

PROCEEDINGS OF THE BROWN COUNTY BOARD OF SUPERVISORS
APRIL 15, 2014

Pursuant to Section 19.84 and 59.14, Wis. Stats., notice is hereby given to the public that the ORGANIZATIONAL meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** was held on **Tuesday, April 15, 2014, at 9:30 p.m.**, in the Legislative Room 203, 100 North Jefferson Street, Green Bay, Wisconsin.

The following matters will be considered:

Call to order at 9:30 a.m. by Supervisor Bill Clancy.

Invocation given by Supervisor Lund.

Supervisor Zima stepped up to conduct the meeting until such time as a Chairman was elected.

Pledge of Allegiance to the Flag.

Present: Sieber, De Wane, Nicholson, Gruszynski, Hoyer, Haefs, Erickson, Zima, Evans, Vander Leest, Buckley, Landwehr, Dantine, La Violette, Katers, Kaster, Van Dyck, Jamir, Robinson, Clancy, Campbell, Moynihan, Steffen, Schadewald, Lund, Fewell

Total Present: 26

No. 1 -- Reading of certified list of County Supervisors and swearing-in ceremony.

Circuit Court Judge Donald Zuidmulder swore in the County Board of Supervisors and addressed the County Board on the duties of being a County Supervisor and the Separation of Powers.

No. 2 -- Information Report from District Attorney David Lasee.

District Attorney David Lasee addressed the County Board and discussed Conflict of Interest and the Open Meeting Laws.

No. 3 -- Selection of Temporary Chair.

Supervisor Haefs nominated Supervisor Zima to act as the Temporary Chair.

A motion was made by Supervisor Evans and seconded by Supervisor De Wane **“to close the nominations for a Temporary Chair”**. Voice vote taken. Motion carried unanimously with no abstentions.

Voice vote taken on Supervisor Zima as Temporary Chair. Motion carried unanimously with no abstentions.

No. 4 -- Election of County Board Chair.

Supervisor La Violette nominated Supervisor Moynihan as the County Board Chair.

A motion was made by Supervisor Dantine and seconded by Supervisor De Wane **“to close the nominations for County Board Chair”**. Voice vote taken. Motion carried unanimously with no abstentions.

A motion was made by Supervisor Evans and seconded by Supervisor Campbell **“to approve the nomination of Patrick Moynihan as County Board Chair”**. Voice vote taken. Motion carried unanimously with no abstentions.

Chairman Moynihan moved to the County Board Chair position.

No. 5 -- Election of County Board Vice-Chair.

Supervisor Kaster nominated Supervisor Lund as the County Board Vice-Chair.

A motion was made by Supervisor Robinson and seconded by Supervisor Van Dyck **“to close the nominations for County Board Vice-Chair”**. Voice vote taken. Motion carried unanimously with no abstentions.

A motion was made by Supervisor Evans and seconded by Supervisor De Wane **“to approve the nomination of Thomas Lund as County Board Vice-Chair”**. Voice vote taken. Motion carried unanimously with no abstentions.

Vice Chair Lund moved to the County Board Vice-Chair position.

No. 6 -- ADOPTION OF AGENDA

Chairman Moynihan amended the agenda by striking item #16b from the agenda; items #16i and #16o were amended; and Closed Sessions #17a and #17b were cancelled.

A motion was made by Supervisor Hoyer and seconded by Supervisor Zima **“to adopt the agenda as amended.”** Voice vote taken. Motion carried unanimously with no abstentions.

No. 7 -- COMMENTS FROM THE PUBLIC: NONE

- a) Must be limited to items not on the agenda.
- b) State name and address for the record.
- c) Comments will be limited to five minutes.
- d) The Board's role is to listen and not discuss comments nor take action of those comments at this meeting.

No. 8 -- APPROVAL OF MINUTES OF MARCH 19, 2014.

A motion was made by Supervisor Sieber and seconded by Supervisor Buckley **“to approve the minutes of the March 19, 2014 meeting”**. Voice vote taken. Motion carried unanimously with no abstentions.

No. 9 -- ANNOUNCEMENTS OF SUPERVISORS.

Supervisor Zima congratulated the Supervisors on their unanimous votes for Chairman and Vice Chairman. Mr. Zima recognized Supervisor Erickson and Supervisor Jamir for their innovative ties.

Supervisor Nicholson thanked District 3 for reelecting him to the office of County Supervisor and will continue to represent his constituents to the best of his ability.

Supervisor Hoyer thanked District 4 for reelecting him to the office of County Supervisor and will continue to represent his constituents to the best of his ability. Mr. Hoyer wished to invite all to the Neville Public Museum to view the Packer Hall of Fame display.

Supervisor Lund congratulated all the Supervisors for winning in their respective Districts. Mr. Lund thanked District 25 for renewing their trust in him to serve his District and thanked the Supervisors for voting for him as Vice Chair.

Supervisor Schadewald thanked the Villages of Hobart and Howard for electing him to represent District 24. Mr. Schadewald is very pleased to again serve his community.

Supervisor Vander Leest thanked the voters of District 10 for reelecting him to serve his community. Mr. Vander Leest reiterated Supervisor Hoyer's invitation to visit the Neville Public Museum to view the Packer Hall of Fame display. Supervisor Vander Leest stated there are exhibitions on display at the Museum that were not on display at the Hall of Fame. Mr. Vander Leest stated that the original goal posts from the Packer Stadium at Green Bay East High School are on display. He said this display will be at the Museum for approximately 16 months.

Supervisor Haefs wished to recognize the Sheriff's Department for a job well done regarding the Child Predator Sting.

Supervisor Campbell congratulated the Supervisors and thanked District 21 for their continued support. Ms. Campbell announced The Women's Guild Mother Daughter Event at Nativity Parish on May 1, 2014 and invited all to attend. Ms. Campbell wished a Happy Easter to all that celebrate.

No. 10 -- COMMUNICATIONS. NONE

Late Communications:

No. 10a -- FROM SUPERVISOR NICHOLSON RE: REVIEW THE HALF PERCENT COUNTY SALES TAX/PACKER STADIUM TAX WITH UPDATED INFORMATION.

Refer to Executive Committee.

No. 10b -- FROM SUPERVISOR HOYER RE: EXPLORE AND REPORT ON OPPORTUNITY FOR BROWN COUNTY EMPLOYEES TO BE OFFERED "PLUS ONE" INSURANCE OPTION IN PREPARATION FOR 2015 BUDGET.

Refer to Administration Committee.

No. 10c -- FROM SUPERVISOR ERICKSON RE: SUBMIT A PROGRESS REPORT REGARDING HOW THE COUNTY INTERNS ARE PROMOTING BROWN COUNTY. DETERMINE IF THESE POSITIONS ARE HAVING A POSITIVE INFLUENCE.

Refer to Executive Committee.

No. 10d -- FROM SUPERVISOR VANDER LEEST RE: REQUEST TO CREATE A SENIOR 9 HOLE PASS AT THE BROWN COUNTY GOLF COURSE

Refer to Education and Recreation Committee.

No. 11 -- APPOINTMENTS.

No. 11a -- APPOINTMENT/CONFIRMATION OF AUGUST NEVERMAN AS BROWN COUNTY TECHNOLOGY SERVICES CHIEF INFORMATION OFFICER

A motion was made by Supervisor Hoyer and seconded by Supervisor Jamir “to approve the above appointment”. Voice vote taken. Motion carried unanimously with no abstentions.

No. 11b -- APPOINTMENT OF NATHAN JESKE TO THE LIBRARY BOARD

A motion was made by Supervisor Clancy and seconded by Supervisor Robinson “to approve the above appointment”. Voice vote taken. Motion carried unanimously with no abstentions.

No. 12a -- REPORT BY COUNTY EXECUTIVE.

County Executive Streckenbach congratulated the County Board on their election to office.

Executive Streckenbach announced the Brown County Golf Course will be opening tomorrow, April 16th at reduced rates. Mr. Streckenbach stated the investment to the greens is paying off. There will be a Grand Opening at a later date.

County Executive Streckenbach stated the Museum’s Hall of Fame Exhibit is a very worthwhile exhibit. Mr. Streckenbach wished to thank Beth Lemke and her staff at the Museum for helping to bring the Packer Hall of Fame display to the Museum. This will help bring the Museum back to a working and prosperous entity.

Executive Streckenbach announced the grand opening of the NEW Zoo Adventure Park on May 7th.

County Executive Streckenbach gave a special thanks to Supervisor Erickson, former County Executive Tom Hinz and Veterans Service Officer, Jerry Polus for having the Air Force Band play on Sunday, April 13th. Mr. Streckenbach stated it was a wonderful presentation and funds were raised for Veterans Treatment Center.

Executive Streckenbach announced Syble Hopp will be having their Annual Spaghetti Dinner tonight, April 15th, starting at 5:00 p.m. and Mr. Streckenbach invited all to attend.

County Executive Streckenbach announced April is Telecommunications Month and there will be presentation of awards at the 911 Center tomorrow, April 16th, starting at approximately 4:00 p.m. and invited all to attend.

Executive Streckenbach stated he has had a wonderful personal and working relationship with the County Board and hopes to continue that relationship in the future. Moving forward, the County Board should be very proud of all their accomplishments.

No. 12b -- REPORT BY BOARD CHAIRMAN.

Chairman Moynihan is honored by the confidence bestowed on him by the County Board and will fulfill his responsibilities to the best of his abilities.

Chair Moynihan congratulated Supervisor Lund on being re-elected as Vice Chair and looks forward to working with Vice-Chair Lund in the future.

Chairman Moynihan thanked District 22 for their continued support in re-electing him as County Board Supervisor.

No. 13-- OTHER REPORTS.

No. 13a -- TREASURER'S FINANCIAL REPORT FOR THE MONTH OF DECEMBER 2013

BROWN COUNTY TREASURER'S FINANCIAL REPORT FOR THE MONTH OF DECEMBER 31, 2013

The following is a statement of the Treasurer's Cash on Hand and in the General Account as of December 31, 2013:

Associated Bank and Chase Bank	\$15,961,420.26
Bank Mutual, Denmark State Bank, & Pioneer Credit Union	\$13,899,898.62
Wisconsin Development Fund	\$0.00
Overnight Investments	\$0.00
Deposits in Transit	\$7,821,035.04
Emergency Fund	(\$152,860.33)
NSF Checks Redeposited	\$11,674.30
Clerk Passport Account	\$500.00
Workers Comp Acct	(\$3,994.82)
UMR Sweep Account	(\$730,067.74)
Bank Error(s)	\$0.00
Total	\$36,807,605.33
Less Outstanding Checks	(\$898,059.21)
Other Reconcilable Items	\$0.00
Balance Per County	\$35,909,546.12

The following is a statement of the Treasurer's Working Capital Reserves placed in time deposits within designated Brown County public depositories for investment purposes as of December 31, 2013:

	2012	2013
Year-to-Date Interest Received	\$986,106.66	\$760,727.76
Interest Received-Current Month	\$196,466.80	\$124,219.79
Year-to-Date Interest Unrestricted Funds	\$1,182,573.46	\$884,947.55

Working Capital Reserves Invested	\$101,815,028.49	\$160,549,879.50
Restricted Investments	\$10,276,969.73	\$9,392,396.05
Total Funds Invested	\$112,091,998.22	\$169,942,275.55
Certificates of Deposits	\$4,852,000.00	\$7,459,641.96
Treas-Gov't Agencies	\$46,986,450.64	\$62,000,803.68
Commercial Paper	\$0.00	\$0.00
Money Mkt-Pool	\$60,253,547.58	\$100,481,829.91
Total	\$112,091,998.22	\$169,942,275.55

Rate of Return: 0.697% 0.718%

I, Kerry M. Blaney, Brown County Treasurer, do hereby certify that the balances appearing in the "Cash on Hand and in the General Account" and "Working Capital Reserves" statements above were examined and are correct as of December 31, 2013.

\s\ Kerry M. Blaney
Kerry M. Blaney, County Treasurer

Approved by:

\s\ Troy Streckenbach 4/18/2014
County Executive Date

Submitted by Administration Committee:

Final draft approved by Corporation Counsel

A motion was made by Supervisor Fewell and seconded by Supervisor Nicholson **"to adopt"**. Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Troy Streckenbach, County Executive Date: 4/18/2014

No. 14 -- Budget Adjustments Requiring County Board Approval. NONE.

A motion was made by Supervisor Lund and seconded by Supervisor Dantine **"to strike Item #14 from the agenda"**. Voice vote taken. Motion carried unanimously with no abstentions.

A motion was made by Supervisor Lund and seconded by Supervisor Steffen **"to adopt the remainder of the agenda"**. Voice vote taken. Motion carried unanimously with no abstentions.

No. 15a -- REPORT OF ADMINISTRATION COMMITTEE OF MARCH 27, 2014

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The ADMINISTRATION COMMITTEE met in regular session on March 27, 2014 and recommends the following motions:

1. Review Minutes of:
 - a. Housing Authority (February 17, 2014).
 - b. Northeastern Wisconsin CDBG (October 1, 2013 and February 4, 2014).
Receive and place on file.
2. Corp Counsel - Monthly Report for February, 2014. Receive and place on file.
3. Treasurer - Budget Status Financial Report for December, 2013 (unaudited). Receive and place on file Items 3 & 4.
4. Treasurer - Financial Report for the Month of December, 2013. *See action at Item 3 above.*
5. Child Support - Agency Director Summary for February, 2014. Receive and place on file.
6. Human Resources - Activity Report for February, 2014. Receive and place on file.
7. Human Resources - Budget Adjustment (14-17): Increase in expenses with offsetting increase in revenue. To approve.
8. Human Resources - Director's Report. Receive and place on file.
9. Admin/TS- Administration Budget Status Financial Report for December, 2013 (unaudited). Receive and place on file.
10. Admin/TS -Technology Services Budget Status Financial Report for December, 2013 (unaudited). Receive and place on file.
11. Admin/TS -Budget Adjustment (14-23): Increase in expenses with offsetting increase in revenue. To approve.
12. Admin/TS - 2014 Budget Adjustment Log. Receive and place on file.
13. Admin/TS - Resolution re: Approving Donation of Brown County Economic Crime Account Funds to Brown County Sheriff Department. To approve.
14. Admin/TS - Resolution re: Initial Resolution Authorizing the Issuance of Not to Exceed \$5,665,000 General Obligation Bonds of Brown County, Wisconsin in One or More Series at One or More Times. To approve.
15. Admin/TS - Ordinance re: To Amend Section 2.03 of the Brown County Code Entitled, "Organization, Policy and Authority of the Brown County Board of Supervisors" and Section 3.14 Entitled "Budget Transfers". To approve.
16. Admin/TS - Pay for Performance. Hold for one month.
17. Admin/TS - Health Benefits Consultant Project #1508 RFP. To continue with the RFP process as scheduled.
18. Admin/TS - Director's Report. Receive and place on file.
19. Audit of bills. To pay the bills.

A motion was made by Supervisor Vander Leest and seconded by Supervisor Jamir "to adopt". Voice vote taken. Motion carried unanimously with no abstentions.

No. 15b -- REPORT OF EDUCATION & RECREATION COMMITTEE OF APRIL 3, 2014

TO THE MEMBERS OF THE BROWN COUNTY
BOARD OF SUPERVISORS

Ladies and Gentlemen:

The EDUCATION & RECREATION COMMITTEE met in regular session on April 3, 2014 and recommends the following:

1. Review minutes of:

- a. Library Board (February 20, 2014). Receive and place on file.
 - b. Neville Public Museum Governing Board (February 10, 2014). Receive and place on file.
2. Communication from Supervisor Evans re: To change the County rule/definition of using funds for the Resch Center “upkeep” to be used not just for capital improvements but also for maintenance. Receive and place on file.
3. Communication from Supervisor Vander Leest re: Request for the Park Department to identify improvements to the Brown County Dog Park with the Friends of the Brown County Dog Park. Funds for improvements would be used from the Brown County park acquisition fund which is funds accumulated from related park land sales, i.e. DOT, DNR, and other related government entities. To refer to staff for further review and bring back in thirty days.
4. Golf Course - Budget Status Report Year End 2013 (unaudited). Receive and place on file.
5. Golf Course - Superintendent’s Report. Receive and place on file.
6. Library - Budget Status Financial Report for December, 2013. Receive and place on file.
7. Library - Director’s Report. Receive and place on file.
8. Museum - Resolution re: The Reclassification of the Clerk/Typist II Position at the Neville Public Museum. To approve. See Resolutions, Ordinances April County Board.
9. Museum - Resolution re: Change in Table of Organization for the Neville Public Museum Project Operations Manager LTE & Cataloger LTE Grant Funded. To approve. See Resolutions, Ordinances April County Board.
10. Museum - Resolution re: Change in Table of Organization for the Neville Public Museum Technician. To approve. See Resolutions, Ordinances April County Board.
11. Museum - Preliminary Museum Monthly Report through February, 2014. Receive and place on file.
12. Museum - Attendance Revenue February, 2014. Receive and place on file.
13. Museum - Interim Director’s Report. Receive and place on file.
14. Parks - Budget Status Financial Report for February, 2014. Receive and place on file.
15. Parks - Request for approval of skateboards, including longboards (from Officer Joel Zwicky) on County operated State Recreational Trails. To refer to staff for input from Green Bay Police Department and De Pere Police Department as well as Parks Department.
16. Parks - Request from Dyckesville Lions Club (Brad Tanck) for a fee reduction or waiver of fees for the Annual Red River Rumble youth baseball tournament on May 30, 31 and June 1 at Bay Shore Park in exchange for volunteer services hours. To approve the request from the Dyckesville Lions Club for a waiver of fees for the Annual Red River Rumble youth baseball tournament on May 30, 31 and June 1 at Bay Shore Park in exchange for leveling the outfield and infield and maintenance throughout the year.
17. Parks - Field Staff Reports for February, 2014. Receive and place on file.
18. Parks - Attendance Report. Receive and place on file.
19. Assistant Park Director’s Report. Receive and place on file.
20. NEW Zoo Budget Status Financial Report for February, 2014. Receive and place on file.
21. Zoo - Operations Report:
 - a. Admissions, Revenue, Attendance Report.
 - b. Gift Shop, Mayan Zoo Pass Revenue Report. Receive and place on file.
22. NEW Zoo Monthly Activity Report:
 - a. Operations Report.
 - b. Curator Report.
 - c. Education & Volunteer Reports for January & February, 2014.
 - d. Maintenance Report.

- e. Zoo Director Report.
 - i. To suspend the rules and take Items 22a – e together.
 - ii. Receive and place on file Items 22a – e.
- 23. Resch Center/Arena/Shopko Hall - Complex Attendance for the Brown County Veterans Memorial Complex for February, 2014. Receive and place on file.
- 24. Audit of bills. To pay the bills.

A motion was made by Supervisor Hoyer and seconded by Supervisor Campbell **“to adopt”**.

Supervisor Vander Leest requested Item #16 be taken separately. Voice vote taken on remainder of report. Motion carried unanimously with no abstentions.

Supervisor Vander Leest requested under item #16 that the word “Duycksville” be corrected to reflect “Dyckesville”. A motion was made by Supervisor Vander Leest and seconded by Supervisor Zima **“to adopt item #16 as corrected”**. Voice vote taken. Motion carried unanimously with no abstentions.

No. 15c -- REPORT OF EXECUTIVE COMMITTEE OF APRIL 7, 2014

TO THE MEMBERS OF THE BROWN COUNTY
BOARD OF SUPERVISORS

Ladies and Gentlemen:

The EXECUTIVE COMMITTEE met in regular session on April 7, 2014 and recommends the following motions:

1. Communication from Supervisor Robinson re: That a report on the results of the County Board listening sessions be given at the January Executive Committee Meeting and that discussion take place on priorities of further Brown County Action. *Held for a month to forward compilation from listening session to all department heads seeking input and return to Executive Committee next month.* To bring back at the next Executive Committee meeting.
2. Communication from Supervisor Robinson re: Request that the Human Services Committee look into the travel reimbursement rate for County Sanitarians including discrepancies in these rates when compared with other County employees. *March Motion: To send to staff to find out what financial impact would be and report back to this committee.* To receive and place on file; passed 4 to 1.
3. Communication from Supervisor Campbell re: Request to establish a Personnel Committee for Brown County to improve employee communications in Brown County. *March Motion: That Supervisor Buckley and Supervisor Campbell come back to this committee with a concrete proposal for a personnel committee.* To hold for one month.
4. Vacant Budgeted Positions - Administration – Administrative Coordinator - Vacated - 3/28/14.
5. Vacant Budgeted Positions - Clerk of Circuit Court – Clerk Typist II (x2) - Vacated - 3/17/14; 5/3/14.
6. Vacant Budgeted Positions - Clerk of Circuit Court – Deputy Juvenile Clerk - Vacated - 5/3/14.
7. Vacant Budgeted Positions - Human Services – Account Clerk I - Vacated – *To be determined.*

8. Vacant Budgeted Positions - Public Works (Facilities Mgmt.) – Facility Worker (.5) - Vacated – 4/2/14.
 - i. To suspend the rules and take Items 4 – 8 together; passed 4 to 1.
 - ii. To approve Items 4 – 8; passed 4 to 1.
9. Legal Bills - Review and Possible Action on Legal Bills to be paid. To pay the legal bills.
10. County Executive Report. Receive and place on file.
11. Internal Auditor Report.
 - a) Board of Supervisors Budget Status Financial Report for December, 2013. Receive and place on file.
 - b) Quarterly Status Update. Receive and place on file.
12. Human Resources Report.
 - a) Discussion and approval re: Hiring a Senior Civil Engineer at Step 7. To approve hiring a Senior Civil Engineer at Step 7 in resolution form at the next County Board meeting.
13. Initial Resolution Authorizing the Issuance of Not to Exceed \$5,665,000 General Obligation Bonds of Brown County, Wisconsin in one or more series at one or more times. To approve.
14. Ordinance to Amend Sections 2.16 of the Brown County Code Entitled, “Appointment Terms for Committees, Commissions and Boards”. To approve.
15. Ordinance Amending Sections 4.92 and 4.93 of Chapter 4 of the Brown County Code Entitled “Grievance Procedure”. To approve.
16. Resolution re: Change in Table of Organization for the Neville Public Museum Technician. To approve.
17. Resolution re: The reclassification of the Clerk/Typist II Position at the Neville Public Museum. To approve.
18. Resolution re: Change in Table of Organization for the Neville Public Museum Project Operations Manager LTE & Cataloger LTE Grant Funded. To approve.
19. Resolution re: Change in Organization for the Human Services Department Social Worker/Case Manager. To approve.
20. Resolution re: Reclassification of Positions in the Human Services Department (Receptionist, Switchboard Operator, Clerk Receptionist, Switchboard Operator/Receptionist). To hold for one month.
21. Resolution re: Change in Table of Organization for the Public Works Department LTE Highway Maintenance Worker. To approve.
22. Resolution re: Reclassification of Positions in the Land and Water Conservation Department Agronomist Technician & Engineering Technician. To approve resolution striking engineering technician at pay grade 17.

Closed Session: Notice is hereby given that the governmental body will adjourn into a closed session during the meeting on number 1 below, as authorized pursuant to Wisconsin Statutes Section 19.85 (1)(e) deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, and Pursuant to Wis. Stat. § 111.70 as allowed for purposes of negotiating and collective bargaining, which authorizes the governmental body to convene in closed session.

23. Discussion and possible action on labor negotiations and bargaining with the Sheriff Department Supervisory Employee Contract.
 - i. To enter into closed session.
 - ii. To return to open session.

Reconvene into Open Session on the following:

24. Discussion and possible action on labor negotiations and bargaining with the Sheriff Department Supervisory Employee Contract. To approve a resolution authorizing execution of the 2014 agreement with Brown County Sheriff Department Supervisory Employees.

A motion was made by Supervisor Lund and seconded by Supervisor Buckley **“to adopt”**.

Supervisor Jamir requested item #2 be taken separately. Voice vote taken on remainder of report. Motion carried unanimously with no abstentions.

Supervisor Jamir requests under item #2 the word “palace” be corrected to reflect the word “place” on file.

A motion was made by Supervisor Jamir and seconded by Supervisor Buckley **“to adopt item #2 as corrected”**. Voice vote taken. Motion carried unanimously with no abstentions.

No. 15ci -- REPORT OF “SPECIAL” EXECUTIVE COMMITTEE OF APRIL 15, 2014

TO THE MEMBERS OF THE BROWN COUNTY
BOARD OF SUPERVISORS

Ladies and Gentlemen:

The EXECUTIVE COMMITTEE met in “special” session on April 15, 2014 and recommends the following motions:

1. Resolution re: The Position of Chief Deputy in the Sheriff’s Department. To approve. See Resolutions, Ordinances April County Board.
2. Resolution re: The Position of Senior Civil Engineer in the Public Works Department. To approve. See Resolutions, Ordinances April County Board.

A motion was made by Supervisor Buckley and seconded by Supervisor Vander Leest **“to adopt”**. Voice vote taken. Motion carried unanimously with no abstentions.

No. 15d -- REPORT OF HUMAN SERVICES COMMITTEE OF MARCH 26, 2014

TO THE MEMBERS OF THE BROWN COUNTY
BOARD OF SUPERVISORS

Ladies and Gentlemen:

The HUMAN SERVICES COMMITTEE met in regular session on March 26, 2014 and recommends the following motions:

1. Review Minutes of:
 - a) Aging & Disability Resource Center (February 27, 2014). Receive and place on file.
 - b) Aging & Disability Resource Center Nominations and Human Resource Committee. Receive and place on file.
 - c) Human Services Board (March 13, 2014). Receive and place on file.

- d) Northeast Wisconsin Family Care Board of Directors (January 29, 2014).
Receive and place on file.
- 2. Human Services Dept - Resolution re: On helping families move from homelessness to self-sufficiency. To keep this resolution on the agenda for the Human Services Committee and not forwarded to the full County Board until such time that there is action to be taken.
- 3. Human Services Dept - Resolution re: Change in Table of Organization For The Human Services Department Social Worker/Case Manager. To approve.
- 4. Human Services Dept - Resolution re: Reclassification Of Positions In the Human Services Department (Receptionist, Switchboard Operator, Clerk Receptionist, Switchboard Operator/Receptionist).
 - i. To hold until the class and comp study is complete. No second.
 - ii. To hold for one month. Passed 3 to 1.
- 5. Human Services Dept - Resolution re: To Accept Additional Funding For Human Services Child And Adolescent Behavior Health Unit. To approve.
- 6. Human Services Dept - Ordinance Amending Chapter 5 Human Services Program Section 5.06 Of The Brown County Code Entitled "Composition Of The Board". To approve.
- 7. Human Services Dept - Budget Adjustment Request (14–24): Reallocation of personnel services and fringe benefits to another major budget classification except contracted services or reallocation to personnel services and fringe benefits from another major budget classification except contracted services. To approve.
- 8. Human Services Dept - Executive Director's Report. Receive and place on file.
- 9. Human Services Dept - Financial Report for Community Treatment Center and Community Programs. Receive and place on file.
- 10. Human Services Dept - Statistical Reports.
 - a) Monthly Inpatient Data – Community Treatment Center.
 - b) Monthly Inpatient Data – Bellin Psychiatric Center.
 - c) Child Protection – Child Abuse/Neglect Report.
 - d) Monthly Contract Update.
 - i. To suspend the rules and take Items 10 a – d together.
 - ii. To receive and place on file Items 10 a – d.
- 11. Human Services Dept - Request for New Non-Continuous Vendor. To approve.
- 12. Human Services Dept - Request for New Vendor Contract. To approve.
- 13. Aging & Disability Resource Center - Budget Status Financial Report for January, 2014. Receive and place on file.
- 14. Audit of bills. To pay the bills.

A motion was made by Supervisor La Violette and seconded by Supervisor Landwehr "to adopt". Voice vote taken. Motion carried unanimously with no abstentions.

No. 15e -- REPORT OF PLANNING, DEVELOPMENT, & TRANSPORTATION COMMITTEE OF MARCH 24, 2014

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE met in regular session on March 24, 2014 and recommends the following motions.

1. Review minutes of:
 - a. Harbor Commission (December 9, 2013).
 - b. Planning Commission Board of Directors (February 5, 2014).
 - c. Transportation Coordinating Committee (December 16, 2013).
 - i. To suspend the rules to take 1a-c together.
 - ii. To suspend the rules to receive and place on file Items 1a-c.
2. Communication from Supervisor Evans re: To change the County rule/definition of using funds for the Resch Center “upkeep” to be used not just for capital improvements but also for maintenance. To hold until April meeting.
3. Airport - Budget Status Financial Report for December, 2013 (unaudited). Receive and place on file.
4. UW-Extension - Director’s Report. Receive and place on file.
5. Planning Commission - Budget Status Financial Report for December, 2013 (unaudited). *See #8*
6. Planning Commission - Update regarding development of the Brown County Farm property – standing item. *See #8*
7. Property Listing - Budget Status Financial Report for December, 2013 (unaudited). *See #8*
8. Zoning - Budget Status Financial Report for December, 2013 (unaudited).
 - i. To suspend the rules to take 5, 6, 7 and 8 together.
 - ii. To approve Items 5, 6, 7 and 8.
9. Port & Resource Recovery - RFQ for South Landfill and Resource Recovery Park Engineering – Request for Approval. To approve.
10. Port & Resource Recovery - 2013 Resource Recovery Annual Report – Request for Approval. To approve.
11. Port & Resource Recovery - Director’s Report. Receive and place on file.
12. Public Works - Summary of Operations. Receive and place on file.
13. Public Works - Director’s Report. Receive and place on file.
14. Public Works - Resolution re: Change in Table of Organization for the Public Works Department LTE Highway Maintenance Worker. To approve. *See Resolutions, Ordinances April County Board.*
15. Public Works - Initial Resolution Authorizing the Issuance of Not to Exceed \$5,665,000 General Obligation Bonds of Brown County, Wisconsin in one or more series at one or more times. To approve. *See Resolutions, Ordinances April County Board.*
16. Public Works - Discussion of Open House comparison between W. Mason Street and current Health Department – Determine date in May and time. *No action needed.*
17. Closed Session: Discussion and possible action on possible purchase or lease options for the Brown County Health Department:
 - a. Notice is hereby given that the governmental body will adjourn into a closed session during the meeting on the above, as authorized pursuant to Section 19.85 (1)(e) of the Wisconsin Statutes, for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Wis. Stat §19.85 (1)(e)
 - b. Reconvene in Open Session: Discussion and possible action on possible purchase or lease options for the Brown County Health Department. *Closed Session held until May meeting.*
18. Audit of bills. To pay the bills.

A motion was made by Supervisor Erickson and seconded by Supervisor Kaster “to adopt”. Voice vote taken. Motion carried unanimously with no abstentions.

No. 15ei -- REPORT OF LAND CONSERVATION SUBCOMMITTEE OF MARCH 24, 2014

TO THE MEMBER OF THE BROWN COUNTY
BOARD OF SUPERVISORS

Ladies and Gentlemen:

The LAND CONSERVATION SUB COMMITTEE met in regular session on March 24, 2014 and recommends the following motions.

1. Budget Status Financial Report for January, 2013 (unaudited). Receive and place on file.
2. Resolution to Approve the Agreement between the Great Lakes Commission and Brown County, as well as the NEW Water Standard Working Agreement with Brown County, pursuant to the Lower Fox Watershed Demonstration Project approved by the USDA as part of the Great Lakes Restoration Initiative. To approve with the change. See Resolutions, Ordinances April County Board.
3. Resolution re: Reclassification of positions in the Land and Water Conservation Department AGRONOMIST TECHNICIAN & ENGINEERING TECHNICIAN.
 - i. To approve the resolution as presented with the option to hire a qualified person. Motion withdrawn.
 - ii. To approve the resolution with the stipulation to hire an Agronomist Technician at \$50,486 or Agronomist Technician Journeyman at \$46,237 (hiring one or the other, whichever came first, not both) and an Engineering Technician at \$50,486 or Engineering Technician Journeyman at \$46,237, (hiring one or the other, whichever came first, but not both). See Resolutions, Ordinances April County Board.
4. Director’s Report. *No report, no action.*

A motion was made by Supervisor Dantine and seconded by Supervisor Buckley “to adopt”.

Supervisor Robinson requested Item #3 be taken separately. Voice vote taken on remainder of report. Motion carried unanimously with no abstentions.

Supervisor Robinson discussed item #3. A motion was made by Supervisor Vander Leest and seconded by Supervisor Buckley “to adopt item #3”. Voice vote taken. Motion carried unanimously with no abstentions.

No. 15f -- REPORT OF PUBLIC SAFETY COMMITTEE. No meeting, no report.

No. 16 -- Resolutions, Ordinances:

No. 16a -- INITIAL RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$5,665,000 GENERAL OBLIGATION BONDS OF BROWN COUNTY, WISCONSIN IN ONE OR MORE SERIES AT ONE OR MORE TIMES

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE
BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

General Obligation Bonds
In an Amount Not to Exceed
\$5,665,000

BE IT RESOLVED, by the County Board of Supervisors of Brown County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, General Obligation Bonds in an amount not to exceed \$5,665,000 for the purpose of paying the costs of highway improvements and bridge repairs, including but not limited to CTH "GV"/Monroe Road (CTH "O" to STH 172), CTH "PP" (STH 57 to CTH "X"), CTH "C" (Catherine Drive to CTH "FF"), CTH "AAA"/Oneida Street (Lombardi Avenue to Stadium Drive), CTH "XX" (Webster Street to Libal Street), CTH "XX" (Libal Street to East River Bridge), CTH "XX" (Bridge Over East River), CTH "XX" (East River Bridge to CTH "O"), CTH "P" (CTH "N" to Pine Grove), and CTH "NN" (Cooperstown Road to STH 96), and paying professional fees and expenses in connection with the issuance of the bonds.

BE IT FURTHER RESOLVED, by the Board of Supervisors of Brown County, Wisconsin, that change orders in excess of \$10,000 or 25% of the contract price, whichever is less, for such construction shall be submitted to the appropriate oversight committee of the Board of Supervisors of Brown County for prior approval.

BE IT FURTHER RESOLVED, by the County Board of Supervisors of Brown County, Wisconsin, that the bonds shall be offered for public sale. At a subsequent meeting, the County Board of Supervisors shall consider such bids for the bonds as may have been received and take action thereon.

BE IT FURTHER RESOLVED, by the County Board of Supervisors of Brown County, Wisconsin, that the Finance Director (in consultation with the County's financial advisor) shall also cause Official Notices of Sale to be prepared and distributed and may prepare or cause to be prepared and distributed Official Statements or other forms of offering circular.

BE IT FURTHER RESOLVED by the County Board of Supervisors of Brown County, Wisconsin, that the County shall make expenditures as needed from its funds on hand to pay the costs of the above-approved projects until bond proceeds which may be issued in the maximum principal amount of \$5,665,000 become available. The County hereby officially declares its intent under Treasury Regulation Section 1.150-2 to reimburse said expenditures with proceeds of the bonds.

Adopted: April 16, 2014

Fiscal Note: This resolution does not require an appropriation from the general fund. This was budgeted for in the 2014 budget.

Respectfully submitted,
PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE
ADMINISTRATION COMMITTEE
EXECUTIVE COMMITTEE

Final Draft Approved by Corporation Counsel

A motion was made by Supervisor Clancy and seconded by Supervisor Jamir "to adopt". Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Troy Streckenbach, County Executive Date: 4/18/2014

ATTACHMENT TO RESOLUTION #16A

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: February 25, 2014
REQUEST TO: Planning, Development & Transportation Committee
Administration Committee
Executive Committee
MEETING DATE: March 24, 2014
REQUEST FROM: Brent Miller
Director of Administration
REQUEST TYPE: New resolution Revision to resolution
 New ordinance Revision to ordinance
TITLE: Initial Resolution Authorizing the Issuance of Bonds

ISSUE/BACKGROUND INFORMATION:

Attached is the 2014 bond resolution that requires the approval of the Committee and Board of Supervisors. The resolution includes all bonded capital projects approved by the County Board at its November 6, 2013 budget meeting. Please refer to pages 257 to 267 of the 2014 Adopted Budget Book for detailed descriptions of the 2014 bonded projects.

The Planning, Development and Transportation projects are as follows:

CTH GV/Monroe Road (CTH O to STH 172) - Reconstruction	1,527,669
CTH PP (STH 57 to CTH X) - Reconstruction	280,961
CTH C (Catherine Dr to CTH FF) - Reconstruction	254,611
CTH AAA/Oneida Street (Lombardi Ave to Stadium Dr) - Reconstruction	112,029
CTH XX (Webster Street to Libal Street) - Recondition	285,466
CTH XX (Libal Street to East River Bridge) - Reconstruction	763,834
CTH XX (East River Bridge to CTH O) - Recondition	765,670
CTH XX (Bridge Over East River) - Bridge Repairs	76,383
CTH P (CTH N to Pine Grove) - Recondition	1,454,406
CTH NN (Cooperstown Rd to STH 96) - Recondition	<u>143,971</u>
 Subtotal Highway	 5,665,000

Included in the resolution is \$102,603 for the estimated cost of issuance of the bonds. The attached resolution includes language that will allow unspent funds to be applied against other board approved highway projects.

If the resolution is approved by the County Board, the Department of Administration will work with the County's Bond Counsel and Financial Advisor to issue the bonds. The following is a summary of the required steps:

1. PD&T and Administration Committees approve the project resolution (Mar 24th and 27th)
2. Executive Committee approves project resolutions from committee (April 7, 2014)

3. Board of Supervisors approves project resolution from Executive Committee (April 16, 2014)
4. Debt offer is advertised
5. Bid is opened in the County Clerk's Office. (May 21, 2014)
6. Bid results are presented to Executive Committee. (May 21, 2014)
7. Debt is approved by the Board of Supervisors. (May 21, 2014)

ACTION REQUESTED:

The financing process requires two separate approvals. The first approval is for authorization of debt for the projects and the second is the approval of the debt issue. Please approve the attached resolution to authorize debt for the projects.

FISCAL IMPACT:

NOTE: *This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

1. Is there a fiscal impact? Yes No
 - a. If yes, what is the amount of the impact? Please see attached amortization schedule
 - b. If part of a bigger project, what is the total amount of the project? \$_____
 - c. Is it currently budgeted? Yes No
 1. If yes, in which account? Debt Service Fund
 2. If no, how will the impact be funded? _____

COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

No. 16b -- ORDINANCE TO AMEND SECTION 2.03 AND SECTION 3.14 OF THE BROWN COUNTY CODE (Deleted from agenda. Approved at the March County Board Meeting).

No. 16c -- RESOLUTION APPROVING DONATION OF BROWN COUNTY ECONOMIC CRIME ACCOUNT FUNDS TO BROWN COUNTY SHERIFF DEPARTMENT

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Brown County Economic Crime Committee ("Committee") was formed circa 1997 for the purpose of creating awareness of, and proactively responding to, white collar crime in our community; and

WHEREAS, at that time, the Committee collected donations from area businesses to be used for activities to assist with fighting white collar crime in Brown County; and

WHEREAS, the Committee dissolved circa 2000, with the amount of \$7,606.01 remaining from the donations, which amount is currently being held in a local bank account and is being charged annual dormant fees for 13 years; and

WHEREAS, the account is Brown County's responsibility, and needs to be closed pursuant to our internal audit procedures; and

WHEREAS, Brown County desires to fulfill the purpose of said remaining donations funds and use said amount as the Committee intended.

NOW, THEREFORE BE IT RESOLVED, that the County Board of Brown County, Wisconsin, hereby approves donating the remaining funds of \$7,476.01 to the Brown County Sheriff's department to utilize for training of officers, new investigators and local agencies in fighting white collar crime in our community.

Respectfully submitted,
ADMINISTRATION COMMITTEE
PUBLIC SAFETY COMMITTEE

Authored by: Administration
Final Draft Approved by Corporation Counsel

Fiscal Impact: This resolution authorizes acceptance of \$7,476.01 in revenue to Brown County; and, therefore, does not require an appropriation from the General Fund.

A motion was made by Supervisor Fewell and seconded by Supervisor Jamir "to adopt". Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Troy Streckenbach, County Executive Date: 4/18/2014

No. 16d -- RESOLUTION RE: THE RECLASSIFICATION OF THE CLERK/TYPIST II POSITION AT THE NEVILLE PUBLIC MUSEUM

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE
BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, Human Resources received a request from the Museum to review the Clerk/Typist II position; and

WHEREAS, an Office Manager I position at the Museum was unfunded in 2012 and deleted in the 2014 budget process; and

WHEREAS, Human Resources in conjunction with the Museum conducted a thorough study of the duties and responsibilities of the Clerk/Typist II position; and

WHEREAS, it was determined that the Clerk/Typist II is performing the duties of an Office Manager I position; and

WHEREAS, the Human Resources department recommends that the position of Clerk/Typist II be reclassified to an Office Manager I; and

WHEREAS, it is further recommended that the position be maintained in Pay Grade 12 of the Classification and Compensation plan.

WHEREAS, there are salary savings available in the Museum's budget due to vacant positions which will offset the cost.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that the position of Clerk/Typist II in the Museum table of organization be reclassified to an Office Manager I in Pay Grade 12 of the Classification and Compensation Plan.

Budget Impact:

Museum
 Reclassify Clerk/Typist II to Office Manager I

Partial Year Budget Impact (05/01/14 – 12/31/14)	FTE	Addition/ Deletion	Salary	Fringe	Total
Clerk/Typist II	(1.00)	Deletion	\$(21,151)	\$(13,911)	\$(35,062)
Office Manager I, Pay Grade 12	1.00	Addition	\$ 24,087	\$ 14,360	\$ 38,447
Partial Year Budget Impact			\$ 2,936	\$ 449	\$ 3,385

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Clerk/Typist II	(1.00)	Deletion	\$(31,727)	\$(20,867)	\$(52,594)
Office Manager I, Pay Grade 12	1.00	Addition	\$ 36,130	\$ 21,540	\$ 57,670
Annualized Budget Impact			\$ 4,403	\$ 673	\$ 5,076

Fiscal Note: This resolution does not require an appropriation from the General Fund.

Respectfully submitted,
 EDUCATION & RECREATION COMMITTEE
 EXECUTIVE COMMITTEE

Authored by Human Resources and approved by Corporation Counsel.

A motion was made by Supervisor Hoyer and seconded by Supervisor Katers “to adopt”.
 Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Troy Streckenbach, County Executive Date: 4/18/2014

ATTACHMENT TO RESOLUTION #16D

**BROWN COUNTY
 POSITION DESCRIPTION**

POSITION TITLE: OFFICE MANAGER I
REPORTS TO: MUSEUM DIRECTOR
DEPARTMENT: MUSEUM

JOB SUMMARY:

Performs a variety of highly responsible, confidential and complex secretarial and administrative duties for a department or division head which affects the entire county and not just the

department in which they work; work performed encompasses general office management, the collection of data for special projects, preparation of complex reports and financial documents, composition of correspondence and utilization of current word processing and spreadsheet applications.

ESSENTIAL DUTIES:

Prepares, types, files and distributes various confidential and complex reports, statistics, contracts, plans, proposals, schedules, legal documents, court orders, public notices, memos, correspondence, purchase orders, promotional materials, news releases, etc. via operation of word processing equipment; maintains the confidential nature of client and business information; completes word processing work in an accurate, effective and timely manner.

Prepares, maintains, processes and distributes various reports, records, contracts, invoices, legal documents and other documents pertinent to the department's smooth operation; ensures same is in compliance with departmental policies and procedures and is accurate and complete; maintains a detailed and extensive confidential filing system; ensures efficient retrieval of information.

Relieves an administrative superior of routine administrative details such as preparing and processing purchase requisitions, preparing and processing payroll, maintaining personnel files and checking operating reports for accuracy and conformance to policies and standards; ensures the smooth operation of the day-to-day administrative activities.

Receives, screens and routes phone calls; records messages, provides information and answers questions regarding departmental policies and procedures; provides intelligent referrals of all inquiries; routes calls to appropriate destination, records accurate information and resolves complaints in a timely and tactful manner.

Receives, opens, time-stamps and distributes mail; ensures mail is routed throughout the office.

Composes agendas, tabulates data and compiles meeting packets; serves as recording secretary; takes dictation and transcribes tapes; records, transcribes, files and types meeting minutes; ensures the completeness, accuracy and timeliness of distribution for the same.

Assists in the preparation, editing and distribution of departmental policies, procedures and employee handbook.

Organizes and maintains a calendar of appointments, meetings and other events pertaining to the department; ensures calendar is updated with accurate information in a timely manner.

Prepares and maintains personnel records; distributes payroll checks; maintains accuracy and confidentiality of personnel records.

May schedule, assign and monitor work of one or two subordinate clerical and/or receptionist employees; instructs and trains employees in methods and procedures; checks and approves work and provides recommendations regarding employee job performance and hiring of personnel; provides effective feedback and guidance to subordinate employees to resolve problems in their work.

Prepares, maintains and updates various departmental logs of information relevant to the department's operations such as budget transfers and statistical data; ensures logs are accurate and complete.

Co-ordinates, monitors and participates in the department's purchasing process; completes purchase orders, researches cost of supplies, monitors departmental budget expenditures, verifies receipt of purchased items, records purchases and routes necessary information to the finance department and purchasing division; trains departmental employees in purchasing policies and procedures and ensures compliance with rules and regulations.

Processes all department billings; assists contractors in resolving billing problems; authorizes vouchers for payment in absence of the department head in accordance with County policies and procedures.

Assists in the annual budget, annual report and/or bonding plan preparation and distribution; monitors department expenditures; compiles information necessary for budget preparation; ensures information is accurate and completed in a timely manner.

Coordinates and schedules travel arrangements and meetings; completes necessary forms for staff travel and conference/seminars; maintains accurate records of travel expenses.

Assists in the coordination of departmental programs; answers user inquiries and responds to complaints in a courteous and tactful manner.

Assists the department head in collecting data for special projects and prepares a variety of confidential and complex reports; maintains confidentiality of reports.

Assumes additional administrative responsibilities in absence of the department head such as assigning workload to staff and responding to emergencies.

NON-ESSENTIAL DUTIES:

Performs related functions as assigned.

MATERIALS AND EQUIPMENT USED:

General Office Equipment
Computer
Transcription Equipment

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

Two-year college or technical school degree in Secretarial Science or a related field, plus four years of progressively responsible secretarial experience; or any equivalent combination of education, training and experience which provides the necessary knowledge, skills and abilities.

Licenses and Certifications:

None.

Knowledge, Skills and Abilities:

Knowledge of secretarial practices and procedures.

Knowledge of modern office equipment, practices, and procedures.

Knowledge of assigned department operations, organization, terminology, polices, procedures and laws governing the department's operations or ability to acquire such knowledge during a reasonable period of training.

Knowledge of business English, spelling, arithmetic, and vocabulary.

Knowledge of the local, state, and federal laws, rules and regulations pertaining to the administration of programs, functions, services, and operation of the department.

Knowledge of and ability to utilize a computer and the required software.

Knowledge of accepted bookkeeping, accounting, and budgeting practices and procedures.

Skill in taking and transcribing dictation and in the care and operation of typewriters, word processing equipment, personal computer software and standard office equipment.

Ability to compose and/or prepare effective correspondence on moderately complex matters and perform office management details without referral to a supervisor.

Ability to prepare and maintain complex office and confidential records and to prepare accurate reports from file records and materials.

Ability to serve as lead worker to subordinate clerical staff on a permanent or intermittent basis, and to select, plan, organize and evaluate the work of others.

Ability to accurately prepare and maintain department's bookkeeping functions.

Ability to make independent decisions in accordance with established policies and procedures.

Ability to appreciate the confidential nature of the position.

Ability to communicate clearly and effectively, both orally and in writing.

Ability to answer inquiries and complaints effectively.

Ability to type at a minimum rate of 60 net words per minute.

Ability to do mathematical calculations for record keeping and preparation of reports.

Ability to take and transcribe dictation.

Ability to establish and maintain effective working relationships with staff, other departments and the public.

Ability to work independently, exercise judgment, and effectively utilize authority.

Ability to operate and utilize advanced computer networks in the creation, design, and input of data, and to print reports from various data bases.

PHYSICAL DEMANDS:

Lifting 30 pounds maximum with frequent lifting and/or carrying of objects weighing up to 20 pounds.

Intermittent standing, walking and sitting.

Using hand(s)/feet for repetitive fine manipulation, pushing and pulling and operating controls.

Occasional bending, twisting, squatting, climbing, reaching and grappling.

Communicating orally in a clear manner.

Distinguishing sounds at various frequencies and volumes.

Revised: 03/18/14

No. 16e -- RESOLUTION RE: CHANGE IN TABLE OF ORGANIZATION FOR THE NEVILLE PUBLIC MUSEUM PROJECT OPERATIONS MANAGER LTE & CATALOGER LTE GRANT FUNDED

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE
BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Neville Public Museum's table of organization currently includes the grant funded positions of Project Operations Manager LTE and Cataloger LTE for the project of cataloging the *Green Bay Press-Gazette's* negative collection for the Museum; and

WHEREAS, the grant funding for these positions will be exhausted soon, however, the project is not yet complete; and

WHEREAS, the Museum has funds available in their budget to continue these positions for a limited time; and

WHEREAS, Human Resources, in conjunction with the Museum, recommend the deletion of the grant funded (0.50) FTE Project Operations Manager LTE and the deletion of the (0.75) Cataloger LTE Grant Funded in the Museum's table of organization; and

WHEREAS, it is further recommended the addition of 0.24 FTE Project Operations Manager LTE at \$13.50 per hour and the addition of 0.17 FTE Cataloger LTE at \$8.25 per hour in the Museum's table of organization; and

WHEREAS, when the funds are exhausted, these positions will end and be eliminated from the Museum's table or organization.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, the deletion of the grant funded (0.50) FTE Project Operations Manager LTE and the deletion of the (0.75) Cataloger LTE Grant Funded from the Museum's table of organization.

BE IT FURTHER RESOLVED, the addition of 0.24 FTE Project Operations Manager LTE at \$13.50 per hour and the addition of 0.17 FTE Cataloger LTE at \$8.25 per hour to the Museum's table of organization until December 31, 2014. **

** Amended by the Brown County Board of Supervisors on 4/15/2014.

BE IT FURTHER RESOLVED, when the funds are exhausted, these positions will end and be eliminated from the Museum's table of organization.

Budget Impact

Museum

Delete grant funded Project Operations Manager LTE & Cataloger LTE Grant Funded
 Add limited term Project Operations Manager LTE & Cataloger LTE

	FTE	Addition/ Deletion	Salary	Fringe	Total
Project Operations Manager LTE (grant funded)	(0.50)	Deletion	\$ --	\$ --	\$ --
Cataloger LTE Grant Funded	(0.75)	Deletion	\$ --	\$ --	\$ --
Project Operations Manager LTE	0.24	Addition	\$ 6,615	\$ 536	\$ 7,151
Cataloger LTE	0.17	Addition	\$ 2,888	\$ 234	\$ 3,122
Annualized Budget Impact			\$ 9,503	\$ 770	\$10,273

Fiscal Note: This resolution does not require an appropriation from the General Fund.

Respectfully submitted,
 EDUCATION & RECREATION COMMITTEE
 EXECUTIVE COMMITTEE

Authored by Human Resources and approved by Corporation Counsel.

A motion was made by Supervisor Sieber and seconded by Supervisor La Violette **“to adopt”**.

A motion was made by Supervisor Van Dyck and seconded by Supervisor Landwehr **“to amend by adding at the end of the first BE IT FURTHER RESOLVED ‘until December 31, 2014’.”**

Beth Lemke, Interim Museum Director, stated that the adding of the verbage would not affect the position. A vote was taken on Supervisor Van Dyck's motion **“to amend by adding at the end of the first BE IT FURTHER RESOLVED ‘until December 31, 2014’.”** Voice vote taken. Motion carried unanimously with no abstentions.

A motion was made by Supervisor Sieber and seconded by Supervisor La Violette **“to adopt the resolution as amended”**. Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Troy Streckenbach, County Executive Date: 4/18/2014

ATTACHMENTS TO RESOLUTION #16E
ON FOLLOWING PAGE

**BROWN COUNTY
POSITION DESCRIPTION**

POSITION TITLE: CATALOGER (LTE)
REPORTS TO: PROJECT OPERATIONS MANAGER
DEPARTMENT: NEVILLE PUBLIC MUSEUM
REPRESENTATION UNIT: NON-CLASSIFIED

JOB SUMMARY:

This position is responsible for the cataloging of the *Green Bay Press-Gazette* Negative Collection at the Neville Public Museum of Brown County.

ESSENTIAL DUTIES:

- Create metadata
- Data entry
- Scanning
- Filing

NON-ESSENTIAL DUTIES:

Performs related functions as assigned.

MATERIALS AND EQUIPMENT USED:

General office equipment
Computer

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

Current students or graduates with degrees in American History, Museum Studies, library and information science, records management, and historic preservation programs with coursework or experience in collections care and management, cataloging, records management and/or historical research methods.

Licenses and Certifications:

None

Knowledge, Skills and Abilities:

Excellent PC skills with knowledge of Windows applications.

Familiarity with database systems (ideally ARGUS) and digital imaging.

Knowledge of metadata standards such as Dublin Core.

Excellent organizational skills, detail-oriented, responsible and dependable.

Working knowledge of office procedures and equipment.

Knowledge of Northeast Wisconsin regional history.

Ability to work well alone and in a group.

PHYSICAL DEMANDS:

Lifting 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds.

Intermittent standing, walking and sitting.

Using hand(s)/feet for repetitive single grasping, fine manipulation, pushing and pulling, and operating controls.

Occasional bending, twisting, squatting, climbing and reaching.

Communicating orally in a clear manner.

Distinguishing sounds at various frequencies and volumes.

Distinguishing people or objects at varied distances under a variety of light conditions.

This position description should not be interpreted as all-inclusive. It is intended to identify the major responsibilities and requirements of this job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated on this description.

Reviewed: 08/12

**BROWN COUNTY
POSITION DESCRIPTION**

POSITION TITLE: PROJECT OPERATIONS MANAGER
REPORTS TO: PROJECT DIRECTOR
DEPARTMENT: NEVILLE PUBLIC MUSEUM
REPRESENTATION UNIT: NON-CLASSIFIED

JOB SUMMARY:

This position is primarily responsible for the oversight of the Cataloger position and for cataloging of the *Green Bay Press-Gazette* Negative Collection at the Neville Public Museum of Brown County.

ESSENTIAL DUTIES:

The Project Operations Manager position will oversee the Cataloger position in areas of the cataloging process, including:

- Create metadata
- Data entry
- Scanning
- Filing

This position will also monitor project operations statistics and quality control and report these to the Project Director at weekly meetings. This position will also select images and write captions for weekly newspaper column.

NON-ESSENTIAL DUTIES:

Performs related functions as assigned.

MATERIALS AND EQUIPMENT USED:

General office equipment
Computer

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

B.A. in American History, Museum Studies, Library and Information Science, Records Management, or other programs with coursework or experience in collections care and management, cataloging, records management and/or historical research methods.

Licenses and Certifications:

None

Knowledge, Skills and Abilities:

Excellent PC skills with knowledge of Windows applications.

Familiarity with database systems (ideally ARGUS) and digital imaging.

Knowledge of metadata standards such as Dublin Core.

Excellent organizational and communication skills.

Detail-oriented, responsible and dependable.

Working knowledge of office procedures and equipment.

Ability to work well alone and in a group.

PHYSICAL DEMANDS:

Lifting 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds.

Intermittent standing, walking and sitting.

Using hand(s)/feet for repetitive single grasping, fine manipulation, pushing and pulling, and operating controls.

Occasional bending, twisting, squatting, climbing and reaching.

Communicating orally in a clear manner.

Distinguishing sounds at various frequencies and volumes.

Distinguishing people or objects at varied distances under a variety of light conditions.

This position description should not be interpreted as all-inclusive. It is intended to identify the major responsibilities and requirements of this job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated on this description.

New: 10/4/10

I have read the above position description and understand the duties and responsibilities of the position.

Employee Name (Please Print)

Date

Employee Signature

No. 16f -- RESOLUTION RE: CHANGE IN TABLE OF ORGANIZATION FOR THE NEVILLE PUBLIC MUSEUM TECHNICIAN

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Neville Public Museum’s table of organization currently includes a 0.50 FTE Technician position; and

WHEREAS, a 0.50 FTE Technician was eliminated in the 2013 budget process. The duties have remained the same but the workload cannot be accomplished by the remaining 0.50 Technician. Staff cannot keep up with reproduction image orders which lowers earned revenue opportunities; and

WHEREAS, the Human Resources department, in conjunction with the Museum, recommend the addition of 0.50 FTE Technician to the Museum’s table of organization to improve service to the customers and generate additional revenue; and

WHEREAS, there are salary savings available in the Museum’s budget due to vacant positions which will offset the cost.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, the addition of 0.50 FTE Technician to the Museum’s table of organization.

Budget Impact:

Museum
Add 0.50 FTE Technician

Partial Year Budget Impact (05/01/14 – 12/31/14)	FTE	Addition/Deletion	Salary	Fringe	Total
Technician	0.50	Addition	\$11,700	\$ 7,129	\$18,829
Partial Year Budget Impact			\$11,700	\$ 7,129	\$18,829

Annualized Budget Impact	FTE	Addition/Deletion	Salary	Fringe	Total
Technician	0.50	Addition	\$17,550	\$10,693	\$28,243
Annualized Budget Impact			\$17,550	\$10,693	\$28,243

Fiscal Note: This resolution does not require an appropriation from the General Fund.

Respectfully submitted,
EDUCATION & RECREATION COMMITTEE
EXECUTIVE COMMITTEE

Authored by Human Resources and approved by Corporation Counsel.

A motion was made by Supervisor Sieber and seconded by Supervisor La Violette **“to adopt”**.
Vote taken. Roll Call #16f(1):

Ayes: Sieber, De Wane, Nicholson, Hoyer, Gruszynski, Haefs, Erickson, Zima, Evans, Vander
Leest, La Violette, Katers, Kaster, Jamir, Robinson, Clancy, Campbell, Moynihan,
Steffen, Schadewald, Lund, Fewell
Nays: Buckley, Landwehr, Dantine, Van Dyck

Total Ayes: 22 Total Nays: 4

Motion carried.

Approved by: \s\ Troy Streckenbach, County Executive Date: 4/18/2014

ATTACHMENT TO RESOLUTION #16F

BROWN COUNTY POSITION DESCRIPTION

POSITION TITLE: TECHNICIAN (EVENTS AND MEDIA COORDINATOR)
REPORTS TO: DEPUTY DIRECTOR
DEPARTMENT: MUSEUM

JOB SUMMARY:

Performs audio-visual duties and event preparation and follow through for all departments of the Neville Public Museum; performs related curatorial research functions as required.

ESSENTIAL DUTIES:

Coordinates after rental contract has been signed the needs of third party groups with Facilities Staff and Guest Services Coordinator or Deputy Director.

Sets up and takes down all A-V equipment to be used in Museum spaces by third party groups. Monitors the needs of third party groups during rental.

Assists the Curator with exhibit preparation including, but not limited to such tasks as printing, mounting labels and graphics, digitizing moving image film, recommending types and installing necessary A-V equipment.

Maintains, in good operating condition, all A-V and photographic equipment at the Neville Public Museum.

Maintains inventory of all photo and A-V equipment and supplies.

Works with Collections Manager to photograph Museum artifacts for exhibition and website.

Works with Collections Manager to makes prints, videos, digital images, for curatorial records and public consumption.

Prepares various oral and written reports as requested by the Deputy Director, attends Museum staff meetings as required; actively participates in the Museum's Quality Management efforts.

NON-ESSENTIAL DUTIES:

Performs related functions as assigned.

MATERIALS AND EQUIPMENT USED:

Digital Cameras,

A-V equipment: slide and film projectors, VCRs and monitors, video projectors, TVs, microphones, amplifiers, recorders, etc.

General office equipment

Personal computers and various scanners and printers

Paper and board cutters

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

Associate Degree in Communications or any equivalent combination of education, training, and experience which provides the necessary knowledge, skills and abilities.

Licenses and Certifications:

Valid Wisconsin Driver's License

Knowledge, Skills, and Abilities:

Ability to prioritize and problem solve.

Knowledge of A-V equipment operation, maintenance, and minor repairs.

Knowledge of and ability to utilize a computer and the required software specifically Photoshop and film editing.

Ability to work as part of a team.

Ability to effectively communicate both orally and in writing.

Ability to establish and maintain effective working relationships with the public, Museum and Brown County staff, volunteers, interns, and other professionals.

PHYSICAL DEMANDS:

Lifting 75 pounds maximum with assistance of another person, and frequent lifting and/or carrying of objects weighing up to 40 pounds.

Frequent standing, walking and sitting; occasional driving.

Using hand(s)/feet for repetitive single grasping, fine manipulation, pushing and pulling, and operating controls.

Frequent bending, twisting, squatting, reaching, and grappling; occasional climbing.

Communicating orally in a clear manner.

Distinguishing sounds at various frequencies and volumes.

Distinguishing people or objects at varied distances under a variety of light conditions.

Withstanding temperature changes in the work environment.

Tolerating exposure to cold, heat, noise, vibration, and hazards in the work environment.

This position description should not be interpreted as all inclusive. It is intended to identify the major responsibilities and requirements of this job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this description.

New: 01/01/14

No. 16g -- RESOLUTION RE: AUTHORITY TO EXECUTE A 2014 AGREEMENT WITH THE BROWN COUNTY SHERIFF'S DEPARTMENT SUPERVISORY EMPLOYEES

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE
BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the County Executive and County Clerk be and are hereby authorized to execute a one (1) year labor agreement on behalf of Brown County with the Brown County Sheriff's Department Supervisory Employees effective January 1, 2014, which agreement shall provide changes from the 2013 labor agreement; and

BE IT FURTHER RESOLVED, that the funds to cover the costs resulting from the adoption of this resolution shall be made available from funds budgeted for this purpose.

BE IT FURTHER RESOLVED, that the articles listed are amending, deleting, replacing or incorporating Memorandums of Understanding in the attached contract.

- 1. Article 10. SALARIES**
- 2. Article 17. INSURANCE**
- 3. Article 22. RETIREMENT CONTRIBUTION**
- 4. Article 28. TERMS OF AGREEMENT**

Respectfully submitted,
EXECUTIVE COMMITTEE

Fiscal Impact: This Resolution does not require an appropriation from the General Fund. The net increase for 2014 is approximately \$17,806.99.

Authored by Human Resources and approved by Corporation Counsel.

Approved by: \s\ Troy Streckenbach, County Executive

Date: 4/18/2014

No. 16h -- **ORDINANCE TO AMEND SECTION 2.16 OF THE BROWN COUNTY CODE ENTITLED "APPOINTMENT TERMS FOR COMMITTEES, COMMISSIONS AND BOARDS"**

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF BROWN DOES ORDAIN AS FOLLOWS:

Section 1 - Section 2.16 of the Brown County Code entitled, "APPOINTMENT TERMS FOR COMMITTEES, COMMISSIONS AND BOARDS", is hereby amended as follows:

(1) All appointments to Committees; Commissions and Boards are to be appointed for a stated period of time. All appointments will be forwarded to the appropriate oversight committee with a complete resume of the appointee. If there is no oversight committee appropriate for the appointed position, appointments will go to the Executive Committee. The oversight committee will review the appointment and make a recommendation to the Brown County Board of Supervisors. The County Executive, {Wisconsin State Statutes 59.17(2)(c)} will make every effort to re-appoint or make a new appointment to fill expiring terms to Committees; Commissions and Boards in a timely manner. In the event no re-appointment or new appointment is confirmed by the Brown County Board of Supervisors prior to the end of the term of the appointment, the present confirmed member will serve until a re-appointment or new appointment is confirmed.

(2) All appointments made to serve on County Committees, Commissions or Boards shall only be made to individuals who serve and live in the taxing district related to the appointed Committee, Commission or Board. The individual appointees shall not have competing interests, as those interests relate to where the appointee lives, to the County's Committee, Commission or Board's interests which they are appointed to serve on. Any individual currently serving on a Committee, Commission or Board for the County, at the time this ordinance becomes effective, shall be grandfathered in and allowed to continue to serve out their term, but only until their term expires.

Section 2 - This Ordinance shall become effective upon passage and publication pursuant to law.

Respectfully submitted,
EXECUTIVE COMMITTEE

Final Draft Approved by Corporation Counsel

Fiscal Impact: There is no fiscal impact.

A motion was made by Supervisor Clancy and seconded by Supervisor Buckley **"to adopt"**. Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: _____ \s\ Troy Streckenbach, County Executive	Date: 4/18/2014
Approved by: _____ \s\ Sandra L. Juno, County Clerk	Date: 4/18/2014
Approved by: _____ \s\ Patrick Moynihan, Jr., Board Chair	Date: 4/23/2014

No. 16i -- **ORDINANCE AMENDING SECTIONS 4.92 AND 4.93 OF CHAPTER 4 OF THE BROWN COUNTY CODE ENTITLED "GRIEVANCE PROCEDURE"**

THE BROWN COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:

Section 1 - Sections 4.92 of Chapter 4 of the Brown County Code regarding the Grievance Procedure is amended as follows:

§4.92 TIMELINES AND GRIEVANCES

...

Appeal for Review: The non-prevailing party may file a written request for review by the Executive Committee of the County Board within ten (10) working days of receipt of the Impartial Hearing Officer's written response.

Decision of the Executive Committee ~~County Board~~: The Executive Committee ~~County Board~~ shall make a decision whether or not to uphold the Impartial Hearing Officer's decision and recommendation within sixty (60) working days of the Impartial Hearing Officer's decision to sustain or deny the Grievance and any recommendation of a remedy by the Impartial Hearing Officer ~~regarding whether or not a meeting will be held within thirty (30) working days of the appeal.~~ A decision by the Executive Committee, along with a remedy, shall County Board will be sent to the County Board for final approval made within sixty (60) working days of the filing of the appeal unless the County Board extends this timeframe.

Importance of Timelines and Process: A Grievance will be processed pursuant to the established timelines. A Grievant may advance a Grievance to the next step if a response is not provided within the designated timeframes A Grievant may not file or advance a Grievance outside of the designated timeframes. The Administration may advance a Grievance to the next step at the written request of either the Grievant or the Administration. The timelines may be modified by mutual agreement of the Grievant and Administration. The failure of the Grievant to follow the timelines and other requirements in this policy shall result in the Impartial Hearing Officer not having jurisdiction over this matter and shall terminate the Grievance Procedure for that Grievance. ~~The Impartial Hearing Officer shall have the authority to determine whether the Impartial Hearing Officer has jurisdiction, which may be subject to review by the County Board.~~

...

Selection of Hearing Officer: Following receipt of ~~the~~ a properly filed appeal, of the Administrative decision requesting a Hearing before an Impartial Hearing Officer, the Administration shall provide the name of the person who shall serve as an Impartial Hearing Officer.

...

Section 2 - Sections 4.93 of Chapter 4 of the Brown County Code regarding the Grievance Procedure is amended as follows:

4.93 THE POWERS AND RESPONSE OF THE IMPARTIAL HEARING OFFICER.

...

Powers of the Hearing Officer: The Impartial Hearing Officer shall have the power to sustain or deny the Grievance. The Impartial Hearing Officer shall have no power to issue any remedy, but the Impartial Hearing Officer may recommend a remedy. Remedial authority shall be subject to the determination and approval of the Administration, and shall be addressed by the Executive Committee ~~County Board~~ in the event the Grievance is sustained. The Impartial Hearing Officer may request oral or written arguments and replies.

Written Review of Appeal: The written notice of requesting the Executive Committee to review the appeal decision and recommendation of the Impartial Hearing Officer (“Review of Appeal”) ~~appeal~~ shall contain a statement explaining the reasons for the appeal and a copy of the Grievance, the Administration’s response to the Grievance, and the Impartial Hearing Officer’s determination response and recommendation. The written notice for Review of the Appeal may not include information that was not presented at the Hearing. The request shall be filed with the Chairperson of the Executive Committee County Board at the Brown County Board Office and with a copy to the prevailing party.

Record of the Hearing: Upon request for Review of Appeal ~~appeal~~ of the response of the Impartial Hearing Officer, a copy of the entire record of the Hearing by the Impartial Hearing Officer shall be provided to the members of the Executive Committee County Board.

4.94 REVIEW BY EXECUTIVE COMMITTEE OF THE COUNTY BOARD.

Review: The Executive Committee County Board shall review the record and determine whether a rational basis exists for the Impartial Hearing Officer’s decision. The findings of fact of the Impartial Hearing Officer shall not be overturned unless clearly erroneous. The Executive Committee shall fully inform the County Board as to the substance of the Grievance, the findings of fact of the Impartial Hearing Officer’s determination, whether a rational basis exists for the Impartial Hearing Officer’s decision, and the Executive Committee shall make a recommendation to the County Board whether the Grievance should be sustained or denied, and recommend a remedy. The County Board after being fully informed by the Executive Committee shall make a determination as to whether or not to adopt the recommendation and remedy of the Executive Committee. In the event the County Board does not approve the recommendation and remedy of the Executive Committee sustain the Impartial Hearing Officer’s decision, then the County Board may render a new decision and remedy after full review of the Hearing and evidence presented, or request the Impartial Hearing Officer to take further evidence, or request further review by the Executive Committee, assign an Impartial Hearing Officer to create a recommendation for the Board’s review, or hold a new hearing before the County Board and make an independent decision.

...

Section 3 - This ordinance shall become effective upon passage and publication.

Respectfully submitted,
EXECUTIVE COMMITTEE

Final Draft Approved by Corporation Counsel

Fiscal Impact: This resolution does not require an appropriation from the general fund.

A motion was made by Supervisor Lund and seconded by Supervisor Sieber “**to adopt the ordinance as amended**”. Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: <u> \s\ Troy Streckenbach, County Executive </u>	Date: 4/18/2014
Approved by: <u> \s\ Sandra L. Juno, County Clerk </u>	Date: 4/18/2014
Approved by: <u> \s\ Patrick Moynihan, Jr., Board Chair </u>	Date: 4/23/2014

No. 16j -- RESOLUTION TO ACCEPT ADDITIONAL FUNDING FOR HUMAN SERVICES CHILD AND ADOLESCENT BEHAVIOR HEALTH UNIT

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Brown County Child and Adolescent Behavioral Health Unit ("CABHU") was developed in 2012 for the purpose of providing and facilitating comprehensive, coordinated services to children and adolescents in our community with significant mental health or behavioral problems; and

WHEREAS, at that time, funding was provided and continues to be provided by Brown County, with an offset of billable services, prioritizing services to families involved with Child Protective Services, Juvenile Justice, and the emergency detention process; and

WHEREAS, CABHU recently received approval for program expansion through a statewide Coordinated Services Team initiative grant, providing \$62,123 in year one and ongoing funding in subsequent years in an amount to be determined for program sustainability; and

WHEREAS, these funds will enable the hiring of one additional staff person who will work to develop greater capacity among community providers to provide coordinated services to clients at risk for future involvement with county systems of care, starting with a minimum of 6-8 clients in the 2014 planning year and an increasing number of clients over time; and

WHEREAS, Brown County Human Services wishes to receive this grant.

NOW, THEREFORE BE IT RESOLVED, that the County Board of Brown County, Wisconsin, hereby approves the acceptance of the Coordinated Services Team (CST) expansion funding of \$62,123 for 2014 – 2015 with funding to support the program through the fiscal year 2015.

Respectfully submitted,
HUMAN SERVICES COMMITTEE

Authored by: Human Services
Final Draft Approved by Corporation Counsel

Fiscal Impact: This resolution authorizes acceptance of \$62,123 in revenue to Brown County; and, therefore, does not require an appropriation from the General Fund.

A motion was made by Supervisor Evans and seconded by Supervisor La Violette "to adopt". Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Troy Streckenbach, County Executive Date: 4/18/2014

No. 16k -- **ORDINANCE AMENDING CHAPTER 5 HUMAN SERVICES PROGRAM SECTION 5.06 OF THE BROWN COUNTY CODE ENTITLED "COMPOSITION OF THE BOARD"**

THE BROWN COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:

Section 1 - Section 5.06 Of Chapter 5 of the Brown County Code regarding Human Services entitled "Composition of the Board" is amended as follows:

5.06 COMPOSITION OF BOARD. The Board shall be composed of ~~eleven~~ **nine** persons of recognized ability and demonstrated interest in human services. Not less than one-third nor more than two-thirds of the members may be members of the County Board. Board members other than County Board Supervisors shall be selected from nominees whose names are solicited from various client interest groups in the county, consumers of services and citizens at-large. The County Executive shall assure the broadest and most balanced possible representation of the client interests served in making all selections. Should any member no longer meet the qualifications for his or her appointment, his or her seat shall be declared vacant.

Section 2 - This ordinance shall become effective upon passage and publication.

Respectfully submitted,
HUMAN SERVICES COMMITTEE

Authored by: Human Services

Final Draft Approved by Corporation Counsel

Fiscal Impact: There is no fiscal impact.

A motion was made by Supervisor Evans and seconded by Supervisor Jamir **"to adopt"**.

Following discussion, a motion was made by Supervisor Zima and seconded by Supervisor Van Dyck **"to refer back to Human Services Committee"**.

After further discussion, Supervisor Zima withdrew his motion to refer.

Vote taken. Roll Call #16k(1):

Ayes: Sieber, De Wane, Nicholson, Hoyer, Gruszynski, Haefs, Erickson, Zima, Evans, Vander Leest, Landwehr, Dantine, La Violette, Katers, Kaster, Jamir, Robinson, Clancy, Campbell, Moynihan, Steffen, Schadewald, Lund, Fewell

Nays: Buckley, Van Dyck

Total Ayes: 24 Total Nays: 2

Motion carried.

Approved by: \s\ Troy Streckenbach, County Executive Date: 4/18/2014
Approved by: \s\ Sandra L. Juno, County Clerk Date: 4/18/2014
Approved by: \s\ Patrick Moynihan, Jr., Board Chair Date: 4/23/2014

No. 16I -- RESOLUTION RE: CHANGE IN TABLE OF ORGANIZATION FOR THE HUMAN SERVICES DEPARTMENT SOCIAL WORKER/CASE MANAGER

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the County Board appropriated funding for mental health initiatives in the 2014 budget; and

WHEREAS, the Human Services department requested an additional Social Worker/Case Manager to manage the clients currently seen in the drug and veteran's court as well as the mental health court that will be added; and

WHEREAS, the current Drug Court Coordinator will handle the coordination of all three courts while the Social Worker/Case Manager will manage the cases for all three; and

WHEREAS, the Human Resources department, in conjunction with Human Services, recommend the addition of 1.00 FTE Social Worker/Case Manager to the Human Services table of organization.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, a 1.00 FTE Social Worker/Case Manager be added to the Human Services table of organization.

Annual Budget Impact

Human Services Add 1.00 FTE Social Worker/ Case Manager	FTE	Addition/ Deletion	Salary	Fringe	Total
Social Worker/Case Manager	1.00	Addition	\$39,890	\$22,117	\$62,007
Annual Budget Impact			\$39,890	\$22,117	\$62,007

Partial Year Budget Impact

(May 1, 2014 – December 31, 2014)

Human Services Add 1.00 FTE Social Worker/ Case Manager	FTE	Addition/ Deletion	Salary	Fringe	Total
Social Worker/Case Manager	1.00	Addition	\$26,593	\$14,745	\$41,338
Partial Budget Impact			\$26,593	\$14,745	\$41,338

Fiscal Note: This resolution does not require an appropriation from the General Fund. Funding for mental health initiatives was approved in the 2014 budget.

Respectfully submitted,
HUMAN SERVICES COMMITTEE
EXECUTIVE COMMITTEE

Authored by Human Resources and approved by Corporation Counsel.

A motion was made by Supervisor Clancy and seconded by Supervisor Evans “to adopt”. Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Troy Streckenbach, County Executive Date: 4/18/2014

No. 16m -- RESOLUTION RE: RECLASSIFICATION OF POSITIONS IN THE HUMAN SERVICES DEPARTMENT (RECEPTIONIST, SWITCHBOARD OPERATOR, CLERK RECEPTIONIST, SWITCHBOARD OPERATOR/RECEPTIONIST)

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, there is currently a vacant Clerk Receptionist position in Human Services Community Programs; and

WHEREAS, the Human Resources department conducted a study of the Clerk Receptionist job duties as well as the similar positions of Receptionist, Switchboard Operator and Switchboard Operator/Receptionist and determined the duties and requirements for all of the positions are the same; and

WHEREAS, the Human Resources department further researched similar positions in the local market, other municipalities and referenced the U.S. Bureau of Labor Occupational Outlook Handbook for comparison data; and

WHEREAS, the research found that this position and similar positions have a starting rate of \$11.45 - \$19.81 in public entities and have a starting rate of \$11.83 in a placement agency; and

WHEREAS, as a result of the study, Human Resources recommends that the Receptionist, Switchboard Operator, Clerk Receptionist and Switchboard Operator/Receptionist positions be titled Clerk Receptionist and be placed in Pay Grade 4 (pay range \$11.81 - \$14.06) of the Classification and Compensation Plan to be consistent with similar positions in the County and the industry; and

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors the positions of Receptionist, Switchboard Operator, Clerk Receptionist and Switchboard Operator/Receptionist positions in the Human Services table of organization be titled Clerk Receptionist and placed in Pay Grade 4 of the Classification and Compensation Plan.

BE IT FURTHER RESOLVED, employees currently in Receptionist, Switchboard Operator, Clerk Receptionist and Switchboard Operator/Receptionist positions will retain their current hourly wage but will receive the title of Clerk Receptionist.

BE IT FURTHER RESOLVED, future vacancies for these positions will be filled at Pay Grade 4 of the Classification and Compensation Plan.

Annual Budget Impact

Receptionist 1 FTE - Human Services Community Programs 1,950 hours	Salary	Fringe	Total
Receptionist (Current Rate)	\$(30,557)	\$(20,688)	\$(51,245)
Clerk Receptionist (Pay Grade 4, Step 3)	\$ 24,434	\$ 19,751	\$ 44,185
Annual Budget Impact per FTE	\$(6,123)	\$(937)	\$(7,060)

Switchboard Operator 1.00 FTE - Human Services Community Programs 1,950 hours	Salary	Fringe	Total
Switchboard Operator (Current Rate)	\$(31,766)	\$(20,874)	\$(52,640)
Clerk Receptionist (Pay Grade 4, Step 3)	\$ 24,434	\$ 19,751	\$ 44,185
Annual Budget Impact per FTE	\$(7,332)	\$(1,123)	\$(8,455)

Clerk Receptionist 3 FTE's - Human Services Community Programs 2,080 hours	Salary	Fringe	Total
Clerk Receptionist (Current Rate)	\$(33,966)	\$(21,210)	\$(55,176)
Clerk Receptionist (Pay Grade 4, Step 3)	\$ 26,062	\$ 20,000	\$ 46,062
Annual Budget Impact per FTE	\$(7,904)	\$(1,210)	\$(9,114)

Switchboard Operator/Receptionist 3.81 FTE's - Human Services Community Treatment Center 2,080 hours	Salary	Fringe	Total
Switchboard Operator/Receptionist (Current Rate)	\$(33,987)	\$(21,212)	\$(55,199)
Clerk Receptionist (Pay Grade 4, Step 3)	\$ 26,062	\$ 20,000	\$ 46,062
Annual Budget Impact per FTE	\$(7,925)	\$(1,212)	\$(9,137)

Savings would be realized for each Receptionist, Switchboard Operator, Clerk Receptionist and Switchboard Operator/Receptionist vacancy filled after approval of resolution. There is currently a 1.00 FTE Clerk Receptionist vacancy in Human Services Community Programs.

Respectfully submitted,
HUMAN SERVICES COMMITTEE
EXECUTIVE COMMITTEE

Authored by Human Resources and approved by Corporation Counsel.

A motion was made by Supervisor Van Dyck and seconded by Supervisor Clancy **"to adopt"**.

Following discussion, a vote was taken. Roll Call #16m(1):

Ayes: Hoyer, Gruszynski, Haefs, Erickson, Zima, Evans, Landwehr, Dantine, La Violette, Katers, Kaster, Van Dyck, Jamir, Clancy, Campbell, Moynihan, Steffen, Schadewald, Lund, Fewell

Nays: Sieber, De Wane, Nicholson, Vander Leest, Buckley, Robinson

Total Ayes: 20 Total Nays: 6

After vote was taken, Supervisor Zima requested to change his vote from "aye" to "nay".

A motion was made by Supervisor Lund and seconded by Supervisor Buckley "to allow Supervisor Zima to change his vote from "aye" to "nay". Voice vote taken. Motion carried.

Total Ayes: 19 Total Nays: 7

Motion carried.

Approved by: \s\ Troy Streckenbach, County Executive Date: 4/18/2014

No. 16n -- RESOLUTION RE: CHANGE IN TABLE OF ORGANIZATION FOR THE PUBLIC WORKS DEPARTMENT LTE HIGHWAY MAINTENANCE WORKER

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Publics Works department has submitted a request to add a pool of LTE Highway Maintenance Worker positions to help meet the demand for additional required maintenance to fill cracks in state highways; and

WHEREAS, funds for these positions will be utilized from Wisconsin Department of Transportation Local Force Agreements; and

WHEREAS, the Human Resources department in conjunction with Public Works recommend the addition of 4,400 hours (2.12 FTE) to the Public Works table of organization for a pool of LTE Highway Maintenance Worker positions for the period of June 1, 2014 through August 15, 2014.

WHEREAS, the wage for this position will be \$15.00/hour.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that 4,400 hours (2.12 FTE) be added to the Public Works table of organization for a pool of LTE Highway Maintenance Worker positions from June 1, 2014 through August 15, 2014.

BE IT FURTHER RESOLVED, the wage for this position will be \$15.00/hour.

Annual Budget Impact

Public Works Add LTE Highway Maintenance Worker (6/01/14 – 8/15/14)	FTE	Addition/ Deletion	Salary	Fringe	Total
LTE Highway Maintenance Worker (Pool)	4,400 hours = 2.12 FTE	Addition	\$65,552	\$5,320	\$70,840
Annual Budget Impact			\$65,552	\$5,320	\$70,840

Fiscal Note: This resolution does not require an appropriation from the General Fund. Funding will be utilized from Wisconsin Department of Transportation Local Force Agreements.

Respectfully submitted,
PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Authored by Human Resources and approved by Corporation Counsel.

A motion was made by Supervisor Erickson and seconded by Supervisor Kaster “to adopt”.

Following discussion, a voice vote was taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Troy Streckenbach, County Executive Date: 4/18/2014

ATTACHMENT TO RESOLUTION #16N

BROWN COUNTY POSITION DESCRIPTION

POSITION TITLE: HIGHWAY MAINTENANCE WORKER (LTE)
REPORTS TO: HIGHWAY SUPERINTENDENT
DEPARTMENT: PUBLIC WORKS - HIGHWAY
REPRESENTATION UNIT: NON-CLASS
DATE: FEB 2014

JOB SUMMARY: (Job specific training will be provided)

Performs various tasks associated with routine crack filling maintenance on highways, flag traffic for crack filling operations, also assist with other asphalt road surface repair.

ESSENTIAL DUTIES:

Performs crack filling maintenance work, duties include:

Traffic Control (flagging traffic) and placing highway safety cones.

Operate Craftco Router, Tar Kettle, Hot Air Lance, air compressor and various hand tools for spreading hot rubber and tar.

Loads and unloads crack filling materials from trucks and trailers.

Operate equipment necessary in the performance of duties in a safe and appropriate manner.

Assist with various types of work duties when needed.

NON-ESSENTIAL DUTIES:

Performs related functions as assigned.

MATERIALS AND EQUIPMENT USED:

Pick-up trucks
Tar kettle

Power tools
2 way radios

Power washers
Crafcro Router

Air Compressors

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

High School Diploma, or any equivalent combination of education, training and experience which provides the necessary knowledge, skills and abilities.

Licenses and Certification:

Valid Wisconsin Driver's License

Knowledge, Skills and Abilities:

Ability to perform heavy manual labor.

Ability to use hand and power tools.

Ability to operate trucks, tractors and power equipment.

Ability to work out of doors in a variety of conditions.

Ability to follow detailed instructions, which may be oral and/or written.

Ability to operate farm equipment.

Ability to make minor repairs and adjustments to equipment while in use.

Ability to establish and maintain positive working relationships with staff and the public.

Ability to work the required hours of the position.

PHYSICAL DEMANDS:

Lifting objects weighing up to 75 pounds with frequent carrying of objects up to 40 pounds.

Prolong standing, walking, limited sitting and driving.

Using hand(s)/feet for repetitive single grasping, fine manipulation, pushing and pulling, and operating controls.

Frequent bending, crouching, stooping and walking over rough, uneven surfaces; occasional twisting, climbing and reaching.

Communicating orally in a clear manner.

Distinguishing sounds at various frequencies and volumes.

Distinguishing people or objects at varied distances under a variety of light conditions.

Tolerating exposure to cold, heat, noise, vibrations, outdoor elements and hazards in the work environment.

This position description should not be interpreted as all-inclusive. It is intended to identify the major responsibilities and requirements of this job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this description.

I have read the above position description and understand the duties and responsibilities of the position.

Employee Name (Please Print)

Date

Employee Signature

Revised: 2/14

No. 16o -- RESOLUTION TO APPROVE THE AGREEMENT BETWEEN THE GREAT LAKES COMMISSION AND BROWN COUNTY, AS WELL AS THE NEW WATER STANDARD WORKING AGREEMENT WITH BROWN COUNTY, PURSUANT TO THE LOWER FOX WATERSHED DEMONSTRATION PROJECT, APPROVED BY THE USDA AS PART OF THE GREAT LAKES RESTORATION INITIATIVE

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE
BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, on or about September 12, 2013, the Great Lakes Commission ("GLC") entered into Agreement No. 65-5F48-3-017 ("Contract") with the U.S. Department of Agriculture – Natural Resources Conservation Service ("NRCS") to receive funding ("Funds"), as a recipient thereunder, for purposes of establishing the first Great Lakes Demonstration Farm Network in the Lower Fox Watershed, an initiative authorized by Public Law 111-88 ("Initiative"), to aid in the evaluation of the physical, chemical, biological, economic and social impacts of agriculture and other human activities on nonpoint source pollution control within the lower Fox River/Green Bay, Lake Michigan ("Project");

WHEREAS, per said Contract and as the Project Administrator thereunder, GLC now desires to contract with Brown County ("County") to act as a local liaison for the Project by providing certain management services to the Lower Fox Watershed Demonstration area that include but are not limited to: (1) overseeing the selected demonstration site as approved by the NRCS; (2) implementing, monitoring and providing outreach efforts for conservation practices; (3) conducting pilot studies that assess the efficacy of agricultural practices designed to reduce phosphorus runoff; and (4) as more fully set forth in the *Agreement Between the Great Lakes Commission and Brown County, WI*, which is attached hereto and incorporated herein by reference ("Agreement");

WHEREAS, under said Agreement, Funds, in an amount not to exceed \$326,250.00, will be available to the County, as a Grantee thereunder, for purposes of providing the above services on its own accord, through subcontracting with qualified individuals/entities, or a combination thereof, the latter of the two which require the approval of GLC;

WHEREAS, with GLC's approval, as already granted in anticipation hereof, NEW Water now desires to subcontract with the County, through execution of the *Standard Working Agreement for Adaptive Management/Nutrient Trading Projects* ("Subcontract") attached hereto and incorporated herein by reference, for purposes of financially supporting, by way of the Subcontract's cost sharing contribution provisions, and participating in the aforementioned pilot study, in the manner more fully set forth therein.

NOW, THEREFORE, BE IT RESOLVED THAT the Brown County Board of Supervisors does hereby authorize the County to execute and enter into the *Agreement Between the Great Lakes Commission and Brown County, WI*, which is attached hereto, and to carry out the provisions in accordance therewith.

BE IT FURTHER RESOLVED THAT the Brown County Board of Supervisors does hereby authorize the County to execute and enter into the *Standard Working Agreement for Adaptive Management/Nutrient Trading Projects* with NEW Water, which is attached hereto, and to carry out the provisions in accordance therewith.

Respectfully submitted,
PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE

Authored by: Land and Water Conservation Department
Final Draft Approved by Corporation Counsel

Fiscal Note: This Resolution does not require an appropriation from the general fund. This was budgeted for in the 2014 budget.

A motion was made by Supervisor Dantine and seconded by Supervisor Landwehr "to adopt".

A motion was made by Supervisor De Wane and seconded by Supervisor Dantine "to adopt the resolution as corrected by adding the first sentence of the last WHEREAS -- **WHEREAS, with GLC's approval, as already granted in anticipation hereof, NEW Water now, which was inadvertently omitted when reproduced**". Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \ Troy Streckenbach, County Executive Date: 4/18/2014

ATTACHMENTS TO RESOLUTION #16o

AGREEMENT

Between the
Great Lakes Commission
and
Brown County, WI

PROJECT TITLE: Lower Fox Watershed Demonstration Project Liaison ("Project")

I PURPOSE

The purpose of this Agreement is to contract with Brown County, WI, a body corporate per Wis. Stats., Ch. 59 ("Grantee"), to be a local project liaison to Great Lakes Commission ("GLC") by fulfilling the terms and conditions set forth below and in the workplan ("Plan") attached hereto as Attachment B and incorporated herein by reference (collectively, "Agreement"). The GLC, as Grantor for purposes hereof, will be the administrative and fiscal contact for the Project.

II BACKGROUND

On or about September 12, 2013, GLC entered into Agreement No. 65-5F48-3-017 ("Contract") with the U. S. Department of Agriculture – Natural Resources Conservation Service ("NRCS") to receive funding, as a Recipient thereunder, for purposes of establishing the first Great Lakes Demonstration Farm Network in the Lower Fox Watershed, an initiative authorized by Public Law 111-88 ("Great Lakes Restoration Initiative"), to aid in the evaluation of the physical, chemical, biological, economic and social impacts of agriculture and other human activities on nonpoint source pollution control within the lower Fox River/Green Bay, Lake Michigan.

Under said Contract, GLC, who is further designated as Project administrator, is to contract with local sponsors, like Grantee, to be "local project liaisons" ("Liaison"), with duties to include site administration and technology transfer. This Agreement is being entered into in fulfillment thereof.

Grantee, as said Liaison, with guidance from GLC and as more fully set forth herein, will provide local Project management to the Lower Fox Watershed Demonstration area by: (1) providing oversight to the selected demonstration sites approved by NRCS ("Site"); and (2) by implementing, monitoring and providing outreach efforts for conservation practices. The funds referenced in this Agreement have been provided to GLC, through NRCS, under the aforementioned Great Lakes Restoration Initiative.

III TERMS OF AGREEMENT

Through this Agreement, funds not to exceed \$326,250 ("Funds") will be available to Grantee for purposes of conducting the specified tasks described in the Plan (Attachment B). The term of this Agreement shall be from the latter of February 1, 2014 or the date of Grantee's signature hereon through September 30, 2018 ("Term") unless terminated sooner as provided in this Agreement.

Grantee agrees to abide by all terms and obligations as expressed in this Agreement. If Grantee fails to materially comply therewith, GLC shall promptly provide written notice to Grantee outlining which corrections it wants made. If Grantee fails to make the corrections within thirty (30) days of receiving notice, GLC may, by subsequent written notice to Grantee, terminate this Agreement in whole or in part at any time thereafter, so long as the effective date of said termination is specified therein. In the event it receives such termination notice, Grantee shall immediately discontinue all service affected (unless the notice directs otherwise) and deliver to GLC all information and materials within its possession that Grantee has accumulated in performing this Agreement, whether completed or in progress and so long as not prohibited by law or court order. Payments made by or recoveries made by GLC hereunder shall be in accord with the legal rights and liabilities of the Parties hereto.

It is the intent of GLC to fulfill its obligations under this Agreement. However, if GLC cannot fulfill its obligations because of lack of appropriated Funds, this Agreement shall automatically terminate unless otherwise agreed to by the Parties in advance thereof. Outstanding payments owed Grantee hereunder shall be in accord with the legal rights and liabilities of the Parties hereto.

This Agreement may be terminated by either Party upon written notice to the other at least thirty (30) days in advance of the effective date of said termination.

If any provision of this Agreement is held unenforceable, then such provision will be modified to reflect the Parties' intentions. To the extent legally feasible, all remaining provisions of this Agreement shall remain in full force and effect.

Grantee shall take all reasonable measures to ensure that no Funds provided it under this Agreement are used to engage in lobbying of the Federal Government, in litigation against the United States unless authorized under existing law, or for other political activities.

Grantee and its respective directors, officers, and employees may not transfer, pledge, mortgage, or otherwise assign the value of this Agreement, or any interest therein, or any claim arising thereunder, to any party or parties, banks, trust companies, or other financing or financial institutions without the express written approval of GLC.

Grantee certifies that, to the best of its knowledge and belief, it is not presently debarred, suspended, proposed for debarment, declared ineligible, or has not within a three-year period preceding this Agreement had one or more public transactions (federal, state or local) terminated for cause or default. Grantee certifies that it agrees to abide by all applicable local, state/provincial, and federal laws and regulations in the performance of this Agreement.

IV LEGAL RELATIONSHIP BETWEEN THE PARTIES

Grantee and any designee (i.e. subcontractor) or agent shall at all times be considered an independent contractor, hereunder, rather than an employee of GLC. Likewise, GLC, along with its designees (i.e. subcontractors), employees, agents, assigns and/or representatives, shall at all times be considered an independent contractor, hereunder, rather than an employee or agent of Grantee. It is understood that GLC will not withhold income tax for any payment to Grantee, its employees or its designees or agents under this Agreement, including reimbursement of expenses, but may file informational returns with the U.S. Internal Revenue Service or similar federal or state agencies regarding payment made hereunder to Grantee under conditions imposed by federal, state or local laws applicable to such payment.

It is further understood that neither Grantee, nor its designees, agents or employees, are employees of GLC or its Member states, within the meaning or application of any federal or state unemployment insurance, retirement benefits law or social security law, or any worker's compensation or industrial law or otherwise.

Services performed by Grantee under this Agreement shall be conducted in a manner consistent with the level of care and skill ordinarily exercised by members of the profession. GLC shall provide consultative assistance to Grantee in completing all work items covered by this Agreement. Per its Contract with NRCS and in accordance with governing law, GLC shall further assure that its primary administrative functions and responsibilities, as more fully set forth therein, are met in a timely and professional manner. The Parties acknowledge that, at all times relevant hereto, they will act in good faith in carrying out their duties and obligations hereunder.

Neither Parties' review, approval, or acceptance of, nor payment for, any of the services required hereunder shall be construed as a waiver of any of their rights or of any cause of action arising out of their performance of this Agreement, and, unless otherwise stated herein or

agreed to in writing, the Parties shall be and remain liable to each other for any material breach of this Agreement in accordance with governing law.

V DISPUTE RESOLUTION

Both Parties agree to a good faith commitment to resolve any disputes over the interpretation of the terms of this Agreement. Failing such efforts, the Parties shall be entitled to submit to a state or federal court of competent jurisdiction located in the state of Wisconsin, County of Brown.

VI INDEMNIFICATION

Grantee and its agents and designees agree to indemnify, defend, and hold harmless GLC, its agents, officers and/or employees from all costs, losses, damages, claims and suits including court costs, attorneys' fees and other expenses arising from any negligent act or omission of Grantee, its employees, agents, designees or employees of agents or designees.

GLC and its agents and designees agree to indemnify, defend, and hold harmless, Grantee, its agents, officers and/or employees from all costs, losses, damages, claims and suits, including court costs, attorneys' fees and other expenses arising from any negligent act or omission of GLC, its employees, agents, designees or employees of said agents or designees.

VII GOVERNING LAWS

This Agreement shall be construed in accordance with and governed by the laws of the state of Wisconsin and suit, if any, must be brought in the federal or state courts residing in Brown County, Wisconsin.

VIII REPORTING REQUIREMENTS

Under this Agreement and so long as GLC supplies it with the requisite form in advance thereof, Grantee shall submit a quarterly progress report by email to garyo@glc.org as a Word document (not a PDF). Said reports are required even if no activity has taken place during the reporting period. Additional material such as pictures and news articles can also be included at Grantee's discretion unless otherwise directed by GLC.

IX FINANCIAL AND REIMBURSEMENT INFORMATION

Grantee hereby agrees that all costs incurred, including service fees and expenses, for the Term of this Agreement shall not exceed \$326,250. GLC is liable to Grantee only to the extent of actual Funds received from NRCS. Should GLC become aware that it may not receive said Funds, whether in whole or in part, it shall immediately provide written notification to Grantee, along with an indication as to whether GLC intends to, nonetheless, fulfill its obligations hereunder. In the event that it does not, this Agreement shall terminate in accordance with Section III hereof.

Payments for work conducted under this Agreement will be done on a cost reimbursement basis upon receipt and approval of the invoice form provided to Grantee by GLC in advance thereof. **So long as GLC timely provides it with an invoice form, Grantee must submit said form, requesting payment hereunder, on a quarterly basis. In addition to submitting a digital copy of each invoice form to garyo@glc.org, Grantee must send a signed hard copy of the same invoice form to:**

Gary Overmier
Senior Project Manager
Great Lakes Commission
2805 S. Industrial Hwy
Ann Arbor, MI 48104
734-971-9135

After reviewing Grantee's progress report referred to in Section VIII of this Agreement and the corresponding invoice form referred to herein (collectively, "Reports") for satisfactory progress and cost coverage, GLC shall disburse the quarterly reimbursement amount to Grantee within (65) calendar days of said approval, unless otherwise agreed to by the Parties.

X ADVANCE PAYMENT

An advance payment of ten (10) percent of the total Funds appropriated hereunder, equaling an approximate amount of \$32,600 , will be provided to Grantee upon execution of this Agreement. It is expected that Grantee will draw upon said advance payment to cover initial costs associated with the Project. Grantee will be required to submit the afore-mentioned monthly invoice form, consistent with Section IX of this Agreement, to track its expenditures of this advance payment.

XI MODIFICATIONS TO THIS AGREEMENT

This Agreement may be modified in writing upon mutual agreement by both Parties (Grantee and GLC).

XII RESPONSIBILITIES AND DUTIES OF THE PARTIES

General:

- GLC will have the final decision on all Project administration and activities unless specifically assigned to another entity. GLC is responsible to notify Grantee of any assignments hereunder.
- NRCS will be the final authority on technical issues related to the planning, design and installation of conservation practices. GLC shall, in a timely manner, inform Grantee on what constitutes a "technical issue" subject to the final authority of NRCS hereunder.
- All communications with Site owner(s)/operator(s) will be routed through the Liaison. And, GLC will inform the Liaison of an impending contact it, or one of its partners/parties, has with Site owner(s)/operator(s).
- All electronic communications about the Project shall have included thereon, at a minimum, the following, whether directly or as cc: Gary Overmier – Great Lakes Commission, Eric Allness – NRCS, Jim Jolly – Brown County/Grantee/Liaison hereunder, and Gregory Baneck - Outagamie County.

GLC agrees to:

- Review and approve all contracts between Grantee and any subcontractors or Site owners/ operators in advance of their execution;
- Respond to all questions and/or inquiries from Grantee, whether by phone, via e-mail, or in writing in a timely manner;

- Provide Grantee with the names and contact information of any partners, liaisons, entities and/or other parties associated with the Project, along with the manner, if any, in which Grantee shall coordinate, correspond and/or associate with said partners, liaisons, entities and/or other parties hereunder;
- Consistent with Section IX of this Agreement, disburse the quarterly reimbursement amount related to each submitted invoice form received from Grantee within forty-five (65) calendar days of GLC's approval thereof;
- Confirm or deny, in writing, all requested changes to this Agreement;
- Consistent with the obligations assigned GLC under its Contract with NRCS, provide consultative assistance and administrative guidance to Grantee in completing all work items covered by this Agreement, as well as on the Project in general;
- Consistent with the obligations assigned GLC under its Contract with NRCS, assure that its primary administrative functions and responsibilities, as more fully set forth therein, are met in a timely and professional manner; and
- Unless otherwise required under its Contract with NRCS or governing law, as its schedule and budget permits, attend on-Site meetings.

Grantee agrees to:

- Hire or assign a full-time (30 hours or more per week) staff member to be the day-to-day Liaison with GLC in the administration and execution of the Project and shall send the name of said staff member to GLC as soon as possible;
- Carry out the assigned portions of the Plan formulated by GLC pursuant to its Contract with NRCS;
- Provide Liaison functions between GLC and the local partners, entities, Site owner(s)/operator(s), farmers and public;
- Serve as secretary to the advisory committee established by GLC pursuant to the Contract;
- With the oversight of GLC, contract for Site-use with landowners/farmers, who are not the owners/operators thereof, to install the demonstration conservation systems selected by GLC pursuant to the Contract (mainly at the field-scale level);
- Coordinate the installation of the conservation systems' monitoring program, as developed by GLC per the Contract, with said landowners/farmers, as well as the USGS and other monitoring entities;
- Oversee the installation and maintenance of the GLC-selected demonstration conservation systems on the GLC-assigned Sites by: (1) assisting in said systems' design, per GLC's assessment under Section III of the Contract; (2) contracting for said systems' installation; and (3) supervising the installation of said systems as assigned by GLC to each Site and each field;
- With the oversight of GLC, track farm inputs and outputs including yields, nutrient levels, annual application rates and methods and timing of application;
- Implement the outreach and technology transfer program developed by GLC in accordance with Section III of the Contract, including establishing controlled public access to the Site(s);
- Collect and submit the appropriate taxes based on Federal, state and local laws;
- Pay for travel;
- With the oversight of GLC, contract with the Site owners/operators to secure the Site for the demonstration of conservation practices as outlined in the Plan;
- Carry out GLC pre-approved events at the Site such as tours and media events per the technology transfer/outreach work plan developed by GLC in consultation with NRCS and the advisory committee referenced within Section III of the Contract;

- All publications, whether written or published and any audiovisual produced with NRCS funding assistance shall acknowledge NRCS' support thereon. When feasible, any publication reporting the results of, or describing an activity supported by, NRCS funding, should bear the same acknowledgment;
- Coordinate with GLC before conducting any news releases, or disbursing any informational materials that were produced, to publicize, announce, or promote the projects, activities, and events resulting from this Agreement. Unless otherwise prohibited/protected by law or court order, any products created by Grantee under this Agreement may be used and distributed by GLC or NRCS at their discretion, but without liability to Grantee therefor.
- Obtain all necessary federal, state and local government permits and approvals where necessary for the proposed work prior to the expenditure of Funds for those activities requiring permits through this Project as more fully specified in the Plan;
- So long as GLC or a duly authorized designee thereof obtains the data and photo release signatures referenced in Section III of the Contract, provide before, during and after pictures of the implementation; media events; and other activities of interest to the Project;
- Conduct all work in a lawful and safe manner, consistent with the standards and level of care normally provided under similar profession(s);
- Submit quarterly invoice forms to GLC in the manner prescribed by Section IX of this Agreement;
- Request changes to the Plan in writing and on a formal letterhead to GLC; and
- All other duties as mutually agreed upon in writing by GLC and Grantee.

The principal duties of the Liaison include:

- Establishing working relationship with the Site owners/operators;
- Acting as the main point of contact between the Site owners/operators and, unless otherwise directed by GLC, other known entities that are participating and/or interested in the Project;
- Consistent with the technology transfer/outreach work plan referenced within Section III of the Contract, informing all appropriate parties of Project activities; and
- To the fullest extent possible, maintaining amiable relationships between all Project participants/parties.

XIII PROJECT FILES

Unless the law dictates longer, Grantee agrees to maintain Project files for all activities associated with this Agreement for a period of three (3) years after the end of the Project. The files will contain at a minimum: Project work plans, copies of all federal and state permits/consultations associated with Project implementation, and copies of all financial documents and supporting materials relating to the Project.

XIV AUDIT REQUIREMENTS

In accordance with OMB Circular A-133, which implements the Single Audit Act, Grantee hereby agrees to obtain a single audit from an independent auditor **if it expends \$500,000 or more in total Federal funds in any fiscal year**. If this applies to Grantee at any point during the Term, Grantee shall submit the SF-SAC and a Single Audit Report Package using the Federal Audit Clearinghouse's Internet Data Entry System (see <http://harvester.census.gov/fac/>) within nine months after the end of Grantee's fiscal year or thirty (30) days after receiving the report from the auditor, and provide an additional copy to GLC.

Unless otherwise prohibited/protected by law or court order, GLC, NRCS, EPA and the Federal Office of the Inspector General, at all reasonable times during normal business hours, shall have the right to inspect, audit, and reproduce all records, books, documents, correspondence, instructions, drawings, receipts, vouchers, memoranda, similar data and other evidence, and accounting procedures in any manner relating to this Agreement, and the work performed and services rendered hereunder. Furthermore and unless prohibited/protected by law or court order, Grantee agrees to allow an appropriate representative of GLC, NRCS, EPA or the Federal Office of the Inspector General to interview any of the officers, employees, subcontractors, and/or agents of Grantee who are conducting work on its behalf under this Agreement. GLC may demand, and, so long as not prohibited/protected by law or court order, Grantee shall be required to deliver, forthwith, such additional records, accounts, summaries, and supporting documents within Grantees' possession or control as GLC in its reasonable discretion may deem appropriate; provided, such additional records, accounts, summaries and/or supporting documents are related to this Agreement.

XV INSURANCE

Grantee must agree to provide the minimum levels of liability insurance coverage as indicated below. The insurance must protect GLC from claims which may arise out of or result from Grantee's performance of services under the terms of this Agreement, whether the services are performed by Grantee, or by any of its designated subcontractors, or by anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be legally liable.

Subject to Section VI of this Agreement, Grantee waives all rights against GLC for recovery of damages to the extent these damages are covered by the insurance policies Grantee is required to maintain under this Agreement.

Grantee is required to pay for and provide the following types and amounts of liability insurance:

- a) Commercial General Liability with the following minimum coverage:
 - \$2,000,000 General Aggregate Limit other than Products/Completed Operations
 - \$2,000,000 Products/Completed Operations Aggregate Limit
 - \$1,000,000 Personal & Advertising Injury Limit
 - \$1,000,000 Each Occurrence Limit

Grantee must list GLC as an ADDITIONAL INSURED on the Commercial General Liability certificate. Grantee must provide a certificate of insurance coverage to GLC as part of this Agreement.

- b) If a motor vehicle is used to provide services or products under this Agreement, Grantee must have vehicle liability insurance on any auto including owned, hired and non-owned vehicles used in Grantee's business for bodily injury and property damage as required by law.
- c) Workers' compensation coverage must be provided according to applicable laws governing the employees and employers work activities in the state in which the Project is located.

- d) Employers liability insurance with the following minimum limits:
- \$100,000 each accident
 - \$100,000 each employee by disease
 - \$500,000 aggregate disease

XVI SUBCONTRACTS AND PROCUREMENT PROCEDURES

All subcontractors hired by Grantee pursuant to this Agreement, shall be subject to the provisions hereof and shall be qualified to perform the duties for which they were hired hereunder. Grantee acknowledges that it will provide GLC, upon written request, with proof (i.e., a certificate of coverage) showing that each subcontractor hired by Grantee hereunder has met the minimum insurance requirements specified in Section XV, above. Grantee further agrees that each subcontractor it hires hereunder will limit GLC's financial obligations to actual Funds received and will indemnify GLC for any illegal acts performed by that subcontractor, its employees, agents and/or assignees.

Grantee, its agents and/or designees agree to follow the applicable procurement standards established in the Code of Federal Regulations (CFR) Title 40 Part 31.

XVII NON-DISCRIMINATION POLICY AND OTHER LEGAL REQUIREMENTS

Grantee, its agents and designees agree to comply with all applicable federal, state and local statutes, regulations, Executive Orders, and policies on nondiscrimination including, but not limited to, Title VI and Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, the Americans with Disabilities Act, and the Fair Housing Act. Specifically, no person in the United States shall, on the ground of race, color, national origin, handicap, age, religion, sex or sexual orientation, be excluded from participation in, be denied the benefits of, or be subject to discrimination under this Agreement. Grantee will take affirmative action to ensure that its applicants are employed, and that its employees are treated during their employment with Grantee, without regard to their race, religion, color, sexual orientation, sex, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training.

XVIII MODIFICATION OR TERMINATION

This Agreement can be modified or terminated if jointly agreed to in writing by the Parties within sixty (60) days' notice. This Agreement will be automatically terminated if funding from NRCS becomes unavailable.

XIX AUTHORITY TO BIND

The undersigned attest under penalties of perjury that he is the cooperating Party, or that he is the representative, agent, member or officer of the cooperating Party, that he has not, nor has any other member, employee, representative, agent or office of the firm, company, corporation, or partnership represented by him, directly or indirectly, to the best of their knowledge, entered into or offered to enter into any combination, collusion or agreement to receive or pay, and that he has not received or paid, any sum other than that which appears upon the face of this Agreement.

Notwithstanding anything in this Agreement to the contrary, the signatories for the Parties represent that they have been duly authorized to execute contracts on behalf of their respective organizations.

IN WITNESS WHEREOF, having read and understood the terms of the Agreement, the Parties do by their respective signatures dated below hereby execute this Agreement in two (2) originals as of the effective date hereof. One (1) original shall be retained by each Party. If there is any controversy among the documents, the document on file with GLC shall control.

Tim Eder	Date	Grantee Signature	Date
Executive Director			
Great Lakes Commission		Print Name	
		Title	
		Organization	

ATTACHMENT A

Special Provisions

Grantee agrees to comply with the following special provisions which are hereby attached to this Agreement.

I. APPLICABLE REGULATIONS

a. The recipient and recipients of any subawards under this award, agree to comply with the following regulations, as applicable. (The full text of Code of Federal Regulations references may be found at <http://www.access.gpo.gov/nara/cfr/cfr-table-search.htm> .)

- (1) 7 CFR Section 3015.205, “General Provisions for Grants and Cooperative Agreements with Institutions of Higher Education, Other Nonprofit Organizations, and Hospitals”
- (2) 7 CFR Part 3016, “Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments”
- (3) 7 CFR Part 3017, “Government-wide Debarment and Suspension (Non-procurement)”
- (4) 7 CFR Part 3018, “New Restrictions on Lobbying”
- (5) 7 CFR Part 3019, “Uniform Administrative Requirements for Grant and Other Agreements with Institutions of Higher Education, Hospitals, and Nonprofit Organizations”
- (6) 7 CFR Part 3021, “Government-wide Requirements for Drug-Free Workplace (Financial Assistance)”
- (7) 7 CFR Part 3052, “Audits of States, Local Governments, and Nonprofit Organizations”
- (8) 2 CFR Part 215, “Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations”
- (9) Office of Management and Budget (OMB) Circular No. A-102, “Uniform Administrative Requirements for Grants and Cooperative Agreements with State and Local Governments” (including Indian Tribal governments)
- (10) 2 CFR Part 25, “Universal Identifier and Central Contractor Registration”
- (11) 2 CFR Part 170 “Reporting Subaward and Executive Compensation Information”

b. The recipient and recipients of any subawards under this award, assures and certifies that it will comply with the following regulations, as applicable. (The full text of Code of Federal Regulations references may be found at <http://www.access.gpo.gov/nara/cfr/cfr-tablesearch.htm>)

- (1) 7 CFR Part 3017, “Government-wide Debarment and Suspension (Non-procurement)”
- (2) 7 CFR Part 3018, “New Restrictions on Lobbying”

(3) 7 CFR Part 3021, "Government-wide Requirements for Drug-Free Workplace (Financial Assistance)"

(4) 7 CFR Part 3052, "Audits of States, Local Governments, and Nonprofit Organizations"

(5) Public Law 109-282, "Federal Funding Accountability and Transparency Act of 2006"

(6) 2 CFR Section 175, "Award Term for Trafficking in Persons"

c. Allowable Project costs will be determined in accordance with the authorizing statute, the purpose of the award, and to the extent applicable to the type of organizations receiving the award, regardless of tier. The following portions of the Code of Federal Regulations are hereby incorporated by reference (the full text of Code of Federal Regulations references may be found at <http://www.access.gpo.gov/nara/cfr/cfr-table-search.htm>):

(1) 2 CFR Part 220, "Cost Principles for Institutions of Higher Education"

(2) 2 CFR Part 225, "Cost Principles for State and Local Governments (Including Certain Indian Tribal Governments)"

(3) 2 CFR Part 230, "Cost Principles for Nonprofit Organizations"

(4) 48 CFR Part 31, "Contract Cost Principles and Procedures"

II. UNALLOWABLE COSTS

The following costs are not allowed:

a. Costs above the amount authorized for the Project;

b. Costs incurred after the expiration of the Project or Funds associated therewith including any no-cost extensions of time;

c. Costs that lie outside the scope of the approved Project and any amendments thereto;

d. Compensation for injuries to persons or damage to property arising from Project activities;

This list is not exhaustive.

III. CONFIDENTIALITY

a. Activities performed under this Project may involve access to confidential and potentially sensitive information about governmental and landowner issues. The term "confidential information" means proprietary information or data of a personal nature about an individual, or information or data submitted by or pertaining to an organization. This information must not be disclosed without the prior written consent of NRCS.

b. Grantees' personnel will follow the rules and procedures of disclosure set forth in the Privacy Act of 1974, 5 U.S.C. Section 552a, and implementing regulations and policies with respect to systems of records determined to be subject to the Privacy Act. Grantees' personnel must also comply with privacy of personal information relating to natural resources conservation programs in accordance with section 1244 of Title II of the Farm Security and Rural Investment Act of 2002 (Public Law 107-171).

IV. EXAMINATION OR RECORDS

So long as not prohibited/protected by law or court order, give NRCS or the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to this Agreement. Unless the law dictates longer, retain all records related to this Agreement for a period of three (3) years after completion of the terms of this Agreement in accordance with the applicable OMB Circular.

NEW Water

Standard Working Agreement for Adaptive Management/ Nutrient Trading Projects

This Standard Working Agreement (“Agreement”) is made as of the _____ day of _____, 2014, by and between NEW Water, the brand of the Green Bay Metropolitan Sewerage District, with offices located at 2231 N Quincy Street, Green Bay, Wisconsin 54302, and Brown County (“County”), a body corporate per Wis. Stats., Ch. 59, with offices located at 305 E. Walnut Street, Green Bay, Wisconsin 54301.

WHEREAS, in September of 2013, Great Lakes Commission (“GLC”) entered into an agreement (“Contract”) with the USDA – Natural Resources Conservation Service (“NRCS”) to receive funding, as a recipient thereunder, for purposes of establishing the first Great Lakes Demonstration Farm Network in the Lower Fox Watershed, an initiative authorized by Public Law 111-88 (“Initiative”), to aid in the evaluation of the physical, chemical, biological, economic and social impacts of agriculture and other human activities on nonpoint source pollution control within the lower Fox River/Green Bay, Lake Michigan (“Project”);

WHEREAS, pursuant to the Contract, GLC, designated as Project administrator, contracted with the County (“Subcontract”) to be a local Project liaison and to provide local Project management to the Lower Fox Watershed Demonstration area by: (1) providing oversight to the selected demonstration sites approved by NRCS (“Sites”); and (2) implementing, monitoring and providing outreach efforts for conservation practices;

WHEREAS, under the Subcontract, the County, among other allowances, is authorized to contract with individuals/entities desiring to participate in certain aspects of the Project, so long as GLC approves the same in advance thereof;

WHEREAS, as one aspect of the Project, the County is conducting a pilot study to assess the efficacy of agricultural practices designed to reduce phosphorus (P) runoff using, primarily, a portion of the funds afforded GLC, through NRCS, under the aforementioned Initiative; and

WHEREAS, with GLC having approved the same, NEW Water now desires to enter into this Agreement with the County to participate in and financially support the Project as more fully set forth herein.

NOW, THEREFORE in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the County and NEW Water (collectively, the “Parties”) hereby agree as follows:

The above recitals are true and correct and incorporated into this Agreement.

1. The total cost to implement this five year Project is identified at \$1,000,000. NRCS will provide 75% of the funding, with the other 25% being provided through cost share contributions (“Contribution(s)”) from GLC, the County and NEW Water. NEW Water commits to a **\$25,000 Contribution for 2014**.
2. NEW Water will budget an additional Contribution amount, totaling approximately \$46,250 for years 2015 through 2018, the actual annual Contributions of which will be identified in the final Project cost proposal. The total Project Contribution by NEW Water under this Agreement will not exceed \$71,250.

3. All Contribution amounts provided by NEW Water hereunder are contingent upon NEW Water's annual budget approval. Should NEW Water become aware that it may be unable to provide said Contribution amounts, whether in whole or in part, it must: (a) immediately provide written notification to the County; and (b) indicate what steps, if any, it plans to take to secure replacement cost-sharing.
4. NEW Water will pay 50% of its annual Contribution, as identified in Section 1 for 2014 and as will be identified in the final Project cost proposal for years 2015 - 2018, two times per year, the first payment of which shall be due on July 1, 2014 and the second on January 31, 2015, so long as it receives an invoice and report, specifically describing its progress on Project requirements set forth below, from the County in advance thereof.
5. NEW Water agrees to participate in this Project based on the following requirements:
 - a. That, with regard to the four (4) Sites identified for the Project's pilot study ("Pilot"), appropriate management practices will be installed to ensure, at a minimum, that all current and applicable requirements of the Wisconsin Administrative Code, Chapter NR 151, as well as any applicable provisions of the Brown County Code of Ordinances will be met.
 - b. That, consistent with Section 4 of this Agreement, the County submits a progress report, with accompanying invoice, in order to receive payment on July 1, 2014, January 31, 2015 and every six months thereafter until completion of the Project.
 - c. That, the County will track all conservation practices installed on each of the four (4) Sites by type of conservation practice, acres installed, and date of installation.
 - d. That, further, the County will conduct an annual monitoring of all conservation practices installed on the Sites to ensure that the integrity of said practices is maintained.
 - e. That, the County will measure reductions of phosphorus, nitrogen, sediment and any other measured parameters from the Sites, using the latest agreed upon models and edge of field monitoring and provide the same to NEW Water in a final report. So long as authorized by governing law, as well as the Subcontract, and provided it has control over the same, the County will make these reduction values, if any, available to NEW Water as credits in either the State of Wisconsin's Trading or Adaptive Management programs. To the extent of its authorization and control over said credits, the County will be assigned them to NEW Water in perpetuity, for as long as they are available.
6. Either Party may terminate this Agreement with a six (6) month written notice to the other Party in advance thereof. In addition, if NEW Water cannot fulfill its obligations under this Agreement because of a lack of appropriated funds, this Agreement shall automatically terminate unless otherwise agreed to by the Parties in advance thereof. In the event of said termination, any recoveries made by the County hereunder shall be in accord with the legal rights and liabilities of the Parties hereto.
7. When finalized, this Agreement should be reviewed and approved, if appropriate, by the Wisconsin DNR to confirm allocation of any P credits as identified in the Project's final report.
8. Any lawsuits related to or arising out of disputes under this Agreement shall be commenced and tried in the Circuit Court of Brown County, Wisconsin and the Parties shall submit to the jurisdiction of the Circuit Court of Brown County for such lawsuits. In all respects, this Agreement and any disputes arising under it shall be governed by the laws of the State of Wisconsin.

9. This Agreement is the entire agreement between the undersigned Parties and shall only be modified, changed or amended in writing upon signature of the Parties' duly authorized representatives, the amendment of which shall expressly state that it is the intention of the Parties to amend this Agreement.
10. The provisions of this Agreement are severable and if any provision is found to be invalid, unenforceable, or void by a court of competent jurisdiction, the remainder of the Agreement shall remain in full force and effect and shall not be affected, impaired or invalidated unless the effect of holding the provision invalid, unenforceable or void defeats the entire purpose of this Agreement.
11. All Parties have contributed to the drafting of this Agreement. In the event of a controversy, dispute or contest over the meaning, interpretation, validity or enforcement of this document or any of its terms or conditions, there shall be no inferences, presumption or conclusion drawn whatsoever against any Party by virtue of that Party having drafted this Agreement or any portion thereof.
12. The persons signing this Agreement warrant that they have been authorized to enter into this Agreement by and on behalf of their respective Parties and that they have full and complete authority to bind their respective Parties by executing this Agreement.
13. NEW Water, its employees, agents, officers, representatives and/or assigns shall at all times material hereto be considered an independent contractor, rather than an employee, of the County, its employees, agents, officers, representatives and/or assigns.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

NEW Water

Brown County

By: _____

By: _____

Title: _____

Title: _____

No. 16p -- RESOLUTION RE: RECLASSIFICATION OF POSITIONS IN THE LAND AND WATER CONSERVATION DEPARTMENT AGRONOMIST TECHNICIAN AND ENGINEERING TECHNICIAN

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Land and Water Conservation Department is currently recruiting to fill the vacant Agronomist Technician ~~and Engineering Technician positions~~; ** and

WHEREAS, it has been difficult to recruit candidates that meet the minimum qualifications for ~~these~~ this positions,** however, there are some entry level candidates available; and

WHEREAS, Human Resources in conjunction with the Land and Water Conservation Department recommend temporarily reclassifying ~~these~~ this positions** to an entry level Agronomist Technician Journeyman ~~and Engineering Technician Journeyman~~ ** through December 31, 2016; and

WHEREAS, during this time the Journeymen will perform their duties under a certified Technician and become fully qualified; and

WHEREAS, ~~these~~ this**positions will return to an Agronomist Technician ~~and Engineering Technician~~ ** effective January 1, 2017, or when fully certified thereafter.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors the 1.00 FTE Agronomist Technician ~~and 1.00 FTE Engineering Technician~~ ** in the Land and Water Conservation table of organization be reclassified to 1.00 FTE Agronomist Technician Journeyman ~~and 1.00 FTE Engineering Technician Journeyman~~ ** through December 31, 2016.

BE IT FURTHER RESOLVED, ~~these~~ this positions** will be maintained in Pay Grade 16 of the Classification and Compensation Plan.

BE IT FURTHER RESOLVED, ~~these~~ this positions** will return to 1.00 FTE Agronomist Technician ~~and 1.00 FTE Engineering Technician~~ ** in the Land and Water Conservation table of organization effective January 1, 2017, or when full certified thereafter.

BE IT FURTHER RESOLVED, ~~these~~ this positions** will return to Pay Grade 17 of the Classification and Compensation Plan. Therefore, hire an Agronomist Technician, Pay Grade 17 or Agronomist Technician Journeyman, Pay Grade 16. **

Annual Budget Impact

Land and Water Conservation Temporary Reclassification	FTE	Addition/ Deletion	Salary	Fringe	Total
Agronomist Technician Pay Grade 17	(1.00)	Deletion	\$(50,486)	\$(23,728)	\$(74,214)
Engineering Technician Pay Grade 17 **	(1.00)	Deletion	\$(50,486)	\$(23,728)	\$(74,214)
Agronomist Technician Journeyman Pay Grade 16	1.00	Addition	\$ 46,237	\$ 23,087	\$ 69,324
Engineering Technician Journeyman Pay Grade 16 **	1.00	Addition	\$ 46,237	\$ 23,087	\$ 69,324
Annual Budget Impact			\$(8,498) \$(4,249) **	\$(1,282) \$(641) **	\$(9,780) \$(4,890) **

Fiscal Note: This resolution does not require an appropriation from the General Fund.

** **Amended changes made as per the Brown County Board of Supervisors on 4/15/2014.**

Respectfully submitted,
 PLANNING, DEVELOPMENT &
 TRANSPORTATION COMMITTEE
 EXECUTIVE COMMITTEE

Authored by Human Resources and approved by Corporation Counsel.

A motion was made by Supervisor Erickson and seconded by Supervisor Dantine “to amend the resolution by removing the Engineering Technician and Engineering Technician Journeyman”. Voice vote taken. Motion carried unanimously with no abstentions.

Following discussion, a motion was made by Supervisor Kaster and seconded by Supervisor Sieber **“to adopt the resolution as amended”**. Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Troy Streckenbach, County Executive

Date: 4/18/2014

ATTACHMENTS TO RESOLUTION #16P

BROWN COUNTY POSITION DESCRIPTION

POSITION TITLE: AGRONOMIST TECHNICIAN - JOURNEYMAN
REPORTS TO: COUNTY CONSERVATIONIST
DEPARTMENT: LAND AND WATER CONSERVATION

JOB SUMMARY

Provides technical assistance to county landowners related to the adaptation and enforcement of conservation tillage, nutrient management practices, and integrated pest management practices along with implementation of federal, state and county standards and ordinances.

ESSENTIAL DUTIES

Develop programs to provide information, education, and technical assistance to landowners regarding the use of conservation tillage systems and nutrient management practices to ensure compliance with State Ag Performance Standards and local ordinances.

Conduct on-site visits with landowners to determine current compliance status with all applicable County, State and Federal ordinances or standards and provides the necessary technical assistance and guidance to help landowners achieve compliance.

Maintains accurate data on crop field tillage, rotations and residue management results and reviews them with the landowner/operators.

Determine landowner eligibility for the Working Lands Initiative Program based on present cropland management and current soil erosion prediction model calculations using SNAP-Plus and RUSLE2.

Work with landowners to develop conservation plans that maintain compliance with the Working Lands Initiative Program requirements and state and county standards and ordinances.

Annually review nutrient management plans submitted by landowners to ensure compliance with state and local programs and ordinances, specifically NRCS Code 590.

Ensure landowners are provided sufficient and accurate information and technical support to correctly implement nutrient management, and other soil and water conservation practices to ensure compliance with applicable State Ag-Performance Standards and county ordinances.

Develop winter spreading plans.

Develop cost-share agreements with landowners for nutrient management planning. Ensures financial and administrative procedures are completed; maintains costs of agreements, amendments, cost share calculations, funding/grant proposals, project and cost certifications.

Ensure that working relationships are well maintained with all landowners, agencies, and governmental units.

NON-ESSENTIAL DUTIES

Performs related functions as assigned.

MATERIALS AND EQUIPMENT USED

Computer – MS Office, ArcView

Vehicle

General Office Equipment

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

B.S. or Associate Degree in Agronomy, Natural Resource Management, Soil Science, Watershed Management or a related field of study or a combination of training and direct experience.

WI Agronomic certification or equivalent

RUSLE2 and SNAP-Plus computer model experience required.

ArcGIS experience preferred.

Licenses and Certifications:

Valid Driver's License

Ability to obtain WI Agronomic certification (CCA, ARCPACS, or NAICC)

WI Commercial Pesticide Applicator certification (preferred)

USDA-NRCS Conservation Planner certification (preferred)

Knowledge, Skills, and Abilities:

Thorough knowledge and ability to apply principles of soil erosion control methods, and nutrient management.

Ability to interpret and analyze soil test reports.

Ability to investigate and evaluate animal waste ordinance violations and report finds clearly and concisely to both the department and Corporation Counsel.

Ability to use computers and applicable software including spreadsheet, word processing, RUSLE2, SNAP-Plus and ArcView.

Possess good mathematical skills.

Ability to interpret aerial photography, aerial slides, soils maps, USGS quadrangles, and to use in-field measuring devices.

Knowledge of programs and responsibilities of the County Land and Water Conservation Department; USDA Natural Resource Conservation Service; WI Dept. of Natural Resources; and WI Dept. of Agriculture, Trade and Consumer Protection; US EPA; UW Extension; and non-government organizations.

Ability to understand and apply soil and water resource management planning methods.

Knowledge of Wisconsin State Statutes regarding conservation programs administered by the County and other state soil and water programs.

Knowledge of County water and soil standards, DNR and DATCP programs and reporting procedures.

Knowledge of County and township zoning ordinances.

Knowledge of the Brown County Code of Ordinances.

Knowledge of agronomy, animal husbandry/biology, farming practices, nutrient management and soil sciences of the economics of conservation practices.

Ability to analyze data and formulate solutions to erosion and conservation problems.

Ability to prepare and give presentations through training sessions with associations, community groups, schools, governmental entities and professionals regarding nutrient management and conservation practices.

Ability to promote and persuade landowners to use proven conservation ideas.

Ability to apply for grants through both state and federal agencies.

Ability to address hostile citizens and employees in a tactful manner.

Ability to establish and maintain effective working relationships with employees, landowners, contractors, government officials, and the public.

Ability to communicate effectively both orally and in writing.

Physical Demands:

Ability to walk long distances in fields, along uneven terrain.

Intermittent sitting, standing, and walking; occasional driving.

Lifting 30 pounds maximum with frequent lifting and/or carrying of objects weighing up to 20 pounds.

Withstanding temperature changes in the work environment.

Distinguishing people or objects at varied distances under a variety of light conditions.

Distinguishing sounds at various frequencies and volumes.

Tolerating exposure to outside/site elements such as heat, cold, water, mud, animal waste, dust, pollen and fumes.

New: 01/01/14

**BROWN COUNTY
POSITION DESCRIPTION**

POSITION TITLE: ENGINEERING TECHNICIAN - JOURNEYMAN
REPORTS TO: COUNTY CONSERVATIONIST
DEPARTMENT: LAND & WATER CONSERVATION
DATE: JULY 2013

JOB SUMMARY:

Provides civil engineering technical assistance, assists in design and plan approvals in response to State mandates, county ordinances, agencies, engineers, firms, consultants, organizations and landowners. Develops plans and designs working with engineers at DATCP, NRCS, WDNR, COE, and private firms/consultants involving above and below ground structures, storm water plans, drainage, soil investigations, waste handling systems, ag waste treatment, cropland, and stream bank erosion control practices. Performs a variety of engineering activities pertaining to: complaints, spills, violations, investigations, surveying, designing, drafting, inspection, and directs the layout of construction projects. Performs project management, analyzes data, reviews construction plans and specifications, provides conservation planning and approves engineering designs. Assists the County Conservationist and Land & Water Conservation Department with directing, coordinating, enforcing and monitoring the Land & Water Conservation Programs, Brown County Ordinances and State mandates in an effort to improve and protect the health and welfare of Brown County residents. Instructs and trains personnel performing natural resource and civil engineering planning and design work to protect rural drinking water supplies and surface waters. Develops and conducts information and education activities as needed.

ESSENTIAL DUTIES:

Performs skilled civil engineering field survey work for the development of complex project designs related to the following: agricultural developments, drainage, Ag waste storage and transfer, contaminated runoff treatment, cropland and stream bank erosion control, fish & wildlife habitat restoration projects. Generate detailed plans using AutoCAD Civil 3D, GIS and ArcMap showing required setbacks for property lines, wells and utilities to meet county, state and federal standards. Surveys to establish and develop project elevations, benchmarks, grades, groundwater, soil and surface water profiles and to collect data for terrain modeling.

Conducts field engineering survey construction work for; earthwork calculations, quantities, as-built plans, staking, setting grades and establish reference points for contractors and landowners.

Inspects, assists and directs contractors, landowners and varying clients in carrying out construction projects making in-field and office decisions for conflicts, design changes, construction procedures, method modifications or cease and desist orders.

Inspects, tests, approves and documents construction materials, concrete and compaction requirements. Performs slump tests, prepares concrete cylinders, analyzes concrete mix water cement ratios and ensures proper curing procedures meet standards.

Performs AutoCAD Civil 3D, GIS and ArcMap computer design work to develop complete sets of construction plans for agricultural and civil engineering designs meeting WDNR, NRCS, COE, County Ordinance and local government requirements. Complete construction plans include: plan, profile and cross-section sheets, quantities, construction notes, standard and developed detail sheets, operation and maintenance plans/agreements, inspection plans, construction specifications, standards, safety plans and cost estimates.

Develops, submits, files and distributes storm water plans and permits for construction plans and land disturbing activities for waterway, wetland and erosion control projects. Coordinates with WDNR, COE, County Departments, local authorities, contractors and landowners to inspect and insure compliance.

Assists in administering, issuing, reviewing and approving; Brown County and Village of Hobart Animal Waste Ordinance permits. Determines applicability, costs and collects fees. Reviews, comments on, develops reports and files documents to address all submitted permits and plans.

Assists in administering, reviewing, approving and inspecting permits and plans submitted for Brown County Non Metallic Mining Ordinance. Assist owners, operators, consultants, engineering firms and local authorities with WDNR NR 135 Non-Metallic Mining Reclamation plans and requirements. Coordinate activities, calculate, analyze and recommend financial assurance, conduct on-site inspections, monitor compliance, generate documents, develop budgets and reimbursements with Brown County Zoning Administrator and WDNR.

Investigates, evaluates and prepares affidavits regarding animal waste violations/spills for County Conservationist and County Corp Council. Coordinates and directs clean-up efforts and repairs to waterways, structures and underground transfer systems.

Administers, inspects, monitors and coordinates Brown County Animal Waste Inspection program. Develops inspection forms, documents, mailings, spreadsheets, collects fees and conducts on-site inspections of structures to meet county ordinance, state prohibitions, safety requirements and structural integrity.

Ensures financial and administrative procedures are completed; maintains costs of agreements, amendments, cost share calculations, funding/grant proposals, project and cost certifications.

Prepares and gives presentations and training for information and education activities with associations, community groups, schools, governmental entities and professionals.

Interpolates terrain, hydrology, ground water and soil data from USGS, USDA Soil Survey, GIS and aerial photography maps in design and plan development.

NON-ESSENTIAL DUTIES:

Performs related functions as assigned.

MATERIAL AND EQUIPMENT:

General office equipment
County vehicle, trailers and ATV
Computer – MS Office, GIS, ArcMap and AutoCAD Civil 3D software
Soil probe and soil boring auger/buckets, shovel, ax
Transit, laser levels, hand levels and clinometers
GPS, total station and theodolite survey equipment
Audio/Visual equipment

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

Bachelor's Degree in Engineering, Natural Resources, Natural Sciences, Agriculture, Soils, Resource Management, or a related field.

Licenses and Certifications:

Valid Driver's License

AutoCAD Training Certification or equivalent, required.

DATCP Agricultural Engineering Practitioner Certification or equivalent or the ability to obtain

ACI Certification – Concrete Field Testing Technician, preferred

USDA/NRCS Conservation Planner Certification, preferred

Knowledge, Skills and Abilities:

Working knowledge Civil Engineering principles, disciplines, practices and procedures related to agricultural and natural resource fields.

Working knowledge and use of surveying procedures, methods, equipment and maintenance.

Working knowledge of the laws, codes, ordinances, standards, specifications and regulations for agriculture, natural resources, soil and water programs, and other related programs.

Working knowledge of construction inspection procedures, practices and documentation used in civil engineering field.

Working knowledge and ability to proficiently use modern computerized software, data networking, spreadsheet, word processing, power point, internet, GIS database, AutoCAD, GPS and ArcMap programs.

Working knowledge of project management, organization and implementation duties in concrete, earth moving, natural resource and agricultural construction activities.

Working knowledge and ability to utilize; NRCS Standards, AWMFH, EFH & NEM Engineering Handbooks and Manuals, WPDES guidelines and Wisconsin Construction Specifications.

Knowledge of Agronomy, animal husbandry/biology, farming practices, nutrient management and soil sciences.

Ability to inventory, analyze data, formulates and implements solutions to erosion and conservation problems.

Ability to make complex mathematical computations while using surveying, drafting, computer and electronic calculating equipment.

Ability to read construction plans and specifications to direct construction activities.

Ability to establish, promote, persuade and maintain working relationships with employees, professionals, landowners, contractors, governmental officials and the public.

Ability to maintain, research and update standards, codes, reference materials, training needs and engineering certification.

Ability to keep accurate, organized and detailed field notes to write detailed technical reports and perform as-built plan certifications.

Ability to communicate effectively orally, electronically and in writing.

Ability to train and instruct staff, landowners, contractors and others as needed for conservation practices, engineering design and construction.

Ability to work hours of the position.

PHYSICAL DEMANDS:

Lifting of 100 pounds maximum, with frequent lifting and/or carrying of objects weighing 50 pounds.

Intermittent sitting, standing, walking and driving.

Using hand(s) for repetitive fine manipulation and operating controls.

Occasional bending, twisting, standing, squatting, climbing, reaching and frequent grappling over rough/uneven terrain.

Communicating orally in a clear manner.

Distinguishing sounds at various frequencies and volumes.

Distinguishing people or objects at varied distances and under a variety of light conditions.

Tolerating exposure to outside/site elements such as heat, cold, water, mud, animal waste, dust, pollen and fumes.

No. 16q -- RESOLUTION RE: THE POSITION OF CHIEF DEPUTY IN THE SHERIFF'S DEPARTMENT

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE
BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the position of Chief Deputy at the Brown County Sheriff's Department is a supervisory position, second in command to the Sheriff and is not a union position; and

WHEREAS, to determine wage increases and retirement contributions for the Chief Deputy position, it is necessary to consider the law regulating Wisconsin Retirement and to look at compression issues within the department; and

WHEREAS, Wisconsin State Statute §40.05(1)(b)(2) "me too" clause applies to the Chief Deputy Position in the Sheriff's Department regarding Wisconsin Retirement contributions

requiring the employer to pay the same contributions for non-represented managerial employees as it does contribute for represented employees in law enforcement; and

WHEREAS, the Non-Supervisory Sheriff's Department Deputies, as represented employees, negotiated an agreement with the County which included the following:

Effective Date	Wage increase	Retirement:
November 1, 2013	2.5%	2.5% Employee contribution
January 1, 2014	2.5%	2.5% Employee contribution
July 1, 2014	2.0%	2.0% Employee contribution (the full amount of retirement as determined by the Wisconsin Retirement System)
December 21, 2014	1.75 %; and	

WHEREAS, the Supervisory Sheriff's Department Deputies were given the following wage increases and are required to pay the following in Wisconsin Retirement Contributions:

Effective Date	Wage increase	Retirement
January 1, 2014	5.0%	5.0% Employee contribution
July 1, 2014	2.0%	2.0% Employee contribution (the full Amount of retirement as determined by the Wisconsin Retirement System)
December 21, 2014	1.75 %; and	

WHEREAS, to remain in compliance with State Statute §40.05(1)(b)(2) and to prevent compression, the Chief Deputy position should be given equal treatment within the department.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, to remain in line with the 2014 Sheriff's Non-Supervisory and Sheriff's Supervisory agreements and to comply with the law, the position of Chief Deputy in the Sheriff's Department will receive the following wage increases and contribute the following employee share of the Wisconsin Retirement:

Effective Date	Wage Increase	Retirement
January 1, 2014	4.0%	5.0% Employee contribution
July 1, 2014	2.0%	2.0% Employee (the full amount of retirement as determined by the Wisconsin Retirement System)
December 21, 2014	1.75 %; and	

BE IT FURTHER RESOLVED, that the funds to cover the costs resulting from the adoption of this resolution shall be made available from funds budgeted for this purpose.

Respectfully submitted,
EXECUTIVE COMMITTEE

Fiscal Note: This resolution does not require an appropriation from the General Fund. The net increase for 2014 is approximately \$799.04.

Final Draft by Human Resources and Approved by Corporation Counsel.

A motion was made by Supervisor Buckley and seconded by Supervisor Nicholson “to adopt”. Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Troy Streckenbach, County Executive Date: 4/18/2014

No. 16r -- RESOLUTION RE: THE POSITION OF SENIOR CIVIL ENGINEER IN THE PUBLIC WORKS DEPARTMENT

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Senior Civil Engineer position in the Public Works Department was approved in the 2014 budget process at Pay Grade 20 of the Classification and Compensation Plan; and

WHEREAS, the Senior Civil Engineer is responsible for bridge design, construction plans and all bridge inspections; and

WHEREAS, the Federal Highway Administration has mandated changes for more stringent bridge inspection to be completed by municipalities; and

WHEREAS, qualified applicants are significantly reduced by federal bridge certification; and

WHEREAS, if we do not hire this position, we may have to hire a bridge consulting firm significantly increasing expenses to Brown County and municipalities included therein; and

WHEREAS, hiring a qualified individual at Step 7 requires County Board approval. The cost to increase this position to Step 7 would be \$5,725. Because this is an enterprise fund, an appropriation from the General Fund will not be required nor will a budget adjustment be required.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, the position of Senior Civil Engineer in the Public Works department can be hired at Pay Grade 20, Step 7 of the Classification and Compensation Plan.

2014 Partial Budget Impact (05/01/14 – 12/31/14):

<u>Position Title</u>	<u>FTE</u>	<u>Addition/Deletion</u>	<u>Salary</u>	<u>Fringe</u>	<u>Total</u>
Senior Civil Engineer Grade 20, Step 3	(1.0)	Deletion	\$(40,583)	\$(16,885)	\$(57,467)
Senior Civil Engineer Grade 20, Step 7	1.0	Addition	\$ 45,547	\$ 17,648	\$ 63,192
2014 Partial Budget Impact			\$ 4,964	\$ 760	\$ 5,725

2014 Annual Budget Impact:

<u>Position Title</u>	<u>FTE</u>	<u>Addition/ Deletion</u>	<u>Salary</u>	<u>Fringe</u>	<u>Total</u>
Senior Civil Engineer Grade 20, Step 3	(1.0)	Deletion	\$(60,874)	\$(25,327)	\$(86,201)
Senior Civil Engineer Grade 20, Step 7	1.0	Addition	\$ 68,320	\$ 26,468	\$ 94,788
2014 Annual Budget Impact			\$ 7,446	\$ 1,141	\$ 8,587

Fiscal Note: This resolution does not require an appropriation from the General Fund.

Respectfully submitted,
EXECUTIVE COMMITTEE

Final Draft by Human Resources and Approved by Corporation Counsel.

A motion was made by Supervisor Sieber and seconded by Supervisor Kaster **“to adopt”**.
Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Troy Streckenbach, County Executive Date: 4/18/2014

No. 17a and 17b – CLOSED SESSIONS were cancelled.

No. 18 -- SUCH OTHER MATTERS AS AUTHORIZED BY LAW. None.

No. 19-- BILLS OVER \$5,000 FOR PERIOD ENDING MARCH 31, 2014

A motion was made by Supervisor Clancy and seconded by Supervisor Hoyer **“to pay the bills for the period ending March 31, 2014”**. Voice vote taken. Motion carried unanimously with no abstentions.

No. 20 -- CLOSING ROLL CALL.

Present: Sieber, De Wane, Nicholson, Gruszynski, Hoyer, Haefs, Erickson, Zima, Evans, Vander Leest, Buckley, Landwehr, Dantine, La Violette, Katers, Kaster, Van Dyck, Jamir, Robinson, Clancy, Campbell, Moynihan, Steffen, Schadewald, Lund, Fewell

Total Present: 26

No. 21 -- ADJOURNMENT TO WEDNESDAY, MAY 21, 2014, AT 7:00 P.M.,
LEGISLATIVE ROOM #203, CITY HALL, 100 NORTH JEFFERSON STREET,
GREEN BAY, WISCONSIN.

A motion was made by Supervisor Van Dyck and seconded by Supervisor Nicholson “**to adjourn to the above date and time**”. Voice vote taken. Motion carried unanimously with no abstentions.

Meeting adjourned at 12:05 p.m.

/s/ Sandra L. Juno

SANDRA L. JUNO
Brown County Clerk