

**Grant County Board of Supervisors  
December 18, 2018**

The Grant County Board of Supervisors met on Tuesday, December 18, 2018 at 10:00 a.m. in Room 264 on second floor of the Administration Building, Lancaster, WI pursuant to the adjournment of the November 13, 2018 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, December 18, 2018

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

The Clerk took the roll call resulting in 15 present; Robert Scallon absent and Gary Northouse had asked to be excused. Therefore a quorum was present.

Agenda: Carol Beals made a motion, seconded by Dwight Nelson to approve the Amended Agenda with one change to move line item 22. Discussion/possible action on County Board Compensation up on the agenda under line item 15. Motion carried.

Minutes: John Beinborn, seconded by Porter Wagner made a motion to approve the minutes of the November 13, 2018 meeting as printed. Motion carried.

Communications: Chair Keeney asked the Board Members to contact the County Clerk, Linda K. Gebhard if they plan to attend the WCA Legislative Exchange.

Chair Keeney wished to extend a public Thank you to Heather Bontreger, Lancaster Chamber of Commerce Director, the Lancaster City crew, John Edge, and Brenda Schneider for their assistance in putting up the Christmas Lights on the Courthouse Lawn and Courthouse.

Employee Recognition(s): Chair Keeney presented a certificate of appreciation to Betty Stieger for her 20 years of service at Orchard Manor. Carol Schwartz, Director of Orchard Manor will deliver the certificate to Betty who was unable to attend.

Appointment(s): Chair Keeney asked for approval to re-appoint Dave Lambert as Highway Commissioner for the term of 01/07/2019 to 12/31/2020, a two year term.

John Patcle, seconded by Lester Jantzen made a motion to accept the appointment of Dave Lambert as the Highway Commissioner for the next term of 01/07/2019 to 12/31/2020. Motion carried.

Grants: Ken McAndrew, Veterans Service Officer presented the Veterans Service grant for approval.

A motion was made by John Beinborn, seconded by Gary Ranum to approve the Veterans Service Grant from Wisconsin Department of Veterans Affairs for the amount of \$11,500. Motion carried.

Jack Johnson, Chief Deputy Sheriff presented two grant applications for approval.

1. From DOT/BOTS for \$2,500.00 for radar/PBT, funding term 11/01/2018 to 02/01/2019, no match to the County.
2. From DOT/BOTS for \$8,598.00 for Labtop computers for squads and deputies; funding term 11/26/18 to 06/01/2019. The amount of County Match would be \$2,866.00; (match is 25% and the County would get a 4th labtop).

A motion was made by Ron Coppernoll, seconded by Greg Fry, to approve both grant applications for Law Enforcement. Motion carried.

Revolving Loan for 50K for 4X Innovations: Ron Brisbois, Economic Development presented the loan information to the County Board.

The loan is for an expansion for 4X Innovations, Adam Weigmann. 4X Innovations is an aftermarket producer of off-road components for Toyota and other vehicles. They make roll cages and heavy duty bumpers and side step bumpers for trucks and cars. 4X employs 3 full time employees; with the new expansion he will add 2 new full time employees.

They have been located in the Platteville Business Incubator since 2007; they plan to purchase the former Daleo Machining property in Platteville Township.

Mound City Bank is the primary financier on the project, collateral will be a lien on the real estate the amount of the loan will be for \$50,000.00 at a 3.25% rate for a term up to 10 years.

Roger Guthrie, seconded by Mark Stead, made a motion to approve the Revolving Loan application for the expansion of 4X Innovations, Adam Weigmann for the amount of \$50,000.00. Motion carried.

Amend 2019 County budget to reflect an increase in revenue and expense for the Health Department: Jeff Kindraj, Health Department Director presented the budget amendment to the Board. This amendment was approved by the Board of Health Committee and Executive Committee. The vote must be approved by a 2/3 vote of the County Board.

A motion was made by Porter Wagner, seconded by John Beinborn to approve the amendment request to reflect an increase in the revenue and expense for the Health Department. A roll call vote was called for.

**Amended 2019 Health Department Budget**

**Home Health:**

Revenue:	Adopted	Amended	Difference
100-70-703-465003-000	\$1,075,145	\$1,115,982	+ \$40,837
Expense:			
100-70-703-541030-111 (Wages)	\$488,615	\$516,799	+\$28,184
100-70-703-541030-151 (Social Security)	\$37,379	\$39,221	+\$1,842
100-70-703-541030-152 (Retirement)	\$32,004	\$33,817	+\$1,813
100-70-703-541030-154 (Health Insurance)	\$123,053	\$132,051	+\$8,998
Total	\$1,081,928	\$1,122,765	+ \$40,837

**Hospice:**

Revenue:	Adopted	Amended	Difference
100-70-708-465005-000	\$950,896	\$ 991,733	+\$40,837
Expense:			
100-70-708-541080-111 (Wages)	\$331,823	\$360,007	+\$28,184
100-70-708-541080-151 (Social Security)	\$25,384	\$27,226	+\$1,842
100-70-708-541080-152 (Retirement)	\$21,734	\$23,547	+\$1,813
100-70-708-541080-154 (Health Insurance)	\$78,447	\$87,445	+\$8,998
Total	\$891,444	\$932,281	+ \$40,837

<b>Total Budget</b>	Adopted	Amended	Difference
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Revenue:	\$ 2,559,771	\$2,641,445	+\$81,674
Expense:	\$3,034,953	\$3,116,627	+\$81,674

DATE: December 18, 2018

QUESTION: Amend the 2019 County Budget for the Health Department.

	YES	NO	ABSENT	EXCUSED
1. GARY RANUM	X			
2. GARY NORTHOUSE				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. PORTER WAGNER	X			

County Clerk took the roll call vote resulting in 15 Yes votes, 1 absent and 1 excused. Therefore the motion carried.

Resolution in Support of Increased County Child Support Funding, Carrie Kerstiens: This resolution was not ready to present to the Board for action; it will be brought back on a future meeting.

Resolution Authorizing the Grant County Clerk of Circuit Court to Contract with the Wisconsin Department of Revenue for Unpaid Debt Collection: Tina McDonald, Clerk of Court presented the resolution to the Board. This resolution was approved by the Executive Committee, recommending it for passage.

A motion was made by Carol Beals, seconded by Don Splinter to authorize the Clerk of Court to contract with the Wisconsin Department of Revenue for unpaid debt collection. Motion carried.

**RESOLUTION # 32-18  
AUTHORIZING THE GRANT COUNTY CLERK OF CIRCUIT COURTS TO  
CONTRACT WITH THE WISCONSIN DEPARTMENT OF REVENUE FOR  
UNPAID DEBT COLLECTION**

**WHEREAS,** the Grant County Clerk of Circuit Court collects court-ordered financial obligations and has employed legal means to collect unpaid amounts; and

**WHEREAS**, the Clerk of Circuit Court for Grant County employs several methods of collection including, but not limited to, income assignments, payment plans, judgments and tax refund intercept; and

**WHEREAS**, 59.40(4) Wis. Stats., allows the Clerk of Circuit Court, if authorized by County Board under 59.52(28), Wis. Stats., to contract with the Wisconsin Department of Revenue (DOR) for the collection of unpaid debt; and

**WHEREAS**, any agreement entered into with the DOR shall indicate that any collection fees incurred by the DOR shall be in addition to the debt owed the Clerk of Circuit Court and charged by the DOR directly to the debtor; and

**WHEREAS**, any agreement entered into with the DOR shall indicate that any collection fees incurred by the DOR shall be in addition to the debt owed the Clerk of Circuit Court and charged by the DOR directly to the debtor; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Grant County Board of Supervisors that the Board hereby authorizes the Clerk of Circuit Court to contract with the DOR for the collection of unpaid debt pursuant to Wisconsin Statutes.

Presented and recommended for passage on this 18<sup>th</sup> day of December, 2018, by the Executive Committee of the Grant County Board of Supervisors, Lancaster, Wisconsin.

**/s/ John Patcle, Chair**  
**/s/ Mark Stead, Vice Chair**  
**/s/ Gary Ranum, Secretary**  
**/s/ Don Splinter**

**/s/ Robert C. Keeney, Co. Board Chair**  
**/s/ Carol Beals**  
**/s/ Mike Lieurance**

I, Linda K. Gebhard, Grant County Clerk, do hereby certify that this resolution was adopted by the Grant County Board of Supervisors at a meeting held on December 18<sup>th</sup>, 2018.

**/s/ Linda K. Gebhard, Grant County Clerk**

Resolution Drafted by: Tina McDonald, Clerk of Circuit Court

Reviewed by Corporation Counsel: Yes

Health Insurance Policy Revision: Joyce Roling, Personnel Director, presented the Health Insurance changes to the Board making it more consistent and simplifies the verbiage. The changes were approved by the Executive Committee, recommending them for passage.

A motion was made by Gary Ranum, seconded by Mark Stead to approve the changes in the Health Insurance Policy. Motion carried.

#### **HEALTH INSURANCE**

Group Health Insurance is offered to all regular full-time and regular part-time County employees and eligible dependents. The County reserves the right to change health insurances and other benefits at any time with or without notice. However, the County will make every effort to review potential changes with employees. ~~Generally, if start date is on or before the 5<sup>th</sup> of the month, benefits are effective the 1<sup>st</sup> of the next month (i.e. if hire date is August 5<sup>th</sup>, benefits are effective September 1<sup>st</sup>. If start date is after the 5<sup>th</sup> of the month, benefits are effective the 1<sup>st</sup> of the month following 30 days of employment (i.e. if hire date is August 6<sup>th</sup>, benefits are effective October 1).~~ Benefits are effective the first of the month following one month of employment.

*For example: Your hire date is October 3rd. Your insurance starts on December 1st. Your hire date is October 30th. Your health insurance starts December 1st. Your hire date is October 1st. Your insurance starts November 1st.*

***Effective 01/01/2019***

**To see the remainder of the Health Insurance Policy, go to the County Website at [www.co.grant.wi.gov](http://www.co.grant.wi.gov) and click on Employee HR Documents.)**

Discussion/possible action on County Board Compensation: Ben Wood, Corporation Counsel reiterated the discussion that has been addressed in prior meeting. Ben addressed the confusion between wording and different documents that do not have the same information. There is also the State Stat. that states no compensation can be changed mid-term. In an effort to address this issue, Chair Robert Keeney prepared the following statement for the Board.

***“Due to recent discussion on County Board compensation and reimbursement policy, as well as some inaccuracies in application of such, I have been encouraged to write this letter to bring attention to minor discrepancies and concerns that need to be addressed.***

***As stated in the Grant County Administrative Manual (8/21/2018), 2.4(2) It is the policy of Grant County to provide, pay or reimburse County Board members for committee or board related expenses according to the standards below. All Board Members shall comply with the compensation and mileage reimbursement standards if reimbursement is desired. The Executive Committee will determine if reimbursement for nontraditional or uncommon committee or board related official business shall be approved. 2.4(3) addresses the Standards to be used County Board members for such reimbursement.***

***Also in the Administrative Manual, 4.7(2) It is the policy of Grant County to provide, pay or reimburse employees for business related expenses according to the standard below. All Grant County Agencies, Administrators, UW Extension Agents, Board Members and Employees shall comply with the travel and expense reimbursement standard if reimbursement is desired. Employees must receive prior department head approval for travel and expense reimbursements. 4.7(3) address the Standards to be used by employees for such reimbursements.***

***Recent issues have come forward due to interpretation and lack of attention to detail. While most understand that documentation needs to be submitted for reimbursement, the timeliness and accuracy of these submittals have revealed some challenges to payment. The recent issues, which could be labeled Carelessness, can be handled on a case by case basis but it may be a good time to consider action to ensure a clear understanding and consistency in the application and approval of reimbursements.***

***Actions that may need County Board attention are the standardization of forms to be used by employees, establishing timelines on the filing of reimbursements, and monitoring the accuracy in completion of applications for reimbursement forms. The policy and procedure used for reimbursement may need better definition and education. While it may seem trivial, everyone is busy, so accurate timely submittals are critical to proper reimbursement so that the budget, our most important document, is not compromised. The recent County Board discussion on conference reimbursement for example will have effect on various budgets in 2019. If the number of Committee meetings is going to change and per diems are going to be paid for attendance to conferences we may need to change our practice on registrations. It may be necessary to create a standard for monthly submission of reimbursement forms to better monitor budgets. It has been suggested to implement***

***changes in policy and procedure to isolate the issues, close the loop, and move forward with a clean slate.”***

It was decided that during 2019 the appropriate committee should start looking at the County Board policies and compensations before the 2020 April Legislative term to discuss any changes that the County Board would like to make. Ben Wood, Corporation Counsel stated it would be a good idea to implement clear wording in the policies on payment for conferences and time limits on paying for attending conferences. Mark Stead suggested clarifying the wording regarding the payment of the per diems during conferences; now it is stated pay by the meeting, but for conferences the compensation is paid by the day.

Carol Beal, seconded by John Beinborn made a motion to make one change on 2.4 County Board per diem and mileage policy; they wanted to add the word “home” committee under Other Expenses: ***“Conferences, seminars or other business, such as registration, tolls, ~~telephone or~~ parking fees, shall be reimbursable as authorized by county board chair or “home” committee.*** Motion carried.

Carol Beals, made a motion, seconded by Porter Wagner, to have the Executive Committee review the entire Administrative Manual and bring their suggestions back to the full County Board for final approval prior to the legislative session in April of 2020.

Lester Jantzen asked why this should be reviewed by the Executive Committee instead of the Administrative Committee. Chair Keeney stated under policy 2.4 (2) It refers to the Executive Committee as being the determining committee.

Joyce Roling, Personnel asked if the Board understood how large the Administrative Manual is and how it effects all the departments individually in the County. Carol Beals stated that if the manual has not been reviewed since Act 10 it would be a good thing to do at this time to review it in its entirety. Carol Beals stated that she felt the whole thing should be reviewed; each section that pertains to a certain Department could be referred to those departments or other appropriate committees for review and then bring back to the Executive Committee.

Chair Keeney restated the motion for action.

Carol Beals, made a motion, seconded by Porter Wagner, to have the Executive Committee review the entire Administrative Manual to make possible updates and bring their suggestions back to the full County Board for final approval prior to the legislative session in April of 2020 of the election of the Grant County Board of Supervisors. Motion carried.

Progress Report, Discussion & Possible action on Grant County Community Services Facility: Brad Bierman, EPIC gave an update on the new facility. Brad Bierman updated the Board on a few things that they have had to do in the new facility. The entry way floor tile laid was much thicker than the carpet so the tiles had to be ground down, that will be a change order that will be presented to the Board in a future meeting. They are getting into the final commission stages in the building now. The permanent equipment is being started now for the heating. The final stages are in progress, final flooring, painting ceilings, furniture will start being delivered. Moving is still up in the air, hoping now to start in later February or March, depending on the IT progress and then Law Enforcement. There is so much technology in the building, so much is all controlled under automation; Shane Drinkwater, IT Director has a lot of work ahead of him to get the technology ready to implement. The generator has been inspected and is ready to start the emergency generator. Once that is started the technology items can go forward at a fast pace. The Life Building has not been demolished yet. The gas that served Social Services and ADRC still runs through the building and the generator in that building still runs the

current sewer system; there is time to get that done in the future. There is still a lot of furniture that will need to be addressed also; there are questions where is the County going with all of that.

Brad handed out the following summary of the proposals received for the demolition of the '52 building. These proposals do not include hazardous abatement materials and decommissioning any equipment such as the elevators; that will be addressed in separate proposals later. The Board concurred with Brad's recommendation to bring 3 firms in for a second interview. The 3 firms who will be interviewing are Tuckwood/Vincent, Wiederholt Enterprises and Robinson Brothers. There was a pretty clear separation of costs after those proposals. Brad will set up interviews for the week of January 7<sup>th</sup>.

**Grant County**

**'52 Building Demolition Summary**

<b>Submitting Agency</b>	<b>Proposed Demolition Cost</b>	<b>Comments</b>
Tuckwood/Vincent	75,000.00	No Interior Demo Included
Wiederholt Enterprises	75,000.00	Limited Interior Work
Robinson Brothers	104,200.00	Complete
Wiederholt Enterprises	125,000.00	Complete
Terra Engineering	174,400.00	No Interior or Seeding
Terra Engineering	213,350.00	Complete
Allied Stone LLC	242,509.00	Complete
American Demolition Corp	246,425.00	Complete
Rachel Contracting	314,890.00	Complete
Allied Stone LLC	528,057.00	No On-Site Burial

A motion was made by Roger Guthrie, seconded by Greg Frey to move forward with the 52 demolition project, calling in Tuckwood/Vincent, Wiederholt Enterprises and Robinson Brothers for Brad Bierman to interview with Robert Keeney, Lynda Schweikert, and Carol Schwartz present. This item will be brought back to the January County Board meeting for action on the final proposal decision. Motion carried.

Discussion/possible action on Easement Acquisitions for the City of Lancaster for Sewer extension: Chair Keeney updated the Board. Dave Lambert is still working on the easement process, 13 out of 15 landowners have signed. There is one landowner who has been a challenge. The City of Lancaster voted last night to start eminent domain action on this landowner. The plans are out; ads have been published in the newspapers. There will be pre-bid meetings on January 4<sup>th</sup>, and on January 15<sup>th</sup> the bids are due. It seems to be a buyers' market at this time; they anticipate the bids to be 12% cheaper than originally expected. There may be 12 companies involved; there will be two separate bids. One bid for the lift



station and another on the forced main with extra protective screening included. This ensures added protection on larger materials going through the city sewer system. Mid-March into April is the start date projected, June/July the estimated completion date.

Comprehensive Plan Changes: None

Zoning Amendment: 550<sup>th</sup> Zoning Amendment: Justin Johnson presented the zoning amendment to the Board. Amendments were approved by the Township and the Conservation, Sanitation and Zoning Committee.

Mark Stead, seconded by Dwight Nelson made a motion to approve Zoning Amendment 550 including Petitions 18-16 Jason Friederick, Harrison Township and 18-17 Dale and Stacy Hagenston, Muscoda Township. Motion carried.

**550<sup>th</sup> AMENDMENT TO THE  
GRANT COUNTY ZONING ORDINANCE  
December 18<sup>th</sup>, 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 #18-16:** Rezone request for Jason Friederick, PIN: 020-00693-0000, to change the zoning classification from FP (Farmland Preservation) to (Light Industrial) M1, to allow for the expansion of an existing excavation business. This is for +/- 5.0 ac in the NW ¼ of the NW ¼ of Section 29, T3N, R2W, in Harrison Township

**PETITION #18-17:** Rezone request for David Roh & Dale and Stacy Hagenston, PIN: 042-00460-0000, PIN: 042-00480-0000, PIN: 042-00478-0000, PIN: 042-00474-0000, & PIN: 042-00643-0000, to change the zoning classification from (Agricultural-2) A2 to (Heavy Industrial) M2, to allow for the use of nonmetallic mining. This is for +/- 62.89 ac in the NE ¼ of the SE ¼ and SE ¼ of the SE ¼, of Section 11, and NE ¼ of the NE ¼ of Section 14 T8N, R1W, in Muscoda Township

Adopted by the Grant County Board of Supervisors this 18<sup>th</sup> day of December, 2018

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

Owners Claim for damages to Animals: Roger Guthrie presented the animal damage claim to the Board, the Ag and Extension Committee has reviewed and recommended full payment of the damages be paid to the claimant.

Roger Guthrie made a motion, seconded by Lester Jantzen, to approve the payment in full \$1,000.00 from the Dog Claim Account for the Animal Damage Claim submitted by Daniel G. Schaefer, Town of Potosi for the loss of 12 lambs. Motion carried.

Dog Claim(s): Grant County Humane Society: Roger Guthrie presented the dog claim from the Grant County Humane Society to the Board, The Ag and Extension Committee has reviewed them and recommended full payment be made to the Humane Society.

A motion was made by Roger Guthrie, seconded by Greg Fry to pay the amount of \$300.00 for two stray dogs taken to the Grant County Humane Society. Motion carried.

Committee Reports: John Patcle, seconded by John Beinborn made a motion to dispense of the committee reports due to the lengthy meeting. Motion carried.

Adjournment to January 22, 2019 at 10:00 a.m.: Chair Keeney explained due to the Highway Convention that will be held on the third Tuesday of January, he has asked that the next date for the January meeting be changed to Tuesday, January 22, 2019 (the fourth Tuesday) at 10:00 a.m.

John Patcle, seconded by Lester Jantzen, made a motion to adjourn the meeting pursuant to the next meeting on January 22, 2019 at 10:00 a.m. Motion carried.