



MONROE COUNTY BOARD OF SUPERVISORS

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

NOTICE OF MEETING

COMMITTEE: FINANCE MEETING
TIME: 9:00 a.m.
PLACE: Justice Center
Monroe County Board Assembly Room
South Side/Oak Street Entrance
112 South Court St./1st Floor Rm 1200
Sparta, WI 54656
DATE: Wednesday, March 16, 2022

SUBJECT MATTER TO BE CONSIDERED

1. Call to Order/Roll Call
2. CLOSED SESSION PER Chapter 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Consideration of Revolving Loan Fund changes to Growing Stars Loan.
3. Return to Open Session
4. Next Month's Meeting Date/Time
5. Minutes Approval of February 3, 2022, February 16, 2022 and February 23, 2022
6. Public Comment
7. Notice of Budgetary Adjustment(s) – Discussion/Action
 - a. Child Support / Corporation Counsel
 - b. Land Records
 - c. Dog Control
 - d. Jail(2)
 - e. Human Services(2)
 - f. Health Department(2)
8. Request for Line Item Transfer(s) – Discussion/Action
 - a. Solid Waste
 - b. Medical Examiner
 - c. Finance
9. Request for Credit Card Approval(s) – Discussion/Action
 - a. Veterans Service Office
 - b. Human Services
 - c. Finance
10. Fiscal Note on Resolution(s) – Discussion/Action
 - a. Resolution Authorizing Establishment of One Additional Economic Support Specialist Position in the Human Services Department
 - b. Resolution Amending Monroe County Ordinance, Chapter 47
 - c. Resolution Authorizing Clerk of Courts and Sheriff's Salary Rates for the Next Term of Office in 2023-2026
 - d. Resolution Authorizing Revised Compensation Plan Wage Adjustments Recommended by McGrath Human Resources Group

**FINANCE MEETING
March 16, 2022 Agenda**

11. Treasurer
 - a. Monthly Treasurer's Report
 - b. Treasurer Department Monthly Report Review
12. Finance
 - a. Monthly Financial Report
 - b. Finance Department Monthly Report Review
13. Rolling Hills Change Order Approval – Discussion/Action
14. Bank Investments
15. Self-Insurance Balance Update
16. Monthly Approvals – Discussion/Action
 - a. Notice of Donations/User Fees Received Budget Adjustment
 - b. County Disbursement Journal Approval
 - c. County Board Monthly Per Diem and Voucher Approval
17. Items for next month's agenda
18. Adjournment

Cedric Schnitzler, Committee Chair
Date notices mailed: March 10, 2022

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

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

Finance Committee
February 3, 2022

Present: Cedric Schnitzler, Wallace Habegger, Mark Halverson, David Pierce, Toni Wissestad
Others: Tina Osterberg, Diane Erickson, Dave Kuderer, Mindy Hemmersbach, Jared Tessman, Ron Luethe, Chris Weaver, Wes Revels, Adam Balz, Remy Gomez, Bob Micheel, Fred Clark, Tom Abbott, Julie Leis, Pamela Pipkin, Ron Hamilton, Linda Smith, Garry Spohn, David Ohnstad, Adrian Lockington

The meeting was called to order at the Monroe County Board Assembly Room at 8:30 a.m. by Chair Cedric Schnitzler.

- ARPA, American Rescue Plan Funds Presentations.

*Sheriff's Office AEDs – Jared Tessman, Emergency Management Coordinator presented a request in the amount of \$23,920.00 for AED machines in each of the frontline squads. Questions were answered.

*Jail, Body Worn Camera – Chris Weaver, Chief Deputy presented a request in the amount of \$77,920.00 for body cams to create a quicker investigation of claims and for safety of inmates and staff. Questions were answered.

*Sheriff's Office UTV – Chris Weaver, Chief Deputy presented a request in the amount of \$45,000.00 for UTV patrol for response to areas visited for recreation. Questions were answered.

*Land Conservation, Private Well Testing – Bob Micheel, Land Conservation Director presented a request in the amount of \$30,000.00 for baseline water quality database for future planning. Questions were answered.

*Land Conservation, Phase II Climate Readiness – Fred Clark presented a request in the amount of \$49,878.00 for a climate readiness project. This amount would cover 36% cost of the total project. Questions were answered.

*Land Conservation, Cost Share Flood Mitigation – Bob Micheel, Land Conservation Director presented a request in the amount of \$100,000.00 for flood mitigation. Questions were answered.

A recess was taken at 10:30 a.m., the meeting reconvened at 10:45 a.m.

*ADRC Transpiration Program – Pamela Weber, ADRC Director presented a request in the amount of \$70,000.00 for handicap accessible vehicle. Questions were answered.

*Rolling Hills Construction Project – Linda Smith, Nursing Home Administrator presented a request in the amount of \$2,437,852.00 for a high grade ventilation/filtration system, HVAC for the new nursing home. Questions were answered.

A lunch recess was taken at 11:25 a.m., the meeting reconvened at 12:30 p.m.

*Maintenance, 315 W Oak Street HVAC

Option 1 – Garry Spohn, Property Manager presented a request in the amount of \$50,000.00 for HVAC equipment repairs for the ADRC building. Questions were answered.

Option 2 – Garry Spohn, Property Manager presented a request in the amount of \$175,000.00 for new HVAC replacement for the ADRC building. Questions were answered.

*Maintenance, Building B Well & Sewer – Garry Spohn, Property Manager presented a request in the amount of \$40,000.00 for a well and sewer for Building B to accommodate County Departments currently in the Rolling Hills building. Questions were answered.

*Maintenance – Building B HVAC – Garry Spohn, Property Manager presented a request in the amount of \$10,000.00 for the replacement of HVAC system for Building B to accommodate County Departments currently in the Rolling Hills building. Questions were answered.

*Highway, Structure Replacement CTH PC – David Ohnstad, Highway Commissioner presented a request in the amount of \$1,124,506.00 for project design and replacement of bridge and watershed structures. Questions were answered.

*Highway, Reconstruction CTH U in the Village of Norwalk – David Ohnstad, Highway Commissioner presented a request in the amount of \$748,550.00 for replacement of CTH U in the Village of Norwalk to correspond with the replacement of Moore Creek Bridge. Questions were answered.

*Highway, CTH AA Rehabilitation Project – David Ohnstad, Highway Commissioner presented a request in the amount of \$2,940,357 for materials and contracts to rehabilitate CTH AA between STH 71 and CTH A. Questions were answered.

*Uniquely Wisconsin – Tina Osterberg, County Administrator presented a request in the amount of \$60,000.00 for Tourism & Economic Development Marketing. Questions were answered

A recess was taken at 2:00 p.m., the meeting reconvened at 2:45 p.m.

*Landfill leachate treatment system upgrade –

Re-use current system – David Hesper, Solid Waste Director explained a request in the amount of \$863,250.00 for leachate treatment upgrade. Questions were answered.

New System – David Hesper, Solid Waste Director explained a request in the amount of \$1,486,750.00 for new leachate treatment system. Questions were answered.

*Monroe County Broadband Project – Tina Osterberg, County Administrator explained a request in the amount of \$1,696,704.00 for Broadband infrastructure. Questions were answered.

*Covid-19 Pandemic Staff Wage Modification – Tina Osterberg, County Administrator explained a request in the amount of \$4,500,000.00 for modification of staff wages. Questions were answered.

- ARPA, American Rescue Plan Funds Recommendation – The committee individually went through each recommended project. Discussion.

1st Half ARPA Funding

Motion by Wallace Habegger second by Mark Halverson to assign \$2,437,852.00 to the Rolling Hills Construction Project. Carried 5-0.

Motion by Wallace Habegger second by Mark Halverson to assign \$2,061,865.50 to the Covid-19 Staff Pandemic Wage Modification. Carried 4-1.

2nd Half ARPA Funding

Motion by Toni Wissestad second by Wallace Habegger to assign \$1,696,704.00 to the Broadband Project contingent on the 2nd half of ARPA funding. Carried 5-0.

Motion by Mark Halverson second by Wallace Habegger to assign \$2,438,134.50 to the Covid-19 Staff Pandemic Wage Modification contingent on the 2nd half of ARPA funding; if the McGrath study recommendation is less than 4.5 million, this request shall be reduced to the recommended amount. Carried 5-0.

Motion by Wallace Habegger second by David Pierce to assign the remainder of funds, \$357,213.00 to the following contingent on the 2nd half of ARPA funding. Carried 5-0.

- \$23,920.00 for Squad AED's

- \$77,920.00 for Body Work Cameras for the Jail
- \$30,000.00 for Private Well Testing
- \$100,000.00 for Flood Mitigation
- \$60,000.00 for Uniquely Wisconsin Discover Wisconsin Campaign
- \$65,373.00 for ADRC Transportation Van

If there is money left after these above projects, the following 2 projects are recommended:

- \$863,250.00 – Landfill Leachate Treatment System Upgrade
- \$748,550.00 – Highway Reconstruction CTH U in Village of Norwalk

- Chair Schnitzler adjourned the meeting at 5:35 p.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder

Finance Committee
February 16, 2022

Present: Cedric Schnitzler, Wallace Habegger, Mark Halverson, Toni Wissestad, David Pierce
Others: Tina Osterberg, Diane Erickson, Ed Smudde, Chris Weaver, Wes Revels, Jared Tessman, Lynn Kloety, Tiffany Giesler

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

- Next meeting date – Wednesday, March 16, 2022 regular meeting in the Monroe County Assembly Room at 9:00 a.m. April's Finance Committee meeting will be held on April 14, 2022 beginning at 11:00 a.m.
- Minutes Approval - Motion by Toni Wissestad second by David Pierce to approve the 01/19 and 01/26/22 minutes. Carried 5-0.
- Public Comment – None.
- Notice of Line Item Transfer(s)-
 - a. Personnel – Motion by Mark Halverson second by David Pierce to approve line item transfer. Ed Smudde, Personnel Director explained the 2021 line item transfer in the amount of \$1,860.00 for salaries. Carried 5-0.
 - b. District Attorney– Motion by Toni Wissestad second by David Pierce to approve line item transfer. Lynn Kloety, Office Manager explained the 2021 line item transfer in the amount of \$855.00 for salaries and fringes. Carried 5-0.
 - c. Health – Motion by David Pierce second by Mark Halverson to approve line item transfer. Tiffany Giesler, Health Director explained the 2021 line item transfer in the amount of \$4,200.00 for phone, equipment and block grant expenses. Carried 5-0.
 - d. Jail – Motion by Mark Halverson second by David Pierce to approve line item transfer. Chris Weaver, Chief Deputy explained the 2021 line item transfer in the amount of \$3,500.00 for salaries and fringes. Carried 5-0.
- Budgetary Adjustment(s) -
 - a. Land Conservation– Motion by David Pierce second by Toni Wissestad to approve budget adjustment. Diane Erickson, Finance Director explained the 2021 budget adjustment in the amount of \$5,165.00 for donations and salary/fringe expenses. Carried 5-0.
 - b. District Attorney/Victim Witness – Motion by Wallace Habegger second by Mark Halverson to approve budget adjustment. Lynn Kloety, Office Manager explained the 2021 budget adjustment in the amount of \$8,557.00 for health insurance. Carried 5-0.
 - c. Health– Motion by David Pierce second by Toni Wissestad to approve budget adjustment. Tiffany Giesler, Health Director explained the 2022 budget adjustment in the amount of \$5,000.00 for donation. Carried 5-0.
 - d. County Board– Motion by Mark Halverson second by David Pierce to approve budget adjustment. Chair Cedric Schnitzler explained the 2021 budget adjustment in the amount of \$11,235.52 for salaries and building rent. Carried 5-0.
 - e. Finance– Motion by Wallace Habegger second by David Pierce to approve budget adjustment. Diane Erickson, Finance Director explained the 2021 budget adjustment in the amount of \$495,359.53 for insurance stop loss reimbursements. Carried 5-0.
 - f. Sheriff– Motion by Toni Wissestad second by David Pierce to approve budget adjustment. Wes Revels, Sheriff explained the 2022 budget adjustment in the amount of \$43,000.00 for UTV. Carried 4-1. Motion by David Pierce second by Wallace Habegger to approve budget adjustment. Chris Weaver, Chief Deputy explained the 2022 budget adjustment in the amount of \$19,950.00 for night vision goggles. Carried 5-0.
- Sheriff Re-Purpose of Funds - Motion by Wallace Habegger second by Toni Wissestad to approve repurpose of funds. Chris Weaver, Chief Deputy explained the 2022 repurpose of funds in the amount of \$151,548.00 for vehicles. Carried 5-0.

- Credit Card Approval
 - a. Sheriff – Motion by Toni Wissestad second by David Pierce to approve credit card. Chris Weaver, Chief Deputy explained request for Patrol Deputy in the amount of \$1,000.00. Carried 5-0.
 - b. Finance – Motion by Mark Halverson second by David Pierce to approve credit card. Diane Erickson, Finance Director explained request for Financial & System Control Coordinator in the amount of \$2,500.00. Carried 5-0.
- Resolution –
 - a. Resolution Approving Monroe County American Recovery Plan Act “ARPA” Coronavirus State and Local Fiscal Recovery Funds Use – Motion by Wallace Habegger second by Toni Wissestad to approve resolution and forward to the full board for approval. Tina Osterberg, County Administrator explained distribution of funds as recommended by the Finance Committee. Discussion. Carried 5-0.
 - b. Resolution Approving Public Private Partnership Agreement by and between the County of Monroe, Wisconsin and Vernon Communications Cooperative. Motion by David Pierce second by Mark Halverson to approve resolution and forward to the full board for approval. Tina Osterberg, County Administrator explained private partnership agreement. Discussion. Carried 5-0.
- Finance
 - a. Diane Erickson provided the Monthly Financial Report.
 - b. Finance Department Monthly Report.
- Self-Insurance Balance Update – Diane Erickson, Finance Director provided a self-insurance update.
- Monthly Approvals –
 - a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by David Pierce second by Mark Halverson to approve notice of donations/user fees received budget adjustment. Carried 5-0.
 - b. Monthly Disbursement Journal – Motion by Toni Wissestad second by David Pierce to approve disbursement journal. Carried 5-0.
 - c. Monthly Per Diems and Vouchers - Motion by Wallace Habegger second by Mark Halverson to approve Monthly County Per Diems and Vouchers. Carried 5-0.
- Items for next month's agenda – Bank Investments
- Motion by Mark Halverson second by Toni Wissestad to adjourn the meeting at 10:15 a.m. Carried 5-0.

Shelley Bohl, County Clerk
Recorder

Finance Committee
February 23, 2022

Present: Cedric Schnitzler, Wallace Habegger, David Pierce, Toni Wissestad
Absent: Mark Halverson
Others: Tina Osterberg, Diane Erickson

The meeting was called to order at the Sparta American Legion at 5:30 p.m. by Chair Cedric Schnitzler.

- Rolling Hills Notice of Budgetary Adjustment – Motion by David Pierce second by Wallace Habegger to approve budget adjustment. Tina Osterberg, County Administrator explained 2022 budget adjustment in the amount of \$183,782.91 to roll forward remaining funds from the 2021 building project. Carried 4-0.
- Fiscal Note on Resolution – Resolution Approving Final Cleaning and Walking Path Bids for Monroe County Nursing Home and Senior Care Facility Project – Motion by Toni Wissestad second by Wallace Habegger to approve fiscal note. Tina Osterberg, County Administrator explained final cleaning and walking path bids. Carried 4-0.
- Motion by David Pierce second by Toni Wissestad to adjourn the meeting at 5:41 p.m. Carried 4-0.

Shelley Bohl, County Clerk
Recorder

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: March 8, 2022
 Department: Child Support
 Amount: \$33,976.00
 Budget Year Amended: 2022

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

This Budget Adjustment addresses a full-time Assistant Corporation Counsel/Child Support Attorney position that was approved for the 2022 budget but it was not funded during the budget process. Upon further review, we have funding to consider the position at half-time.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
10000001	435180		Indirect Cost Share	\$ 63,800.00	\$ (8,784.00)	\$ 55,016.00
10000000	499999		GF Rev Transfer	\$ -	\$ 8,784.00	\$ 8,784.00
21330000	435600		State Revenue	\$ 613,979.00	\$ 17,365.00	\$ 631,344.00
21330000	493000		Child Support Fund Balance	\$ -	\$ 16,611.00	\$ 16,611.00
Total Adjustment					\$ 33,976.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
21330000	521340	CS220	Cont Servcies-Corp Counsel	\$ 42,000.00	\$ (8,784.00)	\$ 33,216.00
21300000	599999		CS Exp Transfer	\$ -	\$ 8,784.00	\$ 8,784.00
21330000	511000	CS110	Salaries	\$ 179,529.00	\$ 31,200.00	\$ 210,729.00
21330000	515010	CS110	FICA	\$ 11,259.00	\$ 1,935.00	\$ 13,194.00
21330000	515015	CS110	Medicare	\$ 2,637.00	\$ 453.00	\$ 3,090.00
21330000	515040	CS110	Work Comp	\$ 106.00	\$ 18.00	\$ 124.00
21330000	532500		Dues	\$ 700.00	\$ 50.00	\$ 750.00
21300000	533010		Conferences	\$ 2,700.00	\$ 320.00	\$ 3,020.00
Total Adjustment					\$ 33,976.00	

Department Head Approval: 

Date Approved by Committee of Jurisdiction:  3-8-22

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: February 17, 2022
 Department: Land Records
 Amount: \$456.36
 Budget Year Amended: 2022

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

The land conservation office has been paying for the cell plan used by one of the county's survey grade GPS units. They no longer are interested in paying for it because we had to go to a more expensive plan to ensure that the unit would work properly. I am increasing my budget to cover the costs because Land Conservation could not afford to continue to pay for the cell plan with the increased cost which has approximately doubled since we went to an unlimited data plan.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
11750000 493000	LAND REC BAL APPLIED	\$ 76,318.00	\$ 456.36	\$ 76,774.36
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 456.36	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
11750000 522025	TELEPHONE	\$ 36.00	\$ 456.36	\$ 492.36
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 456.36	

Department Head Approval: Jeremiah Erickson

Date Approved by Committee of Jurisdiction: Wallace Mathezo 3-8-22

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.

MONROE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: February 21, 2022
 Department: Dog Control
 Amount: \$5,000.00
 Budget Year Amended: 2022

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

Record budget for confiscated dogs and other animals that are held as evidence for criminal cases
Until the case is resolved, the owners are charged for their care.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
14190000	452100		Confiscated Animal Fees	\$ -	\$ 5,000.00	\$ 5,000.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 5,000.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
14190000	539240		Confiscated Animal Expenses	\$ -	\$ 5,000.00	\$ 5,000.00
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 5,000.00	

Department Head Approval: _____

Date Approved by Committee of Jurisdiction: 2-21-22

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: March 14, 2022
 Department: Jail
 Amount: \$40,700.00
 Budget Year Amended: 2022

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

Sheriff's Office is seeking a budget adjustment to roll funds from 2021 budget (Board Prisoners) to 2022 budget (Capital Equipment Jail) for the purpose of purchasing sound proofing panels for several areas of the jail.
 (Budget Adjustment 1)

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
10000001	493000		General Fund Balance Appli	\$ 257,283.00	\$ 40,700.00	\$ 297,983.00
						\$ -
Total Adjustment					\$ 40,700.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
17270270	581000		Capital Equipment-Jail	\$0.00	\$40,700.00	\$40,700.00
						\$ -
						\$ -
Total Adjustment					\$ 40,700.00	

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: March 14, 2022
 Department: Jail
 Amount: \$9,088.00
 Budget Year Amended: 2022

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

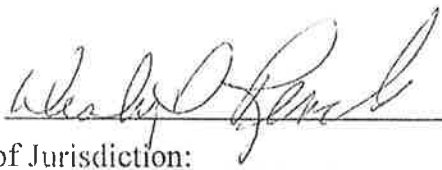
Sheriff's Office is seeking a budget adjustment to roll funds from 2021 budget (capital equipment) to 2022 budget (Capital Equipment Jail) for the purpose of purchasing sound proofing panels for several areas of the jail.
 (Budget Adjustment 2)

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
10000001	493000		General Fund Balance Appli	\$ 297,983.00	\$ 9,088.00	\$ 307,071.00
						\$ -
Total Adjustment					\$ 9,088.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
17270270	581000		Capital Equipment-Jail	\$40,700.00	\$9,088.70	\$49,788.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 9,088.70	

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: March 1, 2022
 Department: Human Services
 Amount: \$80,000.00
 Budget Year Amended: 2021

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


Wisconsin Medicaid Cost Report (WIMCR) funds received above amount that was budgeted.
Expenses at Winnebago and Trempealeau Health Care Center are higher than budgeted.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24900500	435603		WIMCR	\$ 2,603,002.00	\$ 80,000.00	\$ 2,683,002.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 80,000.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget	
24950560	525005	HS530	Mendota/Winnebago MH Inst.	\$ 200,000.00	\$ 40,000.00	\$ 240,000.00	HS613
24950560	525005	HS520	Trempealeau Cty Health Care C	\$ 174,838.00	\$ 40,000.00	\$ 214,838.00	HS613
Total Adjustment					\$ 80,000.00		

Department Head Approval: 
 Date Approved by Committee of Jurisdiction: David A. Quinn
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: March 1, 2022
 Department: Human Services
 Amount: \$1,342,986.58
 Budget Year Amended: 2021

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

Additional revenue and expense for the CLTS (Children's Long Term Support) program due to State initiative to eliminate wait lists and higher cost needs of consumers enrolled in the program.
These are services that pass through the Third Party Administrator (TPA) and this adjustment is to record the revenues and expenses on the County books. No levy dollars.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24900500	435603		State Social Services Revenue	\$ 2,603,002.00	\$ 1,342,986.58	\$ 3,945,988.58
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 1,342,986.58	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24910510	527105	HS220	Children's Waiver Costs	\$ 190,000.00	\$ 1,342,986.58	\$ 1,532,986.58
Total Adjustment					\$ 1,342,986.58	

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: March 1, 2022
 Department: Health
 Amount: \$3,500.00
 Budget Year Amended: 2022

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

Received a donation from Kindness Community for purchase of Cribs and SAK PAK Items
to distribute to Monroe County Families.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000	485000	HD140	Cribs For Kids	\$ -	\$ 1,750.00	\$ 1,750.00
24110000	485000	HD420	SAK Pack	\$ -	\$ 1,750.00	
Total Adjustment					\$ 3,500.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000	534050		Block Grant Supplies	\$ 18,450.00	\$ 3,500.00	\$ 21,950.00
Total Adjustment					\$ 3,500.00	

Department Head Approval: _____

Date Approved by Committee of Jurisdiction: _____

Tiffany [Signature]
David A. [Signature] 3-1-22

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: March 1, 2022
 Department: Health
 Amount: \$450.00
 Budget Year Amended: 2022

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

Received a donation from United Piece Makers. Donation will be put towards books and other washable items to assist in holding childrens attention while waiting and/or receiving services.

Revenue Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000	465900		Misc.	\$ 11,500.00	\$ 450.00	\$ 11,950.00
Total Adjustment					\$ 450.00	

Expenditure Budget Lines Amended:

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
24110000	534050		Block Grant Supplies	\$ 18,000.00	\$ 450.00	\$ 18,450.00
Total Adjustment					\$ 450.00	

Department Head Approval: _____

Date Approved by Committee of Jurisdiction: _____

[Handwritten Signature]
[Handwritten Signature] 3-1-22

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: _____

REQUEST FOR LINE ITEM TRANSFER

Date: 2/15/2022
Department: Solid Waste
Amount: \$2,500.00
Budget Year Amended: 2021

From Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
63630000	521790		SW Site Maintenance	\$ 298,971.00	\$ 2,500.00	\$ 211,983.00	\$ 296,471.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 2,500.00		


To Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
63650000	521340		SW REC CONTRACT SERV	\$ 69,207.00	\$ 2,500.00	\$ 55,220.00	\$ 71,707.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 2,500.00		

Explanation for Transfer:
 RECYCLING SUBSIDY CHARGE FROM MODERN DISPOSAL FOR DISPOSAL AT JOHNS RECYCLING EXCEEDS OUR REMAINING BUDGET

Department Head Approval

Governing Committee Approval

 2/15/2022

If <= \$500:

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval:

_____ _____
Date

If > \$500:

Send to County Clerk's Office

FINANCE COMMITTEE Approval given on :

Date

REQUEST FOR LINE ITEM TRANSFER

Date: _____
 Department: Medical Examiner
 Amount: \$ 12,141.00
 Budget Year Amended: 2021

From Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
11270000	515700		Emp Education & Training	\$ 2,100.00	\$ 1,558.00	\$ 320.91	\$ 542.00
11270000	521165		Autopsies Pathological	\$ 45,000.00	\$ 10,583.00	\$ 22,760.00	\$ 34,417.00
							\$ -
							\$ -
							\$ -
							\$ -
Total Transfer					\$ 12,141.00		

To Account

Org	Object	Project	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
11270000	522025		Telephone	\$ 913.00	\$ 1,558.00	\$ 2,470.08	\$ 2,471.00
112700000	511000		Salaries	\$ 86,736.00	\$ 10,583.00	\$ 98,713.00	\$ 97,319.00
Total Transfer					\$ 12,141.00		

Explanation for Transfer:

Telephone Line item went over budget due to purchase of cell phone, Emp education & Training is under budget and can cover the overage

Autopsies Pathological are less than budgeted and can cover the overage for salaries in Rollup Code ME100

Department Head Approval

Robert D. Smith

Governing Committee Approval

 If <= \$500:

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval:

Date

If > \$500:

Send to County Clerk's Office

FINANCE COMMITTEE Approval given on :

Date

REQUEST FOR LINE ITEM TRANSFER

Office Use Only

No. _____
Date: _____

Department: _____ Finance
 Budget Year Amended: _____ 2021

From Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
71730000.521000	Self Funded Insurance-Prof Svcs	\$ 998,429.00	\$ 41,000.00	\$ 957,396.29	\$ 957,429.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 41,000.00		

To Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
71730000.521000	Self Funded Insurance-Claims	\$ 6,295,064.78	\$ 41,000.00	\$ 6,238,362.56	\$ 6,336,064.78
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 41,000.00		

Explanation for Transfer: During the month of February 2022, there were \$69,409 of claims paid for 2021. The actual amount paid for Professional Services is less than budget and can cover the overage of claims expense.
--

Department Head Approval _____
 Governing Committee Approval _____

If < \$500:
 Send to County Administrator's Office
 COUNTY ADMINISTRATOR Approval: _____

If > \$500:
 Send to County Clerk's Office
 FINANCE COMMITTEE Approval given on : _____ Date _____ Revised 02/20/2014

Request for Credit Card Approval

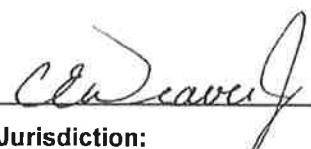
Department: Veterans Service Office

Committee: Administrative&Personnel

Name of Card Holder	Title of Postion	Credit Card Limit
Allen J. Kirkland	Assistant CVSO	\$2,500.00

Justification for Credit Card(s):

In order to attend required Continuing Education Training and maintain accreditation through various Service Organization AJ will be required to attend, at a minimum, one training conference within the state of WI. These conferences last for a week and require multiple overnight stays.

Department Head Approval:  CHARLES WEAVER

Date Approved by Committee of Jurisdiction: _____

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

Date Approved By Finance Committee:  3-8-22

EMPLOYEE AGREEMENT

I, (employee name) Allen S. Kirkland, agree to comply with the following terms and conditions regarding my use of the County credit card.

- I understand that I will be making financial commitments on behalf of Monroe County and will strive to obtain the best value for the County.
- I understand that Monroe County is liable for all charges made on the card. However I will be responsible for charges without proper documentation.
- I agree to use this card exclusively for legitimate approved purchases only and agree not to charge personal purchases. I understand that the Finance Department will audit the use of this card and report and take appropriate action on any discrepancies.
- The cardholder will avoid splitting purchase or service costs over multiple transactions to circumvent the single transaction limit
- The cardholder agrees to take reasonable precautions to protect the card from loss or theft by storing it in a secure location, and understands the actions to take in case of theft or loss
- I will follow the established procedures for the use of the card. Failure to do so may result in either revocation of my use of County credit cards and/or other disciplinary actions.
- I have been given a copy of the Monroe County Credit Card Policy and Procedures and understand the requirements for the card use.
- I agree to return the card immediately upon request or upon termination of employment (including retirement), or upon transfer to another department.
- ***I agree to return any credit card that has been canceled or expired to the Finance Department as soon as possible for audit review.***
- If the card is lost or stolen, I agree to notify the Finance Department and Department Head immediately.

Employee Signature: 

Date: 10 Feb 2022

Department: Veterans Service Office

Card # Issued: _____

Request for Credit Card Approval

Department: Human Services

Committee: Human Services

Name of Card Holder	Title of Postion	Credit Card Limit
Danielle McElwee	Accountant I	\$ 5,000.00
Jessica Jandt	Position Change CLTS, Original Limit \$1,000	\$ 5,000.00
Dawn Nephew	Social Worker	\$ 1,000.00
Tanya Evanson	CLTS Social Worker	\$ 5,000.00

Justification for Credit Card(s):

<p>The CLTS program, which Danielle, Jessica, and Tanya work with, often involves purchasing adaptive aids that are approved by the State. The current credit limit of \$5,000 is adequate when purchasing the higher cost items for clients. Also, due to COVID there is an incease in the number of items being purchased via credit card for the clients.</p>

Department Head Approval: 

Date Approved by Committee of Jurisdiction: 

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

Date Approved By Finance Committee: _____

Request for Credit Card Approval

Department: Finance

Committee: Finance

<u>Name of Card Holder</u>	<u>Title of Postion</u>	<u>Credit Card Limit</u>
Shayna Arndt	Payroll Accountant	\$ 1,000.00

Justification for Credit Card(s):

Credit card to use for conference training registrations and expenses.

Department Head Approval: _____

Date Approved by Committee of Jurisdiction: _____

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

Date Approved By Finance Committee: _____

RESOLUTION AUTHORIZING ESTABLISHMENT OF ONE ADDITIONAL ECONOMIC SUPPORT SPECIALIST POSITION IN THE HUMAN SERVICES DEPARTMENT

WHEREAS, the Monroe County Human Services Board and Administrative & Personnel Committee request the establishment of one additional Economic Support Specialist position in the Human Services Department effective May 1, 2022; and

WHEREAS, the Western Region Economic Assistance Consortia (WREA) has allocated a new Economic Support Specialist position to Monroe County. The Economic Support Specialists work in an eight county consortia to assist consumers from diverse backgrounds having social/economic problems and determine eligibility for public assistance; and

WHEREAS, the additional position will allow the Consortia to better meet state requirements for accuracy and timeliness. Keeping this position in Monroe County will allow for 50% recovery of AMSO costs, \$15,080 annually and will not increase current fixed county tax levy.

NOW, THEREFORE, BE IT RESOLVED by the Monroe County Board of Supervisors that they do hereby authorize the establishment of one new Economic Support Specialist position in the Economic Support Unit of the Human Services Department, effective May 1, 2022.

Dated this 23th day of March, 2022

Offered by the Administrative & Personnel Committee

Purpose: Approve one additional Economic Support Specialist position in the Human Services Department effective May 1, 2022.

Fiscal Note: Cost for the one position for one year in 2022 is \$43,032, annual cost thereafter is \$63,118. WREA Consortia Funding is county levy based from eight counties, in addition to state and federal funding. The additional one position will not increase Monroe County levy. If Federal or State Funding ceases for this position, this position will be reviewed.

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

Committee of Jurisdiction Forwarded on: March 8th, 2022
4 Yes 0 No 1 Absent

Drafted & Approved as to form on _____

Lisa Aldinger Hamblin, Corporation Counsel

Committee Chair: _____

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.

New Position Analysis



- New position
- Increased hours to current position
- Additional existing position

Date: 3/23/2022	Department: Human Services
Department Head Name: Ron Hamilton	

Explain the necessity of this position (be specific as to the reasons why this position is needed and explain reasons why present staff cannot accomplish tasks):

The Western Region Economic Assistance Consortia (WREA) has allocated a new Economic Support Specialist position to Monroe County. The Economic Support Specialist works in an eight county consortia, to assist consumers from diverse backgrounds having social/economic problems and determines eligibility for economic assistance. This additional position will allow the Consortia to better meet state requirements for accuracy and timeliness. This will bring Monroe County to within .07 staffing to Consortia caseload proportion. Keeping this positions in Monroe County will allow for 50% recovery of AMSO costs, \$15,080 annually and will not increase current fixed county tax levy. We propose that this position will begin on 5/1/2022.

Suggested Title: Economic Support Specialist			
Personnel Director's Recommended Classification:		Grade: 15	FLSA Class: Hourly
Full-time:	<input checked="" type="checkbox"/>	Part-time: /hours	Projected Start Date: 5/1/2022

* Current or newly created Job Description in current County format must be attached.*
* A completed and approved Resolution must also accompany this Position Analysis.*

Funding - Annual Costs to include family insurance coverage:

Hourly Rate	Annual Salary	Retirement	Social Security	Medicare	Work Comp	Health Ins.	Dental Ins.	Life Ins.
17.00	23,664	1,539	12469	344	280	12,469	457	11

1. Where will the funds for this position come from?
 WREA Consortia Funding, which is county levy base from 8 counties and State and federal funding
 The additional position will not increase Monroe County fixed levy.
2. What equipment will need to be purchased for this position (desk, etc.)?
 Computer/monitors/cell phone
 - a. Is office space presently available? X Where? Human Services/Telework
 - b. Estimated cost of needed equipment? \$2,800
 - c. Is the cost of needed equipment in the department budget? 2022 Revenues and Expenses will be adjusted after approval
3. What is the grand total cost of all items this fiscal year? 2022 year: \$40,232 + \$2,800 = \$43,032
4. What is the annual cost of salary and fringes, thereafter? \$63,118

Supervisory Responsibility (if applicable):

1. In brief detail, explain the supervisory authority this position will have:

N/A

2. Number of employees Directly supervised: _____ Indirectly: _____

List the position titles that will report to this position:

3. What position title will this position report to? Economic Support Services Supervisor

County Administrator – Action:

Date:	Position Approved:	<input type="checkbox"/>	Position Denied:	<input type="checkbox"/>
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Committee of Jurisdiction: _____ – Action:

Date:	Position Approved:	<input type="checkbox"/>	Position Denied:	<input type="checkbox"/>	by a vote of:
-------	--------------------	--------------------------	------------------	--------------------------	---------------

Administration & Personnel Committee – Action:

Date:	Position Approved:	<input type="checkbox"/>	Position Denied:	<input type="checkbox"/>	by a vote of:
-------	--------------------	--------------------------	------------------	--------------------------	---------------

Finance Committee – Action on Fiscal Note:

Date:	Funds Approved:	<input type="checkbox"/>	Funds Denied:	<input type="checkbox"/>	by a vote of:
-------	-----------------	--------------------------	---------------	--------------------------	---------------

County Board – Action:

Date:	Position Approved:	<input type="checkbox"/>	Position Denied:	<input type="checkbox"/>
By a vote of:	aye	nay	absent/abstention	

Job Title:	Human Services Economic Support Specialist	Department:	Human Services
Location:	112 South Court Street, Sparta	FLSA Category:	Non-exempt
Immediate Supervisor:	WREA Economic Support Supervisor	Salary Grade:	Grade 15
Supervision Exercised:	None.	Position Type:	Full-time

Basic Functions and Responsibilities

Under general supervision of the WREA Economic Support Supervisor and the Director of Human Services, the Human Services Economic Support Specialist works in an eight county consortia, to assist consumers from diverse backgrounds having social/economic problems and determines eligibility for economic assistance.

Job Description

ROLE AND RESPONSIBILITIES

- Refers potential fraud cases to the WREA Benefit Recovery Team, as determined appropriate using verbally reported information and policy analysis
- Receives change reports over the phone, online or by mail and predetermines eligibility based on policy and change reported.
- Determines what verification items are needed for each program requested, interpret documents received, and enter correctly into state database system (CWW)
- Determines Wisconsin Child Care Subsidy eligibility for the eight county consortia including foster parents.
- Calculates number of authorized hours for Wisconsin Child Care Subsidy recipients through the eight county consortia and accurately enters the authorized hours into the State Child Care database system (CSAW)
- Calculates average monthly Child Support income using the KIDS System
- Uses federal tax forms (1040 form, Schedule C, Schedule F, Schedule E, 4797 form, etc.) to determine eligibility for IM and Child Care Programs for self-employed applicants (sole proprietor, partnerships, corporations, farming business, etc.).
- Act on all cases by the verification due date to maintain a 95% timeliness score for Health Care and Food Share applications.
- Interpret multiple State and Federal data exchange systems to determine income received and Medicare eligibility of the applicant.
- Researches, interprets and explains federal, state and local policies governing eligibility, legal rights and responsibilities of applicants & participants
- Refers applicants and recipients to other community resources (food pantries, WHEAP, Dept. of Vocational Rehabilitation, ADRC, etc.) as appropriate
- Performs or reviews the eligibility determination for public assistance services including, but not limited to, Foodshare, Badger Care Plus, Medical Assistance, Caretaker Supplement, and Wisconsin Child Care Subsidy
- Handles incoming phone calls. Gathers data from caller and enters data quickly and accurately by typing and tabbing on computerized programs via the internet, using several programs simultaneously. Works on a computer most of the day, using internet-based processes by logging into internet sites, reading screens and tabbing to enter information
- Other duties as assigned

QUALIFICATIONS AND EDUCATION REQUIREMENTS

- Two year associate degree in bookkeeping, accounting, financial management or related area.
- Minimum of two years related experience, or equivalent combination of education and experience from which comparable knowledge and abilities can be acquired.
- Computer proficiency
- Valid driver's license, reliable transportation and sufficient driver liability insurance.

PHYSICAL DEMANDS

A large percentage of time is spent sitting, talking, hearing, using near vision, judgment. Walks, stands, stoops, climbs, reaches, lifts, carries up to 10 pounds intermittently.

ADDITIONAL NOTES

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

Employee Signature: _____ **Date:** _____

Approved by Supervisor: _____ **Date:** _____

RESOLUTION NO. _____

1 RESOLUTION AMENDING MONROE COUNTY ORDINANCE, CHAPTER 47

2
3 WHEREAS, the Monroe County Sanitation, Planning & Zoning and Dog Control Committee has
4 met and considered changes and revision to Chapter 47 entitled Zoning of the Monroe County
5 General Code; and

6
7 WHEREAS, a public hearing was held on these changes on March 21, 2022, at which time all of
8 the below outlined Ordinance changes were publicly discussed; and

9
10 WHEREAS, action was taken on these proposed zoning amendments and the Monroe County
11 Sanitation, Planning & Zoning and Dog Control Committee does to recommend to the Monroe
12 County Board of Supervisors that the proposed amendments to Chapter 47 of the Monroe County
13 General Code entitled Zoning be adopted.

14
15 NOW, THEREFORE, BE IT RESOVED by the Monroe County Board of Supervisors that the
16 General Code for Monroe County, specifically, Chapter 47, shall be amended as follows:

17
18 **In Sec. 47-7., add the following definitions:**

19
20 **Agribusiness** in this Chapter means a retail or manufacturing business which supports the
21 production operations of a farm, the manufacture and distribution of farm equipment and
22 supplies, and the processing, storage, and distribution of farm commodities.

23
24 **Backyard chickens** means a place where chickens are kept for the use and enjoyment of those
25 living on the premises, but not for commercial purposes. The sale of a chicken as part of a 4-H or
26 similar educational project shall not be considered a commercial purpose.

27
28 **Livestock** means bovine animals, equine animals, goats, poultry, sheep, swine, farm-raised deer,
29 farm-raised game birds, camelids, ratites, and farm-raised fish. Does not include “backyard
30 chickens”.

31
32 **Solar collector, private** means a device, structure or a part of a device or structure a primary
33 purpose of which is to transform solar energy into thermal, mechanical, chemical or electrical
34 energy for use primarily by the solar collector owner.

35
36 **Under Division 2 – R-1 Urban Residential**

37 **Replace Sec. 47-91. - Purpose., with:**

38 The purpose of this division is to identify those areas where predominantly residential
39 development has occurred or will be likely to occur, in accordance with the general plan; to
40 protect residential neighborhoods by prohibiting uses which will not mix well with the homes;
41 and to identify only those areas with central, public sewers. The harboring or raising of
42 livestock is prohibited.
43
44

45 **Under Division 3 – R-2 Suburban Residential**

46 **Replace Sec. 47-127. - Purpose., with:**

47 The purpose of this division is to identify nonfarm residential areas not served by public sewer
48 and to protect residential neighborhoods by prohibiting uses which will not mix well with the
49 homes. *The harboring or raising of livestock is prohibited.* This division shall be applied only
50 to two or more lots when considering rezoning.

51
52 **Under Division 4 – R-3 Rural Residential**

53 **Replace Sec. 47-154. - Purpose., with:**

54 The purpose of this division is to identify nonfarm residential areas not served by a public
55 sewer which are located in predominantly rural areas and to permit mixing of houses and
56 mobile homes. *The harboring or raising of livestock is prohibited.*

57
58 **In Sec. 47-196. - Conditional uses., add:**

59 (24) Agribusiness

60
61 **In Sec. 47-292. - Conditional uses., add:**

62 (25) Agribusiness

63
64 **In Sec. 47-430. - Conditional uses., add:**

65 (22) Agribusiness

66
67 **In Sec. 47-584 –Procedure add:**

68 (i) Pending violations or arrears. A conditional use permit may not be issued for any property
69 upon which there are:

70 (1) Pending violations of chapters 35, 41, 47, 50 or 53 of the Monroe County Code; or

71 (2) Delinquent real estate taxes for the property as determined by the Monroe County
72 Treasurer.

73
74 **Under Article V Division 1 add:**

75 **Sec. 47-607. - Backyard chickens.** Backyard chickens is a place where chickens are kept for
76 the use and enjoyment of those living on the premises, but not for commercial purposes. The sale
77 of a chicken as part of a 4-H or similar educational project shall not be considered a commercial
78 purpose.

79
80 (1) No more than 6 chickens may be kept.

81 (2) The keeping of roosters is prohibited.

82 (3) Slaughter of chickens prohibited. The slaughter of chickens on the premises is prohibited.

83 (4) Enclosure requirements. Chickens shall be provided with a covered enclosure and must be
84 kept in the covered enclosure or a fenced enclosure at all times.

85 (5) Setback requirements. The enclosure housing chickens shall be located at least 25 feet from
86 any residential structure on an adjacent lot and shall conform to the yard setbacks of the zoning
87 district in which it is located when applicable.

88 (6) Registration required. The owner, operator, or tenant shall register the premise where
89 chickens are kept with the Wisconsin Department of Agriculture, Trade and Consumer
90 Protection as required by state law and maintain such registration for so long as may be required.

91 (7) Backyard chickens are allowed in the following districts: GA, EA, AO, C, GF, EF, R-2 & R-
92 3

93
94 **Sec. 47-608. Private Solar Collector.**

95 A private solar collector shall conform to the following standards:

- 96 (1) Installation of a roof mounted solar collector does not require a permit if the collector panels
- 97 do not extend beyond the edge of the roof and the structure to which it is mounted was
- 98 issued a zoning permit or is a legal non-conforming structure.
- 99 (2) Installation of standalone solar collector shall require a zoning permit and be setback at least
- 100 10 feet from all property lines.

101
102 **Delete Sec. 47-854 (b):**

103
104 Offered this 23rd day of March, 2022 by the Sanitation, Planning & Zoning and Dog Control
Committee.

Fiscal note: Estimated increase in revenue from zoning permits of \$7,800.

Statement of purpose: To amend the General Zoning Code Chapter 47 to clarify which districts allow livestock, to allow a reduced setback for private solar arrays, to allow retail and manufacturing type businesses that support agriculture to operate in the same zoning districts where agriculture is a principle use, to retain all zoning fees collected by the county, to prohibit issuance of new conditional use permits for parcels in violation of County Ordinances or that are tax delinquent.

Drafted by: Zoning Department

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

RESOLUTION AUTHORIZING CLERK OF COURTS' AND SHERIFF'S SALARY RATES FOR THE NEXT TERM OF OFFICE IN 2023-2026

WHEREAS, Wisconsin Statutes require that elected officials' compensation must be set prior to the date when candidates may take out papers to run for local office (first day of taking out papers in April 15 and positions for the next term include Clerk of Court and Sheriff); and

WHEREAS, the Administration & Personnel Committee met on February 16, 2022 and March 8, 2022, reviewed current wage information, surveyed salaries in other Wisconsin counties and considered projected increases for Monroe County Employees and recommends the following salary rates for the Monroe County elected official positions set out below:

POSITION	2023	2024	2025	2026
Clerk of Courts	\$80,000	\$82,400	\$84,872	\$87,418
Sheriff	\$100,000	\$103,000	\$106,090	\$109,272

WHEREAS, benefits for elected officials are not included in the compensation rates listed above but shall be set and administered in accordance with the Monroe County Personnel Policy for county employees.

NOW, THEREFORE BE IT RESOLVED by the Monroe County Board of Supervisors to set the salary for the Clerk of Courts, and Sheriff at the rates shown above for the term of 2023-2026.

Dated this 23rd day of March 2022.

Offered by the Administration & Personnel Committee

Purpose: Set salary rates for 2023-2026 term for Clerk of Courts, and Sheriff.

Fiscal note: No fiscal impact for 2022, to be budgeted for 2023-2026.

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

Approved as to form on _____

 Andrew C. Kaftan, Corporation Counsel

Committee of Jurisdiction Forwarded on: March 8TH, 2022
3 Yes 1 No 1 Absent
 Committee Chair: Wallace Habegger
James B. Kuhn Mary DeBeyer
Mark Hae Von Ruden

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.

**RESOLUTION AUTHORIZING REVISED COMPENSATION PLAN WAGE ADJUSTMENTS
RECOMMENDED BY MCGRATH HUMAN RESOURCES GROUP**

WHEREAS, Monroe County adopted its previous compensation plan in February of 2013 and given the nature of the ever changing employment market needed to reassess new methods of recruitment and retention in order to provide quality services the members of the public. The next step would be to integrate the compensation plan to replace the current structure for non-union employees by applying to appropriate wage adjustment recommendations; and

WHEREAS, the Administration & Personnel Committee reviewed the suggested wage adjustments on February 16, 2022 and March 8, 2022 from McGrath Human Resources Group based on the review of private and public sector wage and benefit data and made recommendations to adjust current employees to be properly aligned within the structure adopted with a previous resolution; and

WHEREAS, the primary source of the funding to make these adjustments within the current budget structure is approved by Resolution 02-22-01 allocating American Recovery Plan Act “ARPA” funds. The use of the ARPA funding would offset the budgetary impact in 2022, 2023, and part or all of the year of 2024; and

WHEREAS, all part and full time staff below the minimum pay for their classification will be brought up to the minimum rate of pay, and in addition using the table below, staff will be credited with an additional wage increase based on the years of service within their current position as of June 26, 2022:

Table – Years of Service Wage Increase Factor

Years of Service in Current position as of 6/26/22	Factor	Example Using Pay Grade C
Below Minimum (Less than 1 year)	Minimum on pay scale	\$13.21
One Year	2.5% above Minimum on pay scale	\$13.54
Two Years	5% above Minimum on pay scale	\$13.87
Three Years	7.5% above Minimum on pay scale	\$14.20
Four Years	10 % above Minimum on pay scale	\$14.53
Five Years	Brought to Market Rate of pay scale	\$14.79
6 to 8 Years	2% above Market on pay scale	\$15.09
9 to 11 Years	4% above Market on pay scale	\$15.38
12 to 14 Years	6% above Market on pay scale	\$15.68
15 years or more of service	8% above Market on pay scale	\$15.97

WHEREAS, those staff who have a wage higher than the factored amount on the table above will not receive any increase as part of the adoption of the wage scale as recommended by McGrath.

NOW, THEREFORE BE IT RESOLVED by the Monroe County Board of Supervisors that effective June 26, 2022 they do hereby authorize the recommended wage adjustments for current non-union employees and elected officials by the McGrath Human Resources group, while using the approved application of the ARPA funding.

Dated this 23rd day of March 2022.

Offered by the Administration & Personnel Committee.

Purpose: Approve wage adjustments of all non-union employees and elected officials on the revised compensation plan schedule by McGrath Human Resources Group effective June 26, 2022.

Fiscal note: ARPA funding approved by resolution 22-02-01 will cover 2022, 2023, and part or all of the year of 2024 budgetary impact, however potential fiscal impact may exist for each budget year going forward.

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

Approved as to form on _____
Lisa Aldinger Hamblin, Corporation Counsel

Committee of Jurisdiction Forwarded on: March 8TH, 2022
4 Yes 0 No 1 Absent

Committee Chair: Wallace Haldegger
James B Kuhn Wesley Von Ruden
Mark Hill

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.