



MONROE COUNTY BOARD OF SUPERVISORS
202 SOUTH K STREET, RM 1, SPARTA, WISCONSIN 54656
PHONE: 608-269-8705 FAX: 608-269-8747 www.co.monroe.wi.us

AMENDED MONROE COUNTY BOARD AGENDA

Tuesday, November 23, 2021

American Legion Post #100

1116 Angelo Road Sparta, WI 54656

Public, due to the COVID-19 Pandemic, you may access the meeting **remotely**

Meeting Information

Meeting link:

<https://monroecountywi.webex.com/>

Meeting Number: 2499 927 9779

Password: Board

Join by phone

+1-404-397-1516 United States Toll

Access code: 2499 927 9779

IT Point of Contact, Rick Folkedah! 608-633-2700

6:00 p.m.

Call to Order/Roll Call

Pledge of Allegiance

Approval of Minutes – October 27, 2021 and November 3, 2021

Public Comment Period

Budget Adjustments

Sanitation/Zoning (2)

Sheriff Administration

Human Services/ADRC

Human Services (2)

Finance – Debt/Rolling Hills

Rolling Hills Building Update – Rolling Hills Committee Chair, Toni Wissestad

Monthly Treasurers Report – Debra Carney, Treasurer

Monthly Finance Report – Diane Erickson, Finance Director

Monthly Administrators Report – Tina Osterberg, County Administrator

Resolution(s) – Discussion/Action (listed on separate sheet)

Chairman’s Report

Adjournment

Due to the COVID-19 Pandemic, the Monroe County Board will be following CDC recommendations. Masks and hand sanitizers will be on location. We ask that if you are running a temperature or are not feeling well, please do not place others at risk.

**>Supervisors: Do wear your name tags, it helps visitors
>Agenda order may change**



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The October meeting of the Monroe County Board of Supervisors convened at the Sparta American Legion Post #100 in the City of Sparta, Wisconsin, on Wednesday, October 27, 2021 at 6:00 p.m. Chair Cedric Schnitzler presiding. Roll Call was called with 16 Supervisors present. The Pledge of Allegiance was recited. Prior to the meeting, a county board photo session was held at 5:00 p.m.

Chair Schnitzler announced the final Supervisor Redistricting Plan Public Hearing per WI Statute 59.10(3)(b)(2). No members of the public spoke. Chair Schnitzler called 3 times for any comments. Motion by Supervisor Gomez second by Supervisor Larkin to close the public hearing. Carried by voice vote.

Motion by Supervisor Wissestad second by Supervisor Kuhn to approve the September 22, 2021 minutes. Carried by voice vote.

Public Comment Period – Three members of the public addressed the board.

Appointments: Danielle Anderson, Human Officer; Theresa Burns-Gilbert, Housing Authority for a term ending 03/31/25.

Budget Adjustments:

Health Department/WIC– Motion by Supervisor Pierce second by Supervisor Gomez to approve budget adjustment. Tiffany Giesler, Health Director explained the 2021 budget adjustment in the amount of \$4,000.00 for ADRC partnership/program work. The budget adjustment passed with all Supervisors voting yes.

Jail - Motion by Supervisor Balz second by Supervisor Wissestad to approve budget adjustment. Stan Hendrickson, Jail Administrator explained the 2021 budget adjustment in the amount of \$27,500.00 for jail medical expenses. The budget adjustment passed with all Supervisors voting yes.

Hetti Brown, Executive Director provided the annual Couleecap report and answered questions.

Toni Wissestad, Rolling Hills Committee Chair provided the Rolling Hills Building Update and answered questions.

Bob Micheel, Land Conservation Director provided an overview of the existing Rolling Hills properties and answered questions.

Debbie Carney, Treasurer provided the monthly Treasurer's report and answered questions.

Diane Erickson, Finance Director provided the monthly Finance Director's report and answered questions.

Tina Osterberg, County Administrator provided the monthly Administrator's report and answered questions.

RESOLUTION 10-21-01

RESOLUTION AWARDING THE SALE OF \$8,485,000 GENERAL OBLIGATION CORPORATE PURPOSE BONDS SERIES 2021B

The foregoing resolution was moved for adoption by Supervisor Pierce second by Supervisor Halverson. Brad Viegut, Baird explained. It was noted that the total award amount decreased to \$8,460,000.00. Discussion. The resolution passed with all Supervisors voting yes.

RESOLUTION 10-21-02

RESOLUTION AUTHORIZING PURCHASE OF 234.41 ACRES FOR COUNTY FOREST IN THE TOWN OF BYRON

The foregoing resolution was moved for adoption by Supervisor VanWychen second by Supervisor Luethe. Chad Ziegler, Forest and Parks Administrator explained. The resolution passed with all Supervisors voting yes.

RESOLUTION 10-21-03

RESOLUTION AMENDING THE MONROE COUNTY CODE OF ORDINANCES SEC. 2-51, ESTABLISHING SUPERVISORY DISTRICTS

The foregoing resolution was moved for adoption by Supervisor Balz second by Supervisor Kuhn. Motion by Supervisor Nicholson second by Supervisor Gomez to amend resolution by moving one census block containing 40 residents from Supervisor District 10 to Supervisor District 9. Discussion. A recess was taken at 8:16 p.m., the meeting reconvened at 8:24 p.m. The discussion continued. The amendment failed (7 Y - 9 N - 0 Absent).

McCoy voted: N	Pierce voted: N	VanWychen voted: N	Schnitzler voted: N
Habhegger voted: N	Wissestad voted: Y	Von Ruden voted: Y	Halverson voted: N
Luethe voted: N	Nicholson voted: Y	Balz voted: N	Larkin voted: Y
Gomez voted: Y	Kuhn voted: N	Schmitz voted: Y	Cook voted: Y

A roll call vote was taken on the original resolution. The resolution passed (10 Y - 6 N - 0 Absent).

McCoy voted: N	Pierce voted: Y	VanWychen voted: Y	Schnitzler voted: Y
Habhegger voted: Y	Wissestad voted: N	Von Ruden voted: N	Halverson voted: Y
Luethe voted: Y	Nicholson voted: Y	Balz voted: Y	Larkin voted: N
Gomez voted: N	Kuhn voted: Y	Schmitz voted: Y	Cook voted: N

RESOLUTION 10-21-04

RESOLUTION AMENDING MONROE COUNTY ORDINANCE, CHAPTER 47

The foregoing resolution was moved for adoption by Supervisor Pierce second by Supervisor Luethe. Alison Elliott, Sanitation, Panning & Zoning and Dog Control Administrator explained. The resolution passed with all Supervisors voting yes.

RESOLUTION 10-21-05

RESOLUTION AMENDING MONROE COUNTY ZONING PERMIT FEES

The foregoing resolution was moved for adoption by Supervisor McCoy second by Supervisor Pierce. Alison Elliott, Sanitation, Panning & Zoning and Dog Control Administrator explained. The resolution passed with all Supervisors voting yes.

RESOLUTION 10-21-06

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

The foregoing resolution was moved for adoption by Supervisor Kuhn second by Supervisor Luethe. Alison Elliott, Sanitation, Panning & Zoning and Dog Control Administrator explained. The resolution passed with all Supervisors voting yes.

RESOLUTION 10-21-07

RESOLUTION AUTHORIZING REQUEST FOR PROPOSALS (RFPS) FOR SALE OF ALL OR PART OF THE BUILDINGS AND LAND ON PARCELS 040-00265-0000 AND 040-00262-0000

The foregoing resolution was moved for adoption by Supervisor Kuhn second by Supervisor Cook. Chair Schnitzler explained. Discussion. The resolution passed with all Supervisors voting yes.

RESOLUTION 10-21-08

RESOLUTION AUTHORIZING REQUEST FOR PROPOSALS (RFPS) FOR DEMOLITION OF ALL OR PART OF THE BUILDINGS ON PARCELS 040-00265-0000 AND 040-00262-0000

The foregoing resolution was moved for adoption by Supervisor Larkin second by Supervisor Schmitz. Chair Schnitzler explained. The resolution passed with 15 Supervisors voting yes, Supervisor Pierce voting no.

RESOLUTION 10-21-09

RESOLUTION APPROVING FURNITURE, FURNISHINGS AND SIGNAGE FOR MONROE COUNTY NURSING HOME AND SENIOR CARE FACILITY PROJECT

The foregoing resolution was moved for adoption by Supervisor Gomez second by Supervisor Cook. Tina Osterberg, County Administrator explained. Discussion. The resolution passed with all Supervisors voting yes.

Chairman's Report – November 3rd is the board budget meeting; November 23rd is the regular board meeting.

Motion by Supervisor Lueth second by Supervisor Larkin to adjourn the meeting at 8:57 p.m.

I, Shelley Bohl, Monroe County Clerk certify that to the best of my knowledge the foregoing is a correct copy of the October meeting of the Monroe County Board of Supervisors held on October 27, 2021.

The November annual meeting of the County Board of Supervisors convened at the Sparta American Legion Post 100 in the City of Sparta, Wisconsin, on Wednesday, November 3, 2022 at 6:00 p.m. Chair Cedric Schnitzler presided. Roll Call was called with 14 Supervisors present; Supervisors Larkin and Gomez absent. The Pledge of Allegiance was recited.

Chair Schnitzler announced at 6:01 p.m. that the Board would come together as a Quasi Committee of the Whole pursuant to Chapter 65.90(3) to conduct the public hearing of the proposed 2022 budget. Motion by Supervisor Luethe second by Supervisor Cook to come together as a Quasi Committee of the Whole. Carried by voice vote. No individuals from the public requested to speak. Chair Schnitzler called three times for any requests to speak. Chair Schnitzler closed the public hearing. The annual meeting continued at 6:03 p.m.

Motion by Supervisor Pierce second by Supervisor Halverson to place the proposed budget on the floor. Carried by voice vote.

Chair Schnitzler opened the floor for any discussion or amendments to the budget.

Motion by Supervisor Pierce second by Supervisor Halverson to approve the below addendum to the 2022 budget as follows. Tina Osterberg, Monroe County Administrator explained. Discussion. All supervisors present voted yes.

Addendum:

Org	Object	Description	Proposed Balance	Increase/(Decrease)	New Balance
10000001	493000	General Fund Balance Applied	\$115,028	\$99,255	\$214,283
16913000	491600	Forestry State Aid-Project Loans		\$86,000	\$86,000
16913000	435807	KN Stewarship Grant		\$185,000	\$185,000
17710710	580100	Capital Outlay-Forestry		\$370,255	\$370,255
64750990	491110	Bond Premiums	\$278,237	\$(278,237)	-
64750995	562000	Interest	\$380,738	\$73,242	\$453,980
64750990	493000	Fund Balance Applied	\$5,805,286	\$4,318,769	\$10,124,055
64750990	521480	Construction	\$4,000,000	\$3,967,290	\$7,967,290
38000000	493000	Fund Balance Applied	\$2,508,433	\$4,504,213	\$7,012,646
38102100	561000	Justice Center Principal	\$1,965,000	\$4,500,000	\$6,465,000
38292100	562000	Justice Center Interest	\$342,108	\$4,213	\$346,321

Supervisors discussed items in the budget but not limited to: new position requests, libraries and retirements.

No further amendments were offered. Chair Schnitzler closed the Committee of the Whole.

RESOLUTION 11a-21-01

AUTHORIZING 2022 COUNTY AID FOR BRIDGE OR CULVERT CONSTRUCTION AND REPAIR UNDER WI STATUTES SECTIONS 82.08 & 61.48

The foregoing resolution was moved for adoption by Supervisor Pierce second by Supervisor Kuhn. Supervisor Pierce explained. The resolution passed with all Supervisors present voting yes.

RESOLUTION 11a-21-02

AUTHORIZING 2021 COUNTY HIGHWAY BRIDGE AND CULVERT SPECIAL ASSESSMENTS UNDER WI STATUTE 83.03(2)

The foregoing resolution was moved for adoption by Supervisor Luethe second by Supervisor McCoy. Supervisor Pierce explained. The resolution passed with all Supervisors present voting yes.

RESOLUTION 11a-21-03

ADOPTING THE 2022 BUDGET AND AUTHORIZING PROPERTY TAX LEVIES

The foregoing resolution was moved for adoption by Supervisor Kuhn second by Supervisor Wissestad as amended in the Committee of the Whole. Final numbers as follows:

Line #11	Budget	\$87,396,599
Line #14	County Total Tax Levy	\$18,563,581
Line #18	County Purpose Levy	\$17,834,425
Line #20	Special Purpose Tax	\$729,156

The resolution as amended passed with all Supervisors present voting yes.

Chair Schnitzler adjourned the meeting at 6:29 p.m.

I, Shelley Bohl, Monroe County Clerk certify that to the best of my knowledge the foregoing is a correct copy of the November annual meeting of the Monroe County Board of Supervisors held on November 3, 2021.

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: November 15, 2021
 Department: Sanitation
 Amount: \$600.00
 Budget Year Amended: 2021

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



Revenue for sanitatry permit fees was more than anticipated in 2021 increasing revenue bugeted.
 Number of miles traveled and cost of gas was more than anticipated in 2021.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
13680000 44300	Sanitation Fees	\$ 87,500.00	\$ 600.00	\$ 88,100.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 600.00	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
13680000 524510	Motor Vehicle - Oper & Main	\$ 2,232.20	\$ 600.00	\$ 2,832.20
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 600.00	

Department Head Approval: 
 Date Approved by Committee of Jurisdiction: 11-15-21 

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

Date Approved by Finance Committee: 11-17-2021
 Date Approved by County Board: _____

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

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

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: October 18, 2021
 Department: Zoning
 Amount: \$1,000.00
 Budget Year Amended: 2021

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

Revenue for zoning permit fees was more than anticipated in 2021 increasing revenue bugeted.
 Number of public hearings was more than anticipated in 2021 causing the cost of printing notices to be more than budgeted for.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
16980000 444000	Zoning Permits & Fees	\$ 18,000.00	\$ 1,000.00	\$ 19,000.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 1,000.00	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
16980000 531060	Printing	\$ 1,920.00	\$ 1,000.00	\$ 2,920.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 1,000.00	

Department Head Approval:

Date Approved by Committee of Jurisdiction: Alan Mc Coy
10-18-21

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

Date Approved by Finance Committee: 11-17-2021

Date Approved by County Board: _____

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

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

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: November 2, 2120
 Department: Sheriff Admin
 Amount: \$970.00
 Budget Year Amended: 2021

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

Request for monies to be moved from security services to capital equipment- Sheriff
to cover cost of xray machine additional fees of monitor and disposal.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
						\$ -
Total Adjustment					\$ -	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
12110000	521401		Security Services	\$90,831.00	(\$970.00)	\$89,861.00
17210210	581000		Capital Equipment- Sheriff	\$66,671.00	\$970.00	\$67,641.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ -	

Department Head Approval: 

Date Approved by Committee of Jurisdiction:  11-8-21

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

Date Approved by Finance Committee: 11-17-2021

Date Approved by County Board: _____

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

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

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: November 2, 2021
 Department: Human Services / ADRC
 Amount: \$0.00
 Budget Year Amended: 2021

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

To redistribute allocated GWAAR funding based on meal sites being closed and delivering meals due to COVID-19.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24960000	435650		TITLE III C1 REVENUE	\$ 101,932.00	\$ (36,000.00)	\$ 65,932.00
24960500	435663		TITLE III C2 REVENUE	\$ 36,063.00	\$ 36,000.00	\$ 72,063.00
24964000	435675		IIID REVENUE	\$ 3,298.00	\$ (2,298.00)	\$ 1,000.00
24965000	435677		IIIE REVENUE	\$ 22,583.00	\$ 2,298.00	\$ 24,881.00
Total Adjustment					\$ -	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24960050	521380		CONG CASHTON	\$ 11,900.00	\$ (9,000.00)	\$ 2,900.00
24960150	521380		CONG KENDALL	\$ 5,000.00	\$ (4,000.00)	\$ 1,000.00
24960250	521380		CONG SPARTA	\$ 12,000.00	\$ (8,000.00)	\$ 4,000.00
24960350	521380		CONG TOMAH	\$ 25,000.00	\$ (15,000.00)	\$ 10,000.00
24960950	521380		HD WILTON	\$ 1,400.00	\$ 6,000.00	\$ 7,400.00
24960850	521380		HD TOMAH	\$ 30,750.00	\$ 7,000.00	\$ 37,750.00
24960750	521380		HD SPARTA	\$ 20,000.00	\$ 7,000.00	\$ 27,000.00
24960700	521380		HD NORWALK	\$ 2,500.00	\$ 5,000.00	\$ 7,500.00
24960650	521380		HD KENDALL	\$ 3,600.00	\$ 1,000.00	\$ 4,600.00
24960550	521380		HD CASHTON	\$ 12,500.00	\$ 6,000.00	\$ 18,500.00
24960500	521380		CONTRACTED MEALS/ DIETICIAN	\$ -	\$ 4,000.00	\$ 4,000.00
24964000	511000		SALARIES	\$ 2,210.00	\$ (900.00)	\$ 1,310.00
24964000	539200		OTHER EXPENSE	\$ 1,800.00	\$ (1,398.00)	\$ 402.00
24965000	539200		OTHER EXPENSE	\$ 11,736.00	\$ 2,298.00	\$ 14,034.00
Total Adjustment					\$ -	

Department Head Approval: _____

Date Approved by Committee of Jurisdiction: _____

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

Date Approved by Finance Committee: _____

Date Approved by County Board: _____

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

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

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: November 2, 2021
 Department: Human Services
 Amount: \$50,000.00
 Budget Year Amended: 2021

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

To acknowledge Youth Justice Innovation Grant

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24910510	466000	LC369	YOUTH JUSTICE GRANT	\$ -	\$ 50,000.00	\$ 50,000.00
Total Adjustment					\$ 50,000.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24910510	527105	HS219	YOUTH JUSTICE GRANT	\$ -	\$ 50,000.00	\$ 50,000.00
Total Adjustment					\$ 50,000.00	

Department Head Approval: _____



11/2/2021

Date Approved by Committee of Jurisdiction: _____



11/2/2021

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

Date Approved by Finance Committee: _____

11-17-2021

Date Approved by County Board: _____

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

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

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: November 2, 2021
 Department: Human Services
 Amount: \$0.00
 Budget Year Amended: 2021

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

To allocate budget based on actual expenses.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ -	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24930550	511000		CLINICAL SALARIES	\$ 373,076.00	\$ (100,000.00)	\$ 273,076.00
24990400	511000		ESS SALARIES	\$ 439,444.00	\$ (30,000.00)	\$ 409,444.00
24900500	511000		AMSO SALARIES	\$ 552,397.00	\$ (35,000.00)	\$ 517,397.00
24910520	511000		CHILD RES SER SALARIES	\$ 501,063.00	\$ (50,000.00)	\$ 451,063.00
24966100	511000	SS150	MINIBUS DVR SALARIES	\$ 76,289.00	\$ (15,000.00)	\$ 61,289.00
24910510	533250		CHILDREN IN HOME TRAVEL	\$ 50,023.00	\$ (10,000.00)	\$ 40,023.00
24970595	533250		ADRC TRAVEL	\$ 16,100.00	\$ (10,000.00)	\$ 6,100.00
24930550	525005	HS440	CLINICAL PSYCH SERVICES	\$ -	\$ 249,000.00	\$ 249,000.00
24960650	524600		HS KENDALL MAINT/REPAIR	\$ -	\$ 1,000.00	\$ 1,000.00
Total Adjustment					\$ -	

Department Head Approval: _____

[Handwritten Signature: Donald H. ...]
[Handwritten Signature: David A. Price]

11/2/2021
11/2/2021

Date Approved by Committee of Jurisdiction: _____

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

Date Approved by Finance Committee: _____

11-17-2021

Date Approved by County Board: _____

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

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

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: November 17, 2021
 Department: Debt/Rolling Hills
 Amount: \$8,705,511.88
 Budget Year Amended: 2021

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

Good Faith funds received 10/31/2021 for Bonding (\$169,700.00) &
Transfer to be received on 12/1/2021 (\$8,535,811.88)

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
64750990	491100		RH Proceeds from Bonds	\$ 16,161,861.01	\$ 4,000,000.00	\$ 20,161,861.01
38000000	491100		Debt Bond Proceeds	\$ -	\$ 4,705,511.88	\$ 4,705,511.88
						\$ -
						\$ -
Total Adjustment					\$ 8,705,511.88	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
64750990	569100		Debt Issue Expense	\$ 112,825.00	\$ 32,710.35	\$ 145,535.35
64750990	521480		Construction	\$ 9,565,393.15	\$ 3,967,289.65	\$ 13,532,682.80
38000000	569100		Debt Issue Expense		\$ 38,164.65	\$ 38,164.65
38102100	561000		Justice Center Principal	\$ 1,755,000.00	\$ 4,667,347.23	\$ 6,422,347.23
						\$ -
						\$ -
Total Adjustment					\$ 8,705,511.88	

Department Head Approval: *Maiane Erickson*

Date Approved by Committee of Jurisdiction: 11-17-2021

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

Date Approved by Finance Committee: 11-17-2021

Date Approved by County Board: _____

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

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

TREASURER'S REPORT
For the period of October 1, 2021 to October 31, 2021
Debra J Carney, County Treasurer

GENERAL FUND BALANCES	
Month End Balance	\$ (46,680.56)
Outstanding Checks	\$ (517,361.31)
Outstanding Deposits	\$ 19,447.99
General Fund Investments	\$ 23,965,266.07
Totals	\$ 23,420,672.19

RECEIPTS & DISBURSEMENTS	
Receipts for Current Month:	\$ 7,196,871.10
Wires & Disbursements for Current Month:	\$ 7,790,604.95

INVESTMENTS - GENERAL FUND				
Bank	ACCOUNT NUMBER	BALANCE	DUE DATES	INTEREST RATE
State Bank		\$ 1,790,881.14	none	0.25%
State Investment Pool		\$ 38,019.36	none	0.05%
Bank First Checking		\$ 504.03	none	0.00%
Bank First MM		\$ 242,577.62	none	0.05%
Citizens First Bank MM		\$ 5,417,554.97	none	0.30%
River Bank MM		\$ 16,475,728.95	none	1.00%
TOTAL GENERAL FUND =		\$ 23,965,266.07		

TOTAL GENERAL FUND AS OF OCTOBER 2020 WAS:	\$ 24,324,103.78
DIFFERENCE FROM ONE YEAR AGO:	\$ (358,837.71)

Delinquent Taxes in October 2021 were:	\$ 1,089,975.81
Delinquent Taxes in October 2020 were:	\$ 1,204,440.06
Delinquent Taxes are down from one year ago:	\$ (114,464.25)

TREASURER'S REPORT
For the period of September 1, 2021 to September 30, 2021
Debra J Carney, County Treasurer

GENERAL FUND BALANCES

Month End Balance	\$ (30.00)
Outstanding Checks	\$ (161,689.86)
Outstanding Deposits	\$ 210,859.83
General Fund Investments	\$ 26,869,387.18
Totals	\$ 26,918,527.15

RECEIPTS & DISBURSEMENTS

Receipts for Current Month:	\$ 8,989,892.25
Wires & Disbursements for Current Month:	\$ 8,250,623.00

INVESTMENTS - GENERAL FUND

Bank	ACCOUNT NUMBER	BALANCE	DUE DATES	INTEREST RATE
State Bank		\$ 4,709,259.73	none	0.25%
State Investment Pool		\$ 38,017.67	none	0.05%
Bank First Checking		\$ 504.03	none	0.00%
Bank First MM		\$ 242,567.98	none	0.05%
Citizens First Bank MM		\$ 5,417,290.05	none	0.30%
River Bank MM		\$ 16,461,747.72	none	1.00%
TOTAL GENERAL FUND =		\$ 26,869,387.18		

TOTAL GENERAL FUND AS OF SEPTEMBER 2020 WAS:	\$ 25,775,359.70
DIFFERENCE FROM ONE YEAR AGO:	\$ 1,094,027.48

Delinquent Taxes in September 2021 were:	\$ 1,171,356.59
Delinquent Taxes in September 2020 were:	\$ 1,325,662.48
Delinquent Taxes are down from one year ago:	\$ (154,305.89)

TREASURER'S REPORT
For the period of October 1, 2021 to October 31, 2021
Debra J Carney, County Treasurer

INVESTMENTS				
BANK	ACCOUNT NUMBER	BALANCE	DUE DATES	INTEREST RATE
History Room				
Bremer Bank-History Room MMI		\$ 84,274.83	None	0.03%
Bremer Bank-History Room MMII		\$ 25,613.83	None	0.03%
Monroe Co Local History Room Endowment #3 Fidelity Investments		\$ 2,004,698.16	None	
Bremer Bank-Wegner Grotto Trust		\$ 235,337.84	None	0.03%
Wegner Grotto Endowment-Raymond James		\$ 414,659.53	None	
Haney Fund				
State Bank of Sparta MM		\$ 1,002.38	None	0.09990%
Transportation - ADRC				
Bremer Bank-ADRC Transportation		\$ 23,499.36	None	0.03%
Jail Assessment				
Bank First MM		\$ 396,311.13	None	0.05%
Monroe County Land Information Board				
Bank First MM		\$ 142,483.02	None	0.05%
Solid Waste Management				
State Bank - Ridgeview II-Closure Escrow		\$ 212,131.06	12/2/2021	0.39922%
		\$ 222,534.92	12/2/2021	0.39922%
		\$ 207,766.22	12/2/2021	0.39922%
		\$ 210,063.02	12/2/2021	0.39922%
		\$ 208,870.18	1/27/2022	0.24968%
State Bank - Facility Reserve-MM		\$ 3,980.65	None	0.25000%
Section 125 Plan				
State Bank of Sparta		\$ 33,039.57	None	0.25000%
Worker's Comp				
State Bank of Sparta		\$ 1,887,378.24	None	0.25000%
CCF Bank of Tomah		\$ 581,635.70	None	0.71%
Self Funded - Employee Insurance				
State Bank of Sparta		\$ 385,193.82	None	0.25442%
Rolling Hills Building Project				
Wisconsin Investment Series Cooperative		\$ 287.70	None	
River Bank MM		\$ 13,749,935.93	None	0.50%
State Bank Financial (Bond Holding Account)		\$ 169,715.80	None	0.12404%
American Rescue Plan				
State Bank of Sparta		\$ 4,498,795.02	None	0.25442%
TOTAL OF RESTRICTED FUNDS-NOT IN GENERAL FUND:		\$ 25,699,207.91		

SALES & USE TAX	
Sales Tax Received in January thru September 2021 Sales tax for the month of Nov 2020 thru July 2021	\$ 3,693,115.30
Sales Tax Received in January thru September 2020 Sales tax for the month of Nov 2019 thru July 2020	\$ 3,158,056.48
Sales tax received is up from one year ago	\$ 535,058.82

TREASURER'S REPORT
For the period of September 1, 2021 to September 30, 2021
Debra J Carney, County Treasurer

INVESTMENTS				
BANK	ACCOUNT NUMBER	BALANCE	DUE DATES	INTEREST RATE
History Room				
Bremer Bank-History Room MMI		\$ 82,717.02	None	0.03%
Bremer Bank-History Room MMII		\$ 25,613.18	None	0.03%
Monroe Co Local History Room Endowment #3 Fidelity Investments		\$ 1,952,836.19	None	
Bremer Bank-Wegner Grotto Trust		\$ 235,436.17	None	0.03%
Wegner Grotto Endowment-Raymond James		\$ 399,770.67	None	
Haney Fund				
State Bank of Sparta MM		\$ 1,002.29	None	0.09990%
Transportation - ADRC				
Bremer Bank-ADRC Transportation		\$ 23,498.76	None	0.03%
Jail Assessment				
Bank First MM		\$ 396,801.16	None	0.05%
Monroe County Land Information Board				
Bank First MM		\$ 136,133.51	None	0.05%
Solid Waste Management				
State Bank - Ridgeview II-Closure Escrow		\$ 212,059.14	12/2/2021	0.39922%
		\$ 222,459.47	12/2/2021	0.39922%
		\$ 207,695.78	12/2/2021	0.39922%
		\$ 209,991.81	12/2/2021	0.39922%
		\$ 208,825.89	1/27/2022	0.24968%
State Bank - Facility Reserve-MM		\$ 3,979.80	None	0.25000%
Section 125 Plan				
State Bank of Sparta		\$ 34,043.43	None	0.25000%
Worker's Comp				
State Bank of Sparta		\$ 1,878,531.12	None	0.25000%
CCF Bank of Tomah		\$ 581,287.23	None	0.71%
Self Funded - Employee Insurance				
State Bank of Sparta		\$ 274,598.76	None	0.30282%
Rolling Hills Building Project				
Wisconsin Investment Series Cooperative		\$ 287.70	None	
River Bank MM		\$ 13,744,099.41	None	0.50%
American Rescue Plan				
State Bank of Sparta		\$ 4,497,823.08	None	0.30282%
TOTAL OF RESTRICTED FUNDS-NOT IN GENERAL FUND:		\$ 25,329,491.57		

SALES & USE TAX	
Sales Tax Received in January thru September 2021 Sales tax for the month of Nov 2020 thru July 2021	\$ 3,286,240.22
Sales Tax Received in January thru September 2020 Sales tax for the month of Nov 2019 thru July 2020	\$ 2,794,586.02
Sales tax received is up from one year ago	\$ 491,654.20

2021 MONTHLY GENERAL INFORMATION

MONTH	GENERAL FUND	SALES TAX	DELINQUENT TAXES	
January	\$ 26,749,416.95	\$ 307,391.02 Sales Tax for Nov. 2020	\$ 959,936.03	*
February	\$ 31,860,476.19	\$ 381,052.93 Sales for Tax Dec. 2020	\$ 923,639.07	*
March	\$ 28,688,241.00	\$ 234,997.56 Sales for Tax Jan. 2021	\$ 837,934.28	*
April	\$ 28,404,352.92	\$ 345,063.46 Sales Tax for Feb. 2021	\$ 814,019.87	*
May	\$ 31,915,664.98	\$ 398,313.67 Sales Tax for Mar. 2021	\$ 773,998.46	*
June	\$ 27,182,057.51	\$ 422,521.20 Sales Tax for April 2021	\$ 701,920.48	*
July	\$ 33,755,564.85	\$ 380,559.34 Sales Tax for May 2021	\$ 648,949.41	*
August	\$ 28,516,288.43	\$ 377,426.96 Sales Tax for June 2021	\$ 1,375,731.67	NOW INCLUDES ALL YEARS DELINQUENT TAXES
September	\$ 26,869,387.18	\$ 438,914.08 Sales Tax for July 2021	\$ 1,171,356.59	
October	\$ 23,965,266.07	\$ 406,875.08 Sales Tax for Aug. 2021	\$ 1,089,975.81	
November		Sales Tax for Sept. 2021		
December		Sales Tax for Oct. 2021		

\$ 3,693,115.30 ← Sales Tax Received in 2021

*THESE DELINQUENT TAX AMOUNTS DO NOT INCLUDE THE TAX YEAR 2020

2020 MONTHLY GENERAL INFORMATION

MONTH	GENERAL FUND	SALES TAX	DELINQUENT TAXES
January	\$ 23,531,176.98	\$ 309,903.08 Sales Tax for Nov. 2019	\$ 1,180,671.02 *
February	\$ 26,090,630.60	\$ 283,313.44 Sales for Tax Dec. 2019	\$ 1,074,833.05 *
March	\$ 25,111,208.87	\$ 255,231.93 Sales for Tax Jan. 2020	\$ 916,090.84 *
April	\$ 24,953,317.17	\$ 277,829.58 Sales Tax for Feb. 2020	\$ 872,488.52 *
May	\$ 24,645,739.56	\$ 298,021.05 Sales Tax for Mar. 2020	\$ 843,006.23 *
June	\$ 23,203,776.42	\$ 289,680.05 Sales Tax for April 2020	\$ 810,983.19 *
July	\$ 32,440,891.55	\$ 357,599.49 Sales Tax for May 2020	\$ 756,293.39 *
August	\$ 27,155,737.71	\$ 372,610.73 Sales Tax for June 2020	\$ 1,616,317.16
September	\$ 25,775,359.70	\$ 350,396.67 Sales Tax for July 2020	\$ 1,325,662.48
October	\$ 24,324,103.78	\$ 363,470.46 Sales Tax for Aug. 2020	\$ 1,204,440.06
November	\$ 24,563,718.93	\$ 287,403.45 Sales Tax for Sept. 2020	\$ 1,125,054.82
December	\$ 23,313,514.45	\$ 312,099.05 Sales Tax for Oct. 2020	\$ 1,039,081.03

NOW INCLUDES
ALL YEARS
DELINQUENT
TAXES

\$ 3,757,558.98 ← Sales Tax Received in 2020

*THESE DELINQUENT TAX AMOUNTS DO NOT INCLUDE THE TAX YEAR 2019

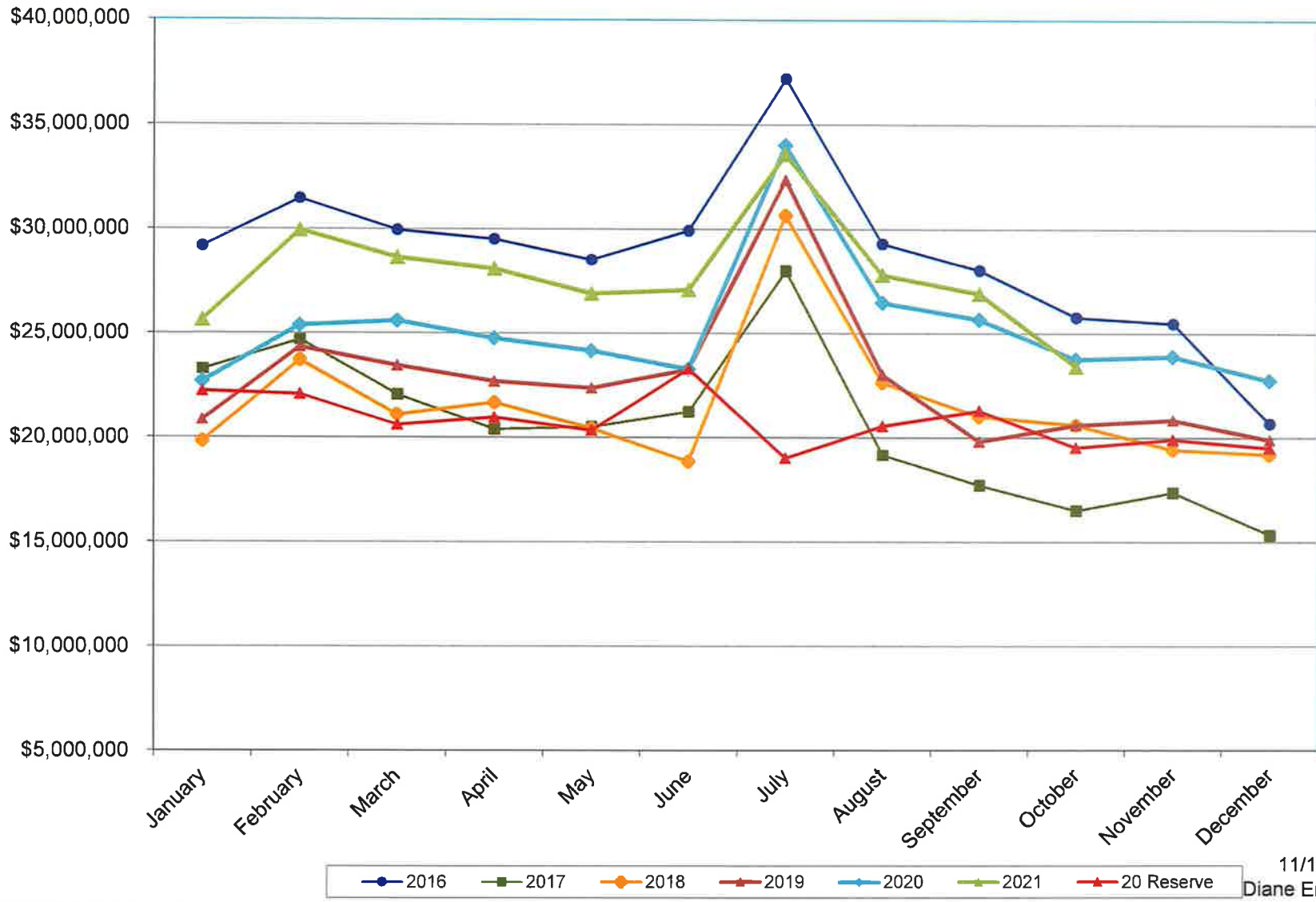
NURSING HOME PROJECT FUNDING PLAN

Estimated as of October 31, 2021

2020 (Resolution 09-20-02)	General Fund	\$	765,567.00
2020 (RH Repurpose of Funds)	Repurpose Capital Outlay	\$	69,000.00
2021 (Bond Premium-State Bank)	Bond Proceeds	\$	16,000,000.00
2021 (RH Repurpose of Funds)	COVID for HVAC System	\$	200,000.00
2021 (Bond Premium-State Bank)	Bond Proceeds	\$	4,000,000.00
2021(RH Repurpose of Funds)	COVID for HVAC System	\$	15,530.00
			21,050,097.00
<i>Total Interest on Investments</i>		\$	-
<i>Total Funding Revenue Approved:</i>		\$	21,050,097.00
<i>Total Building Invoices Approved & Paid</i>		\$	5,086,560.30
<i>Total Debt Service Invoices Approved & Paid</i>		\$	112,825.00
<i>Total Invoices - Pending Approval</i>		\$	2,884,921.94
<i>Total Debt Service Invoices - Pending Approval</i>		\$	-
<i>Total Estimated Rolling Hills Expenditures</i>		\$	8,084,307.24
<i>Estimated Funding Available</i>		\$	12,965,789.76

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

County Total General Fund Cash Balance



11/12/2021

Diane Erickson

Minimum Fund Balance Reserve + Restricted/Committed Fd Balance

Monroe County Finance Director

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MONROE COUNTY MINIMUM FUND BALANCE POLICY

OCTOBER 2021

Fund Balance in Excess of General and Special Revenue Fund Cash Reserves

General and Special Fund Balance MM/ICS -	\$	23,420,672.19	
General Fund CD's	\$	-	
Total General Fund	\$	23,420,672.19	
Less Employer FICA deferred due to COVID-19	\$	942,607.57	Began with 4/9/2020 paydate
Less Human Services Prepay	\$	345,872.50	Prepay due back to state 12/31/2021 - \$415,047
Total General Fund Cash Balance-Less FICA deferred & Prepay	\$	22,132,192.12	1/12 each month is approximately \$34,587.25

General and Special Revenue Fund Cash Balance 10/31/2021 **\$ 11,558,777.65**

General Fund Restricted Total	\$	668,824.33
General Fund Committed Total	\$	229,722.15
General Fund Assigned Total	\$	1,296,261.66

General Fund Restricted, Committed and Assigned Funds Total: **\$ 2,194,808.14**

General Fund cash balance less Restricted, Committed and Assigned Funds: **\$ 9,363,948.51**

Proprietary, Debt & Internal Service Funds Cash: **\$ 11,861,894.54**

Proprietary, Debt & Internal Service Funds Committed: **\$ 3,120,132.74**

Proprietary, Debt & Internal Service Funds Cash Less Committed: **\$ 8,741,761.80**

Actual 2021 total General & Special revenue budgeted operating expenses \$ 36,390,765.00

Minimum Fund Balance % (X) 20%

Minimum Fund Balance Amount **\$ 7,278,153.00**

General Fund Cash Balance Over/(Under) Minimum Fund Balance Amount **\$ 2,085,795.51**

11/12/2021

Diane Erickson Monroe County Finance Director

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Restricted, Committed and Assigned Funds

Restricted Funds

MM Haney Res 10000000 342100 E2050-\$1,000	\$	912.92
Child Support - Designated Fund Balance	\$	26,333.13
Software/computers 21300000 342100 E2200		
WEDCS Election Exp. Fund 11421000 579100	\$	673.03
Redaction Fees 11715000 461390/521350	\$	14,211.55
K-9 Donations 12116000 485000/579200	\$	11,005.21
Dog Control 14195000 485000/579200	\$	49,124.83
Justice Dept Donations 1295000 485000/579200	\$	339.00
Veterans Service 14700000 485000/579200	\$	1,544.50
Park Donations 15200000 485000/579200	\$	6,155.80
Human Services Donations 24900500 485000/579200	\$	468.00
Crep Program 16140000	\$	35,382.43
Forestry Maint. Land Acq. 16919000 580100	\$	49,254.58
Forestry-Habelman Reforest 16919000 521700	\$	1,471.13
Wildlife Habitat 16913000 435800/534050	\$	351.03
Land Cons. CCTF Donations 16942200 485000/579200	\$	10,749.50
Land Cons. Awards Banquet Don. 16940000 485000/579200	\$	910.06
Non-lapsing Cons. Programs Account 16942000 435800/534005	\$	121,670.33
Non-lapsing MDV(Multi-Discharge Variance) 16942100	\$	48,267.30
Non-lapsing Land Dev.&MGMT Account 16948000 435800/534005	\$	290,000.00

Committed Funds

Farm Proceeds-Ed Fd 10000000 342400 E4050-11970	\$	15,037.59	
Nonlapsing Capital Parks 17620620 582500	\$	154,474.41	(\$89,884.93 + \$64,589.48 for 2020)Res 08-21-03
Cloud-Based ERP Financial Software 17100151	\$	26,895.31	
Angelo Wayside Improvement-17620620 582000	\$	-	

Extension

Leadership Prog. Exp. 15620611 579100	\$	6,318.98
Family Living Agent 15620613 579100	\$	3,462.64
Agriculture Agent 15620614 579100	\$	13,719.82
Youth Development Agent 15620615 579100	\$	7,136.68
Pesticide Certification 15620616 579100	\$	2,676.72

Assigned Funds

Human Services Reserve Fund 24900000 343000	\$	194,047.14
Contingency Fund Balance 10010000 539200	\$	15,484.00
Retirement/Fringe Pool 11435000 515200	\$	130,512.79
Nonlapsing Capital Pool 17100169	\$	539,239.98
Nonlapsing Capital Vehicle Pool 17100169 581100	\$	416,977.75

General Fund Total **\$ 2,194,808.14**

Proprietary & Internal Service Funds

Debt Service Fund - Resolution 06-13-02	\$	2,369,250.29	
Nonlapsing Technology Pool 71490000 599000	\$	582,882.45	
Town Road Sign Replacement-73360470 536005	\$	168,000.00	Resolution 08-20-12 \$168,000 (12/2023)
Proprietary, Debt & Internal Service Funds	\$	3,120,132.74	

11/12/2021

Diane Erickson Monroe County Finance Director

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General Fund Balances

	2018		2019		
January	\$	19,839,994	\$	20,868,214	\$ 1,028,220
February	\$	23,718,957	\$	24,345,318	626,361
March	\$	21,112,887	\$	23,447,707	2,334,820
April	\$	21,686,251	\$	22,696,536	1,010,285
May	\$	20,445,078	\$	22,383,043	1,937,966
June	\$	18,852,321	\$	23,279,922	4,427,601
July	\$	30,661,483	\$	32,361,641	1,700,157
August	\$	22,650,395	\$	23,022,337	371,942
September	\$	21,024,536	\$	19,821,399	(1,203,137)
October	\$	20,616,113	\$	20,613,637	(2,476)
November	\$	19,439,204	\$	20,848,570	1,409,365
December	\$	19,209,987	\$	19,915,953	705,966

	2019		2020		
January	\$	20,868,214	\$	22,711,767	\$ 1,843,553
February	\$	24,345,318	\$	25,386,603	1,041,285
March	\$	23,447,707	\$	25,609,602	2,161,895
April	\$	22,696,536	\$	24,778,942	2,082,406
May	\$	22,383,043	\$	24,183,414	1,800,371
June	\$	23,279,922	\$	23,314,454	34,533
July	\$	32,361,641	\$	34,031,682	1,670,041
August	\$	23,022,337	\$	26,500,992	3,478,655
September	\$	19,821,399	\$	25,685,674	5,864,275
October	\$	20,613,637	\$	23,782,519	3,168,882
November	\$	20,848,570	\$	23,908,747	3,060,177
December	\$	19,915,953	\$	22,768,894	2,852,940

	2020		2021		
January	\$	22,711,767	\$	25,647,464	\$ 2,935,697
February	\$	25,386,603	\$	29,967,952	4,581,349
March	\$	25,609,602	\$	28,652,526	3,042,925
April	\$	24,778,942	\$	28,113,123	3,334,181
May	\$	24,183,414	\$	26,914,902	2,731,488
June	\$	23,314,454	\$	27,102,154	3,787,700
July	\$	34,031,682	\$	33,597,902	(433,779)
August	\$	26,500,992	\$	27,826,159	1,325,167
September	\$	25,685,674	\$	26,918,527	1,232,853
October	\$	23,782,519	\$	23,420,672	(361,846)
November	\$	23,908,747			
December	\$	22,768,894			

These numbers include the Outstanding checks, deposits, and check account balance at month-end.

11/12/2021

Diane Erickson Monroe County Finance Director

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FINANCIAL DATA THROUGH OCTOBER 31

Account Type	Revenue					
	2020 Total Annual Budget	2020 Month Actual	2020 Actual to Annual Budget %	2021 Total Annual Budget	2021 Month Actual	2021 Actual to Annual Budget %
100 - GENERAL FUND						
0000 - UNDEFINED	53,699	2,178	0.00%	0	0	100.00%
1000 - GENERAL GOVERNMENT	19,318,742	11,250,108	58.23%	17,676,893	16,640,451	94.14%
1110 - COUNTY BOARD	4,365	0		0	0	0.00%
1121 - CIRCUIT COURT	280,607	299,053	106.57%	252,075	267,431	106.09%
1122 - CLERK OF COURT	553,829	430,628	77.75%	532,550	500,504	93.98%
1124 - FAMILY COURT COMMISSIONER	5,400	4,140	76.67%	5,320	4,160	78.20%
1127 - MEDICAL EXAMINER	42,597	27,800	65.26%	41,300	33,000	79.90%
1131 - DISTRICT ATTORNEY	74,230	34,897	47.01%	68,731	41,732	60.72%
1132 - CORPORATION COUNSEL	775	0	100.00%	0	0	100.00%
1141 - ADMINISTRATOR	19,381	11,157	100.00%	0	0	100.00%
1142 - COUNTY CLERK	250,135	148,769	59.48%	72,745	54,615	75.08%
1143 - PERSONNEL	7,514	6,960	100.00%	0	0	100.00%
1151 - FINANCE DEPARTMENT	604,142	495,716	82.05%	647,673	515,836	79.64%
1152 - TREASURER	18,542	5,989	32.30%	13,000	3,316	25.51%
1160 - MAINTENANCE	70,106	34,210	48.80%	1	0	0.00%
1171 - REGISTER OF DEEDS	311,511	315,191	101.18%	343,538	372,765	108.51%
1172 - SURVEYOR	1,500	1,790	119.33%	2,300	1,440	62.61%
1175 - LAND RECORDS	295,558	150,907	51.06%	195,308	164,798	84.38%
1210 - SHERIFF DEPARTMENT	132,750	91,638	69.03%	95,305	95,249	99.94%
1270 - JAIL	282,570	107,023	37.87%	156,303	175,982	112.59%
1290 - EMERGENCY MANAGEMENT	80,384	11,437	-14.23%	71,206	4,887	-6.86%
1293 - DISPATCH CENTER	39,209	2,872	100.00%	0	712	100.00%
1295 - JUSTICE DEPARTMENT	492,487	145,420	29.53%	417,511	228,093	54.63%
1368 - SANITATION	188,304	141,152	74.96%	139,500	95,064	68.15%
1419 - DOG CONTROL	151,903	145,341	95.68%	147,023	145,414	98.91%
1470 - VETERANS SERVICE	14,901	14,229	95.49%	12,053	12,053	100.00%
1512 - LOCAL HISTORY ROOM	95,829	28,458	29.70%	83,801	19,466	23.23%
1520 - PARKS	197,677	155,260	78.54%	202,612	230,614	113.82%
1530 - SNOWMOBILE	200,000	183,905	91.95%	200,000	131,140	65.57%
1560 - UW-EXTENSION	12,852	10,874	84.61%	9,195	9,742	105.95%
1614 - CONSERV RESERVE ENHANCE PROGR	0	0	100.00%	0	0	100.00%
1670 - ECON DEV COMMERCE & TOURISM	0	0	100.00%	0	0	100.00%
1691 - FORESTRY	161,091	122,791	76.22%	151,929	126,703	83.40%
1694 - LAND CONSERVATION	462,598	166,533	36.00%	427,399	89,770	21.00%
1698 - ZONING	1,888,886	21,826	1.16%	1,887,673	737,193	39.05%
1700 - CAPITAL OUTLAY	285,033	181,881	63.81%	14,500	0	0.00%
100 - GENERAL FUND Total	26,599,104	14,727,258	55.37%	23,867,443	20,692,355	86.70%
213 - CHILD SUPPORT	574,555	453,965	79.01%	592,224	452,264	76.37%
241 - HEALTH DEPARTMENT	1,576,852	955,804	60.61%	1,715,944	1,001,981	58.39%
249 - HUMAN SERVICES	14,542,032	10,482,758	72.09%	14,133,359	10,678,437	75.55%
310 - DEBT SERVICE	4,101,367	1,823,115	44.45%	2,334,408	168,534	7.22%
410 - CAPITAL PROJECTS	0	0	100.00%	0	0	100.00%
633 - SOLID WASTE	2,772,545	1,655,025	59.69%	2,704,000	1,666,375	61.63%
642 - ROLLING HILLS	9,902,043	7,469,779	75.44%	26,320,109	22,650,851	86.06%
714 - INFORMATION SYSTEMS	1,473,896	1,366,154	92.69%	1,819,224	1,252,345	68.84%
715 - INFORMATION TECHNOLOGY POOL	635,211	94,870	14.94%	646,568	71,796	11.10%
717 - SELF FUNDED EMPLOYEE INSURANCE	0.00	0		5,670,064	5,594,010	98.66%
719 - WORKERS COMPENSATION	312,718	195,455	62.50%	333,820	103,064	30.87%
732 - HIGHWAY	11,965,177	8,804,737	73.59%	14,989,257	8,370,935	55.85%
820 - JAIL ASSESSMENT	133,699	49,678	37.16%	107,500	64,642	60.13%
830 - LOCAL HISTORY ROOM	87,241	256,722	294.27%	83,801	369,150	440.51%
856 - M.M. HANEY TRUST	0	21	100.00%	0	0	100.00%
860 - REVOLVING LOAN FUND	0	0	100.00%	0	0	100.00%
Grand Total	74,676,441	48,335,342	64.73%	95,317,721	73,136,739	76.73%

This is 10 out of 12 months
These Revenue numbers include the tax appropriations for 2021

58.33%

FINANCIAL DATA THROUGH OCTOBER 31

Account Type

Expense

Account Type	2020		2020 Actual to Annual Budget %	2021		2021 Actual to Annual Budget %
	Total Annual Budget	Month Actual		Total Annual Budget	Month Actual	
100 - GENERAL FUND						
0000 - UNDEFINED	3,033,966	2,697,176	88.90%	1,054,645	0	100.00%
1000 - GENERAL GOVERNMENT	28,777	0	0.00%	15,484	0	0.00%
1110 - COUNTY BOARD	113,121	65,281	57.71%	111,286	82,339	73.99%
1121 - CIRCUIT COURT	746,541	446,055	59.75%	688,416	474,824	68.97%
1122 - CLERK OF COURT	790,037	443,963	56.20%	781,181	522,425	66.88%
1124 - FAMILY COURT COMMISSIONER	40,800	27,200	66.67%	40,800	30,600	75.00%
1127 - MEDICAL EXAMINER	177,376	100,276	56.53%	189,701	123,435	65.07%
1131 - DISTRICT ATTORNEY	581,526	401,869	69.11%	621,641	488,521	78.59%
1132 - CORPORATION COUNSEL	296,213	209,372	70.68%	300,235	233,446	77.75%
1141 - ADMINISTRATOR	233,347	144,676	62.00%	227,888	178,679	78.41%
1142 - COUNTY CLERK	526,284	223,401	42.45%	469,528	414,154	88.21%
1143 - PERSONNEL	712,986	331,888	46.55%	476,001	211,471	44.43%
1151 - FINANCE DEPARTMENT	1,033,942	746,595	72.21%	1,021,430	844,858	82.71%
1152 - TREASURER	306,710	194,714	63.48%	313,384	228,137	72.80%
1160 - MAINTENANCE	1,022,068	554,470	54.25%	891,657	642,425	72.05%
1171 - REGISTER OF DEEDS	299,118	174,023	58.18%	304,408	212,767	69.90%
1172 - SURVEYOR	27,556	20,745	75.28%	27,556	23,495	85.26%
1175 - LAND RECORDS	295,558	208,161	70.43%	195,448	161,640	82.70%
1190 - CNTY INS./MRRPC/SMRT/FARM ED	539,618	579,940	107.47%	539,456	656,435	121.68%
1210 - SHERIFF DEPARTMENT	3,293,568	2,036,673	61.84%	3,220,768	2,392,337	74.28%
1270 - JAIL	3,049,394	1,947,727	63.87%	3,127,387	2,222,205	71.06%
1290 - EMERGENCY MANAGEMENT	155,856	85,914	55.12%	164,233	96,383	58.69%
1293 - DISPATCH CENTER	1,264,092	899,314	71.14%	1,309,873	987,006	75.35%
1295 - JUSTICE DEPARTMENT	1,122,919	689,059	61.36%	1,013,139	730,352	72.09%
1368 - SANITATION	233,924	89,610	38.31%	181,287	111,061	61.26%
1419 - DOG CONTROL	224,473	112,510	50.12%	226,993	144,850	63.81%
1470 - VETERANS SERVICE	160,961	102,289	63.55%	166,743	120,696	72.38%
1511 - LIBRARY	442,676	442,676	100.00%	456,430	456,430	100.00%
1512 - LOCAL HISTORY ROOM	212,785	108,663	51.07%	208,510	118,624	56.89%
1520 - PARKS	131,959	64,116	48.59%	133,169	94,350	70.85%
1530 - SNOWMOBILE	200,000	116,962	58.48%	200,000	92,610	46.31%
1560 - UW-EXTENSION	231,378	96,826	41.85%	224,202	121,020	53.98%
1614 - CONSERV RESERVE ENHANCE PROGR	24,297	0	0.00%	35,382	0	100.00%
1670 - ECON DEV COMMERCE & TOURISM	28,656	15,860	55.34%	31,821	16,842	52.93%
1691 - FORESTRY	176,740	83,482	47.23%	179,397	89,113	49.67%
1694 - LAND CONSERVATION	1,220,638	359,143	29.42%	1,161,705	463,434	39.89%
1698 - ZONING	1,967,023	74,057	3.76%	1,968,013	822,707	41.80%
1700 - CAPITAL OUTLAY	1,652,221	249,782	15.12%	1,588,247	318,565	20.06%
100 - GENERAL FUND Total	26,599,104	15,144,469	56.94%	23,867,443	14,928,236	62.55%
213 - CHILD SUPPORT	574,555	385,951	67.17%	592,224	466,582	78.78%
241 - HEALTH DEPARTMENT	1,576,852	734,951	46.61%	1,715,944	914,203	53.28%
249 - HUMAN SERVICES	14,542,032	9,099,323	62.57%	14,133,359	10,504,301	74.32%
310 - DEBT SERVICE	4,101,367	2,336,333	56.96%	2,334,408	2,333,458	99.96%
410 - CAPITAL PROJECTS	0	0	100.00%	0	0	100.00%
633 - SOLID WASTE	2,772,545	1,399,843	50.49%	2,704,000	1,553,856	57.47%
642 - ROLLING HILLS	9,902,043	5,441,928	54.96%	26,320,109	10,716,542	40.72%
714 - INFORMATION SYSTEMS	1,473,896	861,523	58.45%	1,819,224	932,473	51.26%
715 - INFORMATION TECHNOLOGY POOL	635,211	21,007	3.31%	646,568	63,685	9.85%
717 - SELF FUNDED EMPLOYEE INSURNCE	0	0		5,670,064	5,699,299	100.52%
719 - WORKERS COMPENSATION	312,718	258,662	82.71%	333,820	162,426	48.66%
732 - HIGHWAY	11,965,177	3,869,388	32.34%	14,989,257	5,633,338	37.58%
820 - JAIL ASSESSMENT	133,699	38,387	28.71%	107,500	57,787	53.76%
830 - LOCAL HISTORY ROOM	87,241	22,813	26.15%	83,801	19,466	23.23%
860 - REVOLVING LOAN FUND	0	0	100.00%	0	0	100.00%
Grand Total	74,676,441	39,614,578	53.05%	95,317,721	53,985,651	56.64%

This is 10 out of 12 months

58.33%

FINANCIAL DATA THROUGH OCTOBER 31

Account Type

Salary & Fringe Expense

	2020 Total Annual Budget	2020 Month Actual	2020 Actual to Annual Budget %	2021 Total Annual Budget	2021 Month Actual	2021 Actual to Annual Budget %
100 - GENERAL FUND						
1110 - COUNTY BOARD	62,919	39,609	62.95%	69,999	53,593	76.56%
1121 - CIRCUIT COURT	323,845	229,676	70.92%	334,946	276,655	82.60%
1122 - CLERK OF COURT	517,067	346,977	67.10%	522,374	392,196	75.08%
1127 - MEDICAL EXAMINER	115,698	82,061	70.93%	114,266	98,397	86.11%
1131 - DISTRICT ATTORNEY	559,326	390,658	69.84%	592,863	475,452	80.20%
1132 - CORPORATION COUNSEL	286,615	203,852	71.12%	292,920	229,866	78.47%
1141 - ADMINISTRATOR	218,489	139,553	63.87%	220,129	175,081	79.54%
1142 - COUNTY CLERK	183,809	130,663	71.09%	188,902	149,718	79.26%
1143 - PERSONNEL	197,066	135,578	68.80%	199,302	159,584	80.07%
1151 - FINANCE DEPARTMENT	983,665	702,799	71.45%	966,608	799,592	82.72%
1152 - TREASURER	248,369	176,188	70.94%	243,694	196,112	80.47%
1160 - MAINTENANCE	391,707	223,989	57.18%	328,945	252,018	76.61%
1171 - REGISTER OF DEEDS	226,546	152,086	67.13%	230,325	181,283	78.71%
1175 - LAND RECORDS	72,292	51,768	71.61%	73,752	58,159	78.86%
1210 - SHERIFF DEPARTMENT	2,830,664	1,820,549	64.32%	2,781,805	2,068,575	74.36%
1270 - JAIL	2,332,324	1,480,794	63.49%	2,330,048	1,626,878	69.82%
1290 - EMERGENCY MANAGEMENT	125,332	82,459	65.79%	128,262	83,012	64.72%
1293 - DISPATCH CENTER	1,039,696	728,033	70.02%	1,043,324	810,943	77.73%
1295 - JUSTICE DEPARTMENT	717,669	482,123	67.18%	700,985	548,158	78.20%
1368 - SANITATION	119,380	84,901	71.12%	121,324	99,728	82.20%
1419 - DOG CONTROL	137,313	87,656	63.84%	139,412	107,868	77.37%
1470 - VETERANS SERVICE	138,888	90,933	65.47%	141,334	106,362	75.26%
1512 - LOCAL HISTORY ROOM	123,849	81,578	65.87%	123,820	97,697	78.90%
1520 - PARKS	78,098	46,978	60.15%	78,921	61,670	78.14%
1560 - UW-EXTENSION	160,031	83,568	52.22%	155,202	92,497	59.60%
1691 - FORESTRY	52,291	36,936	70.64%	54,009	43,297	80.17%
1694 - LAND CONSERVATION	352,850	243,320	68.96%	343,617	277,458	80.75%
1698 - ZONING	94,926	66,078	69.61%	95,310	78,186	82.03%
100 - GENERAL FUND Total	12,690,724	8,421,361	66.36%	12,616,398	9,600,036	76.09%
213 - CHILD SUPPORT	473,919	324,781	68.53%	492,164	384,395	78.10%
241 - HEALTH DEPARTMENT	1,313,097	675,898	51.47%	1,592,308	817,322	51.33%
249 - HUMAN SERVICES	5,365,216	3,622,133	67.51%	5,491,021	4,169,761	75.94%
633 - SOLID WASTE	173,402	125,065	72.12%	150,563	121,331	80.59%
642 - ROLLING HILLS	6,304,007	4,179,305	66.30%	6,452,430	4,426,180	68.60%
714 - INFORMATION SYSTEMS	422,058	267,197	63.31%	364,686	206,091	56.51%
732 - HIGHWAY	3,608,774	2,501,896	69.33%	3,681,123	2,831,514	76.92%
Grand Total	30,351,196	20,117,636	66.28%	30,840,693	22,556,630	73.14%

This is 10 out of 12 months Insurance and 21/26 Payrolls

RESOLUTIONS AND ORDINANCES – November 23, 2021

- 1. RESOLUTION AUTHORIZING CHANGES TO THE MONROE COUNTY PERSONNEL POLICY MANUAL FOR DECEMBER 1, 2021 TO MARCH 31, 2022, COVID-19 POLICY**

Offered by the Administration & Personnel Committee

- 2. RESOLUTION UNDER §59.69 WIS. STATS. TO AMEND AN ORDINANCE PERTAINING TO ZONING IN THE TOWN OF SPARTA**

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

- 3. RESOLUTION UNDER §59.69 WIS. STATS. TO AMEND AN ORDINANCE PERTAINING TO ZONING IN THE TOWN OF WELLS**

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

- 4. RESOLUTION AUTHORIZING MONROE COUNTY LAND CONSERVATION DEPARTMENT TO SUBMIT APPLICATION TO THE SURFACE WATER GRANT PROGRAM AND ENTER A GRANT AGREEMENT TO COMPLETE AN OPEN SPACE SHORELAND PROTECTION PROJECT ALONG THE LITTLE LA CROSSE RIVER**

Offered by the Natural Resources & Extension Committee

- 5. RESOLUTION AUTHORIZING MONROE COUNTY LAND CONSERVATION DEPARTMENT TO SUBMIT APPLICATION TO THE SURFACE WATER GRANT PROGRAM AND ENTER A GRANT AGREEMENT TO COMPLETE A STREAM CROSSING INVENTORY AND ASSESSMENT IN MONROE COUNTY**

Offered by the Natural Resources & Extension Committee

- 6. RESOLUTION ENACTING MONROE COUNTY BROADBAND NETWORK PROJECT ORDINANCE (BROADBAND FORWARD! COMMUNITY CERTIFICATION)**

Offered by the Economic Development & Tourism Committee

- 7. RESOLUTION IN SUPPORT OF TELECOMMUTING OPPORTUNITIES AND TELECOMMUTER FORWARD! COMMUNITY CERTIFICATION**

Offered by the Economic Development & Tourism Committee

RESOLUTIONS AND ORDINANCES – November 23, 2021

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Offered by the Natural Resources & Extension Committee

5. RESOLUTION AUTHORIZING MONROE COUNTY LAND CONSERVATION DEPARTMENT TO SUBMIT APPLICATION TO THE SURFACE WATER GRANT PROGRAM AND ENTER A GRANT AGREEMENT TO COMPLETE A STREAM CROSSING INVENTORY AND ASSESSMENT IN MONROE COUNTY

Offered by the Natural Resources & Extension Committee

6. RESOLUTION ENACTING MONROE COUNTY BROADBAND NETWORK PROJECT ORDINANCE (BROADBAND FORWARD! COMMUNITY CERTIFICATION)

Offered by the Economic Development & Tourism Committee

**RESOLUTION AUTHORIZING CHANGES TO THE MONROE COUNTY
PERSONNEL POLICY MANUAL FOR DECEMBER 1, 2021 TO MARCH 31, 2022 – COVID-19
POLICY**

1 **WHEREAS**, the Monroe County Board adopted Resolution No. 03-20-01, Resolution Declaring
2 State of Emergency in Monroe County due to the Covid-19 Pandemic; Resolution No; 09-20-04
3 Adopting Covid-19 Personnel Policies; Resolution No. 12-20-21 Authorizing Changes to the COVID-19
4 Policy, Resolution No. 03-21-01, Authorizing Changes to the COVID-19 Policy, and Resolution No.
5 09-21-03 Authorizing Changes to the COVID-19 Policy; and
6

7 **WHEREAS**, the pandemic continues and polices created under Resolution No. 03-20-01,
8 Resolution No. 09-20-04, Resolution No. 12-20-01, Resolution No. 03-21-01, and Resolution No. 09-
9 21-03 are set to expire on November 30, 2021, Monroe County wants to ensure personnel are given a
10 proper policy in response to COVID-19 related events; and
11

12 **WHEREAS**, the Monroe County Administration and Personnel Committee recommends the
13 County approve the revisions to the Monroe County Personnel’s COVID-19 Response Policy as
14 proposed by the Personnel Director as referenced by the attached document; and
15

16 **WHEREAS**, in addition, the Monroe County Administration and Personnel Committee
17 recommends flexibility to address changes coming from the state or federal administrations.
18

19 **NOW, THEREFORE BE IT RESOLVED**, the Monroe County Board of Supervisors, that as
20 of December 1, 2021, they do hereby extend the current Personnel Policies created pursuant to
21 Resolution No. 03-20-01, Resolution No. 09-20-04, Resolution No. 12-20-21, Resolution No. 03-21-01,
22 and Resolution 09-21-03 through March 31, 2022; and
23

24 **NOW, THEREFORE BE IT RESOLVED**, that nothing within this resolution should be
25 construed to limit the constitutional and statutorily granted powers of the Judiciary, the Sheriff, the
26 District Attorney or any other county office which is granted authority under the Constitution or
27 Wisconsin Statutes; and
28

29 **FURTHER BE IT RESOLVED** that the Monroe County Board of Supervisors acknowledges the
30 authority of the County Administrator and Personnel Department to adopt the Personnel Policies in
31 accordance with evolving state and federal rules, regulations and policies and directs that substantive
32 changes shall be presented to the Administration and Personnel Committee and County Board for
33 consideration for ratification.
34

35 Offered by the Administration & Personnel Committee this 23rd day of November 2021.
36

37 Purpose: To ratify Personnel Policies created to address the Covid-19 county operations and health,
38 safety and welfare concerns for the county employees and residents for December 1, 2021 – March 31,
39 2022.
40

41 Fiscal note: No direct budget impact. Any budget impact will be addressed by a separate action or
42 resolution.

Finance Vote (If required):

___ Yes ___ No ___ Absent

Committee of Jurisdiction Forwarded on: November 9, 20 21

4 Yes 0 No 1 Absent

Approved as to form on 11/9/2021

Lisa Aldinger Hamblin
Lisa Aldinger Hamblin, Corporation Counsel

Committee Chair: Walter K. Hayes

Mary Von Rueden James B Kuhn

Mark Halpern

ADOPTED FAILED AMENDED

OTHER _____

County Board Vote on: _____ 20__

___ Yes ___ No ___ Absent

STATE OF WISCONSIN
COUNTY OF MONROE

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

SHELLEY R. BOHL, MONROE COUNTY CLERK

A raised seal certifies an official document.



Monroe County Personnel Department

124 North Court Street
Sparta, WI 54656
(608) 269-8719

Monroe County Personnel's COVID-19 Response Policy

Purpose

The purpose of this plan is to provide guidance to Monroe County Department Heads and employees on Monroe County's plan for responding to the rapidly evolving coronavirus disease 2019 (COVID-19) public health emergency. This plan will be reviewed by the Monroe County Administrator and Personnel Director weekly or more often as needed.

Be respectful of others:

- Monroe County encourages everyone to get vaccinated and to follow CDC guidelines, but at the same time respects everyone's decisions regarding their personal health. If there is a business need to inquire about vaccine status, please keep in mind that this question could be perceived and interpreted by an individual as calling them out and making them uncomfortable to a degree. If there is a need to determine vaccine status, please do so with a deep understanding of the question's impact on people and handle with sensitivity, respect, and care.
- Also, keep in mind just because someone is wearing a mask, the reason isn't necessarily because they are not vaccinated. Some vaccinated employees may feel more comfortable to continue, in some instances, to wear a mask.

How to Obtain a Vaccination:

- Monroe County encourages everyone to get vaccinated. For information on where to go to get vaccinated visit the Monroe County Health Department COVID-19 Vaccine webpage at <https://healthymonroecowi.org/vaccine/>.

This plan is to provide clarity and guidance regarding taking time off during the COVID-19 public health emergency. With new laws enacted we are looking to give our staff a few options to help them navigate through this difficult time.

COVID-19 is a communicable, respiratory disease that can cause severe illness in some people. COVID-19 is easily transmitted from person to person in close contact through the respiratory droplets and aerosol particles released by infected persons during coughing, sneezing, singing, talking, and breathing. As a precautionary measure in response to the COVID-19 pandemic the following updated rules will be in effect as of **Wednesday, December 1, 2021:**

What does this mean for Monroe County Employees?

Employees are expected to follow the guidance listed below:

- Are asked to continue to wear a mask when interacting with the public.
- Can remove masks when at their workstations or working with fellow employees that are comfortable with the removal of masks.
- Masks and social distancing along with other required PPE should continue to be used by all people in health care settings, correctional facilities, and on buses, trains, and planes.
- Employees are welcome to continue wearing masks in accordance with their comfort zone.
- Staff that have been around someone who has COVID-19 may need to quarantine or get tested after a known exposure even if they do not have symptoms. **We recommend contacting the Monroe County Health Department directly at 608.269.8666 to receive the proper and most up to date guidance.** If they work in a correctional facility or Healthcare setting, they should get tested after a known exposure, even if you don't have symptoms.
- Any staff that may be experiencing symptoms should get tested.
- Monroe county staff who work at or provide services in Rolling Hills will be asked about vaccination status and the employee must provide this information.
- Staff working outdoors with the ability to social distance from other individuals will not be required to wear a mask.
- Those who fail to comply with the masking policy will be subject to discipline per the Monroe County Personnel Policy.
- Some departments and buildings may have additional requirements above and beyond this policy, which may state face coverings are required (example: Rolling Hills). Department Heads would have the authority to implement these requirements.

Staffing

- Department Heads that wish to continue with the alternate scheduling are authorized to do so. Due to these measures staff may still be working rotating schedules with a combination of telework and office time. It is recommended that you contact the Personnel Department regarding the need to take any of the leave due to COVID-19 related circumstances.

Employee – defined as a Monroe County staff member that works full-time (40 hrs. /wk.) or at least part-time status (20 hrs. /wk. or more) that are currently benefit eligible per Monroe County's Personnel Policy Manual.

Leave Options

For those who have to take time off due to COVID-19 related circumstances whether it be personal illness or child care will have the following options to consider.

Compensation during any COVID-19 related leave will be through the use of earned vacation, **sick leave**, floating holiday, comp time or leave without pay. Employee's will have the choice of the accrual bank or leave without pay during any circumstances directly related to COVID-19, whether it is a quarantine order, positive test result, or care for an immediate family member. During this process the required certification from a health care facility will be waived unless there is a cause to believe the employee falsified the request and this will be evaluated on a case by case basis. Determination if telework would be an alternative to accrual usage would be dictated by the Department Head. Certain departments may have more strict enforcement to adhere to state and other guidelines for a health care or other type of facility. ****Dates of quarantine time frames could be reduced under advisement of Monroe County Health Department.****

Employees shall notify their manager of any leave being taken. All employees taking leave must contact their manager or the Personnel Department for accrual bank usage wishes. If staff do not specifically communicate accrual bank usage to their manager or the Personnel Department their time will be charged as such:

1. Vacation
2. Floating Holiday
3. Sick Leave
4. Comp Time (if applicable)
5. Leave without pay (LWOP)

Process

All requests for any leave options must be completed on the attached COVID-19 Personnel Leave Request Form (revised 10/1/2021).

To access the form please visit the Monroe County Personnel Department webpage:

<https://www.co.monroe.wi.us/departments/personnel>

All forms and COVID materials are listed under COVID-19 Response Plan and Policies.

Vaccination Information

During 2021 members of the public and staff will be eligible for the COVID-19 vaccines. Our Monroe County Health Department encourages all staff to take part in this process and get vaccinated. If you have any questions regarding this process or resources on where you can find more information or where Monroe County has vaccination clinics being held please use the following links:

<http://healthymonroecowi.org/vaccine>

<https://www.dhs.wisconsin.gov/covid-19/vaccine.htm>

<https://www.dhs.wisconsin.gov/covid-19/vaccine-map.htm>

<https://www.cdc.gov/coronavirus/2019-ncov/vaccines/index.html>

To contact the Monroe County Health Department directly you can call 608.269.8666.

When to Stay Home from Work

Anticipating the spread of COVID-19 to Monroe County, we will have staff who will need to stay home; either because they are ill, have been exposed, are caring for an ill family member, or are watching children due to school or daycare closures.

The most important message we can send is to stay home if you have any symptoms or have any reason to believe you may have been exposed to COVID-19. As we plan for ways to continue to provide necessary, and in some cases, life-saving services to our clients at a time we anticipate potential staffing shortages, the last action we want you to take is to come to work ill and potentially spread COVID-19 to your co-workers and clients.

To help manage the distribution of staffing resources county-wide and plan for more significant interventions, we will be implementing a protocol so that we can centrally track staff that are out due to flu-like symptoms or potential COVID-19 exposure. Specifically, when you communicate to your normal department contact that you are sick or concerned about coming to work, you will be asked to report the following types of information:

- 1) Are you staying home because you are sick, or because you are caring for someone else who is sick?
- 2) Does the illness present flu-like symptoms (fever, cough, sore throat, headache/body aches), or something else?
- 3) If it is flu-like symptoms, do you have any reason to believe you may have contracted COVID-19?
- 4) Have you or a member of a party you have been traveling with come into contact with someone contagious with COVID-19?
- 5) Have you or a member of your household traveled to a state or country with "community spread/transmission" in the past 15 days?

If you are experiencing flu-like symptoms, please call and consult your medical provider. If you are exhibiting some symptoms but not sure whether you should stay home, please stay home and consult your physician via telephone for additional guidance.

Given the potential seriousness and magnitude of the situation, our goal is to remove as many barriers as possible for staff to be able to stay home if they are exhibiting symptoms or otherwise have reason to believe they may have been infected. In addition, a Department Head, in consultation with the Monroe County Health Department may send an employee home who reports to work exhibiting signs of illness as described below.

- The employee is exhibiting flu-like symptoms.
- Someone in the employee's family or household is exhibiting flu-like symptoms.
- The employee has been exposed to someone who is being quarantined due to suspicion of or potential exposure to COVID-19.
- A diagnosed case of COVID-19 by receiving a positive test result. An employee diagnosed with COVID-19 should contact the County Personnel Department to determine FMLA eligibility.

If staff are sent home by a supervisor they will have the option to use earned vacation, sick leave, floating holiday, comp time or leave without pay.

Travel Restrictions

- 1) Those who choose to travel are strongly encouraged to monitor their symptoms before, during, and upon return from travel, to ensure their safety as well as those around them during travel and their coworkers upon return to the workplace. Prior to traveling anywhere we recommend you check the travel regulations at <https://www.cdc.gov/travel> to ensure you're adhering to all laws and guidelines established.
- 2) Staff will be required to self-quarantine should they meet the requirements listed on the next page with the chart titled **Self-Monitoring Questionnaire**.
 - a. Based on the answers to the guide staff may be required to remain out of the office for up to 14 calendar days. Telework alternative options may be allowed with department head's approval if staff are required to self-quarantine.
 - b. Please review the questionnaire below if you or anybody in your immediate household are traveling.

Self-Monitoring Questionnaire

<p>#1) In the past 24 hours have you experienced:</p> <p>If employee has experienced any of the symptoms listed, they should <u>NOT</u> go to work.</p> <p>Restrictions include:</p> <ul style="list-style-type: none"> • Self-quarantine for up to 10 calendar days and must remain symptom free for the last 24 hrs. before returning to work. • Recommend employee to contact health care provider for further guidance. <p>Accrual banks required to supplement work time if telework options are unavailable.</p>	<ul style="list-style-type: none"> • Fever • Cough • Feeling Feverish • Sore throat • Loss of sense of taste/smell • Chills • Muscle/body aches • Congestion/runny nose • Shortness of breath/difficulty breathing • Diarrhea/abdominal pain • Nausea/vomiting
<p>POTENTIAL CONTACT: If employee answers “yes” to #2, and are not fully vaccinated, will be sent home and required to self-quarantine <u>for up to 14 calendar days and potentially longer under guidance of your local Health Department.**</u></p>	
<p>#2) Have you had close contact with a confirmed COVID-19 patient while that person was ill and are not fully vaccinated?</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>

In these circumstances, self-quarantine means remaining away from work and other public areas, typically in one’s home, for a minimum of 10 calendar days. If employee remains symptom free for the last 72 hours they will be eligible to return to work. Compensation during the 10 day self-quarantine period will be through the use of earned vacation, **sick leave**, floating holiday, comp time or leave without pay. Employee’s will have the choice of the accrual bank or leave without pay during any of the circumstances listed on pg. 4. During this process the required certification from a health care facility will be waived unless there is a cause to believe the employee falsified the request and this will be evaluated on a case by case basis. Determination if telework would be an alternative to accrual usage would be dictated by the Department Head. Certain departments may have more strict enforcement to adhere to state and other guidelines for a health care or other type of facility. ****Dates of quarantine time frames could be reduced under advisement of Monroe County Health Department. ****

Employees shall notify their manager of any leave being taken. All employees taking leave as a result of travel outside of the country must contact their manager or the Personnel Department for accrual bank usage wishes. If staff do not specifically communicate accrual bank usage to their manager or the Personnel Department their time will be charged as such:

- | | | |
|------------------------------|-----------------------------|---------------|
| 1. Vacation | 2. Floating Holiday | 3. Sick Leave |
| 4. Comp Time (if applicable) | 5. Leave without pay (LWOP) | |
- 3) County travel must be approved by department head prior to any travel for conducting County business or operations.

- 4) County travel required for a court proceeding, a bona fide law enforcement purpose, or by the medical examiner for a death investigation, is exempt from the restriction under "Travel Restrictions".

School or Daycare Closure

Any employee that must miss work due to school or daycare closures will be required to use their accrued vacation, sick leave, floating holiday, comp time, or leave without pay within the guidelines established within this policy.

Taking leave without pay under this section will not affect accruals of benefits provided by the county.

For tracking purposes, the Department Head or Supervisor shall have the employee complete the proper form and report the time on the timesheet accordingly for approval.

We are asking departments to be flexible, if possible, with hours of work for staff members to continue to complete tasks. We ask all staff to be in communication and ensure approval through their manager before taking time off.

Reporting to Work

- 1) Employees should continue to report to work unless directed otherwise as reflected in the Monroe County Personnel Policy Manual. A copy of the Personnel Policy Manual can be found on the Monroe county website at <http://www.co.monroe.wi.us/departments/personnel/>. As county employees, we have obligations to maintain services to the extent possible during an emergency. We will be making every effort to reduce exposure in our workplace.
- 2) If an employee is confirmed to have COVID-19, the Health Department will inform fellow employees of their possible exposure to COVID-19 in the workplace but maintain confidentiality as required by the Americans with Disabilities Act (ADA). Vaccinated employees exposed to a co-worker with confirmed COVID-19 do not need to quarantine or get tested after a known exposure unless they have symptoms. If they work in a correctional facility or Healthcare setting, they should get tested after a known exposure, even if you don't have symptoms. Unvaccinated employees should refer to CDC guidance at <https://www.cdc.gov/coronavirus/2019-ncov/faq.html>.
- 3) **Employees who fail to come to work without supervisor approval in a pandemic will be treated as if they failed to come to work at any other time and may be subject to disciplinary action.**
- 4) Employees may request leave time and it will be reviewed, and approved or denied, in accordance with the leave provisions in the Monroe County Personnel Manual and listed above in this document. In general, our objective is to ensure the health and safety of our county employees while continuing the County's critical services. At this time, our goal is to encourage healthy employees that are able, to report to work.
- 5) Employees must work as assigned unless granted leave. Employees may be required to assist in performing work for absent or ill co-workers to ensure that the County is able to provide essential services. The County will make an effort to provide the appropriate protective measures to employees assigned to work in a situation that would put them at greater risk of exposure than the typical interactions encountered in conducting usual life activities.

Social Distancing

Social distancing includes any action to limit contact with others. General actions we are directing departments to take:

- Limiting face-to-face meetings: To the greatest extent possible, you should be considering how to limit face-to-face meetings, including using email, phone conferences, or videoconferencing when possible. Consider whether any meetings, either within the department or within the community, can be cancelled/rescheduled or conducted remotely with the use of technology. Our default position should be that in-person meetings will be cancelled unless there is a compelling need. If additional technology conferencing tools are needed please reach out to the IT Director and County Administrator for approval of such need.

Emergency Declaration

As a result, all department heads shall begin tracking all expenses relating to COVID-19 planning and preparedness. This declaration has since expired at the county level, but all departments are still recommended to track expenses for potential reimbursement.

Office Closure

Complete county department/office closure will only be authorized by the County Administrator, with the guidance of Public Health Officials.

Exceptions to Monroe County Policies and Procedures and this COVID-19 Plan may be considered and approved by the County Administrator on a case by case basis.

Response Coordination

The Public Health Director for Monroe County shall be responsible for coordinating Monroe County's response to COVID-19. The scope of that coordination shall include, but is not limited to:

- 1) Consulting with federal, state, and local emergency management and public health officials concerning the County's overall response to COVID-19;
- 2) Distributing official communications concerning the virus, its spread, and the County's response to it;
- 3) Providing recommendations on office closures, and travel limitations and restrictions; and
- 4) Consulting with, and providing recommendations to, department heads on service delivery as it relates to COVID-19.

Communication Protocol

- 6) External Communication: All e-mails, public health bulletins, and press releases concerning the County's overall response to the pandemic shall be issued by the Health Director.
- 7) Internal Communication: Communication to the County employees shall be through County Administration or Personnel in consultation with the Health Department.

- 8) With the exception of the Health Director and Emergency Management Coordinator, all employees shall refrain from distributing group e-mails, notices, pamphlets, brochures or other forms of correspondence concerning the pandemic so as not to confuse, contradict or in any other way interfere with official communications issued by Health or County Administration. Employees concerned with receiving the most recent and credible information concerning the pandemic should go to the CDC website: <http://cdc.gov/coronavirus/2019-NCOV/cases-in-us.html>.
- 9) At the department level, Department Heads may continue to provide information to their employees concerning the manner in which services will be provided to the public in light of the pandemic.
- 10) Communication to clients, vendors and other business partners regarding changes to business practices, due to the response to a pandemic, will be at the Department Head level.
- 11) Employees are urged to remain vigilant for e-mail scams related to pandemic.
 - a. Avoid clicking on links in unsolicited emails and be wary of email attachments;
 - b. Use trusted sources – such as legitimate, government websites – for up-to-date, fact-based information about the pandemic;
 - c. Do not reveal personal or financial information in emails, and do not respond to email solicitations for this information.

Cleaning and Disinfecting

- 1) Monroe County Maintenance is primarily responsible for cleaning and disinfecting all county facilities utilizing standards proven effective against COVID-19, and for coordinating with custodians on the proper cleaning and disinfecting standards related to COVID-19.
- 2) To the extent that employees are capable of doing so safely, they shall assist maintenance and housekeeping staff with disinfecting porous and non-porous surfaces.
- 3) Maintenance and/or housekeeping personnel shall provide soap and water and alcohol-based hand rubs in the workplace, ensure that adequate supplies are maintained, and place hand rubs in multiple locations or in conference rooms to encourage hand hygiene.

Future Communications

Given the extent of the COVID-19 pandemic and the fluidity of the situation, this plan may be revised and/or updated frequently. Please ensure you are referring to the most recent version of this plan.

RESOLUTION NO. 11-21-02

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

WHEREAS, The Sanitation/Planning and Zoning/Dog Control Committee held a public hearing on November 15, 2021 on a petition from Dennis Pennel to rezone the real property described below from GA- General Agriculture to R3- Rural Residential; and

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

WHEREAS, The primary reason for the rezoning is to comply with the Town of Sparta requirements pertaining to new parcels under three acres in size; and

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

NOW, THEREFORE, BE IT RESOLVED the zoning of the real property described below shall now be designated as R3-Rural Residential and the official zoning map of the General Code of the County of Monroe, Wisconsin is hereby amended accordingly.

Lots 4, 5 & 6 of 29CSM192 recorded as document #699393.

Dated this 23rd day of November, 2021

Offered by the Sanitation, Planning & Zoning, Dog Control Committee
Purpose: To rezone to comply with the Town of Sparta requirements pertaining to new parcels under three acres in size.

Fiscal Note: None

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

Approved as to form on 11/16/2021
Lisa Adinger Hambolin
Andrew C. Kaftan, Corporation Counsel
Lisa Adinger Hambolin

ADOPTED FAILED AMENDED
 OTHER _____
County Board Vote on: _____ 20____
___ Yes ___ No ___ Absent

Committee of Jurisdiction Forwarded on: Nov. 15, 2021
3 Yes 0 No 2 Absent
Committee Chair: Alan M. Coy
[Signature]
[Signature]

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

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

RESOLUTION NO. 11-21-03

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

WHEREAS, The Sanitation/Planning and Zoning/Dog Control Committee held a public hearing on November 15, 2021 on a petition from Jake McClelland to rezone the real property described below from GA- General Agriculture to R3- Rural Residential; and

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

WHEREAS, The primary reason for the rezoning is to reduce required building setbacks; and

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

NOW, THEREFORE, BE IT RESOLVED the zoning of the real property described below shall now be designated as R3-Rural Residential and the official zoning map of the General Code of the County of Monroe, Wisconsin is hereby amended accordingly.

A parcel located in part of the NE ¼ -SE ¼ Section 30, T16N, R3W, Town of Wells, Commencing in a Northwesterly direction 8 Chains from the forty line of the NE ¼ of SE ¼, thence Northwest along the West side of Highway 27, 175.00 feet, thence West at a right angle 2 Chains and 34 links in a Southwesterly direction, thence Southeast at a right angle 175.00 feet, thence Northeast at a right angle 2 chains and 34 links to the place of beginning.

Dated this 23rd day of November, 2021

Offered by the Sanitation, Planning & Zoning, Dog Control Committee
Purpose: To rezone to construct a garage with substandard lot setbacks.
Fiscal Note: None

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

Approved as to form on 11/16/21
Andrew C. Kaftan
Andrew C. Kaftan, Corporation Counsel
Lisa Aldinger Hamblin
Lisa Aldinger Hamblin

ADOPTED FAILED AMENDED
 OTHER _____
County Board Vote on: _____ 20__
___ Yes ___ No ___ Absent

Committee of Jurisdiction Forwarded on: Nov 15, 2021
3 Yes 0 No 2 Absent
Committee Chair: *Alonzo Mc by*
[Signature]
[Signature]

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

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

RESOLUTION No. 11-21-04

**AUTHORIZING MONROE COUNTY LAND CONSERVATION DEPARTMENT TO
SUBMIT APPLICATION TO THE SURFACE WATER GRANT PROGRAM AND
ENTER A GRANT AGREEMENT TO COMPLETE AN OPEN SPACE SHORELAND
PROTECTION PROJECT ALONG THE LITTLE LA CROSSE RIVER**

1 **WHEREAS**, Monroe County is interested in obtaining a cost-share grant from the Wisconsin
2 Department of Natural Resources for the purpose of completing an open space shoreland
3 protection project along the Little La Crosse River to improve stream health and floodplain
4 management; and

5
6 **WHEREAS**, Monroe County will ensure the statements and representations contained in the
7 grant application are accurate and complete; and

8
9 **WHEREAS**, a grant agreement must be completed to carry out the project; and

10
11 **WHEREAS**, the Monroe County Land Conservation Department will address the required
12 administrative reporting for the project and will assign the following officials or employees to
13 submit the following documents to the Wisconsin Department of Natural Resources (WIDNR)
14 for financial assistance that may be available:

Task	Title of Authorized Representative(s)	Email Address and Phone Number if alternative is used
Sign and submit grant application	Land Use Planner	Roxie.anderson@co.monroe.wi.us 608-855-5020
Enter into a grant agreement with the WIDNR	Land Conservation Department Director	Bmicheel@co.monroe.wi.us 608-269-8975
Submit quarterly and/or final reports to the WIDNR to satisfy the grant agreement, as appropriate	Land Use Planner	Roxie.anderson@co.monroe.wi.us 608-855-5020
Submit reimbursement request(s) to the WIDNR no later than the date specified in the grant agreement	Land Use Planner	Roxie.anderson@co.monroe.wi.us 608-855-5020
Sign and submit other required documentation	Land Use Planner or Land Conservation Department Director	Roxie.anderson@co.monroe.wi.us 608-855-5020 Bmicheel@co.monroe.wi.us 608-269-8975

15 **NOW, THEREFORE, BE IT RESOLVED**, that the Monroe County Board of Supervisors
16 authorizes the Monroe County Land Conservation Department to make application for the

17 surface water grant program as set out above and to enter a grant agreement to complete an open
18 space shoreland protection project along the Little La Crosse River; and

19

20 **BE IT FURTHER RESOLVED** that Monroe County will comply with all local, state, and
21 federal rules, regulations and ordinances relating to this project and the cost-share agreement.

22

23 Offered by the Natural Resource & Extension Committee this 10th day of November, 2021.

24

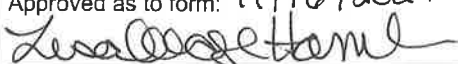
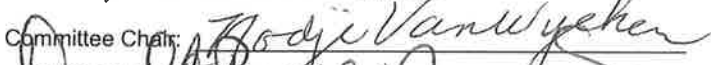


25 Purpose: To obtain a cost-share grant from the Wisconsin Department of Natural Resources to
26 complete an open space shoreland protection project along the Little La Crosse River to improve
27 stream health and floodplain management.

28

29 Fiscal Note: Grant revenue and expenses will require budget adjustments if and when grant is
30 awarded.

31

32 Drafted by: Roxie Anderson, Land Conservation Department

<p>Finance Vote (If required): <u>4</u> Yes <u>0</u> No <u>1</u> Absent</p> <p>*****</p> <p>Approved as to form: <u>11/16/2021</u>  Lisa Aldinger Hamblin, Corporation Counsel</p>	<p>Committee of Jurisdiction Forwarded on: <u>10-10</u>, 20<u>21</u> VOTE: <u>4</u> Yes <u>0</u> No <u>2</u> Absent Committee Chair:   </p>
<p><input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED <input type="checkbox"/> OTHER _____</p> <p>County Board Vote on: _____ 20____ ____ Yes _____ No _____ Absent</p>	<p>STATE OF WISCONSIN COUNTY OF MONROE I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution # _____ acted on by the Monroe County Board of Supervisors at the meeting held on _____.</p> <p>_____ SHELLEY R. BOHL, MONROE COUNTY CLERK <i>A raised seal certifies an official document.</i></p>

RESOLUTION No. 11-21-05

**AUTHORIZING MONROE COUNTY LAND CONSERVATION DEPARTMENT TO
SUBMIT APPLICATION TO THE SURFACE WATER GRANT PROGRAM AND
ENTER A GRANT AGREEMENT TO COMPLETE A STREAM CROSSING
INVENTORY AND ASSESSMENT IN MONROE COUNTY**

1 **WHEREAS**, Monroe County is interested in obtaining a cost-share grant from the Wisconsin
2 Department of Natural Resources for the purpose of completing a stream crossing inventory and
3 assessment in Monroe County for watershed planning and flood mitigation efforts; and
4

5 **WHEREAS**, Monroe County will ensure the statements and representations contained in the
6 grant application are accurate and complete; and
7

8 **WHEREAS**, a grant agreement must be completed to carry out the project; and
9

10 **WHEREAS**, the Monroe County Land Conservation Department will address the required
11 administrative reporting for the project and will assign the following officials or employees to
12 submit the following documents to the Wisconsin Department of Natural Resources (WIDNR)
13 for financial assistance that may be available:

Task	Title of Authorized Representative(s)	Email Address and Phone Number if alternative is used
Sign and submit grant application	Land Use Planner	Roxie.anderson@co.monroe.wi.us 608-855-5020
Enter into a grant agreement with the WIDNR	Land Conservation Department Director	Bmicheel@co.monroe.wi.us 608-269-8975
Submit quarterly and/or final reports to the WIDNR to satisfy the grant agreement, as appropriate	Land Use Planner	Roxie.anderson@co.monroe.wi.us 608-855-5020
Submit reimbursement request(s) to the WIDNR no later than the date specified in the grant agreement	Land Use Planner	Roxie.anderson@co.monroe.wi.us 608-855-5020
Sign and submit other required documentation	Land Use Planner or Land Conservation Department Director	Roxie.anderson@co.monroe.wi.us 608-855-5020 Bmicheel@co.monroe.wi.us 608-269-8975

14 **NOW, THEREFORE, BE IT RESOLVED**, that the Monroe County Board of Supervisors
15 authorizes the Monroe County Land Conservation Department to make application for the
16 surface water grant program as set out above and to enter a grant agreement to complete a stream
17 crossing inventory and assessment in Monroe County; and

18 **BE IT FURTHER RESOLVED** that Monroe County will comply with all local, state, and
19 federal rules, regulations and ordinances relating to this project and the cost-share agreement.

20
21 Offered by the Natural Resource & Extension Committee this 10th day of November, 2021,

22
23 Purpose: To obtain a cost-share grant from the Wisconsin Department of Natural Resources to
24 complete a stream crossing inventory and assessment in Monroe County for watershed planning and
25 flood mitigation efforts.

26
27 Fiscal Note: Grant revenue and expenses will require budget adjustments if and when grant is
28 awarded.

29
30 Drafted by: Roxie Anderson, Land Conservation Department

Finance Vote (If required): <u>4</u> Yes <u>0</u> No <u>1</u> Absent	Committee of Jurisdiction Forwarded on: <u>10-10</u> , 20 <u>21</u> VOTE: <u>4</u> Yes <u>0</u> No <u>2</u> Absent
***** Approved as to form: <u>11/16/2021</u> <u>Lisa Aldinger Hamblin</u> Lisa Aldinger Hamblin, Corporation Counsel	Committee Chair: <u>David A. [Signature]</u> <u>Donald W. [Signature]</u>
<input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED <input type="checkbox"/> OTHER _____ County Board Vote on: _____ 20__ _____ Yes _____ No _____ Absent	STATE OF WISCONSIN COUNTY OF MONROE I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution # _____ acted on by the Monroe County Board of Supervisors at the meeting held on _____. SHELLEY R. BOHL, MONROE COUNTY CLERK <i>A raised seal certifies an official document.</i>

RESOLUTION NO. 11-21-06

**RESOLUTION ENACTING MONROE COUNTY BROADBAND NETWORK PROJECT ORDINANCE
(BROADBAND FORWARD! COMMUNITY CERTIFICATION)**

1 **WHEREAS**, with COVID-19, access to sufficient broadband in rural communities has become
2 imperative for residents and businesses; and
3

4 **WHEREAS**, home-based businesses, teleworking, telemedicine, and virtual schooling increased
5 throughout the area, it is vitally important to have increased broadband connectivity for the success of
6 all residents; and
7

8 **NOW, THEREFORE, BE IT RESOLVED**, pursuant to Wisconsin Statute § 196.504(5) of the Broadband
9 Forward! Community Certification law, the Monroe County Board of Supervisors enacts the Monroe
10 County Broadband Network Project Ordinance, herein after "Ordinance", providing for an application
11 process for broadband network applications.
12

13 **Chapter 56. Broadband Network Project Applications**
14

15 **Article 1. GENERAL PROVISIONS.**
16

17 **Sec. 56.1 Purpose and policy.** The purpose of this chapter is to encourage the development of
18 broadband access in Monroe County by reducing administrative obstacles to broadband
19 service providers and coordinating the review of applications to ensure such applications
20 are timely processed. This chapter shall at all times be construed consistent with the
21 aforestated purpose.
22

23 **Sec. 56.2 Definitions.** In this chapter:
24

25 (1) "Applicant" means a person applying for a permit for a broadband network project.
26

27 (2) "Broadband network project" means the construction or deployment of wireline or wireless
28 communications facilities to provide broadband communications services in the community of
29 Monroe County.
30

31 (3) "Permit" means any local permit, license, certificate, approval, registration, or similar form of
32 approval required by policy, administrative rule, regulation, ordinance, or resolution with respect
33 to a broadband network project.
34

35 (4) "Written" or "in writing" means information that is inscribed on a tangible medium or that is
36 stored in an electronic or other intangible medium and is retrievable in perceivable form.
37

38 **Sec. 56.3 Point of contact.** The County shall appoint a single point of contact for all matters
39 related to a broadband network project. The County shall provide on its public website
40 the contact information, including the e-mail address, for the point of contact authorized
41 to receive a broadband network project application.
42

43 **Section 56.4-56.9 Reserved**

44 **Article 2. ELECTRONIC SUBMISSION OF APPLICATIONS.** An applicant may sign and file all
45 forms, applications and documentation related to a broadband network project electronically.

46
47 **Sections 56.10-56.20 Reserved**

48
49 **Article 3. REVIEW OF APPLICATIONS.** Notwithstanding any other provision in the County's
50 ordinances, resolutions, regulations, policies or practices to the contrary, the following process
51 shall apply exclusively upon receiving a broadband network project application:

52
53 **Sec. 56.21 Completeness review.** Upon receiving a broadband network project application the
54 County shall:

55
56 (1) Determine whether an application is complete and notify the applicant of the determination
57 by the County in writing within 10 calendar days of receiving an application. If the County does
58 not notify the applicant in writing of its completeness determination within 10 calendar days of
59 receiving the application, the application shall be considered complete.

60
61 (2) If the County determines that an application is not complete, the written notification to the
62 applicant shall specify in detail the required information that is not complete. The applicant may
63 resubmit an application as often as necessary until the application is complete.

64
65 **Sec. 56.22 Approval or denial of complete applications.**

66
67 (1) Within 60 calendar days of receiving an application that is complete, or considered complete
68 under sub. (1), the County shall approve or deny the application and provide the applicant
69 written notification of the approval or denial. If the County does not notify the applicant of its
70 approval or denial within 60 calendar days of receiving a complete application, the application
71 shall be considered approved and any required permit shall be considered issued.

72
73 (2) If the County denies an application, the written notification of the denial under sub. (1) shall
74 include evidence that the denial is not arbitrary and capricious.

75
76 **Sections 56.23-56.29**

77
78 **Article 4. FEES.** Any fee imposed by the County to review an application, issue a permit, or perform
79 any other activity related to a broadband network project shall be reasonable. An application fee
80 that exceeds \$100 is unreasonable.

81
82 **Sections 56.30-56.39 Reserved**

83
84 **Article 5. INITIAL APPLICABILITY.** The treatment of this ordinance first applies to applications
85 received by the County on or after the effective date of this ordinance.

86
87 **Sections 56.40-56.49 Reserved**

88
89 **Article 6. EFFECTIVE DATE.** This ordinance takes effect on the day after publication.
90

91 **Sections 56.50-56.59 Reserved.**

92

93 **FURTHER BE IT RESOLVED** the Monroe County Board of Supervisors hereby approves, as of
94 November 23, 2021, the Broadband Network Project Applications Ordinance.

95

96 Offered by the Economic Development and Tourism Committee on this 23rd day of November, 2021.

97

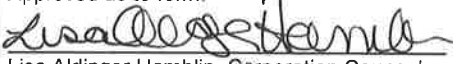
98 Purpose: Enactment of the Monroe County Broadband Network Project Ordinance (Broadband
99 Forward! Community Certification).

100

101 Fiscal Note: None

102

103 Drafted by Tina Osterberg, County Administrator

Finance Vote (If required): ___ Yes ___ No ___ Absent ***** Approved as to form: 11/16/21  Lisa Aldinger Hamblin, Corporation Counsel	Committee of Jurisdiction Forwarded on: <u>November 16</u> , 20 <u>21</u> VOTE: <u>2</u> Yes <u>0</u> No <u>1</u> Absent Committee Chair: _____ _____ _____
<input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED <input type="checkbox"/> OTHER _____ County Board Vote on: _____ 20____ ___ Yes ___ No ___ Absent	STATE OF WISCONSIN COUNTY OF MONROE I, SHELLEY R. BOHL, Monroe County Clerk, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution # _____ acted on by the Monroe County Board of Supervisors at the meeting held on _____. _____ SHELLEY R. BOHL, MONROE COUNTY CLERK <i>A raised seal certifies an official document.</i>

RESOLUTION NO. 11-21-07

RESOLUTION IN SUPPORT OF TELECOMMUTING OPPORTUNITIES AND TELECOMMUTER FORWARD! COMMUNITY CERTIFICATION

1 **WHEREAS**, In accordance with state statute 196.5045, Monroe County wishes to apply to the Public
2 Service Commissioner for certification as a Telecommuter Forward! Community; and

3
4 **WHEREAS**, Monroe County supports and commits to promoting the availability of telecommuting
5 options; and

6
7 **WHEREAS**, Telecommuting is good for our region. Workers who can work remotely anywhere can
8 purchase real estate and add to our tax base, send their children to local schools, purchase goods and
9 services in our area, and add to the overall economic development of our area; and

10
11 **WHEREAS**, Telecommuting allows all citizens the ability to enjoy the flexibility of working at home to
12 promote a healthy family life; and

13
14 **WHEREAS**, Telecommuter Forward Certification will encourage municipalities and broadband
15 providers to partner together to further job opportunities in the teleworking field; and

16
17 **WHEREAS**, Trends are that rural population is declining, however, young to middle-age adults are
18 moving back to rural areas; and

19
20 **WHEREAS**, More Telecommuting jobs can keep the younger population here, encourage middle agers
21 to stay or move back, and Telecommuting is a vibrant option for the 65+ age group; and

22
23 **THEREFORE BE IT RESOLVED**, Monroe County hereby appoints the Land Use Planner as the
24 single point of contact for coordinating telecommuting opportunities.

25
26 **FURTHER BE IT RESOLVED** that the Monroe County Land Use Planner position shall:

- 27 1. Coordination and partnership with broadband providers, realtors, economic development
28 professionals, employers, employees, and other telecommuting stakeholders.
- 29 2. Collaboration with broadband providers and employers to identify, develop, and market
30 telecommuter-capable broadband packages.
- 31 3. Communication and partnership with broadband providers and economic development
32 professionals to develop common goals.
- 33 4. Promotion of telecommuter-friendly workspaces, such as business incubators with
34 telecommuting spaces, if such a workspace has been established in the political subdivision at
35 the time the political subdivision adopts the resolution.
- 36 5. Familiarity with broadband mapping tools and other state-level resources.
- 37 6. Maintaining regular communication with the state broadband office.
- 38 7. Making regular reports to the Monroe County Economic Development Committee.

39
40 Offered by the Economic Development and Tourism Committee on this 23rd day of November, 2021.

41
 42 Purpose: To support and commit to promote the availability of Telecommuting options in Monroe County.
 43
 44 Fiscal Note: None
 45
 46 Drafted by Tina Osterberg, County Administrator

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