

This Organizational Meeting of the Vilas County Board of Supervisors was called pursuant to Wis. Stat. §59.11(1)(c) and held in the Vilas County Courthouse conference rooms, 330 Court Street, Eagle River, WI,

### **CALL TO ORDER**

Vilas County Clerk David R. Alleman called the assembly to order at 9:00 A.M. He announced that his office received a communication late Monday afternoon from the individual elected on April 1, 2014 to serve the 18<sup>th</sup> County Board Supervisory District. Due to previously unforeseen circumstances, the individual elected to represent that district is now unable to serve on the County Board. The Clerk notified the Board that the 18<sup>th</sup> District seat would remain vacant until such time as a replacement Supervisor is appointed by the County Board Chair.

### **PLEDGE OF ALLEGIANCE**

The County Clerk asked all in attendance to stand for the Pledge of Allegiance.

### **ROLL CALL**

Roll call found the following members in attendance: Ken Anderson, Alden Bauman, Racquel Zortman-Bell, Wallace Beversdorf, Mary Kim Black, Edward Bluthardt, Jr., Gerald Burkett, Rocco Caffarella, Ronald De Bruyne, Steven Doyen, Charles Hayes, Arthur Kunde, Walt Maciag, William Otterpohl, Charles Rayala, Jr., Carolyn Ritter, Mark Rogacki, Erv Teichmiller, Kim Simac and Vernon Wiggerhauser. The Clerk reported 20 Supervisors in attendance, constituting a quorum of the County Board.

The Clerk read aloud the following Certificate of Membership for the 2014-2016 Term of Office

**Supervisor District #1: WILLIAM E. OTTERPOHL** representing the Town of Land O'Lakes, Ward 1 and the Town of Plum Lake, Ward 2;

**Supervisor District #2: CHARLES HAYES** representing the Town of Presque Isle, Ward 1 and the Town of Winchester, Ward 1;

**Supervisor District #3: CHARLES M. RAYALA, JR.** representing the Town of Arbor Vitae, Ward 1; the Town of Boulder Junction, Ward 1; the Town of Lac du Flambeau, Ward 1 and the Town of Manitowish Waters, Ward 1;

**Supervisor District #4: VERNON J. WIGGENHAUSER** representing the Town of Boulder Junction, Ward 2, and the Town of Plum Lake, Ward 1;

**Supervisor District #5: ROCCO R. CAFFARELLA** representing the Town of Arbor Vitae, Wards 2 and 7;

**Supervisor District #6: ERWIN TEICHMILLER** representing the Town of Arbor Vitae, Wards 3 and 4;

**Supervisor District #7: RONALD A. DE BRUYNE** representing the Town of Arbor Vitae, Wards 5 and 6;

**Supervisor District #8: RACQUEL ZORTMAN-BELL** representing the Town of Lac du Flambeau, Wards 2 and 3;

**Supervisor District #9: MARY KIM BLACK** representing the Town of Lac du Flambeau, Wards 4 and 7;

**Supervisor District #10: ALDEN B. BAUMAN** representing the Town of Lac du Flambeau, Wards 5 and 6;

- Supervisor District #11: MARK M. ROGACKI** representing the Town of St. Germain, Ward 1;
- Supervisor District #12: CAROLYN E. RITTER** representing the Town of St. Germain, Ward 2;
- Supervisor District #13: WALT MACIAG** representing the Town of Cloverland, Wards 1 and 2;
- Supervisor District #14: ARTHUR KUNDE** representing the Town of Conover, Ward 1 and the Town of Lincoln, Ward 1;
- Supervisor District #15: STEVEN DOYEN** representing the Town of Phelps, Ward 1 and the Town of Conover, Ward 2;
- Supervisor District #16: WALLACE BEVERSDORF** representing the Town of Phelps, Ward 2 and the Town of Washington, Ward 2;
- Supervisor District #17: KENNETH C. ANDERSON** representing the Town of Washington, Ward 1;
- Supervisor District #18: VACANT SEAT** representing the City of Eagle River, Ward 4 and 5 and the Town of Lincoln, Wards 2 and 5;
- Supervisor District #19: GERALD BURKETT** representing the City of Eagle River, Wards 1, 2 and 3;
- Supervisor District #20: EDWARD E. BLUTHARDT, JR.** representing the Town of Lincoln, Ward 4 and the Town of Washington, Ward 3;
- Supervisor District #21: KIM SIMAC** representing the Town of Lincoln, Ward 3.

The Oath of Office was then administered to the twenty Supervisors elected on April 1, 2014 to the Vilas County Board for the 2014-2016 term of office. The Hon. Circuit Court Judge Neal Nielsen administered the oath.

**RESOLUTION 2014 – 23**

*A 2/3 majority vote of approval is required for adoption  
As amended by the Vilas County Board*

**Re: Adoption of Standing Rules and Committee Duties for Vilas County Board of Supervisors**

**WHEREAS**, the immediate past Vilas County Board of Supervisors, by Resolution No. 2013-89, approved the adoption of the attached Standing Rules and Committee Duties of the Vilas County Board of Supervisors, effective beginning with the April 2014 County Board Organizational meeting, to increase efficiency and service to the citizens of Vilas County.

**NOW, THEREFORE, BE IT RESOLVED** by the Vilas County Board of Supervisors in session this 15<sup>th</sup> day of April, 2014 that the attached Standing Rules and Committee Duties of the Vilas County Board of Supervisors be adopted, effective immediately.

**BE IT FURTHER RESOLVED**, that any resolutions adopted by the Vilas County Board of Supervisors in the past governing the subject matter of this resolution are hereby rescinded and repealed to the extent that they conflict herewith.

**SUBMITTED BY: Legislative & Judicial Committee**  
Chris Mayer, Chair  
Linda L. Thorpe

s/ James Behling  
s/ Chuck Hayes  
s/ Carolyn Ritter

**STANDING RULES AND COMMITTEE DUTIES OF  
THE VILAS COUNTY BOARD OF SUPERVISORS  
Rev. 04/15/2014**

**I. GENERAL RULES OF BOARD MEMBERSHIP**

1. Attendance at all County Board meetings and Committee meetings is mandatory and may be enforced by the Executive Committee as allowed by law. If a Board member cannot be present for a scheduled meeting through its entirety, he/she must notify the chair of the committee or department 24 hours in advance or as soon as practicable. A new meeting date may have to be rescheduled in order for the committee to obtain a full quorum. Three consecutive unexcused absences from committee meetings shall constitute a resignation from that committee. The County Board Chair, 1<sup>st</sup> Vice Chair and 2<sup>nd</sup> Vice Chair shall then appoint a person to fill the committee vacancy according to Board policy or State Statute.
2. In the event of illness, or other prolonged absence, of any Board member causing absence of his/her attendance at committee meetings, the County Board Chairperson, as soon as possible, shall appoint a substitute Board member to act on his/her behalf.
3. In the event of a vacancy on County Board, either by death, resignation, removal or other cause, the County Board Chairperson, as soon as possible, shall nominate a substitute member to finish out the unexpired term. Such new member must be approved by the County Board.
4. In the case of the absence or disability of the County Board Chair, the County Board 1<sup>st</sup> Vice Chair shall perform the Chair's duties. In the event the Chair is unable to complete the duties for the remainder of the term, the County Board 1<sup>st</sup> Chair shall perform the Chair's duties for the remainder of the term or until such time that the Board elects a new Chair. In the case of the absence or disability of the County Board Chair and 1<sup>st</sup> Vice Chair, the 2<sup>nd</sup> Vice Chair shall perform the Chair's duties for the remainder of the term or until such time that the Board elects a new Chair.
5. The official spokesperson of the County shall be the County Board Chair or his/her designee.
6. All County Board members are subject to the "Code of Ethics for local government officials, employees and candidates" set forth in §19.59 of the Wisconsin Statutes. In addition, all County Board members are subject to the Vilas County Work Rules as set forth in Appendix A of the Vilas County Employee Handbook, and said rules are adopted herein by reference.
7. The County Board may censure a County Board Supervisor, if the County Board by majority vote determines that a censure is appropriate. Requests for censure/censure complaints shall be reviewed by the Executive, Ethics and Insurance Committee. No complaints requesting censure shall be accepted from any person not a County Board Supervisor.
8. County Board and Committee meetings shall be conducted in accordance with Robert's Rules of Order.

**II. ORGANIZATIONAL MEETING**

An organizational meeting shall be held on the third Tuesday in April, pursuant to Wis. Stat. §59.11(1)(c), concurrent with the first County Board meeting held subsequent to the general election of the County Board. At the organizational meeting the County Clerk, or his or her Deputy Clerk shall call the new Board to order. The County Clerk shall preside until the election of a permanent Chairperson. The Order of Business shall be:

1. Pledge of Allegiance.
2. Roll Call & Oath of Office.
3. Adoption of Standing Rules and Committee Duties.
4. Election by majority vote of:
  - A permanent Chairperson.
  - A permanent Vice-Chairperson.
  - A permanent Second Vice-Chairperson.
5. Such other business as may legally be brought before the organizational meeting in the order prescribed under Section IV following "Roll Call".

### **III. STANDING COMMITTEES AND OTHER BOARDS AND COMMISSIONS**

The following Standing Committees shall be named according to the procedures provided by the Wisconsin Statutes and these rules. This shall be done within two weeks following the organizational meeting.

1. Communications Committee (5 members).
2. County-Tribal Concerns (7 members).
3. Economic Development (5 members).
4. Executive, Ethics and Insurance (4 Chairmen from different Committees and County Board Chairperson).
5. Extension Education and Community Development (5 members).
6. Finance and Budget (5 members).
7. Forestry, Recreation and Land (5 members).
8. Health Insurance Board of Trustees (3 members).
9. Highway (5 members).
10. Land, Air and Water Conservation (LAWCC) (6 members).
11. Land Records (5 members).
12. Law Enforcement & Emergency Management (LEEMC) (5 members).
13. Legislative and Judicial (5 members).
14. Library (5 members).
15. Personnel (5 members).
16. Public Health Board (9 members).
17. Public Property (5 members).
18. Social Services Board (5 members).
19. Tourism and Publicity (5 members).
20. Zoning and Planning (5 members).

### **OTHER BOARDS, COMMISSIONS AND APPOINTMENTS**

1. ADRC of the Northwoods (1 member)
2. Board of Adjustment (no more than 5 members, plus 2 alternates)
3. Civil Service Commission (5 members)
4. Commission on Aging (no more than 12 members)
5. Community Options Program (no more than 25 members)
6. Economic Development Corporation Board (2 members)
7. Employee Safety Committee (no more than 12 members)
8. Grow North Regional Economic Development Commission (1 member)

9. Highway Safety (no more than 12 members)
10. Human Service 51.42 Board (2 members)
11. Land Information Council (8 members, including 1 County Board member)
12. Local Emergency Planning Committee (no more than 14 members)
13. NEWCAP Committee (1 member)
14. North Central ITBEC Board (2 members)
15. North Central ITBEC Tourism Advisory Committee (1 member)
16. North Central Wisconsin Regional Planning Commission (2 members)
17. Northern Waters Library System Trustee Board (2 representatives)
18. Northwoods Community Development Block Grant Consortium (1 member)
19. Northwoods Rail Transit Commission (2 members)
20. Northwoods Restorative Justice Committee (Private Board, no more than 1 County Board member)
21. Snowmobile Safety Committee (no more than 12 members)
22. Veterans Service Commission (at least 3 members who are veterans)
23. Vilas County Economic Development Corporation (1 member)
24. Alma-Moon Lake District (1 member)
25. Big St. Germain Lake District (1 member)
26. Little Arbor Vitae Lake District (1 member)
27. Little St. Germain Lake District (1 member)
28. Little Tamarack Flowage Lake District (1 member)
28. Long Lake District (1 member)
29. Lost Lake District (1 member)
30. Spectacle Lake District (1 member)
31. Stella Lake District (1 member)

#### **IV. ORDER OF BUSINESS - REGULAR AND SPECIAL BOARD MEETINGS**

The General Order of Business at all Board Meetings shall be as follows, with said order subject to the discretion of the County Board Chairperson:

1. Pledge of Allegiance.
2. Roll Call.
3. Approval of Agenda.
4. Approval of Minutes of previous meeting.
5. Resolutions tabled or postponed to a day certain.
6. Introduce and act on all resolutions and ordinances as posted.
7. The hearing of Resolutions, Petitions, Communications, and Memorials not previously submitted to the Board members by mail, and disposition by reference to the appropriate committees by the Chairperson, unless the Board wishes immediate action and votes on motion to waive the rules (two-thirds vote required) to do so.
8. Consideration of Committee and departmental reports including those not previously submitted to the Board by mail.
9. Letters and communications.
10. Committee Reports.
11. Pay per diem.
12. Adjournment.

#### **V. MEETING DATES AND TIMES**

1. The hour of meeting shall be 9:00 a.m. for a morning meeting and 6:30 p.m. for an evening meeting, unless adjournment to some other hour or at the call of the chairperson.

2. Morning regular County Board meetings shall be held the 4th Tuesday of January, February, March, June and August. Evening regular County Board meetings shall be held the 4<sup>th</sup> Tuesday of May, July, September and October. Such meeting dates shall be subject to change as deemed absolutely necessary by the County Board Chairperson.
3. The Annual County Board meeting shall be held at 9:00 a.m. on the first Tuesday after the second Monday of November. When the day of the meeting falls on November 11, the meeting shall be held on the next succeeding day. (Wis. Stat. §59.11(1)(a))
4. The County Board shall meet on the 3<sup>rd</sup> Tuesday of each April. This meeting will be held at 9:00 a.m. (Wis. Stat. §59.11(1)(c))
5. A Special Meeting of the County Board may be scheduled upon the written request of a majority of the supervisors, delivered to the clerk, specifying the time and place of the meeting. The scheduled time of the Special Meeting shall not be less than 48 hours from the delivery of the request. (Wis. Stat. §59.11(2)(a))

## **VI. MEETING RULES, PARLIAMENTARY PROCEDURES AND SUBMISSIONS**

### **A. GENERAL**

1. The Chairperson, with the assistance of the Clerk, shall prepare the Agenda. The Agenda shall be distributed to all Board Members the week prior to the meeting.
2. The County Clerk shall record the minutes of all County Board meetings. In the Clerk's absence, the Deputy County Clerk or another qualified County staff member shall record the minutes. In all cases when an ordinance, resolution or motion shall be entered in the minutes of the Board, the name of the member moving the same and his/her second shall be entered in the minutes.
3. The County Clerk shall read the Public Meeting Notice at the beginning of each Board meeting and certify that the meeting was properly noticed.
4. The County Clerk shall conduct a roll call by the first and last name of all members of the board, whose names shall be arranged alphabetically. The roll call shall be for purposes of determining members present and if a quorum of the Board exists.
5. If a quorum is not present, the members may adjourn from time to time until there is a quorum. A majority of Board members shall constitute a quorum.
6. The Chairperson shall preserve order and decide questions of order subject to appeal to the Board, and shall vote on all questions.
7. The Chairperson without calling for a vote shall refer all matters that come to the County to the appropriate committee, unless otherwise ordered by the Board.
8. Whenever any member desires to speak to the Board, the member shall raise their hand, address the Chairperson, and be recognized. When two or more members raise their hands at once, the Chairperson shall designate the member who is to speak first, but in all cases the member who shall first raise his/her hand and address the Chairperson shall speak first.

- 9 . Every Board member shall confine their remarks to the subject and not deal in personalities. Each member shall speak only to the merits of the question under consideration, maintain a courteous tone, avoid personalities, refrain from attacking or questioning the motives of any other member and avoid the mention of other members' names in a demeaning or derogatory manner. When called to order, Board members shall not be allowed to proceed without permission of the Chairperson.
10. Time for citizen comments will be provided at County Board meetings; however, in accordance with state statutes, citizen comments must be specific to action items posted on the published agenda and must be made prior to Board action on the item. When anyone not a member desires to address the Board, permission to do so must be asked by a Board member. The Chairperson may limit the time a non-member may speak.
11. In all parliamentary questions raised during a session of the Board, and which are not covered specifically by the foregoing rules, Robert's Rules of Order shall prevail.

**B. VOTING**

1. Any election of an officer of the Board may be by secret ballot pursuant to Wis.Stat. §19.88(1). Other voting shall be by Ayes and Noes.
2. A roll call vote may be called for by any member on any issue at any time; however, if the vote is unanimous, the roll call need not be taken. On roll call vote the name of the Chairperson shall be read last.
3. All questions shall be put in this form: Those who are in favor say "aye"; those who are opposed say "no". The Chairperson may call for a show of hands or a roll call to re-affirm the results of a voice vote.
4. Each member participating in debate must vote aye or no on each question unless excused by the Chairperson for a reason of conflict or other special cause.
5. Any member desiring to recuse themselves from deliberation and action involving any resolution or ordinance, for a reason of conflict or other special cause, shall leave the area of the meeting room, until such time that said deliberation and action have concluded.
6. Whenever a resolution, ordinance or motion is defeated, any member who voted on the prevailing side may move for reconsideration at any time during the same session. If two-thirds (2/3) of the members present vote in favor of reconsideration, the subject shall be before the Board for further action.
7. When the vote on any question is a tie, it is lost.
8. No vote shall be taken on any orally presented motion to amend a resolution or ordinance until the Clerk is permitted to read it back to the board so as to give the Board a clear statement and the proceedings a correct record.

**C. MEASURES REQUIRING MORE THAN A MAJORITY VOTE OF THE BOARD**

1. Except as provided in the Finance and Budget Committee rules, a two-thirds (2/3) vote of the entire membership of the Board must be obtained before a budget appropriation may be changed.

Any changes made under this rule must be published to the public within 10 days of the change.

2. No rules of the Board shall be suspended, altered or amended without the consent of 2/3 of the members present.
3. No sale, purchase or trade of County land may be authorized without the consent of 2/3 of the members present.
4. No transfer of money from the General Fund may be authorized without the consent of 2/3 of the members present.
5. No hiring of additional personnel and/or creating new positions may be authorized without the consent of 3/4 of the members present.
6. No building projects and/or building acquisitions may be authorized without the consent of 3/4 of the members present.

**D. MOTIONS - GENERAL**

1. No ordinance, resolution or motion shall be debated or put to a vote unless it has been moved and seconded by a member of the Board.
2. Before a motion has been stated by the Chairperson, its mover may withdraw it or modify it without asking the consent of anyone. After a motion has been moved and seconded, it is in possession of the Board, but it may be withdrawn by unanimous consent or by a majority vote of the Board at any time before amendment or decision.
3. When a resolution is under debate no motion shall be received except to amend, to lay on the table, to postpone indefinitely, to postpone to a day certain, to withdraw or to adjourn.

**E. TABLING A MOTION**

1. A motion to lay on the table enables the assembly to lay the pending question aside temporarily when something else of immediate urgency has arisen, with no set time for taking the matter up again.
2. A motion to lay on the table, if adopted, halts consideration of a question immediately without debate. Such motion is out of order if the evident intent is to kill or avoid dealing with a measure.
3. A motion to lay on the table cannot be qualified in any way, and as long as the question remains on the table, the decision as to when, or if, it will be taken up is left open. If a tabled motion is not removed from the table by the end of the next meeting, the motion ceases to exist. A motion to remove a question from the table may be made during the unfinished business portion of the meeting once all agenda items are addressed. If the motion to remove is seconded, the discussion proceeds as if a motion to table had never been made.

**F. POSTPONING A MOTION**

1. A motion to postpone indefinitely may be made when the intent is that the assembly wants to decline to take position on the main question. If adopted, this motion defeats the main motion for the duration of the session and will avoid a direct vote on the question. It can be applied only to the main question and can be made only while a main question is immediately pending. It is debatable,

not amendable, and requires a majority vote. An affirmative vote on a motion to postpone indefinitely can be reconsidered, but a negative vote on it cannot be reconsidered.

2. A motion to postpone to a certain time may be made so that the question can be considered at a more convenient time, or because debate has shown reasons for holding off a decision until later. It is out of order when another has the floor, and it is also debatable, but debate is limited to the extent it is necessary to discuss the merits to enable the assembly to decide whether the main question should be postponed and to what time. It can also be reconsidered.

#### **G. SUBMISSIONS TO THE BOARD**

1. Annual reports, resolutions, ordinances and requested appointments sponsored by Committees or individual members shall be in writing and filed with the Clerk no later than Noon, Friday 10 days prior to the next meeting of the Board. The Clerk shall have them copied and distributed to all members for their information and consideration at least five days prior to the meeting.
2. All annual reports, resolutions, ordinances and requested appointments, received after the 10 day deadline, shall be deferred to the next scheduled County Board meeting. In an emergency the Chairperson may permit any late submission to be placed on the Board agenda, provided that such placement occurs within the proper notification times allowed by law.
3. Any resolution presented for consideration at any meeting must bear the signature of the member(s) offering the same, or if offered by a Committee, the signatures of a majority of that Committee.
4. All committee or individual members' recommendations shall be in resolution form to be presented to the County Board for action. All resolutions and ordinances shall be numbered consecutively beginning with the first meeting of the calendar year.
5. When a Committee Annual Report or Resolution or Ordinance is taken up and is under consideration, the main question shall be "Shall the recommendations of the Committee be adopted by the Board?" and unless specific amendments are offered in the usual parliamentary form, discussion shall be limited to adoption or rejection of the report or resolution.

#### **H. CREATION OF RESOLUTIONS AND ORDINANCES**

1. All resolutions and ordinances must be created using county approved formats.
2. Fiscal Impact Statement.
  - (a) Every resolution, ordinance, or written motion presented to the County Board must contain a fiscal impact statement that clearly describes the economic impact of the resolution, ordinance, or written motion and it must include the budgeted line items affected and each respective dollar amount of change. If the fiscal impact cannot be determined, a written explanation indicating why the fiscal impact cannot be determined must be provided.
  - (b) The person drafting the resolution, ordinance, or written motion is responsible for drafting the fiscal impact statement and including it in the document.
  - (c) Resolutions supporting or opposing legislation or honoring an individual, group or event are exempted from the fiscal impact statement requirement.
3. Finance Director's Fiscal Comment.

Every resolution, ordinance, or written motion that contains a fiscal impact statement must be presented to the Finance Director for review and must contain a Fiscal Comment from the Finance Director.

4. Human Resources Statement.
  - (a) Every resolution, ordinance, or written motion presented to the County Board that involves the hiring, promotion, demotion, disciplinary action, wage adjustment, exemption adjustment, position re-classification, or other employment-related matter must be first presented to the Human Resources Manager for review and approval. The Human Resources Manager will indicate approval or non-approval on the resolution, ordinance, or written motion.
  - (b) The person drafting the resolution, ordinance, or written motion is responsible for obtaining Human Resources review and approval.
5. All resolutions, ordinances and written motions must be brought to the Corporation Counsel for review of their legality and language, and must contain a Corporation Counsel signature line stating "approved as to form."

**I. MISCELLANEOUS**

1. The County Board shall by resolution establish the hours during which the County Offices, except the Court's, shall be open to the public, and the hours of work to be required of employees in those offices.
2. Salaries or wages for all employees shall be determined by the County Board as provided in Wis. Stat. §59.22 after consideration and recommendation by the Personnel Committee.

**FORMATION OF VILAS COUNTY COMMITTEES**

1. Except as otherwise provided by law, the Chairperson of the County Board, in collaboration with the Vice-Chairperson and Second Vice-Chairperson, shall appoint the membership of each committee of the Board. All committees of the Board shall elect their committee Chairperson and Vice-Chairperson..
2. Except as otherwise provided by law, the Chairperson of the County Board shall be an ex-officio a member of all standing committees. His/her ex-officio membership is in addition to the membership hereinafter prescribed for each committee. Any committee lacking a quorum may call on the Chairperson, Vice-Chairperson or Second Vice-Chairperson to make a quorum as an active member of that committee for that day. The Chairperson, Vice-Chairperson and Second Vice-Chairperson shall be paid mileage and per diem when used to make a quorum by any properly authorized County Committee.
3. When requested by a committee, and when determined to be necessary by the Chairperson of the County Board, the Chairperson of the County Board may appoint a Board member to serve temporarily on a committee for the purpose of obtaining a quorum of the committee so that a particular meeting may be held without delay.

**THE DUTIES OF VILAS COUNTY COMMITTEES**

1. All committees of the County Board shall keep a written record of their meeting, including dates, attendance, proposed resolutions, matters considered, including all information on bids or proposals submitted for their approval and their action thereon in a committee file in the office of the County Clerk or in the office so named and copies shall be mailed to the County Board Chairperson with the next meeting's agenda. These minutes shall be of public record.
2. All Committees shall prepare preliminary budgets and turn them in to the Finance Director on the date set forth annually.

3. All oversight committees will approve a listing of all paid bills on a monthly basis. The listing will be signed by all members of the committee who are present at the meeting and returned to the Finance Department.
4. The Public Property Committee shall create and periodically review Vilas County's purchasing policy.
- 5a. Any committee (or individual Board member) which desires to propose new projects or major improvements to existing services, equipment or facilities which would require sizeable appropriations and thus have a major effect on the budget for the following year, shall present these by resolution to the County Board at the September meeting in order to include said appropriations in their proposed budget. "Sizeable appropriation" shall mean any amount equal to or greater than 10% of a department's annual budget or \$20,000, whichever is less.
- 5b. Except for the Highway Department, no committee (except the Forestry, Recreation and Land Committee and the Law Enforcement Committee, which have a \$15,000 limit) shall enter into any commitment or contract requiring expenditure of County funds in amounts exceeding \$10,000 without first having County Board approval.
6. Any committee that has a contract binding on the county must first have the contract reviewed and initialed by the Corporation Counsel and any other person required by law. All contracts shall be signed by the Chairperson or Vice-Chairperson of the County Board, or the County Clerk, or the Chair of the presiding committee, and any other person required by law, with the exception of contracts for services that are in the ordinary and customary practice and procedure of the Department of Social Services, which shall be signed by the Director of Social Services.
7. All public work projects where the cost of such work will exceed \$25,000.00 shall be let by contract to the lowest responsible bidder, pursuant to Wis. Stat. §59.52(29).
8. Board members or committees who desire to present resolutions to the County Board for non-budgeted expenditures or expenditures of money in excess of any of the committee's or department's budget shall first present the resolution to the Finance Committee for approval.
9. All committees shall refer to the specific Standing Rules for their committee.
10. All committee members shall file their committee per diem and expense bills for each calendar month with the County Clerk each month no later than five days prior to the meeting of the Finance Committee.
11. Per diem
  - a. Attendance per diem reimbursement is \$47.00 per day. A \$47.00 per diem is paid per day for conventions and/or trainings out of county regardless of the event's length, including travel to and from.
  - b. Only committee members will be paid per diem at a specified committee meeting unless the County Board Chair and/or a Committee Chair requests a Committee member to attend a specific meeting.
12. Ad Hoc Committees
  - a. Ad hoc committees and their chairs shall be appointed by the Board Chair, with Board approval. These assignments shall be for a definite purpose and time and shall hold over until such duties have been completed and a final written report given to the Board.
  - b. Ad hoc committees in all cases report a statement of facts and their opinion thereon to the Board as interim verbal reports on no less than an annual basis. Such reports shall be given in addition to final written reports.

13. All Committees must comply with the Open Meeting Law requirements as provided in §19.83, §19.84 and §19.85, Wisconsin Statutes.
14. Only County Board Committee members can vote unless otherwise provided by Statute.
15. The Corporation Counsel shall attend any closed session of a committee when requested by the committee.
16. Before any new grant applications over \$1,000 may be made by a department or office, they must first be approved by resolution of the Board of Supervisors. Any grant application for monies less than \$1,000 and not requiring matching County funds must first be approved by the Committee overseeing the department that is applying for the grant.
17. A Committee may appoint a subcommittee of its members, with County Board Chairperson approval, but only for the purpose of fact-finding or the performance of other advisory duties. Such subcommittee may not include a quorum of the regular Committee's members.
18. All County Board Supervisors must receive prior approval from a specific committee of jurisdiction, and/or County Board Chair, for any out-of-County travel.
19. All County employees must receive prior approval from their department head for any out-of-county travel. Out-of-state travel must be authorized by the committee of jurisdiction and Finance Committee in advance.
20. Unless required by law or otherwise, there shall be no segregated, non-lapsing accounts. Unless specifically provided for in the following year's budget, all monies left in the County Budget at the end of each year will be returned to the General Fund unless a department can justify the need for a non-lapsing account.
21. All Committees with hiring jurisdiction shall give advance notice of scheduled interviews to the Personnel Committee and a member of the Personnel Committee shall attend the interview(s) as a non-voting Board member.

The following POWERS AND DUTIES are hereby delegated to and prescribed for the Committees of the County Board:

**I. COMMUNICATIONS COMMITTEE**

1. It shall be the oversight committee for the special radio communication project, including budget and design oversight.
2. It shall negotiate and approve tower lease and rental agreements for space rented on county-owned towers, for county space required on privately owned towers, and tower leases on County-owned land.
3. It shall make recommendations to the county board on county communication needs.
4. The committee shall be appointed by the county board chairman, with the majority of members being county board supervisors.
5. The committee shall meet on an "as needed basis" but at least once every 60 days.
6. It shall enhance public safety communications on a local, county and regional level.
7. It shall identify opportunities to enhance economic development through improved communications and encourage private/public communication relationships that benefit the citizens of the county.
8. It shall work with public property, law enforcement, highway and land records committees to provide a seamless merge in the areas of information systems, mapping and public safety communications.
9. It shall work with the zoning committee to ensure that conditional use permits for new towers make provisions for public safety communication equipment.

**II. COUNTY-TRIBAL CONCERNS**

1. It shall meet and work in all areas of concern between Vilas County and the Lac du Flambeau Band of Lake Superior Chippewa Indians.
2. It shall report periodically to the County Board and make recommendations for action as they deem necessary.
3. The make-up of the committee will be five (5) county board members and two (2) tribal representative appointed by the Lac du Flambeau Tribal Council, all of whom will have voting powers.

**III. ECONOMIC DEVELOPMENT**

1. It shall oversee all economic development issues affecting Vilas County and make appropriate recommendations to the County Board.

**IV. EXECUTIVE, ETHICS AND INSURANCE**

1. It shall be the duty of this Committee to supervise County administrative affairs in general, with the view of bringing about proper coordination or cooperation between the various departments or agencies of the County.
2. It shall be the duty of this Committee to confer and advise with the officials and Committees of the various departments of the County on official matters where such conference is asked for by officials or committees or when deemed advisable.
3. All claims of a general nature shall be referred to this Committee. Any claim not exceeding \$5,000.00 may be decided by this Committee. Any claim over \$5,000.00 shall be referred to the County Board with a recommendation from said Committee.
4. It shall also have charge of and investigate all matters involving legal questions.
5. It shall be responsible for all County insurance. This duty may be delegated by the Executive Committee to other committees.
6. It shall act as ethics advisor to the County Board.
7. Requests for censure shall be presented to this Committee for investigation. The investigation shall be conducted in closed session pursuant to Wis. Stat. §19.85(1)(f) unless the Supervisor being investigated requests an open proceeding. If the Committee decides that a censure is warranted, it shall forward its recommendation for censure to the full board for consideration.
8. The County Board Chairperson will be Chairperson of the Executive Committee. Each of the other four members shall be Chairperson of other Vilas County Committees.

**V. EXTENSION EDUCATION AND COMMUNITY DEVELOPMENT**

1. It shall perform duties as prescribed by the County Board and §59.56, Wisconsin Statutes. Pursuant to these statutes, this Committee shall sign contracts and hire University faculty and academic staff in conjunction with the University of Wisconsin-Extension.
2. It shall promote economic and resource development, youth development, and family living education in the County.
3. It shall cooperate with all federal, state and local agencies and officials in establishing any long range planning programs.

**VI. FINANCE AND BUDGET**

1. It shall be the duty of this committee to draft or have submitted to it, all resolutions for non-budgeted expenditures of money and make recommendations thereon to the Board.
2. The County Board delegates to this committee pursuant to §66.0603, Wisconsin Statutes, the authority to temporarily invest any unused county funds and to arrange for the safekeeping, sale, reinvestment or redemption of securities as they may deem proper.
3. All committees shall prepare preliminary budgets and turn them in to the Finance Director by the date set annually by the Finance and Budget Committee, but no later than June 30<sup>th</sup> of each year. The Finance and Budget committee will prepare a proposed budget for all committees and departments not meeting the above deadline.
4. It shall meet monthly to review the financial report and audit bills filed with the Finance Department.

5. Unless directed otherwise by specific County Board Resolution, it may transfer funds between budgeted items of an individual county office or department, but only if such budgeted items have been separately appropriated, and only if first approved by the appropriate committee.
6. It shall act upon and verify all demands for the Cancellation of Illegal Tax Certificates and Deeds and related matters and then submit their actions to the County Board for approval.
7. It shall check the sufficiency of the sureties of all bonds of County officials and employees as set forth in §59.21(2), Wisconsin Statutes, and report to the County Board their action thereon on a yearly basis.
8. It shall supervise all financial matters of the County for the purposes of keeping expenditures under control and within the budget adopted by the County Board.
9. It shall establish and administer financial policy and processes in conformity with established and recognized fiscal procedures.
10. The Finance Director shall report to this Committee.
11. It shall be the oversight committee for the Clerk of Court, Coroner, County Clerk, District Attorney, Register of Deeds, Surveyor, and Treasurer's Offices.

#### **VII. FORESTRY, RECREATION AND LAND**

1. It shall be responsible for the overall management, protection and administration of all county lands. This will be done in accord Chapters 16 & 19 of the County General Code and Chapters 26, 27, 28, 29 and 59 of the Wisconsin Statutes.
2. It shall have appraisals made of all lands to be sold or purchased or exchanged for fair market value and bring its recommendations to the County Board for approval.
3. It shall over see all leases of County-owned land and bring its recommendations to the County Board for approval.
4. It shall advertise all lands approved for sale, accept and open all bids, and prepare the necessary documents to complete the sales.
5. It shall negotiate for the acquisition of lands within County Forest and Recreation areas by purchase, gift or bequest or by exchange of County owned lands outside such areas for the purpose of blocking the forest, for better administration, or for recreational purposes.
6. It shall have a County Forest Administrator and other staff as may be approved by the County Board to inventory and manage all timber on all County lands in the concept of multiple-use to assure maximum public benefit.
7. It shall be authorized to protect, manage and sell timber in accord with sound forest management practices pursuant to the laws and regulations set forth in Chapter 16 of the County General Code and Chapter 28 of the Wisconsin Statutes.
8. It shall develop a 15 year Forest Management Plan comprehensive plan—and shall prepare annual work plans and budgets for the operation of the County Forest and Forestry Department activities.
9. It shall advise and consult with the Department of Natural Resources, other agencies and conservation groups to promote fish, game, recreation and all other conservation projects throughout the County and make its recommendations to the County Board.
10. The Vilas County Forest Administrator will act as agent and coordinate all activities of the Vilas County Forestry Department or this Committee.
11. It shall oversee Vilas County's snowmobile trail system and it shall be responsible for obtaining and distributing State snowmobile funding.
12. The Recreation Trail Coordinator shall report to this committee
13. Expenditures in excess of \$15,000 must be authorized by a County Board Resolution.
14. All recreational trail matters shall be referred to the Forestry, Recreation and Land Committee.

#### **VIII. HEALTH INSURANCE BOARD OF TRUSTEES**

1. Its members shall consist of County Board Chairperson, Chairperson of the Personnel Committee and the County Clerk.
2. It shall oversee the County's Employee Health Plan Trust.
3. It shall study methods of providing comprehensive health care coverage and determine which plan is most advantageous to the County and its employees.

**IX. HIGHWAY**

1. It shall be the duty of this Committee to receive and make recommendations upon all highway matters referred to it by the County Board.
2. It shall make annual reports and recommendations to the County Board on all matters pertaining to their jurisdiction in accordance with §83.015 of the Statutes.
3. It shall direct the expenditure of highway maintenance funds received from the State or provided by county tax. Equipment expenditures in excess of \$25,000 must be authorized by County Board resolution setting forth the present balance available for such purchases or contracts.
4. It shall be designated as the Natural Beauty Council of Vilas County. The Highway Commissioner shall be responsible for coordinating this program.
5. The Highway Commissioner shall report to this committee.

**X. LAND AND WATER CONSERVATION (LWCC)**

1. It shall serve as the County Land Conservation Committee pursuant to the provisions of Chapter 92, Wisconsin Statutes.
2. Its Committee membership shall consist of at least two (2) persons from the Extension Education and Community Development Committee, and shall also consist of the Chairperson of the Farm Service Agency Committee (FSA) or its designated representative. The County Board may appoint to the Land and Water Conservation Committee up to two (2) citizen members. Non-voting membership includes representatives of UWEX, FSA, DNR, NRCS, as designated by Memorandums of Understanding.
3. It shall establish and maintain a cooperative working relationship with local, state, tribal, and federal agencies with natural resource responsibilities for the purpose of coordinating a soil and water conservation program within the county.
4. It shall establish soil and water conservation standards and develop and implement the required County Land and Water Plan.
5. It shall distribute and allocate federal, state and county funds made available to the committee for programs.
6. It shall encourage research, educational, informational and public service programs and assist the University of Wisconsin system in implementing educational programs within the county.
7. It shall nominate a member of the Land and Water Conservation Committee or another county board member to serve on each Lake District Board of Commissioners. The County Board shall make the appointments.
8. It shall conduct public hearings regarding creation of or to amend the boundaries of a new lake district. If a petition is addressed to the County Board and is filed with the County Clerk for the creation of a Lake Protection and Rehabilitation District, the petition shall be immediately referred to this committee by the County Clerk for presentation. Upon presentation of the petition to the committee, the committee shall conduct a public hearing within 30 days pursuant to §33.26, Wisconsin Statutes. Following the hearing, the committee shall report to the County Board and the Board shall act on the matter pursuant to the provisions of §33.26(3), Wisconsin Statutes.
9. It shall represent the County through various regional and state resource organizations including the North Central Land Conservation Association, the Wisconsin Land & Water Conservation Association, the National Association of Conservation Districts, and the Lumberjack Resource Conservation and Development Council.
10. It shall oversee the administration of the Farmland Preservation Program and Wildlife Damage Program within the County.
11. Land and Water Conservation staff will report to this committee.

**XI. LAND RECORDS**

1. It shall supervise the work of the Vilas County Land Information Office in carrying out the design, development, and implementation of an integrated land information system.

2. Its membership shall include representatives from the Land and Water Conservation Committee; the Zoning and Planning Committee; the Forestry, Recreation and Land Committee; the Highway Committee; the Finance Committee and the Law Enforcement Committee.
3. When necessary or advisable, it shall coordinate land information projects with other units of government and/or the private sector.
4. It shall administer and guide land records projects and funding as set forth in the county wide land records plan as per §16.967(3)(e).
5. It shall review and recommend projects from the County and local governmental units for grants from the state land information board under §16.967(7).
6. The Mapping Coordinator and Tax Listing Coordinator shall report to this Committee.
7. It shall meet bimonthly, with additional meetings to be called by the Chair of the Committee if necessary. All interim bills shall be presented to the Finance Committee for approval.

#### **XII. LAW ENFORCEMENT AND EMERGENCY MANAGEMENT**

1. It shall oversee the Sheriff's Office and Emergency Management and, upon recommendation of the Sheriff, prescribe departmental tours of duty, hours of work, procedures and other administrative rules and regulations of the office.
2. It shall, as required by §59.54(15), Wisconsin Statutes, inspect the jail at least annually and report its findings to the County Board.
3. It shall prepare an annual preliminary budget for the Sheriff's Office and Emergency Management, and submit it to the Finance and Budget Committee.
4. Expenditures in excess of \$15,000 must be authorized by a County Board Resolution.
5. It shall be responsible for developing, adopting, and overseeing an effective program of emergency management consistent with the state plan of emergency management.
6. It shall supervise the emergency management director who shall be responsible for, among other things, directing county-wide emergency management training programs and exercises, and directing and coordinating emergency management activities throughout the County during a state of emergency.
7. It shall perform such duties as have been or may hereafter be provided by appropriate resolution or enactment of the County Board.

#### **XIII. LEGISLATIVE AND JUDICIAL**

1. It shall be the duty of this Committee to examine all legislation which may affect or concern Vilas County. This Committee shall make recommendations to the County Board regarding a proposed course of action relating to such legislation.
2. It shall recommend additions or revisions to the ordinances of the County and the rules of the Board.
3. It shall act upon such other matters as may be referred to it by the County Board or its Chairperson.
4. Child Support Enforcement, Corporation Counsel and Veterans Service shall report to this committee.

#### **XIV. LIBRARY**

1. It shall be the duty of the Library Committee to survey and study the Library needs of the County and to develop and report to the County Board plans and proposals for improving Library services within the County.
2. It shall annually review the services of the Northern Waters Library System and make its recommendations to the County Board.
3. It shall annually submit a preliminary budget to the Finance and Budget Committee showing the recommended donation levels for the local library units and the Northern Waters Library System.
4. It shall act as Vilas County's library planning committee pursuant to §43.11, Wis. Stats, or its successor statute(s).
5. A representative from each library within Vilas County and a representative from the Northern Waters Library Service shall be nonvoting, advisory members of this Committee.

#### **XV. PERSONNEL**

1. It shall consider and evaluate all requests and problems relating to wages, salaries, fringe benefits (including employee health insurance), and job descriptions, making recommendations to the County Board.
2. It shall be the designated representative of the Vilas County Government relating to labor union negotiations for the Highway Department, Courthouse, Social Worker and Law Enforcement Associations and all other non-union County employees, and shall report their recommendations to the Board for action. No contract or agreement shall be considered adopted without County Board approval.
3. Any and all changes in the work policy manuals for union and non-union employees shall be investigated by this committee. Subject to change by the County Board, the Personnel Committee may adopt such rules and regulations governing work policies for union and non-union employees as it considers necessary and advisable, pursuant to Resolution 96-38.
4. Vacant positions may be filled upon recommendation of the Human Resources Manager and the approval of the Personnel Committee.
5. When appropriate, it will call the chairmen of the various committees and department heads having County employees under their jurisdiction to appear before the Committee to present testimony that is relevant to the problem presented to it.
6. When disputes and grievances arise between any labor union employees and the County, or any non-union employee and the County, discussions for settlement of said grievances and disputes shall be conducted by the Human Resources Manager and the Personnel Committee. Such disputes and grievances shall be governed by Chapter 111 of the Wisconsin Statutes as it relates to Public Employment Relations, or the County's Grievance Policy, as applicable.
7. Unless otherwise required by statute or standing rules, it shall conduct all interviews for County employees. The committee of jurisdiction shall receive advance notice of all scheduled interviews and one member of the committee of jurisdiction and department head shall attend the interviews as non-voting members. Final selection shall be made by the Personnel Committee.
8. The Human Resource Manager shall report to this Committee.

#### **XVI. PUBLIC HEALTH BOARD**

1. The purpose of the Vilas County Board of Health is to provide policy-making guidance to the Health Officer, the County Board Chairman, and the Vilas County Board of Supervisors to provide an environment in which people can be healthy.
2. It shall consist of nine members, five of which must be County Board Supervisors, and four of which must be persons who are not elected officials and not employed by Vilas County. These persons will have demonstrated interest or competence in the field of public health or community health, and, if possible, are residents of Vilas County. The Public Health Board will invite up to 2 Lac du Flambeau Tribal Council representatives appointed by the Tribal Council to be non-voting advisory members of the Public Health Board.
3. The County Board Chairperson shall appoint members of this board, subject to the approval of the County Board, and when appointing members who are not elected officials or employees, must make a good faith effort to appoint a registered nurse and a physician. The citizen appointments will be for a 2 year term and the County Board Chair may reappoint citizen members to subsequent terms.
4. The Vilas County Board of Health will meet on a monthly basis. Meetings may be cancelled, but the Board must meet a minimum of four times per year.
5. Only County Board Supervisors who are members of this board may approve this board's expenditure vouchers and give preliminary consideration to specific personnel problems in closed session pursuant to Wis. Stat. §19.85(1)(f).
6. The Vilas County Board of Health shall hire and supervise the local health department staff. The Board shall hire the Health Officer, subject to appointment by the County Board Chairman. It shall employ qualified public health professionals, including a public health nurse to conduct general public health nursing programs under the direction of this Board.
7. The Vilas County Board of Health has the following specific duties:
  - Assures the enforcement of public health statutes, rules and local code

- Assures the local health department meets the requirements of a Level II health department as defined in statute
  - Adopts local public health regulations to protect and improve the public's health that are no less stringent than, and do not conflict with, state statutes or the rules of the State Department of Public Health.
  - Assesses public health needs and advocates for the provision of reasonable and necessary public health services
  - Develops policy and provides leadership to meet public health needs
  - Assures collaboration between the local health department and other public health partners
  - Assures accountability of the local health department
  - Recommends appointment of certified Humane Officer and monitors contract for Humane Officer services.
8. It shall be responsible for abatement or removal of human health hazards as provided under §254.01 and §254.59, Wisconsin Statutes.
9. It shall assure that the county will provide the supplemental food, nutrition, education and other services authorized under §253.06, Wisconsin Statutes, and shall establish or designate an agency to administer that provision. This is in regards to State supplemental food program for women, infants and children (WIC).
10. The County Health Officer or designee County Nurse shall be a representative regarding public health concerns on the Local Emergency Planning Committee.

#### **XVII. PUBLIC PROPERTY**

1. It shall be responsible for the maintenance and repair of the Courthouse and all other County-owned buildings and grounds, with the exception of all Highway Department buildings.
2. It shall oversee all leases of building space by Vilas County and bring its recommendations to the County Board for approval.
3. It shall be responsible for the remodeling and assigning of space in all County-owned and leased buildings.
4. It shall be responsible for all Vilas County supply and equipment purchasing/leasing and the creation and review of County purchasing policy, with the following exceptions:
  - a. Highway Department vehicle, road and shop equipment, shop supplies, parts and raw materials.
  - b. Forestry Department vehicle, parks and shop equipment, parks and shop supplies, parts and raw materials.
  - c. Sheriff's Department vehicles.
5. Upon recommendation of the appropriate oversight committee, it shall be responsible for approving all professional services, consulting, purchasing and vendor contracts for all County owned building additions and remodeling projects, building infrastructure improvements, building maintenance and repair, office equipment purchases and leases, office furniture purchases, office supply purchases, all information systems professional services and vendor contracts and communication systems professional services and vendor contracts, excepting all Highway Department building maintenance and repair contracts. Public Property shall review all professional services, consulting, purchasing and vendor contracts under its jurisdiction every two years.
6. It shall oversee all capital construction, improvements and remodeling to County buildings and grounds. It shall oversee all maintenance and repair to County building, grounds and equipment with the following exceptions:
  - a. Buildings – County park, picnic area and campground buildings and structures, which shall remain under the jurisdiction of the Forestry, Recreation and Land Committee. All Highway Department buildings, which shall remain under the jurisdiction of the Highway Committee.
  - b. Grounds – County trunk highways and right of ways, which shall remain under the jurisdiction of the Highway Committee, and County forest roads, game trails, park and forest lands, which shall remain under the jurisdiction of the Forestry, Recreation and Land Committee.
  - c. Highway and Forestry Department construction, road and shop equipment.

- This oversight includes the ability to authorize the purchase of any necessary materials.
7. It shall set up and supervise duties and hours of a Maintenance Department and staff and provide for accounting for their supplies.
  8. It shall require each department to maintain an inventory of all County property under its care.
  9. It shall be responsible for handling OSHA and ADA policies as they relate to the County's building infrastructure.
  10. The Maintenance Supervisor, Information Technology Director and County Purchasing Agent shall report to this committee.
  11. It shall be responsible to oversee professional supervision of any building project that the County Board approves for construction.

**XVIII. SOCIAL SERVICES BOARD**

1. It shall have all the powers and duties granted by §46.22, Wisconsin Statutes.
2. It shall select a chairperson, a secretary, and such other officers as it deems necessary.
3. Pursuant to §46.22(2)(e), Wisconsin Statutes, it is responsible for the appointment of all staff in the department.
4. It shall supervise the working of the department and shall be a policy-making body determining the broad outlines and principles governing the administration of the functions, duties and powers assigned to the department.
5. It shall consult with the director concerning the preparation of the annual budget and the annual report and the appointment of necessary personnel.
6. It shall recommend to the Personnel Committee the reclassification and promotion of qualified personnel.
7. It shall submit such resolutions to the County Board as are deemed necessary to administer the department's programs.
8. It shall periodically review the County's emergency relief policy to insure such program is administered according to law.
9. Juvenile Intake shall report to this Board for budgetary and expenditure oversight purposes, while all other supervisory and personnel responsibilities for that office shall be performed by the Circuit Court.

**XIX. TOURISM AND PUBLICITY**

1. This Committee shall advertise and promote the advantages, attractions and resources of Vilas County.
2. It shall oversee all necessary publicity for the Tourism and Publicity Department.
3. All personnel connected with the advertising and promotion of Vilas County shall report to this committee.
4. It shall oversee all advertising, tourism and publicity issues in Vilas County and make appropriate recommendations to the County Board.

**XX. ZONING AND PLANNING**

1. The members shall all reside within the County and outside the limits of the City of Eagle River. No two members shall reside within the same town.
2. It shall assume all responsibility for County Zoning and Land Use Planning.
3. It shall supervise a County Zoning Administrator and other staff as may be approved by the County Board, and it shall prescribe their duties and activities and have full direction and supervision thereof.
4. It shall periodically review all ordinances pertaining to zoning and environmental protection and make recommendations to the County Board for revision of said ordinances as become necessary.
5. All efforts and objectives shall be in accordance with the Wisconsin Statutes pertinent to said committee and agency. Statutes: §59.69, §59.692, §87.30, §281.31, §236.10, §236.45, §59.70(1).
6. It shall handle any issues within the County relating to solid waste, hazardous waste, or recycling as may develop and advise the County Board on such matters.
7. Under the guidance of the County recycling ordinance, it shall submit applications for state recycling grants and shall help coordinate County-wide recycling efforts by meeting with and disseminating information to municipalities within the County.

8. It may withhold recycling grant funds from any municipality within the County which is not in compliance with the County recycling ordinance.

## **OTHER BOARDS AND COMMISSIONS**

### **I. BOARD OF ADJUSTMENT**

1. It shall consist of five members and two alternates, appointed by the County Board Chairperson, approved by the County Board, who shall serve staggered three year terms, beginning July 1st. §59.694(2), Wisconsin Statutes. Alternates shall be designated by the County Board as the first alternate and second alternate, pursuant to Wis. Stat. 59.694(2)(bm).
2. The members shall all reside within the County and outside the limits of the City of Eagle River. No two members shall reside within the same town.
3. It shall select its own Chairperson.
4. The Chairperson or, in his/her absence, the acting Chairperson may administer oaths and compel the attendance of witnesses.
5. It shall carry out and conduct its business in accordance with Article 10 of Vilas County Zoning Ordinance No. 85.
6. It shall carry out and conduct its business in accordance with the Rules and By-Laws, which have been approved and adopted by the Vilas County Board of Supervisors §59.694(3), Wisconsin Statutes.
7. It shall receive compensation as provided for members of all County Standing Committees.
8. All meetings of the Board of Adjustment shall be open to the public §59.694(3), Wisconsin Statutes.

### **II. COMMISSION ON AGING**

1. It shall be composed of not more than 12 members, a majority of whom are age 60 or over, and three of whom also serve on the County Board. Commission members are appointed by the County Board Chairperson and approved by the County Board and shall serve for terms of 3 years, pursuant to Wis. Stat. §46.82(4)(c). No member may serve more than 2 consecutive 3-year terms. They meet each month; and conduct their business pursuant to by-laws which they have adopted.
2. The primary duty is to develop and administer programs to serve older Americans. The purposes of these programs are to help older people maintain an independent and productive lifestyle, thereby preventing costly illness and premature institutionalization.
3. It shall act as an advocate for older people, providing a mechanism through which their voices can be heard on issues which are important to them.
4. It shall seek the most current information available on the distribution and condition of older people in the County and use this information in developing county policies which affect the elderly.
5. It shall cooperate with the Greater Wisconsin Agency on Aging Resources and related public and private agencies so that programs for older people are coordinated rather than duplicated.
6. It shall annually prepare a "Biannual County Plan and Annual Budget" which describes programs to be undertaken and includes a detailed budget of projected federal, state and county general fund expenditures.
7. Since most program funding is of state or federal origin, the Commission shall be knowledgeable about and shall observe relevant state and federal law in administering programs.
8. Only County Board Supervisors who are member of this Commission may approve this Commission's expenditure vouchers and give preliminary consideration to specific personnel problems in closed session pursuant to Wis. Stat. §19.85(1)(f).

### **III. COMMUNITY OPTIONS PROGRAM (COP)**

1. It shall be comprised as follows: at least five persons receiving long-term community support services, each of whom represents one of the following groups: elderly persons, physically disabled persons, developmentally disabled persons, chronically mentally ill persons and chemically dependent persons. Also, two (2) elected County officials, one (1) County Health representative, one (1) representative of the County

Department of Social Services, one (1) representative of the §51.42 or §51.437 Boards, one (1) representative of the County Commission on Aging, and also any additional persons as appropriate.

2. It shall organize assessment activities.
3. It shall coordinate involvement in the assessment process between the County Department of Social Services, Chapter 51 Boards, Health Service providers, County Commission on Aging, the person assessed and their family or guardian.
4. It shall arrange service contracts.
5. It shall ensure the provision of necessary long-term community support services.
6. It shall provide for ongoing care management, periodic case plan review and follow-up services.
7. It shall apply the uniform cost-sharing schedule.
8. It shall apply the program to current residents of nursing homes.
9. It shall coordinate the program with the Chapter 55 protective services system and Administrative Order 1.67.

#### **IV. EMPLOYEE SAFETY COMMITTEE**

1. This committee shall be a formally constituted subcommittee of the Executive, Ethics and Insurance Committee.
2. It shall be comprised of: A representative from the Maintenance Department, Highway Department, Forestry Department, Sheriff's Department, Social Services Department, Public Health Department, a county board member from the Executive, Ethics & Insurance Committee, the Corporation Counsel and the County Clerk.
3. It shall coordinate efforts to improve safety and manage risk.
4. It shall meet with insurance representatives to review claims and loss control efforts.
5. It shall plan training activities.
6. It shall make recommendations to the Executive, Ethics & Insurance Committee and/or appropriate department(s).
7. The Safety Coordinator shall attend all Employee Safety Committee meetings and work with the committee to establish a safer work environment.

#### **V. HIGHWAY SAFETY COMMISSION (§83.013, Wisconsin Statutes)**

1. It shall be comprised as follows: County Highway Commissioner, Chief County Traffic Law Enforcement Officer, the State Highway Safety Coordinator or a designated representative, a County Board member appointed by the County Board Chairperson, and a representative appointed by the County Board Chairperson from each of the disciplines of Education, Medicine and Law and three representatives involved in Law Enforcement, Highways and Highway Safety designated by the Secretary of Transportation.

#### **VI. LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)**

1. It shall implement programs and undertake activities which are designed to prepare the County to cope with emergencies involving the accidental release of hazardous substances and which are consistent with but in addition to the minimum requirements of Wis. Stat. §166.20, and 42 USC 11000 to 11050.
2. It shall perform the duties as provided §166.20, §166.21, Wisconsin Statutes, regarding hazardous substances information and emergency planning.
3. It shall perform such duties as have been or may hereafter be provided by appropriate resolutions or enactment of the County Board.
4. The Local Emergency Planning Committee shall be the approving authority for all security and emergency response grants and emergency management salary grants applied for by the Emergency Management Department, as long as the grant requires no matching funds.
5. It shall serve as the Vilas County Public Health Preparedness Coordinating Committee.
6. It shall be responsible for development and execution of the Vilas County Operational Preparedness Plans.

#### **VII. NORTHERN WATERS LIBRARY SYSTEM TRUSTEE BOARD**

1. Representatives are members of the Board of Trustees for the library system designated by the County Board.

#### **VIII. SNOWMOBILE SAFETY COMMITTEE**

1. It shall be comprised of: a county board supervisor from Forestry, Land and Recreation Committee, an additional county board supervisor appointed by the County Board Chairperson, a member of the Forestry Department, Sheriff's Department, Public Health Department and Tourism & Publicity Department, a

member of the DNR law enforcement, the president of the Vilas County Snowmobile Alliance, and four additional representative from local snowmobile clubs representing the four quadrants of the County.

2. It shall coordinate efforts to enhance public safety on local snowmobile trails.
3. It shall coordinate efforts to improve communications between law enforcement and local snowmobile clubs for the purpose of accident reduction.
4. It shall support the Vilas County Snowmobile Alliance in their efforts to promote safe snowmobiling, safer trails and positive public relations regarding all Vilas County snowmobile trails.
5. It shall be advisory in nature and shall report to the Forestry, Land and Recreation Committee and to the Vilas County Snowmobile Alliance to promote a united effort to improve snowmobile trail safety.

#### IX. VETERANS SERVICE COMMISSION

1. It shall be in conformance with provisions of Wisconsin Statutes, Chapter 45, to promote the interests of Vilas County Veterans, and advise and consult with the Vilas County Veterans Service Officer, whom shall act as Secretary to the Commission.

Motion by R. De Bruyne, seconded by M. Black to adopt. Motion by C. Ritter, seconded by M. Rogacki to postpone Resolution 2014-23 until September 25, 2014. A roll call vote on the motion to postpone yielded the following results. 16 voted aye: K. Anderson, A. Bauman, R. Zortman-Bell, W. Beversdorf, M. Black, G. Burkett, R. Caffarella, S. Doyen, A. Kunde, W. Maciag, W. Otterpohl, C. Rayala, C. Ritter, M. Rogacki, K. Simac and V. Wiggenger. 4 voted no: E. Bluthardt, R. De Bruyne, C. Hayes and E. Teichmiller. Consideration postponed. Discussion.

Motion by M. Rogacki, seconded by C. Ritter, to reinstate the Standing Rules & Committee Duties as last revised on November 12, 2013 until September 25, 2014. As any further consideration of Resolution 2014-23 is postponed until September 25, 2014, and the Standing Rules & Committee Duties are the subject of that resolution, the motion was declared out of order. Discussion.

Motion by M. Black, seconded by C. Ritter, to reconsider postponement of Resolution 2014-23. Discussion. 18 voted aye. 2 voted no: K. Anderson and M. Rogacki. Motion carried. Resolution 2014-23 was again placed before the Board for their consideration. Discussion. *All amendments to The Standing Rules & Committee Duties require a 2/3 majority vote of approval.*

**Amendment #1** Motion by E. Teichmiller, seconded by R. Zortman-Bell to amend the Standing Rules & Committee Duties by re-implementing the former 21 County Board committee structure in its entirety as listed in the November 12, 2013 revision to the Standing Rules. Discussion. 19 voted aye to amend. 1 no vote: E. Bluthardt. Amendment carried.

**Amendment #2** Motion by K. Anderson, seconded by R. De Bruyne to amend the Standing Rules & Committee Duties to include an additional paragraph under Section I. General Rules of Board Membership, which shall state:

8. County Board and Committee meetings shall be conducted in accordance with Roberts Rules of Order.

Discussion. 18 voted aye to amend. 2 voted no: C. Ritter and V. Wiggenger. Amendment carried.

**Amendment #3** Motion by R. Caffarella, seconded by R. De Bruyne to amend the Standing Rules & Committee Duties under Formation of Vilas County Committees, paragraph 1, as follows:

Except as otherwise provided by law, the Chairperson of the County Board, in collaboration with the Vice-Chairperson and the Second Vice-Chairperson, shall appoint the membership of each committee of the Board, ~~and shall designate the Chairperson and Vice-Chairperson of each appointive, except for the Social Services and Highway committees.~~ All committees of the Board shall elect their committee Chairperson and Vice-Chairperson.

Discussion. 15 voted aye to amend. 5 voted no: A. Bauman, E. Bluthardt, C. Hayes, M. Rogacki and E. Teichmiller. Amendment carried.

**Amendment #4** Motion by E. Bluthardt, seconded by R. De Bruyne to amend the Standing Rules & Committee Duties to stipulate that the Highway Committee is appointed by the County Board Chairperson, as opposed to being elected by the Board members. All language to the contrary contained within the Standing Rules shall be deleted or amended. Discussion. All voted aye to amend. Carried.

**Amendment #5** Motion by K. Anderson, seconded by C. Hayes to amend the Standing Rules & Committee Duties to list the Civil Service Commission under Other Boards and Commissions. Discussion. All voted aye to amend. Carried.

**Amendment #6** Motion by K. Anderson, seconded by R. De Bruyne to amend the Standing Rules & Committee Duties to list Board member lake district representative appointments under Other Boards and Commissions. Discussion. 19 voted aye to amend. 1 no vote: E. Teichmiller. Amendment carried.

**Amendment #7** Motion by C. Rayala, seconded by R. De Bruyne to amend the Standing Rules & Committee Duties to list the NEWCAP Committee under Other Boards and Commissions. All voted aye to amend. Carried.

Discussion. 19 voted aye on the resolution as amended. 1 voted no. M. Rogacki. Carried.

The County Clerk called for the election by a secret ballot of a County Board Chairperson. The Clerk called for nominations from the floor and the following nominations were received:

- S. Doyen nominated Ronald De Bruyne.
- A. Bauman nominated Charles Rayala, Jr. Charles Rayala, Jr declined the nomination.
- C. Hayes nominated Erwin Teichmiller.
- E. Bluthardt nominated Mark Rogacki.

The County Clerk made three additional calls for nominations, and hearing none, closed the nomination period. The Clerk then allowed the three candidates to address the Board. After each candidate had an opportunity to address the Board, the Clerk called for the vote. The following results were obtained from twenty ballots cast:

- Ronald De Bruyne 11 votes
- Erwin Teichmiller 6 votes
- Mark Rogacki 3 votes

Ronald De Bruyne attained the required majority vote and was elected Chairman of the Vilas County Board of Supervisors. The County Clerk relinquished the gavel and Chairman De Bruyne assumed leadership over the remainder of the meeting.

The Chair called for the election by a secret ballot of a County Board Vice-Chairperson. The Chair called for nominations from the floor and the following nominations were received:

- C. Ritter nominated Erwin Teichmiller.
- M. Black nominated Alden Bauman.
- K. Simac nominated Mark Rogacki.
- V. Wiggenhauser nominated Charles Rayala, Jr.

The Chair made three additional calls for nominations, and hearing none, closed the nomination period. The following results were obtained from twenty ballots cast:

- Erwin Teichmiller 6 votes
- Alden Bauman 3 votes

- Mark Rogacki 9 votes
- Charles Rayala, Jr. 2 votes

The required majority vote not being attained by any candidate, the Chair called for a second ballot. Alden Bauman and Charles Rayala, Jr. withdraw their nominations. The following results were obtained from twenty ballots cast for the two remaining candidates:

- Erwin Teichmiller 8 votes
- Mark Rogacki 12 votes

Mark Rogacki attained the required majority vote and was elected Vice-Chairman of the Vilas County Board of Supervisors.

The Chair called for the election by a secret ballot of a County Board 2nd Vice-Chairperson. The Chair called for nominations from the floor and the following nominations were received:

- R. Caffarella nominated Steven Doyen.
- C. Ritter nominated Erwin Teichmiller.
- M. Black nominated Alden Bauman.

The Chair made three additional calls for nominations, and hearing none, closed the nomination period. The following results were obtained from twenty ballots cast:

- Steven Doyen 9 votes
- Erwin Teichmiller 6 votes
- Alden Bauman 5 votes

The required majority vote not being attained by any candidate, the Chair called for a second ballot. The following results were obtained from twenty ballots casts:

- Steven Doyen 11 votes
- Erwin Teichmiller 6 votes
- Alden Bauman 3 votes

Steven Doyen attained the required majority vote and was elected 2nd Vice-Chairman of the Vilas County Board of Supervisors.

#### **CHAIRPERSON'S REMARKS TO THE NEWLY SEATED COUNTY BOARD**

Chairman De Bruyne thanked the Board for their support and took this opportunity to address the Board concerning a number of present and future issues.

#### **APPROVAL OF THE AGENDA TO BE DISCUSSED IN ANY ORDER AT THE CHAIR'S DISCRETION**

Motion by A. Bauman, seconded by C. Hayes to approve the agenda, with the order of discussion to be at the Chair's discretion. All voted aye. Carried.

#### **APPROVAL OF THE MINUTES OF THE MARCH 25, 2014 MEETING**

Motion by S. Doyen, seconded by C. Rayala to approve the minutes of the March 25, 2014 regular meeting. C. Ritter pointed out two typographical errors in the minutes. The County Clerk will correct those errors in the official copy. 18 voted aye. 2 abstained from voting: K. Anderson and G. Burkett. Carried.

#### **OMIT PUBLIC READING OF ALL RESOLUTIONS AND ORDINANCES UNLESS REQUESTED**

Motion by E. Teichmiller, seconded by A. Bauman to omit the reading of all resolutions and ordinances by the Clerk, unless requested from the floor. All voted aye. Carried.

**RESOLUTIONS TABLED OR POSTPONED TO A DAY CERTAIN – None**

**RESOLUTIONS AND ORDINANCES RECEIVED AFTER THE 10 DAY DEADLINE, BUT RECEIVED IN TIME TO PROPERLY POST TO THE PUBLIC - None**

**COMMITTEE REPORTS**

**Zoning Committee:** C. Hayes commented on the Floodplain Zoning Ordinance adopted last term. Private sewage system regulations were also brought into compliance with recently revised state codes. He also spoke about the recent adoption of the Wireless Communication Ordinance. Issuance of zoning permits has increased 50% above last year for the same period. A 109 parcel rezone is on the docket. He praised Zoning Department management and staff, describing them as very easy to work with.

**Highway Committee:** C. Rayala reported that the department continued to cope with the record cold and snow. Newly ordered patrol trucks are now being delivered. A neighboring county highway department will implement Vilas County Highway Department operational practices in that county.

**Commission on Aging/ADRC Committee:** E. Teichmiller presented a brochure detailing the services provided by the ADRC. No county funds are expensed in the operation of the ADRC, and the County is reimbursed for space and staff costs. He reminded the Board that citizens also comprise the membership of the Commission on Aging and the Public Health Board.

**Law Enforcement Committee:** E. Bluthardt reported that the Sheriff's squad LP gas conversion program was on track. As LP gas costs decline, the County will soon be in a position to lock in a favorable price. The squads are dual-fuel vehicles, and will burn gasoline when LP prices are unfavorable. Highway Department maintenance staff are being trained to install and service the LP gas conversion units. R. De Bruyne commented on the ride-along program, whereby Supervisors can accompany deputies on their patrols.

**OPEN MEETING AND RECORDS RETENTION REQUIREMENTS – MARTHA MILANOWSKI**

Corporate Counsel M. Milanowski conducted training on the requirements and application of Open Meeting and Public Records law.

A. Bauman excused himself from the meeting at 12:05 P.M. 19 Supervisors remained in attendance.

**ALL RESOLUTIONS AND ORDINANCES, IN THEIR ENTIRETY, ARE ON FILE IN THE COUNTY CLERK'S OFFICE.**

Resolutions and Ordinances are posted in the order in which they were acted upon.

**RESOLUTION 2014 – 24**

**Re: In Honor of Departing Vilas County Supervisors**

**WHEREAS**, the two-year term of office for elected Vilas County Supervisors, which began on April 17, 2012, concluded on April 14, 2014.

**NOW, THEREFORE, BE IT RESOLVED**, by the Vilas County Board of Supervisors

in session this 15<sup>th</sup> day of April, 2014 that we, the duly elected representatives of the people of Vilas County, extend on their and our behalf all due honor, recognition and gratitude for the years of diligent public service rendered to the people of Vilas County and to Vilas County Government, by the Vilas County Supervisors listed below, who are not returning for the 2014-2016 term of office.

District #1	Ralph Sitzberger	6 years	2008 - 2014
District #4	Dennis Nielsen	10 years	2004 - 2014
District #5	Emil Bakka	6 years	2008 - 2014
District #8	Christopher Mayer	12 years	2002 - 2014
District #13	Stephen Favorite	8 years	2006 - 2014
District #14	Maynard Bedish	14 years	2000 - 2014
District #15	Sigurd Hjemvick	6 years	2008 - 2014
District #16	Lorin Johnson	2 years	2012 - 2014
District #17	James Behling	6 years	2008 - 2014
District #18	Leon Kukanich	12 years	2002 - 2014
District #19	Linda Thorpe	10 years	2004 - 2014
District #21	Kathleen Rushlow	24 years	1990 - 2014

**Submitted by: Vilas County Board of Supervisors**

s/ Ken Anderson

s/ Ronald De Bruyne

s/ Carolyn Ritter

s/ Alden Bauman

s/ Steven Doyen

s/ Mark Rogacki

s/ Wallace Beversdorf

s/ Charles Hayes

s/ Kim Simac

s/ Mary Kim Black

s/ Arthur Kunde

s/ Erv Teichmiller

s/ Edward Bluthardt, Jr

s/ Walter Maciag

s/ Vernon Wigganhauser

s/ Gerald Burkett

s/ William Otterpohl

s/ Racquel Zortman-Bell

s/ Rocco Caffarella

s/ Charles Rayala, Jr

Motion by C. Rayala, seconded by E. Teichmiller to adopt. Discussion. All voted aye. Carried.

**RESOLUTION 2014 - 25**

**Re: Aerial Photography of Vilas County Forest**

**WHEREAS**, the resources of the Vilas County Forest are sustainably managed within the concept of “multiple use” to provide for the public amenities that include timber, recreation opportunities and wildlife habitat and is third-party certified by the Sustainable Forestry Initiative; and

**WHEREAS**, the Forestry, Recreation & Land Committee, in consideration of the necessity of current aerial photography as a tool for the planning and field work of management activities, at their April 2, 2014 meeting moved to approve the acquisition of digital ortho-photography and stereo prints through Quantum Spatial, Inc. at the approximate cost of \$26,888.35; and

**WHEREAS**, the 2014 approved Forestry, Recreation & Land Department budget includes the estimated expenditure of \$28,000.00 to obtain aerial photography of the County Forest from the State Forest Aid Account, 220.47.56102.0810

**NOW, THEREFORE, BE IT RESOLVED** by the Vilas County Board of Supervisors in session this 15th day of April, 2014 that the Forestry, Recreation & Land Committee is authorized to expend not more than \$28,000.00 from the State Forest Aid Account, 220.47.56102.0810, for the purpose of acquiring aerial photography of the Vilas County Forest.

**SUBMITTED BY: Forestry, Recreation & Land Committee**

s/ Ralph J. Sitzberger, Chair

s/ Stephen Favorite

Leon Kukanich

s/ Charles Rayala, Jr.

s/ Maynard Bedish

Motion by E. Bluthardt, seconded by S. Doyen to adopt. Discussion. 18 voted aye. 1 no vote: M. Rogacki. Carried.

**RESOLUTION 2014 – 26**

*A 2/3 majority vote of approval is required for adoption*

**Re: Part-Time Juvenile Intake Worker**

**WHEREAS**, the Juvenile Intake Department has a vacancy in the Juvenile Intake Worker position since May, 2012 due to a retirement; and

**WHEREAS**, this position provides supervision of youth placed on dispositional orders for truancy and/or state law violations, preparation of court reports, attendance at meetings for youth in school, home and weekly contact with Vilas county schools. Also, managing records of the Restitution program, Community Service program, GPS/Electronic Monitoring program, and providing assistance to the Juvenile Clerk regarding the POSIT paperwork, as set forth in the attached job description; and

**WHEREAS**, this position is scheduled for 20 hours per week; and

**WHEREAS**, the Personnel Committee has approved and recommends that this position be filled; and

**WHEREAS**, the hourly starting wage range is \$16.88-\$20.00 and the total annual cost for wages and benefits in 2014 is \$ \$20,822.22 - \$24,670.88 (salary of \$17,555.20 - \$20,800.00, \$3,267.02 - \$3,870.88 in fringe benefits, see attached), all of which will need to be taken from the General Fund; and

**WHEREAS**, a two-thirds (2/3) vote of the Board of Supervisors is necessary for transferring funds from the General Fund.

**NOW, THEREFORE, BE IT RESOLVED** by the Vilas County Board of Supervisors in session this 15<sup>th</sup> day of April, 2014, up to \$24,670.88 is authorized for transfer from the General Fund into the Juvenile Intake budget, line item 100.05.51213.0126, to cover the cost of a Part-time Juvenile Intake position, as set forth in the attached position description, for the remainder of the year 2014. The position shall thereafter be included in the Juvenile Intake's budget for subsequent years.

**SUBMITTED BY: Personnel Committee**

s/ Jim Behling, Chair

Chuck Hayes

s/ Ed Bluthardt, Jr.

Ron De Bruyne

s/ Lorin Johnson

Motion by E. Bluthardt, seconded by C. Ritter to adopt. Discussion. A roll call vote yielded the following results. 17 voted aye: Ken Anderson, Racquel Zortman-Bell, Wallace Beversdorf,

Mary Kim Black, Edward Bluthardt, Jr., Gerald Burkett, Rocco Caffarella, Ronald De Bruyne, Steven Doyen, Charles Hayes, Arthur Kunde, Walt Maciag, William Otterpohl, Charles Rayala, Jr., Carolyn Ritter, Erv Teichmiller and Vernon Wigggenhauser. 2 voted no: M. Rogacki and K. Simac. Carried.

### **RESOLUTION 2014 – 27**

**RE: Budget Amendment - 2013 General Fund Expenditures in Excess of Budget**

**WHEREAS**, the Vilas County Finance & Budget Committee has been notified by the Finance Director regarding General Fund expenditures in excess of budget; and

**WHEREAS**, the Finance & Budget Committee has examined the said expenditures and has determined that the incurred expenditures were unavoidable and not foreseen during the 2013 budgeting process; and

**WHEREAS**, the Finance & Budget Committee recommends that the 2013 budget be amended to account for the additional funds expensed as listed below:

100.02	County Board	1,914.43
100.03	Circuit Court	15,259.65
100.10	Coroner	60,184.88
100.17	Forestry Bld. & Maint.	344.22
100.29	Veterans Service Officer	13,287.80
100.41	Solid Waste	11,599.58
100.61	Civil Service	<u>5,720.47</u>
	Total	<u>\$108,311.03</u>

**NOW, THEREFORE, BE IT RESOLVED** by the Vilas County Board of Supervisors in session this 15th day of April, 2014 that the 2013 expenditure budget is amended by the amount of \$108,311.03, causing a corresponding reduction in the General Fund closing balance for the year ending December 31, 2013.

**BE IT FURTHER RESOLVED** that the County Clerk is instructed to publish a Class 1 notice within 10 days of these amendments informing the public of these particular changes.

**SUBMITTED BY: Finance and Budget Committee**

s/ Chris Mayer, Chair

s/ Edward Bluthardt, Jr.

s/ James Behling

s/ Mary Kim Black

s/ Erv Teichmiller

Motion by E. Teichmiller, seconded by E. Bluthardt to adopt. Discussion. 17 voted aye. 2 voted no: R. Caffarella and M. Rogacki. Carried.

### **CHAIR'S APPOINTMENTS**

- Veterans Service Commission

➤ Merton Jensen – re-appoint for a 3 year term beginning June 1, 2014

Motion by C. Rayala, seconded by C. Hayes to accept the Chair's appointment of Merton Jensen to the Veterans Service Commission. All voted aye. Carried.

### **ACCEPT DEPARTMENT REPORTS**

- Commission on Aging

Motion by S. Doyen, seconded by W. Otterpohl to accept the department report. All voted aye. Carried.

### **LETTERS AND COMMUNICATIONS**

K. Anderson reported that 225 individuals attended DNR sponsored Fish & Wildlife hearings held yesterday evening in St. Germain.

M. Rogacki presented the publication "We the People" which contains the Declaration of Independence and the Constitution of the United States. He provided a copy to each Supervisor in attendance.

The Board Chair called attention to a training for new Supervisors offered as a joint service by the WCA and UW Extension. Supervisors who attend may claim reimbursement for the registration fee and are eligible to receive mileage and per diem payments.

K. Simac had questions in regards to the County's security policy. Sheriff Fath stated that the policy was in force within County buildings and did not pertain to county recreational areas, forestlands and highway right of ways.

The Board Chair asked the membership to provide the County Clerk with their lists of preferred committee assignments. Board leadership will begin the process of assigning Supervisors to specific Board committees.

### **NEXT MEETING DATE**

The next County Board meeting is scheduled for 6:30 P.M, Tuesday, May 27, 2014. The location of this meeting remains to be determined.

### **PAY MILEAGE AND PER DIEM**

Motion by E. Bluthardt, seconded by S. Doyen to pay mileage and per diem for this meeting. All voted aye. Carried. Contact the County Clerk's office for mileage and per diem payment information.

### **ADJOURNMENT**

The Chair adjourned the meeting at 2:15 P.M.

Prepared and submitted by:  
David R. Alleman, Vilas County Clerk

Minutes reflect the recorder's notations and are subject to future revision and approval by the Vilas County Board.