

**Grant County Board of Supervisors
January 23, 2018**

The Grant County Board of Supervisors met on Tuesday, January 23, 2018 at 10:00 a.m. in Room 264 on second floor of the Administration Building, Lancaster, WI pursuant to the adjournment of the December 19, 2017 meeting.

Robert Keeney, County Board Chair called the meeting to order and the Pledge of Allegiance was recited.

Verification of compliance with the open meeting law was a notice in the Herald Independent stating the date, time and place of the County Board Meeting and posted in two public posting locations and the county website verified by Linda K. Gebhard, County Clerk.

Roll Call, January 23, 2018

	Present	Absent	Excused
Carol Beals		X	
John Beinborn	X		
Ronald Coppernoll	X		
Roger Guthrie	X		
Dale Hood	X		
Lester Jantzen	X		
Robert Keeney	X		
Mike Lieurance	X		
Grant Loy	X		
Dwight Nelson	X		
John Patcle	X		
Gary Ranum	X		
Gregory Fry	X		
Robert Scallon	X		
Donald Splinter	X		
Mark Stead	X		
Daniel Timmerman			X

The Clerk took the roll call resulting in 15 present, 1 absent (Carol Beals arrived after the meeting was call to order) and 1 excused; therefore a quorum was present.

Agenda: John Beinborn, seconded by Dwight Nelson, made a motion to approve the agenda. Motion carried.

Minutes: Ron Coppernoll, seconded by Roger Guthrie made a motion to approve the minutes of December 19, 2017 as presented. Motion carried.

Communications: Chair Keeney informed the Board ATC and ITC have moved their presentation to the February meeting.

Chair Keeney updated the Board Members on the new facility. Walls continue to be set. Some of the decking has been installed on the roof, the kitchen and laundry area is fully covered, they have continued to work on that area under cover even in the cold temperatures. The project is still on schedule to have steel structure done this month. There will be a meeting on February 1 to discuss the Technology and phone system for the new project, Law Enforcement, Emergency, Social Services and

ADRC will all be involved with IT and the consultants contracted to work on the project to make sure all needs are met.

Employee Recognition: None

Appointment: There were none to make at this meeting however Chair Keeney stated there is a vacancy in the Southwest Library System for a county wide volunteer that will need to be addressed in the future.

Appointment: Chair Keeney asked for approval for the Emergency Fire Warden for 2018. In accordance with section 26.12(3) and section 26.14(3) of the Wisconsin Statutes, we recommend the following business to act as authorized Emergency Fire Warden for the prevention and suppression of forest fires in Grant County for the year 2018 calendar year.

Once this business has been approved by the Grant County Board of Supervisors, a signed copy by the Grant County Board Chair should be sent back to the State of Wisconsin, Department of Natural Resources.

**EMERGENCY FIRE WARDEN
GRANT COUNTY
2018**

Krogen's Do It Best Store, 924 Wisconsin Avenue, Boscobel, WI 53805

/s/ Aaron Young, Area Forestry Leader	01/09/2018
/s/ Robert C. Keeney, Grant County Board Chair	02/24/2018

A motion was made by Mark Stead, seconded by Robert Scallon to approve Krogen's Do It Best Store for the appointment of the 2018 Emergency Fire Warden for Grant County. Motion carried.

Grant(s): Carol Schwartz, Orchard Manor asked for approval for a grant from West Bend Insurance for \$5,000.00 for a lift for the residents.

Robert Scallon, seconded by Gary Ranum, made a motion to approve the application for this grant by Orchard Manor. Motion carried.

Carol Schwartz, Orchard Manor stated this year it was their turn to apply for a grant from the Dubuque Racing Association; this is shared by the Fair and Orchard Manor each applying every other year. Orchard Manor will be applying for up to \$5,000.00 for new PT equipment. They would like to apply for 1 or maybe 2 stepping machines.

Grant Loy seconded by Robert Scallon, made a motion to approve the applications for this grant. Motion carried.

Classification Review Policy revision: Joyce Roling, Personnel presented the amended policy to the Board of Supervisors as follows:

5.13 CLASSIFICATION REVIEW and NEW POSITION CREATION

Purpose

To provide a standard of reviewing changes and the need for efficiencies within a department regarding job process and duties.

The county recognizes the importance of rigorous adherence and discipline as it relates to the underlying assumptions and principles on which the county's pay plan was developed. Therefore, all reviews for classification changes and new positions will be submitted to the county's wage schedule consultant for analysis. In addition, this allows for the County to maintain an unbiased review of the jobs in question. All job changes shall be documented and no reclassification requests shall be granted unless the job evaluation system indicates as such or there is a demonstrated market condition determined by the consultant that would warrant such an adjustment.

Process

Contact the Personnel Director to review the process in detail and the criteria used to determine whether or not a review is necessary. The Department Head and the Personnel Director will work together to prepare proper documentation.

A reclassification review will only be considered for a position in which duties change to such a degree that the supervising Department Head and the Personnel Director agree that reclassification will likely result in a change in the position's placement on the county's pay schedule. The review will coincide with the budget process to allow for the County to plan for any change in compensation.

Management-initiated reorganization or new position creation could occur at any point in the year, but it is recommended to coincide with budget planning. As noted above, all duties—or changes in duties—must be documented prior to being evaluated.

Upon completion of proper documentation, the Personnel Director will submit the request to the consultant for analysis. The consultant will evaluate the responsibilities, rate the job, and recommend a pay grade allocation to the Executive Committee. The Executive Committee decision is final. All consultant fees incurred for the request will be borne by the department of the job in question.

Effective as of 1/1/2018

A motion was made by Greg Fry, seconded by John Beinborn, to approve the amended classification and new position creation policy for Grant County. Motion carried.

Promoted or Transferred Employee Policy revision: Joyce Roling, Personnel presented the revision for this policy as follows: *(The old wage schedule was based on years, the new wage schedule goes by steps).*

PROMOTED OR TRANSFERRED EMPLOYEE

Employees who are promoted shall be placed at that step in the pay range that results in a pay increase, and shall progress through the schedule consistent with the time between the increment step. Employees promoted to a management position, as determined by the Personnel Director, shall be placed at the step in the pay range that gives them a minimum of 5% increase above the base pay of those they are to supervise.

Employees transferred to a lower paying position shall be placed on the wage schedule at the step that does not result in a decrease in pay or the maximum rate for that position, whichever is less.

(Revised 4/18/06; 5/4/06; 11/08/2011, 2/19/2013, 01/16/2018)

Greg Fry, seconded by John Beinborn, made a motion to approve the revisions to this policy for Grant County. Motion carried.

Request \$2,190.00 from Public Property Account to pay for the conference chairs: The County Clerk asked for permission to pay this amount out of the 2017 Public Property because of an un-expected early delivery of the chairs by the vendor.

A motion was made by Ron Coppernoll, seconded by Don Splinter, to allow the County Clerk to pay for the conference chairs out of the 2017 Public Property Carryover account to be paid in December 2017 instead of in January 2018. A roll call vote was called for because it is out of budget spending.

ROLL CALL VOTE

DATE: January 20, 2018

QUESTION: Out of budget spending approval for Conference Chairs for the County.

	YES	NO	ABSENT
1. GARY RANUM	X		
2. GRANT LOY	X		
3. ROBERT SCALLON	X		
4. ROBERT KEENEY	X		
5. ROGER GUTHRIE	X		
6. JOHN PATCLE	X		
7. GREGORY FRY	X		
8. RONALD COPPERNOLL	X		
9. MIKE LIEURANCE	X		
10. MARK STEAD	X		
11. DALE HOOD	X		
12. DWIGHT NELSON	X		
13. CAROL BEALS	X		
14. LESTER JANTZEN	X		
15. JOHN BEINBORN	X		
16. DONALD SPLINTER	X		
17. DANIEL TIMMERMAN			X

County Clerk took the roll call vote resulting in 16 yes votes and 1 absent. Therefore the motion carried.

Memorandum of Understanding between Grant County Clerk and Chris Carl: Linda K. Gebhard, County Clerk presented this to the County Board for information only. This Memorandum was drawn up so the County could deputize Chris Carl to offer election assistance to new Municipal Clerks in Grant County during the 2018 elections. There will be no obligation to the County for this service. ***(Shall be signed by both parties at their earliest convenience).***

MEMORANDUM OF UNDERSTANDING BETWEEN GRANT COUNTY CLERK AND CHRIS CARL

I. PURPOSE

This Memorandum of Understanding (MOU) between the Grant County Clerk and Chris Carl is being executed to satisfy the requirements of the Government Accountability Board.

I **II. AGREEMENTS**

A. The Grant County Clerk and Chris Carl agree the Grant County Clerk is not retaining or compensating Chris Carl for her services during the 2018 elections.

B. The Grant County Clerk and Chris Carl agree Grant County municipalities may retain and compensate Chris Carl for her services in assisting the municipality with the electoral process.

C. The Grant County Clerk shall temporarily deputize Chris Carl for the purpose of performing duties which are required to facilitate a proper election process.

D. Chris Carl shall defend, indemnify and hold the Grant County Clerk, it's officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits, including attorney fees, arising out of or resulting from the acts, errors or omissions of Chris Carl in the performance of her temporary deputy duties.

III. TERMS

A. This MOU shall be effective for the 2018 elections and shall terminate immediately thereafter.

Dated this 25th day of January, 2018. Grant County Clerk
/s/ Linda K. Gebhard, County Clerk

Dated this 25th day of January, 2018.
/s/ Chris Carl

Comprehensive Plan Change: None

Comprehensive Zoning Plan: 544th Zoning Amendment: Justin Johnson, Conservation, Zoning and Sanitation presented the amendment to the Board. All amendments were approved by the Township Boards and the Conservation, Zoning and Sanitation Committee.

**544th AMENDMENT TO THE
GRANT COUNTY ZONING ORDINANCE
January 23rd, 2018**

WHEREAS, a petition for map amendment was filed and a public hearing was held by the Grant County Conservation, Sanitation and Zoning Committee, meeting the requirements of Chapter 59.69 (5) (e) 2.

WHEREAS, a proof of publication and giving notice to each affected township clerk of such hearing is attached to this document. Chapter 59.69 (5) (e) 4

WHEREAS, the Conservation, Sanitation and Zoning Committee now recommends to the Board of Supervisors of Grant County the adoption of the following map amendments.

NOW THEREFORE BE IT RESOLVED that the Grant County Board of Supervisors does ordain as follows. That the Zoning District Map for Grant County will be amended to reflect the following:

PETITION #18-01: Rezone request for Richard & Charlotte Hockison, PIN: 042-00436-0030, to change the zoning classification from A2 to R3, to allow for the expansion of an existing principal

structure. This is for +/- 1.26 ac in the NE ¼ of the NW ¼ of Section 11, T8N, R1W, for lot 1, in Muscoda Township

PETITION #18-02: Rezone request for Michael Lynch, PIN: 050-00022-0010, to change the zoning classification from FP to M1, to allow for the expansion of an existing excavation business. This is for +/- 6.95 ac in the SW ¼ of the NE ¼ of Section 2, T3N, R1W, in Platteville Township

Adopted by the Grant County Board of Supervisors this 23rd day of January, 2018

/s/ Robert Keeney, County Board Chairman /s/ Attest: Linda Gebhard, County Clerk

A motion was made by Mark Stead, seconded by Dwight Nelson, to approve Zoning Amendment 544 including Petition 18-01 Richard and Charlotte Hockison, Muscoda Township and Petition 18-02 Michael Lynch, Platteville Township. Motion carried.

Review and Discuss Options for Administration of Grant County Governmental Operations: Chair Keeney opened discussion to the Board. Supervisor Beinborn asked what was the expectation for the County at this time, is now the time the County should be establishing this position. Supervisor Fry asked what is driving this decision. Chair Keeney stated it was a Board decision, do they feel there should be a change in the Administrative roles or is the County working fine as it is and all should stay the same. Supervisor Ranum stated that if we are a county organization who wants to head in a unified direction we need someone who can take an executive leadership position which is undisputed and can lead the county in the direction we want to go. He felt that position should still be accountable to the County Board. Supervisor Ranum stated the first task of an Administrator should be to identify savings, working with the departments to come up with efficiencies that would counter the estimated \$150,000.00 in salary and benefits of the new position. Questions were brought up regarding what administrative positions have the power to do; what are the differences between and Administrative Coordinator and Administrator. What power or powers go to either position, who would have the authority to hire or terminate an employee. Would the County Board make the rules, would there be a review process or an oversight committee or would the final decision be the County Board? Supervisor Ranum speculated if a Lean Project would be beneficial.

Ben Wood, Corporation Counsel gave the Board some information regarding the differences in the positions which was based on State Statute 59.17, 18, 19. The duties are described in this chapter. He stated he would do more research if the Board was thinking of an Executive.

Supervisor Coppernoll wondered the impact when handling County personnel duties. Supervisor Beals thought something should be done sooner than later. With the County Board Elections in April, there may be issues of how the compensation of the chair would be handled, considering if there was an administrator hired the county board chair post would likely no longer be a full time position. She tended to favor the Administrator position because an Executive position there would be no criteria or required degree set; the turn out of that option would be best man wins. She felt this issue needed to be studied much deeper to define the pros and cons in order to get a person the County can trust and the criteria expected can be set. She went on to say a Lean Project may not be that helpful because this decision could impact many entities in the county not just a small group of people which could narrow the focus. Supervisor Lieurance thought before the County makes any quick decision, other officials from other counties who have the different administrative setups should be invited to speak so the Board can hear their opinions. Chair Keeney stated in the past the County invited some of the representative from WCA to come and give a presentation on administrative positions in Counties. He posed the questions if the Board wanted to do that again.

After discussion, the Board felt this issue should be pursued but unanimously agreed it would be best to delay any decisions regarding changes to the administrative duties in the County until after April when the new Board was in place after the election. Supervisor Beals stated that would make more sense to wait until after April so all the board members would be up to speed on all the information that would be presented and hopefully the meeting designated to discuss this issue would be scheduled at a time it can be discussed at length and all can attend. If that meant to call a special meeting that should be considered.

Corporation Counsel Ben Wood was given the task to look into how compensation and responsibilities would be handled for the board chair in the event there was a change mid-term to present at the next County Board Meeting in February. Elected officials are not supposed to have salary changes except prior to when paperwork can be taken out for elections, the County did raise the County Board's salary mid-term in prior action and the health insurance for the chair would be another consideration in going forward.

Dog Claim(s): Grant County Humane Society Dog Claims: Roger Guthrie presented the dog claims from Grant County Humane Society for \$135.00.

A motion was made Roger Guthrie, seconded by Greg Fry to approve paying the dog claims requested by the Grant County Humane Society for \$135.00. Motion carried.

2018 Grant County Humane Society Contract: At the last County Board of Supervisor meeting the new contract between the Grant County Humane Society and the County was discussed. Chief Deputy Jack Johnson has been negotiating with the Grant County Humane Society regarding a new contract. The old contract was due to run out on December 31, 2017. The Grant County Humane Society sent a contract that they made some alterations on for the County Board to review. They also raised the fee for a stray dog taken in to \$150.00 from \$135.00 per dog.

After discussion at the December 19th Board Meeting the County Board was in agreement to leave the existing contract as it was accepting no new wording that was added by the Grant County Humane Society and send it back to them to sign. The County would accept the \$150.00 raise in the dog fee. They asked Jack Johnson to take the contract back to the Humane Society for them to sign and return to the County. On January 2, 2018 the Grant County Humane Society signed the contract adding the following wording into the contract, **"Grant County agrees not to increase or decrease the license fee distribution."**

Chair Keeney presented the signed contract to the Board of Supervisors for their final approval of the document. Don Splinter, seconded by Carol Beals made a motion to approve the contract as written between the Grant County Humane Society and Grant County for the stray dogs. Motion carried.

Committee Reports:

Orchard Manor, John Patcle—approved the out of budget spending to pay for the 10 Conference Chairs.

Unified Counseling, Mark Stead—Jessie Brogley has started as AODA Counselor and is working with the Grant County Treatment Court. Handouts on Wisconsin mental health and substance

abuse needs assessment and Consumer barriers to receiving services were given to the committee. Top barrier is affordability. Ron Coppernoll stated that SWCAP is looking at special programming for suicide. Many farmers are committing suicide; sleep deprivation is a big contributor.

Southwest CAP, Ron Coppernoll—held a fund raising gala event at Deer Valley to raise money for things over and above the budget they raised \$32,000.00 for projects.

Library, Greg Fry—the library system was awarded all the money they asked for from the State. The director position should be filled soon.

Ag and Extension/Fair Committee-Roger Guthrie— 2018 Fair is almost planned. They will be going forward on the construction on their new hog building will start doing fund raisers. Ag Agent posting has been posted.

Hidden Valley, Robert Scallon—meet in Richland Center last Wednesday, new magazines are out now.

Veteran Services, Robert Scallon—all is going well, very busy, meeting will be held next Thursday.

Health, Grant Loy—Dr. Neil Martin attending his first Health Committee meeting. Crawford Lafayette and Richland Counties all have vacancies for health officers.

Law Enforcement/Emergency Management, Gary Ranum—approved some bids for new squads, discussed demolishing the old Job Services building. Emergency discussed Public and individual assistance on the flooding recovery. Update on the Hazard Mitigation Plan the State has issued. Emergency Management will be busy in the next months working on FEMA fire fighter assistance grants. Very good article in the WCA Magazine argument on electronic voting could be discussed in the future.

Railroad, Mike Lieurance—demo of the bridge was awarded to a company in Rodgers Minnesota for \$884,100.00. Bids ranged from 2.99 billion to \$884,100.00. The Youth Government Day will be held on April 11, 2018 this year.

Social Services, Dale Hood—No meeting.

Conservation, Sanitation and Zoning, Dwight Nelson—looking at the capital situation, discussed the ground water study.

Public Property/Technology, Carol Beals— will meet January 24, 2018 still pursuing the IT Director vacant position.

Economic Development, John Beinborn—will meet in Muscoda January 24, 2018; Mark Cupp will be the speaker for the Safe Riverway Board.

Highway, Don Splinter—gave the Grant County road and equipment report. Hired three new patrolman and a welder. Received General Transportation aids of \$1,282,315.00 for 2018.

Adjournment: Robert Scallon, seconded by John Beinborn, made a motion to adjourn the meeting pursuant to the next meeting on February 20, 2018 at 10:00 a.m. Motion carried.