



MONROE COUNTY BOARD OF SUPERVISORS

NOTICE OF MEETING

202 SOUTH K STREET, RM 1
SPARTA, WISCONSIN 54656
PHONE 608-269-8705
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www.co.monroe.wi.us

COMMITTEE: ADMINISTRATION &
PERSONNEL COMMITTEE
TIME: 9:00 a.m.
PLACE: Monroe County Justice Center
Monroe County Board Assembly Room
South Side/Oak Street Entrance
1st Floor – Room #1200
112 South Court Street
Sparta, WI 54656
DATE: Tuesday, August 11, 2020

****PUBLIC:** Due to the COVID-19 Pandemic, please access this meeting remotely:

<https://monroecountywi.webex.com/> or Join by phone: +1-404-397-1516 United States Toll
Meeting Number: 146 630 5553 Access Code: 146 630 5553
Password: fHgdMmBj657

SUBJECT MATTER TO BE CONSIDERED

1. Call to Order/Roll Call
2. Next month's Meeting Date/Time
3. Minutes Approval of July 14, 2020
4. 2021 Budget Presentations
 - a. Surveyor
 - b. Land Records
 - c. Veterans Services
 - d. Register of Deeds
 - e. Corporation Counsel
 - f. County Administrator
 - g. County Board
 - h. County Clerk
 - i. Information Technology
5. Monroe County Board and Committee Rules Review
6. Resolution Amending the Rule 5d of the Monroe County Board – Discussion/Action
7. Economic Development Committee Composition and Duties – Discussion/Action
8. Resolution Amending the County Code to Amend Committee Name to Economic Development and Tourism – Discussion/Action
9. Resolution Amending Monroe County Preliminary Plat Review Fee and Replat Review Fee – Discussion/Action
10. Information Technology
 - a. Director Report
 - b. County Network Issues – Discussion/Action
11. Personnel
 - a. Resolution Authorizing Self-Funded Insurance Plan – Discussion/Action
 - b. Personnel 2021 Budget Review – Discussion Only
 - c. Personnel Director Report
12. County Administrator Report
13. Website Photo Contest – Discussion/Action

**Administration and Personnel Meeting
August 11, 2020**

14. Next Month's Agenda Items

15. Adjournment

Wallace Habegger, Committee Chair
Date notices mailed: August 4, 2020

Due to the COVID-19 Pandemic, the Monroe County Board will be following CDC recommendations. We will keep distancing of at least 6 feet. Sanitizers will be on location. We ask that if you are running a temperature or not feeling well, please do not place others at risk.

PLEASE NOTE: *A quorum of the Monroe County Board or other committees may be present at this meeting. No business of the County Board or other committees will be conducted at this meeting, only the business noted above.*

Administration & Personnel Committee

July 14, 2020

Present: Wallace Habegger, Sharon Folcey, Mark Halverson, Brett Larkin, Mary Von Ruden
Others: Tina Osterberg, Ed Smudde, Andrew Kaftan, Wes Revels, Cedric Schnitzler, Charles Weaver, Deb Brandt, Pamela Pipkin, Hannah Olsen, Adrian Lockington, Diane Erickson, Garrett Jerue – Corporate Insurance Specialist – The Insurance Center, Stephen Hansen – Regional Vice President - Pareto Captive Services

The meeting was called to order in the Monroe County Board Assembly Room at 9:00 a.m. by Chair Wallace Habegger.

- Next Month's Meeting Date/Time – The next meeting is Tuesday, August 11, 2020 at 9:00 a.m. in the Monroe County Board Assembly Room. The committee agreed to flex the meeting times for September, October and November to accommodate and assure full attendance of committee members.
- Minutes Approval – Motion by Sharon Folcey second by Mark Halverson to approve the June 9, 2020 minutes. Carried 5-0.
- Monroe County Board and Committee Rules Review – Andrew Kaftan, Corporation Counsel was present. Rule 5 was explained. Some of the items discussed: updating the number of signatures required, submission of the resolution to the Chair and Clerk, Corporation Counsel to be the drafter of the resolution, presenter of the resolution to attend committee meeting, resolution to be presented also to the finance committee. It was a consensus of the committee to draft a resolution regarding Rule 5 to be presented next month.
- County Board request for line item transfer – Motion by Mark Halverson second by Mary Von Ruden to approve line item transfer. Tina Osterberg, County Administrator explained the 2020 request in the amount of \$1,400.00 for telephone and virtual conference equipment. Discussion. Carried 5-0.
- Register of Deeds and Veterans Service Office, Honor Rewards Program – Deb Brandt explained the Veterans Honor Rewards Program to include Veteran and business participation. The link can be found on the Monroe County website under the Register of Deeds Department.
- Pamela Pipkin provided the Child Support Director Report.
- Tina Osterberg, County Administrator provided an overview of the Information Technology Department.
- Personnel
 - a. Health Insurance Financial Review – Ed Smudde provided an overview of health insurance. Ed explained that the county is currently looking at options. An option of self-insurance was presented by Garrett Jerue, Corporate Insurance Specialist from the Insurance Center. It was a consensus of the committee to look further into self-insurance. A resolution will be drafted and presented next month.
 - b. Health Insurance Coverage Policy Language – Ed Smudde explained that 11 consecutive days worked is currently required to be covered for the entire month of insurance. It is estimated that approximately \$54,000.00 annually would have to be budgeted if the date would be changed.
 - c. Ed Smudde provided the Personnel Department Budget.
 - d. Ed Smudde provided the Personnel Director Report.
- County Clerk Election Machine Upgrades – Shelley Bohl, County Clerk explained that election machines will be at the end of useful life January 1, 2023. Currently municipalities are looking at the options of optical scan and touch screen machines. The current cost of an optical scan machine is \$8,440.00. If municipalities buy into a summer order, machines will cost \$6,600.00. Savings of over \$1,840.00 per machine. The county will be paying the upfront cost to receive the multi-machine discount, municipalities will be reimbursing the full amount to the county. The in and out of the purchases will occur in the budget beginning in 2021 and 2022 for those municipalities that wish to split the cost between years.
- Administrator
 - a. Tina Osterberg provided the Monthly Administrators Report.
 - b. Tina Osterberg provided the Administrator Department Budget Report.

- Website Photo Contest – Tina Osterberg, County Administrator explained the current status of the new county website. Adrian Lockington explained the photo contest for Monroe county employees. The Administrative & Personnel Committee will be going through photos and choosing winners at the August 11th meeting.
- Next Month's Agenda Items – Resolution Authorizing Self Insurance for Monroe County Health Insurance; Monroe County Board and Committee Rules Review; Resolution Amending Monroe County Board Committee Rule #5-Discussion/Action; Website Photo Contest; Department Budgets.
- Wallace Habegger adjourned the meeting at 11:56 a.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder

MONROE COUNTY BOARD AND COMMITTEE RULES.

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

- 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.⁶
 - 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 established 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.

8

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 committees 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. _____

RESOLUTION AMENDING THE RULE 5d OF THE MONROE COUNTY BOARD

WHEREAS, the Administration & Personnel Committee reviewed the current Monroe County Board and Committee Rules; and

WHEREAS, the Committee considered that paths a resolution can take to make it onto the Monroe County Board meeting agenda; and

WHEREAS the Committee takes the position that Rule 5.d. opens up risk for inadvertent infringement of open meeting laws as it is worded, which is:

Any member who wishes a particular resolution be brought before the entire Board shall do so by petitioning the appropriate committee, in writing, said petition to bear the signatures of at least five members. If said written petition is presented to the appropriate committee, the committee chair shall direct that a resolution 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 these Rules.

WHEREAS, the Committee proposes that all resolution go to the appropriate committee for support before being placed on the board's meeting agenda.

NOW THEREFORE BE IT RESOLVED, by the Monroe County Board of Supervisors that effective with passage of this resolution, Monroe County Board Rule 5d is amended to read as follows.

Any member who wishes to bring a particular resolution before the entire Board shall do so by submitting the resolution, in proper written form as per Rule 5.e., to the appropriate Committee Chair and the County Clerk. If said resolution is presented to the appropriate committee, the committee chair shall place it upon the next committee agenda for consideration. If the committee supports the resolution going before the Board, the resolution shall be forwarded to the Board Chair to be placed on the agenda of the next scheduled board meeting. Said resolution shall conform to all other requirements provided for in these Rules.

[singular board member with committee support]

NOW THEREFORE BE IT RESOLVED, by the Monroe County Board of Supervisors that effective with passage of this resolution, Monroe County Board Rule 5d is amended to read as follows.

Any member who wishes a particular resolution be brought before the entire Board shall do so by petitioning the appropriate committee, in writing, said petition to bear the signatures of five members. A petition with more or less than 5 signatures shall be invalid. Of the five signatures only one can be from a committee member of the committee the petition is to be presented to. If said written petition is presented to the appropriate committee, the committee chair shall direct that the petition and resolution 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 these Rules.

[Bryant Klos recommendation]

NOW THEREFORE BE IT RESOLVED, by the Monroe County Board of Supervisors that effective with passage of this resolution, Monroe County Board Rule 5d is amended to read as follows.

Any member who wishes a particular resolution be brought before the entire Board shall do so by petitioning the appropriate committee, in writing, said petition to bear the signatures of five members. A petition with more or less than 5 signatures shall be invalid. Of the five signatures only one can be from a committee member of the committee the petition is to be presented to. If said written petition is presented to the appropriate committee, the committee chair shall direct that the petition and resolution be forwarded to the Board to be considered at the next scheduled meeting. A petition and resolution that is not forwarded to the Board for consideration at the next scheduled regular meeting shall be invalid. Said resolution shall contain the position and/or request of the petitioning members and shall conform to all other requirements provided for in these Rules.

[with Tim Johnson's addition to Bryant Klos recommendation]

NOW THEREFORE BE IT RESOLVED, by the Monroe County Board of Supervisors that effective with passage of this resolution, Monroe County Board Rule 5d is amended to read as follows.

Any member who wishes a particular resolution be brought before the entire Board shall do so by petitioning, in writing, the appropriate committee and filing a copy with the County Clerk. Said petition to bear the signatures of three members and have the proposed resolution attached. A petition with more or less than three signatures shall be invalid. Upon presentation to the appropriate committee, the committee chair shall place it upon the committee agenda for discussion and comment at the next committee meeting. From that meeting the, the petition and resolution with comments, shall be forwarded to the Board Chair to be considered at the next scheduled board meeting. Said resolution shall conform to all other requirements provided for in these Rules.

[three board member]

Offered by the Administrative & Personnel Committee on this August 26, 2020.

Purpose: To amend Monroe County Board Rule 5.d. to eliminate the 5 signature to get a Supervisor's resolution to the County Board and replace it with committee approval.

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

Drafted by Andrew Kaftan.

Finance Vote (If required): _____ Yes _____ No _____ Absent	Committee of Jurisdiction Forwarded on: _____, 20____
*****	VOTE: _____ Yes _____ No _____ Absent
Approved as to form:	Committee Chair: _____
Andrew C. Kaftan, Corporation Counsel	_____ _____

ADOPTED FAILED AMENDED

OTHER _____

County Board Vote on: _____ 20__

_____ Yes _____ No _____ Absent

STATE OF WISCONSIN
COUNTY OF MONROE

I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution # _____ acted on by the Monroe County Board of Supervisors at the meeting held on _____.

SHELLEY R. BOHL, MONROE COUNTY CLERK
A raised seal certifies an official document.

ECONOMIC DEVELOPMENT COMMITTEE COMPOSITION AND DUTIES

- A. **COMPOSITION.** The Economic Development Committee shall consist of three (3) County Board Supervisors, three (3) Citizen members along with Advisory members that will participate in an advisory capacity on the standing committee. The Citizen & Advisory members shall not have voting rights on financial matters and shall not be compensated by the County for their participation. All non-financial matters, the Citizen and Advisory members will have voting rights on.
- B. **DUTIES.** The duties of the Committee shall be to:
- (1) Coordinate and communicate a countywide effort that includes all Monroe County municipalities to maximize economic development initiatives, promote an environment friendly to commercial expansion and job creation, facilitate and encourage entrepreneurship.
 - (2) Develop initiatives for facilitating economic and commercial development, promoting tourism and educating internal, external, local and regional partners in collaborative efforts.
 - (3) Establish close working relationships with government and civic organizations to promote and expand tourism and commerce in the County.
 - (4) Develop short term and long range plans for promoting and facilitating economic development, commerce and tourism. Establish measurable outcomes.
 - (5) Perform and/or execute other additional work or duties as may from time to time be required or authorized by state law, County Board Ordinance or Resolution, motion or as delegated by the Chairperson of the Monroe County Board of Supervisors or County Administrator.

RESOLUTION AMENDING THE COUNTY CODE TO
AMEND COMMITTEE NAME TO ECONOMIC DEVELOPMENT AND TOURISM

1 WHEREAS, the names of Economic Development Committee and Economic Development, Commerce
2 and Tourism Committee are both used in Chapter 2, Article IV, Division 6 of the Monroe County Code,
3 and
4

5 WHEREAS, the committee wishes to be known as the Economic Development and Tourism Committee.
6

7 NOW THEREFORE BE IT RESOLVED, by the Monroe County Board of Supervisors that the Monroe
8 County Code sections in Chapter 2, Article IV, Division 6 are amended as follows:
9

10 In Section 2-368 (2) Economic development committee shall be replaced with Economic
11 Development and Tourism Committee; and
12

13 The heading of Subdivision III in Division 6 of Article IV in Chapter 2 shall read: Economic
14 Development and Tourism Committee; and
15

16 Sec. 2-410. - Composition., shall read as:
17

18 The Economic Development and Tourism Committee shall consist of three county board
19 supervisors and three citizen members along with advisory members that will participate in an
20 advisory capacity on the standing committee. Such citizen members shall not have voting rights
21 and shall not be compensated by the county for their participation. Term of all committee members
22 shall coincide with the terms of all other standing committees.
23

24 And Sec. 2-411. - Duties., shall read as:
25

26 The duties of the Economic Development and Tourism Committee shall be to:
27

- 28 (1) Coordinate and communicate a countywide effort that includes all Monroe County
29 municipalities to maximize economic development initiatives, promote an environment
30 friendly to commercial expansion and job creation, facilitate and encourage
31 entrepreneurship.
32
- 33 (2) Develop initiatives for facilitating economic and commercial development, promoting
34 tourism and educating internal, external, local and regional partners in collaborative
35 efforts.
36
- 37 (3) Establish close working relationships with government and civic organizations to
38 promote and expand tourism and commerce in the County.
39
- 40 (4) Develop short term and long range plans for promoting and facilitating economic
41 development, commerce and tourism. Establish measurable outcomes.
42
- 43 (5) Perform and/or execute other additional work or duties as may from time to time be
44 required or authorized by state law, County Board Ordinance or County Board of
45 Supervisors or County Administrator.
46

47 Offered by the Economic Development Committee this July 22, 2020.

48

49 Purpose: To amend the county ordinances to change a committee name.

50

51 Fiscal Note: Anticipated costs are the costs for amending the county ordinances. The funds shall come
52 from the County Board budget.

53

<p>Finance Vote (If required): ____ Yes ____ No ____ Absent Approved as to form: _____ Andrew C. Kaftan, Corporation Counsel</p>	<p>Committee of Jurisdiction Forwarded on: _____, 20__ VOTE: ____ Yes ____ No ____ Absent Committee Chair: _____ _____ _____</p>
<p><input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED <input type="checkbox"/> OTHER _____ County Board Vote on: _____ 20__ ____ Yes ____ No ____ Absent</p>	<p>STATE OF WISCONSIN COUNTY OF MONROE I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution # _____ acted on by the Monroe County Board of Supervisors at the meeting held on _____. _____ SHELLEY R. BOHL, MONROE COUNTY CLERK <i>A raised seal certifies an official document.</i></p>

RESOLUTION NO. _____

RESOLUTION AMENDING MONROE COUNTY
PRELIMINARY PLAT REVIEW FEE AND REPLAT REVIEW FEE

WHEREAS, the Monroe County Sanitation, Planning and Zoning Committee did review the Preliminary Plat Review Fee and Replat Review Fee and determined that an adjustment of said fees would be appropriate; and

WHEREAS, the Monroe County Sanitation, Planning and Zoning Committee requests the following adjustment to Monroe County Preliminary Plat Review Fee and Replat Review Fee:

- Preliminary plat review. \$700 plus \$10 per lot (increased from \$400 plus \$10 per lot)
- Replat review. \$700 plus \$10 per lot (increased from \$400 plus \$10 per lot)

NOW, THEREFORE, BE IT RESOLVED, that the Monroe County Board of Supervisors does hereby increase in the Preliminary Plat Review Fee and Replat Review Fee as outlined above.

This change shall be effective September 1, 2020.

Offered this 26th day of August, 2020 by the Sanitation, Planning & Zoning, Dog Control Committee.

Fiscal note: Increased fee should help offset the cost of the County Land Use Planner & Land Conservation review.

Statement of purpose: To increase the fee to cover the cost of the County Land Use Planner and Land Conservation review.

<p>Finance Vote (If required): <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Absent</p> <p>Approved as to form on _____ _____ Andrew C. Kaftan, Corporation Counsel</p>	<p>Committee of Jurisdiction Forwarded on: <u>July 20</u>, 20<u>20</u> VOTE: <u>4</u> Yes <u>0</u> No <u>1</u> Absent Committee Chair: <u>Alan McCoy</u> <u>_____</u> <u>_____</u> <u>Daniel W. Luite</u></p>
<p><input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED <input type="checkbox"/> OTHER _____</p> <p>County Board Vote on: _____ 20__ <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Absent</p>	<p>STATE OF WISCONSIN COUNTY OF MONROE I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution # _____ acted on by the Monroe County Board of Supervisors at the meeting held on _____.</p> <p>_____ SHELLEY R. BOHL, MONROE COUNTY CLERK <i>A raised seal certifies an official document.</i></p>

RESOLUTION AUTHORIZING SELF-FUNDED INSURANCE PLAN

1 **WHEREAS**, the Monroe County Administration and Personnel Committee recommends the county
 2 explore change from a fully-insured health insurance model to a self-insured health insurance model as of
 3 January 1, 2021, and
 4

5 **WHEREAS**, to transition to a self-funded health insurance model, Monroe County will assume the risk
 6 of the medical claims and will need to purchase stop-loss coverage through another insurance provider to
 7 manage the liability to the county as a whole, and
 8

9 **WHEREAS**, Monroe County would work with their insurance broker to manage risk within the ever
 0 changing health insurance market, while providing the freedom to employees to select quality insurance
 1 coverages, overall seeking to reduce cost and risk exposure to the county while providing flexibility and quality
 2 care plans to the Monroe County employees; and
 3

4 **WHEREAS**, if the final structure of a self-funded pal does not deliver the expected fiscal benefit, the
 5 County Administrator on direction of the Administrative and Personnel Committee may continue with a fully-
 6 insured plan, and
 7

8 **WHEREAS**, the funding level for this transition would be determined from the health insurance
 9 expense that was budgeted for 2020 and the anticipated/expected increase of 7% to health insurance costs,
 0 overall not increasing the 2021 annual budget any more than what would have been assumed from remaining in
 1 the fully-funded health insurance model.
 2

3 **NOW, THEREFORE BE IT RESOLVED** by the Monroe County Board of Supervisors that they do
 4 hereby authorize establishment of a self-insured health insurance plan for 2021.
 5

6 Offered by the Administration & Personnel Committee this 26th day of August 2020.
 7

8 Purpose: Authorize the transfer of budgeted dollars for health insurance to be placed in a separate internal
 9 service fund and investment account to fund a self-funded health insurance plan for 2021 and years thereafter.
 0

1 Fiscal note: Estimated increase to the health insurance budget of 7% = \$284,610, for total health insurance
 2 expense estimated to be \$4,679,072 for 2021. With potential for increases years after depending on the claims
 3 history and performance of the health plan. The funds will be budgeted in each department's benefits expenses
 4 as they are currently. The payments will be transferred to a revenue account in the new internal service fund for
 5 self-funded health insurance to cover costs of claims and insurance to mitigate the liability to the county as a
 6 whole. This resolution requires a simple majority vote.
 7

8 Drafted by Ed Smudde, Personnel Director.

Finance Vote (If required): ____ Yes ____ No ____ Absent

Approved as to form on _____ _____ Andrew C. Kaftan, Corporation Counsel
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<input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED <input type="checkbox"/> OTHER _____ County Board Vote on: _____ 20__ ____ Yes ____ No ____ Absent

Committee of Jurisdiction Forwarded on: _____, 20__ ____ Yes ____ No ____ Absent Committee Chair: _____ _____ _____

STATE OF WISCONSIN COUNTY OF MONROE I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution # _____ acted on by the Monroe County Board of Supervisors at the meeting held on _____. _____ SHELLEY R. BOHL, MONROE COUNTY CLERK A raised seal certifies an official document.
