



MONROE COUNTY BOARD OF SUPERVISORS

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MONROE COUNTY BOARD AGENDA
Wednesday, March 23, 2016
Rolling Hills Rehab Center
Auditorium
14345 County Hwy B
Sparta, WI 54656

6:00 p.m. Call to Order/Roll Call/Pledge of Allegiance

Approval of Minutes 02/24/16

Public Comment Period

**Public sign up before meeting. An individual may only speak once and is limited to 3 minutes.*

Appointments –

Western Wisconsin Cares, James Shilling for a 3 year term ending 05/19
Housing Authority, Kevin McCoy for a 5 year term ending 03/31/21

Announcements

Update on Justice Center Building Project – Kurt Marshaus

Update on Radio Tower Project – Randy Williams

Monthly Treasurers Report – Annette Erickson

Monthly Financial Report – Tina Osterberg

Monthly Administrators Report – Catherine Schmit

Budget Adjustments –

Health (3)

Highway

Human Services

Information Systems – Human Services

Land Conservation (2)

Capital Outlay (Data Processing)

Finance (2)

Resolutions – Discussion/Action (listed on separate sheet)

Adjournment

The February meeting of the County Board of Supervisors convened at the Rolling Hills Auditorium in the Town of Sparta, Wisconsin, on Wednesday, February 24, 2016 at 6:00 p.m. Chair James Kuhn presided. Roll Call was called with 18 Supervisors present; Supervisor D. Peterson joined the meeting at 6:10 p.m.; Supervisors Treu, Path, Rasmussen, Olson and King Absent. The Pledge of Allegiance was recited.

Motion by Supervisor Humphrey second by Supervisor Pierce to approve the minutes of the 01/27/16 meeting. Carried by voice vote.

Supervisor D. Peterson joined the meeting at 6:10 p.m.

Public Comment Period – Two individuals from the public spoke.

Announcements – Supervisor Folcey reminded members of the Economic Development Conference to be held tomorrow. County Clerk, Shelley Bohl announced the retirement of Purchasing/Licensing Clerk, Sue Aney.

Kurt Marshaus provided the Justice Center Building Project update and answered questions.

Chair Kuhn provided the Radio Tower Project Update and answered questions.

Annette Erickson provided the monthly Treasurer's report and answered questions.

Tina Osterberg provided the monthly Financial report and answered questions.

Chair Kuhn announced that the County Administrator, Catherine Schmit has been excused from the meeting.

Budget Adjustments:

Circuit Court – Motion by Supervisor Steele second by Supervisor Sherwood to approve budget adjustment. Tina Osterberg, Finance Director explained the 2015 budget adjustment in the amount of \$3,008.75 for probate, legal and GAL fees; additional funds to come from the contingency fund. Discussion. A roll call vote was taken on the budget adjustment. The budget adjustment passed with all 19 Supervisors present voting yes.

Clerk of Court – Motion by Supervisor Steele second by Supervisor Duckworth to approve budget adjustment. Tina Osterberg explained the 2015 budget adjustment in the amount of \$11,000.00 for bail forfeitures, attorney and guardian ad litem fees. A roll call vote was taken on the budget adjustment. The budget adjustment passed with all 19 Supervisors present voting yes.

Health – Motion by Supervisor Schnitzler second by Supervisor D. Peterson to approve the following 4 Health Department budget adjustments. Tina Osterberg explained the 2016 budget adjustment in the amount of \$700.00 for Wal-Mart grant funding; 2016 budget adjustment in the amount of \$1,496.41 for WI Department of Justice grant funding; 2016 budget adjustment in the amount of \$5,000.00 for Centers for Disease Control and Prevention funding and 2016 budget adjustment in the amount of \$3,500.00 for Jesse Parker funding. A roll call vote was taken on the 4 budget adjustments. The budget adjustments passed with all 19 Supervisors present voting yes.

Land Records – Motion by Supervisor Humphrey second by Supervisor Duckworth to approve budget adjustment. Tina Osterberg explained the 2016 budget adjustment in the amount of \$910.74 for training grant funds. A roll call vote was taken on the budget adjustment. The budget adjustment passed with all 19 Supervisors present voting yes.

Local History Room – Motion by Supervisor Humphrey second by Supervisor Pierce to approve budget adjustment. Tina Osterberg explained the 2015 budget adjustment in the amount of

\$137.48 for on call hours. Discussion. A roll call vote was taken on the budget adjustment. The budget adjustment passed with all 19 Supervisors present voting yes.

Local History Room – Motion by Supervisor Pierce second by Supervisor Folcey to approve budget adjustment. Tina Osterberg explained the 2015 budget adjustment in the amount of \$3,886.24 for Wegner Grotto restoration projects. A roll call vote was taken on the budget adjustment. The budget adjustment passed with all 19 Supervisors present voting yes.

Senior Services – Motion by Supervisor Schnitzler second by Supervisor Pierce to approve budget adjustment. Tina Osterberg explained the 2016 budget adjustment in the amount of \$1,000.00 for Sparta Legion Auxiliary donation. A roll call vote was taken on the budget adjustment. The budget adjustment passed with all 19 Supervisors voting yes.

Chair Kuhn explained that our Attorney is present to make a clarification from the January meeting regarding resolution 01-16-01.

Motion by Supervisor P. Peterson second by Supervisor Duckworth to move into closed session at 6:55 p.m. A roll call vote was taken. 17 Y - 2 N - 5 Absent.

Las voted: Y	VanWychen voted: Y	Treu was Absent	Schnitzler voted: Y
Chapman voted: Y	Pierce voted: Y	Blackdeer voted: Y	Sherwood voted: Y
Cook voted: Y	Folcey voted: Y	Path was Absent	Kuhn voted: Y
Schroeder voted: Y	Buswell voted: N	Habhegger voted: Y	Rasmussen was Absent
Humphrey voted: Y	Olson was Absent	Duckworth voted: Y	Steele voted: N
King was Absent	D Peterson voted: Y	P Peterson voted: Y	Rice voted: Y

Consideration of delay claim by Miron. Closed session under sec. 19.85(e) Wis. Stats. Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and/or sec. 19.85(g) Wis. Stats. Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

Motion by Supervisor Schnitzler second by Supervisor Humphrey to return to open session at 7:26 p.m. A roll call vote was taken. 18 Y - 1 N - 5 Absent.

Las voted: N	VanWychen voted: Y	Treu was Absent	Schnitzler voted: Y
Chapman voted: Y	Pierce voted: Y	Blackdeer voted: Y	Sherwood voted: Y
Cook voted: Y	Folcey voted: Y	Path was Absent	Kuhn voted: Y
Schroeder voted: Y	Buswell voted: Y	Habhegger voted: Y	Rasmussen was Absent
Humphrey voted: Y	Olson was Absent	Duckworth voted: Y	Steele voted: Y
King was Absent	D Peterson voted: Y	P Peterson voted: Y	Rice voted: Y

RESOLUTION 01-16-01

RESOLUTION APPROVING DELAY CLAIMS AGREEMENT

Chair Kuhn pulled resolution 01-16-01 from the agenda.

RESOLUTION 02-16-01

AUTHORIZATION TO INSTALL OVERFLOW OF ROOF DRAINS AND PIPING IN PHASE 2

The foregoing resolution was moved for adoption by Supervisor Humphrey second by Supervisor Duckworth. Kurt Marshaus, Project Representative explained. Discussion. Motion by Supervisor Las second by Supervisor Humphrey to amend resolution by eliminating "contingency" fund from the fiscal note. A roll call vote was taken. The amendment passed with all 19 Supervisors present voting yes. The discussion continued. A roll call vote was taken on the resolution as amended. The resolution as amended passed (18 Y - 1 N - 5 Absent).

Las voted: Y	VanWychen voted: Y	Treu was Absent	Schnitzler voted: Y
Chapman voted: Y	Pierce voted: N	Blackdeer voted: Y	Sherwood voted: Y

Cook voted: Y
Schroeder voted: Y
Humphrey voted: Y
King was Absent

Folcey voted: Y
Buswell voted: Y
Olson was Absent
D Peterson voted: Y

Path was Absent
Habhegger voted: Y
Duckworth voted: Y
P Peterson voted: Y

Kuhn voted: Y
Rasmussen was Absent
Steele voted: Y
Rice voted: Y

RESOLUTION 02-16-02

RESOLUTION CONCERNING ELECTED OFFICIALS' SALARY ADJUSTMENTS FOR THE NEXT TERM OF OFFICE

The foregoing resolution was moved for adoption by Supervisor P. Peterson second by Supervisor Humphrey. Supervisor P. Peterson explained. Ed Smudde, Personnel Coordinator further explained. Discussion. Motion by Supervisor Steele to amend resolution: To add a 3rd Whereas paragraph; Whereas, the employees of these departments shall also receive equalized pay. The Deputy of Clerks, Deputy Treasury and Deputy of Deeds shall be placed at a grade 13 and shall receive a salary rate of \$40,146.00 effective with the first full pay period in January of 2017. The Clerk II position for the offices of County Clerk, County Treasurer and Register of Deeds shall be placed at a grade 15 and shall receive the salary rate of \$37,910.00 for full time employees and \$18,955.00 for part time employees. These salary rates are to be effective with the first full pay period in January of 2017; and in the Now, Therefore, Be it Resolved paragraph insert "and non-elected" following, adjust elected official. Point of order by Supervisor Humphrey, the motion is not germane to the resolution. Chair Kuhn ruled the motion out of order. The discussion continued. Motion by Supervisor Las second by Supervisor Habhegger to amend resolution to set the terms for the Clerk, Treasurer and Deeds in 2017 at \$60,140.00; 2018 at \$61,343.00; 2019 at \$62,570.00; and 2020 at \$63,821.00. Discussion. The amendment failed (7 Y - 12 N - 5 Absent).

Las voted: Y
Chapman voted: N
Cook voted: Y
Schroeder voted: N
Humphrey voted: N
King was Absent

VanWychen voted: N
Pierce voted: N
Folcey voted: N
Buswell voted: Y
Olson was Absent
D Peterson voted: N

Treu was Absent
Blackdeer voted: N
Path was Absent
Habhegger voted: Y
Duckworth voted: N
P Peterson voted: N

Schnitzler voted: N
Sherwood voted: Y
Kuhn voted: N
Rasmussen was Absent
Steele voted: Y
Rice voted: Y

Call the question by Supervisor Humphrey second by P. Peterson. A roll call vote was taken. The discussion ended (15 Y - 4 N - 5 Absent).

Las voted: N
Chapman voted: Y
Cook voted: Y
Schroeder voted: Y
Humphrey voted: Y
King was Absent

VanWychen voted: N
Pierce voted: Y
Folcey voted: Y
Buswell voted: Y
Olson was Absent
D Peterson voted: Y

Treu was Absent
Blackdeer voted: Y
Path was Absent
Habhegger voted: Y
Duckworth voted: Y
P Peterson voted: Y

Schnitzler voted: Y
Sherwood voted: N
Kuhn voted: Y
Rasmussen was Absent
Steele voted: N
Rice voted: Y

A roll call vote was taken on the original resolution. The resolution passed (17 Y - 2 N - 5 Absent).

Las voted: N
Chapman voted: Y
Cook voted: Y
Schroeder voted: Y
Humphrey voted: Y
King was Absent

VanWychen voted: Y
Pierce voted: Y
Folcey voted: Y
Buswell voted: Y
Olson was Absent
D Peterson voted: Y

Treu was Absent
Blackdeer voted: Y
Path was Absent
Habhegger voted: N
Duckworth voted: Y
P Peterson voted: Y

Schnitzler voted: Y
Sherwood voted: Y
Kuhn voted: Y
Rasmussen was Absent
Steele voted: Y
Rice voted: Y

RESOLUTION 02-16-03

RESOLUTION UNDER 59.69 WIS. STATS. TO AMEND AN ORDINANCE PERTAINING TO ZONING IN THE TOWN OF TOMAH

The foregoing resolution was moved for adoption by Supervisor Duckworth second by Supervisor Humphrey. Supervisor Steele explained. A roll call vote was taken. The resolution passed with all 19 Supervisors present voting yes.

RESOLUTION 02-16-04

**RESOLUTION TO AMEND CHAPTER 11 OF THE GENERAL CODE OF THE COUNTY OF
MONROE, WISCONSIN**

The foregoing resolution was moved for adoption by Supervisor Schnitzler second by Supervisor Chapman. Supervisor Steele explained. Discussion. A roll call vote was taken. The resolution passed with all 19 Supervisors present voting yes.

Motion by Supervisor P. Peterson second by Supervisor Rice to adjourn at 7:56 p.m.

I, Shelley Bohl, Monroe County Clerk certify that to the best of my knowledge the foregoing is a correct copy of the February meeting of the Monroe County Board of Supervisors held on February 24, 2016.

TREASURER'S REPORT
For the period of
FEBRUARY 1, 2016 to FEBRUARY 29, 2016
Annette M. Erickson, County Treasurer

General Checking Balances	
Month End Balance	\$ 48,809.89
Outstanding Checks	\$ (676,436.20)
Outstanding Deposits	\$ 69,728.47
General Fund Investments	\$ 32,025,440.86
Totals	\$ 31,467,543.02

Receipts for Current Month:	\$ 23,237,798.38
Wires & Disbursements for Current Month:	\$ 23,056,516.52

INVESTMENTS

General Fund				
Bank	ACCOUNT #	AMOUNT	DUE DATES	RATE
State Bank		\$ 7,023,059.57	none	0.25%
State Investment Pool		\$ 5,002,048.88	none	0.39%
River Bank CD		\$ 503,019.76	3/18/2016	0.80%
Citizens First Bank CD		\$ 500,000.00	2/1/2017	0.75%
River Bank CD		\$ 502,621.26	3/7/2016	0.70%
Timberwood Bank MM		\$ 1,624,999.61	none	0.50%
Timberwood Bank CD		\$ 500,000.00	4/8/2016	0.85%
Timberwood Bank MM		\$ 3,626,058.02	none	0.35%
Timberwood Bank CD		\$ 1,000,000.00	7/22/2016	0.70%
Partnership Bank CD		\$ 500,000.00	10/1/2016	0.70%
River Bank CD		\$ 2,007,061.56	7/22/2016	0.70%
River Bank CD		\$ 1,002,014.34	11/5/2016	0.80%
F & M Bank of Tomah Cdars		\$ 823,307.02	6/23/2016	0.94%
F & M Bank of Tomah Cdars		\$ 501,220.62	12/1/2016	1.00%
F & M Bank of Tomah		\$ 3,006.78	none	0.94%
Citizens First Bank MM		\$ 2,814,341.21	none	0.50%
River Bank MM		\$ 2,612,682.23	none	0.40%
ADM-CD's		\$ 980,000.00	none	1.10%
Union National CD		\$ 500,000.00	2/18/2017	0.50%
TOTAL GENERAL FUND =		\$ 32,025,440.86		

Total General Fund:	\$ 32,025,440.86
General Fund Reserve Balance:	\$ (15,113,159.00)
Restricted/Committed Fund Balance:	\$ (7,900,955.40)
	<u>\$ 9,011,326.46</u>

TOTAL GENERAL FUND AS OF February, 2015 WAS:	\$ 28,420,154.68
DIFFERENCE FROM ONE YEAR AGO:	\$ 3,605,286.18

Delinquent Taxes in February, 2016 were:	\$ 1,207,874.74 *
Delinquent Taxes in February, 2015 were:	\$ 1,514,892.56
Delinquent Taxes are down from one year ago:	<u>\$ (307,017.82)</u>

*This does not include the current delinquent taxes

TREASURER'S REPORT

For the period of February 1, 2016 to February 29, 2016

Annette M. Erickson, County Treasurer

INVESTMENTS

BANK	ACCOUNT #	AMOUNT	DUE DATES	RATE
History Room				
Union National Bank MMI		\$ 92,911.28	None	0.25%
Union National Bank MMII		\$ 621,545.81	None	0.35%
Union National Bank Grotto MM		\$ 69,318.06	None	0.25%
Wegner Grotto Endowment		\$ 168,319.33	None	
Haney Fund				
State Bank of Sparta CD		\$ 1,000.00	6/23/2016	0.20%
Transportation - Senior Services				
River Bank CD		\$ 32,897.34	3/7/2016	0.70%
Union National Bank MM		\$ 14,635.84	None	0.25%
Jail Assessment				
Timberwood Bank MM		\$ 325,812.41	None	0.50%
Monroe County Land Information Board				
Timberwood Bank of Tomah		\$ 136,933.17	None	0.33%
Community Development Block Grant Fund - Revolving Loan				
State Bank of Sparta MM		\$ 744,066.33	None	0.25%
Solid Waste Management - State Bank				
Ridgeview II - Closure Escrow		\$ 202,039.78	3/10/2016	0.30%
		\$ 199,830.71	3/10/2016	0.30%
		\$ 198,205.36	8/4/2016	0.30%
		\$ 204,028.87	3/10/2016	0.30%
		\$ 214,035.39	3/10/2016	0.30%
Facility Reserve		\$ 172,231.82	None	0.25%
Section 125 Plan				
State Bank of Sparta		\$ 18,943.06	None	0.25%
Worker's Comp				
State Bank of Sparta		\$ 1,854,417.38	None	0.25%
F & M Bank-Tomah		\$ 546,299.39	None	0.45%
Park Bank-Sparta		\$ 259,611.75	None	0.21%
Justice Center				
ADM Investments- Bond 3		\$ 6,325,457.82	None	0.27%
TOTAL OF RESTRICTED FUNDS NOT IN GENERAL FUND:		\$ 12,402,540.90		

Sales & Use Tax	
January-December, 2015	\$ 3,314,137.20
January-December, 2014	\$ 3,083,751.36
Sales Tax up from 2014	\$ 230,385.84

2016 MONTHLY GENERAL INFORMATION

	GENERAL FUND	SALES TAX	CONTINGENCY FUND	DELINQUENT TAXES
BALANCE AS OF 01/01/2016 →	\$26,177,989.19	\$2,824,605.77	\$161,535.37	\$1,487,314.87 *
JANUARY	\$29,931,985.35		\$508,800.00	\$1,388,421.74 *
FEBRUARY	\$32,025,440.86		\$508,800.00	\$1,207,874.74 *
MARCH				*
APRIL				*
MAY				*
JUNE				*
JULY				*
AUGUST				NOW INCLUDES ALL YEARS DELINQUENT TAXES
SEPTEMBER				
OCTOBER				
NOVEMBER				
DECEMBER				

(CONTINGENCY FUND IS ACTUALLY PART OF THE TOTAL GENERAL FUND)

*THESE DELINQUENT TAX AMOUNTS DO NOT INCLUDE THE TAX YEAR 2015

TOTAL SALES TAX RECEIVED IN CALENDAR YEAR 2015 - \$ 3,314,137.20

2015 MONTHLY GENERAL INFORMATION

	GENERAL FUND	SALES TAX	CONTINGENCY FUND	DELINQUENT TAXES
BALANCE AS OF 01/01/2015 →	\$21,854,323.72	\$2,591,913.94	\$368,347.00	\$1,702,727.90 *
JANUARY	\$27,113,401.14	\$228,755.85	\$368,347.00	\$1,600,670.48 *
FEBRUARY	\$28,420,154.68	\$326,459.38	\$368,347.00	\$1,514,892.56 *
MARCH	\$27,970,412.57	\$290,061.27	\$368,347.00	\$1,375,723.04 *
APRIL	\$29,385,234.82	\$251,354.28	\$368,347.00	\$1,268,686.88 *
MAY	\$26,447,301.88	\$276,909.50	\$217,072.00	\$1,176,777.96 *
JUNE	\$26,532,540.23	\$334,985.36	\$234,009.00	\$1,100,716.45 *
JULY	\$34,900,341.39	\$244,413.68	\$234,009.00	\$1,018,636.17 *
AUGUST	\$28,517,393.29	\$336,007.78	\$234,009.00	\$2,271,919.03
SEPTEMBER	\$27,558,354.45	\$232,331.00	\$234,009.00	\$1,940,373.22
OCTOBER	\$26,122,431.29	\$303,327.67	\$234,009.00	\$1,769,097.50
NOVEMBER	\$26,570,114.48	\$278,313.52	\$234,009.00	\$1,634,403.28
DECEMBER	\$26,177,989.19	\$211,217.91	\$161,535.37	\$1,487,314.87

NOW INCLUDES
ALL YEARS
DELINQUENT
TAXES

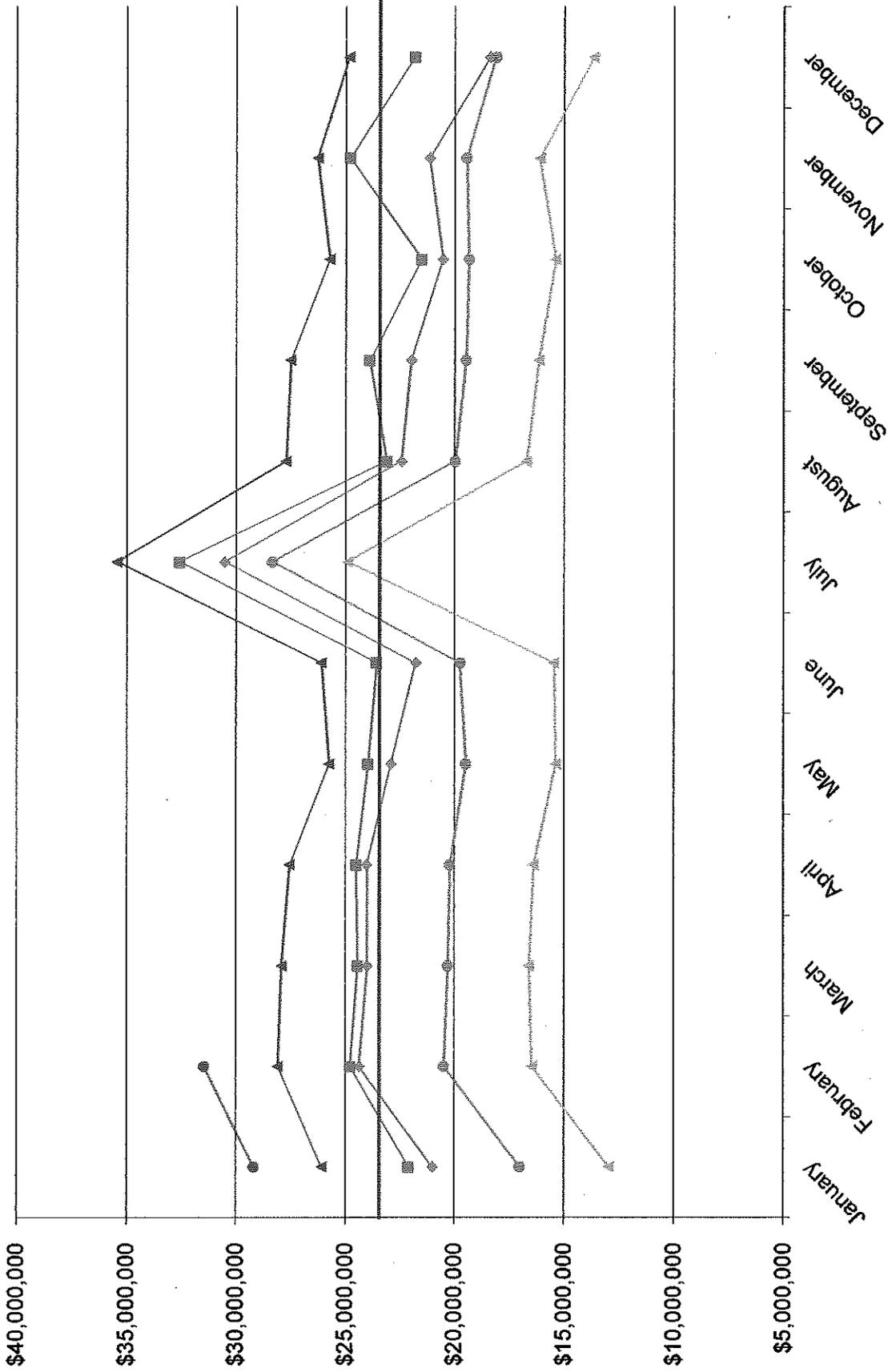
(CONTINGENCY FUND IS ACTUALLY PART OF THE TOTAL GENERAL FUND)

*THESE DELINQUENT TAX AMOUNTS DO NOT INCLUDE THE TAX YEAR 2014

TOTAL SALES TAX RECEIVED IN CALENDAR YEAR 2014 - \$3,083,751.36

Balance includes outstanding deposits, outstanding checks, checking acct balance, and General MM

County Total General Fund Cash Balance



Minimum Fund Balance Reserve + Restricted/Committed Fd Balance

FINANCIAL DATA THROUGH FEBRUARY 29, 2016

REVENUES

FUND / DEPT	TOTAL ANNUAL 2016 BUDGET	Actual YTD 2016	2016		2015	
			Actual to Ann Budget %	Actual YTD 2015	Actual to Ann Budget %	
1190 Other Gen including Taxes	\$ 13,030,558	\$ 7,893,069	60.57%	\$ 7,910,068	51.62%	
1121 Circuit Court/Family Court	\$ 188,640	\$ 65,842	34.90%	\$ 66,258	33.06%	
1122 Clerk of Court	\$ 398,590	\$ 62,059	15.57%	\$ 73,918	17.22%	
1127 Medical Examiner	\$ 27,000	\$ 3,100	11.48%	\$ 3,600	11.50%	
1131 District Attorney	\$ 28,200	\$ 3,357	11.90%	\$ 171	0.61%	
1131 Victim Witness	\$ 38,458	\$ -	0.00%	\$ -	0.00%	
1132 Corporation Counsel	\$ -	\$ -	100.00%	\$ -	100.00%	
1142 County Clerk/Elections	\$ 22,150	\$ 425	1.92%	\$ 550	2.58%	
1143 Personnel	\$ -	\$ -	100.00%	\$ -	100.00%	
1151 Finance	\$ 567,781	\$ 71,657	12.62%	\$ 15	0.00%	
1152 Treasurer	\$ 12,000	\$ 1,190	9.92%	\$ 1,120	9.33%	
1160 Maintenance	\$ 5,201	\$ -	0.00%	\$ 1	0.00%	
1170 Surveyor	\$ -	\$ 270	100.00%	\$ 60	100.00%	
1171 Register of Deeds	\$ 255,070	\$ 36,777	14.42%	\$ 33,814	12.71%	
1175 Land Records	\$ 225,798	\$ 8,757	3.88%	\$ 8,846	7.64%	
1210 Sheriff(Trib Law,Speed,Click-It,Tactical)	\$ 98,486	\$ 38,965	39.56%	\$ 31,986	26.58%	
1270 Jail	\$ 73,880	\$ 2,667	3.61%	\$ 2,260	1.50%	
1290 Emergency Mgmt (EPCRA, Grants)	\$ 67,128	\$ -	0.00%	\$ -	0.00%	
1293 Dispatch	\$ -	\$ 23	100.00%	\$ 46	100.00%	
1295 Justice	\$ 226,040	\$ 25,674	11.36%	\$ 30,894	11.04%	
1368 Sanitation	\$ 122,000	\$ 2,765	2.27%	\$ 1,315	1.08%	
1419 Dog Control	\$ 112,150	\$ 18,729	16.70%	\$ 19,865	18.04%	
1470 Veterans Services	\$ 10,000	\$ -	0.00%	\$ -	0.00%	
1512 Local History Room	\$ 15,000	\$ 4,978	33.18%	\$ 3,104	16.32%	
1520 Parks	\$ 150,500	\$ 290	0.19%	\$ 216	0.17%	
1530 Snowmobile	\$ 225,000	\$ -	0.00%	\$ 23,542	10.46%	
1560 Extension	\$ 900	\$ 3,342	371.38%	\$ 3,142	145.73%	
1670 Tourism/Hld Valley/Economic Dev	\$ 5,000	\$ -	0.00%	\$ -	0.00%	
1691 Forestry	\$ 101,610	\$ 3,510	3.45%	\$ 22,576	22.60%	
1694 Land Conservation(env, wild, land)	\$ 258,246	\$ 18,312	7.09%	\$ 21,940	4.13%	
1698 Zoning	\$ 20,662	\$ 1,520	7.35%	\$ 3,969	19.21%	
Capital Outlay	\$ 39,420	\$ -	0.00%	\$ -	0.00%	
Total General Fund	\$ 16,325,468	\$ 8,267,278	50.64%	\$ 8,263,276	43.51%	

FUND / DEPT	TOTAL ANNUAL 2016 BUDGET	Actual YTD 2016	2016		2015	
			Actual to Ann Budget %	Actual YTD 2015	Actual to Ann Budget %	
100 General Fund	\$ 16,325,468	\$ 8,267,278	50.64%	\$ 8,263,276	43.51%	
213 Child Support	\$ 517,155	\$ 377	0.07%	\$ 96	0.02%	
241 Health	\$ 822,488	\$ 480,821	58.46%	\$ 442,381	50.80%	
246 Senior Services	\$ 1,009,162	\$ 265,816	26.34%	\$ 270,391	28.95%	
249 Human Services	\$ 8,309,487	\$ 3,085,002	37.13%	\$ 3,270,902	39.01%	
633 Solid Waste	\$ 2,034,034	\$ 110,848	5.45%	\$ 102,310	5.41%	
642 Rolling Hills	\$ 8,071,994	\$ 800,965	9.92%	\$ 1,317,209	15.39%	
714 Info Systems	\$ 1,056,043	\$ 941,803	89.18%	\$ 874,857	76.80%	
715 Nonlapsing Technology Pool	\$ 136,237	\$ 136,237	100.00%	\$ 135,220	22.86%	
719 Workers Compensation	\$ 135,014	\$ 69,870	100.00%	\$ 77,571	100.00%	
732 Highway	\$ 10,672,238	\$ 4,203,621	39.39%	\$ 3,539,853	36.53%	
Total General Operating Rev.	\$ 49,089,320	\$ 18,362,640	37.41%	\$ 18,294,065	35.50%	
310 Debt Services	\$ 3,012,722	\$ 1,821,402	60.46%	\$ 2,595,914	69.20%	
420 Capital Projects	\$ 11,541,439	\$ 246,948	2.14%	\$ 509,379	2.80%	
820 Jail Assessment Fund	\$ 118,500	\$ 4,211	3.55%	\$ 5,674	4.36%	
830 Local History Room	\$ 15,000	\$ (8,683)	-57.89%	\$ 18,301	96.20%	
856 M.M. Haney Trust Fund	\$ -	\$ -	100.00%	\$ -	100.00%	
860 Revolving Loan Fund	\$ 7,500	\$ 978	100.00%	\$ 1,301	100.00%	
Total Revenues	\$ 63,784,481	\$ 20,427,496	32.03%	\$ 21,424,635	29.10%	

This is the 2 out of 12 months
 These revenue numbers include the tax appropriations for 2015. 17.00%

FINANCIAL DATA THROUGH FEBRUARY 29, 2016

EXPENSES

FUND / DEPT	TOTAL ANNUAL 2016 BUDGET	2016		2015	
		Actual YTD 2016	Actual to Ann Budget %	Actual YTD 2015	Actual to Ann Budget %
1190 Other Gen Including Taxes	\$ 955,053	\$ 381,538	39.95%	\$ 18,254	0.79%
1110 County Board	\$ 111,667	\$ 30,093	26.95%	\$ 33,235	22.18%
1121 Circuit Court/Family Court	\$ 547,224	\$ 62,220	11.37%	\$ 64,772	11.43%
1122 Clerk of Court	\$ 651,461	\$ 71,826	11.03%	\$ 67,598	10.23%
1127 Medical Examiner	\$ 131,433	\$ 13,729	10.45%	\$ 15,107	10.66%
1131 District Attorney	\$ 392,880	\$ 46,199	11.76%	\$ 44,953	11.86%
1131 Victim Witness	\$ 77,439	\$ 9,280	11.98%	\$ 5,785	9.89%
1132 Corporate Counsel	\$ 242,789	\$ 30,014	12.36%	\$ 30,119	12.78%
1141 Administrator	\$ 162,457	\$ 19,679	12.11%	\$ 19,913	12.62%
1142 County Clerk/Elections	\$ 246,460	\$ 33,124	13.44%	\$ 23,886	11.75%
1143 Personnel	\$ 419,155	\$ 45,291	10.81%	\$ 44,433	11.85%
1151 Finance	\$ 872,800	\$ 120,365	13.79%	\$ 111,971	13.13%
1152 Treasurer	\$ 281,011	\$ 42,754	15.21%	\$ 42,837	14.21%
1160 Maintenance	\$ 854,790	\$ 61,981	7.25%	\$ 88,923	12.96%
1170 Surveyor	\$ 27,556	\$ 1,150	4.17%	\$ 1,620	5.88%
1171 Register of Deeds	\$ 212,757	\$ 38,078	17.90%	\$ 43,282	15.72%
1175 Land Records	\$ 228,455	\$ 31,956	13.99%	\$ 11,365	9.81%
1210 Sheriff(drug,trib,speed,click, tactical)	\$ 2,759,748	\$ 327,733	11.88%	\$ 341,175	12.10%
1270 Jail	\$ 2,545,008	\$ 336,818	13.23%	\$ 272,918	8.97%
1290 Emergency Mgrmnt (SARA, Grants)	\$ 121,930	\$ 14,318	11.74%	\$ 12,960	9.13%
1293 Dispatch	\$ 1,086,626	\$ 185,634	17.08%	\$ 189,206	18.16%
1295 Justice	\$ 813,436	\$ 74,225	9.12%	\$ 55,162	6.07%
1368 Sanitation	\$ 171,741	\$ 15,045	8.76%	\$ 15,821	9.38%
1419 Dog Control	\$ 140,230	\$ 16,856	12.02%	\$ 18,890	11.56%
1470 Veterans Services	\$ 111,048	\$ 15,359	13.83%	\$ 17,608	15.67%
1511 Library Grants	\$ 340,781	\$ 340,781	100.00%	\$ 343,540	100.00%
1512 Local History/Room	\$ 105,770	\$ 11,428	10.80%	\$ 11,404	10.91%
1520 Parks	\$ 130,388	\$ 4,569	3.50%	\$ 6,732	5.27%
1530 Snowmobile	\$ 225,000	\$ -	0.00%	\$ -	0.00%
1560 Extension	\$ 198,338	\$ 11,638	5.87%	\$ 13,080	6.25%
1670 Tourism/Hid Valleys/Economic Dev.	\$ 111,976	\$ 31,349	28.00%	\$ 45,204	40.62%
1691 Forestry	\$ 85,947	\$ 9,467	11.01%	\$ 7,301	5.25%
1694 Land Conservation(env,wild, land)	\$ 345,586	\$ 33,819	9.73%	\$ 36,583	5.86%
1698 Zoning	\$ 94,807	\$ 12,194	12.86%	\$ 11,887	12.91%
1700 Capital Outlay	\$ 521,713	\$ 65,875	12.63%	\$ 2,152,817	193.73%
Total General Fund	\$ 16,325,468	\$ 2,546,188	15.60%	\$ 4,220,338	22.22%

FUND / DEPT	TOTAL ANNUAL 2016 BUDGET	2016		2015	
		Actual YTD 2016	Actual to Ann Budget %	Actual YTD 2015	Actual to Ann Budget %
100 General Fund	\$ 16,325,468	\$ 2,546,188	15.60%	\$ 4,220,338	22.22%
213 Child Support	\$ 517,155	\$ 63,115	12.20%	\$ 59,603	12.54%
241 Health	\$ 822,488	\$ 91,464	11.12%	\$ 108,326	12.44%
246 Senior Services	\$ 1,009,162	\$ 88,631	8.78%	\$ 108,495	11.62%
249 Human Services	\$ 8,309,487	\$ 816,397	9.82%	\$ 693,272	8.27%
633 Solid Waste	\$ 2,034,034	\$ 406,041	19.96%	\$ 367,674	19.46%
642 Rolling Hills	\$ 8,071,994	\$ 957,427	11.86%	\$ 915,449	10.70%
714 Information Systems	\$ 1,056,043	\$ 180,947	17.13%	\$ 155,333	13.64%
715 Nonlapsing Technology Pool	\$ 136,237	\$ -	0.00%	\$ 11,634	1.97%
719 Workers Compensation	\$ 135,014	\$ 108,815	100.00%	\$ 94,826	100.00%
732 Highway	\$ 10,672,238	\$ 534,117	5.00%	\$ 517,758	5.34%
Total General Operating Exp.	\$ 49,089,320	\$ 5,793,143	11.80%	\$ 7,252,708	14.08%
310 Debt Service	\$ 3,012,722	\$ 2,704,020	89.75%	\$ 2,554,221	68.09%
410 Capital Projects	\$ 11,541,439	\$ 722,323	6.26%	\$ 727,623	4.00%
820 Jail Assessment	\$ 118,500	\$ 5,922	5.00%	\$ 2,041	1.57%
830 Local History Room	\$ 15,000	\$ -	0.00%	\$ -	0.00%
860 Revolving Loan Fund	\$ 1,400	\$ -	100.00%	\$ -	100.00%
Total Expenses	\$ 63,778,381	\$ 9,225,408	14.46%	\$ 10,536,594	14.31%

This is the 2 out of 12 months

17.00%

3/11/2016

Tina Osterberg Monroe County Finance Director
K:\Finance Report\2016\Finance Summary Munis-2016

FINANCIAL DATA THROUGH FEBRUARY 29, 2016

SALARY & FRINGE EXPENSE

FUND / DEPT	2016		2015		
	TOTAL ANNUAL 2016 BUDGET	Actual YTD 2016	Actual to Ann Budget %	Actual YTD 2015	Actual to Ann Budget %
1110 County Board	\$ 48,986	\$ 949	1.94%	\$ 7,059	8.52%
1121 Circuit Court	\$ 289,778	\$ 36,635	12.64%	\$ 34,818	12.81%
1122 Clerk of Court	\$ 466,694	\$ 58,296	12.49%	\$ 58,887	12.80%
1127 Medical Examiner	\$ 84,540	\$ 12,630	14.94%	\$ 11,987	14.19%
1131 District Attorney	\$ 348,196	\$ 42,783	12.29%	\$ 42,562	12.62%
1131 Victim Witness	\$ 73,494	\$ 9,170	12.48%	\$ 5,354	9.83%
1132 Corporate Counsel	\$ 232,534	\$ 28,653	12.32%	\$ 27,919	12.56%
1141 Administrator	\$ 149,554	\$ 18,034	12.06%	\$ 17,991	12.49%
1142 County Clerk	\$ 156,921	\$ 19,751	12.59%	\$ 20,128	13.01%
1143 Personnel	\$ 157,265	\$ 18,694	11.89%	\$ 17,650	11.74%
1151 Finance	\$ 806,435	\$ 101,169	12.55%	\$ 94,409	12.06%
1152 Treasurer	\$ 213,724	\$ 23,844	11.16%	\$ 27,654	11.99%
1160 Maintenance	\$ 266,317	\$ 32,437	12.18%	\$ 34,489	11.35%
1170 Register of Deeds	\$ 190,807	\$ 24,168	12.67%	\$ 24,268	12.94%
1175 Land Records	\$ 64,751	\$ 7,337	11.33%		100.00%
1210 Sheriff (tribal law, speed, click-it)	\$ 2,328,071	\$ 280,119	12.03%	\$ 290,595	15.82%
1270 Jail	\$ 1,790,321	\$ 220,350	12.31%	\$ 210,957	15.00%
1290 Emergency Management(SARA)	\$ 101,131	\$ 10,489	10.37%	\$ 9,655	10.26%
1293 Dispatch	\$ 882,637	\$ 116,916	13.25%	\$ 110,939	15.64%
1295 Justice	\$ 442,884	\$ 43,743	9.88%	\$ 36,684	10.99%
1368 Sanitation	\$ 111,647	\$ 13,697	12.27%	\$ 14,157	16.71%
1419 Dog Control	\$ 110,362	\$ 14,086	12.76%	\$ 12,432	14.21%
1470 Veterans Services	\$ 82,895	\$ 9,670	11.66%	\$ 10,707	15.19%
1512 Local History Room	\$ 86,080	\$ 10,866	12.62%	\$ 10,379	16.75%
1520 Parks	\$ 76,837	\$ 4,271	5.56%	\$ 5,792	10.08%
1560 Extension	\$ 161,623	\$ 7,607	4.71%	\$ 7,491	6.99%
1691 Forestry	\$ 44,862	\$ 6,972	15.54%	\$ 5,110	15.35%
1694 Land Conservation	\$ 191,815	\$ 23,100	12.04%	\$ 23,495	15.20%
1698 Zoning	\$ 89,125	\$ 10,816	12.14%	\$ 10,951	16.85%
Total General Fund	\$ 10,050,286	\$ 1,207,252	12.01%	\$ 1,184,518	11.82%

SALARY & FRINGE EXPENSES	2016		2015		
	TOTAL ANNUAL 2016 BUDGET	Actual YTD 2016	Actual to Ann Budget %	Actual YTD 2015	Actual to Ann Budget %
100 General Fund	\$ 10,050,286	\$ 1,207,252	12.01%	\$ 1,184,518	11.82%
213 Child Support	\$ 393,412	\$ 51,183	13.01%	\$ 50,350	13.05%
241 Health	\$ 738,962	\$ 83,220	11.26%	\$ 100,066	12.92%
246 Senior Services	\$ 524,324	\$ 60,722	11.58%	\$ 56,115	10.99%
249 Human Services	\$ 3,235,223	\$ 402,745	12.45%	\$ 328,845	10.90%
633 Solid Waste	\$ 145,508	\$ 18,816	12.93%	\$ 12,430	9.29%
642 Rolling Hills	\$ 6,012,736	\$ 707,115	11.76%	\$ 689,811	11.05%
714 Info Systems	\$ 286,647	\$ 35,321	12.32%	\$ 34,871	12.63%
732 Highway	\$ 3,062,394	\$ 346,974	11.33%	\$ 351,152	11.80%
Total Salary Expenses	\$ 24,449,492	\$ 2,913,349	11.92%	\$ 2,802,157	11.54%

This is 2 months of Insurance out of 12 with 3.1/26 payrolls

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: March 14, 2016
 Department: Health
 Amount: \$3,500.00
 Budget Year Amended: 2016

Source of Increase Decrease and affect on Program:
 (If needed attached separate brief explanation.)

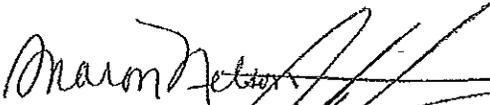
Received a radon grant from Department of Health Services, WI Division of Public Health to provide radon health education and promote radon testing in Monroe County homes. Radon, a naturally occurring, odorless, radioactive gas is the second leading cause of lung cancer cancer after smoking. Radon is found in 5-10% of the homes in WI. Four picoCuries per Liter (4pCi/L) is the EPA's action guideline for radon concentrations in air of occupied spaces. Radon can be controlled in any house, and the only way to know the radon level in a house is to measure/test it.

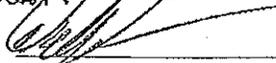
Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000 436540	Radon	\$ -	\$ 3,500.00	\$ 3,500.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 3,500.00	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000 511000	Salary	\$ 445,910.00	\$ 813.00	\$ 446,723.00
24111000 515005	Retirement	\$ 27,414.00	\$ 56.00	\$ 27,470.00
24110000 515010	Social Security	\$ 27,704.00	\$ 52.00	\$ 27,756.00
24110000 515015	Medicare	\$ 6,472.00	\$ 12.00	\$ 6,484.00
24110000 515.040	Work Comp	\$ 6,775.00	\$ 21.00	\$ 6,796.00
24110000 534050	Block Grant	\$ 16,221.41	\$ 2,546.00	\$ 18,767.41
Total Adjustment			\$ 3,500.00	

Department Head Approval: 

Date Approved by Committee of Jurisdiction:  March 14, 2016

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: 03/16/2016

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: March 14, 2016
 Department: Health
 Amount: \$3,582.00
 Budget Year Amended: 5/1/16 - 6/30/17

Source of Increase Decrease and affect on Program:
 (If needed attached separate brief explanation.)

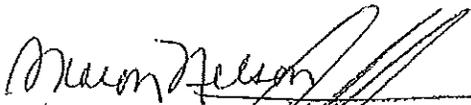
Received a grant from the WI Department of Health Services, Division of Public Health Immunization Program to increase adult immunization rates in Monroe County. We will collaborate with county and neighboring health care partners as well as the Coulee Region Immunization Coalition.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000	Adult Immunization	\$ -	\$ 3,582.00	\$ 3,582.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 3,582.00	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000 511000	Salaries	\$ 446,723.00	\$ 2,992.00	\$ 449,715.00
24110000 515010	FICA	\$ 27,756.00	\$ 186.00	\$ 27,942.00
24110000 516040	Work Comp	\$ 6,796.00	\$ 106.00	\$ 6,902.00
24110000 515015	Medicare	\$ 6,484.00	\$ 43.00	\$ 6,527.00
24110000 534050	Block Grant Supplies	\$ 18,767.41	\$ 255.00	\$ 19,022.41
				\$ -
Total Adjustment			\$ 3,582.00	

Department Head Approval: 
 Date Approved by Committee of Jurisdiction:  March 14, 2016

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: 03/14/2016

Date Approved by County Board: _____

*Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.**

Date of publication of Class I notice of budget amendment: _____

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: March 14, 2016
 Department: Health
 Amount: \$1,750.00
 Budget Year Amended: 2016

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

Received grant funding from Department of Health Services, Division of Public Health, Bioterrorism Preparedness Program for public health preparedness education, trainings and conferences.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
	Preparedness		\$ 1,750.00	
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 1,750.00	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
	Education/training		\$ 1,250.00	\$ 1,250.00
	Mileage		\$ 500.00	\$ 500.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 1,750.00	

Department Head Approval: *Maion Nelson*
 Date Approved by Committee of Jurisdiction: *March 14, 2016*
Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: *03/16/2016*
 Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: March 7, 2016
 Department: Highway
 Amount: \$18,500.00
 Budget Year Amended: 2016

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

2015 year-end unreserved cash balance was approximately \$200k with well over 4 times this amount accumulated from unspent machinery earnings over approximately the past decade.

We have an extremely rare opportunity to drastically upgrade our asphalt paver for only \$18,500.

We also can't justify a new paver at almost \$500k or even a less than decade old paver at over \$200k.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
73330319 493000	Fund Balance Applied	\$ 750,000.00	\$ 18,500.00	\$ 768,500.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 18,500.00	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
73310281 581000	Capital Equipment - Highway	\$ 1,000,000.00	\$ 18,500.00	\$ 1,018,500.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 18,500.00	

Department Head Approval:

Date Approved by Committee of Jurisdiction: 18-Mar-16

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: J. Bold 16-Mar-16

** (Contingent Upon Highway Approval)*

Date Approved by County Board: 23-Mar-16

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: 2/18/2016
 Department: Human Services
 Amount: \$ 70,000.00
 Budget Year Amended: 2015

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

Record revenue and expenses for Children Waiver services paid by WPS

Revenue Budget Lines Amended:

Account #	Account Name	Original Budget	Budget Adjustment	Final Budget
24900500.435603	State Aid for Soc. Services	\$ 837,326.00	\$ 70,000.00	\$ 907,326.00
Total Adjustment			\$ 70,000.00	

Expenditure Budget Lines Amended:

Account #	Account Name	Original Budget	Budget Adjustment	Final Budget
24910510.525005.HS220	CH Waiver Cont. (CX613)	\$ -	\$ 70,000.00	\$ 70,000.00
Total Adjustment			\$ 70,000.00	

Department Head Approval: Tom Hamilton David Pierce

Date Approved by Committee of Jurisdiction: 2/18/16

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: 03/16/2016

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 29, 2016
 Department: Information Systems-Human Service
 Amount: \$107,000.00
 Budget Year Amended: 2016

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

As part of the 2014 annual adopted budget the County Board did include funds for the purchase and implementation of a Human Services Department CMHC (Avatar)/ Financial Software & Equipment Upgrade in the amount of \$107,100. As La Crosse County is implementing this software currently and suggested that we delay the impletmentation until they are able to work out all the bugs, we have not started this impletmentation and would like to carry these funds forward for this project.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
71475000 493000	I.S.-FUND BALANCE APPLI	\$ 30,000.00	\$ 107,000.00	\$ 137,000.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 107,000.00	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
71475000 521415 19790	I.S.COMPUTER OPS-HS	\$ 64,539.00	\$ 107,000.00	\$ 171,539.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 107,000.00	

Department Head Approval:



Date Approved by Committee of Jurisdiction: 03/16/2016

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: 03/16/2016

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 29, 2016
 Department: Capital Outlay (Data Processing)
 Amount: \$317,735.23
 Budget Year Amended: 2016

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

Need to carry over Capital Outlay funds from 2015 to 2016 for completion of the financial software implementation project.

2015 Budget Lines:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
17100151.581000	Capital Outlay-Data Process.	\$ 317,735.23	\$ (317,735.23)	\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ (317,735.23)	

2016 Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
17100151.581000	Capital Outlay-Data Process.	\$ -	\$ 317,735.23	\$ 317,735.23
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 317,735.23	

Department Head Approval: Catherine J. Semit

Date Approved by Committee of Jurisdiction: 03/16/2016

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: 03/16/2016

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: March 8, 2016
 Department: Finance
 Amount: \$55,000.00
 Budget Year Amended: 2016

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

In review of the 2016 budget it was noted that the Transport On-Call Salaries were inadvertently left out of the final budget. All accompanying Fringe Benefits were included in the budget. This adjustment decreases the 2016 contingency fund and increases the Transport On-Call Salaries to the appropriate budgeted amount.

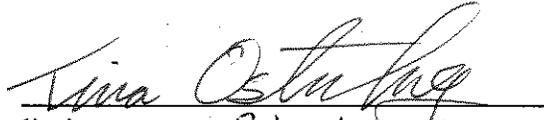
Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ -	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
10010000 539200	Contingency Fund	\$ 508,800.00	\$ (55,000.00)	\$ 453,800.00
12715120 511050	Transport On-Call Salaries	\$ -	\$ 55,000.00	\$ 55,000.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ -	

Department Head Approval:



Date Approved by Committee of Jurisdiction: 03/16/2016

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: 03/16/2016

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: March 9, 2016
 Department: Finance
 Amount: \$43,330.30
 Budget Year Amended: 2016

Source of Increase / Decrease and affect on Program:
 (If needed attached separate brief explanation.)

This budget adjustment is rolling forward the remaining 2015 Emergency Communications System funds from 2015 to 2016. These funds will be used towards the project costs in 2016.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
47260000 493000	C Proj-Emg Comm Fnd App	\$ 2,298,322.00	\$ 43,330.30	\$ 2,341,652.30
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 43,330.30	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
47260000 5810000	C Proj-Capital Equipment	\$ 2,539,322.00	\$ 43,330.30	\$ 2,582,652.30
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 43,330.30	

Department Head Approval: _____

Tim Ostberg

Date Approved by Committee of Jurisdiction: 03/16/16

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: 03/16/2016

Date Approved by County Board: _____

Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.

Date of publication of Class 1 notice of budget amendment: _____

RESOLUTIONS AND ORDINANCES – March 23, 2016

- 1. RESOLUTION DESIGNATING THE WEEK OF APRIL 11-15, 2016 AS “WORK ZONE SAFETY AWARENESS WEEK” IN MONROE COUNTY**
Offered by the Highway Committee
- 2. RESOLUTION APPROVING WILTON WATER MAIN EASEMENT**
Offered by the Highway Committee
- 3. RESOLUTION AMENDING CHAPTER 38 ARTICLE III, DIVISION 1 OF THE MONROE COUNTY GENERAL CODE OF ORDINANCES – TEMPORARY SPEED LIMITS**
Offered by the Highway Committee
- 4. AN ORDINANCE PERTAINING TO FLOODPLAIN ZONING**
Offered by the Sanitation/Planning & Zoning/Dog Control Committee
- 5. RESOLUTION AMENDING MONROE COUNTY ORDINANCE, CHAPTER 35 ZONING-SHORELAND**
Offered by the Sanitation/Planning & Zoning/Dog Control Committee
- 6. RESOLUTION UNDER 59.69 WIS. STATS. TO AMEND AN ORDINANCE PERTAINING TO ZONING IN THE TOWN OF TOMAH**
Offered by the Sanitation/Planning & Zoning/Dog Control Committee
- 7. RESOLUTION AUTHORIZING ESTABLISHMENT OF AN ADMINISTRATIVE ASSISTANT I POSITION IN THE MONROE COUNTY LAND CONSERVATION DEPARTMENT**
Offered by the Personnel and Bargaining Committee
- 8. RESOLUTION AUTHORIZING ESTABLISHMENT OF A PURCHASING & PROCUREMENT COORDINATOR IN THE MONROE COUNTY ADMINISTRATOR’S OFFICE**
Offered by the Personnel and Bargaining Committee
- 9. RESOLUTION RESTORING THE COUNTY BOARD’S RESPONSIBILITY TO ESTABLISH PERSONNEL POLICY**
Offered by Rule 21
- 10. RESOLUTION MODIFYING THE MONROE COUNTY RULES OF THE COUNTY BOARD**
Offered by the Administrative/Executive Committee
- 11. RESOLUTION SETTING COMPENSATION FOR CONDEMNATION COMMISSIONERS**
Offered by the Administrative/Executive Committee

12. RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL NOS. 141-00197-0000 & 141-00196-0000

Offered by the Property & Purchasing Committee

13. RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL NO. 185-01384-0000

Offered by the Property & Purchasing Committee

14. RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL NO. 030-00160-5000

Offered by the Property & Purchasing Committee

15. RESOLUITON AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL NO. 032-00484-5000

Offered by the Property & Purchasing Committee

16. RESOLUTION AUTHORIZING SALE OF REAL ESTATE IDENTIFIED AS PARCEL NO. 185-00351-5000

Offered by the Property & Purchasing Committee

**DESIGNATING THE WEEK OF APRIL 11-15, 2016 AS
"WORK ZONE AWARENESS WEEK" IN MONROE COUNTY**

WHEREAS, 3 Wisconsin County Highway Department workers were killed while working within work zones in 2015, and

WHEREAS, in 1999, the Federal Highway Administration partnered with the American Association of State Highway and Transportation officials to create the "National Work Zone Awareness Week" campaign, held annually in April prior to the construction season in much of the nation, and has designated April 11-15 this year, and

WHEREAS, according to the most recent compiled data, 2013 Wisconsin Traffic Crash Facts prepared by Wisconsin Department of Transportation, there were 1,596 work zone crashes in Wisconsin alone, which resulted in 1,129 property damages, 458 injuries and 9 fatalities, and

WHEREAS, County and Municipality highway employees routinely put themselves at risk constructing & maintaining our County's highways to improve safety for all motorists,

NOW, THEREFORE, BE IT RESOLVED by the Monroe County Board of Supervisors that the week of April 11-15, 2016 be designated as "Work Zone Awareness Week" in Monroe County.

Dated this 23rd day of March, 2016

Recommended for introduction by the
Monroe County Highway Committee on
March 18, 2016.
Monroe County, Wisconsin

James Schroeder, Chairman

Gail Chapman, Vice Chairman

Wade Blackdeer

David Pierce

Nodji VanWychen

Highway Committee Vote:
- yes - no

RESOLUTION NO. 03-16-02

RESOLUTION APPROVING WILTON WATER MAIN EASEMENT

WHEREAS, the Village of Wilton, in Monroe County, is seeking to improve its water distribution system for economic development in the village.

WHEREAS, the Village of Wilton is requesting an easement (proposed agreement attached) to place and maintain a new water main across the north edge of Monroe County real property known as the Monroe County Highway Department, Wilton shop.

WHEREAS, this development will have a positive economic impact within Monroe County.

WHEREAS, the easement will not unreasonably interfere with the County's use of its property.

THEREFORE, BE IT RESOLVED that the Monroe County Board of Supervisors authorizes the County Clerk to execute a water main easement agreement in substantial conformity with the proposed easement.

Dated this 23rd day of March, 2016.

Recommended by the Highway Committee

By vote of: _____ yes; _____ no.

Purpose: To authorize the County Clerk to execute an easement for placement and maintenance of a water main on the Highway Shop property in Wilton.

Fiscal Note: Costs shall be borne by the Village.

Drafted and approved as to form
by Corporation Counsel: *ACK*

WATER MAIN EASEMENT AGREEMENT

Document Number

Document Title

THIS WATER MAIN EASEMENT AGREEMENT (Agreement) by and between **MONROE COUNTY**, a Municipal Corporation, party of the first part, hereinafter "**OWNER**" and **VILLAGE OF WILTON**, party of the second part, hereinafter "**VILLAGE**".

DRAFT

RECITALS

A. The **OWNER** is the fee holder of certain real property in the Village of Wilton, Monroe County, State of Wisconsin, as more particularly described on the attached and incorporated Exhibit "A" (**Easement Area**).

B. **VILLAGE** has requested that the **OWNER** grant a permanent water main easement (the **Easement**) and temporary construction easement (the **Temporary Construction Easement**) over the **Easement Area** for purposes of construction and maintenance of a water main.

Recording Area

Name and Return Address

Attorney Robert J. Mubarak
Mubarak, Radcliffe & Berry, S.C.
917 Superior Avenue
Tomah, Wisconsin 54660-0110

Parcel Identification Number (PIN)

AGREEMENT

For good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

1. **Grant of Easement.** The **OWNER** grants to the **VILLAGE**, and its successors and assigns, a perpetual easement and right-of-way to construct, reconstruct, maintain, operate, supplement, and/or remove a water main and other related appurtenances that may from time to time be required, with the right of ingress and egress for the purpose of this grant, over the **Easement Area**. All improvements shall be located below grade. The **Easement Area** shall be thirty (30') feet in width as described below and as depicted on the attached two page Exhibit "A".

2. **Temporary Construction Easement.** During any required period of construction or installation of improvements within the **Easement Area**, the **VILLAGE** shall have a Temporary Construction Easement over those portions of the property located within the **Easement Area** for the purpose of transporting equipment and materials in connection with the construction or installation of the main within the **Easement Area**. The Temporary Construction Easement shall expire on the completion of installation or construction.

3. **Indemnification.** The **VILLAGE** shall indemnify the **OWNER** from and against all loss, costs, injury, death or damage to persons or property that at any time during the term of this Agreement may be suffered or sustained by any person or entity in connection with the **VILLAGE**'s activities conducted on the **Easement Area**, regardless of the cause of the injury, except to the extent caused by the gross negligence or misconduct of the **OWNER** or its agents or employees.

CONFIDENTIAL

4. Consistent Uses Allowed. The OWNER reserves the right to use the Easement Area and the Temporary Construction Easement for purposes that will not interfere with the VILLAGE's full enjoyment of the Easement rights granted in this Agreement.

5. Restoration of Surface. The VILLAGE shall restore the surface disturbed by any construction or maintenance to its condition before the disturbance.

6. Covenants Run with Land. All of the terms and conditions in this Agreement, including the benefits and burdens, shall run with the land and shall be binding upon, inure to the benefit of and be enforceable by the OWNER and the VILLAGE and their respective successors and assigns. The party named as OWNER in this Agreement and any successor or assign to the OWNER as fee simple owners of the Easement Area shall cease to have any liability under this Agreement with respect to facts or circumstances arising after the party has transferred its fee simple interest in the Easement Area.

7. Non-Use. Non-use or limited use of the Easement or Temporary Construction Easement rights granted in this Agreement shall not prevent the benefiting party from later use of the Easement or Temporary Construction Easement rights to the fullest extent authorized in this Agreement.

8. Governing Law. This Agreement shall be construed and enforced in accordance with the internal laws of the State of Wisconsin.

9. Entire Agreement. This Agreement sets forth the entire understanding of the parties and may not be changed except by a written document executed and acknowledged by all parties to this Agreement and duly recorded in the office of the Register of Deeds of Monroe County, Wisconsin.

10. Notices. All notices to either party to this Agreement shall be delivered in person or sent by certified mail, postage prepaid, return receipt requested, to the other party at that party's last known address. If the other party's address is not known to the party desiring to send a notice, the party sending the notice may use the address to which the other party's property tax bills are sent. Either party may change its address for notice by providing written notice to the other party.

11. Invalidity. If any term or condition of this Agreement, or the application of this Agreement to any person or circumstance, shall be deemed invalid or unenforceable, the remainder of this Agreement or the application of the term or condition to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby, and each term and condition shall be valid and enforceable to the fullest extent permitted by law.

12. Waiver. No delay or omission by any party in exercising any right or power out of any default under any of the terms or conditions of this Agreement shall be construed to be a waiver of the right or power. A waiver by a party of any of the obligations of the other party shall not be construed to be a waiver of any breach of any other terms or conditions of this Agreement.

13. Enforcement. Enforcement of this Agreement may be by proceedings at law or in equity against any person or persons violating or attempting or threatening to violate any term or condition in this Agreement, either to restrain or prevent the violation or to obtain any other relief. If a suit is brought to enforce this Agreement, the prevailing party shall be entitled to recover its costs, including reasonable attorney fees from the non-prevailing party.

14. No Public Dedication. Nothing in this Agreement shall be deemed to be a gift or dedication of any portion of the easements granted under this Agreement to the general public or for any public purpose whatsoever.

Dated: _____

OWNER:
MONROE COUNTY, WISCONSIN

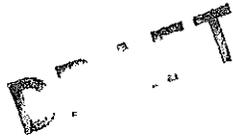
By: _____
* _____

ACKNOWLEDGMENT

STATE OF WISCONSIN)
)SS.
MONROE COUNTY)

Personally came before me on _____, 2016, the above-named _____ as _____ of Monroe County, Wisconsin, to me known to be the person who executed the foregoing instrument and acknowledged the same.

* _____
Notary Public, State of Wisconsin
My Commission is/expires: _____



VILLAGE OF WILTON:

Dated: _____

By: _____
George Dougherty, President

By: _____
Lori Brueggen, Clerk

ACKNOWLEDGMENT

STATE OF WISCONSIN)
)SS.
MONROE COUNTY)

Personally came before me on _____, 2016, the above-named George Dougherty and Lori Brueggen, President and Clerk, respectively for the Village of Wilton, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

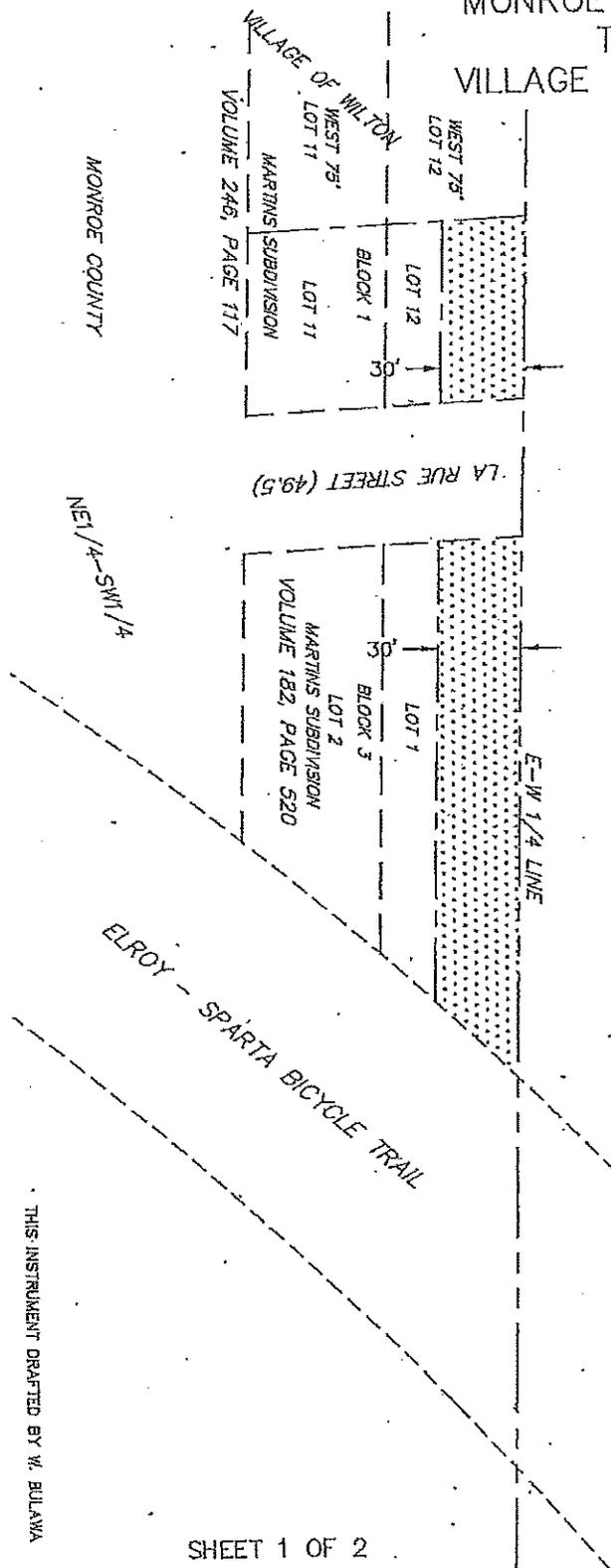
* _____
Notary Public, State of Wisconsin
My Commission is/expires: _____

THIS DOCUMENT DRAFTED BY:
Attorney Robert J. Mubarak
MUBARAK, RADCLIFFE & BERRY, S.C.
917 Superior Avenue
Post Office Box 110
Tomah, Wisconsin 54660-0110
Telephone: 608-372-2014
Facsimile: 608-372-2447
rjm@tomahlaw.com

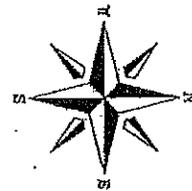
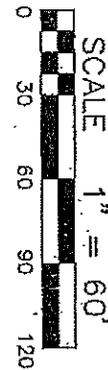
DRAFT

PERMANENT 30' WIDE WATERMAIN EASEMENT SKETCH

MONROE COUNTY
TO
VILLAGE OF WILTON



DRAFT



LEGEND
PERMANENT 30' WIDE UTILITY
EASEMENT

vierbicher
planners | engineers | advisors

REEDSBURG - MADISON - PRAIRIE DU CHIEN
126 West Blackhawk Avenue Prairie du Chien, Wisconsin 53921
Phone: (608) 322-1051 Fax: (608) 322-1052

THIS INSTRUMENT DRAFTED BY W. BULAWA

**Monroe County to the Village of Wilton 30 Foot Wide Permanent
Watermain Easement**

Located in the Northeast Quarter of the Southwest Quarter of Section 32, T16N,
R1W, Village of Wilton, Monroe County, Wisconsin, also being part of Lot 12,
Block 1, and Lot 1, Block 3, Martins Addition, bound by the following described
line:

The North 30 feet of Lot 1, Block 3, Martins Addition, as described in
Volume 182, Page 520, and the North 30 feet of Lot 12, Block 1, Martins
Addition except the west 75 feet of said Lot 12, as described in Volume
246, Page 117, recorded in the Monroe County Register of Deed Office,

Said 30 Foot Wide Permanent Watermain Easement being 0.14 Acres,
more or less.

DRAFT

AMENDING CHAPTER 38, ARTICLE III, DIVISION 1 OF THE MONROE COUNTY
GENERAL CODE OF ORDINANCES

TEMPORARY SPEED LIMITS

WHEREAS, §349.11(10), Wisconsin Statutes, empowers local authorities with respect to highways under their jurisdiction, and any county highway committee performing maintenance on the state trunk highway system, to post a temporary speed limit less than the limit imposed by §§349.11 or 346.57, Wis. Stats., if a highway is being constructed, reconstructed, or repaired, and,

WHEREAS, authorizing such temporary speed limits will promote the safety of highway construction and maintenance workers, pedestrians, and highway users.

NOW, THEREFORE, BE IT RESOLVED, by the Monroe County Board of Supervisors that Section 38-56 of the General Code of Monroe County is amended to read as follows:

Sec. 38-56 Temporary speed limits.

Temporary speed limits shall be posted as follows:

- (1) The County Highway Commissioner is authorized, at his or her discretion, to impose mandatory temporary speed limits in accordance with this section.
- (2) Temporary speed limits shall be imposed by the posting of either portable or fixed temporary regulatory speed limit signs of the same face size and design as permanent regulatory speed limit signs described in the Manual on Uniform Traffic Control Devices as adopted by the Wisconsin Department of Transportation. When portable supports are used, the bottom of the sign shall be not less than one foot above the surface of the pavement or shoulder.
- (3) Signs may be posted on any highway under the jurisdiction of this authority, including state trunk highways upon which the county performs maintenance under §84.07, Wis. Stats., when such highway is being constructed, reconstructed, maintained or repaired, but only in the immediate area of such work and of those persons engaged in performing such work.
- (4) Temporary speed limit imposed in an area where construction, reconstruction, maintenance or repair is being performed shall be 45 miles per hour or 10 miles per hour less than the speed limit normally in effect for that portion of highway, whichever is the lower temporary speed limit. Area is defined as the shoulders or what is normally the traveled portion of the roadway, or where the highway construction or maintenance workers performing such work area necessarily on the shoulders or what is normally the traveled portion of the roadway.
- (5) No temporary speed limit shall be imposed when construction, reconstruction, or maintenance or repair work is being performed inside the highway right of way but not on the shoulders or the traveled portion of highway.

- (6) Speed limits imposed under this section are temporary, and the signs imposing such limits shall be removed covered or otherwise obscured when the highway construction or maintenance workers performing construction, reconstruction, maintenance or repairs and their equipment are not present on the shoulders or traveled portion of the highway.
- (7) The area in which any temporary speed limit is imposed shall be terminated by posting a regulatory speed limit sign informing the public of the specific speed limit outside of the area where construction, reconstruction, maintenance or repair work is being performed.
- (8) Nothing herein shall prohibit the County Highway Commissioner from posting advisory speed signs, as described in the Manual of Uniform Traffic Control Devices, in areas of highway construction, reconstruction, maintenance or repairs suggesting such speed as he or she deems appropriate to promote the safety of highway construction and maintenance workers, pedestrians and highway users and that such advisory signs may also be posted in conjunction with the temporary mandatory speed limit signs, as described and authorized above.
- (9) No person shall drive a vehicle at a speed in excess of the speed limits posted pursuant to this section.

Dated this 23rd day of March, 2016

Elucidatory Notes:

Provide a safer working environment within highway work zones by authorizing temporary speed limit reductions and authorizing enforcement by codifying them.

Recommended for introduction by the Monroe County Highway Committee on March 18, 2016.
Monroe County, Wisconsin.

James Schroeder, Chairman

Fiscal Note:

If new signs and/or apparatuses are required, funds to come from budgeted Highway Department CTH maintenance account.

Gail Chapman, Vice Chairman

Wade Blackdeer

David Pierce

Nodji VanWychen

Highway Committee Vote:

- yes

- no

An Ordinance Pertaining to Floodplain Zoning

WHEREAS, the Monroe County Sanitation, Planning & Zoning and Dog Control Committee has met and considered amending Chapter 50 of the Monroe County General Code entitled Zoning-Floodplain; and

WHEREAS, a public hearing was held on the amendments to the ordinance on March 21, 2016, at which time the amendments to the ordinance were publicly discussed; and

WHEREAS, action was taken on the proposed amendments to the ordinance and the Monroe County Sanitation, Planning & Zoning and Dog Control Committee did vote to recommend to the Monroe County Board of Supervisors that the proposed amendments to Chapter 50 of the Monroe County General Code entitled Zoning-Floodplain be adopted;

NOW, THEREFORE, BE IT RESOVED by the Monroe County Board of Supervisors that Chapter 50 of the Monroe County General Code, is amended as follows:

Section 50-233 Floodplain Study Appendix

Add: (j) Town of Oakdale 17-1E

(1) Part of Sec. 8, LOMR-F Dated December 14, 2015, Case No.: 16-05-0492A

Dated this 23rd day of March, 2016.

OFFERED BY THE SANITATION/PLANNING &
ZONING/DOG CONTROL COMMITTEE:

Committee Vote: yes, no.

Financial Impact: None

Statement of Purpose: The amendments reflect changes in the national Flood Rate Insurance Maps produced by FEMA. Adopting these amendments will ensure the consistency of the maps used to enforce Chapter 50.

Reviewed and Approved by Corporation Counsel ACK Date: 3-15-16

Drafted by: Alison Elliott, January 29, 2016

RESOLUTION NO. 03-16-05

RESOLUTION AMENDING MONROE COUNTY ORDINANCE, CHAPTER 53 ZONING-SHORELAND

WHEREAS, The Wisconsin Department of Natural Resources has revised the state shoreland development rules to better balance protection of lakes and rivers and property owners flexibility in managing their land; and

WHEREAS, the Monroe County Sanitation, Planning & Zoning and Dog Control Committee has met and considered changes and revision to Chapter 53 of the Monroe County Code of Ordinances Entitled Zoning-Shoreland; and

WHEREAS, a public hearing was held on these changes on March 21, 2016, at which time all of the below outlined Ordinance changes were publicly discussed; and

WHEREAS, action was taken on these proposed amendments and the Monroe County Sanitation, Planning & Zoning and Dog Control Committee did vote to recommend these below outlined changes to the Monroe County Board of Supervisors and to recommend the amendments to Chapter 53 of the Monroe County General Code;

NOW, THEREFORE, BE IT RESOVED by the Monroe County Board of Supervisors that the General Code for Monroe County, specifically, Chapter 53, is amended and the Monroe County Board of Supervisors does hereby Ordain as follows:

Under ARTICLE I. - STATUTORY AUTHORIZATION, FINDING OF FACT, STATEMENT OF PURPOSE AND TITLE

Sec. 53-1. - Statutory authorization.

Delete: "...59.69, ...59.694, 87.30, 236.45, ..."

Under ARTICLE II. - GENERAL PROVISIONS

Sec. 53-31. - Areas to be regulated.

(3)Add: "...*Shoreland zoning requirements in annexed or incorporated areas are provided in s. 61.353 and s. 62.233, Stats.*"

(5)Add: "...does not apply to:

a. Lands adjacent..."

Delete: "a." and Add: "1. Such lands are not ..."

Delete: "b." and Add: "2. Those parts of such ..."

Delete all of (c)

Add: "*b. Lands adjacent to artificially constructed drainage ditches, ponds or stormwater retention basins that are not hydrologically connected to a natural navigable water body.*"

Sec. 53-35. - Abrogation and greater restrictions.

Delete: "... all the provisions of any county zoning ordinance adopted under Wis. Stats. § 59.69 and Wis. Stats. § 59.692, which" and Add: "*any provisions in a county zoning ordinance that solely...*" Delete: "... However, where an ordinance adopted under a statute other than Wis. Stats. § 59.692, is more restrictive than this chapter, that ordinance shall continue in full force and effect to the extent of the greater restrictions, but not otherwise." And Add: "*In other words if a zoning standard only applies to lands that lie within the shoreland and applies because the lands are in shoreland, then this ordinance supersedes those provisions. However, where an ordinance adopted under a statute other than s. 59.692, Wis. Stats.,*

does not solely relate to shorelands and is more restrictive than this ordinance, for example a floodplain ordinance, that ordinance shall...”

Add: (5) *This ordinance may establish standards to regulate matters that are not regulated in NR 115, but that further the purposes of shoreland zoning as described in section 53-3 of this ordinance,*

Sec. 53-36. - Interpretation.

Add: “... is required by *statute and ... in light of the statute and ...*”

Under ARTICLE VII. – VEGETATION

Sec. 53-212. - Establishment of a vegetative buffer zone.

(2)Delete: “ provided that the combined width of all access and viewing corridors on a riparian lot or parcel may not exceed the lesser of 30 percent of the shoreline frontage or 200 feet: and Add: “ *Per s. 59.692(1f)(b), Stats. the viewing corridor may be at least 35 feet wide for every 100 feet of shoreline frontage. The viewing corridor may run contiguously for the for the entire maximum width or shoreline frontage owned.*”

Under ARTICLE IX. - IMPERVIOUS SURFACE STANDARDS

Sec. 53-272. Delete: “... may” and Add: “*shall...*”

Sec. 53-278 Delete: “... may” and Add: “*shall...*”

(2)Add: “... retains the runoff *on or off the parcel ...*”

Under ARTICLE X. - NONCONFORMING USES AND STRUCTURES

Delete All of Sec. 53-302.

Sec. 53-304. Add: “...*Maintenance Repair, Replacement or Vertical Expansion ...*” Pluralize: “...structures.”
Delete: “...per section 53-181 ... and ... within its existing building envelope” and Add: “*replaced, restored, rebuilt or remodeled if the activity does not expand the footprint of the nonconforming structure.*” Delete: “Maintenance and repair includes such activities as interior remodeling, plumbing, insulation, and replacement of windows, doors, siding or roof.” And Add: “*Further, an existing structure that was lawfully placed when constructed but that does not comply with the required shoreland setback may be vertically expanded unless the vertical expansion would extend more than 35 feet above grade level. Expansion of a structure beyond the existing footprint may be allow if the expansion is necessary to comply with applicable state or federal requirements.*”

Sec. 53-305. Add: “*Lateral... structure within the setback.*” Add: “...per section 53-181 and 53-182 ...”Delete: “... or vertically...”

(3)Delete: “Vertical expansion is limited to the height allowed in section 53-276 and...”

Sec. 53-306. Add: “... per section 53-181 and 53-182,... per section 53-181 or 53-182 ...”

Under ARTICLE XI. - ADMINISTRATIVE PROVISIONS

Sec. 53-331. - Zoning administrator.

(1)Add: “...county zoning administrator *unless prohibited by s. 59.692(1k), Stats....*”

Under ARTICLE XII. - DEFINITIONS

Sec. 53-361. - Defined terms.

Add: *Footprint means the land area covered by a structure at ground level measured on a horizontal plane. The footprint of a residence or building includes the horizontal plane bounded by the furthest exterior wall and eave if present, projected to natural grade. For structures without walls (decks, stairways, patios, carports) – a single horizontal plane bounded by the furthest portion of the structure projected to natural grade. Note: For the purposes of replacing or reconstructing a nonconforming building with walls, the footprint shall not be expanded by enclosing the area that is located within the horizontal plane from the exterior wall to the eaves projected to natural grade. This constitutes a lateral expansion under NR 115 and would need to follow NR 115.05 (1)(g)5*

Under Navigable Waters Delete: "farm drainage ditches if:"

(1) Add: "*Farm drainage ditches where... and*"

Delete: "(2) Those parts of such drainage ditches adjacent to ..."

Delete all of (3)

Add: (2) *Artificially constructed drainage ditches, ponds or stormwater retention basins that are not hydrologically connected to a natural navigable water body.*

Under Shoreland Setback Delete: "...buildings or ..."

Dated this 23rd day of March, 2016.

OFFERED BY THE SANITATION/PLANNING & ZONING/DOG CONTORL
COMMITTEE:

Committee Vote: yes, no.

Statement of Purpose: The revisions are a state mandate to meet the requirements of Act 55.

Financial impact: None

Reviewed and Approved by Corporation Counsel AKK Date: 3-15-16

Drafted by: Alison Elliott, January 29, 2016

RESOLUTION NO. 03-16-06

Resolution Under § 59.69 Wis. Stats. to Amend an Ordinance
Pertaining to Zoning in the Town of Tomah

WHEREAS, The Sanitation/Planning and Zoning/Dog Control Committee held a public hearing on March 21, 2016 on a petition from Gary & Terry Boettcher to rezone the real property described below from R-3 Rural Residential to GA General Agriculture; and

WHEREAS, The Town of Tomah submitted a favorable recommendation on the petition; and

WHEREAS, The primary reason for the rezoning is to allow for the creation of a Christmas tree farm; and

WHEREAS, This resolution serves as written recommendation from the Sanitation/Planning and Zoning/Dog Control Committee for approval of adoption of the petition request changing county zoning as described in this resolution.

NOW THEREFORE the zoning of the real property described below shall now be designated as GA General Agriculture and the official zoning map of the General Code of the County of Monroe, Wisconsin is hereby amended accordingly.

That portion of the County of Monroe, State of Wisconsin, located at 23381 St. Hwy 16, in the NW¼-NE¼, Section 17, T17N-R1W, Town of Tomah, Monroe County, Wisconsin described as follows:

All lands in said NW¼ -NE¼ lying south of US Highway 16, north of Interstate Highway 90 and west of the following described reference line: Commencing at the intersection of the south line of US Highway 16 and the east line of the forty, said point being 41.25' south of the centerline of US Highway 16, and run thence S 74°02'W along the south line of US Highway 16, 965.8 feet to the point of beginning; thence S1°03'W parallel to the east line of the forty 923.9 feet, more or less, and to the north right-of-way line of Interstate Highway 90. Said parcel contains 8 acres more or less.

Also a parcel of land described as follows: All that part of the West one-half of the NW¼ of NE¼, Section 17, T17N, R1W, lying north of US Highway 16.

Dated this 23rd day of March 2016

Offered by:
Sanitation, Planning & Zoning,
Dog Control Committee

Committee vote: yes, no

Statement of Purpose: To rezone this parcel to allow for the creation of a Christmas tree farm.

Financial Impact: None.

Reviewed and Approved by Corporation Counsel ACK Date: 3-15-16

Drafted by: Alison Elliott, March 2, 2016

RESOLUTION NO. 03-16-07

RESOLUTION AUTHORIZING ESTABLISHMENT OF AN ADMINISTRATIVE ASSISTANT I POSITION IN THE MONROE COUNTY LAND CONSERVATION DEPARTMENT

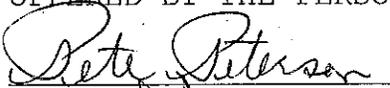
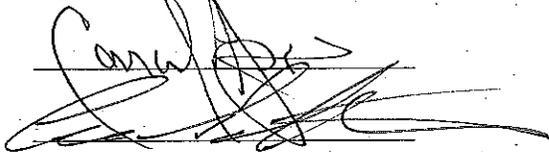
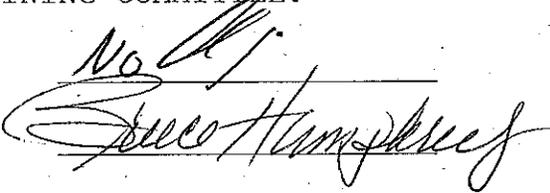
WHEREAS, the Monroe County Land Conservation, Forestry & Parks Committee and Personnel & Bargaining Committee request the establishment of an Administrative Assistant I position in the Land Conservation Department (LCD); and

WHEREAS, the LCD programs and landowners of Monroe County are being underserved without clerical support in the department, and existing professional staff are sidetracked and sometimes consumed with clerical and non-essential duties when they were hired to provide professional service to the residents of Monroe County. The services and cost of the position will be shared with the Natural Resource Conservation Service (NRCS), and NRCS has committed to fund half of the position for three years with a review and renew option at that time. The position will be the first point of contact for landowners/customers when contacting the LCD/NRCS office.

NOW, THEREFORE, BE IT RESOLVED by the Monroe County Board of Supervisors that they do hereby authorize the establishment of an Administrative Assistant I position in the Land Conservation Department effective July 1, 2016.

Dated this 23rd day of March 2016.

OFFERED BY THE PERSONNEL & BARGAINING COMMITTEE:

Land Conservation, Forestry & Parks review: June 16, 2015

Personnel & Bargaining Committee action: March 9, 2016 4 yes, 1 no

Finance Committee review: March 16, 2016 5 yes, 0 no

Approved by County Administrator: CS

Approved by Corporation Counsel: *ACK*

Fiscal note: The position will be included in the 2017 budget based on a total cost of \$46,545 and the county's portion of \$23,273 budgeted. Funds are available in the Land Conservation Department's 2016 budget to cover the county's cost for the second half of 2016 in the amount of \$11,637. If NRCS withdraws its half of the funding following their three year commitment, the position will be reviewed.

PURPOSE: Approve an Administrative Assistant I position in the Land Conservation Department effective July 1, 2016.

NEW POSITION ANALYSIS

This form is to be completed for all new position requests or requests for increasing hours of an already-approved part-time position.

DIRECTIONS:

All steps of the New Position Analysis form (MC-5) must be followed. Establishment of a new position or an increase in hours of a part-time position are subject to final approval by the County Board. The approval must be granted prior to submission of the department budget to the County Administrator for compiling of the county budget for the next year.

(a) The department head is required to consult with the Personnel Director prior to considering new position requests concerning position responsibilities and compensation plan placement. The department head may also consult with the Finance Director concerning position funding and budget issues. The department head completes the New Position Analysis form (MC-5) and submits the request to the County Administrator. If the County Administrator approves, the request moves on to step (b). Department heads shall keep their committees apprised of the status of the department's new position request through the budget process.

(b) The requesting department head shall present the completed MC-5 form along with justifying rationale to the Personnel and Bargaining Committee. They will review the request and vote to approve or deny the request. If approved, the Personnel Director will write a position description and county board resolution for the new position, and the request shall be presented to the Finance Committee for approval of the fiscal note at the end of the county board resolution.

(c) The request shall be presented to the County Board in resolution form for final approval if a new position is to be established or an increase in hours is recommended. The resolution will include the approval of the County Administrator and the votes of the Personnel and Bargaining Committee and the Finance Committee.

(d) The action of the County Board will be final, although the County Board may refer the resolution to an appropriate committee if more information is required.

NEW POSITION ANALYSIS

X New position

 Increased part-time

 Additional existing position (attach job description, do not need to complete sections C, D, E, G & H)

A. Department: Land Conservation Date: 2/26/16

Department Head: Bob Micheel

B. Explain the necessity of the position (be specific as to reasons why this position is needed, include reasons why present staff cannot accomplish tasks):

The LCD programs and landowners of Monroe County are being underserved without an administrative Assistance position. The existing professional staff are side tracked and sometimes consumed with clerical/non-essential duties when they were hired to provide a professional service to the residents of Monroe County. Support staff is a key component of being successful in implementing Federal, State and Local conservation programs. Monroe County has dropped numerous programs, educational efforts and staff time in the field since the clerical staff was not re-hired in 2007.

Suggested Title: Land Conservation - Administrative Assistant I

Full Time X Part Time /hrs.

Personnel Director's Recommended Classification: Grade 16

Projected Start Date: 7/2016

C. General Description of the Position: The Land Conservation - Administrative Assistant provides support for the LCD/NRCS office and professional staff. This position is the first point of contact for landowners/customers when contacting the Land Conservation Department or the Natural Resource Conservation Service (NRCS). They will be responsible for answering questions & or request and directing the customer to the right professional. This person should have a working knowledge of programs & responsibilities of the LCD and their conservation partners. Strong communication skills coupled with a working knowledge of the LCD/NRCS computer programs/software will be a priority for this position.

D. Typical Examples of Work to be Performed (in detail):

1. Performs reception duties for the LCD/NRCS office. Receives, sorts and distributes mail, directs customers to the appropriate personnel/agency & or directly handles the request.
2. Provide basic clerical support for all technical and professional staff (Word, Excel, Access, and Power-Point).
3. Responsible for all related departmental minutes and agendas.
4. Maintains financial tracking database for LCD budget items & vendor information, prepares and post bills utilizing county

software (MUNIS); tracks and prepares annual reports for State and Federal programs as directed by the County Conservationist.

5. Maintains, bills, collects permit fees for non-metallic mining, manure storage, and crop rental acreage for Monroe County.
6. Coordinates and organizes special events: conservation awards, banquets, meetings, trainings, and speaking contest, etc. This would also include development and or assisting with the school - conservation educational programs.
7. Develops, designs, edits, and disseminates conservation information, education materials, department newsletter, etc. Update and maintain LCD website.
8. Maintain/assemble landowner conservation files, contracts, GIS & Soil maps, etc.
9. Responsible for maintaining and ordering general office supplies, including keeping an inventory of all LCD assets.
10. Maintain LCD contractor list/contact list; mail out project bid notices, bid invites, bid results, etc.

E. Minimum Qualifications of a Candidate:

Education: High School Diploma; Associated degree in business/accounting or related field with advanced training in business administration, bookkeeping and accounting.

Experience: A minimum of 2 years of office management experience and or a combination of training and experience which provides the required knowledge and skills. Requires computer experience utilizing Microsoft Programs (Database, Word, Excel, Access, and Power Point) and accounting applications.

F: Funding:

Annual costs (with full family insurance coverage):

Grade	Hourly	Annual	Retire- ment	Social Security	Health Ins.	Dental Ins.	Life Ins.	Work Comp
16	\$13.50	\$28,080	\$1,854	\$1,741	\$13,628	\$779	\$18	\$37

Medicare = \$408

1. Where will the funds for this position come from: The Natural Resource Conservation Service (NRCS) will pay for 50% of this position and associated cost while the County pays for the other 50 %.(see attached: LCD staff support funding)

2. What equipment will need to be purchased (desk, etc.)? N/A.

Is office space presently available? Yes Where? Front door

Estimated equipment cost: N/A

Is this cost in the department budget? N/A

3. Grand total cost, all items, this fiscal year: \$23,272.50

4. Thereafter, annual cost of salary and fringes: \$46,545.00

G. Supervisory responsibility (if applicable):

1. In brief detail, explain the supervisory authority this position Will have: N/A

2. Employees directly supervised: _____ Indirectly: _____

List title of employees reporting to this position: N/A

_____	_____
_____	_____
_____	_____

H. Who will this person be responsible to? County Conservationist/Director

COUNTY ADMINISTRATOR Action:

Approval date: _____

PERSONNEL & BARGAINING COMMITTEE Action:

Position approved _____ Position denied _____ by a vote of _____

Date: _____

FINANCE COMMITTEE Action:

Funds approved _____ Funds denied _____ by a vote of _____

Date: _____

COUNTY BOARD Action:

Approved _____ Denied _____

Date: _____

By a vote of _____ aye, _____ nay, _____ absent/abstention

RESOLUTION NO. 03-16-08

RESOLUTION AUTHORIZING ESTABLISHMENT OF A PURCHASING &
PROCUREMENT COORDINATOR POSITION IN THE MONROE COUNTY
ADMINISTRATOR'S OFFICE

WHEREAS, the Monroe County Administrative/Executive and Personnel & Bargaining Committees request the establishment of a full-time Purchasing & Procurement Coordinator position in the County Administrator's office; and

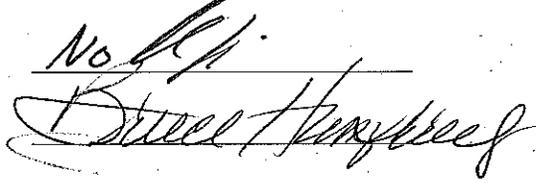
WHEREAS, the Purchasing & Procurement Coordinator will utilize the expanded capabilities of the new MUNIS financial and document management software maximizing the county's investment in this system, creating countywide efficiencies in purchasing practices, generating savings, monitoring compliance, centralizing asset and document management, and providing leadership and expertise in the development of RFPs, RFQs, and bid processes utilizing MUNIS system functionality facilitating streamlined, fair, transparent and compliant processes. The half-time clerical position in the County Administrator office will be eliminated to partially offset the cost of the position.

NOW, THEREFORE, BE IT RESOLVED by the Monroe County Board of Supervisors that they do hereby authorize the establishment of a Purchasing & Procurement Coordinator position in the County Administrator office effective October 1, 2016.

Dated this 23rd day of March 2016.

OFFERED BY THE PERSONNEL & BARGAINING COMMITTEE:





Administrative/Executive Committee review: March 8, 2016

Personnel & Bargaining Committee action: March 9, 2016 3 yes, 2 no

Finance Committee review: March 16, 2016 4 yes, 1 no

Approved by County Administrator: CS

Approved by Corporation Counsel: AK

Fiscal note: An amount not to exceed \$61,000 in salary and benefits to be included in the 2017 budget, with a \$30,000 offset due to elimination of the half-time clerical position. Cost for the fourth quarter of 2016 of \$15,250 are available in the current 2016 department budget.

PURPOSE: Approve a Purchasing & Procurement Coordinator position in the County Administrator office effective October 1, 2016.

NEW POSITION ANALYSIS

This form is to be completed for all new position requests or requests for increasing hours of an already-approved part-time position.

DIRECTIONS:

All steps of the New Position Analysis form (MC-5) must be followed. Establishment of a new position or an increase in hours of a part-time position are subject to final approval by the County Board. The approval must be granted prior to submission of the department budget to the County Administrator for compiling of the county budget for the next year.

(a) The department head is required to consult with the Personnel Director prior to considering new position requests concerning position responsibilities and compensation plan placement. The department head may also consult with the Finance Director concerning position funding and budget issues. The department head completes the New Position Analysis form (MC-5) and submits the request to the County Administrator. If the County Administrator approves, the request moves on to step (b). Department heads shall keep their committees apprised of the status of the department's new position request through the budget process.

(b) The requesting department head shall present the completed MC-5 form along with justifying rationale to the Personnel and Bargaining Committee. They will review the request and vote to approve or deny the request. If approved, the Personnel Director will write a position description and county board resolution for the new position, and the request shall be presented to the Finance Committee for approval of the fiscal note at the end of the county board resolution.

(c) The request shall be presented to the County Board in resolution form for final approval if a new position is to be established or an increase in hours is recommended. The resolution will include the approval of the County Administrator and the votes of the Personnel and Bargaining Committee and the Finance Committee.

(d) The action of the County Board will be final, although the County Board may refer the resolution to an appropriate committee if more information is required.

NEW POSITION ANALYSIS

- New position
 Increased part-time
 Additional existing position (attach job description, do not need to complete sections C, D, E, G & H)

A. Department: County Administrator Date: March 1, 2016

Department Head: County Administrator

- B. Explain the necessity of the position (be specific as to reasons why this position is needed, include reasons why present staff cannot accomplish tasks):

Propose eliminating the existing ½ clerical position and replacing it with a FT Purchasing & Procurement Coordinator. This staff person can assume additional duties and best utilize the expanded capabilities of the new MUNIS financial and document management software maximizing the county's investment in this system as well as create countywide efficiencies in purchasing practices, generate savings, monitor compliance, centralize asset and documentation management, provide leadership and expertise in the development of RFPs, RFQs and Bid processes utilizing MUNIS system functionality facilitating streamlined, fair, transparent and compliant processes. Also provides direct fraud prevention practices as well as assist with the development of the annual budget and departmental compliance with financial practices, policies and procedures as established by Monroe County. This staff person will also provide support in responding to utilization of MUNIS systems as well as develop training sessions as needed.

Suggested Title: Purchasing & Procurement Coordinator Full Time
Part Time /hrs

Personnel Director's Recommended Classification: Grade 13

Projected Start Date: 10/1/2016 est. (or when adequate funding is available)

- C. General Description of the Position: Coordinate County purchasing and procurement functions. Coordinate County RFP, RFQ and/or Bid processes. Coordinate the handling of County contracts, verifying appropriate legal review, signatures, maintain repository, monitor renewal/expiration dates and electronic document management of contracts. Coordinate asset management and associated documentation related to county-owned assets. Provide quality control with an emphasis on compliance with policies/procedures and fraud prevention. Also provides administrative support services to the County Administrator including, but not limited to, budget development & compliance review, reporting and as countywide TCM document management facilitator. Duties may include developing staff training sessions as needed (i.e. department head, MUNIS, Safety, etc.) All tasks to be facilitated by the maximization of the functionality of the investment in the new MUNIS financial and document management software.

D. Typical Examples of Work to be Performed (in detail):

1. Coordinate all Purchasing & Procurement functions
2. Development of County RFPs, RFQs, and Bids
3. Coordinate Contract processes; reviewing for process/procedure compliance, monitoring for expiration/renewal and utilizing the efficiencies gained thru the MUNIS systems functionality.
4. Fixed Asset Management ensuring the appropriate acquisition of assets, funding, recording and maintenance of asset related documentation.
5. Quality Control ensuring compliance with County Ordinances, Policies and Procedures with a diligent eye on fraud prevention.
6. TCM Document Management primary countywide facilitator; facilitating document imaging of historical, current & supporting electronic documents as well as provide departmental training as needed.
7. Provide administrative support to the Office of the County Administrator including assisting in the development and compilation of the proposed annual budget as well as assisting with monitoring compliance with the terms of the annual budget as adopted.
8. Develop and generate reports as needed i.e. monthly committee reports, budget reports, print management reports.

E. Minimum Qualifications of a Candidate:

Education: Associate Degree in Accounting or Finance preferred.

Experience: Minimum of 5 years office experience, two years purchasing and/or procurement experience preferred.

F: Funding:

Annual costs (with full family insurance coverage):

Grade	Hourly	Annual	Retire- ment	Social Security	Health Ins.	Dental Ins.	Life Ins.	Work Comp
13	\$20.11 midpoint	\$41,829	\$2,761	\$2,627	\$13,104	\$780	\$18	\$54

1. Where will the funds for this position come from:

Existing County Administrator annual budget in 2016 with the elimination of the existing clerical position.

2. What equipment will need to be purchased (desk, etc.)? None

Is office space presently available? Yes Where? Admin. Office

Estimated equipment cost: n/a

Is this cost in the department budget? n/a

3. Grand total cost, all items, this fiscal year:

Approx. \$15,000 if new employee takes full benefits (wage at midpoint)

4. Thereafter, annual cost of salary and fringes:

Approx. \$61,000 if new employee takes full benefits (wage at midpoint)

Presently, just under \$30,000 annually for clerical position.

G. Supervisory responsibility (if applicable):

1. In brief detail, explain the supervisory authority this position will have: None

2. Employees directly supervised: 0 Indirectly: 0

List title of employees reporting to this position:

n/a

H. Who will this person be responsible to? County Administrator

COUNTY ADMINISTRATOR Action:

Approval date: _____

PERSONNEL & BARGAINING COMMITTEE Action:

Position approved _____ Position denied _____ by a vote of _____

Date: _____

FINANCE COMMITTEE Action:

Funds approved _____ Funds denied _____ by a vote of _____

Date: _____

COUNTY BOARD Action:

Approved _____ Denied _____

Date: _____

By a vote of _____ aye, _____ nay, _____ absent/abstention

Title: Purchasing and Procurement Coordinator
Department: County Administrator
Title of Immediate Supervisor: County Administrator

Basic Functions and Responsibilities

This is a confidential administrative and financial support position working for and selected by the County Administrator per WI Stats 59.18(3). Employee works under the general supervision of the County Administrator and may exercise independent judgment within established guidelines after gaining adequate experience in the operation of the office.

Essential Duties and Responsibilities

Purchasing

- facilitate vendor payment processing in coordination with the Finance Dept.
- Vendor maintenance & W9 Compliance
- Online web-based purchasing process development & maintenance
- Negotiate preferred pricing & vendor discounts
- Establish countywide standardized specs for commonly acquired items
RFPs, RFQs and Bids
- Coordination of County procurement processes thru Munis software systems; Particularly utilizing the Bid, Contracts, and Procurement software modules.
- Development & Distribution of RFPs, RFQs and/or Bid documents
- Coordinate the RFP, RFQ and/or Bid opening process for county with vendors
- Coordinated centralized purchasing of County Vehicles, IT Pool, Equipment, Property, Supplies per established specifications

Contracts

- Coordinate County Contract processes utilizing Munis software systems
- Verify authorized and approved signatures
- Manage all contract related documents ensuring they are scanned & indexed appropriately utilizing the Munis software systems.
- Monitor contract compliance & contract renewal deadlines

Asset Management

- Assure all assets are entered and supporting documentation is scanned and indexed to the appropriate assets utilizing the Munis software systems (i.e. warranty, user manual, title, maintenance records, etc.)

Quality Control

- Ensure compliance with County Ordinances, Policies & Procedures
- Fraud detection

TCM Document Management

- Primary County electronic document management facilitator

Provide support to the Office of the County Administrator

- Clerical/Receptionist Services
- Budget Development and Compliance
- Financial Systems & Document Management Support & Training
- Report Development (i.e. Budget, Print Management, Committee)
- Drafts and prepares general and confidential correspondence and reports of County Administrator, governing committees, department heads, management and special committees meetings as assigned by the County Administrator;
- Keeps confidentiality of work-related matters;
- May back up and/or perform tasks for other departments as assigned;
- Performs other administrative and clerical duties as necessary or directed by the County Administrator;

Physical Demands

Works indoors in the controlled environment of an office setting; lifts, pushes, pulls up to 10 pounds, occasionally up to 80 pounds; moves about county with occasional exposure to adverse environmental and atmospheric conditions.

Supervision Exercised

None, but may exercise functional supervision of various operations as delegated by the County Administrator.

Qualifications

1. Associate degree in Accounting or Finance preferred.
2. Minimum of five years of office experience, two years purchasing and/or procurement experience preferred.
3. Must be computer literate and proficient in MS Excel, MS Word and MS Outlook
4. Demonstrated effective oral, written and interpersonal communication skills.

Closing Statement

This description has been prepared to assist in evaluating responsibilities, duties and skills of the position. It is not intended as a complete list of specific responsibilities and duties, nor is it intended to limit duties to those listed. It is understood that the supervisor has the right to assign, direct, and modify duties and responsibilities listed and that duties not mentioned that are of similar kind or level of difficulty shall not be excluded.

Fair Labor Standards Category

Non-Exempt - Confidential

Administrator signature

Date: _____

Revised: 3/16

RESOLUTION NO. 03-16-09

RESTORING THE COUNTY BOARD'S RESPONSIBILITY TO ESTABLISH PERSONNEL POLICY

WHEREAS the County Board is responsible for establishing policy this should entail policy changes and

WHEREAS this was taken away when the personnel policy was rewritten in response to Act 10.

NOW THEREFORE BE IT RESOLVED that the personnel policy manual section 4.01(5) be amended as follows by removing the following sentence, "Subsequent revisions shall be approved by the County administrator and the Personnel and Bargaining Committee," and inserting "All revisions must be approved by the County Board."

Dated this 23rd day of ~~February~~ ^{March}, 2016

Offered by Rule 21

Approved as to form by Corporation Counsel *AKK*

Fiscal Note: No impact

Purpose: To restore County Board authority

Drafted by James Kuhn

RECEIVED
MAR 02 2016
MONROE COUNTY CLERK

PETITION

WE THE FOLLOWING BY OUR SIGNATURE DO HEREBY PETITION FOR THE ATTACHED RESOLUTION " TO RESTORE THE COUNTY BOARD'S RESPONSIBILITY TO ESTABLISH POLICY" BE BROUGHT BEFORE THE MONROE COUNTY BOARD BY THE PERSONNEL AND BARGAINING COMMITTEE.

Print JAMES B. KUHN

Signature James B. Kuhn

Print Wallace Habegger

Signature Wallace Habegger

Print CRAIG BUSWELL

Signature Craig L Buswell

Print DAVE PIERCE

Signature David A. Pierce

Print Mary COOK

Signature Mary J. Cook

Print ROD SHERWOOD

Signature Rod Sherwood

Print Nodji Van Wychen

Signature Nodji Van Wychen

RECEIVED
MAR 02 2016
MONROE COUNTY CLERK

RESOLUTION NO. 03-16-10

RESOLUTION AMENDING THE MONROE COUNTY RULES OF THE COUNTY BOARD

WHEREAS, the size of the county board will be reduced to 16 supervisory districts in April of 2016 and the Administrative/Executive Committee considers it timely to review board operational rules, and

WHEREAS, the Monroe County Administrative/Executive Committee has considered the current board rules and believes that board and committee duties and operation rules can be separated for clarity, and

WHEREAS, the Administrative/Executive Committee has reviewed and recommends the attached MONROE COUNTY BOARD AND COMMITTEE RULES be adopted pursuant to County Board Rule 12.

NOW THEREFORE BE IT RESOLVED, by the Monroe County Board of Supervisors that the attached MONROE COUNTY BOARD AND COMMITTEE RULES are hereby adopted as of April 19, 2016.

Offered by the Administrative/Executive Committee on this March 23, 2016.

Vote: 4 yes 0 no 1 Absent

Purpose: To change the Monroe County Board rules to separate board and committee operations.

Fiscal Note: No budget impact as rules are published yearly in the official directory.

Approved as to form: Corporation Counsel, Andrew Kaftan ACK

MONROE COUNTY BOARD AND COMMITTEE RULES.

The governing body of Monroe County, Wisconsin enacts the following rules to establish its preferences for self-governance.

Monroe County Board Rules.

- 1. Chair. Duties and powers.** The chairperson shall exercise the powers and perform the duties as set out in the Wisconsin Statutes, Monroe County Code, Monroe County Board Rules, and as otherwise directed by the Monroe County Board.
 - a. The Chair shall preside at all meetings of the board, conducting the meeting under the rules adopted by the board. The Chair shall be responsible for ensuring compliance with Chapter 19, Subchapter V, Open Meetings of Governmental Bodies of the Wisconsin Statutes.
 - b. The Chair, in consultation with the Vice-Chair, shall select the standing committee members except the Highway Committee and as otherwise set out in the county ordinances and state statutes.
- 2. Vice-Chair. Duties and powers.** The Vice-Chair shall act as Chair during the absence or disability of the Chair.
- 3. Meetings.**
 - a. The meetings of the Board shall be: the Organizational Meeting on the third Tuesday in April following the spring election, the Annual Meeting on the first Wednesday of November; all other meetings shall be held the fourth Wednesday of each month. Meetings shall start at 6:00 p.m., unless the time or date is changed by the Chair or Vice-Chair of the Board.
 - b. The Chair shall call the board to order at the place and time noticed. At the beginning County Clerk shall then conduct a roll call and note whether a quorum is present; a quorum shall be 60% of the members. If a quorum is present, the business of the Board shall proceed. If a quorum is not present, the meeting shall adjourn until a time specified by the Chair and efforts will be made to reach a quorum. If both the Chair and the Vice-Chair are absent, the Board shall elect a temporary Chair.
 - c. Any person not a member, wanting to address the Board on any matter, shall first obtain leave, such leave to be requested by a member. In case of an objection by a member, such person must have a two-thirds vote of those members present to be allowed to address the board. The Chair, without suspension of the rules, shall be permitted to call upon employees of any department for remarks.
 - d. Every member, prior to speaking, shall indicate a request to speak electronically or by raising a hand. Priority may be given to electronic requests but the Chair retains discretion in choosing whom to recognize. Upon being recognized by the Chair, a member shall address the Chair and shall not be interrupted except by call to order. No member shall speak more than twice on the same question without leave of the Chair, and a member shall be limited to three minutes for each of their times in addressing the Board. Exempted from this limitation shall be committee chairperson/representative presenting a resolution or answering questions. The Board may, by a two-thirds vote of those members present, suspend the rules limiting time and amount to speak.

- e. When a member is called to order, the member shall not proceed to speak, except in explanation, until the Chair determines whether he/she is in order or not.
- f. It shall be the duty of all members to vote yes or no unless the Chair excuses a member from a vote for good and sufficient reason before the voting has begun.
- g. Every vote upon the levy of a tax or providing an appropriation of money shall be by roll call. All other voting shall be by voice vote, electronic vote, or electronic roll call vote of the majority required, at the discretion of the Chair. Any member may request roll call on any question. All roll call votes shall be electronic unless the Chair rules otherwise. Should the Chair grant an exception to electronic roll call vote, the roll call vote by voice shall be by district numerical order except that the County Clerk shall rotate the order so that the member voting first shall have his/her name called last on the succeeding roll call vote by voice. This sequential rotation shall start with the Organizational Meeting and continue from meeting to meeting. The Chair shall always vote last.
- h. Special Board meetings may be called at the joint request of the Chair and Vice-Chair or upon a written request by a majority of the members of the Board delivered to the County Clerk specifying the time and place of the meeting. Special Meetings require a five (5) day notice to the members before the meeting.
- i. Roberts Rules of Order shall prevail regarding parliamentary procedure when not in conflict with any Board Rule.

4. Agenda.

- a. The order of reoccurring business shall be as follows: Call to Order, Roll Call, Pledge of Allegiance, Approval of Minutes, Public Comment Period, Appointments, Announcements, County Treasurer's Report, County Financial Report, County Administrator's Report, Budget Adjustments, Resolutions, and Adjournment. Other business shall be prioritized and included by the Chair.
- b. The County Clerk shall, at least five (5) days before each meeting of the Board (except when the Board is in continuous meeting), send to each member an itemized agenda containing copies of all resolutions and other matters to be considered by the Board. All items properly submitted by a committee and not withdrawn shall be placed on the agenda. The agenda shall be prepared by the County Clerk subject to the approval of the Chair.
- c. All resolutions or other matters to be brought before the Board shall be reported to the County Clerk at least six days prior to the Board meeting in order to be placed on the agenda for consideration. Matters brought to the County Clerk which are not properly presented for inclusion on the agenda shall be referred to the appropriate committee by the Chair.
- d. Matters brought up at a meeting which do not appear on the agenda shall not be discussed and shall be referred to the appropriate committee or placed on the next Board meeting agenda for discussion, as determined appropriate by the Chair.

5. Resolutions. Items, other than announcements, appointments or budget adjustments, coming before the Board for deliberation and action shall do so in the form of a resolution.

- a. Resolutions shall be identified by number set by the County Clerk. Resolutions shall contain a heading that generally describes the resolution. Resolution shall contain at the bottom a purpose statement, a fiscal note and identify the drafter.

- b. Resolutions received by members with the agenda need not be read. Any member may request that a resolution be read. Late resolutions not mailed with the agenda shall be read.
- c. Any resolution or motion involving appropriation of money shall include a statement or a fiscal note that states the actual or anticipated cost and identifies the fund from which the money will be appropriated. The resolution shall be offered to the Finance Committee to allow comment on the proposed funding. The resolution shall state if more than a simple majority is required for passage and the size of majority. It shall further be determined that there has been compliance with Wisconsin Statute 65.90 (municipal budgets) and any appropriate County Board resolutions.
- d. Any member who wishes a particular resolution be brought before the entire Board shall do so by use of Committee Rules.
- e. All resolutions shall be reviewed by Corporation Counsel as to form and as to compliance with §65.90 Wis. Stats.

6. Per Diems.

- a. Per diem for meetings will be paid on a monthly basis. Members who fail to attend some portion of the meeting, unless excused by the Chair, shall receive a reduced amount equal to one-half the allowable amount.
- b. All reimbursement claims of members and other individuals eligible for per diem and other expenses shall be submitted pursuant to county practice or policy. Claims will be reviewed and allowed or denied by the Finance Committee in accordance with county policies, ordinances and state statute. Expense sheets are to be submitted to the County Clerk's Office in a timely manner in accordance with county practice and policy.
- c. If an individual eligible to claim per diem attends two or more meetings on the same date, per diem shall be allowed for each meeting at which the individual is present for roll call and adjournment of each such meeting.

7. Amendment of Rules. No rule shall be changed, modified, or amended unless it is presented and voted on in resolution form at a regular meeting.

Committee Rules.

Counties are authorized under §59.13 Wis. Stats. to establish the purpose, duties, manner of reporting and remuneration of committees. Committees are as specified in the ordinances and statutes and charged with the duties and responsibilities therein. Committees shall exercise only the authority given them by the Board or law. Committees shall strive to give detailed attention to issues and present options and recommendations to the Board.

The County shall use three types of committees: standing, special (or adhoc) and advisory. Standing committees are set up to address continuing functions and have standing authority to act on behalf of the Board within an identified scope and area as set out in the ordinances or by rule or resolution. Special committees are temporary in nature designed to address an identified project and may do so within scope of authority set up by the Board under a duly enacted resolution, but are not to infringe on a standing committee's jurisdiction. Advisory committees are for issue development and cannot have authority to act on behalf of the Board.

1. The chair of a committee shall ensure compliance with Wisconsin Statute Chapter 19, Subchapter V, Open Meetings of Governmental Bodies. The chair of the committee shall coordinate with the County Clerk in regards to conveying meeting notices to the media.
2. Prior approval of the appropriate committee is required for attending conventions, workshops, conferences and training sessions. Approval shall be recorded in committee minutes. The Board Chair is authorized to attend or designate a member to attend special meetings, etc.
3. If it is recorded in committee minutes that a representative from that committee is to attend a meeting of another committee or a committee-related function, per diem payment shall be allowed. If there is no time to obtain committee approval prior to the other meeting or function, the committee chair shall authorize attendance and it shall be retroactively approved at the next meeting by the committee.
4. The Board Chair and Vice-Chair shall serve as ex-officio members of all committees. The Chair and/or Vice-Chair, as ex-officio members, shall have the power to vote in a committee only in the event that the committee lacks a quorum.
5. Committee Chairs shall accept resolutions, upon petition bearing the signatures of at least five board members, for deliberation at the next available committee meeting. The committee may make comment on the resolution. The committee chair shall direct that the resolution, and any attached committee comments, be forwarded to the Board to be considered at the next scheduled meeting. Said resolution shall contain the position and/or request of the petitioning members and shall conform to all other requirements provided for in the Board and Committee Rules.
6. Committee chairs shall accept resolutions from individual members for committee deliberation at the next available meeting. The committee may take any action it sees fit on the resolution. Said resolution shall conform to all other requirements provided for in the Board and Committee Rules.
7. Committees shall use Robert's Rules of Order for parliamentary procedure unless County Rules dictate otherwise.
8. Committee chairs shall designate a member of the committee as Vice-Chair. The committee chairs shall select a recorder who shall record and forward a copy of the minutes to the County Clerk and posted on the county website within five business days of the meeting and send an approved copy when approved by the committee. The County Clerk shall keep these minutes on file for five years.

RESOLUTION NO. 03-16-11

RESOLUTION SETTING COMPENSATION FOR
COMDEMNATION COMMISSIONERS

WHEREAS, Section 32.08 Wis. Stats., creates the Office of Commissioner of Condemnation in all counties with a staffing of six members in a county the size of Monroe County who are appointed by the circuit judges; and

WHEREAS, 32.08(4) Wis. Stats., reads:

Commissioners shall receive no salary but shall be compensated for actual service at an hourly rate to be fixed by the county board of the county. Commissioners shall also receive mileage at a rate fixed by the county board for necessary and direct round trip travel from their homes to the place where the condemnation commission conducts its hearings. The chairperson of the county commission shall receive such reasonable sum, computed at the hourly rate as fixed by the county board, as shall be allowed by the circuit judge having jurisdiction over the hearing, for his or her administrative work in selecting and notifying the commissioners to serve in the condemnation hearing and his or her necessary out-of-pocket expenses in connection with the hearing. All such compensation and expenses shall be paid by the condemnor on order approved by the circuit judge.

WHEREAS, the last time the rate was addressed was in 1985 and upon recommendation of the Administrative Committee the rates were set at \$20 per hour and 29 cents per mile; and

WHEREAS, the Administrative/Executive Committee has considered and reviewed current rates for commissioners in the area and recommends a \$25.00 per hour wage and the standard I.R.S. business mileage rate for miles driven by commissioners.

NOW, THEREFORE BE IT RESOLVED, That the Monroe County Board of Supervisors sets the rate of compensation for condemnation commissioners at \$25.00 per hour and the current standard I.R.S. business mileage rate, effective at the time that the miles are driven; and this resolution is effective upon this date of passage.

Dated this 23rd day of March, 2016.

Offered by the Administrative/Executive Committee. 4 yes, 1 absent

Purpose: To modify the rate of compensation for service and mileage for condemnation commissioners.

Fiscal Note: Expenses for commissioners are paid by the condemnor pursuant to statute.

Drafted and approved by
Corporation Counsel *ACK*

RESOLUTION NO. 03-16-12

RESOLUTION AUTHORIZING SALE OF REAL ESTATE
IDENTIFIED AS PARCEL NOS. 141-00197-0000 & 141-00196-0000

WHEREAS, Monroe County obtained the properties located in the Village of Kendall, identified by tax parcel nos. 141-00197-0000 & 141-00196-0000, by in rem foreclosure of tax liens; and

WHEREAS, Monroe County Property & Purchasing Committee did, pursuant to Monroe County ordinances, re-advertise the properties for sale seeking best offer; and

WHEREAS, The committee did receive a combined high bid from David W. Rischette in the amount of \$5,200.00 and recommends its acceptance as the best offer.

NOW THEREFORE BE IT RESOLVED, By the Monroe County Board of Supervisors that they do hereby set the combined value at \$5,200.00 for the properties and authorize the sale of the below described properties to David W. Rischette, 24830 King Road, Wilton, WI 54670 for the combined amount of \$5,200.00; and

BE IT FURTHER RESOLVED that the Monroe County Clerk is hereby authorized to execute a Quit Claim Deeds transferring these properties to David W. Rischette and/or assigns for the above-noted sale price, said properties being described as:

The East Forty-four (44) feet of Lot Six (6) and the West Sixteen (16) feet of Lot Seven (7), all in Block Twelve (12) of the Original Plat to the Village of Kendall, Monroe County, Wisconsin. MISC. Easement for Right of Way for Sanitary Sewer Main, dated September 29, 1966 and recorded October 20, 1966 in Volume 54 Misc., Page 267, as Document No. 285874.

and

All that part of Lot Five (5), Block Twelve (12) of the Village of Kendall which lies South of that portion of said lot heretofore conveyed to Kate Sheridan by deed dated October 16, 1902, and recorded in the Office of the Register of Deeds for Monroe County in Volume 77 of Deeds on page 271, said parcel of land being sixty-six (66) feet East and West and about fifty-one (51) feet North and South.

Also the West twenty-two (22) feet of Lot Six (6), Block Twelve (12) of the Village of Kendall lying South from the center of the well upon said premises, being a strip twenty-two (22) feet East and West and about fifty-one (51) feet North and South.

Property recorded in Volume 217, Page 442 as Document No. 450087.

Dated this 23rd day of March, 2016.

OFFERED BY THE PROPERTY & PURCHASING COMMITTEE:

Committee vote: 3 _yes, 0 _no

Fiscal note: The sale of these properties will return \$5,200.00 to Monroe County and place the properties back on the tax roll.

Statement of purpose: The purpose of this resolution is to authorize the sale of these properties by tax lien foreclosure to the above-noted buyer.

Drafted by and approved by Corporation Counsel *ACK*

RESOLUTION NO. 03-16-13

RESOLUTION AUTHORIZING SALE OF REAL ESTATE
IDENTIFIED AS PARCEL NO. 185-01384-0000.

WHEREAS, Monroe County obtained the property located in the Village of Warrens, identified by tax parcel no. 185-01384-0000, by in rem foreclosure of tax liens; and

WHEREAS, Monroe County Property & Purchasing Committee did, pursuant to Monroe County ordinances, re-advertise the property for sale seeking best offer; and

WHEREAS, The committee did receive a high bid from Becky Bustillos in the amount of \$11,820.00 and recommends its acceptance as the best offer.

NOW THEREFORE BE IT RESOLVED, By the Monroe County Board of Supervisors that they do hereby set the value at \$11,820.00 for the property and authorize the sale of the below described property to Becky Bustillos, 1254 S 35th Street, Milwaukee, WI 53215 for the amount of \$11,820.00; and

BE IT FURTHER RESOLVED that the Monroe County Clerk is hereby authorized to execute a Quit Claim Deed transferring this property to Becky Bustillos and/or assigns for the above-noted sale price, said property being described as:

Unit 89S in Jellystone Park Condominium Resort of Warrens, a condominium declared and existing under and by virtue of the Condominium Ownership Act of the State of Wisconsin, according to the Declaration of Condominium recorded in the office of the Register of Deeds on January 31, 1984 in Volume 41 of Records, page 114, as Document No. 367333, the First Amendment to Declaration recorded in Volume 52 of Records, page 218 as Document No. 372775, the Second Amendment recorded in Volume 61 of Records, page 619, Document No. 377475, Third Amendment recorded in Volume 116 of Records, page 356, Document No. 404322 and Amended Third Amendment recorded in Volume 120 of Records, page 338, Document No. 406238 together with an undivided interest in and to the common areas and facilities of the condominium.

MISC.

Affidavit regarding Development Agreement recorded December 1, 2008 as Document No. 589546.

Declaration of Condominium recorded January 31, 1984 in Volume 41, Page 114, as Document No. 367333. First Amendment recorded in Volume 52, Page 218 as Document No. 372775. Second Amendment recorded in Volume 61, Page 619 as Document No. 377475. Third Amendment recorded in Volume 116, Page 356 as Document No. 404322 and amended Third Amendment recorded in Volume 120, Page 338 as Document No. 406238.

Dated this 23rd day of March, 2016.

OFFERED BY THE PROPERTY & PURCHASING COMMITTEE:

Committee vote: 3 yes, 0 no

Fiscal note: The sale of this property will return \$11,820.00 to Monroe County and place the property back on the tax roll.

Statement of purpose: The purpose of this resolution is to authorize the sale of this property by tax lien foreclosure to the above-noted buyer.

Drafted by and approved by Corporation Counsel *ACK*

RESOLUTION NO. 03-16-14

RESOLUTION AUTHORIZING SALE OF REAL ESTATE
IDENTIFIED AS PARCEL NO. 030-00160-5000

WHEREAS, Monroe County obtained the property located in the Town of Oakdale, identified by tax parcel no. 030-00160-5000, by in rem foreclosure of tax liens; and

WHEREAS, Monroe County Property & Purchasing Committee did, pursuant to Monroe County ordinances, re-advertise the property for sale seeking best offer; and

WHEREAS, The committee did receive a high bid from Daniel G. Drinkwine in the amount of \$250.00 and recommends its acceptance as the best offer.

NOW THEREFORE BE IT RESOLVED, By the Monroe County Board of Supervisors that they do hereby set the value at \$250.00 for the property and authorize the sale of the below described property to Daniel G. Drinkwine, 14053 Griffin Road, Tomah, WI 54660 for the amount of \$250.00; and

BE IT FURTHER RESOLVED that the Monroe County Clerk is hereby authorized to execute a Quit Claim Deed transferring this property to Daniel G. Drinkwine and/or assigns for the above-noted sale price, said property being described as:

Part of the Fractional Northwest Quarter of the Northwest Quarter, Section 7, Township 17 North, Range 1 East, Town of Oakdale, Monroe County, Wisconsin, lying West of Griffin Road and LESS AND EXCEPT those lands in Warranty Deed recorded in Volume 228 Deeds, page 549, as Document No. 296108, LESS AND EXCEPT those lands in Warranty Deed recorded as Document No. 521642 and in Document No. 603768.

Dated this 23rd day of March, 2016.

OFFERED BY THE PROPERTY & PURCHASING COMMITTEE:

Committee vote: 3 yes, 0 no

Fiscal note: The sale of this property will return \$250.00 to Monroe County and place the property back on the tax roll.

Statement of purpose: The purpose of this resolution is to authorize the sale of this property by tax lien foreclosure to the above-noted buyer.

Drafted by and approved by Corporation Counsel *ACK*

RESOLUTION NO. 03-16-15

RESOLUTION AUTHORIZING SALE OF REAL ESTATE
IDENTIFIED AS PARCEL NO. 032-00484-5000

WHEREAS, Monroe County obtained the property located in the Town of Portland, identified by tax parcel no. 032-00484-5000, by in rem foreclosure of tax liens; and

WHEREAS, Monroe County Property & Purchasing Committee did, pursuant to Monroe County ordinances, re-advertise the property for sale seeking best offer; and

WHEREAS, The committee did receive a high bid from Michael J. Galus in the amount of \$150.00 and recommends its acceptance as the best offer.

NOW THEREFORE BE IT RESOLVED, By the Monroe County Board of Supervisors that they do hereby set the value at \$150.00 for the property and authorize the sale of the below described property to Michael J. Galus, 7680 Hwy 33, Cashton, WI 54619 for the amount of \$150.00; and

BE IT FURTHER RESOLVED that the Monroe County Clerk is hereby authorized to execute a Quit Claim Deed transferring this property to Michael J. Galus and/or assigns for the above-noted sale price, said property being described as:

Part of the West 1/2 of the NE 1/4 of Section 22, Township 15 North, Range 4 West, Town of Portland, Monroe County, Wisconsin, described as follows: Commencing at the NW corner of said Section 22; thence S 74°25'56" E 2904.91 feet to the intersection of the centerline of S.T.H. 33 also the point of beginning; thence N 86°51'52" E, 556.49 feet; thence S68°05'27" E, 105.72 feet; thence S3°35'39" W, 241.42 feet to the centerline of S.T.H. 33; thence along said centerline N 89°44' W, 168.56 feet to the P.T. Sta. 208+60.5; thence continuing along said centerline on the arc of a 573. feet radius curve concave to the Northeast, the chord of which bears N 62°04'21" W and measures 532.02 feet to the point of beginning. LESS AND EXCEPT those lands as shown in Warranty Deed recorded as Document No. 555220 and Document No. 511416.

Dated this 23rd day of March, 2016.

OFFERED BY THE PROPERTY & PURCHASING COMMITTEE:

Committee vote: 3 yes, 0 no

Fiscal note: The sale of this property will return \$150.00 to Monroe County and place the property back on the tax roll.

Statement of purpose: The purpose of this resolution is to authorize the sale of this property by tax lien foreclosure to the above-noted buyer.

Drafted by and approved by Corporation Counsel *ACK*

RESOLUTION NO. 03-16-16

RESOLUTION AUTHORIZING SALE OF REAL ESTATE
IDENTIFIED AS PARCEL NO. 185-00351-5000

WHEREAS, Monroe County obtained the property located in the Village of Warrens, identified by tax parcel no. 185-00351-5000, by in rem foreclosure of tax liens; and

WHEREAS, Monroe County Property & Purchasing Committee did, pursuant to Monroe County ordinances, re-advertise the property for sale seeking best offer; and

WHEREAS, The committee did receive a high bid from Jerrid Rezin in the amount of \$250.00 and recommends its acceptance as the best offer.

NOW THEREFORE BE IT RESOLVED, By the Monroe County Board of Supervisors that they do hereby set the value at \$250.00 for the property and authorize the sale of the below described property to Jerrid Rezin, 24129 Cortland Ave., Warrens, WI 54666 for the amount of \$250.00; and

BE IT FURTHER RESOLVED that the Monroe County Clerk is hereby authorized to execute a Quit Claim Deed transferring this property to Jerrid Rezin and/or assigns for the above-noted sale price, said property being described as:

The West 10 feet of the Northwest Quarter of the Northwest Quarter (NW 1/4 - NW 1/4) of Section Sixteen (16), Township Nineteen (19) North, Range One (1) West, Town of Lincoln, Monroe County, Wisconsin, EXCEPT the North 473.82 feet thereof; ALSO the West 175 feet of the South 10 feet of said NW 1/4 - NW 1/4.

MISC.

Affidavit Regarding Development Agreement recorded October 28, 2008 as Document No. 588799.

Dated this 23rd day of March, 2016.

OFFERED BY THE PROPERTY & PURCHASING COMMITTEE:

Committee vote: 3 yes, 0 no

Fiscal note: The sale of this property will return \$250.00 to Monroe County and place the property back on the tax roll.

Statement of purpose: The purpose of this resolution is to authorize the sale of this property by tax lien foreclosure to the above-noted buyer.

Drafted by and approved by Corporation Counsel *ACK*