

# MONROE COUNTY BOARD OF SUPERVISORS



## AMENDED NOTICE OF MEETING

**COMMITTEE:** FINANCE MEETING  
**TIME:** 9:00 a.m.  
**PLACE:** Justice Center  
Monroe County Board Assembly Room  
(South Side/Oak Street Entrance)  
1<sup>st</sup> Floor – Room #1200  
112 South Court Street  
Sparta, WI 54656  
**DATE:** Wednesday, September 19, 2018

202 SOUTH K STREET, RM 1  
SPARTA, WISCONSIN 54656  
PHONE 608-269-8705  
FAX 608-269-8747  
[www.co.monroe.wi.us](http://www.co.monroe.wi.us)

### SUBJECT MATTER TO BE CONSIDERED

1. Call to Order/Roll Call
2. Minutes approval August 15, 2018
3. Public Comment
4. Dispatch Notice of Re-Purpose of Funds – Discussion/Action
5. Dog Control Request For Line Item Transfer – Discussion/Action
6. Request for Credit Card Approval – Discussion/Action
  - a. Zoning
  - b. Human Services
7. Budget Adjustment(s) – Discussion/Action
  - a. Land Conservation
  - b. Local History Room
  - c. Sheriff's Office
8. Fiscal Note on Resolution(s) – Discussion/Action
  - a. Resolution Approving The Monroe County Forest Annual Work Plan – 2019
  - b. Resolution Authorizing Monroe County Farm Education Account Funds For Cranberry Museum Mural
9. Resolution of Allocation of Additional State Prisoner Boarding Revenues – Discussion/Action
10. Treasurer
  - a. Monthly Treasurers Report
  - b. Treasurer Department Monthly Report Review
  - c. Adding Bremer Bank/Onalaska to Eligible Banks For Investments – Discussion/Action
11. Finance
  - a. Monthly Financial Report
  - b. Finance Department Monthly Report Review
  - c. 2019 Budget Review
  - d. Indirect Cost Report
  - e. Updated OPEB (Other Post Employee Benefits) Report
  - f. Munis CAFR Training – Discussion/Action
  - g. Revolving Loan Fund (CDBG Close) – Discussion/Action
12. Non-Lapsing Account Parameters
13. Liability/Property Insurance RFP – Discussion/Action

**FINANCE MEETING  
September 19, 2018 Agenda**

14. Monthly Approvals – Discussion/Action
  - a. Notice of Donations/User Fees Received Budget Adjustment
  - b. County Disbursement Journal Approval
  - c. County Board Monthly Per Diem and Voucher Approval
  - d. Justice Center Vouchers
15. Items for next month's agenda
16. Next Meeting Date/Time – Discussion/Action
17. Adjournment

Cedric Schnitzler, Committee Chair

Date notices mailed: September 17, 2018

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



# MONROE COUNTY BOARD OF SUPERVISORS

202 SOUTH K STREET, RM 1  
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**FINANCE MEETING  
September 19, 2018 Agenda**

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  - a. Notice of Donations/User Fees Received Budget Adjustment
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16. Next Meeting Date/Time – Discussion/Action
17. Adjournment

Cedric Schnitzler, Committee Chair

Date notices mailed: September 13, 2018

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

Finance Committee  
August 15, 2018

Present: Cedric Schnitzler, Pete Peterson, Mark Halverson, Douglas Path, Wallace Habegger  
Others: Jim Bialecki, Tina Osterberg, Annette Erickson, Ron Hamilton, Garry Spohn, Mary Von Ruden, Stan Hendrickson, Ryan Hallman, Scott Perkins

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

- Next meeting date – September 19, 2018 in the Monroe County Board Assembly Room at 9:00 a.m.
- Minutes Approval – Motion by Pete Peterson second by Mark Halverson to approve the 07/18/18 minutes. Carried 5-0.
- Public Comment - None
- Nursing Home Project Update – None
- Request for Credit Card Approval
  - a. Medical Examiner – Tina Osterberg explained credit card request for the Medical Examiner in the amount of \$2,500.00. Discussion. Motion by Wallace Habegger second by Douglas Path to approve credit card. Carried 5-0.
  - b. Human Services – Ron Hamilton explained need for three credit cards in the amount of \$1,000.00 each for the Administrative Services Coordinator and two Social Workers. Discussion. Motion by Wallace Habegger second by Pete Peterson to approve all three credit cards. Carried 5-0.
- Budget Adjustment
  - a. Health Department – Tina Osterberg explained the 2018 budget adjustment in the amount of \$5,216.00 for WI Department of Health Services funding to WIC agencies. Motion by Douglas Path second by Mark Halverson to approve budget adjustment. Carried 5-0.
  - b. Workers' Compensation – Tina Osterberg explained the 2018 budget adjustment in the amount of \$75,000.00 for worker's compensation claims. Discussion. Motion by Mark Halverson second by Pete Peterson to approve budget adjustment. Carried 5-0.
  - c. Retirement/Fringe Pool – Tina Osterberg explained the 2018 budget adjustment in the amount of \$40,685.00 for insurance coverage not budgeted during the 2018 budget process. Discussion. Motion by Pete Peterson second by Mark Halverson to approve budget adjustment. Carried 5-0.
  - d. Print Management – Tina Osterberg explained the 2018 budget adjustment in the amount of \$12,160.00 for department print management charges, no levy funds requested at this time. Discussion. Motion by Pete Peterson second by Douglas Path to approve budget adjustment. Carried 5-0.
- Sheriff's Office Request for Line Item Transfer – Scott Perkins explained the 2018 line item transfer in the amount of \$7,500.00 for contracting prisoner transports. Discussion. Motion by Mark Halverson second by Pete Peterson to approve line item transfer. Carried 5-0.
- Fiscal Note on Resolution Authorizing the Addition of One Preventative Maintenance Technician Position by the Means of Removing a Custodian Full Time Position and On-Call Laborer Budget to Take Effect September 1, 2018 – Garry Spohn explained the position request. The position would not impact the levy. Discussion. Motion by Pete Peterson second by Mark Halverson to approve fiscal note. Carried 5-0.
- Resolution for Allocation of Additional State Prisoner Boarding Revenues – Tina Osterberg explained estimated allocation for state inmate housing revenues. Stan Hendrickson, Jail Administrator further explained. Discussion. This resolution will be reviewed next month for updated revenue numbers.

- Treasurer
  - a. Annette Erickson provided the Monthly Treasurers Report.
  - b. Treasurer Department Monthly Report Review
  - c. Annette presented the 2019 Treasurer's budget and answered questions.
- Finance
  - a. Tina Osterberg provided the Monthly Financial Report.
  - b. Finance Department Monthly Report .
  - c. Tina presented the 2019 Finance Department budget and answered questions.
- Finance Committee Duties – The committee duties were approved last month. No changes.
- Monthly Approvals –
  - a. Monthly Notice of Donations/User Fees Received Budget Adjustment – Motion by Douglas Path second by Pete Peterson to approve Monthly Notice of Donations/User Fees Received. Carried 5-0.
  - b. Monthly County Disbursement Journal – Motion by Wallace Habhegger second by Douglas Path to approve Monthly County Disbursement Journal. Carried 5-0.
  - c. Monthly Per Diems and Vouchers - Motion by Douglas Path second by Mark Halverson to approve Monthly County Per Diems and Vouchers. Carried 5-0.
  - d. Justice Center Vouchers – Tina Osterberg provided an invoice in the amount of \$16,000.11 for CEC, Communications Engineering Company. Discussion. The county will hold off until Judge Ziegler approves the work completed.
- Items for next month's agenda – Resolution for Allocation of Additional State Prisoner Boarding Revenues, 2019 Budget, Non-Lapsing Account Parameters, Justice Center Voucher Approval, Per-Diem/Mileage for Legal Depositions, Liability/Property Insurance RFP - Discussion/Action.
- Adjournment - Motion by Pete Peterson second by Mark Halverson to adjourn at 11:08 a.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk  
Recorder

# Notice of Re-Purpose of Funds

MONROE COUNTY

## *Unanticipated Change of What Funds Were Budgeted For*

Date: 09/10/2018  
 Department: DISPATCH  
 Amount: \$ 15,000.00  
 Budget Year Amended: 2018

Explanation/Reason funds are being re-purposed and affect on Program:  
 (If needed attached separate brief explanation.)

FUNDS HAD BEEN REPURPOSED FROM NG 911 SYSTEM TO 2019 ZUERCHER PROJECT. I REQUEST \$15,000 BE REPURPOSED BACK TO NG 911 PROJECT FOR 2 ALI ROUTERS (TOTAL \$5,334.06) CABLING DROPS (\$3,500) AND THE REMAINDER (\$6,165.94) FOR OTHER CONTINGENCIES. LEFTOVER FUNDS WOULD GO BACK TO 2019 ZUERCHER PROJECT.

**Original Budgeted Line's Purpose:**

Org	Object	Project	Account Name	Original Purpose	New Purpose	Amount to Re-Purpose
71490000	599000		Technology Pool	Public Safety (CAD, Mapping/Mobile)	Next Gen 911 System	\$ 15,000.00
Total Adjustment						\$ -
Total Adjustment						\$ 15,000.00

Department Head Approval: \_\_\_\_\_

Date Approved by Committee of Jurisdiction: \_\_\_\_\_

  
 Wallace K. Hodge  
 9-10-18

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

Date Approved by Finance Committee: \_\_\_\_\_

Date Approved by County Board: \_\_\_\_\_

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

Date of publication of Class 1 notice of budget amendment: \_\_\_\_\_

## REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department:   Dog Control    
 Budget Year Amended:   2018  

No. _____
Date: _____

**From Account**

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
14190000-534250	Medical Supplies	\$ 3,000.00	\$ 1,000.00	\$ 1,711.66	\$ 2,000.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
<b>Total Transfer</b>			\$ 1,000.00		

**To Account**

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
14190000-533200	Mileage	\$ 2,544.00	\$ 1,000.00	\$ 2,580.78	\$ 3,544.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
<b>Total Transfer</b>			\$ 1,000.00		

<b>Explanation for Transfer:</b>

Department Head Approval \_\_\_\_\_  
 Governing Committee Approval \_\_\_\_\_

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**If < \$500:**

Send to County Administrator's Office

**COUNTY ADMINISTRATOR Approval:** \_\_\_\_\_

**If > \$500:**

Send to County Clerk's Office

**FINANCE COMMITTEE Approval given on :** \_\_\_\_\_



## Request for Credit Card Approval


**Department:** Sanitation, Zoning & Dog Control

**Committee:** Zoning Committee

Name of Card Holder	Title of Postion	Credit Card Limit
Alison Elliott	Sanitation, Zoning & Dog Control Administrator	\$ 3,000.00

**Justification for Credit Card(s):**

<p>I am requesting an increase in the credit limit from 1,000 to 3,000 because this card is used for three different department's budgets and I have had issues in the past where I had to wait until the next month to make a purchase needed by one department because I had already reached or was close to reaching the credit limit because of a purchase for another department. This has cause problems in getting supplies when needed and also with end of the year purchases.</p>

**Department Head Approval:** 

**Date Approved by Committee of Jurisdiction:** 8-20-18

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

**Date Approved By Finance Committee:** \_\_\_\_\_

## Request for Credit Card Approval


**Department:** Human Services

**Committee:** Human Services

Name of Card Holder	Title of Postion	Credit Card Limit
Kathryn LaDue	Economic Support Supervisor	\$ 1,000.00

**Justification for Credit Card(s):**

Credit card for agency purchases where it is not feasible to use the regular purchasing procedure.
When not in use all credit cards are locked in a safe.

**Department Head Approval:** 

**Date Approved by Committee of Jurisdiction:** David A. Quinn 9-4-18

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

**Date Approved By Finance Committee:** \_\_\_\_\_

# MONROE COUNTY

## Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: August 31, 2018  
 Department: Land Conservation  
 Amount: \$ 18,750.00  
 Budget Year Amended: 2018

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

Cost sharing from NRCS - Emergency Watershed Protection Program (EWP) to repair the emergency spillways on two PL566 structures damaged in the August 24th flood. No county levy dollars are involved.

**Revenue Budget Lines Amended:**

Account #	Account Name	Original Budget	Budget Adjustment	Final Budget
16943000/435800	State Cost Share Program	\$ 102,000.00	\$ 18,750.00	\$ 120,750.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 18,750.00	

**Expenditure Budget Lines Amended:**

Account #	Account Name	Original Budget	Budget Adjustment	Final Budget
16943000/579100	Grant Expense - SWRM	\$ 102,000.00	\$ 18,750.00	\$ 120,750.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 18,750.00	

Department Head Approval: Bob Michal 8/31/18  
 Date Approved by Committee of Jurisdiction: Nodji Vantwyschen 9/11/18  
 Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: \_\_\_\_\_  
 Date Approved by County Board: \_\_\_\_\_

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

Date of publication of Class 1 notice of budget amendment: \_\_\_\_\_

# MONROE COUNTY

## Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: September 5, 2018  
 Department: Local History Room  
 Amount: \$5,000.00  
 Budget Year Amended: 2018

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

\$5,000 is needed to cover special preservation projects at the Wegner Grotto plus remaining operating expenses for 2018.

**Revenue Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
85125000	485000	LHR30	Wegner Grotto Trust	\$ -	\$ 5,000.00	\$ 5,000.00
15121000	492800		TRANSFER IN - WG Special Proj	\$ -	\$ 5,000.00	\$ 5,000.00
						\$ -
						\$ -
Total Adjustment					\$ 10,000.00	

**Expenditure Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
85125000	599999		TRANSFER OUT - WG	\$ -	\$ 5,000.00	\$ 5,000.00
15121000	524720	HR540	WG Maint Special Projects	\$ -	\$ 5,000.00	\$ 5,000.00
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 10,000.00	

Department Head Approval: *Modje Vanduycken* *Jan 12 11*  
 Date Approved by Committee of Jurisdiction: *9.11.18*

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

Date Approved by Finance Committee: \_\_\_\_\_  
 Date Approved by County Board: \_\_\_\_\_

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

Date of publication of Class 1 notice of budget amendment: \_\_\_\_\_

# MONROE COUNTY

## Notice of Budgetary Adjustment

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

Date: September 10, 2018  
 Department: Sheriff  
 Amount: \$5,560.00  
 Budget Year Amended: 2018

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

2018 Budget Adjustment for BOTS Grant- Awarded June 2018 for Speed Alert Sign

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**Revenue Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
12110000	435210		Sheriff State Grant Revenue	\$ -	\$ 4,000.00	\$ 4,000.00
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 4,000.00	

**Expenditure Budget Lines Amended:**

Org	Object	Project	Account Name	Current Budget	Budget Adjustment	Final Budget
17210210	581000		Capital Equipment - Sheriff	\$ 22,673.00	\$ 5,560.00	\$ 28,233.00
12110000	524510	SH520	Sheriff-Vehicle Maintenance	\$ 54,000.00	\$ (1,560.00)	\$ 52,440.00
						\$ -
						\$ -
						\$ -
						\$ -
Total Adjustment					\$ 4,000.00	

Department Head Approval: 

Date Approved by Committee of Jurisdiction: \_\_\_\_\_

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

Date Approved by Finance Committee: \_\_\_\_\_

Date Approved by County Board: \_\_\_\_\_

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

Date of publication of Class 1 notice of budget amendment: \_\_\_\_\_

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**RESOLUTION APPROVING THE MONROE COUNTY FOREST ANNUAL WORK PLAN - 2019**

**WHEREAS**, it is required that the Monroe County Board of Supervisors approve the Monroe County Forest Annual Work Plan (see attached); and

**WHEREAS**, the Monroe County Natural Resources and Extension Committee has reviewed and approved this attached plan.

**NOW, THEREFORE, BE IT RESOLVED** by the Monroe County Board of Supervisors that they do hereby approve the attached Annual Work Plan for the calendar year of 2019 for the Monroe County Forest.

Dated this 26<sup>th</sup> of September 2018.

Offered by the NATURAL RESOURCES and EXTENSION COMMITTEE.

Purpose: To approve this Annual Forest Work Plan for the calendar year of 2019; which will allow Monroe County to apply for the County Forest Administrator Grant.

Fiscal Note: Revenue from the County Forest Administrator Grant from the WDNR will be approximately \$45,000.00.

Reviewed as to form on 9-13-18  
Andy Kaftan  
Andy Kaftan, Corporation Counsel

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

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

Committee of Jurisdiction Forwarded on: 8/21/ 2018  
6 Yes 0 No 0 Absent  
Committee Chair: Nadja VanLynne  
David Pereg Walter Robert  
Jamie L Schweda Alonzo Mc

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 County  
Board of Supervisors at the meeting held on \_\_\_\_\_  
\_\_\_\_\_  
SHELLEY R. BOHL, MONROE COUNTY CLERK  
(A raised seal certifies an official document)

# MONROE COUNTY FOREST ANNUAL WORK PLAN - 2019

## REFERENCES:

1. Annual Planning Meeting (once per year with minutes)
2. Fifteen Year Comprehensive Plan (2006-2020)

## INTRODUCTION:

This work plan is intended to give a general overview of the accomplishment goals for 2019, not be a blueprint of what will or will not be done. Issues such as funding, weather, harvesting activity and workload will ultimately impact what will be accomplished. Due to unforeseen circumstances it may be expedient and prudent to perform more of one activity at the expense of another, with the understanding that at another time the situation may be reversed.

## TIMBER SALE ADMINISTRATION:

There are six active timber sale contracts on the county forest. Normal administrative procedures for timber sales include:

- Advertising the sale and negotiating the contract.
- Meeting with the purchaser before the job is started to go over the sale requirements.
- Routinely inspecting the sale once the harvest has started to confirm contract compliance.
- Collecting load tickets and tracking the volume and type of wood being harvested.
- Making sure landing and road repair is done properly following the harvest.
- Balancing the sale ledger and completing the cutting report at sale close out.

## TIMBER SALE PLANNING AND ESTABLISHMENT:

The goals for timber sale establishment and sale in 2019 are:

- Approximately 129 acres of timber will be set up and sold.
- Eighty five acres will be even-aged harvests with reserve trees and reserve pockets of trees.
- Twenty eight acres will be pine thinning.
- Sixteen acres will be an over story removal harvest.

Normal sale establishment procedures include:

- Consulting the compartment reconnaissance to determine harvest needs for the year.
- Inspecting the scheduled stands to determine if a harvest is appropriate.
- Marking the timber to be sold in a manner appropriate for the type of sale.
- Preparing a sale prospectus and completing the cutting notice.

## FOREST RECONNAISSANCE:

- The goal for compartment reconnaissance in 2019 is 354 acres.
- Reconnaissance of completed timber sales will be done as they are closed out.
- Regeneration surveys will be performed on stands recently harvested.

## TIMBER STAND IMPROVEMENT:

- Some buckthorn and honey suckle removal will be performed on timber sale areas via hand removal and herbicides.

## REFORESTATION:

Natural regeneration is anticipated on the mature sites that will be harvested.

## FISH AND WILDLIFE MANAGEMENT ACTIVITIES:

The normal activities associated with the Karner blue butterfly program and the maintenance of wildlife openings will continue during 2019.

A one acre prescribed burn will be completed to promote native grasses and forbs.

Resolution No. \_\_\_\_\_

RESOLUTION AUTHORIZING MONROE COUNTY FARM EDUCATION  
ACCOUNT FUNDS FOR CRANBERRY MUSEUM MURAL

WHEREAS, Monroe County established a non-lapsing fund for the purpose of "new construction of specific projects with an educational purpose" by Resolution 1-06-17; and

WHEREAS, Wisconsin Cranberry Discovery Center, a museum operated by Cranberry Museum, Inc., provides education on cranberry growing at 204 Main Street, Warrens, Wisconsin; and

WHEREAS, the Center wants to purchase a permanent mural, see attached, depicting a historic view of cranberry growing through text, photo and graphics; and


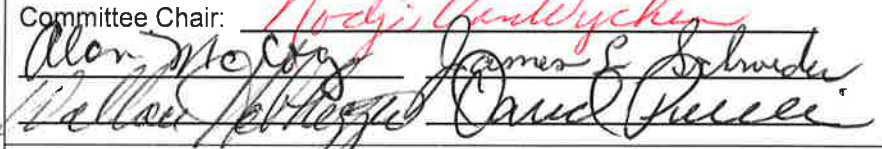
WHEREAS, the Natural Resource & Extension Committee has reviewed the proposed request and recommends allocating the funds for this unique educational program.

NOW, THEREFORE, BE IT RESOLVED that the Monroe County Board of Supervisors approve spending \$3,675.00 from the Monroe County Farm Proceeds Account for the requested mural.

Offered this 22<sup>nd</sup> day of August, 2018 by the Natural Resource & Extension Committee.

Purpose: To purchase a mural for the Wisconsin Cranberry Discovery Center.

Fiscal Note: Approval requires 2/3rds vote of the entire board. This resolution will allow use of funds in the amount of \$3,675.00. Sufficient funds exist in the account for this project.

<p>Finance Vote (If required):  <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Absent</p> <p>Approved as to form on <u>8-13-18</u>            Andrew C. Kaftan, Corporation Counsel</p>	<p>Committee of Jurisdiction Forwarded on: <u>July 10</u>, 20<u>18</u>          VOTE: <u>5</u> Yes <u>0</u> No <u>0</u> Absent          Committee Chair: <u>Noddy Hendrychen</u>  </p>
<p><input type="checkbox"/> ADOPTED <input type="checkbox"/> FAILED <input type="checkbox"/> AMENDED  <input type="checkbox"/> OTHER _____</p> <p>County Board Vote on: _____ 20____  <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 I S C O N S I N  
C R A N B E R R Y  
D I S C O V E R Y  
C E N T E R

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Dear Monroe County Farm Grant Committee,

I am writing to you with the hope of gaining your support and funding for our \$3,675.00 grant request to create an educational / agriculture-based mural that will increase the educational experience promoted by our Museum. It is a struggle to find funding for Museum projects and our gift shop allows us to keep the doors open but donations and grants for exhibit enhancements are hard to find.

We are proud of our ability to maintain operations in the small town of Warrens and have educated 400,000+ visitors over the past 20 years about the Wisconsin cranberry industry and history. Wisconsin supplies over half of the worlds cranberry crop and educating the public about this fact and the related history is the main reason for our existence.

The mural we are proposing will greatly enhance the learning experience of the tour groups, young and old, that visit our Museum. It is your support for this that will allow it to become a reality!!

Thank You Kindly,  
Jerry Bach , President –Board of Directors





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June 4, 2018

## ***Monroe County Farm Grant Request***

***Project Title:*** Cranberry Wall of Education

***Requesting Organization:*** Wisconsin Cranberry Discovery Center

***Amount Requested:*** \$3,675.00

**Project Summary:**

We are a non-profit organization dedicated to education about cranberry growing, production and preservation of the history of this regional agricultural product.

We are planning a new exhibit for our classroom area. This area is used to read to students from cranberry related children's books to set the stage for what students should look for while touring our museum. We feel this engages the student's participation level when answering questions during the tour. The mural will provide an extended learning experience for the students.

The classroom area is open to all visitors of our Center. All visitors will be able to view the mural and learn from the agricultural/conservation facts and photos shown.

The exhibit will be a 17-foot long x 6-foot high 3-D wall mural.

The mural will be created by graphic designer Terry Tobin Design Studio located in Sparta.

**Project Connection to Agriculture:**

The cranberry is our official state fruit and one of our County's largest form of agriculture. We feel cranberry growers are stewards of the land by carrying on the tradition of cranberry growing but also help in the preservation of conservation. The mural will contain text and photos to educate our visitors on how agriculture and conservation go hand in hand. The mural will also contain fun facts on the history of our building, the Historic Union Cranberry Warehouse.

**Exhibit Budget:** (Quote Attached)

The cost to create & print the mural is estimated at around \$3,675.00. The Cranberry Discovery Center receives small grants from the Wisconsin State Cranberry Growers Association to help with other educational programs, but we are not funded by their organization. The Center is only able to do upkeep of our current exhibits and creation of new exhibits through grant monies.

**Project Timeline:**

Once the Center has been approved for the needed grant dollars we would begin work on the project.

Submitted by Kelly Murray, Executive Director



CELEBRATING 23 YEARS



**Terry Tobin**  
GRAPHIC DESIGN STUDIO

May 11, 2018

Quote #: WCDC-0511017-1

320 Meadowview Lane  
Sparta, Wisconsin 54656

Phone: 608-269-1682

E-mail:  
ttobindesign@charter.net  
ttobindesign.com

## Design Quote:

### Wisconsin Cranberry Discovery Center

Administration_Conult	\$110.00	\$110.00
Design/Production	\$1500.00	\$1500.00
Photo Images if Needed	\$15 each	\$55.00
Production to Print	\$55.00	\$800.00

Min. \$1,665.00

\$450.00

### Printing\_Installation Meridian of La Crosse

Printing 17.5' wide X 6.5' Height \$800.00  
Installation \$450.00

\$550.00

\$70 x 3

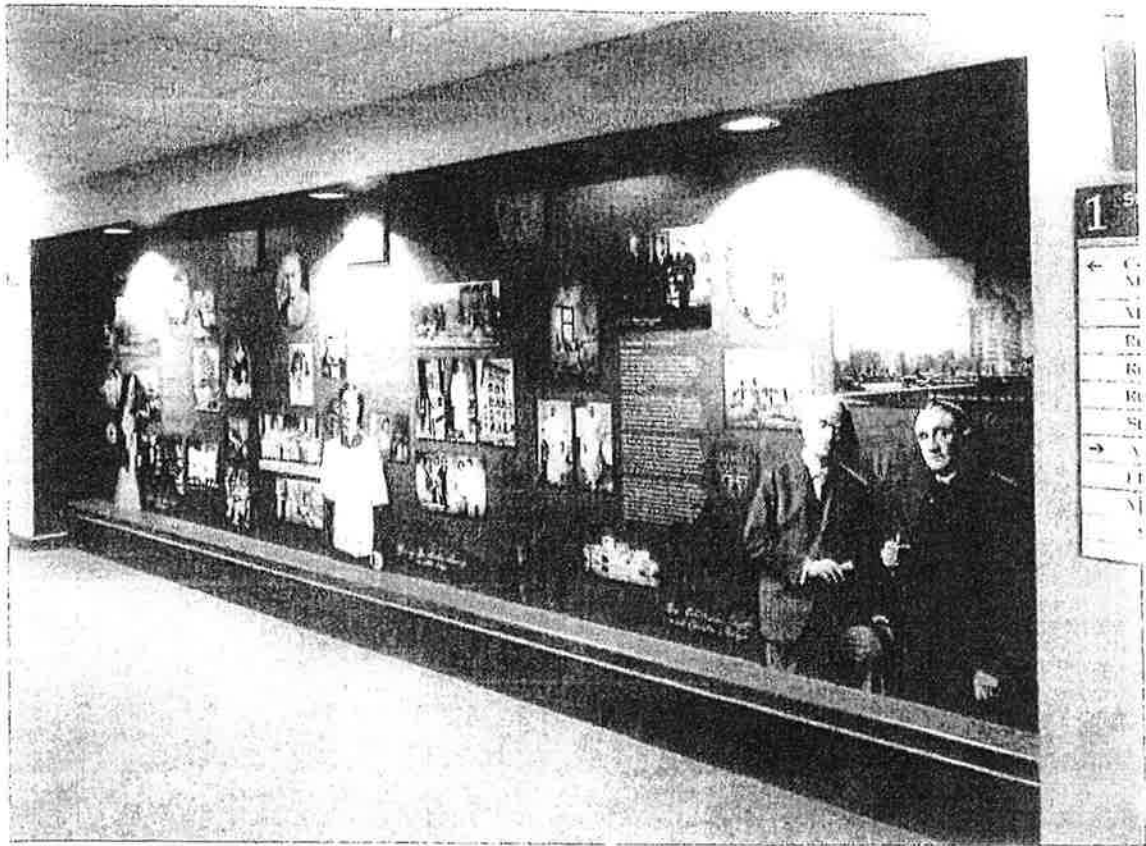
Cutouts of a figure (I am thinking a cranberry worker & some butterflies)

Figure: Includes printing, mounting and cut out on 1 inch thick sintra \$550.00  
Butterflies \$70 each

\$3675.00

Min. \$1,390.00

**Thank You. Your business is greatly appreciated. This estimate is based on a rate of \$55.00 hr. All time is tracked for accuracy. I will not go over the proposed costs with out notification. If we are starting to run over budget, I will let you know before we do. Terry**



Mural will have a 3-D effect to it like the one shown above  
This mural was created by the graphic designer we plan to use.  
This mural hangs in the Mayo Healthcare Hospital in La Crosse.

The State of Wisconsin  
Department of Financial Institutions

CRANBERRY MUSEUM INC

is hereby certified to engage in business as a

CHARITABLE ORGANIZATION

in the State of Wisconsin. This certification was approved  
on the 22nd day of January in the year 2003.

The authority granted herein must be renewed  
by August 1 of each year by the granting authority.

In witness thereof, the State of Wisconsin  
Department of Financial Institutions  
has caused this certificate to be issued under  
the seal of the Department of Financial Institutions



*J. Risch*

Jay Risch  
Secretary, Department of Financial Institutions

*Mary Ann McCoshen*

Mary Ann McCoshen  
Administrator, Division of Corporate and Consumer Services

This certificate of registration must be displayed conspicuously in the registrant's office or place of business.

This certificate was printed on the 5th day of June in the year 2017

RESOLUTION NO. \_\_\_\_\_

ALLOCATION OF ADDITIONAL STATE PRISONER BOARDING REVENUES

WHEREAS, Monroe County is currently housing up to 10 State inmates per a day at a rate of \$51.46 each; and

WHEREAS, the jail is requesting to be allowed to retain \$12 per a day of the daily fee to be used toward the costs of housing the inmates and additional equipment needs; and

WHEREAS, the remaining portion of \$39.46 per a day would go to the Debt Service Fund to offset future tax levies until the current Justice Center bonds are paid in full; and

WHEREAS, in future years as rates increase these rates would be increased proportionately to cover increased costs in the housing of State inmates.

WHEREAS, through July our actual bed days are 1,064. This has generated a total of \$54,753.44 in additional Jail revenues. We are estimating additional bed days for 2018 at 550. This would generate an additional estimated \$28,303 in 2018 for a total \$83,056.44. Of this we are asking that in the 2018 budget \$19,368.00 be budgeted in account 12710110 462400 Jail Board of Prisoners revenue and \$63,688.44 be budgeted in account 38000000 462400 Debt Service Board of Prisoners revenue.


THEREFORE, BE IT RESOLVED by the Monroe County Board that it supports allocating all State inmate housing revenue as set out above; and also the fiscal note set out below.

Dated this 26th day of September, 2018.

Offered by the Finance Committee.

Purpose: To allocate State inmate housing revenue between the Jail departmental budget and Debt Service Fund for coverage of increased jail expenses, equipment needs and decreasing future tax levies until the current Justice Center bonds are paid in full.

Fiscal Note: Finance Department is authorized to adjust the 2018 budget as set out above. Approval requires 2/3rds vote of the entire board.

Finance Vote (If required): ____ Yes ____ No ____ Absent	Committee of Jurisdiction Forwarded on: _____, 20____ VOTE: ____ Yes ____ No ____ Absent
Approved as to form on <u>9-13-18</u>  Andrew C. Kaftan, Corporation Counsel	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>