21.02	\$21.50	\$21.98	\$22.46
PV1	\$20.62	\$21.41	\$22.20	\$23.00	\$23.79
AS04	\$20.77	\$23.71	\$26.65	\$29.60	\$32.54
AT5	\$20.83	\$22.78	\$24.73	\$26.68	\$28.63
AH8	\$20.97	\$23.18	\$25.39	\$27.60	\$29.81
HW2	\$21.57	\$22.06	\$22.55	\$23.04	\$23.53
HSS1	\$21.80	\$23.95	\$26.10	\$28.25	\$30.41

Pay Grade	MIN	Q1	MID	Q3	MAX
AS05	\$22.07	\$25.19	\$28.32	\$31.44	\$34.57
HW3	\$22.09	\$22.57	\$23.05	\$23.53	\$24.01
HW4	\$22.30	\$22.80	\$23.30	\$23.80	\$24.30
HSS2	\$22.62	\$24.85	\$27.09	\$29.32	\$31.56
AT6	\$22.98	\$25.45	\$27.92	\$30.39	\$32.86
AS06	\$23.37	\$26.68	\$29.99	\$33.30	\$36.61
HW5	\$23.65	\$24.16	\$24.66	\$25.17	\$25.68
AL1	\$23.69	\$26.61	\$29.53	\$32.46	\$35.38
HSB1	\$23.82	\$25.59	\$27.37	\$29.14	\$30.92
HSB5	\$23.95	\$26.50	\$29.04	\$31.59	\$34.13
HSS3	\$23.96	\$26.51	\$29.05	\$31.59	\$34.13
HSB4	\$24.14	\$26.53	\$28.92	\$31.31	\$33.70
AC1	\$24.97	\$26.67	\$28.37	\$30.08	\$31.78
AS07	\$25.30	\$28.89	\$32.47	\$36.06	\$39.64
AT7	\$25.84	\$29.02	\$32.20	\$35.38	\$38.56
AS08	\$26.60	\$30.37	\$34.14	\$37.90	\$41.67
AP4	\$26.62	\$28.28	\$29.94	\$31.59	\$33.25
AC2	\$26.97	\$28.81	\$30.64	\$32.47	\$34.30
HSB3	\$26.98	\$28.21	\$29.43	\$30.65	\$31.87
AP5	\$27.12	\$28.79	\$30.46	\$32.13	\$33.80
AT8	\$27.22	\$30.78	\$34.34	\$37.90	\$41.46
AP6	\$27.72	\$29.02	\$30.33	\$31.63	\$32.93
AS09	\$27.90	\$31.86	\$35.81	\$39.76	\$43.72
AC3	\$28.37	\$30.30	\$32.24	\$34.17	\$36.10
AP7	\$28.88	\$30.81	\$32.73	\$34.66	\$36.58
AC4	\$29.13	\$31.11	\$33.09	\$35.06	\$37.04
AS10	\$29.19	\$33.33	\$37.46	\$41.60	\$45.73
AS11	\$30.50	\$34.82	\$39.14	\$43.46	\$47.78
AS12	\$33.09	\$37.78	\$42.47	\$47.15	\$51.84
AL2	\$33.17	\$34.26	\$35.36	\$36.46	\$37.55
AP8	\$34.11	\$37.15	\$40.18	\$43.21	\$46.25
AL3	\$34.52	\$35.66	\$36.80	\$37.94	\$39.08
AS13	\$35.69	\$40.75	\$45.80	\$50.86	\$55.92
AS14	\$38.29	\$43.71	\$49.13	\$54.56	\$59.98
AL4	\$40.42	\$41.06	\$41.71	\$42.36	\$43.01
AS15	\$40.88	\$46.67	\$52.46	\$58.25	\$64.04

It is the overlapping of Pay Grades that provides insight into developing one (1) comprehensive Salary Schedule for all positions within the County.

## Compression

Compression is typically caused by three (3) factors: the accumulation of base pay and overtime creates a situation where lower level positions are compensated higher than superior positions in the same department; the lack of movement within a Salary Range; and/or the structure of the Salary Schedule. The section above discussed the structure of the Salary Schedules, and the issues associated with their construction. Next, the Consultant evaluated the 2015 actual base pay and payment of overtime to ascertain if overtime is a problem.

### Overtime Compression

There are four (4) departments in which Compression may be problematic and as such, need to be taken into consideration when developing the Salary Schedule and position placement – Facilities, Highway, Park View, and the Sheriff's Office.

**Table 4: Facilities Department Compression Analysis**

<u>Job Title</u>	<u>2015 Actual Base Pay</u>	<u>2015 Overtime Comp Time Payouts</u>	<u>2015 Total Comp</u>
DIRECTOR OF FACILITIES & PROP MGT	\$99,578.96		\$99,578.96
MASTER ELECTRICIAN	\$74,169.10	\$4,613.91	\$78,783.01
BUILDING & GROUNDS MANAGER	\$76,831.04		\$76,831.04
HVAC SPECIALIST	\$66,201.84	\$1,160.72	\$67,362.56
HVAC SPECIALIST	\$59,266.97	\$1,539.06	\$60,806.03
CARPENTER	\$55,238.14	\$729.55	\$55,967.69
MAINTENANCE TECHNICIAN	\$46,594.05	\$8,569.95	\$55,164.00
ELECTRICIAN-MAINTENANCE	\$52,923.55		\$52,923.55
MAINTENANCE TECHNICIAN	\$45,122.16	\$3,299.22	\$48,421.38
MAINTENANCE SUPERVISOR	\$47,543.08		\$47,543.08
MAINTENANCE SUPERVISOR	\$46,791.50	\$81.52	\$46,873.02
PLUMBER	\$46,764.23		\$46,764.23
MAINTENANCE TECHNICIAN	\$44,146.01	\$620.16	\$44,766.17
MAINTENANCE TECHNICIAN	\$37,309.86	\$3,349.18	\$40,659.04
MAINTENANCE TECHNICIAN	\$36,602.70	\$2,543.61	\$39,146.31
CUSTODIAN III	\$37,658.82	\$461.59	\$38,120.41
CUSTODIAN III	\$35,641.60	\$699.38	\$36,340.98
CUSTODIAN II	\$34,642.95	\$487.98	\$35,130.93
CUSTODIAN II	\$34,358.32	\$234.24	\$34,592.56



<b>Job Title</b>	<b><u>2015 Actual Base Pay</u></b>	<b><u>2015 Overtime Comp Time Payouts</u></b>	<b><u>2015 Total Comp</u></b>
CUSTODIAN II	\$34,269.94	\$299.29	\$34,569.23
CUSTODIAN II	\$34,306.26	\$208.21	\$34,514.47
CUSTODIAN II	\$34,250.23	\$208.21	\$34,458.44
CUSTODIAN II	\$34,061.90	\$331.82	\$34,393.72
CUSTODIAN II	\$34,290.85		\$34,290.85
CUSTODIAN II	\$34,144.11		\$34,144.11
CUSTODIAN II	\$33,194.01	\$871.84	\$34,065.85
CUSTODIAN I - COURTHOUSE	\$32,921.76	\$269.45	\$33,191.21
CUSTODIAN I - COURTHOUSE	\$32,957.65		\$32,957.65
CUSTODIAN III	\$30,797.31	\$1,719.16	\$32,516.47
PAINTER	\$30,883.85		\$30,883.85
CUSTODIAN II	\$30,019.04	\$244.94	\$30,263.98
CUSTODIAN I - COURTHOUSE	\$29,901.70		\$29,901.70
CUSTODIAN I - COURTHOUSE	\$28,933.48	\$235.91	\$29,169.39
CUSTODIAN I - COURTHOUSE	\$28,864.00	\$181.05	\$29,045.05
MAINTENANCE TECHNICIAN	\$27,993.63	\$272.47	\$28,266.10
CUSTODIAN SUPERVISOR	\$27,140.58		\$27,140.58
MAINTENANCE TECHNICIAN	\$16,381.00	\$112.91	\$16,493.91
MAINTENANCE TECHNICIAN	\$12,994.31	\$65.42	\$13,059.73

The Facilities Maintenance Department has a couple of issues to address in the development of the new Compensation System. First, the inconsistent base pay and overtime distribution of the Maintenance Technician position. Further, there are supervisory positions that earn less than some of the maintenance positions. The HVAC Specialists and the Master Electrician positions earn more, without overtime than supervisor positions. This will need further investigation into the responsibilities of the supervisory positions. With that said, the trade positions – HVAC, Carpenter, and Electrician, are commanding higher salaries due to a shortage in the industry. Thus, there needs to be a balance between these wages and the responsibilities of supervisory positions.

**Table 5: Highway Compression Analysis**

<b>Job Title</b>	<b><u>2015 Actual Base Pay</u></b>	<b><u>2015 Overtime Comp Time Payouts</u></b>	<b><u>2015 Total Comp</u></b>
HIGHWAY COMMISSIONER	\$90,645.10		\$90,645.10
HIGHWAY MAINTENANCE SUPT	\$80,129.92		\$80,129.92
HIGHWAY MAINTENANCE SUPT	\$73,912.02		\$73,912.02
HIGHWAY EQUIPMENT SUPT	\$64,982.06		\$64,982.06
ENG.TECH./BRIDGE OPER SUPERVISOR	\$61,559.94		\$61,559.94

<u>Job Title</u>	<u>2015 Actual Base Pay</u>	<u>2015 Overtime Comp Time Payouts</u>	<u>2015 Total Comp</u>
TRAFFIC OPERATIONS SUPERVISOR	\$60,466.90		\$60,466.90
FOREMAN	\$52,900.17	\$5,515.87	\$58,416.04
FOREMAN	\$52,930.01	\$2,659.57	\$55,589.58
FOREMAN	\$52,874.71	\$1,889.68	\$54,764.39
CLASSIFICATION 2 OPERATOR	\$48,470.45	\$6,097.92	\$54,568.37
CLASSIFICATION 2 OPERATOR	\$48,306.57	\$6,155.43	\$54,462.00
CLASS #3 OPER/HVY EQUIP OPERATOR	\$49,657.36	\$4,774.93	\$54,432.29
FOREMAN	\$52,762.67	\$1,561.50	\$54,324.17
FOREMAN	\$52,900.16	\$1,412.50	\$54,312.66
CLASS #3 OPER/HVY EQUIP OPERATOR	\$49,393.06	\$4,497.24	\$53,890.30
CLASS #3 OPER/HVY EQUIP OPERATOR	\$49,646.46	\$3,876.48	\$53,522.94
CLASSIFICATION 2 OPERATOR	\$48,381.11	\$4,790.73	\$53,171.84
JANITOR/WATCHMAN	\$48,190.96	\$4,872.76	\$53,063.72

The Highway Department also has a small problem with Overtime Compression. The Compression does not impact supervisory positions, as all superintendents earn more than positions lower in the organization. There are two (2) Foreman positions however, who earn less than those they supervise, when overtime is added to salaries and therefore, need to be further examined.

**Table 6: Park View Compression Analysis**

<u>Job Title</u>	<u>Department</u>	<u>2015 Actual Base Pay</u>	<u>2015 Overtime Comp Time Payouts</u>	<u>2015 Total Comp</u>
DIRECTOR OF FINANCIAL SERVICES	PVHC-ADMINISTRATION	\$90,432.49		\$90,432.49
DIRECTOR OF NURSING	PVHC-NURSING SERVICE	\$81,799.90		\$81,799.90
RN UNIT MANAGER	PVHC-NURSING SERVICE	\$81,111.94		\$81,111.94
RN UNIT MANAGER	PVHC-NURSING SERVICE	\$81,111.94		\$81,111.94
RN UNIT MANAGER	PVHC-NURSING SERVICE	\$81,111.94		\$81,111.94
RN SHIFT COORDINATOR	PVHC-NURSING SERVICE	\$79,114.10		\$79,114.10
DIRECTOR, FOOD & NUTRITION SERVICES	PVHC-FOOD & NUTRITION SERVICES	\$77,788.10		\$77,788.10
RN UNIT MANAGER	PVHC-NURSING SERVICE	\$77,134.98		\$77,134.98
REGISTERED NURSE	PVHC-NURSING SERVICE	\$72,472.12	\$4,621.15	\$77,093.27
REGISTERED NURSE	PVHC-NURSING SERVICE	\$73,015.79	\$3,552.24	\$76,568.03
RN UNIT MANAGER	PVHC-NURSING SERVICE	\$74,144.98		\$74,144.98
MEDICAL SOCIAL WORKER	PVHC-SOCIAL SERVICES	\$70,669.04		\$70,669.04
RN SHIFT COORDINATOR	PVHC-NURSING SERVICE	\$70,383.04		\$70,383.04
MEDICAL SOCIAL WORKER	PVHC-SOCIAL SERVICES	\$69,617.08		\$69,617.08
REGISTERED NURSE	PVHC-NURSING SERVICE	\$66,734.19	\$2,867.63	\$69,601.82

<b>Job Title</b>	<b>Department</b>	<b>2015 Actual Base Pay</b>	<b>2015 Overtime Comp Time Payouts</b>	<b>2015 Total Comp</b>
REGISTERED NURSE	PVHC-NURSING SERVICE	\$68,387.22	\$279.05	\$68,666.27
REGISTERED NURSE	PVHC-NURSING SERVICE	\$64,383.04	\$3,377.10	\$67,760.14
RN SHIFT COORDINATOR	PVHC-NURSING SERVICE	\$66,463.02		\$66,463.02
NURSE AIDE	PVHC-NURSING SERVICE	\$37,098.24	\$28,641.77	\$65,740.01
REGISTERED NURSE	PVHC-NURSING SERVICE	\$63,710.28	\$1,972.19	\$65,682.47
REGISTERED NURSE	PVHC-NURSING SERVICE	\$61,925.01	\$3,005.27	\$64,930.28
MEDICAL SOCIAL WORKER	PVHC-SOCIAL SERVICES	\$64,673.96		\$64,673.96
REGISTERED NURSE	PVHC-NURSING SERVICE	\$61,713.71	\$2,934.57	\$64,648.28
NURSE AIDE	PVHC-NURSING SERVICE	\$37,506.06	\$26,792.47	\$64,298.53
REGISTERED NURSE	PVHC-NURSING SERVICE	\$60,271.88	\$2,203.67	\$62,475.55
REGISTERED NURSE	PVHC-NURSING SERVICE	\$59,777.98	\$2,002.46	\$61,780.44
REGISTERED NURSE	PVHC-NURSING SERVICE	\$60,273.33	\$1,466.30	\$61,739.63
REGISTERED NURSE	PVHC-NURSING SERVICE	\$59,327.56	\$1,841.20	\$61,168.76
REGISTERED NURSE	PVHC-NURSING SERVICE	\$58,787.22	\$1,917.81	\$60,705.03
REGISTERED NURSE	PVHC-NURSING SERVICE	\$58,084.47	\$2,564.01	\$60,648.48
REGISTERED NURSE	PVHC-NURSING SERVICE	\$56,137.22	\$4,109.71	\$60,246.93
REGISTERED NURSE	PVHC-NURSING SERVICE	\$56,154.86	\$3,848.25	\$60,003.11
REGISTERED NURSE	PVHC-NURSING SERVICE	\$54,521.08	\$4,917.74	\$59,438.82
ADMINISTRATIVE COORDINATOR	PVHC-ADMINISTRATION	\$58,446.77	\$210.06	\$58,656.83
REGISTERED NURSE	PVHC-NURSING SERVICE	\$56,512.02	\$1,435.42	\$57,947.44
DIETETIC TECH/REG. DIETITIAN	PVHC-FOOD & NUTRITION SERVICES	\$55,412.70		\$55,412.70
NURSE AIDE	PVHC-NURSING SERVICE	\$37,756.42	\$17,365.50	\$55,121.92
REGISTERED NURSE	PVHC-NURSING SERVICE	\$54,251.98	\$839.41	\$55,091.39
PURCHASING COORDINATOR	PVHC-ADMINISTRATION	\$53,459.12		\$53,459.12
L.P.N.	PVHC-NURSING SERVICE	\$49,076.16	\$4,135.22	\$53,211.38
MEDICAL DIRECTOR	PVHC-ADMINISTRATION	\$52,520.00		\$52,520.00
REGISTERED NURSE	PVHC-NURSING SERVICE	\$49,802.48	\$2,181.48	\$51,983.96
MEDICAL RECORDS COORDINATOR	PVHC-ADMINISTRATION	\$51,698.92		\$51,698.92
NURSE AIDE	PVHC-NURSING SERVICE	\$34,317.01	\$17,309.02	\$51,626.03
REGISTERED NURSE	PVHC-NURSING SERVICE	\$47,960.66	\$3,349.89	\$51,310.55
ACCOUNTANT-PARK VIEW	PVHC-ADMINISTRATION	\$50,033.10		\$50,033.10
REGISTERED NURSE	PVHC-NURSING SERVICE	\$49,209.80	\$747.60	\$49,957.40
REGISTERED NURSE	PVHC-NURSING SERVICE	\$47,393.62	\$1,942.70	\$49,336.32
REGISTERED NURSE	PVHC-NURSING SERVICE	\$46,781.85	\$2,462.27	\$49,244.12
NURSE AIDE	PVHC-NURSING SERVICE	\$36,317.16	\$11,952.17	\$48,269.33
NURSE AIDE	PVHC-NURSING SERVICE	\$37,717.38	\$10,022.38	\$47,739.76
NURSE AIDE	PVHC-NURSING SERVICE	\$33,536.76	\$13,492.80	\$47,029.56
REGISTERED NURSE	PVHC-NURSING SERVICE	\$43,760.87	\$3,036.24	\$46,797.11
ACCOUNTANT-MEDICARE	PVHC-ADMINISTRATION	\$46,775.04		\$46,775.04
NURSE AIDE	PVHC-NURSING SERVICE	\$37,292.38	\$9,472.36	\$46,764.74
NURSE AIDE	PVHC-NURSING SERVICE	\$36,984.56	\$9,463.25	\$46,447.81
NURSE AIDE	PVHC-NURSING SERVICE	\$37,680.16	\$7,623.36	\$45,303.52
REGISTERED NURSE	PVHC-NURSING SERVICE	\$44,269.09	\$941.51	\$45,210.60
REGISTERED NURSE	PVHC-NURSING SERVICE	\$43,424.72	\$1,785.83	\$45,210.55

<b>Job Title</b>	<b>Department</b>	<b>2015 Actual Base Pay</b>	<b>2015 Overtime Comp Time Payouts</b>	<b>2015 Total Comp</b>
REGISTERED NURSE	PVHC-NURSING SERVICE	\$43,607.05	\$1,485.53	\$45,092.58
REGISTERED NURSE	PVHC-NURSING SERVICE	\$42,665.03	\$2,388.38	\$45,053.41
L.P.N.	PVHC-NURSING SERVICE	\$40,586.65	\$4,157.05	\$44,743.70
NURSING SCHEDULAR	PVHC-ADMINISTRATION	\$44,116.62	\$263.59	\$44,380.21
HOUSEKEEPING SUPERVISOR	PVHC-HOUSEKEEPING	\$43,395.88		\$43,395.88
REGISTERED NURSE	PVHC-NURSING SERVICE	\$41,538.48	\$936.20	\$42,474.68
NURSE AIDE	PVHC-NURSING SERVICE	\$37,106.99	\$5,249.92	\$42,356.91
LEAD ACTIVITY SPECIALIST	PVHC-ACTIVITIES	\$39,889.44	\$1,808.62	\$41,698.06
NURSE AIDE	PVHC-NURSING SERVICE	\$34,042.76	\$7,376.11	\$41,418.87
DIETETIC TECH/REG. DIETITIAN	PVHC-FOOD & NUTRITION SERVICES	\$41,175.85	\$200.04	\$41,375.89
NURSE AIDE	PVHC-NURSING SERVICE	\$34,481.25	\$6,862.91	\$41,344.16
NURSE AIDE	PVHC-NURSING SERVICE	\$35,970.36	\$4,413.39	\$40,383.75
ACTIVITY SPECIALIST	PVHC-ACTIVITIES	\$38,957.36	\$548.44	\$39,505.80
UNIT ASSISTANT/LPN	PVHC-NURSING SERVICE	\$39,498.61		\$39,498.61
NURSE AIDE	PVHC-NURSING SERVICE	\$37,255.72	\$2,168.01	\$39,423.73
ACTIVITY SPECIALIST	PVHC-ACTIVITIES	\$38,957.37	\$112.50	\$39,069.87
ACTIVITY SPECIALIST	PVHC-ACTIVITIES	\$38,957.36	\$91.41	\$39,048.77
NURSE AIDE	PVHC-NURSING SERVICE	\$36,460.09	\$2,431.86	\$38,891.95
NURSE AIDE	PVHC-NURSING SERVICE	\$36,778.64	\$2,018.42	\$38,797.06
NURSE AIDE	PVHC-NURSING SERVICE	\$36,675.40	\$2,020.67	\$38,696.07
ACTIVITY SPECIALIST	PVHC-ACTIVITIES	\$37,844.10	\$389.56	\$38,233.66
NURSE AIDE	PVHC-NURSING SERVICE	\$35,416.96	\$2,203.34	\$37,620.30
NURSE AIDE	PVHC-NURSING SERVICE	\$37,056.38	\$554.07	\$37,610.45
NURSE AIDE	PVHC-NURSING SERVICE	\$36,521.04	\$989.47	\$37,510.51
NURSE AIDE	PVHC-NURSING SERVICE	\$36,493.09	\$993.92	\$37,487.01
REGISTERED NURSE	PVHC-NURSING SERVICE	\$36,882.69	\$594.71	\$37,477.40
NURSE AIDE	PVHC-NURSING SERVICE	\$36,446.24	\$1,030.82	\$37,477.06
NURSE AIDE	PVHC-NURSING SERVICE	\$36,791.36	\$657.15	\$37,448.51
NURSE AIDE	PVHC-NURSING SERVICE	\$36,665.29	\$751.49	\$37,416.78
NURSE AIDE	PVHC-NURSING SERVICE	\$36,662.38	\$566.96	\$37,229.34
NURSE AIDE	PVHC-NURSING SERVICE	\$35,186.55	\$2,008.38	\$37,194.93
NURSE AIDE	PVHC-NURSING SERVICE	\$36,787.07	\$405.89	\$37,192.96
NURSE AIDE	PVHC-NURSING SERVICE	\$36,672.97	\$439.62	\$37,112.59
NURSE AIDE	PVHC-NURSING SERVICE	\$34,043.20	\$3,067.14	\$37,110.34
NURSE AIDE	PVHC-NURSING SERVICE	\$36,359.43	\$724.94	\$37,084.37
L.P.N.	PVHC-NURSING SERVICE	\$35,699.20	\$1,367.87	\$37,067.07
NURSE AIDE	PVHC-NURSING SERVICE	\$36,575.09	\$476.75	\$37,051.84
NURSE AIDE	PVHC-NURSING SERVICE	\$36,373.24	\$528.28	\$36,901.52
NURSE AIDE	PVHC-NURSING SERVICE	\$36,868.08		\$36,868.08
NURSE AIDE	PVHC-NURSING SERVICE	\$36,826.48		\$36,826.48
NURSE AIDE	PVHC-NURSING SERVICE	\$36,819.36		\$36,819.36
NURSE AIDE	PVHC-NURSING SERVICE	\$35,657.68	\$1,088.78	\$36,746.46
NURSE AIDE	PVHC-NURSING SERVICE	\$30,432.80	\$6,285.82	\$36,718.62
NURSE AIDE	PVHC-NURSING SERVICE	\$35,939.40	\$711.90	\$36,651.30
NURSE AIDE	PVHC-NURSING SERVICE	\$36,444.89	\$159.92	\$36,604.81
NURSE AIDE	PVHC-NURSING SERVICE	\$36,422.16	\$82.83	\$36,504.99



<u>Job Title</u>	<u>Department</u>	<u>2015 Actual Base Pay</u>	<u>2015 Overtime Comp Time Payouts</u>	<u>2015 Total Comp</u>
NURSE AIDE	PVHC-NURSING SERVICE	\$35,691.84	\$639.70	\$36,331.54
NURSE AIDE	PVHC-NURSING SERVICE	\$36,105.68	\$19.33	\$36,125.01
NURSE AIDE	PVHC-NURSING SERVICE	\$30,600.71	\$5,069.52	\$35,670.23
NURSE AIDE	PVHC-NURSING SERVICE	\$35,622.89	\$6.23	\$35,629.12
NURSE AIDE	PVHC-NURSING SERVICE	\$32,477.54	\$3,043.62	\$35,521.16

There are several issues of concern with the current Schedule for the Park View Health Center. There is considerable overlap among a number of the Salary Schedules, thus, RN Unit managers earn the same as the Director of Nursing and overtime is not even a factor.

The amount of overtime earned by Nurse Aides cause some to earn more than Registered Nurses. A compensation schedule can help minimize some compression issues, but it cannot account for overtime in excess of \$9,000. There are some Nurse Aides earning \$17,000 - \$28,000 in overtime. Policies regarding the distribution of overtime and staffing levels need to be evaluated to minimize these extraordinary amounts of overtime. Unfortunately, the salary schedule and policy evaluation will only slightly reduce overtime until such time as the staffing shortage can be alleviated.

**Table 7: Sheriff's Office Compression Analysis**

<u>Job Title</u>	<u>Department</u>	<u>2015 Actual Base Pay</u>	<u>2015 Overtime Comp Time Payouts</u>	<u>2015 Total Comp</u>
SHERIFF	SHERIFF ADMINISTRATION	\$96,281.90		\$96,281.90
CORRECTIONS OFFICER	SHERIFF JAIL	\$60,368.03	\$33,105.72	\$93,473.75
POLICE OFFICER	SHERIFF PATROL	\$65,655.32	\$24,046.06	\$89,701.38
CHIEF DEPUTY SHERIFF	SHERIFF ADMINISTRATION	\$88,128.04		\$88,128.04
POLICE OFFICER	SHERIFF PATROL	\$62,285.13	\$19,793.54	\$82,078.67
POLICE OFFICER	SHERIFF PATROL	\$62,019.95	\$19,706.50	\$81,726.45
DETECTIVE	SHERIFF DETECTIVE	\$68,418.18	\$13,160.84	\$81,579.02
CAPTAIN-ADMINISTRATION	SHERIFF 911	\$80,083.12		\$80,083.12
CAPTAIN-CORRECTIONS	SHERIFF JAIL	\$80,083.12		\$80,083.12
CAPTAIN-DETECTIVE DIVISION	SHERIFF DETECTIVE	\$80,083.12		\$80,083.12
CAPTAIN-PATROL	SHERIFF PATROL	\$80,083.12		\$80,083.12
LIEUTENANT	SHERIFF PATROL	\$79,926.45		\$79,926.45
LIEUTENANT	SHERIFF PATROL	\$79,926.45		\$79,926.45
LIEUTENANT	SHERIFF PATROL	\$79,909.64		\$79,909.64
LIEUTENANT	SHERIFF PATROL	\$79,909.64		\$79,909.64
DETECTIVE	SHERIFF DETECTIVE	\$67,238.28	\$12,612.57	\$79,850.85
LIEUTENANT	SHERIFF DETECTIVE	\$79,317.28	\$69.66	\$79,386.94

<u>Job Title</u>	<u>Department</u>	<u>2015 Actual Base Pay</u>	<u>2015 Overtime Comp Time Payouts</u>	<u>2015 Total Comp</u>
POLICE OFFICER	SHERIFF PATROL	\$64,649.35	\$13,725.45	\$78,374.80
CORRECTIONS OFFICER	SHERIFF JAIL	\$60,314.98	\$17,662.72	\$77,977.70
POLICE OFFICER	SHERIFF PATROL	\$59,712.74	\$17,923.59	\$77,636.33
LIEUTENANT	SHERIFF JAIL	\$77,551.94		\$77,551.94
LIEUTENANT	SHERIFF PATROL	\$77,551.94		\$77,551.94
LIEUTENANT	SHERIFF PATROL	\$77,551.94		\$77,551.94
LIEUTENANT	SHERIFF PATROL	\$77,551.94		\$77,551.94
LIEUTENANT	SHERIFF 911	\$76,951.94		\$76,951.94
LIEUTENANT	SHERIFF 911	\$76,951.94		\$76,951.94
LIEUTENANT	SHERIFF JAIL	\$76,951.94		\$76,951.94
LIEUTENANT	SHERIFF PATROL	\$76,951.94		\$76,951.94
LIEUTENANT	SHERIFF PATROL	\$76,951.94		\$76,951.94
SERGEANT	SHERIFF JAIL	\$64,889.59	\$11,380.27	\$76,269.86
CORRECTIONS OFFICER	SHERIFF JAIL	\$60,314.99	\$15,656.94	\$75,971.93
POLICE OFFICER	SHERIFF PATROL	\$65,028.22	\$10,553.96	\$75,582.18
LT CORRECTIONS	SHERIFF JAIL	\$74,763.79	\$769.10	\$75,532.89
PATROL DETECTIVE	SHERIFF PATROL	\$61,395.96	\$13,565.41	\$74,961.37
CORRECTIONS OFFICER	SHERIFF JAIL	\$61,042.42	\$13,671.39	\$74,713.81
CORRECTIONS OFFICER	SHERIFF JAIL	\$45,956.15	\$28,609.22	\$74,565.37
DETECTIVE	SHERIFF DETECTIVE	\$66,244.69	\$8,110.83	\$74,355.52
POLICE OFFICER	SHERIFF PATROL	\$64,073.42	\$9,368.41	\$73,441.83
DETECTIVE	SHERIFF DETECTIVE	\$65,646.97	\$7,081.92	\$72,728.89
SERGEANT	SHERIFF JAIL	\$64,302.86	\$8,425.58	\$72,728.44
CORRECTIONS OFFICER	SHERIFF JAIL	\$58,881.22	\$13,105.74	\$71,986.96
POLICE OFFICER	SHERIFF PATROL	\$60,542.32	\$11,365.32	\$71,907.64
DETECTIVE	SHERIFF DETECTIVE	\$64,335.12	\$7,489.33	\$71,824.45
POLICE OFFICER	SHERIFF PATROL	\$64,033.91	\$7,571.09	\$71,605.00
SERGEANT	SHERIFF JAIL	\$63,062.35	\$8,489.89	\$71,552.24
CORRECTIONS OFFICER	SHERIFF JAIL	\$59,937.59	\$11,014.11	\$70,951.70

There is Compression in the Corrections Officer and Police Officer ranks. However, both of these groups are still under union contract and subject to contract negotiations. It is suggested that in future contract negotiations, the County consider a revision of the Salary Schedules to provide greater distance between ranks to help minimize Compression. The Compression, although not as significant as seen in other organizations, does exist between those represented and the non-represented ranks within the Sheriff's Office. Some of this Compression exists due to the make-up of the Salary Schedule in relation to the union schedules; however, much of it is due to the inability of non-union employees to move through the Schedule and the large overtime amounts received by a number of Police Officers and Correction Officers. Overtime in excess of \$7,000-\$9,000 cannot be adjusted for within a Salary Schedule. As evidenced within this abbreviated table, some Officers have received

overtime in excess of \$13,000 up to \$33,000. The level of overtime is within the control of the Sheriff and Chief Deputy, as well as within contract language.

### **In Range Compression**

In Range Compression occurs when employees do not move through the Salary Range, and individuals who are hired start or move faster through the range than those with longer tenure. This has definitely occurred, as prior to approximately 2005, the Salary Ranges were comprised of steps, and the steps were then eliminated. Further, individuals were ‘frozen’ within the Salary Ranges with little to no movement. The practice for some new hires in some position has been to ‘negotiate’ their starting wage; so many new hires have started higher within a Salary Range than the first step or Minimum of the range. These negotiations have been difficult due to the inconsistencies of the pay ranges and the placement of individuals within the ranges.

In an analysis, it would appear that a majority of employees with five or more years of service are below the Midpoint of their Salary Range, although, there are a number of employees with less years of experience who have higher salaries within the range.

### **Summary**

Overall, the County has competed comparatively well to the external market, and although there are a number of positions that need to be adjusted, the vast majority are within an acceptable market range. If employees compare their salaries only to Outagamie County, there are a significant number of Winnebago positions that will be lower, as Outagamie County in most cases, pays higher than most counties in the region. Starting salaries for Winnebago are beginning to lag behind the Market and are in need of adjustment. Along with the establishment of market competitive Salary Ranges and starting salaries, are establishing rules for starting salaries to minimize the amount of In Range Compression.

The areas the County needs to be concerned with is the construction of the current Salary Ranges, especially since the County wants to utilize these ranges in a merit-based system. The inconsistent construction of the ranges has caused inconsistencies in share distribution as the range widths vary.

An analysis of all of the pay ranges shows significant overlap of the ranges, some of them with the same starting rate, but different Minimum to Maximum widths. Within departments, this range

overlap is very problematic, compounded with positions working either 37.5 or 40 hours, and are exempt or hourly. This has also caused problems with Compression between supervisor and subordinate positions. In some cases, supervisors earn less than those they supervise.

Finally, Overtime Compression is definitely something to be taken into consideration when building the compensation schedule(s), especially within the identified departments. Although how the schedule is built will help minimize Compression problems, until overtime is curbed by other means, the structure alone will not solve Overtime Compression.

## **Schedule Recommendation**

The Consultant recommends the consolidation of all non-union schedules into one (1) comprehensive Salary Schedule. This consolidation will alleviate the internal equity problem currently created by having a number of different Salary Schedules.

The average market rate (the control point) of the Salary Schedule has been skewed toward the lower end of the Salary Range, at 10% above Minimum, to assist the County in moving employees closer to Market. Two issues identified during the study and discussed are the declining starting salaries as compared to the external market, and the limited or nonexistent movement of employees through the Salary Range. It is the intent that aligning the average market rate (control point) closer to the beginning of the Salary Range, this increases the starting salaries, as well as allows a shorter range to move employees to the Market Rate.

The percentage between Pay Grades allows for sufficient space between Pay Grades to alleviate internal compression between superior and subordinate Pay Grades, and to allow sufficient room for salary plus overtime compression. With that said, the Schedule does have some overlap, so Compression due to overtime and new supervisor/longer-tenured employees may still occur in some occupations. The recommended Schedule minimizes these two (2) types of Compression.

The development of the Salary Schedule does not clean up In Range Compression. This has been caused by years of employees not moving through the Salary Range, and new employees starting at or higher than current employees have. Unless the County commits to spend dollars to the current merit system and begin to move employees through the system, this type of Compression will continue to be



a problem in this pay system. Thus, regardless of the Schedule, the County needs to commit to move employees through the Salary Schedule.

### **Schedule Implementation**

Positions have initially been placed on the pay schedules based upon the relationship of the position to the external market rate. Positions were then adjusted to ensure internal equity. To make the internal equity adjustments, the Consultant developed a point factor system. All future placements will initially begin with an analysis of the points assigned to factors such as the job responsibilities, education, experience, etc. and then final placement will be dependent upon external market factors and internal equity.

For purposes of implementation, employees were placed to the Minimum of the pay range if under the Minimum. If the employee's current pay was above the Minimum, they retain their current pay, regardless of time in the position. In most organizations, this type of placement is met with some resistance, as employees feel if they have more tenure in the position, they should be higher within the Salary Range. There is merit to this argument. However, placement within the Salary Range based upon years in the position is extremely costly – something most municipalities cannot afford. This is especially true if the entity has fallen significantly behind the Market in minimum pay. Since In Range Compression is a significant issue within Winnebago County, the Consultant will recommend a phased approach whereby scheduled movement can be planned over multiple years to give extra schedule movement to longer tenured employees, providing a phased implementation and easing range compression over time, assuming the County has the fiscal means to provide dollars above the merit increases.

Once the schedule is approved, there will be a short window where employees or supervisors can appeal either the pay grade placement and/or the job title. Human Resources will communicate the methodology and timeline for the appeal process.

## **Position Considerations**

During the course of the study, there was an opportunity to better align Job Titles and responsibilities. Clerical – Administrative positions have been cleaned up not only with titles, but also in the types of duties, skills, and education the position requires have been delineated. The County can utilize this information for incorporation into the job descriptions. This has also been completed with the Facilities department.

### **37.5 vs 40 hours**

There are a variety of reasons, but there is a mixture of employees within the same department that work either 37.5 or 40 hours per week. This has caused a number of issues, let alone confusion among employees, especially those who work similar positions – but have different hours. This becomes a financial issue to remedy, as moving individuals from 37.5 to 40 hours increases dollars to the budget. It is recommended, however, that as budget dollars become available, departments begin to move employees to 40 hours for internal consistency.

### **FLSA Status**

The Fair Labor Standards Act (FLSA) has guidelines for determining overtime regulations. Positions are to be paid time and one-half for working over 40 hours in a defined work week unless it meets criteria established to be ‘exempt’ from overtime. The Consultant conducted an analysis of the position questionnaires to determine if the position was non-exempt (eligible for overtime) or exempt – (exempt from overtime). Human Resources has been given a listing of positions and their FLSA exemption status.

### **Out of Class Pay**

At the present time, there are two (2) different ways in which the County pays employees for working in different positions. Many of these are rules are holdovers from previously negotiated contracts.

In the Highway Department, employees receive \$0.25 per hour for working in a higher classification; or for acting in the capacity of Foreman. The Courthouse provides \$1.00 per hour to an employee who

performs the duties of another who is on a leave of absence greater than two (2) weeks. The Consultant recommends gradually eliminating this practice unless the employee is taking over a position for longer than six (6) weeks. Then, pay should be adjusted temporarily to the Minimum of the pay range of the temporary position; or provide an additional 5% or 10% for the duration of the assignment. Assuming other positions during the course of the day should become an expectation of the position and rewarded as part of the merit program, not additional hourly compensation.

A Dispatcher receives \$1.00 per hour for hours worked as the Dispatcher-in-Charge. The recommended Salary Schedule has the position of Lead Dispatcher. Thus, if a Dispatcher acts in the capacity of a Lead Dispatcher for the entire shift, he/she would be eligible for the \$1.00 of acting pay. Such pay would only be utilized for an entire shift coverage.

The Park View Health Center provides \$2.00 per hour for Registered Nurses when acting in the capacity as a building supervisor. Due to the difficulties of staffing, this practice should continue.

Public Health Nurses receive a \$2.00 premium when working in the correctional facilities. Due to staffing and the difficulties of the position, the premium should continue.

### **On-Call Pay**

On-call pay practices vary by department, and again, is a product of various contract negotiations. With that said, there are more similarities than there are differences.

<b>Department</b>	<b>Practice</b>	<b>Amount</b>
<b>Public Health</b>	24 hour period	\$25/day
	24 hour period supervisor	\$17/day
<b>Courthouse</b>	24 hour period nights & weekends	\$15/24 hour period
<b>Human Services</b>		
<b>Child Welfare</b>	May assign an on-call person	\$75 lump sum
<b>BH/On Call</b>	4:30pm – 8:00am Monday - Friday	\$2.00 per hour
	4:30pm – 8:00am Friday, Saturday, or Sunday	\$3.00 per hour

As much as the Consultant would like to standardize the on-call pay to one rate for all employees, there is no one way that would be fiscally feasible and beneficial to each of these departments. The only recommendation would be to increase the Public Health supervisory on-call to \$20 per 24-hour period to be more in line with the subordinate on-call pay. Further, add a \$3.50 per hour rate for individual on call in Behavioral Health on Holidays.

### **Call In Pay**

Call in pay varies from a one-hour minimum in the Health Center; one and one half hours for a Bridge tender; two-hour minimum for Courthouse and Dispatchers; and a three-hour minimum for Highway employees. The Consultant recommends one (1) policy to cover all departments. The policy for call in, to address urgent needs, should be a minimum of two (2) hours of pay (straight time or overtime depending upon number of hours worked during that defined workweek). Most of the Counties current practices have a two (2) hour provision if called in with less than 24 hours advanced notice. This should be consistent for all departments.

Consideration may be given to other classifications that are required to be on. Prior to awarding a stipend or hourly rate for being on call, a study of the amount of time that the employee is ‘on-call’ versus the amount of time the employee is then ‘called’ into to work should be undertaken. Thus factual information based on the time needed to be on duty versus that actually called in will determine if a stipend to compensate the employee for waiting time is warranted as well as the amount of the stipend.

### **Shift Differential**

There are four (4) departments that currently receive a shift differential – Public Health and the Health Center, which provide a \$1.00 shift differential for weekends starting at 6:00am Saturday – Monday; and \$2.00 daily starting at 2:30pm.

Positions within Human Services that work a non-traditional work schedule and were previously on a separate Pay Grade should be moved to a shift differential concept. A \$2.00 shift differential for working a non-traditional work schedule is recommended. If needed, a holiday shift differential can be developed; however, before instituting such a pay rate, consideration of the need should be determined.

Bridgetenders also receive a shift differential of \$0.25 for the shift of 4:00 pm – midnight. No change is recommended; however, consideration should be given to eliminate this differential altogether.



### **Training Pay**

Courthouse employees receive \$0.25 for hours spent training other employees. It is recommended that this pay cease as lead positions, or positions that have training responsibilities have been recognized within the Salary Schedule.

In departments where there is no lead personnel or training position, the \$0.25 training pay may be available with authorization of Human Resources. Training must be a bona fide training that occurs a minimum of 7.5 hours.

CNA's and Dispatchers who are designated as a trainer receive \$1.00 per hour for hours utilized as a trainer. If this incentive is needed to retain trainers, then the training stipend should continue.

### **Life Cycle of Salary Schedule**

One of the main concerns in any salary schedule is the ability to keep it current. Often, an organization spends a lot of time and money to review and re-evaluate their Salary Schedule, resulting in giving employees or Pay Grades significant increases because either the position or the schedule is disharmonious with the external market. Therefore, when developing a Salary Schedule, one must build in some mechanism for maintaining the system with the average cost-of-living increases.

A Salary Schedule has a typical life span of five (5) years, at which time market conditions typically dictate a review. The County can attempt to prolong the life of the Schedule if it commits to maintaining its competitiveness with the external market.

### **Benefit Statements**

Employees, especially in government where salaries and benefits are typically above those in the private sector, do not realize the true cost to the municipality for providing benefits. It is suggested the

County create an annual benefit statement that details the total cost of compensation for an employee.

Typical benefits statements include:

- Gross Salary
- Employer cost of FICA, FUTA
- Employer cost of federal and state taxes
- Employer cost of insurances (health, life, LTD, etc.)
- Employer cost for employees to participate in a sponsored EAP, wellness
- Employer cost of unemployment
- Employer cost of worker's compensation
- Employer cost of pension fund(s)
- Employer cost of other benefits provided
- Total compensation for the employee

This often has a dramatic effect on employees who only see their net pay, rather than the total cost an employer actually pays for an employee.

## **Appeal Process**

Upon approval of the Compensation System, and notification of the appropriate Pay Grade and Title to employees, employees will be given a specific time frame to appeal either their job title or pay grade. A copy of the appeal form is in appendix C. Placement within the salary range, or placement to the minimum of the salary range will not be eligible for appeal, as this has fiscal ramifications to the County in regards to the implementation of the Salary Schedule.

The Consultant will be looking for new information – not presented in the original placement of the position to determine if a change is warranted. The Consultant will make the final determination. There has been discussion that the Winnebago County Personnel and Finance Committee may have discussion on the appeals and/or a presentation to the County Board. Once either the Consultant, Committee and/or the County Board has approved the final schedule, the decision is final and will be implemented.

## **Benefit Analysis**

In addition to compensation, the County asked that a comparison of other benefits also be conducted. This included the following: health insurance, dental, vacation, holidays, and sick leave. The

following is a summary of these comparisons. Ten municipalities responded to parts or all of the benefits survey.

### **Health Insurance**

It is extremely difficult to compare health insurance, as plan design is significantly different among organizations. What can be compared is the amount the County contributes toward the cost of that insurance. As one knows, the cost of health insurance is a large budget item for any organization. In fact, most municipal employees within the last five (5) years complain that the percentage increase in health insurance exceeds the percentage increase to wages – resulting in a net loss of income. During employee meetings, this was a recurring and consistent concern brought up by County employees. The employees understand the need for recent plan design and premium changes (although disappointed in the loss of the Health Reimbursement Account), but are upset they have not been provided wage increases to help offset the rising insurance costs in recent years, resulting in less net (take home) pay.

Winnebago County currently pays 85% of the current health plan. The County also offers a premium incentive program that allows employees the opportunity to decrease their premium contributions by participating in an annual health risk assessment. The County will pay up to 90% the health plan for employees who participate in the incentive program and a vast majority of employees are at this level.

**Table 8: Health Insurance Comparison**

<b>Health Insurance Premium Sharing</b>	
Percentages of Premium Paid by Employee with No Wellness	
<b>COUNTY</b>	<b>EMPLOYEE PERCENTAGE</b>
MANITOWOC COUNTY, WI	2-7%
ST. CROIX COUNTY, WI	10%
SHAWANO COUNTY, WI	11%
PORTAGE COUNTY, WI	11-17%
SAUK COUNTY, WI	12%
EAU CLAIRE COUNTY, WI	12%
<b>WINNEBAGO COUNTY, WI</b>	<b>15%</b>
WAUPACA COUNTY, WI	15%
BROWN COUNTY, WI	17%
WASHINGTON COUNTY, WI	20%
MARATHON COUNTY, WI	15-23%

When the Health Risk Assessment incentive is included, premium comparisons are made based on 10% employee contribution. If individual employees maximize the incentive plan, there were only two (2) counties with less (lower) employee contributions than Winnebago County.

**Table 9: Health Insurance Premium Sharing Comparison**

<b>Health Insurance Premium Sharing</b>	
Percentages of Premium Paid by Employee with Wellness	
<b>COUNTY</b>	<b>EMPLOYEE PERCENTAGE</b>
MANITOWOC COUNTY, WI	2-7%
PORTAGE COUNTY, WI	6-12%
<b>WINNEBAGO COUNTY, WI</b>	<b>10%</b>
ST. CROIX COUNTY, WI	10%
SAUK COUNTY, WI	12%
EAU CLAIRE COUNTY, WI	12%
WAUPACA COUNTY, WI	12%
MARATHON COUNTY, WI	14-19%
BROWN COUNTY, WI	12%
WASHINGTON COUNTY, WI	20%

Therefore, the County is relying on good consumerism and employee behaviors to increase the County's contribution amount to a competitive amount against other municipalities. This is often difficult for new hires/applicants to understand, but the County treats new hires as participants to provide them the benefit of a reduced premium until the next participation in the Health Risk Assessment is made available to them.

Currently, the County offers a \$250/\$500 deductible. In comparison to the comparable data, deductibles reportedly ranged from \$1,000 - \$2,500 for single, and \$2,500-\$4,000 for family plans. Winnebago County's deductibles are the lowest in comparison, and the Plan's overall out of pocket maximums for in-network are also low, at \$1,500/\$3,000. Combining the deductible expense for the County's Plan with percentage contribution for the Plan, the County's Plan is overall very competitive as compared to other reporting organizations. With that said, employee feedback indicated the recent changes to the health plan that resulted in the loss of the County funded Health Reimbursement



Arrangement was a significant loss for them. This loss forces the employees to pay for all out of pocket costs, when utilizing the health plan, which is an additional cost ranging from \$750-\$1,500 annually. If the County had been providing regular wage increases, this loss would likely not feel as significant. Given employees have had inconsistent increases along with benefit changes, the impact to employees feels much more significant.

**Table 10: Health Deductible Comparison**

COUNTY	DEDUCTIBLE
BROWN COUNTY, WI	\$2,000/\$4,000
PORTAGE COUNTY, WI	\$1,500/\$3,000
MARATHON COUNTY, WI	\$1,500/\$3,000
EAU CLAIRE COUNTY, WI	\$1,300/\$2600
SHAWANO COUNTY, WI	\$1,000/\$2,500
MANITOWOC COUNTY, WI	\$2,500
WINNEBAGO COUNTY, WI	\$250/\$500

As stated above, employees expressed disappointment in the loss of the Health Reimbursement Account in 2016, and would like to see that, or an equivalent Health Savings Account option. Given the low out of pocket maximums in place, an HSA is not necessary. The County would need to develop a High Deductible Health Plan option for employees to take advantage of an HSA. When this was explained to employees, employees were not receptive to increasing out of pocket expense to qualify the health plan for an HSA for their health care needs. This would be an option, should the County need to make plan design changes in the future, because low deductibles such as Winnebago's are becoming the exception in the public sector.

Overall, the Consultant recommends the County work to increase the base contribution, *without* wellness incentives, up to 88% , over the next two (2) years or stay within the high 80% level and then reassess the County's contribution levels again. The County will likely find that a high 80s contribution rate will keep the County competitive with this benefit without employees relying on the wellness initiative to achieve a more competitive premium.

With the Affordable Care Act as a major employer concern across the nation, health insurance is a fluid benefit that will need constant review to ensure the plan design and contribution levels remain in compliance with the federal standards in order to avoid costly penalties, so this should be watched

carefully by the County, as well as their insurance broker, if applicable. The County will also need to evaluate the total cost of their plan against the Cadillac Tax maximums to ensure the County is not on pace to incur this 40% excise tax penalty in 2020 (recent activity has delayed this provision by two years). In addition, offering health insurance benefits to employees working less than 30 hours per week may prevent them from obtaining other affordable coverage offered under the ACA. The County should revisit part time health insurance participation in the future.

### **Wellness Incentives**

The County currently offers a wellness incentive, which provides for reduced premium contributions. This program improves the County's competitiveness in the market with insurance premiums (when employees participate). There may be some challenges in making this sound attractive for new hires, although the program's intent is meant to be beneficial to the employee's health and pocketbook. Under this program, the County will pay up to 90% of the health plan for employees who participate in the County's annual Health Risk Assessment. If the employee experiences a specific score threshold or less, he/she is referred for a follow up. The employees will only receive the premium change if they follow through on that referral. This program is managed by the Human Resources Department, although a third party handles all medical information in a confidential manner and simply report to the Human Resources Department who has complied with the program.

### **Dental Insurance**

The County offers dental insurance with the employee paying 10% of the premium. The County's current premium contribution to the dental plan puts the County at the high end of contribution levels comparatively from the municipalities that provided data. There is no recommendation to change this benefit.

### **Sick Leave**

An employee earns 8 days of sick time per year and can earn unlimited days. This is low against comparables to other municipality accrual rates, with most reporting counties accruing a day per month. Winnebago County does not cap the accrual, but the actual payout of time, at a rate of pay that was previously frozen in 2005 or 2013, depending on the position. All forms of paid time off are

counted in days, as some positions work 8.0 hours per day, while others work different amounts. Employees terminating can receive a payout of up to 35% of their frozen hours at their frozen hourly rate, while retiring employees can receive a payout of up to 65% of frozen hours at their frozen hourly rate. Employees may elect to place their payout in the form of a payment to a post retirement payment system. This is a vehicle source for employees to use their payouts toward health expenses after termination. The payment system is discussed in a separate section.

Employees appreciate the payout option, but are disappointed that previous union positions were able to gain eight (8) years of salary increases onto their wages before it was frozen for the purposes of payouts; and employees do not see any incentive in maintaining a high balance of sick time, since their hours for payout have already been determined. Employees did indicate an incentive program for non-use of sick time would be one way to curb potential sick time abuse, and reward employees further due to the current payout restrictions in place.

The County's sick time provision falls short of the Market. The County should consider both increasing the sick time to 12 days per year, and determine if a sick incentive provision is financially feasible, such as paying out a certain number of hours per year in the form of a bonus, or allowing a percentage of unused hours to be added to the frozen accounts for future payout.

### **Vacation**

The Consultant reviewed five (5) vacation schedules currently in place at the County. These schedules have five (5) levels of vacation, based on years of service, and most were previously included in collective bargaining agreements in place prior to Act 10. The County previously had twelve (12) vacation schedules and has been working to consolidate these schedules.

Winnebago County vacation schedules are either based on anniversary date of hire, or employees receive hours on January 1<sup>st</sup> for the subsequent year, depending on the rules of the previous bargaining unit. For those employees just hired, their first year of vacation is prorated, and their first full calendar year for vacation is based on hours worked in their first year. An employee, as a result, may only have a few days of vacation for an entire year, because they were hired late in the year, the previous calendar year. This type of a vacation system makes it difficult to attract and retain quality workforce,

when they are told they will have minimal vacation. Under this current process, the majority of employees do not receive a full vacation benefit until the second full year of employment. In addition, there is a large time span with most schedules on tier 3, in which years 10-19 receive the same amount of vacation.

Organizations that provided vacation information reported having a single schedule for all general employees. Their schedules range from 4-17 levels of accrual within their systems. The amount of vacation varies between organizations, but most municipalities offer a vacation range earned between 80 hours for new hires, up to 216 hours for 20+ years of service. There was one (1) exception, in which one (1) organization provides for 40 hours of vacation upon hire.

Based on reporting municipalities, the County is not in alignment with other organizations given the number of schedules currently in place and the proration of vacation in the first full year of service. The County is recommended to have the following vacation schedules:

- General employee schedule
  - Highway on the same schedule but an anniversary calculation
- Park View remain on its current schedule
- Sheriff Officer staff remain on a schedule consistent with that negotiated with patrol/corrections (Note: Non-sworn sheriff employee's move to the County General employee schedule)
- Department Head Schedule

The table below illustrates vacation schedule for all general employees. The only proration of this benefit should occur at time of hire, based on number of months expected to work in that year. The employees first full calendar year should have full vacation, and not be prorated. This is a small but impactful change identifying the County as a more flexible employer, when looking to recruit and retain talent. Finally, all employees should be either on a January 1 effective date; whereas highway employees will be on an anniversary date.



Table 11: Proposed Vacation schedule for Current Employees

YEARS OF SERVICE	VACATION DAYS
< 4 years	10 days
4 – <7 years	15 days
7– <11 years	18 days
11 – <15 years	20 days
15 – <20 years	22 days
20+ years	25 days

The County may consider an alternative schedule for new hires that slows the accrual of vacation, allowing employees to reach the maximum accruals at 25 years, instead of 20 years. This schedule, Table 32, is recommended for new hires only:

Table 12: Proposed Vacation Schedule for Future Hires

YEARS OF SERVICE	VACATION DAYS
< 5 years	10 days
5 – <10 years	15 days
10– <15 years	18 days
15 – <20 years	20 days
20 – <25 years	22 days
25+ years	25 days

It is not uncommon for higher-level employees to negotiate for a time off schedule that is different, resulting in a higher schedule. Positions classified as Department Heads should receive three (3) weeks of vacation for the first five (5) years, and then increase vacation at five (5) years, ten (10) years, and fifteen (15) years. This schedule is accelerated ahead of the standard vacation schedule, with less incremental increases.

Table 13: Proposed Vacation Schedule for Department Heads

YEARS OF SERVICE	VACATION DAYS	VACATION HOURS
< 5 years	15 days	120 hours
5 – <10 years	20 days	160 hours
10 – <15 years	25 days	200 hours
15+ years	30 days	240 hours

## **Holidays & Floating Holidays**

The Consultant reviewed two (2) Holiday schedules. One schedule is for the Health Care Center (7 holidays) and the other for all other employees (10 holidays). In addition, there are additional rules for health care center employees based on the position held, which determines if holiday pay is provided. Not all employees at receive holiday pay. Some are only compensated for actual hours worked for the holiday, or are provided floating holidays. Given there is 24/7 operations to consider, the County should review its holiday policies to provide a holiday benefit to all employees who work (include dispatch operations and other 24/7 positions that are non-represented in this analysis as well), regardless of their FTE equivalent, or ensure hours worked on the holiday will be compensated at a rate above straight time.

It is recommended the County determine its Holiday schedule, and if any positions, because of scheduling or department restrictions, must have less holidays, supplement the difference with floating holidays. Employees should be provided a combined total of 10 days per year, between observed holidays and floating holidays.

## **Alternative Paid Time Off Program**

As Counties have reviewed their benefits post Act 10, one of the programs often reviewed is its time off policies. Winnebago County's current time off policies parallel traditional collective bargaining agreements, and little has changed since those agreements expired. The time off benefits are varied and inconsistent between employees now that bargaining unit lines no longer exist, and each benefit has a set of rules used to manage the benefit, which is an administrative burden and difficult for managers who spend a great deal of time managing employee time off, instead of the employee and their programs. Since Act 10, several Counties have transitioned to a PTO (Paid Time Off) program. PTO is a single bank of time off, which is then used for sick, vacation, floating holiday, and bereavement time, instead of having different banks of time for different purposes. Some organizations include holidays into this program, while others do not. Generally, PTO has a larger overall rate than vacation, but less than vacation and sick time combined. The benefit is administrative ease, simplification, and new flexibility for employees.

## **Payout Provisions**

Winnebago County could consider vacation and sick payout options (or future PTO) at termination/retirement in a way that will assist employees with their health care needs, because the largest reason employees choose not to retire, is that they financially are not able to, or cannot afford to continue health care coverage. Currently, sick time payouts exceeding \$5,000 are either placed into a 401A or post retirement account held by the County for future health premium payments. Vacation is simply taxed (employee and employer both), and placed on the employee's final paycheck.

A medical trust can be created for the employee in which all payout deposits are tax-free for both the employee and employer, is not considered income to the employee, and it to be used for medical expenses by the employee/qualified beneficiaries, not just insurance premiums. These dollars are held by a Third Party Administrator, not the County, and often are interest bearing accounts for employees. The County should maintain the 401A, and could as an alternative, use a deferred compensation 457(b) program, in which the payouts could be placed into a qualified tax deferred retirement plan for the employee. This option however, may be restrictive, as the IRS provides for annual contribution limits on individual deferred compensation accounts, and large payouts may exceed annual IRS limits. The County should also reduce the minimum payout to this type of plan to \$1,000, down from \$5,000. This will result in cost savings for both the employer and employee, in tax savings.

## **Deferred Compensation**

During employee meetings, several employees brought up the County's Deferred Compensation program. The County has one Plan Administrator for the Deferred Compensation program. Deferred Compensation is an additional retirement savings option for employees to voluntarily invest their income for tax advantages. This program has voluntary participation, and there is no employer contribution. It was noted from several employees the current provider's investment fees seem high. These fees are deducted directly from employee accounts held by the Plan Administrator. Currently about 31% of employees participate in this voluntary benefit program.

Because the County has determined Deferred Compensation is a benefit they want to offer employees, the County should ensure the fees charged to the plan are reasonable. Plan fees and expenses should

be monitored regularly to determine whether they continue to be reasonable, and be transparent to participants about these costs.

The County has not considered changing plan providers for many years. The County should evaluate the fee structure affecting employees, and ask other providers to provide their fee structures, including the current plan administrator. Doing this every few years, like shopping for auto or homeowners insurance, helps ensure the consumer is maintaining a competitive edge with the current provider, and negotiate better fees for employees. It may be determined in the future that a new plan administrator is necessary. Although it could arguably be a challenge for all participants to transfer accounts to a new provider, transparency will help current participants understand why a new provider is the most fiscally sound decisions to make, as it is their retirement funds paying the fees. The risk of a loss of a multi-million dollar account may also keep the current provider more competitive with fees.

### **Bridgetender**

The Bridgetender position, a seasonal position, is allowed sick time and vacation. This is likely because the position was previously represented with full time highway positions. The County should first evaluate the status of this position, and whether it should remain a seasonal position. If so, the County should discontinue providing regular status benefits to this position so it is consistent with other seasonal positions. This would be implemented for all future hires into this position.

## **Summary**

Overall, when comparing salaries to the external market, Winnebago has fared well. There are three (3) areas; however, that need attention:

- Minimum salaries, as compared to the external market, are falling behind. The recommended Schedule has moved Minimum salaries in line with the Average Market Minimums.
- Internal equity inconsistencies. With multiple schedules, there are internal equity problems with positions overlapping, and Compression among subordinate/superior ranks. Placing all positions within one Compensation System minimizes this compression problem.
- In Range Compression. There is a significant problem where individuals are placed within the Salary Range compared to their years in the position. Unfortunately, unless the County is



willing to allocate dollars to movement within the Salary Range to fix the problem, as well as allocate dollars annually to continually move employees through the range, this will continue to be a problem.

The compensation study has cleaned up a number of Job Titles for either consistency throughout the County, or making them more up to date. Further, some departments took advantage of the compensation study to better align positions within the department with current and future job responsibilities. These re-alignments have been allocated into the proper Pay Grades.

Finally, an analysis of other pays have been completed, and recommendations made.

### **Benefit Summary**

The County's health insurance premiums, when relying on wellness incentives to reduce their percentage contributions, are aligned with the Market. The County's deductibles and out of pocket expenses are among the lowest with comparable organizations, but lack of salary increases have led to even the smallest plan design changes to have a large response from employees. Wellness incentives are used for reduction in their premium contribution costs, so the County is encouraged to continue the wellness incentives, but develop a business relationship with a TPA to navigate potential liability areas with the ADA and EEOC.

The County can also enhance the sick time by increasing the sick time accrual to better align with the Market.

The County's current vacation schedules should be reduced to four (4) schedules – General employees, PVHC, Sheriff officer's and one (1) schedule for Department Heads. An alternate schedule was also developed for future new hires to slow the accrual of vacation. The County should only pro-rate vacation upon hire through the end of that first calendar year, and move all employees to anniversary January 1 schedule with the exception of the Highway Department which would remain on an anniversary schedule.

Finally, the County should adopt a single holiday schedule for all employees. This schedule has been outlined above. Floating holiday should only be used to supplement specific holidays a department

cannot accommodate. The provisions of holidays versus holiday pay should be evaluated so all positions are either paid holiday time, or compensated at a rate of pay higher than straight time for those days.

As an alternative to the sick and vacation recommendations, Winnebago County should consider overhauling its time off programs into a single program. PTO is a single bank of time off, which is then used for sick, vacation, floating holiday, and bereavement time, instead of having different banks of time for different purposes. At the same time, the County could pay out the frozen sick banks to employees as part of the transition process.

The County should consider enhancing the current sick time payout option to include vacation (or PTO), develop a formal medical trust program with a TPA to hold former employee funds, and lower the minimum participation rate for tax savings by both the employee and employer. A medical trust gives employees more flexibility with the use of their funds.

The County should eliminate sick and vacation benefits for future Bridgetender positions, so this seasonal position is consistent with other county seasonal positions.

## Appendix A: 2016 Salary Schedule

PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
10	No Position				\$12.70	\$13.33	\$14.00	\$15.58	\$15.87
					\$26,412.70	\$27,733.33	\$29,120.00	\$32,410.56	\$33,015.87
11	Custodian/Room Attnd	PVHC	Custodian		\$13.33	\$14.00	\$14.70	\$16.36	\$16.67
11	Custodian I	Facilities & Prop Mgmt	Custodian		\$27,733.33	\$29,120.00	\$30,576.00	\$34,031.09	\$34,666.67
11	Food Service Worker	PVHC	Food Service Assistant						
11	Receptionist/Clerk	Child Support	Administrative Aide						
11	Clerk Receptionist	PVHC	Administrative Aide						
12	Cook	PVHC	Cook		\$14.00	\$14.70	\$15.44	\$17.18	\$17.50
12	Unit Assistant	PVHC	Unit Assistant		\$29,120.00	\$30,576.00	\$32,104.80	\$35,732.64	\$36,400.00
12	Activity Support Assistant	PVHC	Volunteer & Activity Associate						
13P	Nurse Aide	PVHC	Nurse Aide		\$14.49	\$15.21	\$15.98	\$16.93	\$18.11
					\$30,139.20	\$31,646.16	\$33,228.47	\$35,222.18	\$37,674.00
13	Clerk Typist II	Clerk of Courts	Administrative Associate I		\$14.49	\$15.21	\$15.98	\$17.78	\$20.00
13	Receptionist/Typist	DA	Administrative Associate I		\$30,139.20	\$31,646.16	\$33,228.47	\$36,983.28	\$41,592.10
13	Clerk Typist II	Finance	Administrative Associate I						
13	Clerk Typist I	Human Services	Administrative Associate I						
13	Clerk Receptionist	Human Services - AD	Administrative Associate I						
13	Clerk Typist II	Human Services - ES	Administrative Associate I						
13	Custodian II	Facilities & Prop Mgmt	Facilities Assistant						
13	Public Health Aide	Health	Public Health Aide						
13	Clerk Typist II - Tax Lister	Planning & Zoning	Tax Listing Associate						
14	Records Clerk	Register of Deeds	Records Associate		\$15.44	\$16.21	\$17.02	\$18.95	\$21.31
14	Tax Listing Specialist	Planning & Zoning	Tax Listing Specialist		\$32,113.32	\$33,718.98	\$35,404.93	\$39,405.69	\$44,316.38

PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
15	Account Clerk/Typist	County Clerk	Administrative Associate II		\$16.29	\$17.10	\$17.96	\$19.99	\$22.48
15	Legal Secretary	Family Court	Administrative Associate II		\$33,879.55	\$35,573.53	\$37,352.20	\$41,573.00	\$46,753.78
15	Bridgetender	Highway	Bridgetender						
15	Account Clerk Corrections	Sheriff	Corrections Financial Associate						
15	Records & Retention Clk	Clerk of Courts	Court Record Associate						
15	Custodian III	Facilities & Prop Mgmt	Facilities Specialist						
15	Account Clerk II	Highway	Financial Associate I						
15	Account Clerk	PVHC	Financial Associate I						
15	Account Clerk Traffic	Sheriff	Financial Associate I						
15	Account Clerk-Jail/Corrections	Sheriff	Financial Associate I						
15	Account Clerk I	Treasurer	Financial Associate I						
15	Secretary/Account Clerk	Highway	Financial Associate I						
15	Records Clerk	Sheriff	Public Safety Records Associate						
15	Records Clerk II-Traffic & Warrant	Sheriff	Traffic & Warrant Associate						
16	AODA/IDP Secretary	Human Services	Administrative Associate - AODA		\$16.94	\$17.96	\$18.86	\$20.99	\$23.38
16	Legal Secretary/Deputy Ct Clerk	Clerk of Courts	Administrative Associate III		\$35,237.93	\$37,352.20	\$39,219.81	\$43,651.65	\$48,628.34
16	Secretary II	Clerk of Courts	Administrative Associate III						
16	County Clerk Secretary	County Clerk	Administrative Associate III						
16	Secretary II	Health	Administrative Associate III						
16	Payroll/Human Resource Clerk	Human Resources	Administrative Associate III						
16	Support Specialist	Human Services	Administrative Associate III						
16	Extension Secretary	UW-Extension	Administrative Associate III						
16	Secretary I	Veterans	Administrative Associate III						
16	Account Clerk II	Child Support	Financial Associate II						
16	Account Clerk II	Finance	Financial Associate II						



PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
16	Account Clerk	Human Services - AD	Financial Associate II						
16	Account Clerk	Clerk of Courts	Financial Associate II						
16	Account Clerk II	Treasurer	Financial Associate II						
16	Jury Clerk	Clerk of Courts	Jury Clerk						
16	Word Processing Operator	Sheriff	Records & Transcription Associate						
16	Small Claims Clerk	Clerk of Courts	Small Claims Specialist						
16	Scaleperson	Solid Waste	Solid Waste Associate						
16	Medical Transcriptionist	Human Services - AD	Transcriptionist Associate						
16	Word Processing Operator	Human Services - AD	Transcriptionist Associate						
	Warrant & Electronic Monitoring Clerk	Sheriff	Warrant & Electronic Monitoring Associate						
16	Zoning secretary	Planning & Zoning	Zoning Associate						
17	Economic Support Specialist	Human Services-ES	Economic Support Specialist I		\$17.79	\$18.86	\$19.80	\$22.04	\$24.55
17	Mental Health Technician	Human Services	Mental Health Technician		\$36,999.82	\$39,219.81	\$41,180.80	\$45,834.24	\$51,059.76
17	Program Spec - Summit House	Human Services-BH	Program Spec - Summit House						
17	Program Spec - Towards Tomorrow	Human Services-BH	Program Spec - Towards Tomorrow						
17	Activity Specialist	PVHC	Activity Specialist						
17	WIC Breastfeeding Peer Counselor	Health	WIC Breastfeeding Peer Counselor						
18	Secretary I	Coroner	Admin Associate - Co Coroner		\$18.68	\$19.80	\$20.79	\$23.14	\$25.78
18	LWCD Secretary	Land & Water Consv	Admin Associate - LWCD		\$38,849.82	\$41,180.80	\$43,239.85	\$48,125.95	\$53,612.75
18	Airport Secretary	Airport	Administrative Associate - Airport						
18	Administrative Coordinator	Facilities & Prop Mgmt	Administrative Associate - Facilities						

PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
18	Administrative Assistant	Human Services - AD	Administrative Associate - Human Services						
18	Confidential Secretary	Human Services - AD	Administrative Associate - Human Services						
18	Parks Secretary	Parks	Administrative Associate - Parks						
18	Planning Secretary	Planning & Zoning	Administrative Associate - Planning						
18	Administrative Coordinator	Public Health	Administrative Associate - Public Health						
18	Conf Program Assistant	Sheriff	Administrative Associate - Sheriff						
18	Confidential Secretary-Solid Waste	Solid Waste	Administrative Associate - Solid Waste						
18	Lead Secretary	Human Services-AD	Administrative Associate IV						
18	Secretary	Human Services-AD	Administrative Associate IV						
18	Support Staff Sec II	UW-Extension	Administrative Associate -UW Ext						
18	Master Ctrl/Bkg/Prop Rec Clk	Sheriff	Booking Security Associate						
18	Child Support Specialist	Child Support	Child Support Specialist						
18	Civil Process/Sherif Sales Clk	Sheriff	Civil Process Associate						
18	Court Assistant	Clerk of Courts	Court Assistant						
18	Deputy County Clerk	County Clerk	Deputy County Clerk						
18	Deputy County Treasurer	Treasurer	Deputy County Treasurer						
18	Deputy Register Probate	Courts	Deputy Register Probate						
18	Economic Support Specialist II	Human Services-ES	Economic Support Specialist II						
18	Secretary I	Emergency Management	Emergency Mgmt Associate						
18	ESS Problem Resolution	Human Services-ES	ESS Problem Resolution Specialist						
18	Evidence Technician	Sheriff	Evidence Technician						

PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
18	Confidential Secretary/Receptionist	Human Resources	Human Resource Associate						
18	Human Service Case Aide	Human Services-CW	Human Service Case Aide						
18	Janitor/Watchman	Highway	Janitor-Watchman						
18	Legal Secretary	DA	Legal Secretary						
18	Lead Mental Health Tech	Human Services - BH	Mental Health Tech-Lead						
18	Nurse Scheduler	PVHC	Nurse Scheduler						
18	Painter	Facilities & Prop Mgmt	Painter-Maintenance						
18	Painter	PVHC - Housekeeping	Painter-Maintenance						
18	Legal Secretary	DA	Victim Witness Specialist						
19	Lead Activity Specialist	PVHC	Activity Specialist - Lead		\$19.80	\$20.99	\$22.04	\$24.53	\$27.32
19	Administrative Assistant	DA	Administrative Associate V		\$41,180.80	\$43,651.65	\$45,834.24	\$51,013.50	\$56,829.51
19	Lead Child Support Specialist	Child Support	Child Support Specialist - Lead						
19	Court Reporter	Courts	Court Reporter						
19	Account Clerk	Health	Financial Associate - Lead						
19	Home Consultant	Human Services	Home Consultant						
19	Inmate Classification Coord	Sheriff-Jail	Inmate Classification Associate						
19	Juvenile Restitution Program Coord	Human Services - CW	Juvenile Restitution Program Coord						
19	Medical Records Coordinator	PVHC	Medical Records Associate						
19	Confidential Secretary - Paralegal	Corp Counsel	Paralegal						
19	Confidential Secretary - Paralegal	DA	Paralegal						
19	Purchasing Coordinator	PVHC	Purchasing Associate						
19	Benefits Specialist	Veterans	Veterans Benefits Specialist						
20	Accountant	PVHC	Accounting Associate		\$20.79	\$22.04	\$23.14	\$25.75	\$28.69

PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
20	Administrative Coordinator	PVHC	Administrative Coordinator		\$43,239.85	\$45,834.24	\$48,125.95	\$53,564.18	\$59,670.99
20	Disability Benefit Specialist	Human Services- Lts	Disability Benefit Specialist						
20	Dispatcher	Sheriff-Dispatch	Dispatcher						
20	ESS Lead Worker	Human Services - ES	Economic Support Specialist - Lead						
20	Elderly Benefit Specialist	Human Services - LTS	Elderly Benefit Specialist						
20	Classification 2 Operator	Highway	Equipment Operator I						
20	Class #3 Oper/Hvy Equip Oper	SW	Equipment Operator I						
20	GPS Coordinator	Sheriff	GPS Coordinator						
20	Telecommunications/Budget Asst	IS	IS Accountant						
20	Judicial Assistant	Circuit Court	Judicial Associate - Lead						
20	Custodian/Groundsperson	Airport	Maint Equip Operator						
20	Maintenance Equip Oper	Airport	Maint Equip Operator						
20	Maintenance Tech	Facilities & Prop Mgmt	Maintenance Technician						
20	Parks Caretaker	Parks	Parks Caretaker						
20	Payroll & Benefits Specialist	Human Resources	Payroll & Benefits Specialist						
20	User Support Specialist	IS	User Support Specialist						
21	AODA Intervention Counselor-In Training	Human Services - BH	AODA Intervention Counselor-In Training		\$22.87	\$24.24	\$25.45	\$28.33	\$31.56
21	Communications Coordinator	Health	Communications Specialist		\$47,563.83	\$50,417.66	\$52,938.54	\$58,920.60	\$65,638.08
21	Crime Data Specialist	DA	Crime Data Specialist						
21	Custodian Supervisor	Facilities	Custodian Supervisor						
21	Environmental Technician	SW	Environmental Technician						
21	Class #3 Oper/Hvy Equip Oper	Highway	Equipment Operator II						



PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
21	Construction Site Erosion Control Tech	Planning & Zoning	Erosion Control Tech						
21	Executive Assistant	Co Exec	Executive Assistant						
21	Dietetic Tech/Reg Dietician	PVHC	Food Service Supervisor						
21	Housekeeping Supervisor	PVHC	Housekeeping Supervisor						
21	LPN - Psychiatric Nurse	Human Services - BH	LPN - Psychiatric Nurse						
21	Prevention Services Coord	Human Services - BH	Prevention Services Coord						
21	Deputy Register of Deeds	ROD	Register of Deeds Supervisor						
21	Reg in Prob/Prob Register	Courts	Register of Probate						
21	Risk Assessment Specialist	DA	Risk Assessment Specialist						
21	Senior User Support Specialist	IS	User Support Specialist - Lead						
21	Victim Witness Program Coordinator	DA	Victim Witness Program Coord						
21	WI Well Women Prog Coord	Health	WI Well Women Prog Specialist						
21	WIC Program Nutritionist	Health	WIC Program Nutritionist						
21P	LPN	PVHC	LPN		\$22.87	\$24.24	\$25.45	\$26.98	\$28.58
					\$47,563.83	\$50,417.66	\$52,938.54	\$56,114.85	\$59,454.79
22	Program Accountant	Human Services - AD	Accountant		\$24.01	\$25.45	\$26.72	\$29.74	\$33.13
22	Accountant	Sheriff	Accountant		\$49,942.02	\$52,938.54	\$55,585.47	\$61,866.63	\$68,919.99
22	Accounting Supervisor	Clerk of Courts	Accountant						
22	Agronomist	Land & Water Consv	Agronomist						
22	Carpenter	Facilities	Carpenter						
22	Case Mgr - Safe Streets Program	Human Services - BH	Case Manager						
22	Case Manager - Justice Program	Human Services - BH	Case Manager - Justice Program						
22	Code Enforcement Officer	Planning & Zoning	Code Enforcement Officer						
22	Conservation Technician	Land & Water Consv	Conservation Technician						

PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
22	CSP Professional	Human Services - BH	CSP Professional						
22	4-H Youth & Science Educator	UW-Extension	Educator - 4H Youth & Science						
22	Family Living Educator	UW-Extension	Educator - Family Living						
22	Drug Free Comm Grant Coord	Health	Educator - Health						
22	Health Educator	Health	Educator - Health						
22	Environmental Health Specialist	Health	Environmental Health Specialist I						
22	Evidence/Records Coordinator	Sheriff	Evidence/Records Supervisor						
22	Foreman	Highway	Foreman						
22	Lead Operator	SW	Foreman						
22	GIS Technician	Land & Water Consv	GIS Technician						
22	Mechanic	Airport	Mechanic						
22	Mechanic	Highway	Mechanic						
22	Night Mechanic	Highway	Mechanic						
22	Parks Maintenance Supervisor	Parks	Parks Maintenance Supervisor						
22	Tax Listing & Assessment Coord	Planning & Zoning	Real Property Listing Supervisor						
22	Adm Crd/Exec Asst	Sheriff	Records Administrative Supervisor						
22	Dietetic Tech/Reg Dietician	PVHC	Registered Dietician						
22	Maintenance Technician	SW	Solid Waste Mechanical Technician						
22	Team Case Manager	Human Services - BH	Team Case Manager						
22	Team Case Manager/Voc Specialist	Human Services - BH	Team Case Manager/Voc Specialist						
22	Work Release Unit Supervisor	Sheriff	Work Release Unit Supervisor						
23	ADRC Specialist	Human Services - LTS	ADRC Specialist		\$25.45	\$26.72	\$28.06	\$31.39	\$35.12
23	AODA Intervention Counselor	Human Services - BH	AODA Counselor		\$52,938.54	\$55,585.47	\$58,364.74	\$65,298.47	\$73,055.19
23	APS Worker	Human Services - LTS	APS Specialist						

PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
23	APS/Crisis Worker	Human Services - LTS	APS Specialist						
23	EM Planner/Deputy Director	Emergency Mgmt	Deputy Director - EM						
23	Electrician - Maintenance	Facilities	Electrician - Maintenance						
23	GIS Specialist	Land & Water Consv	GIS Specialist						
23	GIS Specialist	Planning & Zoning	GIS Specialist I						
23	Intensive In-Home Case Manager	Human Services - BH	Intensive In-Home Case Specialist						
23	Domestic Violence Investigator	DA	Investigator						
23	Investigator	DA	Investigator						
23	Juvenile Court Intake Worker	Human Services - CW	Juvenile Court Intake Specialist						
23	Maintenance Supervisor	Facilities	Maintenance Supervisor						
23	Crisis Worker After Hours	Human Services - BH	Mental Health Crisis Specialist						
23	Mental Health Crisis Worker	Human Services - BH	Mental Health Crisis Specialist						
23	Network Technician	IS	Network Technician						
23	Public Safety Application Admin	Sheriff	Public Safety Application Admin						
23	Resident Counselor-Summit	Human Services - BH	Resident Counselor-Summit						
23	Residential Program Professional	Human Services - BH	Residential Program Counselor						
23	Resource Conservationist	Land & Water Consv	Resource Conservationist						
23	Social Worker	Human Services - CW	Social Work Specialist						
23	Social Worker Specialist	Human Services - CW	Social Work Specialist						
23	Service Coord/Social Worker	Human Services - LTS	Social Work Specialist						
23	Social Worker - Medical	PVHC	Social Worker - Medical						
23	Special Projects Coordinator	Human Services - AD	Special Projects Coordinator						
23	Telecommunications Coord	IS	Telecommunications Specialist						

PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
23	Traffic Operations Supervisor	Highway	Traffic Operations Supervisor						
23	Deputy Veterans Service Officer	Veterans	Veterans Services Supervisor						
23	Youth CCS Worker	Human Services - BH	Youth CCS Case Specialist						
24	General Accounting Supervisor	Finance	Accounting Supervisor		\$26.98	\$28.33	\$29.74	\$33.28	\$37.23
24	Asst Child Support Attorney	Child Support	Asst Child Support Attorney		\$56,114.85	\$58,920.60	\$61,866.63	\$69,216.38	\$77,438.50
24	Office Manager/Chief Deputy	Clerk of Courts	Chief Deputy						
24	Crime Analyst	Sheriff	Crime Analyst						
24	Diversion Program Coord	DA	Diversion Program Coord						
24	Environmental Health Specialist	Health	Environmental Health Specialist II						
24	Family Court Counselor	Courts	Family Court Mediator						
24	Director Food & Nutrition Services	PVHC	Food & Nutrition Manager						
24	GIS Specialist	Planning & Zoning	GIS Specialist II						
24	Human Resource Specialist	Human Resources	Human Resource Advisor						
24	HVAC Specialist	Facilities	HVAC Specialist						
24	Associate Planner	Planning & Zoning	Land Use Planner						
24	Supt of Maint & Operations	Airport	Maint & Operations Manager						
24	Master Electrician	Facilities	Master Electrician						
24	Support Specialist Supervisor	Human Services - AD	Office Supervisor						
24	Office Supervisor	Child Support	Office Supervisor						
24	Office Manager	DA	Office Supervisor						
24	Accountant/Office Manager	Highway	Office Supervisor						
24	Office Systems & Confidential Records Supervisor	Human Services	Office Supervisor						
24	Parts Supervisor	Highway	Parts Supervisor						
24	Plumber	Facilities	Plumber						
24	Purchasing Agent/Accountant	Finance	Purchasing Manager						

PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
24	Psychiatric Nurse	Human Services - BH	Psychiatric Nurse						
24	WIC-Prevention Nurse	Health	Public Health Nurse						
24	Public Health Nurse	Health	Public Health Nurse						
24	Public Health Preparedness Coord	Health	Public Health Preparedness Specialist						
24	Qualified Therapist - In Training	Human Services - BH	Qualified Therapist - In Training						
24	Recycling Coordinator	SW	Recycling Program Manager						
24	Registered Nurse	PVHC	Registered Nurse						
24	Staff Development Coordinator	PVHC	Staff Development Coordinator						
24	Summit House Coordinator	Human Services - BH	Summit House Supervisor						
24	Support Services Supervisor	Human Services - AD	Support Staff Supervisor						
24	System Analyst	IS	System Analyst						
24P	Registered Nurse	PVHC	Registered Nurse		\$28.19	\$29.60	\$31.08	\$32.95	\$35.24
					\$58,640.02	\$61,572.02	\$64,650.63	\$68,529.66	\$73,300.03
25	Adult Sub Abuse/Safe Str Supv	Human Services - BH	Adult AODA Supervisor		\$29.68	\$31.16	\$32.72	\$36.60	\$40.95
25	Adult CSP/CSS Supervisor	Human Services - BH	Adult CSP/CSS Supervisor		\$61,726.34	\$64,812.66	\$68,053.29	\$76,138.02	\$85,182.35
25	Behavior Specialist	Human Services - BH	Behavior Specialist						
25	Eng Tech/Bridge Oper Supv	Highway	Bridge & Engineer Manager						
25	Crisis Inter/Adult Access Supv	Human Services - BH	Crisis Intervention Manager						
25	Environmental Health Supervisor	Health	Environmental Health Manager						
25	ESD Assistant Manager	Human Services - ES	Economic Support Supervisor						
25	Dir Family Court Services	Courts	Family Court Services Mgr						
25	Family Services Therapist	Human Services - BH	Family Services Therapist						
25	Financial Supervisor	Human Services - AD	Financial Supervisor						
25	GIS System Analyst/Admin	Planning & Zoning	GIS System Analyst/Admin						



PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
25	Highway Equipment Supt	Highway	Highway Equipment Manager						
25	Highway Maintenance Supt	Highway	Highway Maintenance Manager						
25	Intensive In-Home Therapist	Human Services - BH	Intensive In-Home Therapist						
25	Network Administrator	IS	Network Administrator						
25	Assistant Parks Director	Parks	Parks Manager						
25	Payroll & Benefits Manager	Human Resources	Payroll & Benefits Manager						
25	Program Manager	Parks	Program Manager						
25	Program Supervisor/Team Ldr/Elderly	Human Services - LTS	Program Supervisor - Elderly						
25	Program Supervisor - Human Services	Human Services - CW	Program Supervisor - Human Services						
25	Prog Supv/Team Ldr/Fam Supp	Human Services - LTS	Program Supervisor -Family Support						
25	Juvenile Intake Supervisor	Human Services - CW	Program Supervisor -Juvenile Intake						
25	Psychotherapist	Human Services - BH	Psychotherapist						
25	Public Health Planner	Health	Public Health Planner						
25	Social Wellness Manager	PVHC	Social Wellness Manager						
25	Special Investigator	DA	Special Investigator						
25	Facility Manager	SW	SW Operation Manager						
25	Sr. System Analyst	IS	System Analyst - Lead						
25	WIC Program Director/Nutritionist	Health	WIC Program Manager						
25	Zoning Administrator	Planning & Zoning	Zoning Administrator						
26	Adult Therapist Supervisor	Human Services - BH	Adult Therapist Supervisor		\$33.53	\$35.21	\$36.97	\$41.36	\$46.28
26	Assistant Corp Counsel	Corp Counsel	Assistant Corp Counsel		\$69,750.76	\$73,238.30	\$76,900.22	\$86,035.96	\$96,256.06
26	Assistant Finance Director	Finance	Assistant Finance Director						
26	Development Supervisor	IS	Development Supervisor						

PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
26	Director of Emergency Mgmt	Emergency Mgmt	Director of Emergency Mgmt						
26	Director of Veteran Services	Veterans	Director of Veteran Services						
26	Building & Grounds Manager	Facilities	Facilities & Grounds Manager						
26	Human Resource Manager	Human Resources	Human Resource Manager						
26	Lieutenant	Sheriff	Lieutenant						
26	RN Unit Manager	PVHC	Nurse Neighborhood Supervisor						
26	RN Shift Coordinator	PVHC	RN Shift Supervisor						
26	Public Health Supervisor	Health	Public Health Supervisor						
26	Chronic Disease Prevention Supervisor	Health	Public Health Supervisor						
26	Technical Support Supervisor	IS	Technical Support Supervisor						
26	Youth Mental Health Supervisor	Human Services - BH	Youth Mental Health Supervisor						
27	Airport Director	Airport	Airport Director		\$38.56	\$40.49	\$42.52	\$47.57	\$53.22
27	Captain	Sheriff	Captain		\$80,213.38	\$84,224.05	\$88,435.25	\$98,941.36	\$110,694.46
27	Chief Psych-Clinical Super	Human Services - BH	Chief Psych-Clinical Manager						
27	Court Commissioner	Courts	Court Commissioner						
27	Court Commissioner-Family	Courts	Court Commissioner						
27	Land & Water Conservation Director	Land & Water Consv	Director Land Conservation & Water						
27	Child Support Director/Attorney	Child Support	Director of Child Support						
27	Behavior Health Svc Div Mgr	Human Services - BH	Division Mgr - Behavior Health						
27	Child Welfare Div Serv Mgr	Human Services - CW	Division Mgr - Child Welfare						
27	Economic Support Division Manager	Human Services - ES	Division Mgr - Economic Support						
27	Division Mgr - LTS Division	Human Services - LTS	Division Mgr - LTS Division						
27	Director of Financial Services	PVHC	Financial Services Manager						
28	Chief Deputy Sheriff	Sheriff	Chief Deputy Sheriff		\$42.42	\$44.54	\$46.77	\$52.32	\$58.54

PG	Current Title	Dept	Recommended Title		Min	Range A	Range B-CP	Range C	Range D
28	Deputy Director	Human Services - AD	Deputy Director		\$88,234.72	\$92,646.45	\$97,278.78	\$108,835.49	\$121,763.91
28	Director of Facilities & Prop Mgmt	Facilities	Director of Facilities						
28	Director of Information Systems	IS	Director of Information Systems						
28	Director of Nursing	PVHC	Director of Nursing						
28	Parks Director/Expo Site Mgr	Parks	Director of Parks & Expo Center						
28	Planning Zoning & GIS Director	Planning & Zoning	Director of Planning & Zoning						
28	Director of Public Health	Health	Director of Public Health						
28	Director of Solid Waste	SW	Director of Solid Waste						
29	Administrator	PVHC	Administrator		\$45.81	\$48.10	\$50.51	\$56.51	\$63.22
29	Director of Human Resources	Human Resources	Director of Human Resources		\$95,293.49	\$100,058.17	\$105,061.08	\$117,542.33	\$131,505.02
29	Finance Director	Finance	Director of Finance						
29	Highway Commissioner	Highway	Highway Commissioner						
30	Corporation Counsel	Corp Counsel	Corporation Counsel		\$49.48	\$51.95	\$54.55	\$61.03	\$68.28
30	Human Services Director	Human Services - AD	Director of Human Services		\$102,916.97	\$108,062.82	\$113,465.96	\$126,945.72	\$142,025.42

## Appendix B: Recommended Schedule with Old Min-Max Schedule

PG	Current Title	Dept	Recommended Title		Old Min	Old Max		Min	Range A	Range B-CP	Range C	Range D
10	No Position							\$12.70	\$13.33	\$14.00	\$15.58	\$15.87
								\$26,412.70	\$27,733.33	\$29,120.00	\$32,410.56	\$33,015.87
11	Custodian/Room Attnd	PVHC	Custodian		\$13.39	\$16.13		\$13.33	\$14.00	\$14.70	\$16.36	\$16.67
11	Custodian I	Facilities & Prop Mgmt	Custodian		\$12.31	\$16.81		\$27,733.33	\$29,120.00	\$30,576.00	\$34,031.09	\$34,666.67
11	Food Service Worker	PVHC	Food Service Assistant		\$13.39	\$16.13						
11	Receptionist/Clerk	Child Support	Administrative Aide		\$12.95	\$19.11						
11	Clerk Receptionist	PVHC	Administrative Aide		\$13.24	\$15.96						
12	Cook	PVHC	Cook		\$14.00	\$16.92		\$14.00	\$14.70	\$15.44	\$17.18	\$17.50
12	Unit Assistant	PVHC	Unit Assistant		\$14.00	\$16.92		\$29,120.00	\$30,576.00	\$32,104.80	\$35,732.64	\$36,400.00
12	Activity Support Assistant	PVHC	Volunteer & Activity Associate		\$14.00	\$16.92						
13P	Nurse Aide	PVHC	Nurse Aide		\$14.51	\$17.44		\$14.49	\$15.21	\$15.98	\$16.93	\$18.11
								\$30,139.20	\$31,646.16	\$33,228.47	\$35,222.18	\$37,674.00
13	Clerk Typist II	Clerk of Courts	Administrative Associate I		\$12.95	\$19.11		\$14.49	\$15.21	\$15.98	\$17.78	\$20.00
13	Receptionist/Typist	DA	Administrative Associate I		\$12.95	\$19.11		\$30,139.20	\$31,646.16	\$33,228.47	\$36,983.28	\$41,592.10
13	Clerk Typist II	Finance	Administrative Associate I		\$12.95	\$19.11						
13	Clerk Typist I	Human Services	Administrative Associate I		\$13.52	\$16.88						
13	Clerk Receptionist	Human Services - AD	Administrative Associate I		\$14.45	\$18.05						
13	Clerk Typist II	Human Services - ES	Administrative Associate I		\$12.95	\$19.11						
13	Custodian II	Facilities & Prop Mgmt	Facilities Assistant		\$12.79	\$17.46						
13	Public Health Aide	Health	Public Health Aide		\$14.51	\$17.44						
13	Clerk Typist II - Tax Lister	Planning & Zoning	Tax Listing Associate		\$12.95	\$19.11						
14	Records Clerk	Register of Deeds	Records Associate		\$12.95	\$19.11		\$15.44	\$16.21	\$17.02	\$18.95	\$21.31
14	Tax Listing Specialist	Planning & Zoning	Tax Listing Specialist		\$13.81	\$20.14		\$32,113.32	\$33,718.98	\$35,404.93	\$39,405.69	\$44,316.38
15	Account Clerk/Typist	County Clerk	Administrative Associate II		\$12.95	\$19.11		\$16.29	\$17.10	\$17.96	\$19.99	\$22.48
15	Legal Secretary	Family Court	Administrative Associate II		\$13.81	\$20.14		\$33,879.55	\$35,573.53	\$37,352.20	\$41,573.00	\$46,753.78

PG	Current Title	Dept	Recommended Title		Old Min	Old Max		Min	Range A	Range B-CP	Range C	Range D
15	Bridgetender	Highway	Bridgetender		\$16.83	\$18.82						
15	Account Clerk Corrections	Sheriff	Corrections Financial Associate		\$13.81	\$20.14						
15	Records & Retention Clk	Clerk of Courts	Court Record Associate		\$13.81	\$20.14						
15	Custodian III	Facilities & Prop Mgmt	Facilities Specialist		\$14.01	\$18.93						
15	Account Clerk II	Highway	Financial Associate I		\$13.68	\$20.03						
15	Account Clerk	PVHC	Financial Associate I		\$14.24	\$17.35						
15	Account Clerk Traffic	Sheriff	Financial Associate I		\$13.81	\$20.14						
15	Account Clerk-Jail/Corrections	Sheriff	Financial Associate I		\$13.81	\$20.14						
15	Account Clerk I	Treasurer	Financial Associate I		\$12.95	\$19.11						
15	Secretary/Account Clerk	Highway	Financial Associate I									
15	Records Clerk	Sheriff	Public Safety Records Associate		\$14.23	\$22.74						
15	Records Clerk II-Traffic & Warrant	Sheriff	Traffic & Warrant Associate		\$13.81	\$20.14						
16	AODA/IDP Secretary	Human Services	Administrative Associate - AODA		\$15.56	\$19.49		\$16.94	\$17.96	\$18.86	\$20.99	\$23.38
16	Legal Secretary/Deputy Ct Clerk	Clerk of Courts	Administrative Associate III		\$12.95	\$19.11		\$35,237.93	\$37,352.20	\$39,219.81	\$43,651.65	\$48,628.34
16	Secretary II	Clerk of Courts	Administrative Associate III		\$13.81	\$20.14						
16	County Clerk Secretary	County Clerk	Administrative Associate III		\$12.95	\$19.11						
16	Secretary II	Health	Administrative Associate III		\$13.81	\$20.14						
16	Payroll/Human Resource Clerk	Human Resources	Administrative Associate III		\$17.76	\$25.21						
16	Support Specialist	Human Services	Administrative Associate III		\$15.09	\$18.91						
16	Extension Secretary	UW-Extension	Administrative Associate III		\$12.95	\$19.11						
16	Secretary I	Veterans	Administrative Associate III		\$12.95	\$19.11						
16	Account Clerk II	Child Support	Financial Associate II		\$13.68	\$20.03						
16	Account Clerk II	Finance	Financial Associate II		\$13.68	\$20.03						
16	Account Clerk	Human Services - AD	Financial Associate II		\$15.09	\$18.91						
16	Account Clerk	Clerk of Courts	Financial Associate II		\$13.81	\$20.14						
16	Account Clerk II	Treasurer	Financial Associate II		\$13.68	\$20.03						
16	Jury Clerk	Clerk of Courts	Jury Clerk		\$13.68	\$20.03						
16	Word Processing Operator	Sheriff	Records & Transcription Associate		\$12.95	\$19.11						
16	Small Claims Clerk	Clerk of Courts	Small Claims Specialist		\$13.81	\$20.14						
16	Scaleperson	Solid Waste	Solid Waste Associate		\$12.95	\$19.11						
16	Medical Transcriptionist	Human Services - AD	Transcriptionist Associate		\$14.45	\$18.05						



PG	Current Title	Dept	Recommended Title		Old Min	Old Max		Min	Range A	Range B-CP	Range C	Range D
16	Word Processing Operator	Human Services - AD	Transcriptionist Associate									
	Warrant & Electronic Monitoring Clerk	Sheriff	Warrant & Electronic Monitoring Associate		\$14.23	\$22.74						
16	Zoning secretary	Planning & Zoning	Zoning Associate		\$12.95	\$19.11						
17	Economic Support Specialist	Human Services-ES	Economic Support Specialist I					\$17.79	\$18.86	\$19.80	\$22.04	\$24.55
17	Mental Health Technician	Human Services	Mental Health Technician		\$15.56	\$19.49		\$36,999.82	\$39,219.81	\$41,180.80	\$45,834.24	\$51,059.76
17	Program Spec - Summit House	Human Services-BH	Program Spec - Summit House		\$16.08	\$20.12						
17	Program Spec - Towards Tomorrow	Human Services-BH	Program Spec - Towards Tomorrow		\$16.08	\$20.12						
17	Activity Specialist	PVHC	Activity Specialist		\$15.84	\$19.03						
17	WIC Breastfeeding Peer Counselor	Health	WIC Breastfeeding Peer Counselor		\$15.26	\$19.19						
18	Secretary I	Coroner	Admin Associate - Co Coroner		\$12.95	\$19.11		\$18.68	\$19.80	\$20.79	\$23.14	\$25.78
18	LWCD Secretary	Land & Water Conserv	Admin Associate - LWCD		\$12.95	\$19.11		\$38,849.82	\$41,180.80	\$43,239.85	\$48,125.95	\$53,612.75
18	Airport Secretary	Airport	Administrative Associate - Airport		\$13.81	\$20.14						
18	Administrative Coordinator	Facilities & Prop Mgmt	Administrative Associate - Facilities		\$18.41	\$26.11						
18	Administrative Assistant	Human Services - AD	Administrative Associate - Human Services		\$18.41	\$26.11						
18	Confidential Secretary	Human Services - AD	Administrative Associate - Human Services		\$18.41	\$26.11						
18	Parks Secretary	Parks	Administrative Associate - Parks		\$12.95	\$19.11						
18	Planning Secretary	Planning & Zoning	Administrative Associate - Planning		\$13.68	\$20.03						
18	Administrative Coordinator	Public Health	Administrative Associate - Public Health									
18	Conf Program Assistant	Sheriff	Administrative Associate - Sheriff		\$18.41	\$26.11						
18	Confidential Secretary-Solid Waste	Solid Waste	Administrative Associate - Solid Waste		\$18.41	\$26.11						
18	Lead Secretary	Human Services-AD	Administrative Associate IV		\$16.12	\$20.21						
18	Secretary	Human Services-AD	Administrative Associate IV		\$15.09	\$18.91						
18	Support Staff Sec II	UW-Extension	Administrative Associate -UW Ext		\$13.81	\$20.14						

PG	Current Title	Dept	Recommended Title		Old Min	Old Max		Min	Range A	Range B-CP	Range C	Range D
18	Master Ctrol/Bkg/Prop Rec Clk	Sheriff	Booking Security Associate		\$13.81	\$20.14						
18	Child Support Specialist	Child Support	Child Support Specialist		\$15.06	\$24.50						
18	Civil Process/Sherif Sales Clk	Sheriff	Civil Process Associate		\$14.23	\$22.74						
18	Court Assistant	Clerk of Courts	Court Assistant		\$14.23	\$22.74						
18	Deputy County Clerk	County Clerk	Deputy County Clerk		\$14.23	\$22.74						
18	Deputy County Treasurer	Treasurer	Deputy County Treasurer		\$14.23	\$22.74						
18	Deputy Register Probate	Courts	Deputy Register Probate		\$14.23	\$22.74						
18	Economic Support Specialist II	Human Services-ES	Economic Support Specialist II		\$16.76	\$21.01						
18	Secretary I	Emergency Management	Emergency Mgmt Associate		\$12.95	\$19.11						
18	ESS Problem Resolution	Human Services-ES	ESS Problem Resolution Specialist		\$16.76	\$21.01						
18	Evidence Technician	Sheriff	Evidence Technician		\$18.41	\$26.11						
18	Confidential Secretary/Receptionist	Human Resources	Human Resource Associate		\$18.41	\$26.11						
18	Human Service Case Aide	Human Services-CW	Human Service Case Aide		\$15.56	\$19.49						
18	Janitor/Watchman	Highway	Janitor-Watchman		\$20.54	\$22.46						
18	Legal Secretary	DA	Legal Secretary		\$13.81	\$20.14						
18	Lead Mental Health Tech	Human Services - BH	Mental Health Tech-Lead		\$16.66	\$20.69						
18	Nurse Scheduler	PVHC	Nurse Scheduler		\$17.76	\$25.21						
18	Painter	Facilities & Prop Mgmt	Painter-Maintenance		\$14.01	\$18.93						
18	Painter	PVHC - Housekeeping	Painter-Maintenance		\$16.42	\$19.53						
18	Legal Secretary	DA	Victim Witness Specialist		\$13.81	\$20.14						
19	Lead Activity Specialist	PVHC	Activity Specialist - Lead					\$19.80	\$20.99	\$22.04	\$24.53	\$27.32
19	Administrative Assistant	DA	Administrative Associate V		\$19.03	\$27.05		\$41,180.80	\$43,651.65	\$45,834.24	\$51,013.50	\$56,829.51
19	Lead Child Support Specialist	Child Support	Child Support Specialist - Lead									
19	Court Reporter	Courts	Court Reporter		\$18.41	\$26.11						
19	Account Clerk	Health	Financial Associate - Lead		\$13.68	\$20.03						
19	Home Consultant	Human Services	Home Consultant		\$16.12	\$20.21						
19	Inmate Classification Coord	Sheriff-Jail	Inmate Classification Associate		\$17.76	\$25.21						
19	Juvenile Restitution Program Coord	Human Services - CW	Juvenile Restitution Program Coord		\$17.38	\$21.78						
19	Medical Records Coordinator	PVHC	Medical Records Associate		\$18.18	\$28.48						
19	Confidential Secretary - Paralegal	Corp Counsel	Paralegal		\$19.03	\$27.05						

PG	Current Title	Dept	Recommended Title		Old Min	Old Max		Min	Range A	Range B-CP	Range C	Range D
19	Confidential Secretary - Paralegal	DA	Paralegal		\$19.03	\$27.05						
19	Purchasing Coordinator	PVHC	Purchasing Associate		\$18.41	\$26.11						
19	Benefits Specialist	Veterans	Veterans Benefits Specialist		\$13.68	\$20.03						
20	Accountant	PVHC	Accounting Associate		\$20.77	\$32.54		\$20.79	\$22.04	\$23.14	\$25.75	\$28.69
20	Administrative Coordinator	PVHC	Administrative Coordinator		\$20.97	\$29.81		\$43,239.85	\$45,834.24	\$48,125.95	\$53,564.18	\$59,670.99
20	Disability Benefit Specialist	Human Services- Lts	Disability Benefit Specialist		\$16.76	\$21.01						
20	Dispatcher	Sheriff-Dispatch	Dispatcher		\$20.08	\$24.50						
20	ESS Lead Worker	Human Services - ES	Economic Support Specialist - Lead		\$17.38	\$21.78						
20	Elderly Benefit Specialist	Human Services - LTS	Elderly Benefit Specialist		\$16.12	\$20.21						
20	Classification 2 Operator	Highway	Equipment Operator I		\$21.57	\$23.53						
20	Class #3 Oper/Hvy Equip Oper	SW	Equipment Operator I		\$22.09	\$24.01						
20	GPS Coordinator	Sheriff	GPS Coordinator		\$19.03	\$27.05						
20	Telecommunications/Budget Asst	IS	IS Accountant		\$22.98	\$32.86						
20	Judicial Assistant	Circuit Court	Judicial Associate - Lead		\$19.03	\$27.05						
20	Custodian/Groundsperson	Airport	Maint Equip Operator		\$20.54	\$22.46						
20	Maintenance Equip Oper	Airport	Maint Equip Operator		\$21.57	\$23.53						
20	Maintenance Tech	Facilities & Prop Mgmt	Maintenance Technician		\$17.98	\$22.38						
20	Parks Caretaker	Parks	Parks Caretaker		\$21.57	\$23.53						
20	Payroll & Benefits Specialist	Human Resources	Payroll & Benefits Specialist		\$22.07	\$34.57						
20	User Support Specialist	IS	User Support Specialist		\$19.94	\$27.38						
21	AODA Intervention Counselor-In Training	Human Services - BH	AODA Intervention Counselor-In Training					\$22.87	\$24.24	\$25.45	\$28.33	\$31.56
21	Communications Coordinator	Health	Communications Specialist					\$47,563.83	\$50,417.66	\$52,938.54	\$58,920.60	\$65,638.08
21	Crime Data Specialist	DA	Crime Data Specialist									
21	Custodian Supervisor	Facilities	Custodian Supervisor		\$22.07	\$34.57						
21	Environmental Technician	SW	Environmental Technician		\$18.41	\$26.11						
21	Class #3 Oper/Hvy Equip Oper	Highway	Equipment Operator II		\$22.09	\$24.01						
21	Construction Site Erosion Control Tech	Planning & Zoning	Erosion Control Tech		\$20.77	\$32.54						
21	Executive Assistant	Co Exec	Executive Assistant		\$19.47	\$30.51						
21	Dietetic Tech/Reg Dietician	PVHC	Food Service Supervisor		\$20.77	\$32.54						
21	Housekeeping Supervisor	PVHC	Housekeeping Supervisor		\$22.07	\$34.57						
21	LPN - Psychiatric Nurse	Human Services - BH	LPN - Psychiatric Nurse		\$21.80	\$30.41						

PG	Current Title	Dept	Recommended Title		Old Min	Old Max		Min	Range A	Range B-CP	Range C	Range D
21	Prevention Services Coord	Human Services - BH	Prevention Services Coord		\$22.62	\$31.56						
21	Deputy Register of Deeds	ROD	Register of Deeds Supervisor		\$14.23	\$22.74						
21	Reg in Prob/Prob Register	Courts	Register of Probate		\$20.77	\$32.54						
21	Risk Assessment Specialist	DA	Risk Assessment Specialist		\$20.97	\$29.81						
21	Senior User Support Specialist	IS	User Support Specialist - Lead		\$19.03	\$27.05						
21	Victim Witness Program Coordinator	DA	Victim Witness Program Coord		\$20.77	\$32.54						
21	WI Well Women Prog Coord	Health	WI Well Women Prog Specialist		\$20.48	\$25.01						
21	WIC Program Nutritionist	Health	WIC Program Nutritionist		\$22.07	\$34.57						
21P	LPN	PVHC	LPN		\$20.62	\$23.79		\$22.87	\$24.24	\$25.45	\$26.98	\$28.58
								\$47,563.83	\$50,417.66	\$52,938.54	\$56,114.85	\$59,454.79
22	Program Accountant	Human Services - AD	Accountant		\$22.07	\$34.57		\$24.01	\$25.45	\$26.72	\$29.74	\$33.13
22	Accountant	Sheriff	Accountant		\$20.77	\$32.54		\$49,942.02	\$52,938.54	\$55,585.47	\$61,866.63	\$68,919.99
22	Accounting Supervisor	Clerk of Courts	Accountant		\$20.77	\$32.54						
22	Agronomist	Land & Water Consv	Agronomist		\$20.77	\$32.54						
22	Carpenter	Facilities	Carpenter		\$24.97	\$31.78						
22	Case Mgr - Safe Streets Program	Human Services - BH	Case Manager		\$21.80	\$30.41						
22	Case Manager - Justice Program	Human Services - BH	Case Manager - Justice Program									
22	Code Enforcement Officer	Planning & Zoning	Code Enforcement Officer		\$22.07	\$34.57						
22	Conservation Technician	Land & Water Consv	Conservation Technician		\$20.77	\$32.54						
22	CSP Professional	Human Services - BH	CSP Professional		\$21.80	\$30.41						
22	4-H Youth & Science Educator	UW-Extension	Educator - 4H Youth & Science		\$20.77	\$32.54						
22	Family Living Educator	UW-Extension	Educator - Family Living		\$22.07	\$34.57						
22	Drug Free Comm Grant Coord	Health	Educator - Health		\$22.07	\$34.57						
22	Health Educator	Health	Educator - Health		\$22.07	\$34.57						
22	Environmental Health Specialist	Health	Environmental Health Specialist I		\$22.07	\$34.57						
22	Evidence/Records Coordinator	Sheriff	Evidence/Records Supervisor		\$19.47	\$30.51						
22	Foreman	Highway	Foreman		\$23.65	\$25.68						
22	Lead Operator	SW	Foreman		\$23.65	\$25.68						
22	GIS Technician	Land & Water Consv	GIS Technician		\$20.83	\$28.63						

PG	Current Title	Dept	Recommended Title		Old Min	Old Max		Min	Range A	Range B-CP	Range C	Range D
22	Mechanic	Airport	Mechanic		\$22.30	\$24.30						
22	Mechanic	Highway	Mechanic		\$22.30	\$24.30						
22	Night Mechanic	Highway	Mechanic		\$22.30	\$24.30						
22	Parks Maintenance Supervisor	Parks	Parks Maintenance Supervisor		\$22.07	\$34.57						
22	Tax Listing & Assessment Coord	Planning & Zoning	Real Property Listing Supervisor		\$20.77	\$32.54						
22	Adm Crd/Exec Asst	Sheriff	Records Administrative Supervisor		\$19.47	\$30.51						
22	Dietetic Tech/Reg Dietician	PVHC	Registered Dietician		\$20.77	\$32.54						
22	Maintenance Technician	SW	Solid Waste Mechanical Technician		\$22.30	\$24.30						
22	Team Case Manager	Human Services - BH	Team Case Manager		\$21.80	\$30.41						
22	Team Case Manager/Voc Specialist	Human Services - BH	Team Case Manager/Voc Specialist		\$21.80	\$30.41						
22	Work Release Unit Supervisor	Sheriff	Work Release Unit Supervisor		\$22.07	\$34.57						
23	ADRC Specialist	Human Services - LTS	ADRC Specialist		\$23.82	\$30.92		\$25.45	\$26.72	\$28.06	\$31.39	\$35.12
23	AODA Intervention Counselor	Human Services - BH	AODA Counselor		\$21.80	\$30.41		\$52,938.54	\$55,585.47	\$58,364.74	\$65,298.47	\$73,055.19
23	APS Worker	Human Services - LTS	APS Specialist		\$26.98	\$31.87						
23	APS/Crisis Worker	Human Services - LTS	APS Specialist		\$26.98	\$31.87						
23	EM Planner/Deputy Director	Emergency Mgmt	Deputy Director - EM		\$20.77	\$32.54						
23	Electrician - Maintenance	Facilities	Electrician - Maintenance									
23	GIS Specialist	Land & Water Consv	GIS Specialist									
23	GIS Specialist	Planning & Zoning	GIS Specialist I									
23	Intensive In-Home Case Manager	Human Services - BH	Intensive In-Home Case Specialist		\$23.82	\$30.92						
23	Domestic Violence Investigator	DA	Investigator		\$20.77	\$32.54						
23	Investigator	DA	Investigator		\$20.77	\$32.54						
23	Juvenile Court Intake Worker	Human Services - CW	Juvenile Court Intake Specialist		\$26.98	\$31.87						
23	Maintenance Supervisor	Facilities	Maintenance Supervisor		\$22.07	\$34.57						
23	Crisis Worker After Hours	Human Services - BH	Mental Health Crisis Specialist		\$21.80	\$30.41						
23	Mental Health Crisis Worker	Human Services - BH	Mental Health Crisis Specialist		\$21.80	\$30.41						
23	Network Technician	IS	Network Technician		\$22.98	\$32.86						
23	Public Safety Application Admin	Sheriff	Public Safety Application Admin		\$20.77	\$32.54						



PG	Current Title	Dept	Recommended Title		Old Min	Old Max		Min	Range A	Range B-CP	Range C	Range D
23	Resident Counselor-Summit	Human Services - BH	Resident Counselor-Summit		\$21.80	\$30.41						
23	Residential Program Professional	Human Services - BH	Residential Program Counselor									
23	Resource Conservationist	Land & Water Conserv	Resource Conservationist		\$22.07	\$34.57						
23	Social Worker	Human Services - CW	Social Work Specialist		\$23.82	\$30.92						
23	Social Worker Specialist	Human Services - CW	Social Work Specialist		\$26.98	\$31.87						
23	Service Coord/Social Worker	Human Services - LTS	Social Work Specialist		\$23.82	\$30.92						
23	Social Worker - Medical	PVHC	Social Worker - Medical		\$23.37	\$36.61						
23	Special Projects Coordinator	Human Services - AD	Special Projects Coordinator		\$22.07	\$34.57						
23	Telecommunications Coord	IS	Telecommunications Specialist		\$22.98	\$32.86						
23	Traffic Operations Supervisor	Highway	Traffic Operations Supervisor		\$22.07	\$34.57						
23	Deputy Veterans Service Officer	Veterans	Veterans Services Supervisor		\$14.23	\$22.74						
23	Youth CCS Worker	Human Services - BH	Youth CCS Case Specialist									
24	General Accounting Supervisor	Finance	Accounting Supervisor		\$23.37	\$36.61		\$26.98	\$28.33	\$29.74	\$33.28	\$37.23
24	Asst Child Support Attorney	Child Support	Asst Child Support Attorney		\$23.37	\$36.61		\$56,114.85	\$58,920.60	\$61,866.63	\$69,216.38	\$77,438.50
24	Office Manager/Chief Deputy	Clerk of Courts	Chief Deputy		\$22.07	\$34.57						
24	Crime Analyst	Sheriff	Crime Analyst		\$22.07	\$34.57						
24	Diversion Program Coord	DA	Diversion Program Coord		\$22.07	\$34.57						
24	Environmental Health Specialist	Health	Environmental Health Specialist II									
24	Family Court Counselor	Courts	Family Court Mediator		\$25.30	\$39.64						
24	Director Food & Nutrition Services	PVHC	Food & Nutrition Manager		\$27.90	\$43.72						
24	GIS Specialist	Planning & Zoning	GIS Specialist II									
24	Human Resource Specialist	Human Resources	Human Resource Advisor		\$23.37	\$36.61						
24	HVAC Specialist	Facilities	HVAC Specialist		\$29.13	\$37.04						
24	Associate Planner	Planning & Zoning	Land Use Planner		\$23.37	\$36.61						
24	Supt of Maint & Operations	Airport	Maint & Operations Manager		\$25.30	\$39.64						
24	Master Electrician	Facilities	Master Electrician		\$28.37	\$36.10						
24	Support Specialist Supervisor	Human Services - AD	Office Supervisor		\$23.37	\$36.61						

PG	Current Title	Dept	Recommended Title		Old Min	Old Max		Min	Range A	Range B-CP	Range C	Range D
24	Office Supervisor	Child Support	Office Supervisor		\$22.07	\$34.57						
24	Office Manager	DA	Office Supervisor									
24	Accountant/Office Manager	Highway	Office Supervisor		\$22.07	\$34.57						
24	Office Systems & Confidential Records Supervisor	Human Services	Office Supervisor		\$23.37	\$36.61						
24	Parts Supervisor	Highway	Parts Supervisor		\$18.18	\$28.48						
24	Plumber	Facilities	Plumber		\$29.13	\$37.04						
24	Purchasing Agent/Accountant	Finance	Purchasing Manager		\$22.07	\$34.57						
24	Psychiatric Nurse	Human Services - BH	Psychiatric Nurse		\$23.96	\$34.13						
24	WIC-Prevention Nurse	Health	Public Health Nurse		\$27.12	\$33.80						
24	Public Health Nurse	Health	Public Health Nurse		\$27.12	\$33.80						
24	Public Health Preparedness Coord	Health	Public Health Preparedness Specialist									
24	Qualified Therapist - In Training	Human Services - BH	Qualified Therapist - In Training									
24	Recycling Coordinator	SW	Recycling Program Manager		\$23.37	\$36.61						
24	Registered Nurse	PVHC	Registered Nurse		\$27.72	\$32.93						
24	Staff Development Coordinator	PVHC	Staff Development Coordinator		\$25.30	\$39.64						
24	Summit House Coordinator	Human Services - BH	Summit House Supervisor		\$26.60	\$41.67						
24	Support Services Supervisor	Human Services - AD	Support Staff Supervisor		\$23.69	\$35.38						
24	System Analyst	IS	System Analyst		\$25.84	\$38.56						
24P	Registered Nurse	PVHC	Registered Nurse		\$27.72	\$32.93		\$28.19	\$29.60	\$31.08	\$32.95	\$35.24
								\$58,640.02	\$61,572.02	\$64,650.63	\$68,529.66	\$73,300.03
25	Adult Sub Abuse/Safe Str Supv	Human Services - BH	Adult AODA Supervisor		\$27.90	\$43.72		\$29.68	\$31.16	\$32.72	\$36.60	\$40.95
25	Adult CSP/CSS Supervisor	Human Services - BH	Adult CSP/CSS Supervisor		\$29.19	\$45.73		\$61,726.34	\$64,812.66	\$68,053.29	\$76,138.02	\$85,182.35
25	Behavior Specialist	Human Services - BH	Behavior Specialist		\$23.96	\$34.13						
25	Eng Tech/Bridge Oper Supv	Highway	Bridge & Engineer Manager		\$23.37	\$36.61						
25	Crisis Inter/Adult Access Supv	Human Services - BH	Crisis Intervention Manager		\$29.19	\$45.73						
25	Environmental Health Supervisor	Health	Environmental Health Manager		\$22.07	\$34.57						
25	ESD Assistant Manager	Human Services - ES	Economic Support Supervisor		\$27.90	\$43.72						
25	Dir Family Court Services	Courts	Family Court Services Mgr		\$26.60	\$41.67						
25	Family Services Therapist	Human Services - BH	Family Services Therapist		\$23.96	\$34.13						

PG	Current Title	Dept	Recommended Title		Old Min	Old Max		Min	Range A	Range B-CP	Range C	Range D
25	Financial Supervisor	Human Services - AD	Financial Supervisor		\$25.30	\$39.64						
25	GIS System Analyst/Admin	Planning & Zoning	GIS System Analyst/Admin		\$26.60	\$41.67						
25	Highway Equipment Supt	Highway	Highway Equipment Manager		\$25.30	\$39.64						
25	Highway Maintenance Supt	Highway	Highway Maintenance Manager		\$26.60	\$41.67						
25	Intensive In-Home Therapist	Human Services - BH	Intensive In-Home Therapist		\$23.96	\$34.13						
25	Network Administrator	IS	Network Administrator		\$29.19	\$45.73						
25	Assistant Parks Director	Parks	Parks Manager		\$25.30	\$39.64						
25	Payroll & Benefits Manager	Human Resources	Payroll & Benefits Manager		\$26.60	\$41.67						
25	Program Manager	Parks	Program Manager		\$25.30	\$39.64						
25	Program Supervisor/Team Ldr/Elderly	Human Services - LTS	Program Supervisor - Elderly		\$27.90	\$43.72						
25	Program Supervisor - Human Services	Human Services - CW	Program Supervisor - Human Services		\$29.19	\$45.73						
25	Prog Supv/Team Ldr/Fam Supp	Human Services - LTS	Program Supervisor - Family Support		\$29.19	\$45.73						
25	Juvenile Intake Supervisor	Human Services - CW	Program Supervisor - Juvenile Intake		\$25.30	\$39.64						
25	Psychotherapist	Human Services - BH	Psychotherapist		\$23.96	\$34.13						
25	Public Health Planner	Health	Public Health Planner									
25	Social Wellness Manager	PVHC	Social Wellness Manager									
25	Special Investigator	DA	Special Investigator		\$23.69	\$35.38						
25	Facility Manager	SW	SW Operation Manager		\$25.30	\$39.64						
25	Sr. System Analyst	IS	System Analyst - Lead		\$27.22	\$41.46						
25	WIC Program Director/Nutritionist	Health	WIC Program Manager		\$25.30	\$39.64						
25	Zoning Administrator	Planning & Zoning	Zoning Administrator		\$26.60	\$41.67						
26	Adult Therapist Supervisor	Human Services - BH	Adult Therapist Supervisor		\$29.19	\$45.73		\$33.53	\$35.21	\$36.97	\$41.36	\$46.28
26	Assistant Corp Counsel	Corp Counsel	Assistant Corp Counsel		\$26.60	\$41.67		\$69,750.76	\$73,238.30	\$76,900.22	\$86,035.96	\$96,256.06
26	Assistant Finance Director	Finance	Assistant Finance Director		\$26.60	\$41.67						
26	Development Supervisor	IS	Development Supervisor		\$29.19	\$45.73						
26	Director of Emergency Mgmt	Emergengy Mgmt	Director of Emergency Mgmt		\$29.19	\$45.73						
26	Director of Veteran Services	Veterans	Director of Veteran Services		\$25.30	\$39.64						
26	Building & Grounds Manager	Facilities	Facilities & Grounds Manager		\$29.19	\$45.73						

PG	Current Title	Dept	Recommended Title		Old Min	Old Max		Min	Range A	Range B-CP	Range C	Range D
26	Human Resource Manager	Human Resources	Human Resource Manager		\$26.60	\$41.67						
26	Lieutenant	Sheriff	Lieutenant		\$25.30	\$39.64						
26	RN Unit Manager	PVHC	Nurse Neighborhood Supervisor									
26	RN Shift Coordinator	PVHC	RN Shift Supervisor		\$25.30	\$39.64						
26	Public Health Supervisor	Health	Public Health Supervisor		\$25.30	\$39.64						
26	Chronic Disease Prevention Supervisor	Health	Public Health Supervisor									
26	Technical Support Supervisor	IS	Technical Support Supervisor		\$29.19	\$45.73						
26	Youth Mental Health Supervisor	Human Services - BH	Youth Mental Health Supervisor		\$27.90	\$43.72						
27	Airport Director	Airport	Airport Director		\$35.69	\$55.92		\$38.56	\$40.49	\$42.52	\$47.57	\$53.22
27	Captain	Sheriff	Captain		\$29.19	\$45.73		\$80,213.38	\$84,224.05	\$88,435.25	\$98,941.36	\$110,694.46
27	Chief Psych-Clinical Super	Human Services - BH	Chief Psych-Clinical Manager		\$35.69	\$55.92						
27	Court Commissioner	Courts	Court Commissioner		\$30.50	\$47.78						
27	Court Commissioner-Family	Courts	Court Commissioner		\$30.50	\$47.78						
27	Land & Water Conservation Director	Land & Water Conserv	Director Land Conservation & Water		\$30.50	\$47.78						
27	Child Support Director/Attorney	Child Support	Director of Child Support		\$29.19	\$45.73						
27	Behavior Health Svc Div Mgr	Human Services - BH	Division Mgr - Behavior Health		\$33.09	\$51.84						
27	Child Welfare Div Serv Mgr	Human Services - CW	Division Mgr - Child Welfare		\$33.09	\$51.84						
27	Economic Support Division Manager	Human Services - ES	Division Mgr - Economic Support		\$29.19	\$45.73						
27	Division Mgr - LTS Division	Human Services - LTS	Division Mgr - LTS Division		\$33.09	\$51.84						
27	Director of Financial Services	PVHC	Financial Services Manager									
28	Chief Deputy Sheriff	Sheriff	Chief Deputy Sheriff		\$33.09	\$51.84		\$42.42	\$44.54	\$46.77	\$52.32	\$58.54
28	Deputy Director	Human Services - AD	Deputy Director		\$35.69	\$55.92		\$88,234.72	\$92,646.45	\$97,278.78	\$108,835.49	\$121,763.91
28	Director of Facilities & Prop Mgmt	Facilities	Director of Facilities		\$33.09	\$51.84						
28	Director of Information Systems	IS	Director of Information Systems		\$35.69	\$55.92						
28	Director of Nursing	PVHC	Director of Nursing		\$33.09	\$51.84						
28	Parks Director/Expo Site Mgr	Parks	Director of Parks & Expo Center		\$33.09	\$51.84						
28	Planning Zoning & GIS Director	Planning & Zoning	Director of Planning & Zoning		\$35.69	\$55.92						
28	Director of Public Health	Health	Director of Public Health		\$33.09	\$51.84						
28	Director of Solid Waste	SW	Director of Solid Waste		\$33.09	\$51.84						

PG	Current Title	Dept	Recommended Title		Old Min	Old Max		Min	Range A	Range B-CP	Range C	Range D
29	Administrator	PVHC	Administrator		\$29.19	\$45.73		\$45.81	\$48.10	\$50.51	\$56.51	\$63.22
29	Director of Human Resources	Human Resources	Director of Human Resources		\$35.69	\$55.92		\$95,293.49	\$100,058.17	\$105,061.08	\$117,542.33	\$131,505.02
29	Finance Director	Finance	Director of Finance		\$35.69	\$55.92						
29	Highway Commissioner	Highway	Highway Commissioner		\$33.09	\$51.84						
30	Corporation Counsel	Corp Counsel	Corporation Counsel		\$38.29	\$59.98		\$49.48	\$51.95	\$54.55	\$61.03	\$68.28
30	Human Services Director	Human Services - AD	Director of Human Services		\$43.48	\$68.12		\$102,916.97	\$108,062.82	\$113,465.96	\$126,945.72	\$142,025.42



# Appendix C: Appeal Form

## Winnebago County Pay Grade Appeal Form

Employee Name \_\_\_\_\_ Department \_\_\_\_\_

Job Title \_\_\_\_\_ Supervisor \_\_\_\_\_

Please indicate the reason for your appeal, attach supporting information, and submit to Human Resources no later than \_\_\_\_\_.

\_\_\_ Title change appeal

\_\_\_\_\_ Current Title

\_\_\_\_\_ Proposed Title

### Reason for title change:

\_\_\_ Pay grade placement does not reflect my job responsibilities. Evidence to explain why and examples/evidence must be submitted. Proposed outcomes should be included.

\_\_\_ Current Pay Grade in New Plan    \_\_\_ Proposed Pay grade (*Must be completed*)

### Pay Grade Appeals Supplementary Information Required:

Include an organization chart of the department – highlight your current position and where it should be placed.  
If this is a supervisory position, or requesting placement as a lead/supervisory position – *indicate the number of positions supervised and the type of supervision responsibilities provided.*

**Explanation for the Pay Grade Change: Include documentation to show what responsibilities have changed since your original submission** (please attach additional sheets and evidence)

**What position(s) do you believe perform the same or similar work as the proposed position?**

**Are there any other municipalities that you believe perform similar functions to the proposed position? If so, what municipalities?** (You do not need to perform an external market analysis; rather, this is only if you know of other positions)

Employee \_\_\_\_\_ Date \_\_\_\_\_

[illegible]

**Comments from Second Level Supervisor (if appropriate):**

[illegible]

Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Date reviewed: \_\_\_\_\_

Explanation and/or additional information:

1     **028-72016**

2     **RESOLUTION:       Commendation for Gary Frank**

3

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

5

6             **WHEREAS**, Gary Frank has been employed with the Winnebago County Facilities and Property  
7 Management Department for the past thirty-one (31) years, and during that time has been a most conscientious and  
8 devoted County employee; and

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

11

12             **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that sincere  
13 appreciation and commendation be and is hereby extended to Gary Frank for the fine services he has rendered to  
14 Winnebago County.

15

16             **BE IT FURTHER RESOLVED** that the Winnebago County Clerk send a copy of this Resolution to  
17 Gary Frank.

18

Respectfully submitted by:

19

**PERSONNEL AND FINANCE COMMITTEE**

20

21 Committee Vote: **5-0**

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

23

24

25             Approved by the Winnebago County Executive this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

26

27

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

Winnebago County Executive

28

29

1     **029-72016**

2     **RESOLUTION:       Commendation for Mark Guldan**

3

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

5

6             **WHEREAS**, Mark Guldan has been employed with the Winnebago County Facilities and Property  
7 Management Department for the past thirty-six (36) years, and during that time has been a most conscientious and  
8 devoted County employee; and

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

11

12             **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that sincere  
13 appreciation and commendation be and is hereby extended to Mark Guldan for the fine services he has rendered to  
14 Winnebago County.

15

16             **BE IT FURTHER RESOLVED** that the Winnebago County Clerk send a copy of this Resolution to  
17 Mark Guldan.

18

Respectfully submitted by:

19

**PERSONNEL AND FINANCE COMMITTEE**

20

21 Committee Vote: **5-0**

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

23

24

25             Approved by the Winnebago County Executive this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

26

27

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

Winnebago County Executive

28

29

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

**WHEREAS**, your Committee has investigated the claim and recommends disallowance of same by Winnebago County.

Submitted by:

Committee Vote: **5-0**

Page 1





**Winnebago County**  
Office of the County Clerk

*The Wave of the Future*

OSHKOSH (920) 236-4890  
FOX CITIES (920) 727-2880  
FAX (920) 303-3025  
E-mail: [countyclerk@co.winnebago.wi.us](mailto:countyclerk@co.winnebago.wi.us)

**NOTICE OF CLAIM**

Date: May 13, 2016  
To: Doug, Linda and Joan  
Re: Claim from Paul Esslinger for damage to his vehicle's tire caused by a pot hole on County Road A in the City of Oshkosh.

This claim will be presented to the County Board at their June 21, 2016 meeting.

Attention Sue Brtner  
. 920-303-3025

May 13, 2016

To whom it may concern,

I'm writing this letter to respectfully ask that my expenses be reimbursed for damage to my vehicle as a result of a construction zone pot-hole.

My son was using my vehicle and was traveling North on County Hwy A in the City of Oshkosh at approximately 9:30 pm on May 10, 2016. Because construction was taking place on the road, traffic was directed onto the outer lane of the road. While he was going through the construction zone, unknown to him there was a section of the road that had gravel in it and that section was abutted the concrete of the road. What was not known until you were on top of the situation was the fact that a lot of gravel was missing from this section and there was a depression before the concrete started in the road again. Traveling over this section caused the tire to explode.

My son called me to access the situation and to help change the tire. While we were doing this, there were about four other cars that went through this section that had tires blown out. One of the other people was a friend of my son's. My son's friend called the Oshkosh Police Department to file an incident report. The officer also spoke to my son and filled out an incident report for him also (incident report # 16-14721). When I called the police department the next day the officer explained to me that he had five people that had blown tires that night and that he believed more tires were blown than just the five.

Because so many people were involved with this section of road in a very short period of time, I believe this situation arose very quickly and many people were unaware of the situation. My son and his friend were obeying all the traffic rules/speed limits at the time of the incident.

Thank you for your time and consideration in this matter.

Sincerely,



Paul Esslinger

920-410-1104



**CAR-X TIRE & AUTO # 1358**  
**2090 SOUTH KOELLER STREET**  
**OSHKOSH, WI 54901**  
**(920)233-1939**

PAGE 1

16-14721

Customer ID: 1358011343  
 Name: PAUL ESSLINGER  
 Address: 2350 HIGH OAK DR  
 Address 2:  
 City, State, Zip/Postal Code: OSHKOSH, WI, 54902  
 Home Phone: (920) 410-1104  
 Work Phone: () -  
 Other Phone: () -  
 Fax Exempt #:  
 Manager: KENNETH MCCOY  
 Services Requested:  
 CHECK FRONT END, HIT POT HOLE

Year: 08  
 Make: CHEVROLET  
 Model: IMPALA  
 Lic No: 366YGA  
 VIN: 2G1WD58CX81206459  
 Color:  
 Engine: 5.3  
 Mileage In: 112367  
 Mileage Out: 112367

Date/Time: 05/12/16 16:02:14  
 Estimate #: 18916  
 Invoice #: 16790  
 Key Tag:  
 PO Number:  
 Email Address:  
 Fleet/Wholesale: N  
 Unit Number:  
 Est Created On: 05/11/16 08:26:23

Qty	Part #	REC	Description	Loc	Warr	List	Net	Labor	Amount
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Tire Inflation: Not Available Torque: Not Available

**TIRE SERVICE**

1	MB100	S	WHEEL BALANCE	RF	60	0.00	0.00	0.00	0.00
TOTAL TIRE SERVICE:					0.00				

**SERVICE**

1	TT	S	TIRE ADD ON PARTS	RF	60	0.00	0.00	0.00	0.00
1	L0945	S	STANDARD VALVE STEM	RF	60	0.00	0.00	0.00	0.00
1	OEP	S	ONE EASY PRICE I	RF	60	0.00	0.00	0.00	0.00

ALSO INCLUDES TIRE MOUNTING,  
 LIFETIME TIRE ROTATION,  
 T.P.M.S. TRANSFER &  
 FREE ALIGNMENT CHECK

1	TR2	S	TIRE RECYCLING FEE	RF	60	0.00	0.00	0.00	0.00
TOTAL SERVICE:					0.00				

**TIRE**

1	OUTTIRE	S	235/50R18 HANKOOK VENTRF	RF	70	151.79	151.79	0.00	151.79
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Mileage Warranty: 0

DOT Numbers: BCLJ1AH4715

TOTAL TIRE: 151.79

**MISCELLANEOUS**

1	FEE	S	SHOP SUPPLY FEE		0	0.00	0.00	0.00	0.00
---	-----	---	-----------------	--	---	------	------	------	------

This charge represents costs and  
 profits to the motor vehicle  
 facility for miscellaneous shop  
 supplies or waste oil.

TOTAL MISCELLANEOUS: 0.00

\*\*\* Customer Wishes To Discard Old Parts \*\*\*

These parts were declined by the customer:

2	OUTWB	S	WHEEL BEARING	F					
1	ALIGNMENT	S	WHEEL ALIGNMENT	RF		0.00	0.00	74.99	74.99

**NOTICE TO CUSTOMERS**

Unless otherwise specified, all labor charges are based on flat rate manuals, and not actual time spent. Unless otherwise specified in writing, all parts and labor are warranted for the earlier of 90 days or 4,000 miles. Please see reverse for details. All labor performed and parts replaced were necessary to perform all repairs. All parts are new unless otherwise specified (i.e. used or rebuilt). All personal items should be removed from the vehicle before it is left for service. We are not responsible for these items.

I certify that this vehicle has been tested or test driven when needed and that the mechanic's work was performed satisfactorily.

Manager's Initials

The undersigned acknowledges that this invoice is for services rendered by Monroe Muffler Brake & Service and now renders payment (either in cash, check, credit card or other charge) in the full amount set forth on this invoice. The undersigned agrees to pay any and all costs of collection incurred by Monroe Muffler Brake & Service, including reasonable attorney fees and returned check charges, in the event that, for any reason, payment is not received by Monroe Muffler Brake & Service. An expressed mechanic's lien is acknowledged on the above vehicle to secure the cost of repairs made, including any parts utilized during such repair.

Print Name

Customer Signature

**CAUTION: Owners of Mag, Custom, Alloy, or Dual wheels must have lug-nuts retorqued after 25 miles or 24 hours! The Company will gladly retorque these lug-nuts once after the first 25 miles at no charge.**

Initial:

See reverse for Diagnosis (REC), Warranty (WARR), and Location (LOC) codes.

INVOICE INVOICE CAR-X TIRE & AUTO # 1358 INVOICE  
 CUSTOMER COPY

SEE NEXT PAGE



**CAR-X TIRE & AUTO # 1358**  
**2090 SOUTH KOELLER STREET**  
**OSHKOSH, WI 54901**  
**(920)233-1939**

PAGE 2

Customer ID: 1358011343  
 Name: PAUL ESSLINGER  
 Address: 2350 HIGH OAK DR  
 Address 2:  
 City, State, Zip/Postal Code: OSHKOSH, WI, 54902  
 Home Phone: (920) 410-1104  
 Work Phone: () -  
 Other Phone: () -  
 Tax Exempt #:  
 Manager: KENNETH MCCOY  
 Services Requested:  
 CHECK FRONT END, HIT POT HOLE

Year: 08  
 Make: CHEVROLET  
 Model: IMPALA  
 Lic No: 366YGA  
 VIN: 2G1WD58CX81206459  
 Color:  
 Engine: 5.3  
 Mileage In: 112367  
 Mileage Out: 112367

Date/Time: 05/12/16 16:02:14  
 Estimate #: 18916  
 Invoice #: 16790  
 Key Tag:  
 PO Number:  
 Email Address:  
 Fleet/Wholesale: N  
 Unit Number:  
 Est Created On: 05/11/16 08:26:23

Qty.	Part #	REC	Description	Loc	Warr	List	Net	Labor	Amount
------	--------	-----	-------------	-----	------	------	-----	-------	--------

PAY TYPE: M/C 159.38 Date: 5/12/2016 APPROVAL #: R5174Z ENTRY: SWIPE  
 CREDIT CARD #: XXXX-XXXX-XXXX-5356

PAY	AMT	SUB TOTAL	151.79
M/C	159.38 5/12/2016	SALES TAX	7.59
		GRAND TOTAL	159.38

PAYMENT COLLECTED BY: K. MCCOY  
 TECH: 073815-0.00 R. MUNNS

INVOICE INVOICE CAR-X TIRE & AUTO # 1358 INVOICE  
 CUSTOMER COPY

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

**WHEREAS**, your Committee has investigated the claim and recommends disallowance of same by Winnebago County.

**NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that the claim of Missy A Krause, filed with the County Clerk on May 26, 2016, be and the same is hereby disallowed for the reason that there is no basis for liability on the part of Winnebago County.

## PERSONNEL AND FINANCE COMMITTEE

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

Approved by the Winnebago County Executive this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Mark L Harris  
Winnebago County Executive



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

**WHEREAS**, your Committee has investigated the claim and recommends disallowance of same by Winnebago County.

Submitted by:

Committee Vote: **5-0**

Approved by the Winnebago County Executive this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Mark L Harris  
Winnebago County Executive



**Winnebago County**

Office of the County Clerk

*The Wave of the Future*

OSHKOSH (920) 236-4890

FOX CITIES (920) 727-2880

FAX (920) 303-3025

E-mail: [countyclerk@co.winnebago.wi.us](mailto:countyclerk@co.winnebago.wi.us)

**NOTICE OF CLAIM**

Date: June 3, 2016

To: Doug, Linda and Joan

Re: Claim received from Debbie Plotter for damage to their mail box caused by a Highway Department snowplow

This claim will be presented to the County Board at their  
June 21, 2016 meeting.

June 3, 2016

Winnebago County Clerk  
415 Jackson Street  
Oshkosh, WI 54901

Dear County Clerk:

On February 16, 2016 a Winnebago snowplow driver hit our mailbox while plowing our street. Our address is 1383 Oakwood Circle. See attached pictures. The post and mailbox were damaged. Attached is a receipt for a new mailbox and post.

Thanks.

A handwritten signature in blue ink, appearing to read "Debbie Plotter". The signature is fluid and cursive, with the first name "Debbie" written in a larger, more prominent script than the last name "Plotter".

Debbie Plotter



**MENARDS - OSHKOSH**  
**2351 WESTOWNE AVE.**  
**OSHKOSH, WI 54904**

KEEP YOUR RECEIPT  
RETURN POLICY VARIES BY PRODUCT TYPE

Unless noted below allowable returns for  
items on this receipt will be in the form  
of an in store credit voucher if the  
return is done after 08/20/16

If you have questions regarding the  
charges on your receipt, please  
email us at:  
OSHKfrontend@menards.com



Sale Transaction

CEDAR TOP MOUNT POST KIT*	
2157155	24.99
CEDAR CHALET MAILBOX *	
2157113	34.99
DUPONT LBL 18X25X1 M10FLT*	
6330219	<del>5.00</del>
OLLIS CHAISE CUSHION	
2721384 2 @34.99	<del>69.98</del>
4-PACK FIRESTARTERS	
6408486 PKG	<del>11.94</del>
TOTAL	<del>147.89</del> 59.98
TAX STATE OF WI 5%	<del>7.39</del> 3.00
TOTAL SALE	155.28
CHASE VISA 2605	155.28 62.98
Auth Code:073530	
Chip Inserted	
a0000000031010	
TC - 51132eb501bb4acb	

TOTAL SAVINGS 9.98

TOTAL NUMBER OF ITEMS = 6

GUEST COPY

The Cardholder acknowledges receipt of  
goods/services in the total amount shown  
hereon and agrees to pay the card issuer  
according to its current terms.

THIS IS YOUR CREDIT CARD SALES SLIP  
PLEASE RETAIN FOR YOUR RECORDS.

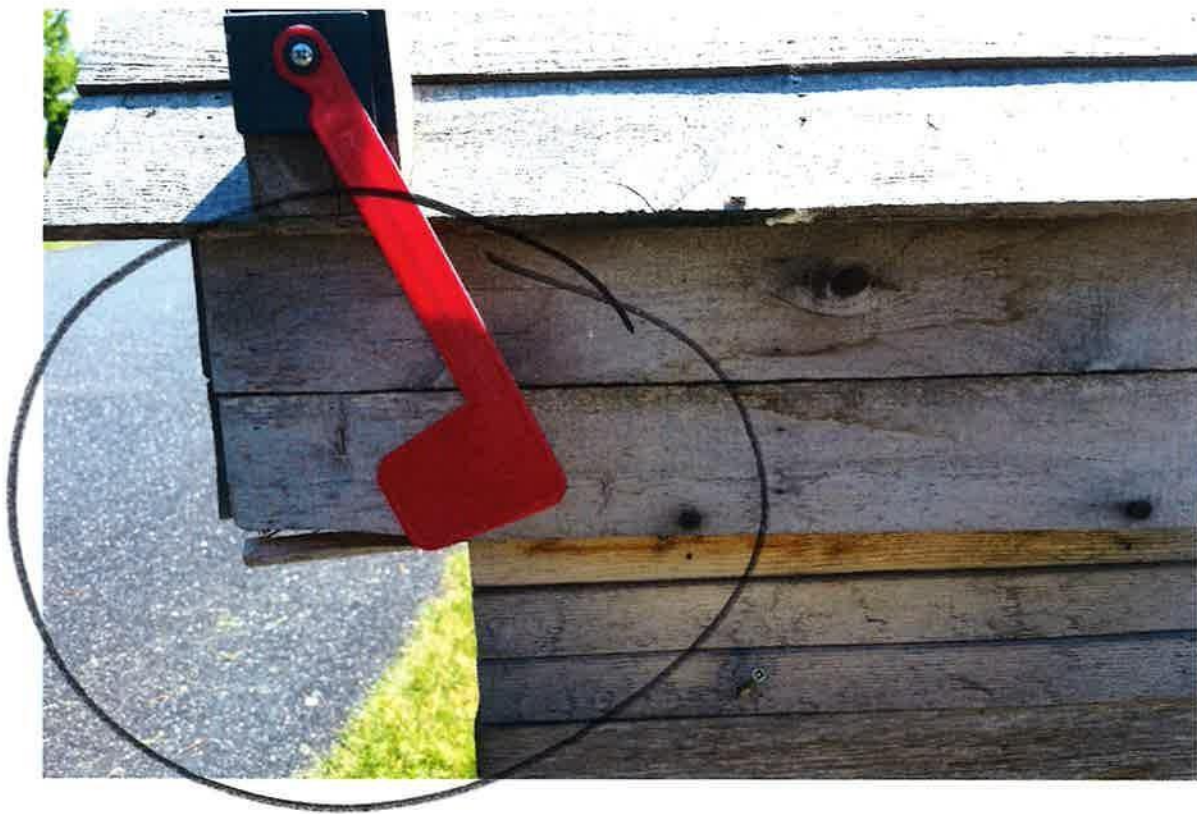
**NOW HIRING!!!**

THANK YOU, YOUR CASHIER, CONNIE

86585 06 5880 05/30/16 12:01PM 3025







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

**WHEREAS**, your Committee has investigated the claim and recommends disallowance of same by Winnebago County.

**NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that the claim of American Family Insurance for Daniel and Susan L Hanneman, filed with the County Clerk on June 3, 2016, be and the same is hereby disallowed for the reason that there is no basis for liability on the part of Winnebago County.

## PERSONNEL AND FINANCE COMMITTEE

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

Approved by the Winnebago County Executive this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Mark L Harris  
Winnebago County Executive



**Winnebago County**  
Office of the County Clerk

*The Wave of the Future*

OSHKOSH (920) 236-4890  
FOX CITIES (920) 727-2880  
FAX (920) 303-3025  
E-mail: [countyclerk@co.winnebago.wi.us](mailto:countyclerk@co.winnebago.wi.us)

**NOTICE OF CLAIM**

Date: June 3, 2016

To: Doug, Linda and Joan

Re: Claim received from American Family Insurance for Daniel & Susan L. Hanneman for damage to their vehicle caused by an accident with a Highway Department vehicle

This claim will be presented to the County Board at their June 21, 2016 meeting.



6000 American Pkwy | Madison, WI 53783-0001 | 1-800-MY AMFAM (692-6326) | [amfam.com](http://amfam.com)

June 01, 2016

69-JMF003

WINNEBAGO COUNTY  
ATTN SUE ERTMER COUNTY CLERK  
PO BOX 2808  
OSHKOSH WI 54903-2808

RE: Your Insured Name: JON FLAIG  
Your File Number: UNKNOWN  
Our Claim Number: 00-445-154979 6922  
Our Insured: Daniel & Susan L Hanneman  
Date of Accident: April 15, 2016  
Total Claim: \$1,613.85  
Company Portion: \$1,113.85  
Insured's Deductible: \$500.00

Dear Winnebago County:

We are notifying you that American Family Mutual Insurance Company has now made payment on the above referenced claim and our supporting documentation and proof of payment is enclosed.

The facts support that this incident was caused by your insured's negligence. Please forward the total claim amount indicated. We will reimburse our insured their deductible.

We look forward to concluding this matter soon.

Thank you for your attention to this matter. When sending correspondence, please include 'Attn: Subrogation Dept'.

Respectfully,

Jane M Hewitt  
Subrogation Adjuster  
American Family Mutual Insurance Company  
1-800-MYAMFAM (1-800-692-6326) X 44033  
[jhewit2@amfam.com](mailto:jhewit2@amfam.com)  
[www.amfam.com/claims](http://www.amfam.com/claims)

Enc:



[Home](#) | 
 [Inbox](#) | 
 [Group Pay](#) | 
 [Search](#) | 
 [Claim Links](#) | 
 [Admin](#) | 
 [FNOL](#) | 
 [Help](#) | 
 [Recently Viewed Claims](#) ▾

Clm: 00-445-154979 / HANNEMAN, DANIEL & SUSAN L DOL: 04/15/2016 Policy: 19712268-04 Status: Open

## Claim 00-445-154979 - Financials

[Overview](#) | 
 [Documents/Images](#) | 
 [Financials](#) | 
 [Activity Record](#) | 
 [Notes](#)

[Financials Summary](#) | 
 [Make Payment](#) | 
 [Record Field Payment](#) | 
 [Apply Credit](#) | 
 [Transfer](#) | 
 [Medical Bill List](#)

### Financials Summary & Transactions

[View Perils & Reserves](#) | 
 [View Loss Payment - Perils Breakout](#)

[Printable Version](#) 


**Loss Paid-to-Date: \$1,113.85**    
 **Deductible(s) Applied: \$500.00**    
 **Expense Paid-to-Date: \$1.75**

**Filtered by:** No filter applied. All items displayed.

<b>Loss Payments:</b>	<b>\$1,113.85</b>	<b>Loss Credits:</b>	<b>\$0.00</b>	<b>Expense Payments:</b>	<b>\$1.75</b>	<b>Expense Credits:</b>	<b>\$0.00</b>
Claim:	\$1,113.85	Claim:	\$0.00	Legal:	\$0.00	Legal:	\$0.00
Salvage:	\$0.00	Salvage:	\$0.00	Medical:	\$0.00	Medical:	\$0.00
Subrogation:	\$0.00	Subrogation:	\$0.00	Other:	\$1.75	Other:	\$0.00

**Display By:** ☒ Chronological Order ☐ Transaction ☐ Party

Displaying 1 - 2 of 2 items.

Trans Date	Trans #	Transaction	Method	Pay To/Payor	Party - Peril	Amount	Trans Status	Service From Date	Service To Date	Action(s)
05/05/2016	<a href="#">0100070357</a>	Payment - Expense - Other	Check	DEPARTMENT OF TRANSPORTATION	HANNEMAN, DANIEL & SUSAN L Collision - Auto (025): \$1.75	\$1.75	Issued	04/15/2016		
05/02/2016	<a href="#">0100060916</a>	Payment - Loss - Claim	Check	NEENAH MAIN AUTO BODY INC	HANNEMAN, DANIEL & SUSAN L Collision - Auto (025): \$1,113.85 	\$1,113.85	Reconciled			

Displaying 1 - 2 of 2 items.

Build ICSFIN 10.2.0 (2016-05-17\_14:38:20) | AT Claims | JMF003 | Current 2016-06-01 12:16:02 CDT | Server papp033.amfam.com  
 © 2005-2016 American Family Mutual Insurance Company All rights reserved. [Internal use information.](#) | [I/S Service Desk](#)



NEENAH MAIN AUTO BODY, INC.  
994 MAIN ST.  
NEENAH, WI 54956  
OFFICE: 725-1211 FAX: 725-6877  
FED. ID #39-1194167

\*\*\* SUPPLEMENT 1 \*\*\*

S1 04/15/2016 10:49 AM  
04/27/2016 03:08 PM

Owner

Owner: DANIEL & SUSAN HANNEMAN  
Address: 2878 KELLETT RD

City State Zip: NEENAH, WI 54956-9740

Work/Day: (920)725-0360  
Home/Evening: (920)229-8512  
FAX:

Control Information

Claim #: 00445154979-0C  
Loss Date/Time: 04/15/2016 07:00 AM  
Deductible: \$500.00

Insured Policy #: 1971226804  
Loss Type: Collision

Ins. Company: American Family Insurance  
Company Contact: KENT KNAACK  
Address: 994 MAIN ST  
City State Zip: Neenah, WI 54956  
Email: nmab@new.rr.com

Work/Day: (920)725-1211  
FAX: (920)725-6877

Insured: DANIEL & SUSAN HANNEMAN  
Address:

Work/Day: (920)725-0360  
Home/Evening: (920)229-8512

Inspection

Inspection Date: 04/15/2016 10:50 AM  
Primary Impact: Right Side  
Driveable: Yes

Inspection Type: Direct Repair Program  
Secondary Impact:  
Rental Assisted:

Assigned Date/Time:  
First Contact Date/Time:

Received Date/Time: 04/18/2016 07:36 AM  
Appointment Date/Time: 04/18/2016 07:00 AM

Appraiser Name: KENT KNAACK

Appraiser License # :

Orig Appraiser Name: KENT knaack

Appraiser License # :

Repairer

Repairer: NEENAH MAIN AUTO BODY  
INC.  
Address: 994 MAIN ST  
City State Zip: Neenah, WI 54956  
Email: nmab@new.rr.com

Contact: KENT KNAACK  
Work/Day: (920)725-1211  
FAX: (920)725-6877

Repair Start Date/Time: 04/25/2016 07:39 AM  
Repair Complete Date/Time: 04/28/2016 03:00 PM  
Target Complete Date/Time: 04/28/2016 03:00 PM

Vehicle Drop Off Date/Time: 04/25/2016 07:39 AM  
Vehicle Pick Up Date/Time: 04/28/2016 03:00 PM  
Days To Repair: 4

Vehicle

2007 Ford Taurus SEL 4 DR Sedan  
6cyl Gasoline 3.0  
4 Speed Automatic

**Lic.Plates:** 314 YLT  
**Lic Expire:**  
**Prod Date:**  
**Veh Insp# :**  
**Condition:** Good  
**Ext. Color:** MERLOT MET  
**Ext. Refinish:** Two-Stage  
**Ext. Paint Code:** FX,M7087A

**Lic State:** WI  
**VIN:** 1FAFP56U27A151915  
**Mileage:** 74,432  
**Mileage Type:** Actual  
**Code:** P3533E  
**Int. Color:**  
**Int. Refinish:**  
**Int. Trim Code:**

#### Options

AM/FM CD Player	Air Conditioning	Alarm System
Aluminum/Alloy Wheels	Automatic Dimming Mirror	Bucket Seats
Center Console	Cruise Control	Dual Airbags
Floor Mats	Intermittent Wipers	Keyless Entry System
Leather Steering Wheel	Lighted Entry System	Power Brakes
Power Door Locks	Power Drivers Seat	Power Mirrors
Power Steering	Power Windows	Rear Window Defroster
Rem Trunk-L/Gate Release	Split Folding Rear Seat	Tachometer
Theft Deterrent System	Tilt Steering Wheel	Tinted Glass
Trip Computer	Velour/Cloth Seats	Wood Interior Trim

#### Damages

Line	Op	Guide	MC	Description	MFR.Part No.	Price	ADJ% B%	Hours	R
1	I	210		Pnl,Front Door Outer RT	Repair			6.0*	SM
2	L	210	#	Pnl,Front Door Outer RT	Refinish			2.6*	RF
					1.5 Surface				
					0.6 Two-stage setup				
					0.5 Two-stage				
			# = 10, 13						
3	I	288		Door Shell,Rear RT	Repair			6.0*	SM
4	L	288	10	Door Shell,Rear RT	Refinish			1.9*	RF
					1.5 Surface				
					0.4 Two-stage				
5	I	390		Panel,Quarter RT	Repair			1.5*	SM
6	L	390	10	Panel,Quarter RT	Refinish			1.9*	RF
					1.5 Surface				
					0.4 Two-stage				
			>> BLEND DOGLEG						
7	RI	534		Taillamp Assembly RT	R & I Assembly			0.5	SM
8	N	566		Rear Bumper Cover R&I	Additional Labor			1.4	SM
9	I	566		Cover,Rear Bumper	Repair			1.0*	SM
			>> BUFF SCRATCHES rEFASTEN RT						
10	EC	M14		Corrosion Protection	Replace Economy	\$10.00*		0.3*	SM
11	SB	M60		Hazardous Waste Removal	Sublet Repair	\$3.00*			SM
11	Items								

#### MC Message

10 INCLUDES AUDATEX TIME TO CLEAR ENTIRE PANEL  
13 INCLUDES 0.6 HOURS FIRST PANEL TWO-STAGE ALLOWANCE

#### Estimate Total & Entries

Other Parts		\$10.00	
Paint & Materials	6.4 Hours @ \$36.00	\$230.40	
Parts & Material Total			\$240.40
Tax on Parts & Material	@ 5.000%		\$12.02

Labor	Rate	Replace Hrs	Repair Hrs	Total Hrs	
Sheet Metal (SM)	\$56.00	0.8	15.9	16.7	\$935.20
Mech/Elec (ME)	\$56.00				
Frame (FR)	\$56.00				
Refinish (RF)	\$56.00	6.4		6.4	\$358.40
Labor Total				23.1 Hours	\$1,293.60
Tax on Labor		@ 5.000%			\$64.68
Sublet Repairs					\$3.00
Tax on Sublet		@ 5.000%			\$0.15
Gross Total					\$1,613.85
Less: Deductible					\$500.00-
Net Total					\$1,113.85
Less: Previous Net Total					\$1,113.85-
Net Supplement Total (Final Bill)					\$0.00

Alternate Parts Y/00/00/00/00/00 CUM 00/00/00/00/00 Zip Code: 54956 Amfam CAPA  
Recycled Parts Y/0/0 Zip Code: 54956 INV DATE: 04/18/2016  
Rate Name Default

Audatex Estimating 7.0.813 S1 04/27/2016 03:47 PM REL 7.0.813 DT 04/01/2016 DB 04/15/2016  
Copyright (C) 2016 Audatex North America, Inc.

1.9 HRS WERE ADDED TO THIS ESTIMATE BASED ON AUDATEX'S TWO-STAGE REFINISH FORMULA.

THIS ESTIMATE HAS BEEN PREPARED BASED ON THE USE OF ONE OR MORE REPLACEMENT PARTS SUPPLIED BY A SOURCE OTHER THAN THE MANUFACTURER OF YOUR MOTOR VEHICLE. WARRANTIES APPLICABLE TO THESE REPLACEMENT PARTS ARE PROVIDED BY THE MANUFACTURER OR DISTRIBUTOR OF THE REPLACEMENT PARTS RATHER THAN BY THE MANUFACTURER OF YOUR MOTOR VEHICLE.

#### Op Codes

* = User-Entered Value	E = Replace OEM	NG = Replace NAGS
EC = Replace Economy	OE = Replace PXN OE Srpls	UE = Replace OE Surplus
ET = Partial Replace Labor	EP = Replace PXN	EU = RECYCLED PART
TE = Partial Replace Price	PM = Replace PXN Reman/Rebld	UM = Replace Reman/Rebuilt
L = Refinish	PC = Replace PXN Reconditioned	UC = Replace Reconditioned
TT = Two-Tone	SB = Sublet Repair	N = Additional Labor
BR = Blend Refinish	I = Repair	IT = Partial Repair
CG = Chipguard	RI = R & I Assembly	P = Check
AA = Appearance Allowance	RP = Related Prior Damage	



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Audatex Estimating is a trademark of Audatex North America, Inc.

\*\*\* SUPPLEMENT RECONCILIATION \*\*\*

Supplement S1

Claim # : 00445154979-0C  
File # :  
Insured: DANIEL & SUSAN HANNEMAN  
Owner Name: DANIEL & SUSAN HANNEMAN  
Appraiser Name: KENT KNAACK  
Vehicle: 2007 Ford Taurus SEL 4 DR Sedan

Insured Policy # : 1971226804  
Claim Rep:  
Inspection Date/Time: 04/15/2016 10:50 AM

Actual Supplement 1 Net Total

\$0.00+

Summary

	Net Total	Date	Time	Appraiser
Original Estimate	\$1,113.85	04/15/2016	10:47 AM	KENT knaack
Supplement 1	\$1,113.85	04/27/2016	03:08 PM	KENT KNAACK

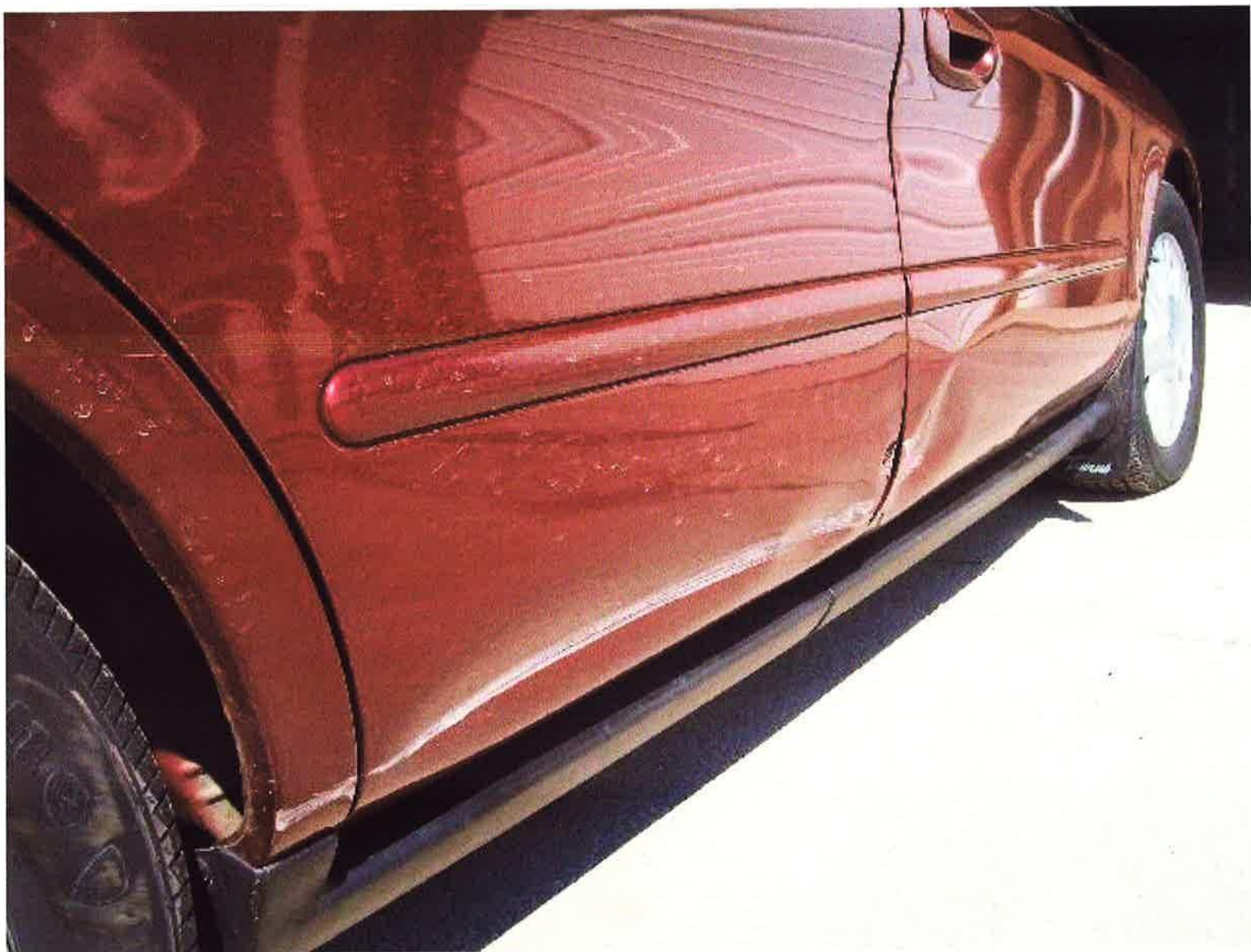


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CCD16051218493M0201D



# Crash Form

445-154929

RD/CFS #: 000013-0228

Form Status: Non Reportable

<input type="checkbox"/> Reportable Accident		<input type="checkbox"/> On Emergency		<input type="checkbox"/> Amended		DOT Document Number RX83QMQ	
Agency Accident Number 000013-0228				Police Number 000013-0228			
4 - Accident Date 4/15/2016		5 - Time of Accident (Military Time) 08:05		6 - Total Units 2		7 - Total Injured 0	
8 - Total Killed 0		2 - County WINNEBAGO		3 - Municipality 13 - VINLAND, TOWN		11 - Accident Location NON-INTERSECTION	
14 - On Hwy No.		14 - On Street Name KELLETT RD		14 - Bus/Fmt/Rmp		15 - Est. Dist 189 FT	
16 - Fr/At Hwy No. 076		16 - From/At Street Name		16 - Business/Frontage/Ramp		15 - Hwy. Dir EAST	
17 - Structure Type		17 - Structure Number		12 - Latitude 44.136488		13 - Longitude -88.543087	
80 - First Harmful Event MOTOR VEHICLE IN TRANSPORT				93 - Manner of Collision ANGLE			
112 - Access Control NO CONTROL		113 - Road Curvature STRAIGHT		113 - Road Terrain LEVEL/FLAT		Surface Type CONCRETE - 1	
115 - Traffic Way NOT-PHYSICALLY-DIVIDED-(2-WAY TRAFFIC)							
117 - Relation to Roadway ON-ROADWAY							
114 - Light Condition DAYLIGHT		116 - Road Surface Condition DRY		118 - Weather CLEAR			
9 <input type="checkbox"/> Hit and Run		9 <input checked="" type="checkbox"/> Government Property		9 <input type="checkbox"/> Fire		9 <input type="checkbox"/> Trailer or Towed	
9 <input checked="" type="checkbox"/> Photos Taken		9 - Photos Taken By LAVIGNE					
9 <input type="checkbox"/> Truck or Bus		9 <input type="checkbox"/> Hazardous Materials		9 <input type="checkbox"/> Load Spillage		9 <input type="checkbox"/> Construction Zone	
						9 <input checked="" type="checkbox"/> Names Exchanged	
101 <input type="checkbox"/> Supplemental Reports		102 <input type="checkbox"/> Witness Statements		103 <input type="checkbox"/> Measurements Taken		79 - E M S Number	

## Operator/Pedestrian

<b>OPERATOR/PEDESTRIAN 01</b>							
Unit Status		81 - Most Harmful Event: Collision With MOTOR VEHICLE IN TRANSPORT			23 - Dir Of Travel EAST		24 - Speed Limit 25
36 - Operating as Classified D CLASS		37 - Endorsements			35 - Operating Commercial Motor Vehicle? (Yes/No) NO		
29 - Driver's License Number H5551705229409		30 - State WI		31 - Expiration Date 2017		34 - On Duty Accident	
25 - Operator/Pedestrian Last Name HANNEMAN		25 - First Name DANIEL		25 - Middle Initial J		25 - Suffix	
32 - Date Of Birth 08/14/1952		33 - Sex MALE					
26 - Address Street & Number 2878 KELLETT RD						28 - PO Box	
27 - City NEENAH		27 - State WI		27 - Zip Code 54956		28 - Telephone Number (920) 725-0360	
39 - Seat Position FRONT-SEAT-LEFT-SIDE-(MC/BIKE DRIVER, TRAIN CONDUCTOR)				40 - Safety Equipment SHOULDER-BELT-AND-LAP-BELT-USED			
38 - Injury Severity N - NO APPARENT INJURY		41 - Airbag NON-DEPLOYED		42 - Ejected NOT-EJECTED		44 - Medical Transport? (Yes/No) NO	
43 - Trapped/Extricated		92 - Pedestrian Location		92 - Pedestrian Action			



CCD16051218493M0202D



# Crash Form

RD/CFS #: 000013-0228

Form Status: Non Reportable

## NOT-TRAPPED

119 - What Driver Was Doing <b>GOING-STRAIGHT</b>		120 - Traffic Control <b>NO-CONTROL</b>		62 - No. of Citations Issued <b>0</b>	
64 - 1st Statute No.	64 - 2nd Statute No.	64 - 3rd Statute No.	64 - 4th Statute No.	64 - 5th Statute No.	

## 122 - Driver Factors

NOT-APPLICABLE

88 - Driver or Pedestrian Condition <b>APPEARED NORMAL</b>		89 - Substance Presence <b>NEITHER-ALCOHOL-NOR-DRUGS-PRESENT</b>			
90 - Alcohol Test <b>TEST NOT GIVEN</b>		90 - Alcohol Content		91 - Drug Test <b>Test Not Given</b>	
91 - Drugs Reported					

## 124 - Highway Factors

NOT-APPLICABLE

## Vehicle

## VEHICLE 01

21 - Unit Type <b>AUTOMOBILE</b>		Vehicle Type <b>PASSENGER-CAR</b>			22 - Total Occupants <b>1</b>				
56 - License Plate Number <b>314YLT</b>		57 - Plate Type <b>AUT - Automobile</b>		58 - State <b>WI</b>		59 - Exp Year <b>2016</b>		55 - Vehicle Identification Number <b>1FAFP56U27A151915</b>	
50 - Year <b>2007</b>	51 - Make <b>FORD</b>	52 - Model <b>TAURUS SEL</b>	53 - Body Style <b>4D</b>		54 - Color <b>MAR</b>		100 - Skidmarks to Impact (Ft)		
94 - Vehicle Damage <b>MIDDLE DRIVER SIDE</b>									
95 - Extant Of Damage <b>MINOR</b>		96 - Vehicle Towed Due To Damage? (Yes/No) <b>NO</b>			97 - Vehicle Removed By <b>OWNER</b>				
123 - Vehicle Factors <b>NOT-APPLICABLE</b>									

## Vehicle Owner

## VEH OWNER 01

45 - Vehicle Owner Same As Operator? (Yes/No) <b>YES</b>						
46 - Vehicle Owner Last Name <b>HANNEMAN</b>		46 - First Name <b>DANIEL</b>		46 - Middle Initial <b>J</b>	46 - Suffix	Date of Birth <b>08/14/1952</b>
46 - Company Name						
47 - Address Street & Number <b>2878 KELLETT RD</b>						47 - PO Box
48 - City <b>NEENAH</b>		48 - State <b>WI</b>	48 - Zip Code <b>54956</b>		49 - Telephone Number <b>(920) 725-0360</b>	

## Insurance

## INS 01

63 - Liability Insurance Company <b>AMERICAN FAMILY</b>		60 - Policy Holder Same As Owner? (Yes/No) <b>YES</b>	
61 - Policy Holder Last Name <b>HANNEMAN</b>		61 - Policy Holder First Name <b>DANIEL</b>	
61 - Policy Holder Company			

## School Bus

## BUS 01

Bus Travelling (To/From)	School Name	Body Make	Seating Capacity
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CCD16051218493M0203D



# Crash Form

RD/CFS #: 000013-0228  
Form Status: Non Reportable

School District Contracted With

## Operator/Pedestrian

### OPERATOR/PEDESTRIAN 02

Unit Status		81 - Most Harmful Event: Collision With <b>MOTOR VEHICLE IN TRANSPORT</b>		23 - Dir Of Travel <b>NORTH</b>	24 - Speed Limit
36 - Operating as Classified <b>D CLASS</b>		37 - Endorsements		35 - Operating Commercial Motor Vehicle? (Yes/No) <b>NO</b>	
29 - Driver's License Number <b>F4204335626801</b>		30 - State <b>WI</b>	31 - Expiration Date <b>2017</b>	34 - On Duty Accident <b>H</b>	
25 - Operator/Pedestrian Last Name <b>FLAIG</b>		25 - First Name <b>JON</b>		25 - Middle Initial <b>M</b>	25 - Suffix
32 - Date Of Birth <b>07/28/1956</b>	33 - Sex <b>MALE</b>				
26 - Address Street & Number <b>N9681 COUNTY ROAD C</b>					26 - PO Box
27 - City <b>ELDORADO</b>		27 - State <b>WI</b>	27 - Zip Code <b>54932</b>	28 - Telephone Number <b>(920) 589-2424</b>	
39 - Seat Position <b>FRONT-SEAT-MIDDLE</b>			40 - Safety Equipment <b>LAP-BELT-ONLY-USED</b>		
38 - Injury Severity <b>N - NO APPARENT INJURY</b>		41 - Airbag <b>NOT APPLICABLE</b>		42 - Ejected <b>NOT-EJECTED</b>	
43 - Trapped/Extricated <b>NOT-TRAPPED</b>		92 - Pedestrian Location		44 - Medical Transport? (Yes/No) <b>NO</b>	
119 - What Driver Was Doing <b>BACKING-MANEUVER</b>		120 - Traffic Control <b>NO-CONTROL</b>		62 - No. of Citations Issued <b>0</b>	
84 - 1st Statute No.	84 - 2nd Statute No.	84 - 3rd Statute No.	84 - 4th Statute No.	84 - 5th Statute No.	
122 - Driver Factors <b>UNSAFE-BACKING</b>					
88 - Driver or Pedestrian Condition <b>APPEARED NORMAL</b>		89 - Substance Presence <b>NEITHER-ALCOHOL-NOR-DRUGS-PRESENT</b>			
90 - Alcohol Test <b>TEST NOT GIVEN</b>		90 - Alcohol Content		91 - Drug Test <b>Test Not Given</b>	
91 - Drugs Reported					
124 - Highway Factors <b>NOT-APPLICABLE</b>					

## Vehicle

### VEHICLE 02

21 - Unit Type <b>EQUIPMENT</b>		Vehicle Type			22 - Total Occupants <b>1</b>
56 - License Plate Number	57 - Plate Type	58 - State	59 - Exp Year	55 - Vehicle Identification Number	
50 - Year <b>2001</b>	51 - Make	52 - Model <b>RJ350</b>	53 - Body Style <b>SS</b>	54 - Color <b>ONG</b>	100 - Skidmarks to Impact (F)
94 - Vehicle Damage <b>NONE</b>					
95 - Extent Of Damage <b>NONE</b>		96 - Vehicle Towed Due To Damage? (Yes/No) <b>NO</b>		97 - Vehicle Removed By <b>OPERATOR</b>	
123 - Vehicle Factors <b>NOT-APPLICABLE</b>					

CCD16051218493M0204D



# Crash Form

RD/CFS #: 000013-0228

Form Status: Non Reportable

## Vehicle Owner

### VEH OWNER 02

45 - Vehicle Owner Same As Operator? (Yes/No)

NO

46 - Vehicle Owner Last Name	46 - First Name	46 - Middle Initial	46 - Suffix	Date of Birth
------------------------------	-----------------	---------------------	-------------	---------------

46 - Company Name

WINNEBAGO COUNTY

47 - Address Street &amp; Number

901 W. COUNTY RD Y

47 - PO Box

48 - City

OSHKOSH

48 - State

WI

48 - Zip Code

54904

49 - Telephone Number

(920) 232-1700

## Insurance

### INS 02

63 - Liability Insurance Company

GOVERNMENT

60 - Policy Holder Same As Owner? (Yes/No)

NO

61 - Policy Holder Last Name

61 - Policy Holder First Name

61 - Policy Holder Company

## School Bus

### BUS 02

Bus Travelling (To/From)	School Name	Body Make	Seating Capacity
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School District Contracted With

## Narrative

## Officer Information

OFFICER INFORMATION	125 - Officer Last Name	125 - First Name	125 - Middle Initial	131 - Officer ID
	LAVIGNE	STEPHEN		2345
	129 - Law Enforcement Agency No.	130 - Law Enforcement Agency Name		
		WI STATE PATROL NER/FON		
	126 - Law Enforcement Agency Address Street & Number			
	PO BOX 984			
	127 - City	127 - State	127 - Zip Code	128 - Telephone Number
	FOND DU LAC	WI	549360984	(920) 929-3700
132 - Date Notified	133 - Time Notified (Military Time)	134 - Time Arrived (Military Time)	135 - Date Of Report	
4/15/2016	08:20	08:26	4/15/2016	
Agency Accident Number	Police Number	19 - Special Study		
000013-0228	000013-0228			
18 - Agency Space				



**Winnebago County**  
Office of the County Clerk

*The Wave of the Future*

OSHKOSH (920) 236-4890  
FOX CITIES (920) 727-2880  
FAX (920) 303-3025  
E-mail: [countyclerk@co.winnebago.wi.us](mailto:countyclerk@co.winnebago.wi.us)

**NOTICE OF CLAIM**

Date: June 3, 2016

To: Doug, Linda and Joan

Re: Claim received from American Family Insurance for Daniel & Susan L. Hanneman for damage to their vehicle caused by an accident with a Highway Department vehicle

This claim will be presented to the County Board at their  
June 21, 2016 meeting.

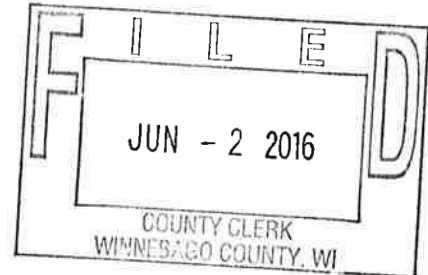


Scanning Center | 6000 American Pkwy | Madison WI 53783-0001 | 1-800-MY AMFAM (692-6326) | amfam.com

May 26, 2016

WINNEBAGO COUNTY  
PO BOX 2808  
OSHKOSH WI 54903-2808

44-AKB019



RE: Claim Number: 00-445-154979-0721  
Our Insured Name: Daniel & Susan L Hanneman  
Date of Loss: April 15, 2016  
Our Company Name: American Family Mutual Insurance Company

Dear Winnebago County:

We have received notice of the above claim from our insured. Our preliminary investigation indicates you were the cause of our insured's damages.

We anticipate making payment(s) to our insured. Once payment is made, our Subrogation Department will send supporting documentation to you or your insurance company to reimburse our claim payment(s) and our insured's deductible, if applicable. If you have a liability insurance policy, please complete the enclosed form and return it to us, marked "Attn: Subrogation Dept". We can then handle this matter directly with your insurance company.

If you have any questions, please contact me at the number below.

Sincerely,

Andrea K Brown  
Casualty Claim Adjuster  
American Family Mutual Insurance Company  
1-800-MYAMFAM (1-800-692-6326) X 45784  
abrow6@amfam.com  
Fax: 866-594-2215  
www.amfam.com/claims

Enc: Crash Report

## INSURANCE INFORMATION FORM

Date of Loss: April 15, 2016 \_\_\_\_\_

American Family Claim Number: 00-445-154979-0721 \_\_\_\_\_

American Family Insured's Name: Daniel & Susan L Hanneman \_\_\_\_\_

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

Name of My Insurance Company: \_\_\_\_\_

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

Phone  
Number: \_\_\_\_\_

My Policy  
Number is: \_\_\_\_\_

Insured's  
Name on  
my Policy: \_\_\_\_\_

My Agent's  
Name: \_\_\_\_\_

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

Phone  
Number: \_\_\_\_\_

I have reported this loss to my insurance company. Yes ☐ No ☐

Check Here ☐ if you do not have a liability insurance policy.

Signed \_\_\_\_\_ Date \_\_\_\_\_



CCD16051218493M0201D



# 445-154929

## Crash Form

 RD/CFS #: 000013-0228  
 Form Status: Non Reportable

<input type="checkbox"/> Reportable Accident		<input type="checkbox"/> On Emergency		<input type="checkbox"/> Amended		DOT Document Number RX83QMQ	
Agency Accident Number 000013-0228				Police Number 000013-0228			
4 - Accident Date 4/15/2016		5 - Time of Accident (Military Time) 08:05		6 - Total Units 2		7 - Total Injured 0	
8 - Total Killed 0		2 - County WINNEBAGO		3 - Municipality 13 - VINLAND, TOWN		11 - Accident Location NON-INTERSECTION	
14 - On Hwy No.		14 - On Street Name KELLETT RD		14 - Bus/Fmt/Rmp		15 - Est. Dist 189 FT	
16 - Fr/At Hwy No. 076		16 - From/At Street Name		16 - Business/Frontage/Ramp			
17 - Structure Type		17 - Structure Number		12 - Latitude 44.136488		13 - Longitude -88.543087	
80 - First Harmful Event MOTOR VEHICLE IN TRANSPORT				93 - Manner of Collision ANGLE			
112 - Access Control NO CONTROL		113 - Road Curvature STRAIGHT		113 - Road Terrain LEVEL/FLAT		Surface Type CONCRETE - 1	
115 - Traffic Way NOT-PHYSICALLY-DIVIDED-(2-WAY TRAFFIC)							
117 - Relation to Roadway ON-ROADWAY							
114 - Light Condition DAYLIGHT		116 - Road Surface Condition DRY		118 - Weather CLEAR			
<input type="checkbox"/> Hit and Run		<input checked="" type="checkbox"/> Government Property		<input type="checkbox"/> Fire		<input type="checkbox"/> Trailer or Towed	
<input checked="" type="checkbox"/> Photos Taken		9 - Photos Taken By LAVIGNE					
<input type="checkbox"/> Truck or Bus		<input type="checkbox"/> Hazardous Materials		<input type="checkbox"/> Load Spillage		<input type="checkbox"/> Construction Zone	
<input checked="" type="checkbox"/> Names Exchanged							
101 <input type="checkbox"/> Supplemental Reports		102 <input type="checkbox"/> Witness Statements		103 <input type="checkbox"/> Measurements Taken		79 - E M S Number	

## Operator/Pedestrian

<b>OPERATOR/PEDESTRIAN 01</b>			
Unit Status		81 - Most Harmful Event: Collision With MOTOR VEHICLE IN TRANSPORT	
23 - Dir Of Travel EAST		24 - Speed Limit 25	
36 - Operating as Classified D CLASS		37 - Endorsements	
35 - Operating Commercial Motor Vehicle? (Yes/No) NO			
29 - Driver's License Number H5551705229409		30 - State WI	
31 - Expiration Date 2017		34 - On Duty Accident	
25 - Operator/Pedestrian Last Name HANNEMAN		25 - First Name DANIEL	
25 - Middle Initial J		25 - Suffix	
32 - Date Of Birth 08/14/1952		33 - Sex MALE	
26 - Address Street & Number 2878 KELLETT RD		26 - PO Box	
27 - City NEENAH		27 - State WI	
27 - Zip Code 54956		28 - Telephone Number (920) 725-0360	
39 - Seat Position FRONT-SEAT-LEFT-SIDE-(MC/BIKE DRIVER, TRAIN CONDUCTOR)		40 - Safety Equipment SHOULDER-BELT-AND-LAP-BELT-USED	
38 - Injury Severity N - NO APPARENT INJURY		41 - Airbag NON-DEPLOYED	
42 - Ejected NOT-EJECTED		44 - Medical Transport? (Yes/No) NO	
43 - Trapped/Extricated		92 - Pedestrian Location	
92 - Pedestrian Action			

CCD16051218493M0202D



# Crash Form

RD/CFS #: 000013-0228  
Form Status: Non Reportable

## NOT-TRAPPED

119 - What Driver Was Doing <b>GOING-STRAIGHT</b>		120 - Traffic Control <b>NO-CONTROL</b>		62 - No. of Citations Issued <b>0</b>
64 - 1st Statute No.	64 - 2nd Statute No.	64 - 3rd Statute No.	64 - 4th Statute No.	64 - 5th Statute No.

## 122 - Driver Factors

### NOT-APPLICABLE

88 - Driver or Pedestrian Condition <b>APPEARED NORMAL</b>	89 - Substance Presence <b>NEITHER-ALCOHOL-NOR-DRUGS-PRESENT</b>
---	---

90 - Alcohol Test <b>TEST NOT GIVEN</b>	90 - Alcohol Content	91 - Drug Test <b>Test Not Given</b>
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## 91 - Drugs Reported

## 124 - Highway Factors

### NOT-APPLICABLE

## Vehicle

### VEHICLE 01

21 - Unit Type <b>AUTOMOBILE</b>		Vehicle Type <b>PASSENGER-CAR</b>		22 - Total Occupants <b>1</b>	
56 - License Plate Number <b>314YLT</b>		57 - Plate Type <b>AUT - Automobile</b>	58 - State <b>WI</b>	59 - Exp Year <b>2016</b>	55 - Vehicle Identification Number <b>1FAFP56U27A151915</b>
50 - Year <b>2007</b>	51 - Make <b>FORD</b>	52 - Model <b>TAURUS SEL</b>	53 - Body Style <b>4D</b>	54 - Color <b>MAR</b>	100 - Skidmarks to impact (Ft)
94 - Vehicle Damage <b>MIDDLE DRIVER SIDE</b>					
95 - Extent Of Damage <b>MINOR</b>		96 - Vehicle Towed Due To Damage? (Yes/No) <b>NO</b>		97 - Vehicle Removed By <b>OWNER</b>	
123 - Vehicle Factors <b>NOT-APPLICABLE</b>					

## Vehicle Owner

### VEH OWNER 01

45 - Vehicle Owner Same As Operator? (Yes/No) <b>YES</b>					
46 - Vehicle Owner Last Name <b>HANNEMAN</b>		46 - First Name <b>DANIEL</b>		46 - Middle Initial <b>J</b>	46 - Suffix <b></b>
46 - Company Name <b></b>					
47 - Address Street & Number <b>2878 KELLETT RD</b>					47 - PO Box <b></b>
48 - City <b>NEENAH</b>		48 - State <b>WI</b>	48 - Zip Code <b>54956</b>	49 - Telephone Number <b>(920) 725-0360</b>	

## Insurance

### INS 01

63 - Liability Insurance Company <b>AMERICAN FAMILY</b>		60 - Policy Holder Same As Owner? (Yes/No) <b>YES</b>
61 - Policy Holder Last Name <b>HANNEMAN</b>		61 - Policy Holder First Name <b>DANIEL</b>
61 - Policy Holder Company <b></b>		

## School Bus

### BUS 01

Bus Travelling (To/From)	School Name	Body Make	Seating Capacity
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CCD16051218493M0203D



# Crash Form

 RD/CFS #: 000013-0228  
 Form Status: Non Reportable

School District Contracted With

## Operator/Pedestrian

### OPERATOR/PEDESTRIAN 02

Unit Status		81 - Most Harmful Event: Collision With <b>MOTOR VEHICLE IN TRANSPORT</b>		23 - Dir Of Travel <b>NORTH</b>	24 - Speed Limit
36 - Operating as Classified <b>D CLASS</b>		37 - Endorsements		35 - Operating Commercial Motor Vehicle? (Yes/No) <b>NO</b>	
29 - Driver's License Number <b>F4204335626801</b>		30 - State <b>WI</b>	31 - Expiration Date <b>2017</b>	34 - On Duty Accident <b>H</b>	
25 - Operator/Pedestrian Last Name <b>FLAIG</b>		25 - First Name <b>JON</b>		25 - Middle Initial <b>M</b>	25 - Suffix
32 - Date Of Birth <b>07/28/1956</b>		33 - Sex <b>MALE</b>			
26 - Address Street & Number <b>N9681 COUNTY ROAD C</b>					26 - PO Box
27 - City <b>ELDORADO</b>		27 - State <b>WI</b>	27 - Zip Code <b>54932</b>	28 - Telephone Number <b>(920) 589-2424</b>	
39 - Seat Position <b>FRONT-SEAT-MIDDLE</b>			40 - Safety Equipment <b>LAP-BELT-ONLY-USED</b>		
38 - Injury Severity <b>N - NO APPARENT INJURY</b>		41 - Airbag <b>NOT APPLICABLE</b>		42 - Ejected <b>NOT-EJECTED</b>	
43 - Trapped/Extricated <b>NOT-TRAPPED</b>		92 - Pedestrian Location		44 - Medical Transport? (Yes/No) <b>NO</b>	
119 - What Driver Was Doing <b>BACKING-MANEUVER</b>		120 - Traffic Control <b>NO-CONTROL</b>		62 - No. of Citations Issued <b>0</b>	
64 - 1st Statute No.	64 - 2nd Statute No.	64 - 3rd Statute No.	64 - 4th Statute No.	64 - 5th Statute No.	
122 - Driver Factors <b>UNSAFE-BACKING</b>					
88 - Driver or Pedestrian Condition <b>APPEARED NORMAL</b>		89 - Substance Presence <b>NEITHER-ALCOHOL-NOR-DRUGS-PRESENT</b>			
90 - Alcohol Test <b>TEST NOT GIVEN</b>		90 - Alcohol Content		91 - Drug Test <b>Test Not Given</b>	
91 - Drugs Reported					
124 - Highway Factors <b>NOT-APPLICABLE</b>					

## Vehicle

### VEHICLE 02

21 - Unit Type <b>EQUIPMENT</b>		Vehicle Type			22 - Total Occupants <b>1</b>
56 - License Plate Number		57 - Plate Type	58 - State	59 - Exp Year	55 - Vehicle Identification Number
50 - Year <b>2001</b>	51 - Make	52 - Model <b>RJ350</b>	53 - Body Style <b>SS</b>	54 - Color <b>ONG</b>	100 - Skidmarks to impact (Ft)
94 - Vehicle Damage <b>NONE</b>					
95 - Extent Of Damage <b>NONE</b>		96 - Vehicle Towed Due To Damage? (Yes/No) <b>NO</b>		97 - Vehicle Removed By <b>OPERATOR</b>	
123 - Vehicle Factors <b>NOT-APPLICABLE</b>					

CCD16051218493M0204D



# Crash Form

RD/CFS #: 000013-0228

Form Status: Non Reportable

## Vehicle Owner

### VEH OWNER 02

45 - Vehicle Owner Same As Operator? (Yes/No)

NO

46 - Vehicle Owner Last Name	46 - First Name	46 - Middle Initial	46 - Suffix	Date of Birth
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46 - Company Name

WINNEBAGO COUNTY

47 - Address Street &amp; Number

901 W. COUNTY RD Y

47 - PO Box

48 - City

OSHKOSH

48 - State

WI

48 - Zip Code

54904

49 - Telephone Number

(920) 232-1700

## Insurance

### INS 02

63 - Liability Insurance Company

GOVERNMENT

60 - Policy Holder Same As Owner? (Yes/No)

NO

61 - Policy Holder Last Name

61 - Policy Holder First Name

61 - Policy Holder Company

## School Bus

### BUS 02

Bus Travelling (To/From)	School Name	Body Make	Seating Capacity
--------------------------	-------------	-----------	------------------

School District Contracted With

## Narrative

## Officer Information

OFFICER INFORMATION	125 - Officer Last Name LAVIGNE		125 - First Name STEPHEN		125 - Middle Initial	131 - Officer ID 2345
	128 - Law Enforcement Agency No.		130 - Law Enforcement Agency Name WI STATE PATROL NER/FON			
	126 - Law Enforcement Agency Address Street & Number PO BOX 984					
	127 - City FOND DU LAC		127 - State WI	127 - Zip Code 549360984	128 - Telephone Number (920) 929-3700	
	132 - Date Notified 4/15/2016		133 - Time Notified (Military Time) 08:20		134 - Time Arrived (Military Time) 08:26	
	135 - Date Of Report 4/15/2016					
	Agency Accident Number 000013-0228		Police Number 000013-0228		19 - Special Study	
	18 - Agency Space					

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

**WHEREAS**, Epona Enterprises LLC has been a tenant in good standing of the Sunnyview Exposition Center facilities for four (4) years while presenting an annual Dressage Horse Show event; and

**WHEREAS**, excluding Pepsi Bottling Group sales totals to be post-billed as per amount used, Winnebago County will profit from the Dressage Horse Show in the following amounts annually; Total use fee for 2017: \$4,003.87; Total use fee for 2018: \$4,326.17; and Total use fee for 2019: \$4,440; and

**WHEREAS**, the long range scheduling of events at the Sunnyview Exposition Center allows Winnebago County staff to efficiently program the Exposition Center in a manner that helps maximize its use and ensures the generation of revenue.

**Fiscal Impact:** Anticipated revenue to be received over the 3 year term of contract - \$12,770. Approximate overhead costs excluding administrative expenses as well as depreciation on equipment/buildings/grounds – \$5,208.06. Estimated net revenue over 3 year term of contract = \$7,651.94.

## PARKS AND RECREATION COMMITTEE

## PERSONNEL AND FINANCE COMMITTEE

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

Approved by the Winnebago County Executive this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Page 1



1     **035-72016**

2     **RESOLUTION:     Amend the Table of Organization for the Winnebago County Facilities**  
3                                 **and Property Management Department**

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

7             **WHEREAS**, the Table of Organization for the Winnebago County Facilities and Property Management  
8 Department currently includes two Maintenance Supervisor positions and once Custodial Supervisor position; and

9             **WHEREAS**, the Custodial Supervisor position is currently vacant, and the Department would be better  
10 served by hiring an additional Maintenance Supervisor instead of a Custodial Supervisor, which would provide the  
11 Department with greater flexibility to meet a multitude of needs.

12  
13             **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby  
14 amends the Table of Organization for the Winnebago County Facilities and Property Management Department,  
15 effective immediately, by deleting one full time Custodial Supervisor position and adding one full-time Maintenance  
16 Supervisor position.

17  
18     ***No Fiscal Impact***

20  
21   Respectfully submitted by:  
   **PERSONNEL AND FINANCE COMMITTEE**

22     Committee Vote: **5-0**  
23     Vote Required for Passage: **Majority of Those Present**

24  
25             Approved by the Winnebago County Executive this \_\_\_\_ day of \_\_\_\_\_, 2016.

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

1     **036-72016**

2  
3     **ORDINANCE:     Amend Section 2.01, Exhibit A(9) and (10), of the General Code of Winnebago**  
4     **County:   County Board Supervisory Districts**

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

8             **WHEREAS**, Section 59.10(3)(c)1., Wis Stats, provides that a county board may amend a supervisory district  
9 plan to reflect municipal annexations; and

10            **WHEREAS**, on May 4, 2016, the City of Neenah passed an Ordinance annexing certain property from within  
11 the Town of Neenah; and

12            **WHEREAS**, as a result of said annexation, the boundaries of Supervisory Districts 9 and 10 should be  
13 amended so as to include the area annexed within Supervisory District 10, which is a Supervisory District lying  
14 entirely within the City of Neenah; and to exclude that area annexed from Supervisory District 9; and

15            **WHEREAS**, failure to amend the Supervisory District boundaries would likely result in proposed homes  
16 being built in the area straddling both Supervisory District lines.

17  
18            **NOW, THEREFORE, BE IT ORDAINED** by the Winnebago County Board of Supervisors that it hereby  
19 amends Section 2.01, Exhibit A(9) and (10), of the General Code of Winnebago County to read as follows:

20     **DISTRICT 9:**

21            Those parts of the City of Neenah and Town of Neenah which lie within the following area: Commencing at  
22 the intersection of the southern municipal boundary of the Town of Menasha and the centerline of Lake  
23 Street; thence southerly along the centerline of Lake Street to its intersection with the centerline of  
24 Winneconne Avenue; thence southwesterly along the centerline of Winneconne Avenue to its intersection  
25 with the centerline of Green Bay Road; thence southerly along the centerline of Green Bay Road to its  
26 intersection with the centerline of Cecil Street; thence westerly along the centerline of Cecil Street to its  
27 intersection with the centerline of Southbound US Highway 41; thence southerly along the centerline of  
28 Southbound US Highway 41 to its intersection with the easterly extension of the centerline of Byrd Avenue;  
29 thence westerly along said extended centerline of Byrd Avenue to its intersection with the centerline of  
30 Gillingham Road; thence northerly along the centerline of Gillingham Road to its intersection with the  
31 centerline of Gay Drive; thence westerly along the centerline of Gay Drive to its intersection with the  
32 centerline of Tullar Road; thence northerly along the centerline of Tullar Road to its intersection with the  
33 centerline of Cecil Street; thence westerly along the centerline of Cecil Street and its westerly extension to its  
34 intersection with the corporate boundary of the City of Neenah; thence southerly along the corporate  
35 boundary of the City of Neenah to its intersection with the centerline of Breezewood Lane; thence westerly  
36 along the centerline of Breezewood Lane to its intersection with the western municipal boundary of the Town  
37 of Neenah; thence northerly along the western municipal boundary of the Town of Neenah to its intersection  
38 with southern municipal boundary of the Town of Menasha; thence easterly along the southern municipal  
39 boundary of the Town of Menasha to the point of beginning, excluding that part of the City of Neenah island  
40 territory which lies within the following area: Commencing at the intersection of the northern right-of-way line  
41 of County Road JJ and the eastern right-of-way line of Dell Court, also being a point on the corporate  
42 boundary of the City of Neenah; thence northerly, easterly, southerly, and westerly along said corporate

boundary of the City of Neenah to the point of beginning. Also excluding that area annexed to the City of Neenah as per Annexation Ordinance No. 2016-02A adopted May 4, 2016 and recorded with the Winnebago County Register of Deeds May 19, 2016 as Document No. 1713377. Said annexed territory being a part of the Northeast 1/4 and the Southeast 1/4 of the Fractional Northwest 1/4 of Section 31, Township 20 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin, containing 1.001 acres of land and is described as follows:

Commencing at the North 1/4 corner of said Section 31; thence S00°05'37"E, 1158.38 feet along the east line of the said Northwest 1/4; thence S89°54'23"W, 210.00 feet along the south line of Outlot 5 Cottages at Woodside Green, to the point of beginning; thence S03°22'52"E, 138.74 feet; thence N79°55'17"W, 130.00 feet to an east line of said Cottages at Woodside Green and Point A; thence S00°05'37"E, 50.80 feet along said east line; thence S79°55'17"E, 140.92 feet; thence S19°56'58"W, 404.72 feet to the said east line and the east line of Certified Survey Map Number 7034; thence N00°05'37"W, 455.90 feet along said east lines to said point A; thence continue N00°05'37"W, 115.56 feet along the east line of Cottages at Woodside Green to a corner of said Outlot 5; thence N89°54'23"E, 120.00 feet along the south line of said Outlot 5 to the Point of Beginning.

**DISTRICT 10:**

That part of the City of Neenah which lies within the following area: Commencing at the centerline of Gay Drive and the centerline of Tullar Road; thence northerly along the centerline of Tullar Road to its intersection with the centerline of Cecil Street; thence westerly along the centerline of Cecil Street and its westerly extension to its intersection with the corporate boundary of the City of Neenah; thence southerly and easterly along the corporate boundary of the City of Neenah to its intersection with the centerline of Southbound US Highway 41; thence northerly along the centerline of Southbound US Highway 41 to its intersection with the easterly extension of the centerline of Byrd Avenue; thence westerly along said extended centerline of Byrd Avenue to its intersection with the centerline of Gillingham Road; thence northerly along the centerline of Gillingham Road to its intersection with the centerline of Gay Drive; thence westerly along the centerline of Gay Drive to the point of beginning, excluding all of the Town of Neenah island territory described as tax parcels 010005202, 010005405, 0100056, 020005601, 010005602, 010005603, 010005701, 010005702, 010006002, 010007902, and 010009301. In addition, including that part of the City of Neenah island territory which lies within the following area: Commencing at the intersection of the northern right-of-way line of County Road JJ and the eastern right-of-way line of Dell Court, also being a point on the corporate boundary of the City of Neenah; thence northerly, easterly, southerly, and westerly along said corporate boundary of the City of Neenah to the point of beginning. Also including that area annexed to the City of Neenah as per Annexation Ordinance No. 2016-02A adopted May 4, 2016 and recorded with the Winnebago County Register of Deeds May 19, 2016 as Document No. 1713377. Said annexed territory being a part of the Northeast 1/4 and the Southeast 1/4 of the Fractional Northwest 1/4 of Section 31, Township 20 North, Range 17 East, Town of Neenah, Winnebago County, Wisconsin, containing 1.001 acres of land and is described as follows:

Commencing at the North 1/4 corner of said Section 31; thence S00°05'37"E, 1158.38 feet along the east line of the said Northwest 1/4; thence S89°54'23"W, 210.00 feet along the south line of Outlot 5 Cottages at Woodside Green, to the point of beginning; thence S03°22'52"E, 138.74 feet; thence N79°55'17"W, 130.00 feet to an east line of said Cottages at Woodside Green and Point A; thence

S00°05'37"E, 50.80 feet along said east line; thence S79°55'17"E, 140.92 feet; thence S19°56'58"W, 404.72 feet to the said east line and the east line of Certified Survey Map Number 7034; thence N00°05'37"W, 455.90 feet along said east lines to said point A; thence continue N00°05'37"W, 115.56 feet along the east line of Cottages at Woodside Green to a corner of said Outlot 5; thence N89°54'23"E, 120.00 feet along the south line of said Outlot 5 to the Point of Beginning.

**BE IT FURTHER ORDAINED** by the Winnebago County Board of Supervisors that said amendment shall take effect as of the date following the date of publication.

Respectfully submitted by:

**JUDICIARY AND PUBLIC SAFETY COMMITTEE**

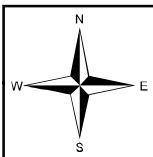
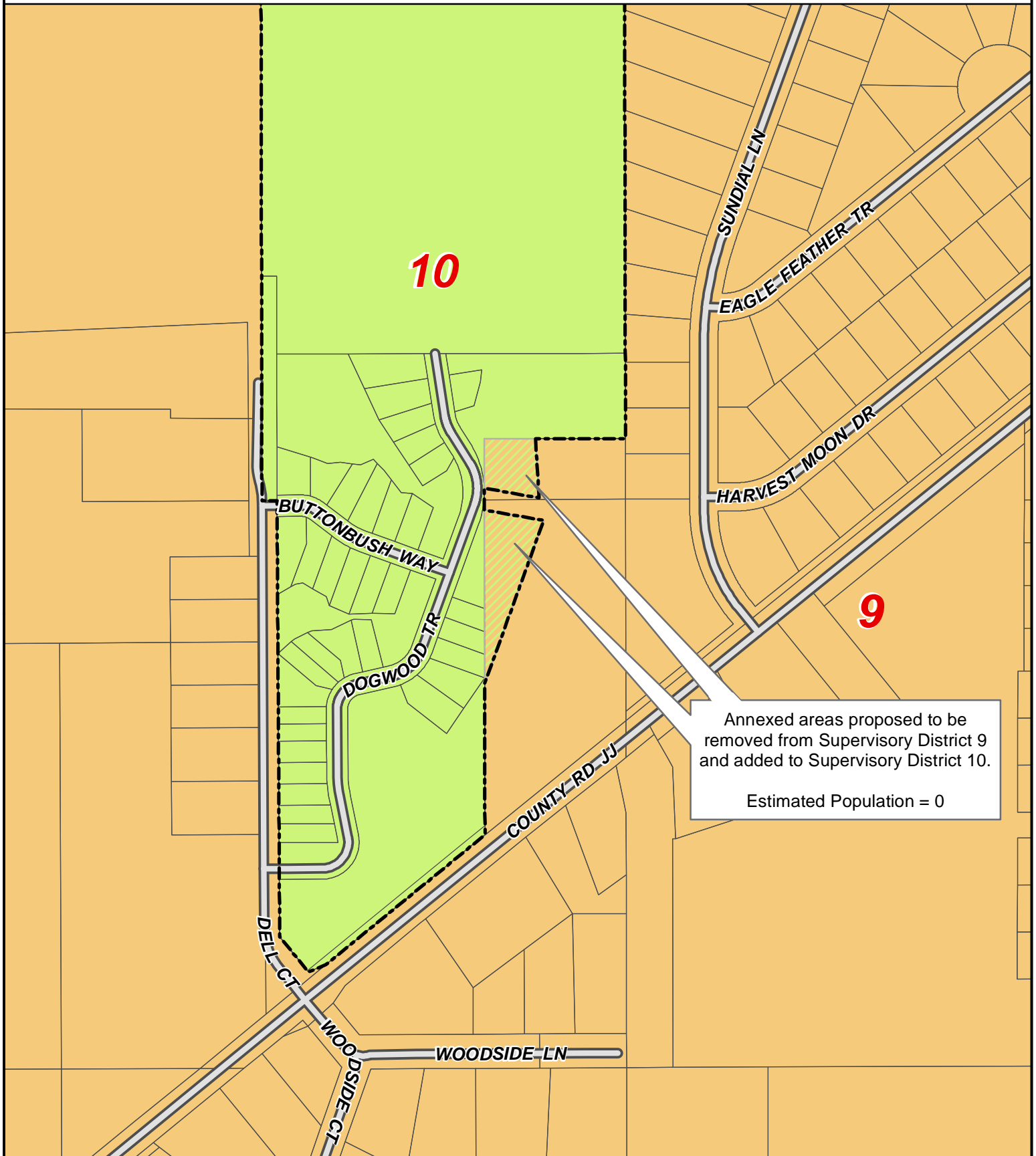
Committee Vote: **5-0**

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

Approved by the Winnebago County Executive this \_\_\_\_ day of \_\_\_\_\_, 2016.

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

# Proposed Supervisory District Boundary Amendment



## W.I.N.G.S. Disclaimer

This data was created for use by the Winnebago County Geographic Information System Project. Any other use/application of this information is the responsibility of the user and such use/application is at their own risk. Winnebago County disclaims all liability regarding fitness of the information for any use other than Winnebago County business.  
\*Data for this map copyrighted December 31, 2006\*



1     **037-72016**

2     **RESOLUTION:     Authorize a Transfer of \$144,777 from the 2016 Park View Health Center**  
3                             **Fund Balance to a Park View Health Center Operating Expense Account**  
4                             **for an Additional Parking Lot in 2016**  
5

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

7             **WHEREAS**, originally, the parking lot expansion project for the Park View Health Center campus was not set  
8 up as a Capital Project; and

9             **WHEREAS**, this project began in 2015 but was not completed, and the remaining budget for this project was  
10 closed to the Park View Health Center Fund Balance in 2015; and

11            **WHEREAS**, this project was completed in 2016; and

12            **WHEREAS**, the budget for this project did not automatically carry over to Park View Health Center's 2016  
13 Budget; and

14            **WHEREAS**, there was a shortfall in the Capital Outlay Account for this project in 2016.  
15

16            **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby  
17 authorizes a transfer of \$144,777 from Park View Health Center's Fund Balance to a Fund Balance Capital Account  
18 to cover the final cost of the parking lot expansion.

19  
20     **Fiscal Note:** This will reduce the Park View Health Center Fund Unrestricted Fund Balance by \$144,777. The  
21 balance of this Fund prior to the transfer was \$9,841,928.  
22

23   Respectfully submitted by:  
24   **PARK VIEW HEALTH CENTER COMMITTEE**

25     Committee Vote: **5-0**

26   Respectfully submitted by:  
27   **PERSONNEL AND FINANCE COMMITTEE**

28     Committee Vote: **5-0**

29     Vote Required for Passage: **Two-Thirds of Membership**  
30

31             Approved by the Winnebago County Executive this \_\_\_\_ day of \_\_\_\_\_, 2016.  
32

33   \_\_\_\_\_  
34   Mark L Harris  
35   Winnebago County Executive

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

**WHEREAS**, the asphalt pavement in this section is in extremely poor condition and in need of maintenance in order to continue to function at an acceptable level of condition; and

**WHEREAS**, the Highway Department has estimated that a project to wedge the worst spots and overlay the entire segment of Butler Avenue from CTH Y to the Park View Health Center campus would cost approximately \$80,000 and would provide a good surface for travel for six-to-eight years with very little additional maintenance.

**NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby authorizes a transfer of \$80,000 from Budget Contingency Fund to a designated account in the Highway Department's budget for the express purpose of performing an asphalt maintenance project on Butler Avenue in order to provide an improved surface and extend the useful life.

HIGHWAY COMMITTEE

## PERSONNEL AND FINANCE COMMITTEE

Committee Vote: **5-0**

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

Approved by the Winnebago County Executive this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

35  
36  
37

**Winnebago County**  
**Personnel & Finance Committee**  
**Thursday, July 7, 2016**  
**Butler Avenue Budget Transfer**

- Butler Avenue is a County owned roadway which serves the Coughlin Center, the Parks Department and is the primary access for the Park View Health Care Center
- While the entire stretch from CTH Y to CTH A is in poor condition, the section from "Y" to Park View is in extremely poor condition and in need of pavement maintenance.
- The Parkview campus, parking lots, driveways and including the routing of Butler Avenue is being reviewed by a consultant with the goal of creating a campus site plan addressing parking, driveways and the routing Butler Ave.
- The Highway Department is proposing a project to wedge or patch the worst areas of Butler from CTH Y to Park View and after wedging, placing an overlay to improve the surface and extend the useful life.
- While this maintenance project won't be a permanent improvement, it's expected to last from 5 to 7 years with little maintenance and will allow the County to consider future work as a part of capital planning for the campus.









**039-72016**

**RESOLUTION: Amend Section 6.50 of the Rules of the Winnebago County Board of Supervisors: Provide the Public an Opportunity to Address Matters Not Included on the Agenda be Included on all Future Agendas for Winnebago County Board of Supervisors Meetings and Subcommittee Meetings**

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

**WHEREAS**, Winnebago County citizens have often wanted to express feelings and opinions on matters not listed on the Agenda; and

**WHEREAS**, the 1<sup>st</sup> Amendment of the United States Constitution guarantees freedoms concerning expression and the right to petition. The 1<sup>st</sup> Amendment also guarantees the right of citizens to assemble peaceably and to petition their government.

**NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby amends Section 6.5 of the Rules of the Winnebago County Board of Supervisors to read as follows: Public comments will be heard by the Board with regard to all matters.

Respectfully submitted by:

**AARON WOJCIECHOWSKI, District 16**

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

Vote Required for Passage: **Two-Thirds of Those Present**