



# 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

## MONROE COUNTY BOARD AGENDA

Tuesday, November 22, 2022

Monroe County Justice Center

County Board Assembly Room – 1<sup>st</sup> Floor, Room #1200

112 South Court Street Sparta, WI 54656

*\*(Please use South Side/Oak Street Entrance)\**

### Remote Meeting Information

Meeting link:

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

Meeting Number: 2490 618 7278

Password: Meeting

Join by phone

+1-404-397-1516 United States Toll

Access code: 2490 618 7278

IT Point of Contact, Rick Folkedahl 608-633-2700

6:00 p.m.

### Call to Order/Roll Call

### Pledge of Allegiance

### Approval of Minutes – October 26, 2022 & October 27, 2022

### Wisconsin Child Support Enforcement Association County of the Year Award

### Public Comment Period

### Appointments

#### Land Information Council for a term ending 10/24

Deb Brandt, Register of Deeds

Debbie Carney, Treasurer

Jeremy Erickson, Land Information Officer

Brannick Beatse, Real Property Lister

911 Director

Gary Dechant, Surveyor

James Kuhn, County Board Member

Relator

Richard Folkedahl, At Large

Roxie Anderson, At Large

### Budget Adjustments

Maintenance (2)

Dispatch

Solid Waste (3)

Sanitation/Zoning

Zoning Board of Adjustments

### Solid Waste Landfill Update

### Monthly Treasurer's 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)

### County Board Prioritization Survey for Future Planning and Projects Discussion

### Department Head Survey for the County Highway B Complex Discussion

### Chairman's Report

### Adjournment

>Supervisors: Do wear your name tags, it helps visitors

>Agenda order may change

The October meeting of the Monroe County Board of Supervisors convened in the Monroe County Board Assembly Room in the City of Sparta, Wisconsin, on Wednesday, October 26, 2022 at 6:00 p.m. Chair Cedric Schnitzler presiding. Roll Call was called with 15 Supervisors present; Supervisor Devine absent. The Pledge of Allegiance was recited.

Motion by Supervisor Zebell second by Supervisor Jandt to approve the September 28, 2022 minutes. Carried by voice vote.

Public Comment Period - Two members of the public addressed the board.

Appointment – Motion by Supervisor Cook second by Supervisor Gomez to approve appointment to the Veterans Service Commission, George Bloom for a term ending 12/31/2024. Carried by voice vote.

Budget Adjustments:

Dispatch – Motion by Supervisor Balz second by Supervisor Jandt to approve budget adjustment. Tina Osterberg, County Administrator explained the 2022 budget adjustment in the amount of \$8,711.18 for tower repairs. Motion by Supervisor Pierce second by Supervisor Kuhn to amend amount to \$6,923.00 to reflect insurance reimbursement for tower damages. The amended budget adjustment passed with all Supervisors voting yes.

Human Services/ADRC – Motion by Supervisor Cook second by Supervisor Pierce to approve budget adjustment. Tracy Thorsen, Human Services Director explained the 2022 budget adjustment in the amount of \$1,038.20 for vehicle repairs and maintenance. The budget adjustment passed with all Supervisors voting yes.

Hetti Brown, Executive Director provided the Couleecap annual report 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.

Chair Schnitzler moved Resolution #6 to the top of the resolution section.

**RESOLUTION 10-22-06**

**RESOLUTION TRANSFERRING NON-LAPSING ACCOUNT BALANCES FOR USE  
TOWARDS FUNDING OF NEW AGRONOMIST POSITION**

The forgoing resolution was moved for adoption by Supervisor Wissestad second by Supervisor Pierce. Bob Micheel, Land Conservation Director explained. Tina Osterberg, County Administrator noted a typo and correction to line #29 - Pesticide Certification Account \$4,216.52; line #30 - Leadership Programming Account \$6,318.98. Discussion. The resolution passed with all Supervisors voting yes.

**RESOLUTION 10-22-01**

**RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A FULL-TIME AGRONOMIST  
POSITION WITHIN THE LAND CONSERVATION DEPARTMENT**

The forgoing resolution was moved for adoption by Supervisor Gomez second by Supervisor Esterline. Bob Micheel, Land Conservation Director explained. Motion by Supervisor Pierce

second by Supervisor VanWychen to amend line #7 to an annual cost of \$84,955.00. The amendment passed by voice vote. Discussion. The resolution passed with all Supervisors voting yes.

#### **RESOLUTION 10-22-02**

#### **RESOLUTION AUTHORIZING CHANGES TO THE MONROE COUNTY PERSONNEL POLICY MANUAL – COMPENSATION PLAN OCTOBER 2022**

The forgoing resolution was moved for adoption by Supervisor Kuhn second by Supervisor Gomez. Ed Smudde, Personnel Director explained. Discussion. The resolution passed (11 Y - 4 N - 1 Absent).

Schnitzler voted: N  
Habegger voted: Y  
Sparks voted: Y  
Gomez voted: Y

Pierce voted: Y  
Kuderer voted: N  
Cook voted: Y  
Kuhn voted: Y

VanWychen voted: Y  
Wissestad voted: Y  
Balz voted: Y  
Esterline voted: Y

Jandt voted: N  
Zebell voted: N  
Devine was Absent  
Rogalla voted: Y

#### **RESOLUTION 10-22-03**

#### **RESOLUTION APPROVING WISCONSIN STATE-LOCAL GOVERNMENT OPIOID BANKRUPTCY MEMORANDUM OF UNDERSTANDING**

The forgoing resolution was moved for adoption by Supervisor Balz second by Supervisor Pierce. Lisa Aldinger Hamblin, Corporation Counsel explained. The resolution passed with all Supervisors voting yes.

#### **RESOLUTION 10-22-04**

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

The forgoing resolution was moved for adoption by Supervisor Kuhn second by Supervisor Sparks. Supervisor Kuhn explained. The resolution passed with all Supervisors voting yes.

#### **RESOLUTION 10-22-05**

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

The forgoing resolution was moved for adoption by Supervisor Cook second by Supervisor Sparks. Supervisor Kuhn explained. The resolution passed with all Supervisors voting yes.

#### **RESOLUTION 10-22-07**

#### **RESOLUTION AUTHORIZING SALE OF LAND**

The forgoing resolution was moved for adoption by Supervisor Pierce second by Supervisor Gomez. Chad Ziegler, Forest and Parks Administrator explained. Discussion. The resolution passed with all Supervisors voting yes.

Results of County Board Prioritization Survey and Department Head Survey for the County Highway B Complex were provided to board members.

Chairman's Report – Chair Schnitzler recognized all staff and board members for a job well done for the Rolling Hills project.

Motion by Supervisor Zebell second by Supervisor Rogalla to adjourn the meeting at 7:47 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 26, 2022.

The October special meeting of the Monroe County Board of Supervisors convened in the Monroe County Board Assembly Room in the City of Sparta, Wisconsin, on Thursday, October 27, 2022 at 6:00 p.m. Chair Cedric Schnitzler presiding.

Roll Call was called with 14 Supervisors present, Supervisor Rogalla appeared virtually, Supervisor Wissestad absent.

Web Ex Supervisors: 1 (Doug Rogalla)

The Pledge of Allegiance was recited.

Chair Cedric Schnitzler explained the format of the meeting. All questions would be held until the end of recap by David Hesel, Solid Waste Manager.

- Solid Waste Landfill Capacity – David Hesel gave the history and capacity of the landfill.
- Solid Waste Landfill Plan of Operations Update/DNR Approval of Plan of Operations – David Hesel gave overview of operations and permits.
- Solid Waste Landfill Potential Diversion – David Hesel reviewed possible diversion of waste.
- Solid Waste Landfill Financial Plan – David Hesel informed the Board of possible fines and time constraints with getting permits.

David Kuderer, Solid Waste Chairman explained further and reviewed Committee decisions.

At 6:23 pm Chair, Cedric Schnitzler opened the floor for questions.

Questions were addressed by David Hesel. We will be doing everything possible to comply and show good faith addressing the problems.

Chair Cedric Schnitzler called for further questions. None

Chair Cedric Schnitzler will be contacting legislatures. The Solid Waste Committee and County Board members were asked to be on standby for further meetings that may be called on short notice. We will inform municipalities and keep press informed of future actions.

Motion by Supervisor Kuhn second by Supervisor Zebell to adjourn the meeting at 7:18 p.m.

I, Mary Brieske, Monroe County Chief Deputy certify that to the best of my knowledge the foregoing is a correct copy of the October special meeting of the Monroe County Board of Supervisors held on October 27, 2022.

# MONROE COUNTY

## Notice of Budgetary Adjustment

### Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: November 3, 2022  
 Department: Maintenance  
 Amount: \$17,200.00  
 Budget Year Amended: 2022

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

The purpose of the budget adjustment is to move electrical services at the North Complex to prepare for future demo of 14301 County Highway B

**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
10010000	539200		Contingency Fund	\$ 76,342.00	\$ (17,200.00)	\$ 59,142.00
11670600	521340		North Complex		\$ 17,200.00	\$ 17,200.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ -	

Department Head Approval: *Kina Osterberg*  
 Date Approved by Committee of Jurisdiction: *11/9/22*  
*Following this approval please forward to the County Clerk's Office.*

Date Approved by Finance Committee: *11/16/22*  
 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 9, 2022  
 Department: Maintenance  
 Amount: \$25,000.00  
 Budget Year Amended: 2022

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

In review of the Maintenance 2022 operating budget it has been noted that the estimated Justice Center Electric budget will be short approximately \$27,500. Estimated funds available with in the current 2022 budget have been transferred to County Highway B North Complex buildings utility lines at this time.


**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
10010000	539200		Contingency Fund	\$ 59,142.00	\$ (25,000.00)	\$ 34,142.00
11630600	522010		Justice Center Electric	\$ 140,000.00	\$ 25,000.00	\$ 165,000.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ -	

Department Head Approval: Tina S Osterberg Digitally signed by Tina S Osterberg  
DN: cn=Tina S Osterberg, o=Monroe County, ou,  
email=tina.osterberg@paris.monroecounty, c=US  
Date: 2022.11.09 15:55:00

Date Approved by Committee of Jurisdiction:  11/9/22

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

Date Approved by Finance Committee: 11/16/22 

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 10, 2022  
 Department: Dispatch  
 Amount: \$9,425.00  
 Budget Year Amended: 2023

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

This budget adjustment is to move funds previously accumulated in the IT Pool for the Digital Voice Logging System to the General Fund to cover a portion of the County's match for the ESInet Grant project.

**Revenue Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
10000000	499999		General Fund Transfer In	\$ -	\$ 9,425.00	\$ 9,425.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 9,425.00	

**Expenditure Budget Lines Amended:**


Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
17260260	581000		Capital Equipment-Dispatch	\$ 251,750.00	\$ 9,425.00	\$ 261,175.00
71490000	599000		IT Pool	\$ 81,658.00	\$ (9,425.00)	\$ 72,233.00
71470000	599999		IT Transfer Out	\$ -	\$ 9,425.00	\$ 9,425.00
						\$ -
						\$ -
Total Adjustment					\$ 9,425.00	

Department Head Approval: Tina S Osterberg

Digitally signed by Tina S Osterberg  
 DN: cn=Tina S Osterberg, o=Monroe County, ou,  
 email=tina.osterberg@monroe.la.gov, c=US  
 Date: 2022.10.20 18:04:37 -0500

Date Approved by Committee of Jurisdiction: Adam Balc 11/10/2022

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

Date Approved by Finance Committee: 11/16/22 

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 3, 2022  
 Department: SOLID WASTE  
 Amount: \$4,000.00  
 Budget Year Amended: 2022

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

We need to adjust our Utility account for the landfill. We did an adjustment for the 2021 billing later in 2022 when it was brought to our attention that the billing for some of the accounts were not going to our email. Diane helped us work through the billing and get it sorted out for the shortfall owed on 2021. This has made our account short for the 2022 season. We are adjusting this up to cover the shortfall of costs.

**Revenue Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
6363000	532650		SITE LICENSE	\$ 10,000.00	\$ (4,000.00)	\$ 6,000.00
						\$ -
						\$ -
Total Adjustment					\$ (4,000.00)	

**Expenditure Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
63630000	522000		UTILITY SERVICES	\$ 14,000.00	\$ 4,000.00	\$ 18,000.00
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 4,000.00	

Department Head Approval: 

Date Approved by Committee of Jurisdiction: 11/16/22

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

Date Approved by Finance Committee: 11/16/22

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 I notice of budget amendment: \_\_\_\_\_

# MONROE COUNTY

## Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: November 7, 2022  
 Department: SOLID WASTE  
 Amount: \$35,000.00  
 Budget Year Amended: 2022

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

Transferring money over to cover the shortfall in the recycling budget. This money is used to pay Modern Disposal a subsidy on the recycling tonnages at \$11/ton. We estimate at least \$8,000 per month for Sept-Dec.

**Revenue Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
63630000	582900		FUTURE CAPITAL PROJECTS	\$ 442,608.39	\$ (35,000.00)	\$ 407,608.39
						\$ -
						\$ -
Total Adjustment					\$ (35,000.00)	

**Expenditure Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
63650000	521340		RECYCLING CONTR SERV	\$ 69,207.00	\$ 35,000.00	\$ 104,207.00
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 35,000.00	

Department Head Approval: 

Date Approved by Committee of Jurisdiction: 11/16/22

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

Date Approved by Finance Committee: 11/16/22

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 3, 2022  
 Department: SOLID WASTE  
 Amount: 48,000  
 Budget Year Amended: 2022

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

Due to the waste created by the refugees during their occupation of Fort McCoy, we had a record high extra tonnage bonus this year. The extra tonnage is calculated from Sept 1 2021-Aug 31 2022 and paid out of the 2022 budget. At the time of the budget entry in 2020 for 2021, we projected an extra tonnage bonus of 80k. This was skyrocketed by the increase in waste from the refugees and we paid over 120k for the extra tonnage bonus this year. This increase will cover contracted payments to River View Const for Nov and December.

**Revenue Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
6363000	582900		FUTURE LANDFILL EXPANSIO	\$ 453,549.58	\$ (48,000.00)	\$ 405,549.58
						\$ -
						\$ -
Total Adjustment						

**Expenditure Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
63630000	521340	SW200	CONTRACTED SERVICES	\$ 445,000.00	\$ 48,000.00	\$ 493,000.00
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 48,000.00	

Department Head Approval: 

Date Approved by Committee of Jurisdiction: 11/16/22

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

Date Approved by Finance Committee: 11/16/22

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 17, 2022  
 Department: Sanitation & Zoning  
 Amount: \$2,000.00  
 Budget Year Amended: 2022

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


Unanticipated increase in the cost of gas for 2022.

**Revenue Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
16980000 444000	Zoning Permits & Fees	\$ 22,500.00	\$ 2,000.00	\$ 24,500.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 2,000.00	


**Expenditure Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
13680000 524510	Motor Vehicles	\$ 2,219.00	\$ 2,000.00	\$ 4,219.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 2,000.00	

Department Head Approval: 

Date Approved by Committee of Jurisdiction: 10-17-22

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

Date Approved by Finance Committee: 11/16/22 

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 17, 2022  
 Department: Zoning Board of Adjustments  
 Amount: \$500.00  
 Budget Year Amended: 2022

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

Unanticipated number of Variance Requests in 2022. This increased the revenue projected as well as the expense for mileage paid to board members for travel to hearings.

**Revenue Budget Lines Amended:**

<u>Account #</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Budget Adjustment</u>	<u>Final Budget</u>
16983000 468800	Zoning Board of Adjustments	\$ 3,600.00	\$ 500.00	\$ 4,100.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 500.00	

**Expenditure Budget Lines Amended:**

<u>Account #</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Budget Adjustment</u>	<u>Final Budget</u>
16983000 533200	Mileage	\$ 732.00	\$ 500.00	\$ 1,232.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 500.00	

Department Head Approval: 

Date Approved by Committee of Jurisdiction: 10-17-22

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

Date Approved by Finance Committee: 11/16/22 

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, 2022 to October 31, 2022  
Debbie Carney, County Treasurer

<b>RECEIPTS &amp; DISBURSEMENTS</b>	
<b>Receipts for Current Month:</b>	<b>\$ 8,721,450.13</b>
<b>Wires &amp; Disbursements for Current Month:</b>	<b>\$ 8,622,230.06</b>

<b>INVESTMENTS - GENERAL FUND</b>				
Bank	ACCOUNT NUMBER	BALANCE	DUE DATES	INTEREST RATE
State Bank		\$ 7,288,201.19	none	2.62%
State Investment Pool		\$ 2,069,397.15	none	2.91%
Bank First Checking		\$ 504.03	none	0.00%
Bank First MM		\$ 243,957.26	none	2.10%
Citizens First Bank MM		\$ 5,432,276.81	none	2.27%
River Bank MM		\$ 8,608,069.89	none	1.16%
<b>TOTAL GENERAL FUND INVESTMENTS</b>		<b>\$ 23,642,406.33</b>		

<b>GENERAL FUND BALANCES</b>	
Month End Balance	\$ (53,222.37)
Outstanding Checks	\$ (594,461.02)
Outstanding Deposits	\$ 146,375.42
General Fund Investments	\$ 23,642,406.33
<b>Totals</b>	<b>\$ 23,141,098.36</b>

TOTAL GENERAL FUND AS OF OCTOBER 2021	\$ 23,420,672.19
General fund is down from a year ago:	\$ (279,573.83)

<b>DELINQUENT TAXES</b>	
Delinquent Taxes in October 2022 were:	\$ 1,195,438.03
Delinquent Taxes in October 2021 were:	\$ 1,089,975.81
Delinquent Taxes are up from one year ago:	\$ 105,462.22

<b>SALES &amp; USE TAX</b>	
Sales tax received January 2022 to October 2022	
Sales tax is for the months of November 2021 thru August 2022	\$ 3,862,370.32
Sales tax received January 2021 to October 2021	
Sales tax is for the months of November 2020 thru August 2021	\$ 3,693,115.30
<b>SALES TAX IS UP FROM ONE YEAR AGO:</b>	<b>\$ 169,255.02</b>

**TREASURER'S REPORT**  
**For the period of September 1, 2022 to September 30, 2022**  
**Debbie Carney, County Treasurer**

<b>RECEIPTS &amp; DISBURSEMENTS</b>	
Receipts for Current Month:	\$ 11,930,979.38
Wires & Disbursements for Current Month:	\$ 11,968,075.30

<b>INVESTMENTS - GENERAL FUND</b>				
Bank	ACCOUNT NUMBER	BALANCE	DUE DATES	INTEREST RATE
State Bank		\$ 7,533,840.83	none	2.35%
State Investment Pool		\$ 2,064,296.41	none	2.42%
Bank First Checking		\$ 504.03	none	0.00%
Bank First MM		\$ 243,526.45	none	1.75%
Citizens First Bank MM		\$ 5,426,649.86	none	0.47%
River Bank MM		\$ 8,599,670.50	none	1.00%
<b>TOTAL GENERAL FUND INVESTMENTS</b>		<b>\$ 23,868,488.08</b>		

<b>GENERAL FUND BALANCES</b>	
Month End Balance	\$ (218,237.36)
Outstanding Checks	\$ (621,718.17)
Outstanding Deposits	\$ 239,427.49
General Fund Investments	\$ 23,868,488.08
<b>Totals</b>	<b>\$ 23,267,960.04</b>

<b>TOTAL GENERAL FUND AS OF SEPTEMBER 2021</b>	<b>\$ 26,918,527.15</b>
General fund is down from a year ago:	<b>\$ (3,650,567.11)</b>

<b>DELINQUENT TAXES</b>	
Delinquent Taxes in September 2022 were:	\$ 1,335,157.91
Delinquent Taxes in September 2021 were:	\$ 1,171,356.59
Delinquent Taxes are up from one year ago:	\$ 163,801.32

<b>SALES &amp; USE TAX</b>	
Sales tax received January 2022 to September 2022	\$ 3,417,725.29
Sales tax is for the months of November 2021 thru July 2022	
Sales tax received January 2021 to September 2021	\$ 3,286,240.22
Sales tax is for the months of November 2020 thru July 2021	
<b>SALES TAX IS UP FROM ONE YEAR AGO:</b>	<b>\$ 131,485.07</b>

**TREASURER'S REPORT**  
**For the period of October 1, 2022 to October 31, 2022**  
**Debbie Carney, County Treasurer**

<b>INVESTMENTS</b>				
<b>BANK</b>	<b>ACCOUNT NUMBER</b>	<b>BALANCE</b>	<b>DUE DATES</b>	<b>INTEREST RATE</b>
<b>History Room</b>				
Bremer Bank-History Room MMI		\$ 85,705.96	None	1.00%
Bremer Bank-History Room MMII		\$ 10,515.98	None	1.00%
Monroe Co Local History Room Endowment #3 Fidelity Investments		\$ 1,859,226.76	None	
Bremer Bank-Wegner Grotto Trust		\$ 252,148.28	None	1.00%
Wegner Grotto Endowment-Raymond James		\$ 365,049.87	None	
<b>Haney Fund</b>				
State Bank of Sparta MM		\$ 1,000.86	None	0.14658%
<b>Transportation - ADRC</b>				
Bremer Bank-ADRC Transportation		\$ 38,172.11	None	1.00%
<b>Jail Assessment</b>				
Bank First MM		\$ 322,151.39	None	2.10%
<b>Monroe County Land Information Board</b>				
Bank First MM		\$ 118,717.01	None	2.11%
<b>Solid Waste Management</b>				
State Bank - Ridgeview II-Closure Escrow		\$ 212,591.32	12/1/2022	0.19979%
		\$ 223,017.75	12/1/2022	0.19979%
		\$ 208,217.02	12/1/2022	0.19979%
		\$ 210,518.80	12/1/2022	0.19979%
		\$ 209,630.99	1/26/2023	0.39922%
State Bank - Facility Reserve-MM		\$ 130,529.47	None	2.27%
<b>Section 125 Plan</b>				
State Bank of Sparta		\$ 42,222.16	None	2.27%
<b>Worker's Comp</b>				
State Bank of Sparta		\$ 1,738,789.46	None	2.27%
CCF Bank of Tomah		\$ 585,942.44	None	
<b>Self Funded - Employee Insurance</b>				
State Bank of Sparta		\$ 646,747.93	None	0.38955%
<b>Rolling Hills Building Project</b>				
Wisconsin Investment Series Cooperative (PMA)		\$ 290.28	None	
River Bank MM		\$ 617,544.33	None	1.16%
<b>American Rescue Plan</b>				
State Bank of Sparta		\$ 6,566,421.51	None	0.38955%
<b>Bond Holding Account</b>				
State Bank of Sparta		\$ -	None	0.09990%
<b>Highway Bonds</b>				
River Bank MM		\$ 5,098,688.57	None	1.16%
<b>Revolving Loan Fund</b>				
State Bank of Sparta		\$ -	None	0.00%
<b>TOTAL OF RESTRICTED FUNDS-NOT IN GENERAL FUND:</b>		<b>\$ 19,543,840.25</b>		



**TREASURER'S REPORT**  
**For the period of September 1, 2022 to September 30, 2022**  
**Debbie Carney, County Treasurer**

<b>INVESTMENTS</b>				
<b>BANK</b>	<b>ACCOUNT NUMBER</b>	<b>BALANCE</b>	<b>DUE DATES</b>	<b>INTEREST RATE</b>
<b>History Room</b>				
Bremer Bank-History Room MMI		\$ 86,863.52	None	0.35%
Bremer Bank-History Room MMII		\$ 10,510.51	None	0.35%
Monroe Co Local History Room Endowment #3 Fidelity Investments		\$ 1,743,976.11	None	
Bremer Bank-Wegner Grotto Trust		\$ 252,734.72	None	0.35%
Wegner Grotto Endowment-Raymond James		\$ 342,847.83	None	
<b>Haney Fund</b>				
State Bank of Sparta MM		\$ 1,000.74	None	0.09990%
<b>Transportation - ADRC</b>				
Bremer Bank-ADRC Transportation		\$ 38,152.25	None	0.35%
<b>Jail Assessment</b>				
Bank First MM		\$ 328,841.15	None	1.75%
<b>Monroe County Land Information Board</b>				
Bank First MM		\$ 114,254.30	None	1.75%
<b>Solid Waste Management</b>				
State Bank - Ridgeview II-Closure Escrow		\$ 212,555.24	12/1/2022	0.19979%
		\$ 222,979.91	12/1/2022	0.19979%
		\$ 208,181.69	12/1/2022	0.19979%
		\$ 210,483.08	12/1/2022	0.19979%
		\$ 209,559.92	1/26/2023	0.39922%
State Bank - Facility Reserve-MM		\$ 130,278.30	None	2.00000%
<b>Section 125 Plan</b>				
State Bank of Sparta		\$ 39,309.44	None	2.00000%
<b>Worker's Comp</b>				
State Bank of Sparta		\$ 1,732,382.86	None	2.00000%
CCF Bank of Tomah		\$ 585,513.75	None	0.71%
<b>Self Funded - Employee Insurance</b>				
State Bank of Sparta		\$ 554,650.57	None	0.24970%
<b>Rolling Hills Building Project</b>				
Wisconsin Investment Series Cooperative (PMA)		\$ 289.66	None	
River Bank MM		\$ 1,200,338.81	None	1.00%
<b>American Rescue Plan</b>				
State Bank of Sparta		\$ 6,564,249.70	None	0.24970%
<b>Bond Holding Account</b>				
State Bank of Sparta		-	None	0.09990%
<b>Highway Bonds</b>				
River Bank MM		\$ 5,163,556.89	None	1.00%
<b>Revolving Loan Fund</b>				
State Bank of Sparta		-	None	0.00%
<b>TOTAL OF RESTRICTED FUNDS-NOT IN GENERAL FUND:</b>		<b>\$ 19,953,510.95</b>		

## 2022 MONTHLY GENERAL INFORMATION

MONTH	GENERAL FUND	SALES TAX	DELINQUENT TAXES
January	\$ 25,792,909.82	\$ 326,204.52 Sales Tax for Nov. 2021	\$ 856,763.80 *
February	\$ 27,019,204.85	\$ 420,814.34 Sales for Tax Dec. 2021	\$ 841,523.50 *
March	\$ 28,110,984.03	\$ 289,326.42 Sales for Tax Jan. 2022	\$ 795,327.02 *
April	\$ 27,823,058.91	\$ 353,693.14 Sales Tax for Feb. 2022	\$ 769,442.30 *
May	\$ 27,730,766.13	\$ 331,738.81 Sales Tax for Mar. 2022	\$ 725,094.55 *
June	\$ 27,247,179.31	\$ 441,458.42 Sales Tax for April 2022	\$ 686,167.88 *
July	\$ 34,729,258.10	\$ 392,116.61 Sales Tax for May 2022	\$ 663,058.00 *
August	\$ 26,003,510.31	\$ 432,566.69 Sales Tax for June 2022	\$ 1,615,881.19
September	\$ 23,267,960.04	\$ 429,806.34 Sales Tax for July 2022	\$ 1,335,157.91
October	\$ 23,141,098.36	\$ 444,645.03 Sales Tax for Aug. 2022	\$ 1,195,438.03
November		Sales Tax for Sept. 2022	
December		Sales Tax for Oct. 2022	

NOW INCLUDES  
ALL YEARS  
DELINQUENT  
TAXES

**\$ 3,862,370.32 ← Sales Tax Received in 2022**

**AMENDED**

**2021 MONTHLY GENERAL INFORMATION**

<b>MONTH</b>	<b>GENERAL FUND</b>	<b>SALES TAX</b>	<b>DELINQUENT TAXES</b>
<b>January</b>	\$ 25,647,464.06	\$ 307,391.02 Sales Tax for Nov. 2020	\$ 959,936.03 *
<b>February</b>	\$ 29,967,952.16	\$ 381,052.93 Sales for Tax Dec. 2020	\$ 923,639.07 *
<b>March</b>	\$ 28,653,526.32	\$ 234,997.56 Sales for Tax Jan. 2021	\$ 837,934.28 *
<b>April</b>	\$ 28,114,123.18	\$ 345,063.46 Sales Tax for Feb. 2021	\$ 814,019.87 *
<b>May</b>	\$ 26,914,901.72	\$ 398,313.67 Sales Tax for Mar. 2021	\$ 773,998.46 *
<b>June</b>	\$ 27,102,154.11	\$ 422,521.20 Sales Tax for April 2021	\$ 701,920.48 *
<b>July</b>	\$ 33,597,902.21	\$ 380,559.34 Sales Tax for May 2021	\$ 648,949.41 *
<b>August</b>	\$ 27,826,159.15	\$ 377,426.96 Sales Tax for June 2021	\$ 1,375,731.67
<b>September</b>	\$ 26,918,527.15	\$ 438,914.08 Sales Tax for July 2021	\$ 1,171,356.59
<b>October</b>	\$ 23,420,672.19	\$ 406,875.08 Sales Tax for Aug. 2021	\$ 1,089,975.81
<b>November</b>	\$ 24,788,823.17	\$ 362,117.38 Sales Tax for Sept. 2021	\$ 972,293.21
<b>December</b>	\$ 20,963,521.02	\$ 407,529.59 Sales Tax for Oct. 2021	\$ 915,146.03

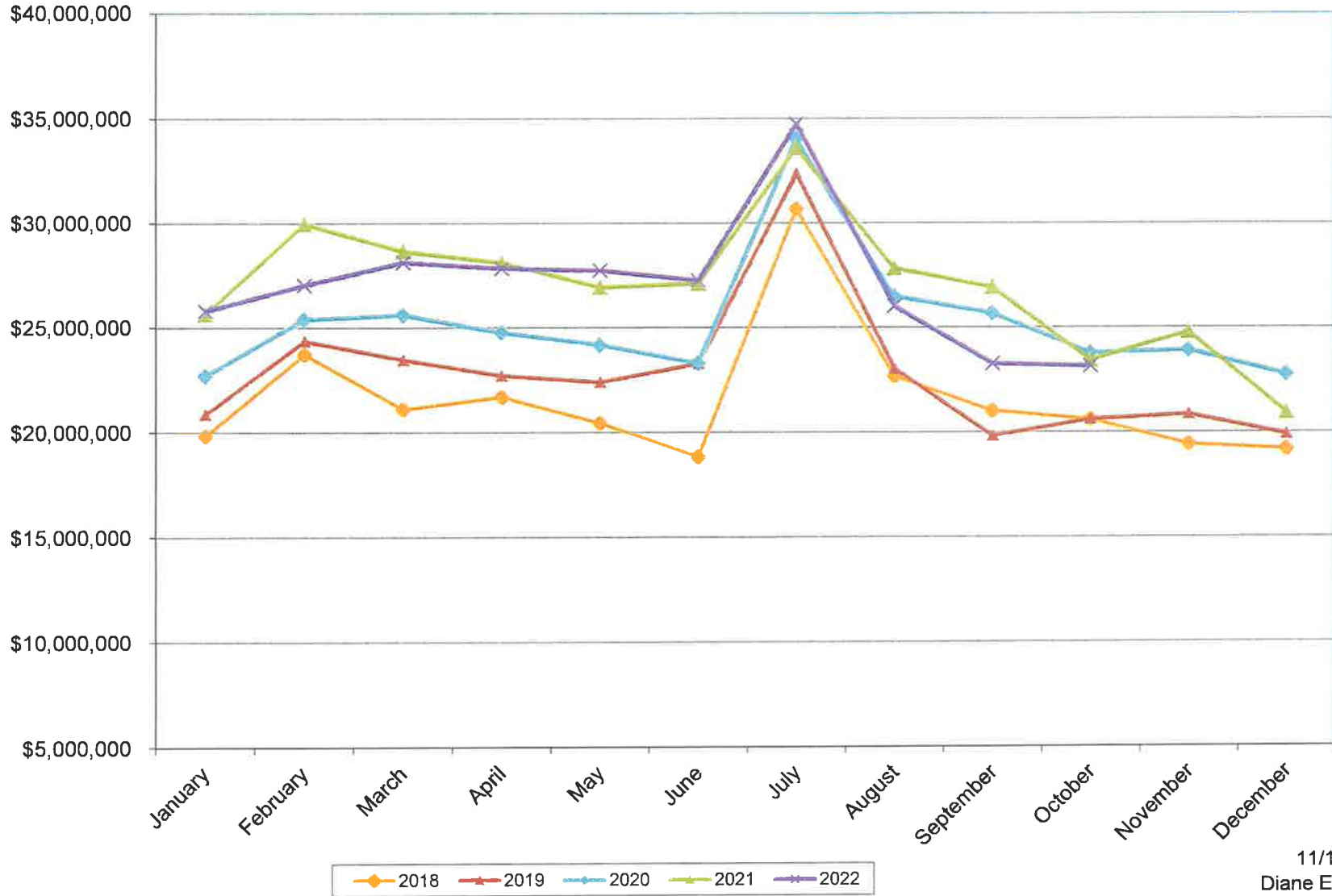
NOW INCLUDES  
ALL YEARS  
DELINQUENT  
TAXES

**\$ 4,462,762.27 ← Sales Tax Received in 2021**

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

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

### County Total General Fund Cash Balance



## MONROE COUNTY MINIMUM FUND BALANCE POLICY

October 2022

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

General and Special Fund Balance MM/ICS -	\$	23,141,098.36	
General Fund CD's	\$	-	
<b>Total General Fund</b>	\$	<b>23,141,098.36</b>	
Less Employer FICA deferred due to COVID-19	\$	471,304.60	Began with 4/9/2020 paydate
Less Human Services Prepay	\$	345,872.50	Prepay due back to state 12/31/2022 - \$415,047
<b>Total General Fund Cash Balance-Less FICA deferred &amp; Prepay</b>	\$	<b>22,323,921.26</b>	1/12 each month is approximately \$34,587.25

General and Special Revenue Fund Cash Balance 10/31/2022 **\$ 12,348,861.37**

General Fund Restricted Total	\$	652,796.61
General Fund Committed Total	\$	447,510.04
General Fund Assigned Total	\$	1,565,623.05
<b>General Fund Restricted, Committed and Assigned Funds Total:</b>	\$	<b>2,665,929.70</b>

**General Fund cash balance less Restricted, Committed and Assigned Funds:** **\$ 9,682,910.67**

Proprietary, Debt & Internal Service Funds Cash: **\$ 10,792,236.99**

Proprietary, Debt & Internal Service Funds Committed: **\$ 691,407.77**

**Proprietary, Debt & Internal Service Funds Cash Less Committed:** **\$ 10,100,829.22**

Actual 2022 total General & Special revenue budgeted operating expenses \$ 38,136,921.00

Minimum Fund Balance % (X) 20%

**Minimum Fund Balance Amount** **\$ 7,627,384.20**

**General Fund Cash Balance Over/(Under) Minimum Fund Balance Amount** **\$ 2,055,526.47**

11/11/2022

Diane Erickson Monroe County Finance Director

\\MCIS-PROFSV-DC\Data\Financial\Data\Finance Report\2022\2022 General Fund Reserved-Committed-20%

## Restricted, Committed and Assigned Funds

### Restricted Funds

MM Haney Res 10000000 342100 E2050-\$1,000	\$	915.47	
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	\$	13,330.74	
Dog Control 14195000 485000/579200	\$	67,177.96	
Justice Dept Donations 1295000 485000/579200	\$	339.00	
Veterans Service 14700000 485000/579200	\$	1,644.50	
Park Donations 15200000 485000/579200	\$	6,418.80	
Human Services Donations 24900500 485000/579200	\$	853.50	
Crep Program 16140000	\$	21,346.61	
Broadband Restricted Funds 16702100 485000/579100	\$	14,187.10	Resolution 01-22-04
Forestry Maint. Land Acq. 16919000 580100	\$	49,254.58	
Forestry-Habelman Reforest 16919000 521700	\$	1,471.13	
Wildlife Habitat 16913000 435800/534050	\$	350.86	
Land Cons. CCTF Donations 16942200 485000/579200	\$	384.94	
Land Cons. Awards Banquet Don. 16940000 485000/579200	\$	1,723.86	
Non-lapsing Cons. Programs Account 16942000 435800/534005	\$	103,139.75	
Non-lapsing MDV(Multi-Discharge Variance) 16942100	\$	39,040.10	
Non-lapsing Land Dev.&MGMT Account 16948000 435800/534005	\$	290,000.00	

### Committed Funds

Agronomist Position 10000000 342400 E4060-169400	\$	25,573.09	
Opioid Settlement NonLapsing 10000001 488000	\$	51,117.85	
LATCF Funds 10000001 488010	\$	85,408.53	rec'd Oct 31 (1/2)
Nonlapsing Capital Parks 17620620 582500	\$	265,887.54	(\$154,474.41 + \$111,413.13 for 2021)Res 08-21-03

### Extension

Leadership Prog. Exp. 15620611 579100	\$	-	To Agronomist Position
Health & Well Being Exp. 15620613 579100	\$	3,437.10	
Agriculture Agent 15620614 579100	\$	9,460.30	
Youth Development Agent 15620615 579100	\$	6,625.63	
Pesticide Certification 15620616 579100	\$	-	To Agronomist Position

### Assigned Funds

Human Services Reserve Fund 24900000 343000	\$	300,000.00
Contingency Fund Balance 10010000 539200	\$	76,342.00
Retirement/Fringe Pool 11435000 515200	\$	109,326.23
Nonlapsing Capital Pool 17100169	\$	576,306.55
Nonlapsing Capital Vehicle Pool 17100169 581100	\$	503,648.27

**General Fund Total** **\$ 2,665,929.70**

### Proprietary & Internal Service Funds

Debt Service Fund - Resolution 06-13-02	\$	44,061.30	
Nonlapsing Technology Pool 71490000 599000	\$	623,946.94	
Town Road Sign Replacement-73360470	\$	23,399.53	Resolution 08-20-12 \$168,000 (12/2023)
<b>Proprietary, Debt &amp; Internal Service Funds</b>	<b>\$</b>	<b>691,407.77</b>	

11/9/2022

Diane Erickson Monroe County Finance Director

## General Fund Balances

		<b>2019</b>		<b>2020</b>		
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

		<b>2020</b>		<b>2021</b>		
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	\$	24,788,823	\$	880,076
December	\$	22,768,894	\$	20,963,521	\$	(1,805,372)

		<b>2021</b>		<b>2022</b>		
January	\$	25,647,464	\$	25,791,910	\$	144,446
February	\$	29,967,952	\$	27,019,205	\$	(2,948,747)
March	\$	28,652,526	\$	28,110,984	\$	(541,542)
April	\$	28,113,123	\$	27,823,059	\$	(290,065)
May	\$	26,914,902	\$	27,730,766	\$	815,864
June	\$	27,102,154	\$	27,247,179	\$	145,025
July	\$	33,597,902	\$	34,729,258	\$	1,131,356
August	\$	27,826,159	\$	26,003,510	\$	(1,822,649)
September	\$	26,918,527	\$	23,267,960	\$	(3,650,567)
October	\$	23,420,672	\$	23,141,098	\$	(279,574)
November	\$	24,788,823				
December	\$	20,963,521				

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

11/11/2022

Diane Erickson Monroe County Finance Director

\\MCIS-PROFSV-DC\Data\Financial\Data\Finance Report\2022\2022 General Fund Reserved-Committed-20%

## FINANCIAL DATA THROUGH OCTOBER 31, 2022

Account Type

Revenue

Account Type	2021		2021 Actual to Annual Budget %	2022		2022 Actual to Annual Budget %
	Total Annual Budget	Month Actual		Total Annual Budget	Month Actual	
<b>100 - GENERAL FUND</b>						
0000 - UNDEFINED	0	0	0.00%	8,784	0	100.00%
1000 - GENERAL GOVERNMENT	17,716,893	16,640,451	93.92%	26,337,273	19,911,854	75.60%
1110 - COUNTY BOARD	0	0		0	0	0.00%
1121 - CIRCUIT COURT	252,075	267,431	106.09%	264,157	257,660	97.54%
1122 - CLERK OF COURT	532,550	500,504	93.98%	577,250	489,346	84.77%
1124 - FAMILY COURT COMMISSIONER	5,320	4,160	78.20%	5,180	5,020	96.91%
1127 - MEDICAL EXAMINER	41,300	33,000	79.90%	43,300	37,609	86.86%
1131 - DISTRICT ATTORNEY	68,731	41,732	60.72%	78,711	48,021	61.01%
1132 - CORPORATION COUNSEL	0	0	100.00%	0	0	100.00%
1141 - ADMINISTRATOR	0	0	100.00%	0	0	100.00%
1142 - COUNTY CLERK	72,745	54,615	75.08%	23,310	24,368	104.54%
1143 - PERSONNEL	0	0	100.00%	0	0	100.00%
1151 - FINANCE DEPARTMENT	663,238	515,836	77.78%	729,697	497,132	68.13%
1152 - TREASURER	13,000	3,316	25.51%	13,000	2,364	18.18%
1160 - MAINTENANCE	1	0	0.00%	1	1	100.00%
1171 - REGISTER OF DEEDS	343,538	372,765	108.51%	411,814	321,647	78.10%
1172 - SURVEYOR	2,300	1,440	62.61%	2,300	1,470	63.91%
1175 - LAND RECORDS	195,308	164,798	84.38%	227,031	126,033	55.51%
1210 - SHERIFF DEPARTMENT	134,413	95,249	70.86%	91,290	103,796	113.70%
1270 - JAIL	156,303	175,982	112.59%	129,790	83,290	64.17%
1290 - EMERGENCY MANAGEMENT	71,206	4,887	-6.86%	82,938	11,330	-13.66%
1293 - DISPATCH CENTER	0	712	100.00%	0	0	100.00%
1295 - JUSTICE DEPARTMENT	377,761	228,093	60.38%	457,045	184,965	40.47%
1368 - SANITATION	145,835	95,064	65.19%	139,500	77,463	55.53%
1419 - DOG CONTROL	165,512	145,414	87.86%	152,751	151,977	99.49%
1470 - VETERANS SERVICE	12,153	12,053	99.18%	12,650	12,650	100.00%
1512 - LOCAL HISTORY ROOM	83,801	19,466	23.23%	84,128	22,677	26.96%
1520 - PARKS	202,625	230,614	113.81%	213,960	214,236	100.13%
1530 - SNOWMOBILE	200,000	131,140	65.57%	238,915	277,772	116.26%
1560 - UW-EXTENSION	18,739	9,742	51.99%	17,235	17,053	98.94%
1614 - CONSERV RESERVE ENHANCE PROGR	0	0	100.00%	0	0	100.00%
1670 - ECON DEV COMMERCE & TOURISM	0	0	100.00%	11,956	11,956	100.00%
1691 - FORESTRY	151,929	126,703	83.40%	425,100	208,649	49.08%
1694 - LAND CONSERVATION	432,564	89,770	20.75%	516,458	254,425	49.26%
1698 - ZONING	1,893,198	737,193	38.94%	27,100	39,070	144.17%
1700 - CAPITAL OUTLAY	14,500	0	0.00%	113,155	61,700	54.53%
<b>100 - GENERAL FUND Total</b>	<b>23,967,538</b>	<b>20,692,355</b>	<b>86.33%</b>	<b>31,435,779</b>	<b>23,432,872</b>	<b>74.54%</b>
<b>213 - CHILD SUPPORT</b>	<b>605,724</b>	<b>452,264</b>	<b>74.66%</b>	<b>648,965</b>	<b>507,136</b>	<b>78.15%</b>
<b>241 - HEALTH DEPARTMENT</b>	<b>1,716,419</b>	<b>1,001,981</b>	<b>58.38%</b>	<b>1,412,416</b>	<b>910,157</b>	<b>64.44%</b>
<b>249 - HUMAN SERVICES</b>	<b>16,101,814</b>	<b>10,688,673</b>	<b>66.38%</b>	<b>14,901,617</b>	<b>11,583,493</b>	<b>77.73%</b>
<b>310 - DEBT SERVICE</b>	<b>7,039,920</b>	<b>168,534</b>	<b>2.39%</b>	<b>7,012,646</b>	<b>82,517</b>	<b>1.18%</b>
<b>410 - CAPITAL PROJECTS</b>	<b>0</b>	<b>0</b>	<b>100.00%</b>	<b>0</b>	<b>0</b>	<b>100.00%</b>
<b>633 - SOLID WASTE</b>	<b>2,704,000</b>	<b>1,666,375</b>	<b>61.63%</b>	<b>2,739,625</b>	<b>1,879,114</b>	<b>68.59%</b>
<b>642 - ROLLING HILLS</b>	<b>30,356,865</b>	<b>23,270,679</b>	<b>76.66%</b>	<b>21,694,351</b>	<b>7,763,261</b>	<b>35.78%</b>
<b>714 - INFORMATION SYSTEMS</b>	<b>1,819,224</b>	<b>1,252,345</b>	<b>68.84%</b>	<b>1,311,301</b>	<b>1,254,915</b>	<b>95.70%</b>
<b>715 - INFORMATION TECHNOLOGY POOL</b>	<b>646,568</b>	<b>71,796</b>	<b>11.10%</b>	<b>630,401</b>	<b>63,174</b>	<b>10.02%</b>
<b>717 - SELF FUNDED EMPLOYEE INSURANCE</b>	<b>7,366,779</b>	<b>5,594,010</b>	<b>75.94%</b>	<b>5,910,734</b>	<b>5,525,834</b>	<b>93.49%</b>
<b>719 - WORKERS COMPENSATION</b>	<b>333,820</b>	<b>103,064</b>	<b>30.87%</b>	<b>333,820</b>	<b>161,906</b>	<b>48.50%</b>
<b>732 - HIGHWAY</b>	<b>14,989,257</b>	<b>8,370,935</b>	<b>55.85%</b>	<b>20,057,381</b>	<b>13,588,096</b>	<b>67.75%</b>
<b>820 - JAIL ASSESSMENT</b>	<b>142,700</b>	<b>64,642</b>	<b>45.30%</b>	<b>140,000</b>	<b>64,661</b>	<b>46.19%</b>
<b>830 - LOCAL HISTORY ROOM</b>	<b>83,801</b>	<b>369,150</b>	<b>440.51%</b>	<b>84,128</b>	<b>218,215</b>	<b>-259.38%</b>
<b>856 - M.M. HANEY TRUST</b>	<b>0</b>	<b>0</b>	<b>100.00%</b>	<b>0</b>	<b>3</b>	<b>100.00%</b>
<b>860 - REVOLVING LOAN FUND</b>	<b>0</b>	<b>0</b>	<b>100.00%</b>	<b>0</b>	<b>0</b>	<b>100.00%</b>
<b>Grand Total</b>	<b>107,874,428</b>	<b>73,766,802</b>	<b>68.38%</b>	<b>108,313,164</b>	<b>66,598,923</b>	<b>61.49%</b>

This is 10 out of 12 months

These Revenue numbers include the tax appropriations for 2022

83.33%



**FINANCIAL DATA THROUGH OCTOBER 31, 2022**

Account Type	Expense					
	2021 Total Annual Budget	2021 Month Actual	2021 Actual to Annual Budget %	2022 Total Annual Budget	2022 Month Actual	2022 Actual to Annual Budget %
<b>100 - GENERAL FUND</b>						
0000 - UNDEFINED	1,068,145	0	0.00%	2,556,095	2,438,418	100.00%
1000 - GENERAL GOVERNMENT	7,910	0	0.00%	4,576,342	0	0.00%
1110 - COUNTY BOARD	118,860	82,339	69.27%	119,729	80,788	67.48%
1121 - CIRCUIT COURT	688,416	474,824	68.97%	667,906	459,506	68.80%
1122 - CLERK OF COURT	781,181	522,425	66.88%	799,435	542,500	67.86%
1124 - FAMILY COURT COMMISSIONER	40,800	30,600	75.00%	40,800	30,600	75.00%
1127 - MEDICAL EXAMINER	189,701	123,435	65.07%	245,438	179,012	72.94%
1131 - DISTRICT ATTORNEY	630,198	488,521	77.52%	699,330	552,162	78.96%
1132 - CORPORATION COUNSEL	286,735	233,446	81.42%	299,623	211,642	70.64%
1141 - ADMINISTRATOR	227,888	178,679	78.41%	237,855	176,033	74.01%
1142 - COUNTY CLERK	469,528	414,154	88.21%	343,045	278,644	81.23%
1143 - PERSONNEL	440,304	211,471	48.03%	453,500	262,977	57.99%
1151 - FINANCE DEPARTMENT	1,064,135	844,858	79.39%	1,156,513	858,109	74.20%
1152 - TREASURER	313,384	228,137	72.80%	320,789	223,457	69.66%
1160 - MAINTENANCE	891,657	643,025	72.12%	892,280	711,587	79.75%
1171 - REGISTER OF DEEDS	304,408	212,767	69.90%	316,581	208,756	65.94%
1172 - SURVEYOR	27,556	23,495	85.26%	27,556	24,365	88.42%
1175 - LAND RECORDS	195,448	161,640	82.70%	227,181	107,296	47.23%
1190 - CNTY INS./MRRPC/SMRT/FARM ED	539,456	656,435	121.68%	539,805	655,868	121.50%
1210 - SHERIFF DEPARTMENT	3,263,906	2,392,337	73.30%	3,449,983	2,572,399	74.56%
1270 - JAIL	3,122,387	2,222,205	71.17%	3,124,399	2,264,679	72.48%
1290 - EMERGENCY MANAGEMENT	164,233	96,383	58.69%	173,246	132,996	76.77%
1293 - DISPATCH CENTER	1,309,873	987,006	75.35%	1,254,359	985,818	78.59%
1295 - JUSTICE DEPARTMENT	1,013,389	730,352	72.07%	1,079,562	725,009	67.16%
1368 - SANITATION	111,061	187,622	169.00%	196,026	119,084	60.75%
1419 - DOG CONTROL	245,482	144,850	59.01%	253,527	139,523	55.03%
1470 - VETERANS SERVICE	166,843	120,696	72.34%	181,289	127,703	70.44%
1511 - LIBRARY	456,430	456,430	100.00%	388,328	388,328	100.00%
1512 - LOCAL HISTORY ROOM	208,510	118,624	56.89%	214,562	143,128	66.71%
1520 - PARKS	133,182	94,350	70.84%	146,606	99,582	67.93%
1530 - SNOWMOBILE	200,000	92,610	46.31%	238,915	109,187	45.70%
1560 - UW-EXTENSION	233,746	121,020	51.77%	238,162	137,365	57.68%
1614 - CONSERV RESERVE ENHANCE PROGR	35,382	0	0.00%	21,347	0	100.00%
1670 - ECON DEV COMMERCE & TOURISM	31,821	16,842	52.93%	1,810,183	76,572	4.23%
1691 - FORESTRY	179,397	89,113	49.67%	183,974	101,233	55.03%
1694 - LAND CONSERVATION	1,166,870	463,434	39.72%	1,291,833	606,699	46.96%
1698 - ZONING	1,973,538	822,707	41.69%	117,704	96,801	82.24%
1700 - CAPITAL OUTLAY	1,589,217	318,565	20.05%	2,551,972	1,023,523	40.11%
<b>100 - GENERAL FUND Total</b>	<b>23,967,538</b>	<b>14,928,836</b>	<b>62.29%</b>	<b>31,435,779</b>	<b>17,851,347</b>	<b>56.79%</b>
<b>213 - CHILD SUPPORT</b>	<b>605,724</b>	<b>466,582</b>	<b>77.03%</b>	<b>648,965</b>	<b>517,073</b>	<b>79.68%</b>
<b>241 - HEALTH DEPARTMENT</b>	<b>1,716,419</b>	<b>914,203</b>	<b>53.26%</b>	<b>1,412,416</b>	<b>871,398</b>	<b>61.70%</b>
<b>249 - HUMAN SERVICES</b>	<b>16,101,814</b>	<b>10,504,301</b>	<b>65.24%</b>	<b>14,901,617</b>	<b>11,201,984</b>	<b>75.17%</b>
<b>310 - DEBT SERVICE</b>	<b>7,039,920</b>	<b>2,333,458</b>	<b>33.15%</b>	<b>7,012,646</b>	<b>7,011,893</b>	<b>99.99%</b>
<b>410 - CAPITAL PROJECTS</b>	<b>0</b>	<b>0</b>	<b>100.00%</b>	<b>0</b>	<b>0</b>	<b>100.00%</b>
<b>633 - SOLID WASTE</b>	<b>2,704,000</b>	<b>1,553,856</b>	<b>57.47%</b>	<b>2,739,625</b>	<b>1,867,933</b>	<b>68.18%</b>
<b>642 - ROLLING HILLS</b>	<b>30,356,865</b>	<b>10,810,943</b>	<b>35.61%</b>	<b>21,694,351</b>	<b>17,900,310</b>	<b>82.51%</b>
<b>714 - INFORMATION SYSTEMS</b>	<b>1,819,224</b>	<b>932,473</b>	<b>51.26%</b>	<b>1,311,301</b>	<b>1,014,480</b>	<b>77.36%</b>
<b>715 - INFORMATION TECHNOLOGY POOL</b>	<b>646,568</b>	<b>63,685</b>	<b>9.85%</b>	<b>630,401</b>	<b>6,454</b>	<b>1.02%</b>
<b>717 - SELF FUNDED EMPLOYEE INSURNCE</b>	<b>7,366,779</b>	<b>5,699,299</b>	<b>77.36%</b>	<b>5,910,734</b>	<b>4,575,228</b>	<b>77.41%</b>
<b>719 - WORKERS COMPENSATION</b>	<b>333,820</b>	<b>162,426</b>	<b>48.66%</b>	<b>333,820</b>	<b>250,304</b>	<b>74.98%</b>
<b>732 - HIGHWAY</b>	<b>14,989,257</b>	<b>5,633,338</b>	<b>37.58%</b>	<b>20,057,381</b>	<b>5,607,122</b>	<b>27.96%</b>
<b>820 - JAIL ASSESSMENT</b>	<b>142,700</b>	<b>57,787</b>	<b>40.50%</b>	<b>140,000</b>	<b>111,414</b>	<b>79.58%</b>
<b>830 - LOCAL HISTORY ROOM</b>	<b>83,801</b>	<b>19,466</b>	<b>23.23%</b>	<b>84,128</b>	<b>22,677</b>	<b>26.96%</b>
<b>860 - REVOLVING LOAN FUND</b>	<b>0</b>	<b>0</b>	<b>100.00%</b>	<b>0</b>	<b>0</b>	<b>100.00%</b>
<b>Grand Total</b>	<b>107,874,428</b>	<b>54,080,652</b>	<b>50.13%</b>	<b>108,313,164</b>	<b>68,809,616</b>	<b>63.53%</b>

## FINANCIAL DATA THROUGH OCTOBER 31, 2022

Account Type	Salary & Fringe Expense					
	2021 Total Annual Budget	2021 Month Actual	2021 Actual to Annual Budget %	2022 Total Annual Budget	2022 Month Actual	2022 Actual to Annual Budget %
100 - GENERAL FUND						
1110 - COUNTY BOARD	81,185	53,593	66.01%	80,782	48,330	59.83%
1121 - CIRCUIT COURT	344,146	276,655	80.39%	354,699	288,302	81.28%
1122 - CLERK OF COURT	522,374	392,196	75.08%	543,316	430,860	79.30%
1127 - MEDICAL EXAMINER	124,849	98,397	78.81%	159,028	109,301	68.73%
1131 - DISTRICT ATTORNEY	602,275	475,452	78.94%	672,179	531,852	79.12%
1132 - CORPORATION COUNSEL	279,420	229,866	82.27%	291,957	207,702	71.14%
1141 - ADMINISTRATOR	220,129	175,081	79.54%	228,985	170,415	74.42%
1142 - COUNTY CLERK	188,902	149,718	79.26%	200,066	161,090	80.52%
1143 - PERSONNEL	202,262	159,584	78.90%	212,643	175,380	82.48%
1151 - FINANCE DEPARTMENT	1,016,775	799,592	78.64%	1,104,480	810,369	73.37%
1152 - TREASURER	243,694	196,112	80.47%	254,978	200,240	78.53%
1160 - MAINTENANCE	328,945	252,018	76.61%	337,469	282,853	83.82%
1171 - REGISTER OF DEEDS	230,325	181,283	78.71%	241,653	177,499	73.45%
1175 - LAND RECORDS	73,752	58,159	78.86%	75,596	61,197	80.95%
1210 - SHERIFF DEPARTMENT	2,781,805	2,068,575	74.36%	2,949,177	2,193,326	74.37%
1270 - JAIL	2,333,548	1,626,878	69.72%	2,270,521	1,707,814	75.22%
1290 - EMERGENCY MANAGEMENT	128,262	83,012	64.72%	138,913	114,838	82.67%
1293 - DISPATCH CENTER	1,043,324	810,943	77.73%	1,028,468	787,316	76.55%
1295 - JUSTICE DEPARTMENT	700,985	548,158	78.20%	719,314	516,447	71.80%
1368 - SANITATION	127,059	99,728	78.49%	135,538	111,419	82.21%
1419 - DOG CONTROL	139,412	107,868	77.37%	146,145	109,140	74.68%
1470 - VETERANS SERVICE	141,334	106,362	75.26%	161,937	118,465	73.16%
1512 - LOCAL HISTORY ROOM	123,820	97,697	78.90%	129,872	109,322	84.18%
1520 - PARKS	78,921	61,670	78.14%	85,884	66,739	77.71%
1560 - UW-EXTENSION	155,202	92,497	59.60%	158,227	94,043	59.44%
1691 - FORESTRY	54,464	43,297	79.50%	58,130	47,436	81.60%
1694 - LAND CONSERVATION	348,155	277,458	79.69%	377,360	303,652	80.47%
1698 - ZONING	99,835	78,186	78.32%	108,670	90,103	82.91%
<b>100 - GENERAL FUND Total</b>	<b>12,715,159</b>	<b>9,600,036</b>	<b>75.50%</b>	<b>13,225,987</b>	<b>10,025,450</b>	<b>75.80%</b>
213 - CHILD SUPPORT	492,164	346,873	70.48%	521,509	418,135	80.18%
241 - HEALTH DEPARTMENT	1,593,008	730,845	45.88%	1,266,212	806,831	63.72%
249 - HUMAN SERVICES	5,280,121	3,759,749	71.21%	5,830,342	4,398,383	75.44%
633 - SOLID WASTE	150,563	109,636	72.82%	159,964	124,911	78.09%
642 - ROLLING HILLS	6,452,430	4,026,868	62.41%	6,168,201	4,185,093	67.85%
714 - INFORMATION SYSTEMS	364,686	181,505	49.77%	373,679	286,287	76.61%
732 - HIGHWAY	3,681,123	2,563,005	69.63%	3,801,172	2,902,900	76.37%
<b>Grand Total</b>	<b>30,729,254</b>	<b>21,318,516</b>	<b>69.38%</b>	<b>31,347,066</b>	<b>23,147,991</b>	<b>73.84%</b>

This is 11 out of 12 months Insurance and 21/26 Payrolls

**RESOLUTIONS AND ORDINANCES – NOVEMBER 22, 2022**

**1. RESOLUTION REQUEST THAT STATE FUNDING FOR COUNTY CHILD SUPPORT AGENCIES BE INCREASED BY \$5 MILLION GPR IN EACH FISCAL YEAR OF THE 2023-25 WISCONSIN STATE BUDGET**

Offered by the Administration & Personnel Committee

**2. RESOLUTION ELIMINATING A COMMUNITY SUPPORT PROGRAM CASE MANAGER AND AUTHORIZING A COMPREHENSIVE COMMUNITY SERVICES SOCIAL WORKER POSTION**

Offered by the Administration & Personnel Committee

**3. RESOLUTION AUTHORIZING THE RESTRUCTURING OF THE MONROE COUNTY COMMUNICATIONS CENTER**

Offered by the Administration & Personnel Committee

**4. RESOLUTION ADOPTING AN AMENDMENT TO THE MONROE COUNTY MULTI-HAZARDS MITIGATION PLAN 2019-2023**

Offered by the Public Safety & Justice Committee

**5. 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

**6. RESOLUTION AUTHORIZING PIPELINE CONSTRUCTION**

Offered by the Property & Maintenance Committee

**7. RESOLUTION AUTHORIZING NEW PIPELINE EASEMENT**

Offered by the Property & Maintenance Committee

**8. RESOLUTION AUTHORIZING TEMPORARY WORKSPACE PERMIT**

Offered by the Property & Maintenance Committee

RESOLUTION NO. 11-22-01

REQUEST THAT STATE FUNDING FOR COUNTY CHILD SUPPORT AGENCIES BE  
INCREASED BY \$5 MILLION GPR IN EACH FISCAL YEAR OF THE 2023-25 WISCONSIN  
STATE BUDGET

1 WHEREAS Monroe County administers the Child Support Enforcement Program on behalf of the state,  
2 providing a holistic set of services to Monroe County children and their parents, including paternity  
3 establishment, assistance with finding employment, obtaining child support and establishing health  
4 insurance orders for children, and enforcing and modifying those orders; and  
5

6 WHEREAS child support is one of the most effective anti-poverty programs in the state, with county  
7 child support agencies serving approximately 347,000 children and collecting roughly \$906 million in  
8 financial support for Wisconsin families in 2021; and  
9

10 WHEREAS child support is proven to reduce childhood poverty rates, lead to better educational and  
11 behavioral outcomes for children, and have a positive effect on food security, health and housing  
12 stability; and  
13

14 WHEREAS county child support agencies work closely with both parents to ensure that they have the  
15 help they need to be successful, including assistance with finding employment, referrals to other social  
16 service programs and right-sizing orders for individuals impacted by substances use disorders or other  
17 challenges; and  
18

19 WHEREAS state funding for county child support services has failed to keep up with county agency  
20 costs, which have steadily increased due to increased complexity of cases, inflation and new regulations;  
21 and  
22

23 WHEREAS an abrupt federal interpretation change in June 2019 eliminated \$4.2 million in federal birth  
24 cost recovery matching funds for Wisconsin; and  
25

26 WHEREAS Wisconsin's strong performance in child support is at risk without additional funding. The  
27 state has already dropped from 2nd in the nation for the collection of current support in 2016 to 6th in  
28 the nation in 2021; and  
29

30 WHEREAS without additional state funds, county child support agencies may need to eliminate  
31 positions, or reduce services, further impacting federal performance measures, which would result in the  
32 loss of additional federal funds; and  
33

34 WHEREAS the individuals most impacted by insufficient funding for child support are the children and  
35 families served by county child support agencies, who will need to seek out public assistance  
36 programming absent the financial security provided by the child support program; and  
37

38 WHEREAS state investments in child support are amplified by a generous federal match. Every \$1 of  
39 state GPR invested in the Child Support Program generates roughly \$2 in federal matching funds; and  
40

41 WHEREAS Wisconsin's Child Support Enforcement Program is incredibly cost-effective, collecting an  
42 average of \$6.43 in support for every dollar invested in the program.  
43

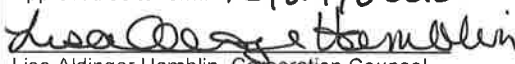
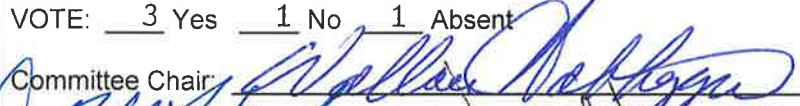

44 NOW, THEREFORE, BE IT RESOLVED that the Monroe County Board of Supervisors respectfully  
45 requests that state funding for county child support agencies be increased by \$5 million GPR in each  
46 fiscal year of the 2023-25 Wisconsin state budget, which will generate approximately \$9.7 million in  
47 additional federal funding each year. This investment will ensure that Wisconsin counties can continue  
48 to effectively provide economic support to our children.

49  
50 IT IS FURTHER RESOLVED that a copy of this resolution be forwarded by the County Clerk to the  
51 Governor of the State of Wisconsin, State Senators and State Representatives representing Monroe  
52 County, the Secretary of the Wisconsin Department of Administration, and the Wisconsin Counties  
53 Association for consideration.

54  
55 Dated this 22<sup>nd</sup> day of November, 2022.  
56 Offered by the Administration & Personnel Committee.

57  
58 Fiscal note: There are no cost to the county associated with this resolution.

59  
60 Statement of purpose: A request that state funding for county child support agencies be increased by \$5  
61 million GPR in each fiscal year of the 2023-25 Wisconsin state budget.

<p>Finance Vote (If required): ____ Yes ____ No ____ Absent</p> <p>*****</p> <p>Approved as to form: <u>10/24/2022</u>  Lisa Aldinger Hamblin, Corporation Counsel</p>	<p>Committee of Jurisdiction Forwarded on: <u>November 8</u>, 2022</p> <p>VOTE: <u>3</u> Yes <u>1</u> No <u>1</u> Absent</p> <p>Committee Chair:  </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>

RESOLUTION NO. 11-22-02

**RESOLUTION ELIMINATING A COMMUNITY SUPPORT PROGRAM CASE MANAGER AND AUTHORIZING A COMPREHENSIVE COMMUNITY SERVICES SOCIAL WORKER POSITION**

1 **WHEREAS**, Monroe County Health & Human Services Committee and the Administration & Personnel  
2 Committee request to eliminate a CSP case manager position in order to establish a CCS Behavioral  
3 Health Social Worker position in the Human Services Department at the pay grade N effective January 1,  
4 2023; and  
5

6 **WHEREAS**, the Comprehensive Community Services (CCS) serves adult and child residents of Monroe  
7 County who experience significant mental health and/or substance-use disorders and need professional  
8 assistance to function and live in the community; and  
9

10 **WHEREAS**, by providing these comprehensive services in the community, Human Services is able to  
11 reduce the need for more disruptive and costly stays in institutional settings; and  
12

13 **WHEREAS**, the CSP staffing is sufficient to meet consumer needs while the CCS program continues to  
14 grow as more adults and children are identified who require these services;  
15

16 **WHEREAS**, 121 individuals are currently receiving services, 31 have been determined to be eligible but  
17 are waiting to be assigned a service facilitator, and 52 individuals are waiting to be screened to determine  
18 if they are eligible; and  
19

20 **WHEREAS**, there are 8 full-time equivalent (FTE) CCS positions in which each FTE has the capacity to  
21 carry a caseload of 17-18 adult and children consumers; and  
22

23 **WHEREAS**, the program will surpass its maximum caseload capacity as we work through the screening  
24 and admission process for individuals waiting to be served if no other action is taken; and  
25

26 **WHEREAS**, the CCS program is fully funded by Medicaid reimbursement so the cost of this position (and  
27 all CCS positions) requires no county tax levy.  
28

29 **NOW, THEREFORE, BE IT RESOLVED** by the Monroe County Board of Supervisors that they do hereby  
30 authorize eliminating the vacant CSP case manager position and establishing an additional CCS  
31 Behavioral Health Professional / Social Worker position in the Department of Human Services effective  
32 January 1, 2023.  
33

34 Dated this 22<sup>nd</sup> day of November 2022.  
35

36 Offered by the Administration & Personnel Committee.  
37

38 Purpose: Approve a new CCS Behavioral Health Professional / Social Worker position for 2023.  
39

40 Fiscal Note: The position is included in the 2023 budget and the cost (\$85,144 including wages & benefits)  
41 shall be covered by Medicaid revenue and shall not require any county levy. The cost of needed equipment  
42 (up to \$3,000) shall be purchased in 2022 with Coordinated Services Team Initiative grant dollars.

# New Position Analysis



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

<b>Date:</b> 10/19/2022	<b>Department:</b> Human Services
<b>Department Head Name:</b> Tracy Thorsen	

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 CCS program continues to grow as more adults and children are identified who require these services – 121 individuals are currently receiving CCS services, 31 have been determined to be eligible but are waiting to be assigned a service facilitator, and 52 individuals are waiting to be screened to determine if they are eligible. There are 8 FTE CCS positions in which each has the capacity to carry a caseload of 17-18 adult and children consumers. The program will surpass maximum caseload capacity as we work through the screening and admission process for individuals waiting to be served if no other action is taken. The CCS program is fully funded by Medicaid reimbursement so the cost of this position (and all CCS positions) requires no county tax levy.

The vacant Community Support Program (CSP) case manager position would be eliminated in order to add a Comprehensive Community Services (CCS) position. The CSP staffing is sufficient to meet consumer needs, so the vacant CSP case manager position is not necessary to be filled.

<b>Suggested Title:</b> CCS Behavioral Health Professional / Social Worker			
<b>Personnel Director's Recommended Classification:</b>	<b>Grade:</b> N	<b>FLSA Class:</b> Exempt	
<b>Full-time:</b> <input checked="" type="checkbox"/>	<b>Part-time:</b> /hours	<b>Projected Start Date:</b> 1/1/2023	

\*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.
25.09	52,187	3,549	3,236	757	600	21,376	855	18

1. Where will the funds for this position come from?  
 Medicaid reimbursement at billable rate of \$85.72/hr for BS level or \$128.56/hr for Masters level with year end additional cost reconciliation through the Wisconsin Medicaid Cost Reporting (WIMCR) program to cover the full position expense. There is no county levy in the CCS Program.
2. What equipment will need to be purchased for this position (desk, etc.)?  
 office chair and desk set-up, computer, cell phone
  - a. Is office space presently available? Yes Where? Human Services/Telework
  - b. Estimated cost of needed equipment? \$3,000 (to be purchased in 2022 with Coordinated Services Team Initiative Grant dollars)
  - c. Is the cost of needed equipment in the department budget? No
3. What is the grand total cost of all items this fiscal year? for 2023 the total cost is \$85,144 (salary/fringe)
4. What is the annual cost of salary and fringes, thereafter? \$85,144

**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? Mental Health / Clinic Manager

**County Administrator – Action:**

Date:	Position Approved:	<input type="checkbox"/>	Position Denied:	<input type="checkbox"/>
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**Committee of Jurisdiction:** *Carol A. Puni* Action:

Date:	11/1/2022	Position Approved:	<input checked="" type="checkbox"/>	Position Denied:	<input type="checkbox"/>	by a vote of:	8-0-1
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**Administration & Personnel Committee – Action:**

Date:	Position Approved:	<input type="checkbox"/>	Position Denied:	<input type="checkbox"/>	by a vote of:
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**Finance Committee – Action on Fiscal Note:**

Date:	Funds Approved:	<input type="checkbox"/>	Funds Denied:	<input type="checkbox"/>	by a vote of:
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**County Board – Action:**

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



<b>Job Title:</b>	<b>Human Services Behavioral Health Professional</b>	<b>Department:</b>	Human Services
<b>Location:</b>	112 S. Court Street, Rm 3000 , Sparta	<b>FLSA Category:</b>	Exempt- Professional
<b>Immediate Supervisor:</b>	Clinical Administrator - Behavioral Health	<b>Salary Grade:</b>	
<b>Supervision Exercised:</b>	None.	<b>Position Type:</b>	Full-time:

**Basic Functions and Responsibilities**

Under general supervision of the Clinical Administrator, the Behavioral Health Professional provides services to at-risk children and adults, individuals with mental health or substance abuse related issues.

**Job Description**

**ROLE AND RESPONSIBILITIES**

- Provides initial and ongoing assessments and serves as a resource person
- Develops case plans, makes arrangements for appropriate services, and monitors individuals receiving Behavioral Health services
- Participate on committees and task forces as assigned
- Complete all required documentation related to job functions within established timelines
- May provide services in the following areas:
  - Adult Protective Services to adults-at-risk and elder adults-at-risk including court and monitoring actions related guardianships and protective placements
  - Crisis Intervention Services including risk assessment, linkage and follow-up activities, crisis planning, and initiating court and monitoring actions related to emergency detentions and civil commitments;
  - Coordinated Services Team
  - Comprehensive Community Services
  - Community Recovery Services
  - Targeted Case Management
  - Any other related services or programs

**QUALIFICATIONS AND EDUCATION REQUIREMENTS**

- Minimum of a Bachelor’s degree with major in social work, sociology, psychology, or guidance and counseling; or general college degree with two years professional experience in a human services agency.
- Valid Wisconsin’s driver’s license.
- Credentialed by the Wisconsin Department of Safety and Professional Services as a Certified Social Worker or other advanced credential such as Advance Practice Social Worker, Licensed Clinical Social Worker, Licensed Professional Counselor, and License Marriage and Family Therapist (individuals who can identify a path to licensure may be considered).

**PHYSICAL DEMANDS**

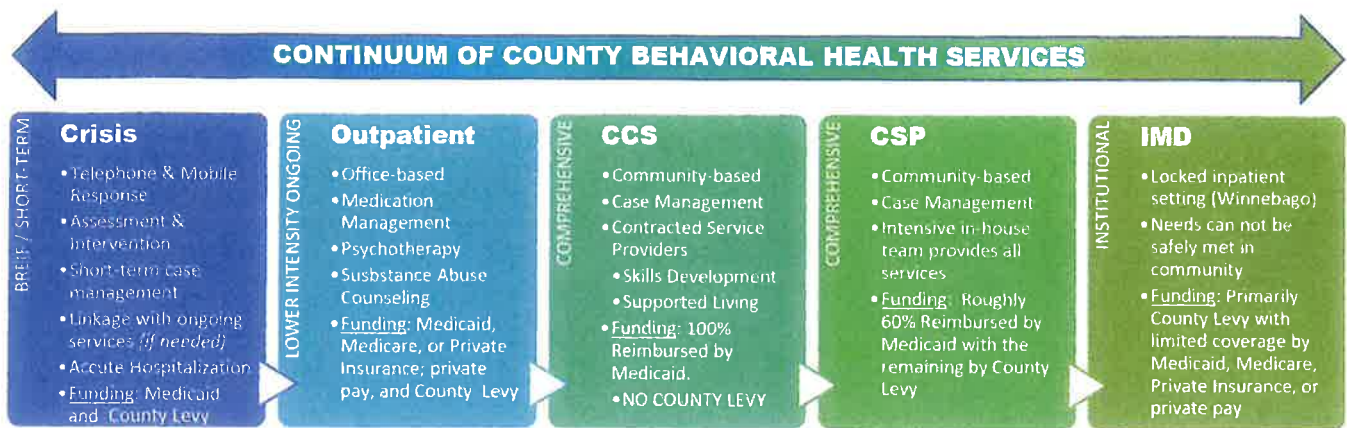
A large percentage of time is spent Sitting, walking, talking, hearing, keyboarding, using judgment. Stands, stoops, climbs, bends, reaches, uses near and far vision, lifts, pushes/pulls up to 10 pounds, carries up to 40 pounds, is exposed to adverse weather, potential for physical attack, travels to and moves about county sites and homes 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:** \_\_\_\_\_



Importance of Community-Based Services: Both the Community Support Program (CSP) and Comprehensive Community Services (CCS) are community-based Medicaid programs that serve individuals with significant mental health issues. By providing intensive services to these individuals in the community, we are able to eliminate or reduce the need for more disruptive and costly stays in institutional settings or “Institutions of Mental Disease” (IMD).

There’s a significant consequence to individuals’ lives and to the county budget if we cannot meet their treatment needs in our community. Institutional stays take people away from their community and support system and is extremely costly to the county. The daily rate for Winnebago Mental Health Institute ranges from \$1,319 to \$1,627 per day (which would translate to \$40,000 or more per month). Charges for institution stays are mostly covered by county levy. Medicare or private insurance may cover a portion of the cost. Medicaid only covers a portion of institutional stays for individuals who are under the age of 22 or over age 64 (for ages 22 – 64 Medicaid does NOT cover IMD).

CCS vs CSP: Comprehensive Community Services serves a broader group of adult and child residents of Monroe County with mental health and/or substance-use disorders that need professional assistance to function and live in the community. The Community Support Program only serves adults with specific severe and persistent mental health diagnoses. While both are Medicaid programs, counties are reimbursed for 100% of the CCS program costs, but receive roughly only 60% Medicaid reimbursement for the CSP program. In addition to covering a wide range of community support and skill building services, CCS Medicaid also covers the cost of services in adult community residential facilities. Conversely, CSP Medicaid reimbursement does not cover these same residential placements so county levy must be used. Overall, CCS offers more service options to a broader range of recipients and is financially better for the county budget.

CCS Staffing Needs: The CCS program continues to grow as more Monroe County adults and children are identified who need these services – 121 individuals are currently receiving CCS services, 31 have been determined to be eligible but are waiting to be assigned a case manager, and 52 individuals are waiting to be screened to determine if they are eligible. There are currently 8 full-time equivalent CCS positions. Each has the capacity to carry a caseload of 17-18 adult and children consumers. If no other action is taken, CCS will surpass maximum caseload capacity as we work through the screening and admission process for those waiting to be served. The CSP caseload remains stable and does not require an additional case manager.

Eliminating the vacant CSP Case Manager position and replacing it with an additional CCS Behavioral Health Social Worker will make it possible to address the service needs of our Monroe County residents waiting for services.

**RESOLUTION AUTHORIZING THE RESTRUCTURING OF THE MONROE COUNTY COMMUNICATIONS CENTER**

1 **WHEREAS**, the Monroe County Public Safety Committee and Administrative & Personnel Committee propose  
2 restructuring the Communications Center Department under the supervision of the Monroe County Sheriff's  
3 Office; and  
4

5 **WHEREAS**, to establish two full-time Telecommunicator Supervisor positions effective November 22, 2022;  
6 and  
7

8 **WHEREAS**, the current Communications Center Director and Lead Telecommunicator positions would be  
9 removed and replaced with two full-time Telecommunicator Supervisor positions that would each have direct  
10 oversight over the Communications Center; and  
11

12 **WHEREAS**, the cost for salary and fringe benefits for a full-time Communications Center Director and Lead  
13 Telecommunicator position would be reallocated to increase the Chief Deputy position for the direct oversight of  
14 an additional fourteen staff members and for the salary, fringe benefits, and any additional equipment or  
15 technology needed for the two new Telecommunicator Supervisor positions; and  
16

17 **WHEREAS**, the Communications Center employees would report to the Chief Deputy within the Sheriff's Office  
18 and the coinciding department head would now be the Monroe County Sheriff.  
19

20 **NOW, THEREFORE, BE IT RESOLVED** by the Monroe County Board of Supervisors, that they do hereby  
21 authorize the restructuring of Communications Center Department under the Monroe County Sheriff's Office.  
22

23 **BE IT FURTHER RESOLVED** to remove the Communications Center Director and Lead Telecommunicator  
24 positions and replace them with two Telecommunicator Supervisor positions, effective November 22, 2022.  
25

26 Dated this 22<sup>nd</sup> day of November, 2022.  
27

28 Offered by the Administrative & Personnel Committee.  
29

30 Fiscal Note: No additional county levy would be needed beyond what is already budgeted for 2022 and 2023.  
31

32 Purpose: To restructure the Communications Center Department under the supervision of the Chief Deputy in the  
33 Sheriff's Office and to remove the Communications Center Director and Lead Telecommunicator positions and  
34 create two full-time Telecommunicator Supervisor positions effective November 22, 2022 and to provide more  
35 direct oversight and more long-term support and training to enhance the effectiveness of the Communications  
36 Center.

Finance Vote (If required):  
4 Yes 0 No 1 Absent

Committee of Jurisdiction Forwarded on: November 16 20 22  
4 Yes 0 No 1 Absent

Drafted & Approved as to form on \_\_\_\_\_  
\_\_\_\_\_  
Lisa Aldinger Hamblin, Corporation Counsel

Committee Chair: Wallace McPherson  
Gene Wisniewski Jason J. ...  
Samuel B. Kuhn

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

<b>Date:</b> November 22, 2022	<b>Department:</b> Sheriff's Office
<b>Department Head Name:</b> Monroe County Sheriff - Wes Revels	

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):

Two Telecommunicator Supervisor positions would replace the current Communications Center Director and Lead Telecommunicator positions within the Communications Center Department. These positions would be a part of the restructuring of the Communications Center as it's own independent department to consolidating it within the Sheriff's Office. These two positions would allow for more direct oversight over the Communications Center. The increased oversight would allow for better training, and communication that would enhance the quality of work being provided to other agencies and the citizens of Monroe County. Currently, with one Director they have not been able to keep direct oversight on all staff. The Lead Telecommunicator role has more of a support role, and not the necessary management oversight and authority needed to address concerns and day to day operations. This would convert the current system of one manager to two, allowing for more direct hands on management, as well as report to the Chief Deputy within the Sheriff's Office to assist with interactions with all agencies in the emergency response and law enforcement realm.

<b>Suggested Title:</b> Telecommunicator Supervisor (2 positions)			
<b>Personnel Director's Recommended Classification:</b>		<b>Grade:</b> P	<b>FLSA Class:</b> Exempt
<b>Full-time:</b>	<input checked="" type="checkbox"/>	<b>Part-time:</b> /hours	<b>Projected Start Date:</b> November 22, 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.
\$28.20	\$117,312	\$7,888	\$7,192	\$1,682	\$1,334	\$10,410.00	\$1,130.00	\$36.00

1. Where will the funds for this position come from?  
Funds for remainder of 2022 and for 2023 and going forward would come from the amount budgeted for the Communications Center Director and Lead Telecommunicator (2023 - \$159,678.00 budgeted). No additional funding from other sources would be needed.
2. What equipment will need to be purchased for this position (desk, etc.)?  
An additional desk, laptop, and work cell phone would be needed for the additional supervisor role.
  - a. Is office space presently available? Yes \_\_\_\_\_ Where? Communications Center w/in Justice Center
  - b. Estimated cost of needed equipment? \$2,000 docking station, monitors, laptop, potential desk, phone.
  - c. Is the cost of needed equipment in the department budget? This would be reallocated based on total amount above. Yes.
3. What is the grand total cost of all items this fiscal year? No additional cost (\$159,678 for 2023)
4. What is the annual cost of salary and fringes, thereafter? Estimated cost of \$80,000/year.

**Supervisory Responsibility** (if applicable):

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

Each supervisor would have direct oversight of the Communications Center. This would provide direct oversight on day to day operations, administrative tasks, processing appropriate items for department budget, personnel matters, scheduling, and training.

2. Number of employees Directly supervised: 6 Indirectly: 12

List the position titles that will report to this position:

Telecommunicators (6 each)		

3. What position title will this position report to? Chief Deputy

**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:
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**Administration & Personnel Committee** – Action:

Date:	Position Approved:	<input type="checkbox"/>	Position Denied:	<input type="checkbox"/>	by a vote of:
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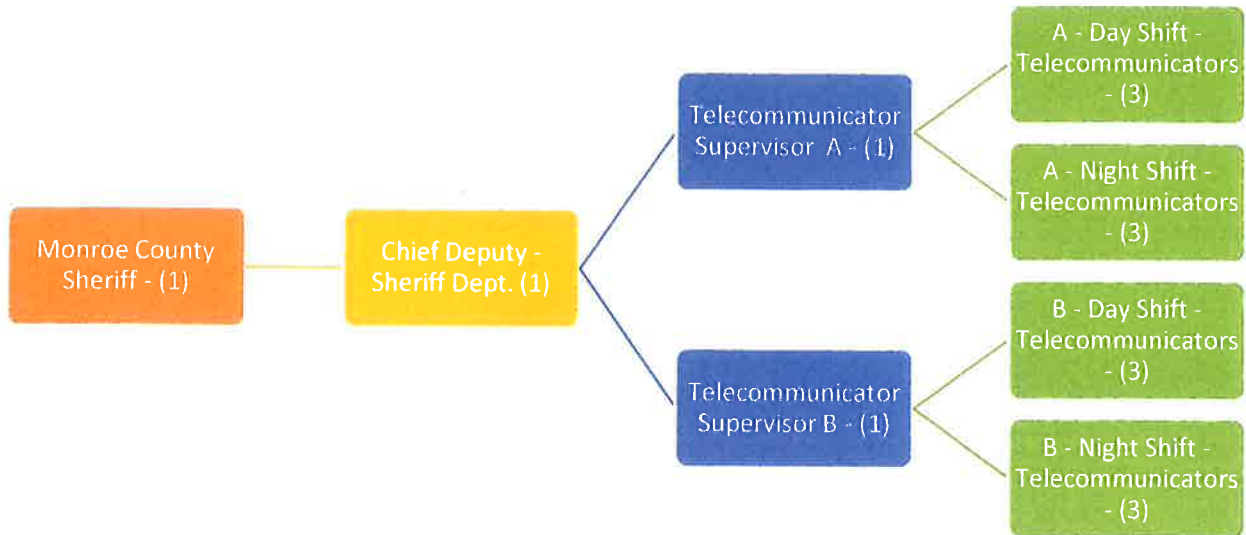
**Finance Committee** – Action on Fiscal Note:

Date:	Funds Approved:	<input type="checkbox"/>	Funds Denied:	<input type="checkbox"/>	by a vote of:
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**County Board** – Action:

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

**Move the Communications Center under the direction of the Sheriff Department and reallocate resources from Director Position.**



- 4 shift rotations of 3 Telecommunicators per 12 hr. rotation
  - Rotation A – Day Shift - 7 AM to 7 PM
  - Rotation A – Night Shift – 7 PM to 7 AM
    - Opposite this rotation, receiving every other weekend off.
  - Rotation B – Day Shift – 7 AM to 7 PM
  - Rotation B – Night Shift – 7 PM to 7 AM



## JOB DESCRIPTION

Title:	<b>Telecommunicator Supervisor</b>	Date:	11/16/22
Department:	Sheriff's Office	Pay Grade:	P
Reports To:	Chief Deputy	FLSA Status:	Exempt

---

### POSITION SUMMARY

This position is responsible for the daily oversight, visioning, leadership, planning, coordinating and management of the Communications Center. This position provides professional planning and directing County-wide emergency communication activities, 911 Center, ensuring delivery of emergency services to the communities, and related project management. Work is under the direction of the Chief Deputy of the Sheriff's Office.

### ESSENTIAL FUNCTIONS

*The following duties are typical for this position. However, these are not to be construed as exclusive or all-inclusive. To perform this job successfully, an individual must be able to perform each duty satisfactorily. Other duties may be required and assigned.*

1. Directs the work of and manages daily operations of the Communications Center. Assist in interviewing and selection of new employees. Provides training and instructions and ongoing training needs. Provides coaching and/or counseling. Assigns tasks, reviews work and prepares performance evaluations. Reviews and approves staff payroll. Coordinates use of time off. Recommends employee transfers, promotions, disciplinary action, and discharge.
2. Defines and implements the goals and objectives for department programs.
3. Provides leadership to all staff. Audits work on a regular basis to ensure adherence to pertinent regulations. Directs staff on work and interpreting the application of policy and procedure.
4. Implements existing unit objectives, goals, standards, priorities, policy and procedures.
5. Researches, recommends, develops and implements policy and procedures for operational effectiveness.
6. Develop work plans and strategies to meet business needs-both short term and long term; develop and direct the implementation of goals, objectives, policies, procedures and work standards to ensure success. Ensure proper implementation and conformity to legal requirements.
7. Compile statistics and analyze data to monitor program performance, services, resource availability, and staffing needs.
8. Assist in development of annual departmental budget; forecasts necessary funding for staff, equipment, material and supplies. Monitors budget throughout the year. Produces necessary reports for county, state and federal agencies.
9. Establishes cooperative working arrangements with participating law enforcement, fire, and EMS agencies, as well as local, state, and federal government entities.
10. Participates in various department, committee, and other meetings regarding Emergency Communications and related matters.
11. Ensures radio communication system functionality.
12. Writes or oversees technical bid specifications; procures bids and equipment; ensures routine equipment maintenance.



13. Disseminates information and ensures compliance with the Wisconsin Department of Justice TIME System regulations for law enforcement.
14. Ensures Computer Aided Dispatch System functionality and maintains advanced understanding.
15. Ensures compliance with FCC licensure regulations and records storage.
16. Other duties as assigned.

#### **MINIMUM REQUIRED QUALIFICATIONS**

- Associate degree, in criminal justice, public safety, or closely related field and a minimum seven (7) years of emergency communications experience.
- The following certification/training must be completed within one year of employment:
  - ICS-100, 200, 300, 700
  - Advanced TIME Certification
  - CPR
- Must successfully pass IRS and criminal background check.

#### **REQUIRED JOB COMPETENCIES**

- Ability to use GPS and GIS data relating to county landmarks, roads, and businesses.
- Knowledge of Computer Aided Dispatch (CAD) system functions, call types, and codes; knowledge of proper call entry for service Law Enforcement and Fire sides of dispatch systems.
- Ability to learn about other agencies working in conjunction with the 911 system.
- Knowledge of County Paging system for Fire/EMS services and resources available for various agencies served by the County.
- Knowledge of the County and Department's operating requirements, policies, procedures, and practices; and local, state, and federal regulations related to department programs and operations.
- Ability to effectively utilize the principles of strategic and long and short-range planning.
- Skill in analyzing administrative information and issues, defining problems and evaluating alternatives and recommending methods, procedures and techniques for resolution of issues.
- Ability to research and analyze detailed information and make appropriate recommendations.
- Ability to develop department goals and objectives.
- Ability to plan, develop, implement, and evaluate projects and programs.
- Ability to develop, interpret, and implement regulations, policies, procedures, written instructions, general correspondence, and other department-specific documents.
- Ability to prepare, recommend, and monitor an operating budget, including line-item budgeting.
- Knowledge of management and supervisory practices and principles, including the ability to make final employment recommendations, preparing performance evaluations, managing time off, and maintaining personnel records.
- Ability to adapt and take control of situations, dictating subordinate activities in a responsible manner.
- Ability to instruct and train in methods and procedures.
- Ability to organize, assign, and modify the work assignment of others, and (re)-establish priorities to meet deadlines.
- Ability to establish and maintain accurate records of assigned activities and operations.
- Ability to interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations.
- Skill in organizational and time management to prioritize duties to accomplish a high volume of work product while adapting to constant changes in priority.

- Ability to perform detailed work accurately and independently in compliance with stringent time limits requiring minimal direction and supervision.
- Ability to think quickly, maintain self-control, and adapt to stressful situations.
- Knowledge of current office practices and procedures and knowledge of the operation of standard office equipment and software.
- Knowledge of computer software including word processing, spreadsheet and database applications consistent for this position.
- Ability to perform mathematical calculations required of this position.
- Ability to communicate clearly, concisely, and effectively in English in both written and verbal form.
- Skill in researching and understanding written materials.
- Ability to prepare and maintain accurate and concise records and reports.
- Ability to apply sound judgment and discretion in performing duties, resolving problems, and interpreting policies and regulations.
- Ability to communicate detailed and often sensitive information effectively and concisely, both orally and in writing.
- Ability to handle sensitive interpersonal situations calmly and tactfully.
- Ability to maintain professionalism at all times.
- Ability to maintain effective working relationships with individuals within and outside the organization.
- Ability to maintain confidentiality and discretion regarding business-related files, reports and conversations, within the provisions of open records laws and other applicable State and Federal statutes and regulations.
- Ability to work the allocated hours of the position and respond after hours as needed.

#### **PHYSICAL AND WORK ENVIRONMENT**

*The physical and work environment characteristics described in this description are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions as otherwise required by law. Employees needing reasonable accommodation should discuss the request with Human Resources.*

- This work requires the occasional exertion of up to 25 pounds of force; work regularly requires sitting, frequently requires standing, speaking or hearing, using hands to finger, handle or feel and repetitive motions and occasionally requires walking, stooping, kneeling, crouching or crawling and reaching with hands and arms.
- Work has standard vision requirements.
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word.
- Hearing is required to perceive information at normal spoken word levels.
- Work requires preparing and analyzing written or computer data and observing general surroundings and activities.
- Work has no exposure to environmental conditions.
- Work is generally in a moderately noisy office setting (e.g. business office, light traffic).
- May require communicating with persons who are hostile, aggressive, abusive or violent, posing threatening conditions.

*Nothing in this job description limits management's right to assign or reassign duties and responsibilities to this job at any time. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.*

**EMPLOYEE ACKNOWLEDGEMENT**

I have received, reviewed and fully understand this job description. I further understand that I am responsible for the satisfactory execution of the essential functions as well as skills and abilities described therein. Furthermore, I understand this document will change over time, as necessary, and this document supersedes all prior descriptions. I understand I may be asked to perform duties and handle responsibilities that are not specifically addressed in my job description, from time to time. I understand that this does not constitute an employment agreement.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Printed Name

RESOLUTION No. 11-22-04

**RESOLUTION ADOPTING AN AMENDMENT TO THE  
MONROE COUNTY MULTI-HAZARDS MITIGATION PLAN 2019-2023**

1 **WHEREAS**, Monroe County recognizes the threat that natural and man-made hazards pose to  
2 people and property; and

3  
4 **WHEREAS**, undertaking hazard mitigation actions before disasters occur will reduce the  
5 possibility and potential of harm to people and property and save taxpayer dollars; and

6  
7 **WHEREAS**, an adopted all hazards mitigation plan is required as a condition of future grant  
8 funding for mitigation projects; and

9  
10 **WHEREAS**, Monroe County participated jointly in the planning process with the other local  
11 units of government within the County to prepare a Multi-Hazards Mitigation Plan; and

12  
13 **WHEREAS**, on December 18, 2019, Monroe County adopted the Monroe County Multi-  
14 Hazards Mitigation Plan 2019-2023 as the official plan of Monroe County; and

15  
16 **WHEREAS**, the Monroe County Multi-Hazards Mitigation Plan 2019-2023 has been amended  
17 to include Norwalk-Ontario-Wilton School District as a plan participant; and

18  
19 **WHEREAS**, the Norwalk-Ontario-Wilton School District has submitted a risk assessment  
20 survey and proposed mitigation project to be included in the plan amendment; and

21  
22 **NOW THEREFORE BE IT RESOLVED**, that Monroe County, hereby adopts the amendment  
23 to the Monroe County Multi-Hazards Mitigation Plan 2019-2023; and

24  
25 **BE IT FURTHER RESOLVED** that the Monroe County Emergency Management Department  
26 will submit, on behalf of the Norwalk-Ontario-Wilton School District, the adopted amendment to  
27 the Monroe County Multi-Hazards Mitigation Plan 2019-2023 to Wisconsin Emergency  
28 Management and Federal Emergency Management Agency Officials.

29  
30 Offered by the Public Safety & Justice Committee this 22<sup>nd</sup> day of November, 2022.

31  
32 Purpose: To officially adopt the amendment to the Monroe County Multi-Hazards Mitigation Plan  
33 2019-2023.

34  
35 Fiscal Note: Maintains eligibility for certain grants or programs.

36  
37 Drafted by: Roxie Anderson, Land Use Planner, Land Conservation Department

Finance Vote (If required):  
4 Yes 0 No 1 Absent

Approved as to form: 11/11/2022  
Lisa Aldinger Hamblin  
Lisa Aldinger Hamblin, Corporation Counsel

ADOPTED  FAILED  AMENDED  
 OTHER \_\_\_\_\_

County Board Vote on: \_\_\_\_\_ 20\_\_  
\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Absent

Committee of Jurisdiction Forwarded on: November 10, 2022  
VOTE: 3 Yes 0 No 2 Absent

Committee Chair: Adam Balz  
Joni Wisniewski Jason

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 Multi-Hazards Mitigation Plan 2019-2023 Plan Amendments

**Plan Amendments to add Norwalk-Ontario-Wilton School District as plan participant  
(see attached pages):**

**Page 1-1, Plan Committees and Organizations**

Add: "The Norwalk-Ontario-Wilton School District also participated in the update."

**Page 1-4, Table 1-1 Risk Assessment Survey Mailing List - Municipalities**

Add: "Norwalk-Ontario-Wilton School District"

**Page 1-5, Table 1-2 Project Needs Survey Mailing List – Municipalities**

Add: "Norwalk-Ontario-Wilton School District"

**Page 1-6, Table 1-3 Municipal Surveys Results**

Add: "Norwalk-Ontario-Wilton School District"

**Page 4-12, Table 4-1 Monroe County Hazard Mitigation Actions or Projects**

Add Mitigation Action or Project: "Norwalk-Ontario-Wilton School District – Create a community-use tornado saferoom attached to the Norwalk-Ontario-Wilton School"

Add Funding Source: "Grant funding and existing resources"

Add Responsible Official or Organization: "Norwalk-Ontario-Wilton School District"

Add Project Timetable: "2023"

Add Comments: "New project"

**Page 5-2, Adoption Resolutions**

Add: "Norwalk-Ontario-Wilton School District"

# **MONROE COUNTY WISCONSIN**

# **MULTI- HAZARDS MITIGATION PLAN 2019-2023**



This plan was prepared by the Mississippi River Regional Planning Commission through a cooperative cost sharing agreement with the Monroe County Board of Supervisors, the Mississippi River Regional Planning Commission, Wisconsin Emergency Management, and the Federal Emergency Management Agency.



## 1.0 MONROE COUNTY MULTI-HAZARDS MITIGATION PLANNING PROCESS

### Disaster Mitigation Act of 2000-DMA2K

The development of the Monroe County All-Natural Hazards Mitigation Plan and this update to that plan was the result of the passage of the Disaster Mitigation Act of 2000 (DMA2K). This Act (Public Law 106-390) signed into law on October 30, 2000 amended the Robert T. Stafford Disaster Relief and Emergency Assistance Act. The Act attempts to stem the losses from disasters, reduce future public and private expenditures, and to speed up response and recovery from disasters. The following is a summary of the Act that pertains to local governments and tribal organizations.

- The Act establishes a new requirement for local governments and tribal organizations to prepare an All-Hazard Mitigation Plan in order to be eligible for funding from FEMA through the Pre-Disaster Mitigation Assistance Program and Hazard Mitigation Grant Program.
- The Act establishes a requirement that natural hazards such as tornadoes, floods, wildfires need to be addressed in the risk assessment and vulnerability analysis parts of the All Hazard Mitigation Plan. Manmade hazards such as hazardous waste spills are encouraged but not required to be addressed.
- The Act authorizes up to seven percent of Hazard Mitigation Grant Program funds available to a state after a federal disaster to be used for development of state, local, and tribal organization All Hazard Mitigation Plans.
- The Act establishes November 1, 2004 as the date by which local governments and tribal organizations are to prepare and adopt their respective plans in order to be eligible for FEMA Hazard Mitigation Grant Program and November 1, 2003 Pre-Disaster Mitigation Program.
- If a plan is not prepared by November 1, 2004, and a major disaster is declared, in order for a local government or tribal organization to be eligible to receive funding through the Hazard Mitigation Grant Program, they must agree to prepare an All Hazards Mitigation Plan within one year.
- In addition, by not having an All Hazard Mitigation Plan, local governments and tribal organizations cannot utilize funding through the Pre-Disaster Mitigation Grant Program.

### Plan Committees and Organizations

The existing Monroe County All Hazard Mitigation Plan 2012-2016 included all local units of government and organizations that desired to participate in it. This update of that plan will also include all local units of government and organizations that desire to participate. This includes the county along with the Towns of Adrian, Angelo, Byron, Clifton, Glendale, Grant, Greenfield, Jefferson, Lafayette, La Grange, Leon, Lincoln, Little Falls, New Lyme, Oakdale, Portland, Ridgeville, Scott, Sheldon, Sparta, Tomah, Wellington, Wells, Wilton, the Villages of Cashton, Kendall, Melvina, Norwalk, Oakdale, Ontario, Rockland, Warrens, Wilton, Wyeville and the Cities of Sparta and Tomah. **The Norwalk-Ontario-Wilton School District also participated in the update.** The update of the plan was prepared under the guidance of the County Public Safety and Justice Committee. Members of this committee are: Wallace Habegger, Douglas Path, Rod Sherwood, Paul Steele and Greg Vinslauski. The County, being a member of the Mississippi River Regional Planning Commission, contracted with them to facilitate the updating of the plan under the direction of the County Emergency Management Coordinator.

### County Departments

Meetings were held with the Land Conservation, Zoning, Highway, Land Information and Health Departments to explain the plan updating process and to get those departments to review the mitigation projects listed and to update/add to that list.

### Public Involvement

The County used two surveys, committee meetings, a special public risk assessment and project identification public meeting, a public hearing and news releases as methods to garner public input into the plan. See Table 1-1 for a listing of the representatives who received surveys. In addition, a draft of the updated plan was sent to adjacent counties for their review and comments.

**Surveys.** To ensure the opportunity for inclusion of all municipalities and organizations into the planning process a risk assessment survey was mailed to all village presidents, town chairmen, mayors, county supervisors, chiefs of police, the county sheriff and fire chiefs. A listing of who received this survey can be found in Table 1-1 on page 1-4. This risk assessment survey asked the respondents to rank 24 natural hazards and one manmade hazard on a high, medium or low basis based on their opinion of a given hazards probable threat to their community's health and public safety. The survey also asked the respondents for suggestions on projects or programs that they perceive as being needed to reduce future losses from the various hazards. The results of this survey can be found on Tables 3-1 and 3-3. A copy of this survey can be found in Appendix A.



**Table 1-1  
Risk Assessment Survey Mailing List**

Municipalities	Emergency Response Organizations
Adrian Town Chairman	Cashton First Responders
Angelo Town Chairman	Cataract First Responders
Byron Town Chairman	Oakdale First Responders
Clifton Town Chairman	Norwalk First Responders
Glendale Town Chairman	Warrens First Responders
Grant Town Chairman	Sparta Ambulance Service
Greenwood Town Chairman	Tomah Ambulance Service
Jefferson Town Chairman	Wilton Ambulance Service
Lafayette Town Chairman	Fire Chief, Cashton Fire Department
La Grange Town Chairman	Fire Chief, Fort McCoy Fire Department
Leon Town Chairman	Fire Chief, Kendall Fire Department
Lincoln Town Chairman	Fire Chief, Norwalk Fire Department
Little Falls Town Chairman	Fire Chief, Oakdale Fire Department
New Lyme Town Chairman	Fire Chief, Sparta Fire Department
Oakdale Town Chairman	Fire Chief, Tomah Fire Department
Portland Town Chairman	Fire Chief, Warrens Fire Department
Ridgeville Town Chairman	Fire Chief, Wilton Fire Department
Scott Town Chairman	Police Chief, Village of Cashton
Sheldon Town Chairman	Police Chief, Village of Kendall
Sparta Town Chairman	Police Chief, City of Sparta
Tomah Township Chairman	Police Chief, City of Tomah
Wellington Township Chairman	Police Chief, Village of Norwalk
Wells Township Chairman	Police Chief, Village of Wilton
Wilton Township Chairman	Monroe County Sheriff
Cashton Village President	
Kendall Village President	
Melvina Village President	
Norwalk Village President	
Oakdale Village President	
Ontario Village President	
Rockland Village President	
Warrens Village President	
Wilton Village President	
Wyeville Village President	
Sparta City Mayor	
Tomah City Mayor	
Norwalk-Ontario-Wilton School District	

**Table 1-2  
Projects Needs Survey Mailing List**

Municipalities		County Departments and Emergency Response Organizations
Adrian Town Chairman	Wilton Town Chairman	Cashton First Responders
Angelo Town Chairman	Cashton Village President	Cataract First Responders
Byron Town Chairman	Kendall Village President	Oakdale First Responders
Clifton Town Chairman	Melvina Village President	Norwalk First Responders
Glendale Town Chairman	Norwalk Village President	Warrens First Responders
Grant Town Chairman	Oakdale Village President	Sparta Ambulance Service
Greenwood Town Chairman	Ontario Village President	Tomah Ambulance Service
Jefferson Town Chairman	Rockland Village President	Wilton Ambulance Service
Lafayette Town Chairman	Warrens Village President	Cashton Fire Department
La Grange Town Chairman	Wilton Village President	Fort McCoy Fire Department
Leon Town Chairman	Wyeville Village President	Kendall Fire Department
Lincoln Town Chairman	Sparta City Mayor	Norwalk Fire Department
Little Falls Town Chairman	Tomah City Mayor	Oakdale Fire Department
New Lyme Town Chairman	Norwalk-Ontario-Wilton School District	Sparta Fire Department
Oakdale Town Chairman		Tomah Fire Department
Portland Town Chairman		Warrens Fire Department
Ridgeville Town Chairman		Wilton Fire Department
Scott Town Chairman		Village of Cashton
Sheldon Town Chairman		Village of Kendall
Sparta Town Chairman		City of Sparta
Tomah Town Chairman		City of Tomah
Wellington Town Chairman		Village of Norwalk
Wells Town Chairman		Village of Wilton
		Monroe County Sheriff

**Table 1-3  
Municipal Surveys Results**

Municipality	Risk Assessment Survey		Mitigation Projects Survey		
	Received Survey	Returned Survey	Received Survey	Mailed Survey Back	Replied by individual meeting or phone conference
T. Adrian	X	X	X	X	
T. Angelo	X		X		
T. Byron	X		X		
T. Clifton	X		X		
T. Glendale	X		X		
T. Grant	X	X	X	X	
T. Greenwood	X		X		
T. Jefferson	X		X		
T. Lafayette	X	X	X	X	
T. La Grange	X	X	X	X	
T. Leon	X	X	X	X	
T. Lincoln	X		X		
T. Little Falls	X	X	X	X	
T. New Lyme	X		X		
T. Oakdale	X		X		
T. Portland	X	X	X	X	
T. Ridgeville	X		X		
T. Scott	X		X		
T. Sheldon	X		X		
T. Sparta	X	X	X	X	
T. Tomah	X	X	X	X	
T. Wellington	X		X		
T. Wells	X		X		
T. Wilton	X		X		
V. Cashton	X		X		
V. Kendall	X		X		
V. Melvina	X		X		
V. Norwalk	X		X		
V. Oakdale	X	X	X	X	
V. Ontario	X	X	X	X	
V. Rockland	X	X	X	X	
V. Warrens	X		X		
V. Wilton	X	X	X	X	
V. Wyeville	X		X		
C. Sparta	X	X	X	X	
C. Tomah	X	X	X	X	
Norwalk-Ontario- Wilton School District	X	X	X	X	

Mitigation Action or Project	Funding Source(s)	Responsible Official or Organization	Project Timetable	Comments
<b>Tornadoes and High Winds</b>				
<b>Norwalk-Ontario-Wilton School District - Create a community-use tornado saferoom attached to the Norwalk-Ontario-Wilton School</b>	Grant funding and existing resources	Norwalk-Ontario-Wilton School District	2023	New project
<b>Town of Wells – Purchase weather radios</b>	Grants and Town resources	Town Board	2020	Deferred
<b>Town of Wells – Train additional weather spotters</b>	Grants and Town resources	Town Board	2020	Deferred
<b>Town of Wells – Purchase portable generators</b>	Grants and Town resources	Town Board	2021	Deferred
<b>Village of Cashton – Replace old 1940's warning siren with 3 new sirens</b>	Grants and Village Budget	Village Board	As funding becomes available	New Project
<b>Village of Melvina – Purchase NOAA weather radios</b>	Grants and Village Budget	Village Board	As funding becomes available	New Project
<b>Village of Melvina – Train weather spotters</b>	Grants and Village Budget	Village Board	As funding becomes available	New Project
<b>Village of Melvina – Purchase and install severe weather warning sirens</b>	Grants and Village Budget	Village Board	As funding becomes available	New Project
<b>Village of Warrens – Develop a Public warning plan for the village</b>	Grants and Village Budget	Village Board	As funding becomes available	New Project
<b>Village of Warrens – Develop a plan on how to warn residents and visitors at Jellystone Park of severe weather</b>	Grants and Village Budget	Village Board	As funding becomes available	New Project
<b>Village of Warrens – Purchase tornado siren for Jellystone Park</b>	Grants and Village Budget	Village Board	As funding becomes available	New Project
<b>Village of Warrens – Purchase police radios for Village Hall and Public Works offices</b>	Grants and Village Budget	Village Board	As funding becomes available	New Project
<b>City of Tomah – Replace 2 severe weather warning sirens</b>	Grants and City Budget	Police Chief	When funding can be obtained	Carried over from previous plan
<b>City of Tomah – Develop evacuation plan for fairgrounds</b>	Grants and City Budget	Fire Chief	When funding can be obtained	New Project
<b>Town of Portland – Add fencing or construct a containment wall at waste disposal site.</b>	Grants and Town Budget	Town Board	As funding becomes available	New Project
<b>Heavy Snow, Ice or Blizzard Event</b>				
<b>Town of Adrian – Improve Index Ave. south of CTH A</b>	Grants and Town Budget	Town Board	As funding becomes available	Carried over from previous plan
<b>Extreme Cold and Heat Event</b>				
<b>Village of Warrens – Purchase 2 permanently mounted, natural gas generators for lift stations</b>	Grants and Village Budget	Village Board	As funding becomes available	New Project

### Adoption Resolutions

The following is a list of the local units of government in the county. Those local units of government that adopted this plan are indicated with a check mark. The adoption resolutions from each local government follow this list.

<u>Municipality</u>	<b>Adopted 2012 Plan</b>	<b>Adopted 2019-2023 Plan</b>	<u>Municipality</u>	<b>Adopted 2012 Plan</b>	<b>Adopted 2019-2023 Plan</b>
Monroe County	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Town of Sheldon	<input type="checkbox"/>	<input type="checkbox"/>
Town of Adrian	<input type="checkbox"/>	<input type="checkbox"/>	Town of Sparta	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Town of Byron	<input type="checkbox"/>	<input type="checkbox"/>	Town of Tomah	<input type="checkbox"/>	<input type="checkbox"/>
Town of Clifton	<input type="checkbox"/>	<input type="checkbox"/>	Town of Wellington	<input type="checkbox"/>	<input type="checkbox"/>
Town of Glendale	<input type="checkbox"/>	<input type="checkbox"/>	Town of Wells	<input type="checkbox"/>	<input type="checkbox"/>
Town of Grant	<input type="checkbox"/>	<input type="checkbox"/>	Town of Wilton	<input type="checkbox"/>	<input type="checkbox"/>
Town of Greenfield	<input type="checkbox"/>	<input type="checkbox"/>	Village of Cashton	<input type="checkbox"/>	<input type="checkbox"/>
Town of Jefferson	<input type="checkbox"/>	<input type="checkbox"/>	Village of Kendall	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Town of Lafayette	<input type="checkbox"/>	<input type="checkbox"/>	Village of Melvina	<input type="checkbox"/>	<input type="checkbox"/>
Town of LaGrange	<input type="checkbox"/>	<input type="checkbox"/>	Village of Norwalk	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Town of Leon	<input type="checkbox"/>	<input type="checkbox"/>	Village of Oakdale	<input type="checkbox"/>	<input type="checkbox"/>
Town of Lincoln	<input type="checkbox"/>	<input type="checkbox"/>	Village of Ontario	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Town of Little Falls	<input type="checkbox"/>	<input type="checkbox"/>	Village of Rockland	<input type="checkbox"/>	<input type="checkbox"/>
Town of New Lyme	<input type="checkbox"/>	<input type="checkbox"/>	Village of Warrens	<input type="checkbox"/>	<input type="checkbox"/>
Town of Oakdale	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Village of Wyeville	<input type="checkbox"/>	<input type="checkbox"/>
Town of Portland	<input type="checkbox"/>	<input checked="" type="checkbox"/>	City of Sparta	<input type="checkbox"/>	<input type="checkbox"/>
Town of Ridgeville	<input type="checkbox"/>	<input type="checkbox"/>	City of Tomah	<input type="checkbox"/>	<input type="checkbox"/>
Town of Scott	<input type="checkbox"/>	<input type="checkbox"/>	Norwalk-Ontario-Wilton School District	<input type="checkbox"/>	<input type="checkbox"/>

RESOLUTION NO. 11-22-05

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 21, 2022 on a petition from Rick and Lynette Koller 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 be able to utilize “sub-standard” lot setbacks for construction of a garage; 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.

Located in part of the NW ¼, NE ¼, Section 28, T17N, R4W, Town of Sparta, Monroe County, 1.16 acres total, described as follows:

Commencing at a point where the centerline of a town formerly known as Sixth Drive intersects the North line of the Northwest Quarter of the Northeast Quarter (NW ½ of NE 1/4 ) of said Section 28, thence south along the centerline of said town road a distance of 208.7 feet to the point of beginning, thence East 241.7 feet; thence South on a line parallel with the centerline of said town road, a distance of 208.7 feet, thence West a distance of 241.7 feet to the centerline of said town road, thence North along said centerline a distance of 208.7 feet to the place of beginning.

Dated this 22<sup>nd</sup> day of November, 2022

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

Purpose: To rezone to be able to utilize “sub-standard” lot setbacks for construction of a garage.

Fiscal Note: None

Finance Vote (If required):  
\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Absent

Approved as to form on \_\_\_\_\_  
\_\_\_\_\_  
Lisa Aldinger Hamblin, Corporation Counsel

ADOPTED  FAILED  AMENDED  
 OTHER \_\_\_\_\_  
County Board Vote on: \_\_\_\_\_ 20\_\_\_\_  
\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Absent

Committee of Jurisdiction Forwarded on: \_\_\_\_\_, 20\_\_\_\_  
\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Absent  
Committee Chair: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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. 11-22-06

RESOLUTION AUTHORIZING PIPELINE CONSTRUCTION

1 WHEREAS, Northern Natural Gas Company wishes to construct a new pipeline on county owned property under  
2 an already existing easement executed in 1963; and

3  
4 WHEREAS, Northern Natural Gas has proposed payment for this new pipeline in the amount of \$936.00 (nine  
5 hundred thirty-six dollars and zero cents) as outlined in the document entitled RECEIPT OF PAYMENT which is  
6 attached to this resolution; and

7  
8 WHEREAS, the Property & Maintenance Committee has reviewed the additional pipeline request and the  
9 attached RECEIPT OF PAYMENT document and does recommend approval of this.

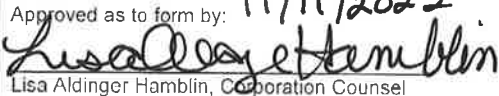
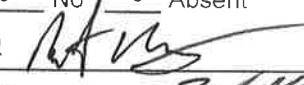
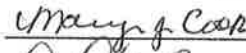
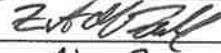


10  
11 NOW THEREFORE BE IT RESOLVED, by the Monroe County Board of Supervisors that they approve the attached  
12 agreement and authorize the County Board Chairman, County Clerk and County Administrator to execute the  
13 documents and complete the above described transaction.

14  
15 Dated this 22<sup>nd</sup> day of November, 2022.

16  
17 Offered by the Property & Maintenance Committee.

18  
19 Fiscal Note: No financial impact. Payment pursuant to this agreement will result in revenue to the County.

20  
21 Purpose: To approve new pipeline construction across an existing easement and payment for said pipeline.

<p>Finance Vote (if required):  <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Absent</p> <p>*****</p> <p>Approved as to form by: <u>11/11/2022</u>            Lisa Aldinger Hamblin, Corporation Counsel</p>	<p>Committee of Jurisdiction Forwarded on: <u>November 9</u>, 20<u>22</u>          VOTE: <u>5</u> Yes <u>0</u> No <u>0</u> Absent</p> <p>Committee Chair: <u></u></p> <p><u></u> <u></u>  <u></u> <u></u></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__  <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 _____</p> <p>_____          SHELLEY R. BOHL, MONROE COUNTY CLERK  <i>A raised seal certifies an official document.</i></p>

W.O. No.: 01140143  
Line No.: WIB11902  
Tract No.: MO-004

**RECEIPT OF PAYMENT**

In accordance with the multiple line rights provision of the existing right of way agreement dated September 4, 1963 recorded October 7, 1963 as Document No. 275283 in Book 48 of Misc. at Page 299 in the Office of the County Recorder/Register of Deeds/Clerk for Monroe County, Wisconsin, NORTHERN NATURAL GAS COMPANY (Northern), is exercising its right to lay, construct, maintain, operate, alter, repair, remove, change the size of or replace an additional line of pipe with appurtenant facilities across the following described lands:

The North west quarter of the North west quarter of Section Twelve (12), Township Seventeen (17) North, Range Four (4) West, Monroe County, Wisconsin.

(Monroe County PID 040-00297-0000)

The undersigned has received from NORTHERN NATURAL GAS COMPANY (Northern), the sum of NINE HUNDRED THIRTY-SIX AND 00/100 Dollars (\$ 936.00) as full payment of the consideration due them for the exercise of said multiple line rights and does hereby certify that they are the present owners of said lands subject to said right-of-way agreement and are entitled to receive said payment.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**GRANTOR:**  
Monroe County, Wisconsin, a Municipal Corporation

\_\_\_\_\_  
By:

\_\_\_\_\_  
Its:

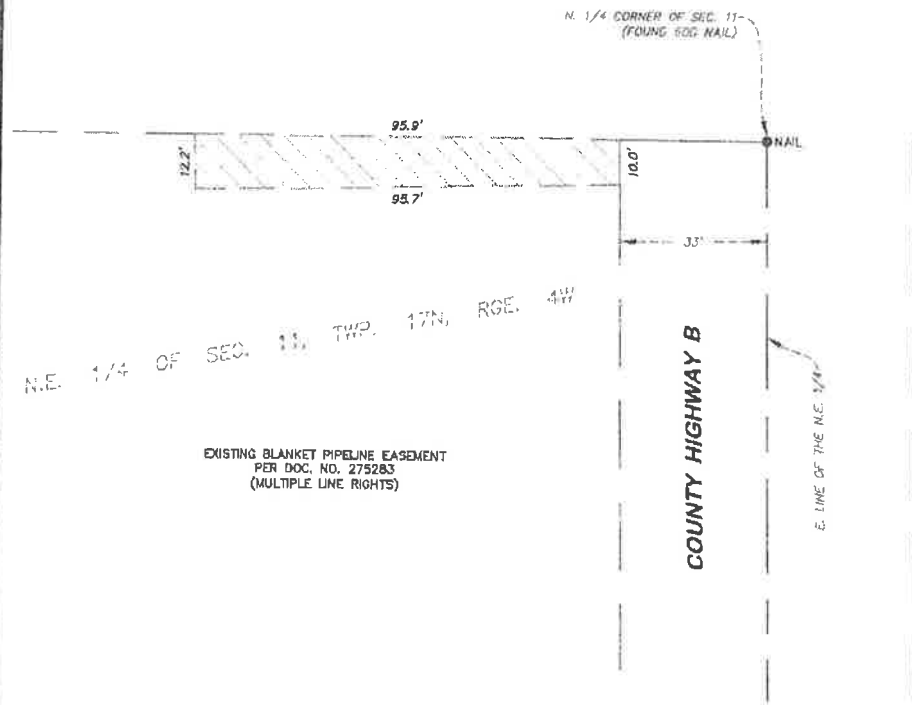
RECEIPT OBTAINED BY:

\_\_\_\_\_  
Right of Way Agent for Northern Natural Gas Company



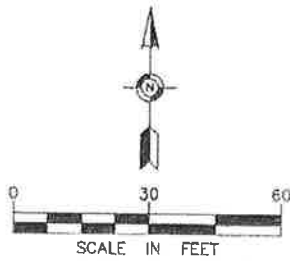
# WORKSPACE SKETCH

-FOR-



## LEGEND

 DENOTES TEMPORARY WORKSPACE AREA



Bearings based on NAD 83,  
Monroe County, WI grid system

## SUMMARY

TEMPORARY WORKSPACE AREA  
1,062 sq. ft. / 0.0244 acres

**EFN**  
Egon, Field & Nowak, Inc.  
Land surveyors since 1972

475 Old Highway B NW, Suite 200  
New Brighton, Minnesota 55112  
PHONE: (612) 466-3300  
WWW.EFNSURVEY.COM  
COPYRIGHT © 2023 BY EGON, FIELD & NOWAK, INC.

WORKSPACE SKETCH  
TOMAH 8" BRANCH LINE LOOP  
TRACT MO-002  
SECTION 11,  
TOWNSHIP 17 N, RANGE 4 W,  
MONROE COUNTY, WISCONSIN

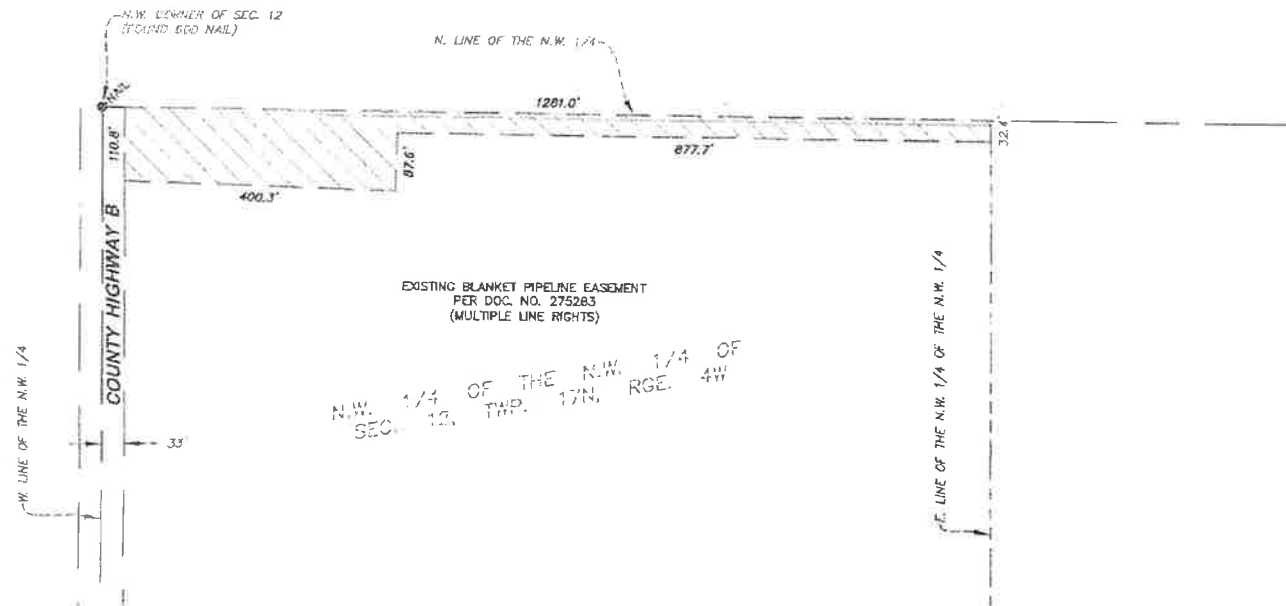


FILE NO. 01140143

SHEET 1 OF 1

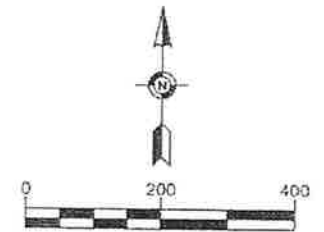
# WORKSPACE SKETCH

-FOR-



## SUMMARY

TEMPORARY WORKSPACE AREA  
 74,647 sq. ft. / 1.7137 acres  
 PROPOSED PIPELINE LENGTH  
 1,030 feet / 62.4 rods



Bearings based on NAD 83,  
 Monroe County, WI grid system

## LEGEND

- DENOTES TEMPORARY WORKSPACE AREA
- DENOTES PROPOSED PIPELINE

WORKSPACE SKETCH  
 TOMAH 8" BRANCH LINE LOOP  
 TRACT MO-004  
 SECTION 12,  
 TOWNSHIP 17 N, RANGE 4 W,  
 MONROE COUNTY, WISCONSIN



FILE NO. 01140143

SHEET 1 OF 1

**EFN**  
 Egon, Field & Nowak, Inc.  
 475 Old Highway B NW, Suite 200  
 New Brighton, Minnesota 55112  
 PHONE: (612) 456-3300  
 WWW.EFSURVEY.COM  
 CONTRACT © 2012 BY EGN, FLD & NOWAK, INC.  
 1890 HUTCHINSON STREET

RESOLUTION NO. 11-22-07

RESOLUTION AUTHORIZING NEW PIPELINE EASEMENT

1 WHEREAS, Northern Natural Gas Company wishes to construct a new pipeline on County owned property which  
2 will be a new pipeline on a newly established easement on County property as described in the attached  
3 PIPELINE EASEMENT; and  
4

5 WHEREAS, Northern Natural Gas has proposed payment for this new pipeline and newly proposed easement in  
6 the amount of \$3,258.20 (three thousand two hundred fifty-eight dollars and twenty cents); and  
7

8 WHEREAS, the Property & Maintenance Committee has reviewed the request for the additional pipeline and  
9 easement and does recommend approval of this agreement.  
10

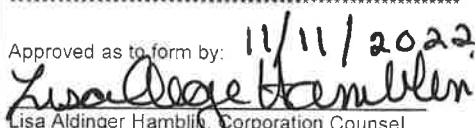
11 NOW THEREFORE BE IT RESOLVED, by the Monroe County Board of Supervisors that they approve the request of  
12 Northern Natural Gas for construction of a new pipeline as well as a new easement across County property and  
13 do hereby authorize the County Board Chairman, County Clerk and County Administrator to execute the  
14 documents and complete the above described transaction.  
15

16 Dated this 22<sup>nd</sup> day of November, 2022.  
17

18 Offered by the Property & Maintenance Committee.  
19

20 Fiscal Note: No financial impact. Payment pursuant to this agreement will result in revenue to the County.  
21

22 Purpose: To approve new pipeline construction and a new easement and to approve payment for new pipeline  
23 and easement.

<p>Finance Vote (If required):  <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Absent</p> <p>.....</p> <p>Approved as to form by: <u>11/11/2022</u>            Lisa Aldinger Hamblin, Corporation Counsel</p>	<p>Committee of Jurisdiction Forwarded on: <u>November 9, 2022</u>          VOTE: <u>5</u> Yes <u>0</u> No <u>0</u> Absent</p> <p>Committee Chair: <u>NA vs</u></p> <p><u>Mary Lou</u> <u>Adam Balz</u>  <u>Ed Balz</u></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 _____  <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          _____</p> <p>_____          SHELLEY R. BOHL, MONROE COUNTY CLERK          A raised seal certifies an official document.</p>

W.O. No.: 01140143  
Line No.: WIB11902  
Tract No.: MO-003

### PIPELINE EASEMENT

For and in consideration of Ten and No/100 dollars (\$10.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, the undersigned (hereinafter referred to as Grantor, whether one or more), hereby bargains, grants, conveys, and warrants to NORTHERN NATURAL GAS COMPANY, a Delaware corporation, with principal offices at P. O. Box 3330, Omaha, Nebraska 68103 (hereinafter referred to as Grantee), the right, privilege, and easement to construct, maintain, operate, inspect, repair, replace, protect, alter, and remove pipelines and below ground appurtenances, including cathodic protection apparatus, on, over, under, across, and through a strip of land fifty feet (50') in width across the following described land situated in the County of Monroe and the State of Wisconsin, to-wit:

See Exhibit "A" attached hereto  
and made a part hereof.

TO HAVE AND TO HOLD unto said Grantee, its successors and assigns, together, with the right of ingress to and egress from said right-of-way across the adjacent property of Grantor for the purpose of surveying and clearing the right-of-way of brush, trees, and obstructions, and for constructing, maintaining, operating, inspecting, repairing, replacing, protecting, altering, or removing the pipelines and appurtenances of Grantee located thereon, in whole or in part, at the will of the Grantee.

It is further agreed as follows:

1. That during original construction of said pipelines or appurtenances, Grantee may utilize an additional strip of land not more than twenty-five feet (25') in width adjacent to Grantee's easement strip for temporary working space only.
2. That in the exercise of its rights hereunder, Grantee shall: (a) bury all line pipe during original construction to provide a minimum cover of thirty-six inches (36"), except in rock where a minimum cover of twenty-four inches (24") will be provided; (b) restore the ground surface as nearly as practicable to the original contour which existed immediately prior to the commencement of any work; (c) provide suitable ditch cross-overs during construction as are reasonably required by Grantor; (d) properly support each side of a contemplated fence opening by suitable post and braces before an existing agricultural fence is cut, and, where required, to provide a temporary gate; (e) repair in a good and workmanlike manner any and all existing agricultural fences and drainage and irrigation systems which are cut or damaged by Grantee; and (f) restore or pay Grantor for any damages caused by Grantee to Grantor's growing crops, grasses, landscaping, existing agricultural fences, buildings, or livestock as a result of the construction of Grantee's facilities.
3. That Grantor shall have the right to use and enjoy the surface of the right-of-way for purposes which will not interfere with the use of the right-of-way by the Grantee for any of the purposes herein above granted, it being understood that no building, structure, improvement, landscaping, or obstruction, other than ordinary and usual agricultural fences, shall be placed within or upon the right-of-way, and that there shall be no alteration of the ground surface or grade of the right-of-way, without the express written consent of the Grantee, and, to the extent that written permission has not been given, Grantee shall have the right to clear and keep cleared from within the right-of-way all trees, brush, undergrowth, landscaping, buildings, structures,

W.O. No.: 01140143  
Line No.: WTB11902  
Tract No.: MO-003

improvements, residential fences or other obstructions, though Grantee has no obligation to do so, and, after said pipelines have been installed, Grantee shall not be liable for damages caused on the right-of-way by keeping the right-of-way clear of such trees, brush, undergrowth, landscaping, buildings, structure, improvements, residential fences and other obstructions in the exercise of its rights hereunder.

4. That this instrument may be executed in counterparts, but which together shall constitute one and the same instrument.

5. That the rights of the Grantee may be assigned in whole or in part.

6. It is agreed that this grant covers all the agreements between the parties and no representations or statements, verbal or written, have been made, modifying, adding to, or changing the terms of this agreement.

**7. TO THE FULLEST EXTENT PERMITTED BY LAW, EACH OF THE PARTIES HERETO WAIVES ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN RESPECT OF LITIGATION DIRECTLY OR INDIRECTLY ARISING OUT OF, UNDER OR IN CONNECTION WITH THIS AGREEMENT. EACH PARTY FURTHER WAIVES ANY RIGHT TO CONSOLIDATE ANY ACTION IN WHICH A JURY TRIAL HAS BEEN WAIVED WITH ANY OTHER ACTION IN WHICH A JURY TRIAL CANNOT BE OR HAS NOT BEEN WAIVED, AND AGREES ANY SUCH ACTIONS MAY NOT IN ANY EVENT BE CONSOLIDATED TOGETHER.**

It is understood and agreed that this easement and all rights, privileges, and obligations created herein shall run with the land and shall inure to the benefit of and be binding upon the legal representatives, heirs, executors, administrators, successors, and assigns of the parties hereto.

Signed and delivered this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**GRANTOR:**

Monroe County, Wisconsin, a Municipal Corporation

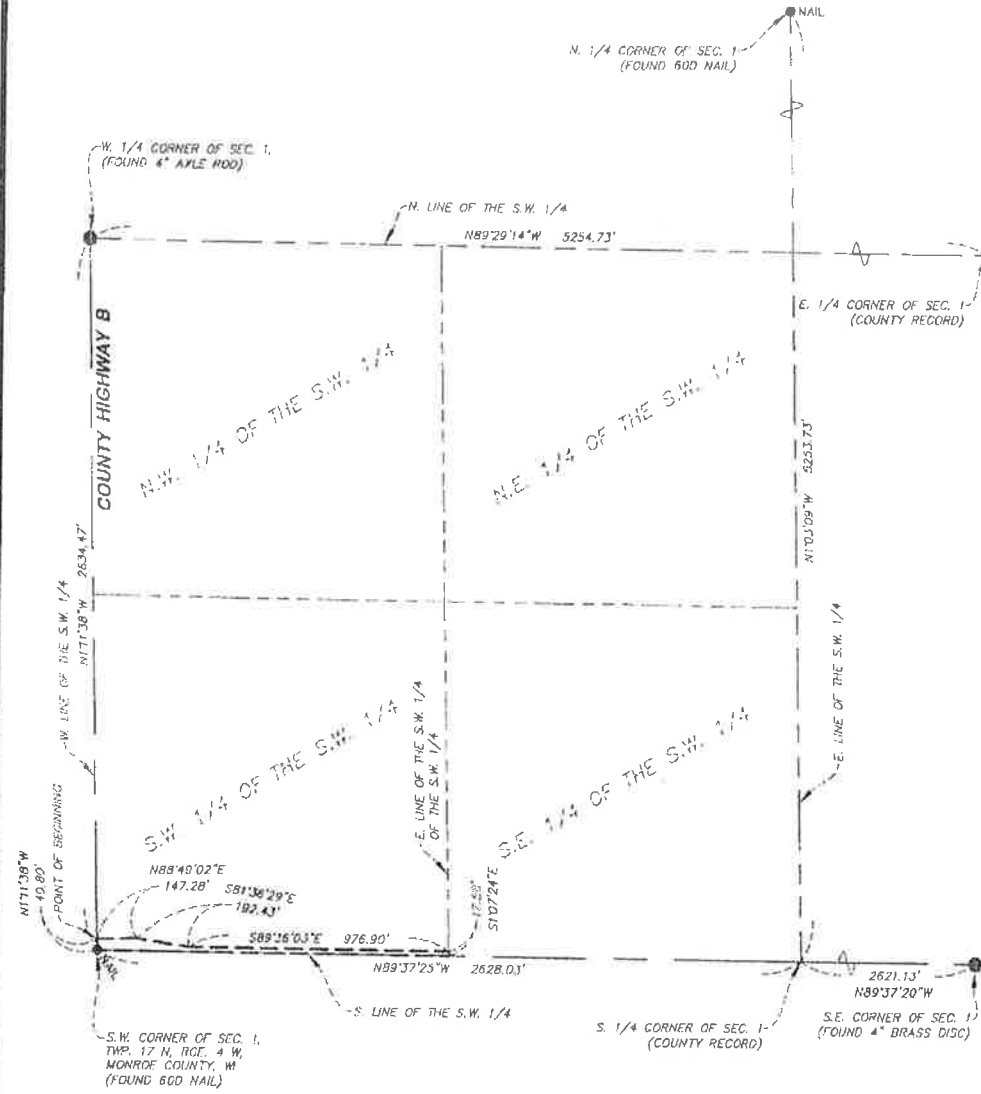
\_\_\_\_\_  
By:

\_\_\_\_\_  
Its:



# EASEMENT EXHIBIT

-FOR-



## LEGEND

- DENOTES FOUND 4" BRASS DISC
- NAIL DENOTES FOUND 60D NAIL
- DENOTES FOUND MONUMENT

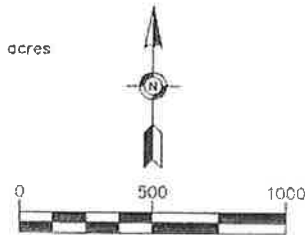
## SUMMARY

**EASEMENT AREA**  
29,620 sq. ft. / 0.6800 acres

**CERTIFICATION:**  
I, Eric A. Roesser, Wisconsin Registered Land Surveyor of EGAN, FIELD & NOWAK, certify that I have surveyed the property depicted hereon and that the map shown is a true and accurate representation thereof to the best of my knowledge and belief.

Egan, Field & Nowak, Inc.

Eric A. Roesser  
Wisconsin License No. S-2679  
Date: July 5, 2022



SCALE IN FEET  
Bearings based on WISCONSIN 2011  
Monroe County, WI grid system

**EFN**  
Egan, Field & Nowak, Inc.  
475 Old Highway B NW, Suite 200  
New Brighton, Minnesota 55112  
PHONE: (612) 464-3300  
WWW.EFNSURVEY.COM  
ESTABLISHED 1972

EXHIBIT "A"  
TOMAH 8" BRANCH LINE LOOP  
TRACT MO-003  
SECTION 1,  
TOWNSHIP 17 N, RANGE 4 W,  
MONROE COUNTY, WISCONSIN



FILE NO. 01140143

SHEET 1 OF 2

# EASEMENT EXHIBIT

-FOR-



A perpetual easement for pipeline purposes over, under, and across that part of the Southwest Quarter of the Southwest Quarter of Section 1, Township 17 North, Range 4 West, Monroe County, Wisconsin, lying southerly of the following described line:

Commencing at the southwest corner of the Southwest Quarter of said Section 1; thence North 01 degrees 11 minutes 38 seconds West, bearings based on the Monroe County, Wisconsin (WSCR2011) coordinate system, along the west line of said Southwest Quarter, a distance of 40.80 feet to the point of beginning of said line to be described; thence North 88 degrees 49 minutes 02 seconds East, a distance of 147.28 feet; thence South 81 degrees 36 minutes 29 seconds East, a distance of 192.43 feet; thence South 89 degrees 36 minutes 03 seconds East, a distance of 976.90 feet to the east line of said Southwest Quarter of the Southwest Quarter and said line there terminating.



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EXHIBIT "A"  
TOMAH 8" BRANCH LINE LOOP  
TRACT MO-003  
SECTION 1,  
TOWNSHIP 17 N, RANGE 4 W,  
MONROE COUNTY, WISCONSIN



FILE NO. 01140143

SHEET 2 OF 2



RESOLUTION NO. 11-22-08

RESOLUTION AUTHORIZING TEMPORARY WORKSPACE PERMIT

1 WHEREAS, Northern Natural Gas Company wishes to establish a temporary workspace on County property for a  
2 work area to utilize during the installation of new pipelines; and

3  
4 WHEREAS, Northern Natural Gas has proposed a TEMPORARY WORKSPACE PERMIT to establish the workspace  
5 for the installation of the pipelines with a proposed payment for the workspace permit of \$5,275.69 (five  
6 thousand two hundred seventy-five dollars and sixty-nine cents); and

7  
8 WHEREAS, the Property & Maintenance Committee has reviewed the request for the TEMPORARY WORKSPACE  
9 PERMIT and payment and does recommend approval of this permit and payment.

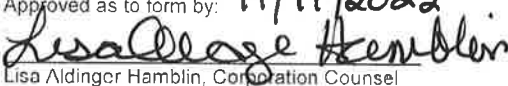
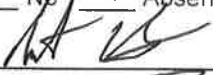
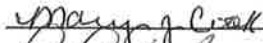

10  
11 NOW THEREFORE BE IT RESOLVED, by the Monroe County Board of Supervisors that they approve the request of  
12 Northern Natural Gas for the TEMPORARY WORKSPACE PERMIT and the payment for the temporary workspace  
13 and do hereby authorize the County Board Chairman, County Clerk and County Administrator to execute the  
14 documents and complete the above described transaction.

15  
16 Dated this 22<sup>nd</sup> day of November, 2022.

17  
18 Offered by the Property & Maintenance Committee.

19  
20 Fiscal Note: No financial impact. Payment pursuant to this agreement will result in revenue to the County.

21  
22 Purpose: To approve the TEMPORARY WORKSPACE PERMIT and payment for use of the workspace.

Finance Vote (If required): ____ Yes ____ No ____ Absent ***** Approved as to form by: <u>11/11/2022</u>  Lisa Aldinger Hamblin, Corporation Counsel	Committee of Jurisdiction Forwarded on: <u>November 9, 20 22</u> VOTE: <u>5</u> Yes <u>0</u> No <u>0</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>

W.O. No.: 01140143  
Line No.: WIB11902  
Tract No.: MO-001 & MO-003

TEMPORARY WORK SPACE PERMIT

KNOW ALL PERSONS BY THESE PRESENTS

That the undersigned, for Ten Dollars (\$10.00) and other good and valuable consideration received does hereby grant unto NORTHERN NATURAL GAS COMPANY, a Delaware corporation, its successors and assigns, hereinafter called "Grantee", an area approximately 299,755 square feet of temporary working space as shown on the attached "Temporary Workspace Exhibit" and located on land described as follows:

The Southeast quarter of the southeast quarter of Section Two (2), in Township 17 North, Range Four (4) West, Monroe County, Wisconsin.

AND

The Southwest quarter of the Southwest quarter of Section One (1), Township Seventeen (17) North, Range Four (4) West, Monroe County, Wisconsin.

TO HAVE AND TO HOLD said Temporary Working Space unto Northern Natural Gas Company, its successors and assigns, for a period of **twenty-four (24) months** from the first day of occupancy.

And in consideration thereof, the parties agree:

- 1.) That Grantee, its successors and assigns, will pay to the then owners of said real estate and to any tenant or lessee thereof, as their respective interests may appear, any damage to fences, improvements, and growing crops which may be caused by the exercise of the rights hereby granted.
- 2.) That Grantee agrees to restore the property to its original condition as nearly as practicable upon completion of construction of the subject pipeline.
- 3.) That Grantor and Grantee agree that the term of the Permit can be extended after the **twenty-four (24) months** stated, for consecutive periods of 30 days each, upon giving the undersigned at least five (5) days prior notice before the end of the **twenty-four (24) month** period or any subsequent 30-day extension.
- 4.) That Grantee agrees to pay the undersigned the amount of \$250.00 for each 30 day extension after the initial **twenty-four (24) month** period has elapsed.

W.O. No.: 01140143  
Line No.: WIB11902  
Tract No.: MO-001 & MO-003

**TO THE FULLEST EXTENT PERMITTED BY LAW, EACH OF THE PARTIES HERETO WAIVES ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN RESPECT OF LITIGATION DIRECTLY OR INDIRECTLY ARISING OUT OF, UNDER OR IN CONNECTION WITH THIS AGREEMENT. EACH PARTY FURTHER WAIVES ANY RIGHT TO CONSOLIDATE ANY ACTION IN WHICH A JURY TRIAL HAS BEEN WAIVED WITH ANY OTHER ACTION IN WHICH A JURY TRIAL CANNOT BE OR HAS NOT BEEN WAIVED, AND AGREES ANY SUCH ACTIONS MAY NOT IN ANY EVENT BE CONSOLIDATED TOGETHER.**

The undersigned represent that the above described land is/is not rented for the year 2023.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**GRANTOR:**

Monroe County, Wisconsin, a Municipal Corporation

\_\_\_\_\_  
By:

\_\_\_\_\_  
Its:

\_\_\_\_\_  
Right of Way Agent for Northern Natural Gas Company

-----  
In consideration of \$1.00 and other good and valuable consideration in hand paid, the undersigned tenant in possession of the real estate above described joins, to the extent of his interest, therein.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**TENANT:**

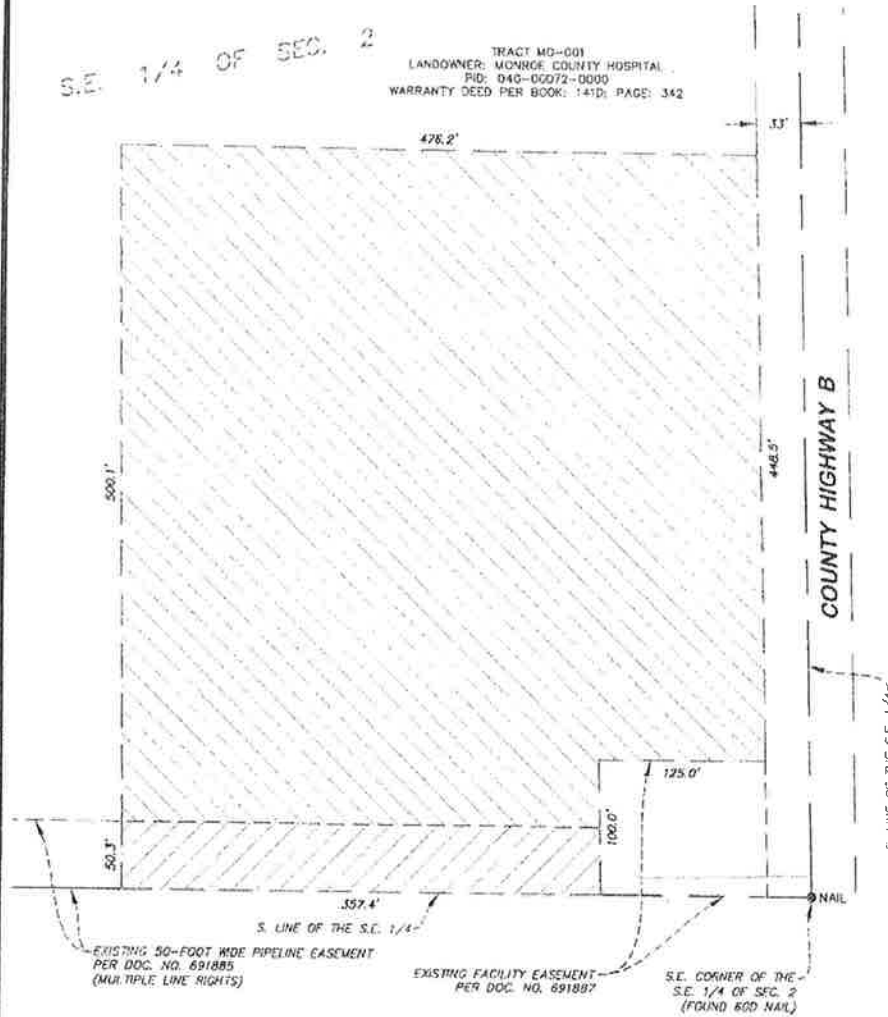
# WORKSPACE SKETCH

-FOR-



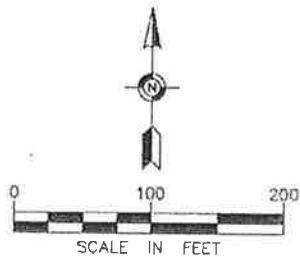
S.E. 1/4 OF SEC. 2

TRACT MO-001  
 LANDOWNER: MONROE COUNTY HOSPITAL  
 PID: 040-00072-0000  
 WARRANTY DEED PER BOOK: 141D; PAGE: 342



## LEGEND

- DENOTES TEMPORARY WORKSPACE AREA
- DENOTES TEMPORARY WORKSPACE WITHIN EXISTING EASEMENT AREA
- DENOTES PROPOSED PIPELINE



Bearings based on NAD 83,  
 Monroe County, WI grid system

## SUMMARY

TEMPORARY WORKSPACE AREA  
 232,860 sq. ft. / 5.3457 acres  
TEMPORARY WORKSPACE WITHIN EXISTING EASEMENT  
 17,848 sq. ft. / 0.4097 acres  
PROPOSED PIPELINE LENGTH  
 129 feet / 7.8 rods

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 ESTD SURVEYORS SINCE 1872

WORKSPACE SKETCH  
 TOMAH 8" BRANCH LINE LOOP  
 TRACT MO-001  
 SECTION 2,  
 TOWNSHIP 17 N, RANGE 4 W,  
 MONROE COUNTY, WISCONSIN

**Northern Natural Gas**  
 FILE NO. 01140143  
 SHEET 1 OF 1

# WORKSPACE SKETCH

-FOR-

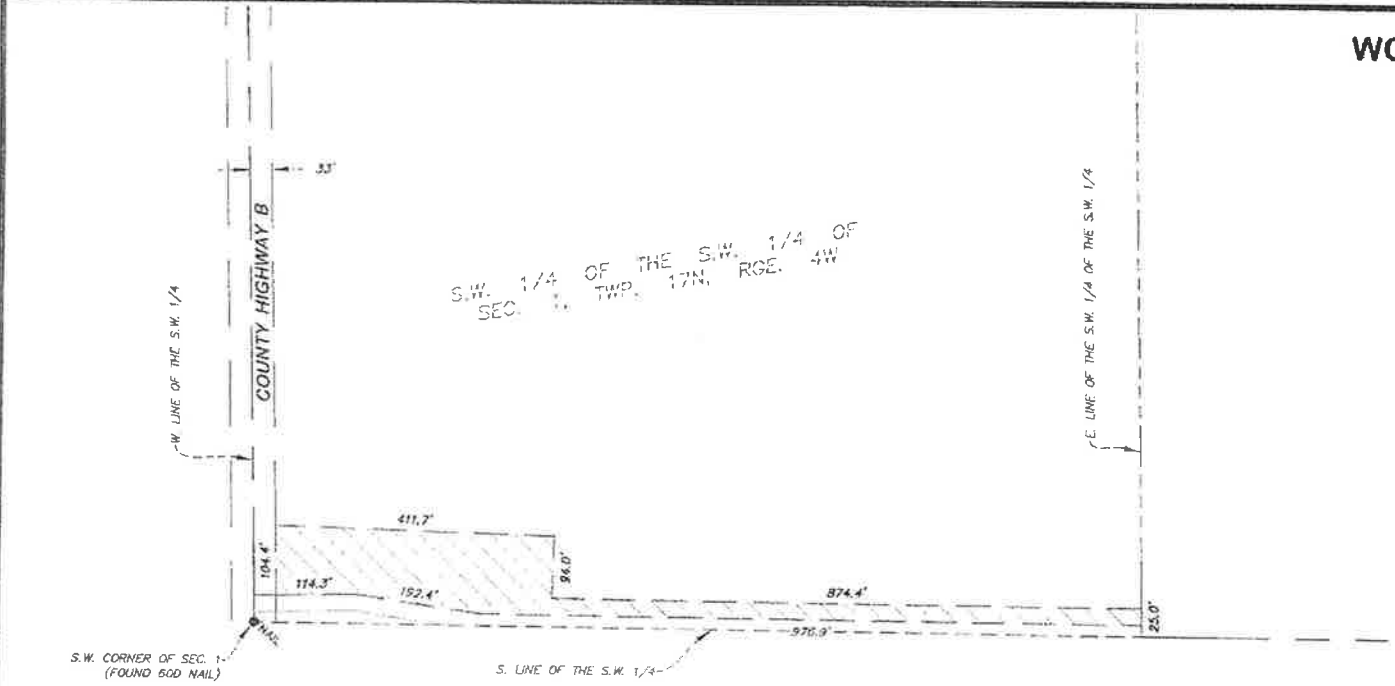


## SUMMARY




**TEMPORARY WORKSPACE AREA**  
 66,895 sq. ft. / 1.5357 acres  
**PERMANENT EASEMENT AREA**  
 29,620 sq. ft. / 0.6800 acres  
**PROPOSED PIPELINE LENGTH**  
 287 feet / 17.4 rods



Scale in Feet  
 Bearings based on NAD 83,  
 Monroe County, WI grid system



## LEGEND

-  DENOTES TEMPORARY WORKSPACE AREA
-  DENOTES TEMPORARY WORKSPACE AREA
-  DENOTES PROPOSED PIPELINE

WORKSPACE SKETCH  
 TOMAH 8" BRANCH LINE LOOP  
 TRACT MO-003  
 SECTION 1,  
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 MONROE COUNTY, WISCONSIN



FILE NO. 01140143

SHEET 1 OF 1



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