

PROCEEDINGS OF THE BROWN COUNTY BOARD OF SUPERVISORS
JUNE 15, 2005

Pursuant to Section 19.84 and 59.14, Wis. Stats., notice is hereby given to the public that the REGULAR meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** was held on **Wednesday, June 15, 2005, at 7:00 p.m.**, at City Hall, 100 N. Jefferson Street, Green Bay, Wisconsin.

The following matters will be considered:

Call to order.

Invocation.

Pledge of Allegiance to the Flag.

Opening Roll Call:

Present: Van Den Heuvel, Graves, Nicholson, Theisen, Krueger, Haefs, Erickson, Kaye, Zima, Evans, Dantine, Frohna, Collins, Beyl, Backmann, Van Deurzen, Fleck, Clancy, Moynihan, Zabel, Scray, Hinz, Lund, Fewell

Total Present: 24

Supervisors Vander Leest and Johnson arrived at 7:10 p.m.

No. 1 -- Adoption of agenda. Delete #9B from Agenda (Adolescent Services Resolution).

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

No. 2a -- Approval of minutes of County Board Meeting of May 18, 2005.

A motion was made by Supervisor Dantine and seconded by Supervisor Fleck **“to adopt the minutes of the May 18, 2005 meeting as amended”**.

Chairman Moynihan clarified that under his May County Board Chair report and referencing the last sentence in his report: he noted he was speaking of the Special Human Services Committee of May 16th, not the Special County Board meeting. **

Voice vote taken. Motion carried unanimously with no abstentions.

**** Correction made to the May 18th County Board Minutes on June 21, 2005.**

No. 2b -- Approval of minutes of “Special” County Board Meeting of May 18, 2005.

Human Services Chairman, Supervisor Evans asked for clarification. He explained he chaired a Special Meeting of the Human Services Committee prior to this County Board Meeting. He learned tonight that this Special Human Services Committee meeting was not considered a meeting because it lacked a 48 hour notice. He questioned Corporation Counsel, John Jacques why, almost a month later, he is being told the meeting is not valid. Corporation Counsel said he didn't realize until Wednesday that the special meeting request was filed with the Clerk on the 17th, which isn't the 48 hours notice required by State Statute. Supervisor Evans then asked if their Human Services meeting was valid. Corporation Counsel Jacques said there was no resolution passed and no action taken so the meeting was valid. Supervisor Evans asked several questions of Corporation Counsel Jacques regarding legal interpretation of special meeting laws. In closing, Corporation Counsel stated the outcome of tonight's meeting is a Policy Recommendation, however, not a resolution.

Discussion followed with many questions and statements by several supervisors.

A motion was made by Supervisor Evans and seconded by Supervisor Van Deurzen **“to adopt the minutes of the “Special” County Board Meeting of May 18, 2005”**. Voice vote taken. Motion carried unanimously with no abstentions.

No. 3 -- Announcements by Supervisors.

Supervisor Zabel announced that the 2004 Annual Report of the Bay Lakes Regional Planning Commission is on the Supervisors' desks. Supervisor Zabel encouraged supervisors to review the report. This report explains the many projects that Bay Lakes has done for 2004. Supervisor Zabel added if supervisors have any questions regarding this report, Mark Walter, from Bay Lakes would be happy to take their phone calls.

Supervisor Collins announced he has filed a formal complaint with the District Attorney's office. This complaint refers to a violation of the Open Meeting Law by the Blue Ribbon Panel. Supervisor Collins said this Panel met for approximately 14 times in the past, and recently, again, for two meetings. Supervisor Collins said both Corporation Counsel Jacques and County Executive Kelso are aware of this complaint; they have also been informed by the State Attorney General to conform with the Open Meeting Law.

No. 4 -- Communications.

No. 4a -- From Supervisor Tom Lund regarding: Requesting administration staff attend Administration Committee meetings.

Refer to the Executive Committee

No. 5 -- Appointments by County Executive.

No. 5a -- Appointment of John Gower, Craig Dickman and Supervisor Michael Frohna and reappointment of Tom Van Drasek to Harbor Commission.

A motion was made by Supervisor Zabel and seconded by Supervisor Lund **“to approve the appointment of John Gower, Craig Dickman and Supervisor Michael Frohna and reappointment of Tom Van Drasek”**.

A motion was made by Supervisor Krueger and seconded by Supervisor Fleck **“to refer all 4 appointments back to the County Executive”**. Vote taken. Roll Call #5a(1):

Ayes: Krueger, Kaye, Zima, Collins, Fleck, Clancy, Fewell

Nays: Van Den Heuvel, Graves, Nicholson, Theisen, Haefs, Erickson, Evans, Vander Leest, Johnson, Dantine, Frohna, Beyl, Backmann, Van Deurzen, Moynihan, Zabel, Scray, Hinz, Lund

Total Ayes: 7 Total Nays: 19

Motion defeated **“to refer”**.

Supervisor Krueger explained why he wanted to refer this back.

County Executive Kelso also explained why she has these appointments before this evening.

Voice vote taken on original motion **“to approve”**. Motion carried with Supervisors Fewell, Krueger, Fleck and Clancy voting nay to the appointment of John Gower.

Board of Supervisors Committee as a Whole

No. 5b -- Confirmation/appointment of Eugene B. Umberger as Director of Brown County Neville Public Museum.

A motion was made by Supervisor Fleck and seconded by Supervisor Clancy **“to approve the appointment of Eugene B. Umberger”**.

Voice vote taken. Motion carried with Supervisors Van Den Heuvel and Frohna voting nay.

No. 6a -- Report by County Executive.

County Executive Kelso introduced her two new staff members. First is her new assistant, Jessica Stoller. Jessica comes to us from the Legislative Fiscal Bureau, where her area of expertise was Medicaid. Ms. Kelso pointed out Ms. Stoller’s strength is researching projects as well as legislative issues. Ms. Kelso said Jessica is a great addition to her staff.

Ms. Kelso also introduced her new Director of Administration, Ms. Cindy Archer. Cindy has a long successful history with budgets at both the State and University levels. Ms. Kelso said this is a difficult time for a new person to step into the budget process. She added she is very pleased to have Cindy Archer on board.

In addition to the new employees, County Executive Kelso reported that today she received the Supreme Court ruling on the Transfer Station. She said it was an unusual ruling, one she didn’t expect. To simplify the ruling, she said the Supreme Court has remanded us back to the original Court so we are back to ground zero, which is back to the Brown County Courts. Here we will begin preparation for a trial.

No. 6b -- Report by Board Chairman.

Chair Moynihan told County Board members there is a 31 page claim summary in the County Board office referencing the billing irregularities with SBC. If anyone has any questions on this please contact Chair Moynihan.

Chair Moynihan discussed the failed bonding vote for the Mental Health Center. He explained we must respect each other’s votes, however, we must look ahead. He went on to say that he hopes this current County Board will have an answer to the Mental Health Center question. We must work together, remembering why we are here. He reminded Board members that we are

here to serve our constituents and our County. We must put aside our differences and work together. If we don't, everyone loses, and that includes losing the public trust.

No. 7 -- Other Reports.

No. 7a -- TREASURER'S FINANCIAL REPORT FOR THE MONTH OF JANUARY 2005

Following is a statement of the County Treasurer of the Cash on Hand and in the General Account of the Brown County Treasurer as of JANUARY 31, 2005.

| | |
|--|--------------------------------|
| Associated Bank | \$ 23,281,227.34 |
| Wisconsin Development fund | 611,002.97 |
| Sweep Account (Repurchase Agreements) | 0.00 |
| Deposits in Transit | 2,739,620.31 |
| Emergency Fund | 708,152.36 |
| Non-sufficient Fund Checks Redeposited | 2,371.80 |
| PBA Sweep Account | (10,984.22) |
| Wausau Benefit Sweep Account | (509,030.36) |
| E-Flex Sweep Account | 0.00 |
| Deposit Adjustment | 0.00 |
| Bank Error(s) | 0.00 |
| Total | <u>26,822,360.20</u> |
| Less Outstanding Checks | (1,149,915.29) |
| Other Reconcilable Items | 0.00 |
| Balance Per Cash Book | <u>\$ 25,672,444.91</u> |

Following is a statement of the County Treasurer of the Working Capital reserves placed in time deposits in the designated public depositories within Brown County for the purpose of investments as of JANUARY 31, 2005.

| | |
|--|--------------------------------|
| Year-to-Date Interest Received – Prior Month | 0.00 |
| Interest Received – Current Month | <u>71,366.16</u> |
| Year-to-Date Interest Received on unrestricted funds | \$ 71,366.16 |
| | |
| Working Capital Reserves Invested | 105,857,953.18 |
| Restricted Investments | <u>16,095,662.57</u> |
| Total Funds Invested | <u>\$121,953,615.75</u> |

I, Kerry M. Blaney, Brown County Treasurer, do hereby certify that the above statement of Cash on Hand and in the General Account as of JANUARY 31, 2005 and the statement of Investments for the month of JANUARY have been compared and examined, and found to be correct.

\s\ Kerry M. Blaney
County Treasurer

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

Approved by: _____ \s\ Carol Kelso, County Executive _____ Date: 6/29/2005

No. 8 -- Standing Committee Reports.

No. 8a -- REPORT OF ADMINISTRATION COMMITTEE OF JUNE 1, 2005

**TO THE MEMBERS OF THE BROWN COUNTY
BOARD OF SUPERVISORS**

Ladies and Gentlemen:

The ADMINISTRATION COMMITTEE met in regular session on June 1, 2005, and recommends the following motions:

1. Review minutes of:
 - a. Housing Authority (4/25/05 & 5/16/05).
 - b. Affirmative Action Committee (5/10/05).
 - c. Facility Master Plan Committee (5/24/05).Receive & place on file.
2. Communication from Supervisor Fewell re: Legal opinion regarding Brown County Code 4.82 as it relates to Brown County’s policy regarding vacation time granted to employees of Brown County. (Held from previous meeting due to Corporation Counsel not being present.) Refer back to staff.
3. Human Resources - Communication from Supervisor Fewell re: Human Resources posting of positions. (Held from previous meeting due to Corporation Counsel not being present.) Refer back to staff to develop a recruitment policy and bring back to committee for their review.
4. Human Resources - Monthly Committee Report (June 1, 2005). Receive & place on file.
5. Human Resources - Update from Human Resources regarding employees requesting appeals of Class & Comp study. Receive & place on file.
6. Treasurer - Financial report for month of January 2005. Receive & place on file.
7. Treasurer - Opening of tax deed bids.
 - a. Parcel: SC1294-19 – Swan Road: Award the winning bid to Theresa Knowlen in the amount of \$3,000.
 - b. Parcel: HB956 – Hobart Land: Award the winning bid to William & Nancy Fowel in the amount of \$51.
 - c. Parcel: VH727E18 - Howard Land: Award the winning bid to Thomas & Laurie Saussent in the amount of \$3,711.
8. Dept of Administration - 2005 Budget Transfer Log. Receive & place on file.
9. Dept of Administration - Government Finance Officers Association Award for 2005 Annual Budget. Receive & place on file. Ayes: 4 (Backmann, Beyl, Graves, Lund); Nays 1 (Collins). Motion Carried.

10. Dept of Administration - Request for Budget Transfer (05-23): Interdepartmental Transfer: Special assessments from the City of Green Bay for various street improvements (General Fund \$252,503; MHC Enterprise Fund \$252,503). Approve. Ayes: 4 (Backmann, Beyl, Graves, Lund); Nays: 1 (Collins). Motion Carried.
11. Dept of Administration - Progress report from Policy & Budget Analyst (Brian Verheyden). Hold until next meeting for department representation to be present.
12. Dept of Administration - Report of Brown County by Dept. of Administration. (Request came from May 18, 2005 Executive Committee. Report to be presented at July meeting.) Hold until next meeting for department representation to be present.
13. Audit of bills. Pay the bills.

A motion was made by Supervisor Graves and seconded by Supervisor Van Den Heuvel “to adopt”. Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: _____ \s\ Carol Kelso, County Executive _____ Date: 6/28/2005

No. 8b -- REPORT OF EDUCATION AND RECREATION COMMITTEE OF JUNE 2, 2005

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The EDUCATION & RECREATION COMMITTEE met in regular session on June 2, 2005 and recommends the following motions:

1. Review minutes of:
 - a) Library Board (4/14/05).
 - b) Museum Sub Committee (3/14/05).Receive & place on file.
2. Arena/Expo Centre/Resch Centre - Arena Event Attendance for April 2005. Receive & place on file.
3. Golf Course - Golf Report (May 3, 2005). Receive & place on file.
4. Golf Course - Daily Financial Report (May 15, 2005). Receive & place on file.
5. Golf Course - Superintendent’s report. Receive & place on file.
6. Library - Director’s report. Receive & place on file.
7. Parks - Director’s report. Receive & place on file.
8. Request by Dick Koltz for permission for horse users to use Fox River Trail from Greenleaf south. Refer to staff to research how other counties are handling this issue, and to address the issues of liability, safety, waste pickup, other options, funding, and report back at next meeting. Ayes: 3 (Johnson, Theisen, Vander Leest); Nays: 1 (Graves); Excused: 1 (Van Deurzen). Motion Carried.
9. NEW Zoo - Monthly Activity Report for April, 2005. Receive & place on file.

10. Museum - Attendance & Admissions for April 2005. Receive & place on file.
11. Museum - Director's report. Receive & place on file.
12. Audit of bills. Approve audit of bills.

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

Approved by: \s\ Carol Kelso, County Executive Date: 6/30/2005

No. 8c -- REPORT OF EXECUTIVE COMMITTEE OF JUNE 6, 2005

**TO THE MEMBERS OF THE BROWN COUNTY
BOARD OF SUPERVISORS**

Ladies and Gentlemen:

The EXECUTIVE COMMITTEE met in regular session on June 6, 2005 and recommends the following motions:

1. Review minutes of Legislative Sub Committee (5/23/05). (No minutes available for review.)
2. County Executive. (No report.)
3. Legislative Subcommittee Report. (No report.)
4. Internal Auditor Report. (No report.)
5. ** Communication from Supervisor Jack Krueger re: Social Security Resolution (see attached). Receive & place on file.

** ON JUNE 15, 2005, AT THE REGULAR MEETING OF THE COUNTY BOARD, THEY VOTED TO TABLE ITEM #5.

6. Resolution re: Support a Change in the Human Services Department Table of Organization to Promote Aging & Disability Resource Center Development. (Referred from Human Services Committee.) Committee approved. See Resolutions, Ordinances June County Board.
7. WCA Sample resolution for Brown County's consideration re: Property taxpayers of this state have told our state elected officials that they want the cost of the courts and human services off of the property tax and deserve an answer on how the state plans to heed their wishes.
 - a) Receive & place on file. Ayes: 3 (Dantinne, Moynihan, Vander Leest); Nays: 4 (Evans, Haefs, Kaye, Lund). Motion Defeated.
 - b) Committee approved (unanimous).
See Resolutions, Ordinances June County Board.

8. **Closed Session:** For the purpose of deliberating whenever competitive or bargaining reasons require a closed session pursuant to Wisconsin State Statute 19.85 (1) (e). In the alternative, the Executive Committee is meeting for the purpose of collective bargaining and is not subject to the Wisconsin open meetings law pursuant to 19.82 (1) of the Wisconsin State Statutes, and also for the purpose of conferring with legal counsel for Brown County as to legal advice concerning strategy as to litigation pending pursuant to sec. 19.85(1)(g) of the Wisconsin State Statutes. (No Closed Session Held.)

A motion was made by Supervisor Lund and seconded by Supervisor Fleck **“to adopt”**. Supervisor Krueger requested item #5 be pulled. Voice vote taken on remainder of report. Motion carried unanimously with no abstentions.

Item #5 -- Communication from Supervisor Jack Krueger regarding Social Security Resolution.

Supervisor Krueger explained why he took this item separately. A motion was made by Supervisor Krueger and seconded by Supervisor Vander Leest **“to suspend the rules to allow interested parties to address the Board”**. Voice vote taken. Motion carried unanimously with no abstentions.

The following persons spoke in support of the Social Security Resolution:

1. Tony Vander Bloemen, 2121 Newberry, Green Bay.
2. Dean De Breau, 1916 Creamery Rd., De Pere.
3. Dan Cole, 5107 Sampson Rd., Abrams (Oconto County).
4. Nathan Sooy, 401 S. Van Buren St., #5, Green Bay.
5. Terry Monfort, Sr., 971 Ninth St., Green Bay.
6. Dan Aude, 442 Bellevue St., Green Bay.
7. Curt Anderson, 2942 Jack Pine Ln., Suamico.

A motion was made by Supervisor Van Den Heuvel and seconded by Supervisor Backmann **“to return to the regular order of business”**. Voice vote taken. Motion carried unanimously.

A motion was made by Supervisor Zabel and seconded by Supervisor Frohna **“to table item #5”**. Vote taken. Roll Call #8c(1):

Ayes: Van Den Heuvel, Graves, Nicholson, Theisen, Evans, Vander Leest, Johnson, Dantine, Frohna, Beyl, Backmann, Van Deurzen, Moynihan, Zabel, Scray

Nays: Krueger, Haefs, Erickson, Kaye, Zima, Collins, Fleck, Clancy, Hinz, Fewell

Abstain: Lund

Total Ayes: 15 Total Nays: 10 Abstain: 1

Motion carried **“to table item #5”**.

Approved by: \s\ Carol Kelso, County Executive Date: 6/30/2005

No. 8d -- **REPORT OF HUMAN SERVICES COMMITTEE OF MAY 18, 2005**

**TO THE MEMBERS OF THE BROWN COUNTY
BOARD OF SUPERVISORS**

Ladies and Gentlemen:

The HUMAN SERVICES COMMITTEE met in regular session on May 18, 2005, and recommends the following motions:

1. Review minutes of:
 - a) Human Services Board (4/7/05).
 - b) Children with Disabilities Education Board (4/20/05).
 - c) Veterans' Recognition Subcmte (4/12/05).
 - d) Homeless Issues & Affordable Housing Sub Committee (4/19/05).
 - e) Community Options Program Appeals Cmte (5/2/05).
 - f) Board of Health (3/21/05).
 - g) Aging Resource Center (4/22/05).

Receive & place on file a-g.
2. Syble Hopp School - Request for approval of July 1, 2005 to June 30, 2006 Syble Hopp School budget. Approve.
3. Health Dept. - Communication from Supervisor Krueger re: Scheduling a public hearing to hear from interested parties relating to the Nuisance Ordinance. (Referred from April County Board.) Establish a subcommittee to discuss nuisance issues in the County.
4. Health Dept. - Communication from Supervisor Nicholson re: Request review the policy of the Health Department After-Hour Services. (From previous meeting with motion: Refer to Health Department for further study and report back in 60 days.) Hold item for an update in 90 days.
5. Health Dept. - Director's report. (No report.)
6. Human Services Dept. - Contracts Update. (Jill Rowland) Receive & place on file.
7. Human Services Dept. - Quality Improvement Component of Future Contracts & Technical Assistance to be provided (Robin Coburn). Receive & place on file.
8. Human Services Dept. - Announcement of ADRC Contract Award and need to add position (Tom Eggebrecht). (Referred to Executive Committee) Add one position. See Resolutions, Ordinances June County Board.
9. Human Services Dept. - Children's System of Care Grant Proposal Overview (Allen Parks). Receive & place on file.
10. Human Services Dept. - Human Services Board Public Hearing on 2006 Budget held May 5, 2005 (Allen Parks). Receive & place on file.
11. Human Services Dept. - Future Budget Discussions re: Community Services, Contracts, Inpatient Services (Allen Parks). Receive & place on file.
12. Human Services Dept. - Resolution re: Closure of Adolescent Mental Health Unit (Allen Parks). Present the questions in writing to Dr. Parks and have him answer the questions by the Human Services June 8th meeting. See Resolutions, Ordinances June County Board.

13. Human Services Dept. - Security System Study. Award the bid to TDR Security Consulting in the amount of \$21,915. (See attached.)
14. Human Services Dept. - Request for Budget Transfer (#05-23): Interdepartmental Transfer: Special assessments from the City of Green Bay for various street improvements. General Fund & MHC Enterprise Fund (\$252,503). (Referred to Administration Committee.) Approve.
15. Human Services Dept. - Contract update (Beth Manning). No action.
16. Audit of bills. Pay the bills.

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

Approved by: \s\ Carol Kelso, County Executive Date: 6/30/2005

ATTACHMENT TO ITEM #13

Human Services – Security System Study

Objective

Select Consultant and award contract for Security Study. Consultant shall conduct a thorough survey and assess the current state of security systems at HSD facilities including the Mental Health Center (MHC), Shelter Care, Sophie Beaumont Building and the Job Center. Consultants shall develop recommendations for improvement including those that are necessary to meet JCAHO Environment of Care Safety and Security standards (ED.2.10).

Deliverables

- Risk Assessment
- Interim Plan Recommendations
- JACHO Compliance Plan Recommendations
- System/Procedure Recommendations
- Hardware/Software Recommendations
- Descriptions/Specifications (Generic)
- Training
- Cost Estimates
- RFP for Security System Design

Consultant Selection Team

- Tom Hinz – County Board
- Dennis Kocken – Sheriff
- Dr. Allen Parks – Human Services
- Jim Hermans – Human Services
- Bill Dowell – Facilities Management
- John Machnik – Facilities Management

Progress

- Feb 10 – Selection Committee met; discussed security needs and rough draft RFP
- Feb 22 – Purchasing sent out RFP to 10 firms and posted on web site
- Mar 03 – Facilities conducted Walk-thru; (4) firms completed Walk-thru.
- Mar 14 – Purchasing receive proposals from (3) firms
- Mar 15 – Selection Team met and selected Consultant

TDR Security Consulting
Buffalo Grove, Illinois

Recommendation

- Revise RFP to include fees and schedule for:
 - Phase I – Security Plan for Shelter Care, Sophie Beaumont, and Job Center
 - Phase II – Interim Plan for MHC
 - Phase III – JCAHO Plan for New Construction or Renovated Building
- Obtain updated proposal
- Award Consultant Study

**Security and Safety Study for Brown County Human Services
Project #1138**

| VENDOR | TOTAL \$ |
|-------------------------------|-----------------|
| Response Security, Inc. | \$ 3,750.00 |
| Lang Associates | \$39,290.00 |
| TDR Security Consulting, Inc. | \$21,915.00 |

No. 8e -- REPORT OF “SPECIAL” HUMAN SERVICES COMMITTEE OF MAY 16, 2005

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The HUMAN SERVICES COMMITTEE met in special session on May 16, 2005, and recommends the following motions:

1. Presentations by interested parties:
 - a) Architecture 2000 LLC
 - b) Plunkett Raysich Architects.
 - c) Raasch & Associates
 - d) Manitowoc County Health Care Center
 - e) Countryside Home
 - f) Eppstein Uhen Architects

- g) Performa Architects
Receive & place on file.
2. Communication from Supervisor Tom Lund re: Sending out an RFP to find out the cost of building a 100-bed three-license facility under a village concept or conventional facility. (Held from previous meeting.) ~~Refer to Corporation Counsel for the purpose of drafting a resolution to develop an RFP, including 40 nursing home beds, 32 ICF-MR beds and 28 psychiatric (either adult or adolescent beds), and ask our staff to develop it by June 8, 2005.~~ **

** THE FOLLOWING WAS APPROVED BY THE COUNTY BOARD ON 6/16/2005:
“HAVE STAFF DEVELOP AN RFP FOR A 100 BED FACILITY (40 NURSING HOME) (32 ICF-MR) (28 PSYCHIATRIC) TO INCLUDE OPTIONS TO DOWNSIZE AS APPROPRIATE TO MEET CURRENT NEEDS AS DEEMED BY THE COUNTY BOARD. STAFF SHOULD COMPLETE THIS AS SOON AS POSSIBLE.”

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

Approved by: \s\ Carol Kelso, County Executive Date: 7/1/2005

No. 8e(i) -- REPORT OF “SPECIAL” HUMAN SERVICES COMMITTEE OF JUNE 15, 2005

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The HUMAN SERVICES COMMITTEE met in special session on June 15, 2005, and recommends the following motions:

1. Request for budget transfer from Reserve Account for Renovation for doing a study for new construction at the Mental Health Center. Approve the request for budget transfer from reserve account for renovation for doing a study for new construction of a Mental Health Center, not to exceed \$70,000.
2. **Closed Session:** For the purpose of deliberating whenever competitive or bargaining reasons require a closed session pursuant to Wisconsin State Statute 19.85 (1) (e) with regard to Request for Proposal for new Mental Health Center. (No Closed Session Held.)

A motion was made by Supervisor Frohna and seconded by Supervisor Van Deurzen **“to adopt”**. Discussion followed on the motion made at Committee which is: **“to approve the request for budget transfer from reserve account for renovation for doing a study for new construction of a Mental health Center not to exceed \$70,000”**.

A motion was made by Supervisor Zima and seconded by Supervisor Fewell **“to reconsider Special Human Services Committee Report of May 16, 2005, No. 8e”**. Voice vote taken. Motion carried unanimously with no abstentions.

Report of Special Human Services Committee of May 16, 2005—Item #2 – Communication from Supervisor Lund regarding: Sending out an RFP to find out the cost of building a 100-bed three-license facility under a village concept or conventional facility.(Held from previous meeting.) COMMITTEE ACTION: REFER TO CORPORATION COUNSEL FOR THE PURPOSE OF DRAFTING A RESOLUTION TO DEVELOP AN RFP, INCLUDING 40 NURSING HOME BEDS, 32 ICF-MR BEDS AND 28 PSYCHIATRIC (EITHER ADULT OR ADOLESCENT BEDS), AND ASK OUR STAFF TO DEVELOP IT BY JUNE 8, 2005.

County Executive Kelso asked for clarification at this time, questioning the word “it” in the last sentence. She suggested that the wording be cleaned up.

Discussion followed.

A motion was made by Supervisor Fewell and seconded by Supervisor Zima **“to have staff develop an RFP for a 100-bed facility and include 40 nursing home beds, 32 ICF-MR beds and 28 psychiatric beds (either adult or adolescent beds) by June 21, 2005”**.

Discussion followed.

An amendment was made by Supervisor Fewell to his original motion by adding **“to have staff develop an RFP for a 100-bed facility (40 nursing home, 32 ICF-MR, and 28 psychiatric beds) to include options to downsize as appropriate, to meet current needs as deemed by the County Board. Staff should complete this as soon as possible”**. Voice vote taken. Motion carried unanimously with no abstentions.

Discussion followed.

A friendly amendment was made to Supervisor Fewell’s amended motion by Supervisor Van Deurzen and seconded by Supervisor Zabel **“have staff develop an RFP for architectural per design services for the construction of a new Mental Health Center facility of 100 beds and for the construction of less than 100 beds for three licensed units, nursing home, intermediate care facility and psychiatric hospital”**.

Discussion followed on Supervisor Van Deurzen’s motion.

A substitute motion by Supervisor Fewell, seconded by Supervisor Frohna to read **“Have staff develop an RFP for a 100 bed facility (40 nursing home) (32 ICF-MR) (28 psychiatric) to include options to downsize as appropriate to meet current needs as deemed by the County Board. Staff should complete this as soon as possible”**.

Discussion followed. Voice vote taken on Supervisor Fewell’s motion. Motion carried unanimously with no abstentions.

Return to 8e(i).

A motion was made by Supervisor Zabel and seconded by Supervisor Hinz **“to approve the request for budget transfer from reserve account for renovation for doing a study for new construction of a Mental health Center not to exceed \$70,000”**. Voice vote taken on motion 8e(1) from Special Human Services Committee of June 15, 2005. Motion carried unanimously with no abstentions.

Approved by: \s\ Carol Kelso, County Executive

Date: 6/30/2005

No. 8f -- REPORT OF "SPECIAL" HUMAN SERVICES COMMITTEE OF JUNE 8, 2005

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The HUMAN SERVICES COMMITTEE met in special session on June 8, 2005, and recommends the following motions:

1. Resolution re: To Discontinue the Adolescent Services Inpatient Unit at the Mental Health Center.
 - a) Questions from committee members from May 18th meeting with motion to present the questions in writing to Dr. Parks and have him answer the questions by the Human Services June 8th meeting.
Postpone the vote until July meeting Ayes: 6 (Fewell, Hinz, Van Deurzen, Zabel, Zima, Evans); Abstain: 1 (Frohna). Motion Carried.
2. **Closed Session:** For the purpose of deliberating whenever competitive or bargaining reasons require a closed session pursuant to Wisconsin State Statute 19.85 (1) (e) with regard to Request for Proposal for new Mental Health Center and funding for said RFP.
 - b) Enter into closed session.
 - c) Return to regular order of business.
 - d) No action taken.

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

Approved by: _____ \s\ Carol Kelso, County Executive _____ Date: 6/30/2005

No. 8g -- REPORT OF PLANNING, DEVELOPMENT AND TRANSPORTATION COMMITTEE AND LAND CONSERVATION SUBCOMMITTEE OF MAY 25, 2005

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE & LAND CONSERVATION SUB COMMITTEE met in regular session on May 25, 2005, and recommends the following motions.

Land Conservation Subcommittee

1. Review minutes of:
 - a) Animal Waste Groundwater Task Force Sub Committee (5/11/05).
Receive & place on file.
2. Animal Waste Groundwater Task Force. No action.
3. Director's Report. No action.

Planning, Development & Transportation Committee

1. Review minutes of:
 - a) Harbor Commission (3/14/05).
 - b) Planning Commission Board of Directors Transportation Cmte (2/8//05).
Receive & place on file a-b.
2. Greg Hines (Glacierland Resources Conservation & Development) to give a report on RC&D duties. (Requested by Supervisor Krueger.) No action.
3. Highway Department 6-Year Highway Improvement Plan 2006 to 2011 (April 2005).
Receive & place on file.
4. Highway - Commissioner's report. No action.
5. Communication from Supervisor Van Den Heuvel re: How round about at the intersection of Eaton Road and Cottage & Huron Road will be paid for. (Referred from May County Board.) Receive & place on file.
6. Port/Solid Waste - Reassignment of Brown County Dock Wall Leases of 1990 and 1996 from Koch Materials Company to Flint Hills Resources, LP, a subsidiary of Koch Materials. (Contingent upon Brown County Harbor Commission approval.) Approve.
7. Port/Solid Waste - Brown County Port of Green Bay 2005 Strategic Plan approval. To adopt.
8. Port/Solid Waste - Director's report. (No report.)
9. UW-Extension - Review and approve 2008 Farm Technology Days executive committee.
To approve.
10. UW-Extension Approve \$2,800 donation from UW-Green Bay Office of Outreach & Extension for an oral history project. To approve.
11. UW-Extension - Director's report. (No report.)
12. Airport - Petition for State Aid. Committee approved. See Resolutions, Ordinances June County Board.
13. Airport - Director's report. No action.
14. Planning Commission - Resolution re: Withdrawal by Brown County from the Bay-Lake Regional Planning Commission.
 - a) Approve the resolution to withdraw from the Bay-Lake Regional Planning Commission. Ayes: 1 (Scray); Nays: 4 (Erickson, Fleck, Krueger, Dantine).
Motion Failed. (See attached Resolution.)
 - b) Seek alternative funding sources that are non-levy for participation in the Bay – Lake Regional Planning Commission.
15. Planning Commission - Update regarding Joint Finance Committee action to repeal Wisconsin Comprehensive Planning Law and to eliminate funding for the Wisconsin Comprehensive Planning Grant Program. Receive & place on file.

16. Audit of bills. Approve audit of bills.

A motion was made by Supervisor Krueger and seconded by Supervisor Beyl **“to adopt”**.

Supervisor Van Den Heuvel requested item #5 be taken separately.

Supervisor Clancy requested item #14 be taken separately.

Remainder of the report passed unanimously with no abstentions.

Item #5 -- Communication from Supervisor Van Den Heuvel regarding: How round about at the intersection of Eaton Road and Cottage & Huron Road will be paid for. (Referred from May County Board.) COMMITTEE ACTION: RECEIVE AND PLACE ON FILE.

A motion was made by Supervisor Van Den Heuvel and seconded by Supervisor Vander Leest **“to refer back to committee”**. Vote taken. Roll Call #8g(1):

Ayes: Van Den Heuvel, Graves, Nicholson, Theisen, Haefs, Zima, Evans, Vander Leest, Johnson, Frohna, Moynihan, Zabel

Nays: Krueger, Erickson, Kaye, Dantine, Collins, Beyl, Backmann, Van Deurzen, Fleck, Clancy, Scray, Hinz, Lund, Fewell

Total Ayes: 12 Total Nays: 14

Motion to refer back to committee defeated.

A motion was made by Supervisor Collins and seconded by Supervisor Erickson **“to receive and place on file item #5”**. Voice vote taken. Motion carried.

Supervisor Clancy withdrew his request to take item #14 separately.

Vote on remainder of report passed unanimously with no abstentions.

Approved by: \s\ Carol Kelso, County Executive Date: 6/30/2005

No. 8h-- REPORT OF PUBLIC SAFETY COMMITTEE OF JUNE 8, 2005

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The PUBLIC SAFETY COMMITTEE met in regular session on June 8, 2005, and recommends the following motions:

1. Review minutes/reports of:
 - a) Emergency Medical Services Council (3/16/05).
Receive & place on file.
2. VIP – Monthly Statistics ending April 29, 2005. Receive & place on file.
3. Medical Examiner - Request for Budget Transfer (#05-20): Increase in Expenditures with Offsetting Increase in Revenue: Brown & Door Counties recently reached an agreement wherein Brown County will purchase items, training, etc. necessary for Door County, with Door County then reimbursing Brown County dollar for dollar. This will allow both agencies more buying power. Because this agreement was just recently implemented, it

was not budgeted for in 2005 but will be in 2006 (\$3,800). (Held from previous meeting.) Approve.

4. Public Safety Communications - Request for Budget Transfer (#05-27): Increase in Expenditures with Offsetting Increase in Revenue: Emergency Management has been awarded a FY 2003 OJA Homeland Security Local Infrastructure Grant in the amount of \$297,430.00 restricted to equipment to be used along the Port of Green Bay. The following is a list of the types of equipment that will be purchased: Bollards, Benches, lighting, jersey barriers, pedestrian control fencing & guard rails. Approve with change in grant to \$335,000.
5. Public Safety Communications - Discussion of Jail space for Communications Center and other areas (Bill Dowell). Hold until the July meeting requesting that Mr. Dowell and Mr. Nickel meet to develop a cost analysis plan for moving the Communications Center to available space at the jail.
6. Public Safety Communications - Director's report. Receive & place on file.
7. Sheriff - Key Factor Report 2005 with Jail Average Daily Population by month and overtime by expenditures by division/session 2005 – for June 2005 meeting including jail medical statistics. (Revised March data). Receive & place on file.
8. Sheriff - Communication from Supervisor Nicholson re: Does the Sheriff's Department have rules of conduct that would prohibit a sworn deputy from soliciting private business while being paid as a deputy. (Held from previous meeting.) (Chair requested committee enter into closed session for discussion. See below.)
9. Sheriff's report. Approve.
 - a) Phone Charge Issue. (Held from previous meeting.) Refer to Sheriff for review.
10. **Closed Session:** Pursuant to Sec. 19.85 (1) (c) considering employment, promotion, compensation, or performance evaluation date of a public employee over which the Committee has jurisdiction or exercises responsibility.
 - a) Go into closed session.
 - b) Return to regular order of business.
 - c) No action.
11. Audit of bills. Approve audit of bills.

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

Approved by: \ s\ Carol Kelso, County Executive

Date: 6/30/2005

No. 8h(i) -- **REPORT OF “SPECIAL” PUBLIC SAFETY COMMITTEE OF JUNE 15, 2005**

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The PUBLIC SAFETY COMMITTEE met in special session on June 15, 2005, and recommends the following motions:

1. Request for approval of OJA Grant 2004 Homeland Security Equipment Grant for Radio Communications Interoperability. To approve the request for approval to apply for the OJA Grant 2004 Homeland Security Equipment Grant for Radio Communications Interoperability.

A motion was made by Supervisor Kaye and seconded by Supervisor Nicholson **“to adopt”**. Supervisor Kaye explained if grant isn’t approved, no money is committed by Brown County at this time. Discussion followed.

Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: _____ \s\ Carol Kelso, County Executive

Date: 6/30/2005

No. 9 -- Resolutions, Ordinances

No. 9a -- **RESOLUTION REGARDING: ASKING THE STATE OF WISCONSIN LEGISLATURE AND GOVERNOR TO PROVIDE FULL STATE FUNDING FOR STATE MANDATED HUMAN SERVICES PROGRAMS AND CIRCUIT COURTS**

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

Ladies and Gentlemen:

WHEREAS, Wisconsin counties are mandated by the state to administer the circuit court system and human services; and

WHEREAS, both the circuit courts and human services are statewide programs that were designed to be funded predominantly by state tax revenues; and

WHEREAS, over the course of the past several decades the state government has allowed the cost increases for circuit courts and human services to fall almost solely on the property tax; and

WHEREAS, counties in Wisconsin are putting forth *270 million property tax dollars more* than they were eighteen years ago to support individuals served through Community Aids while the state is providing *28 million less* in state tax dollars; and

WHEREAS, over two decades ago the Thompson Administration and the Legislature began what was supposed to be a phased-in assumption of circuit court costs by the state, while today over eighty million dollars remain on the property tax; and

WHEREAS, the Kettl Commission, much like previous commissions, concluded very specifically and forcefully that "...Wisconsin ought to move, as soon as possible, to state funding for these (human services and state justice services programs) functions."; and

WHEREAS, on April 5, 2005 the voters of this state spoke with resounding clarity when 85% voted in favor of full state funding for human services programs and 86% voted in favor of full state funding for circuit courts; and

WHEREAS, the Legislature and Governor are currently considering a "property tax freeze" which would preempt counties from raising the revenue necessary to comply with these mandated services and still provide quality of life services to our residents.

NOW, THEREFORE, BE IT RESOLVED that the **Brown County Board of Supervisors** calls upon the Governor and Legislature to take immediate action addressing this clear will of the people.

BE IT FURTHER RESOLVED, the property taxpayers of this state have told our state elected officials that they want the cost of the courts and human services off of the property tax and deserve an answer on how the state plans to heed their wishes.

Respectfully submitted,
EXECUTIVE COMMITTEE

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

Approved by: \s\ Carol Kelso, County Executive Date: 6/30/2005

~~No. 9b -- RESOLUTION REGARDING: TO DISCONTINUE THE ADOLESCENT SERVICES INPATIENT UNIT AT THE MENTAL HEALTH CENTER~~
DELETED.

No. 9c -- RESOLUTION REGARDING: SUPPORTING A CHANGE IN THE HUMAN SERVICES DEPARTMENT TABLE OF ORGANIZATION TO PROMOTE AGING AND DISABILITY RESOURCE CENTER DEVELOPMENT

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

Ladies and Gentlemen:

WHEREAS, the Brown County Human Services Department and Aging Resource Center submitted a joint proposal to the Wisconsin Department of Health and Family Services to develop an Aging and Disability Resource Center; and

WHEREAS, the Brown County Board of Supervisors previously supported the Aging and Disability Resource Center grant application; and

WHEREAS, the Wisconsin Department of Health and Family Services has announced its intent to award Brown County funds to implement an Aging and Disability Resource Center effective July 1, 2005; and

WHEREAS, the Human Services Department requires the creation of the position of Access and Volunteer Services Coordinator on its table of organization to oversee the development of the Aging and Disability Resource Center and supervise department staff assigned under the ~~development~~ department; ** and

** (Corrected as per the County Board on June 15, 2005.)

WHEREAS, the HSD will implement a cost neutral plan for the creation of the position utilizing the grant and other existing funds; and

WHEREAS, the HSD's plan will not create a change in the FTE's assigned to the HSD;

THEREFORE BE IT RESOLVED, by the Brown County Board of Supervisors that the HSD table of organization is changed to include the new position attached.

Respectfully submitted,
HUMAN SERVICES COMMITTEE
EXECUTIVE COMMITTEE

A motion was made by Supervisor Krueger and seconded by Supervisor Van Deurzen **“to adopt”**. Discussion followed with Human Services Director, Dr. Parks, answering questions/giving information on the Grant. He assured Board Members there will be no full-time employees added; there is a vacant position that they are converting and changing the name of the position for the purpose of this Grant. Dr. Parks also asked to clarify a clerical error. He stated that the title for the old position is incorrectly listed; Clinical Support Services Supervisor (in attachment) to resolution must be changed. Also Supervisor Lund's “whereas” motion must be changed in Resolution.

A motion was made by Supervisor Lund and seconded by Supervisor Van Deurzen **“at the 4th ‘whereas’ change the word from ‘development’ to ‘department’.”** Voice vote taken. Motion carried unanimously with no abstentions.

Vote taken on Supervisor Krueger's motion **“to adopt”**. Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Carol Kelso, County Executive

Date: 6/30/2005

ATTACHMENT 1

**HSD ACCESS AND VOLUNTEER SERVICES COORDINATOR POSITION
TABLE OF ORGANIZATION AND FUNDING PLAN
EFFECTIVE JULY 1, 2005**

| | | Annualized | Prorated |
|---------------|-------------------------------------|-------------------|-----------------|
| ADD | 1.0 Access & Volunteer Svcs. Coord. | 92,191 | 46,095 |
| <u>DELETE</u> | <u>1.0 Business Manager</u> | <u>(73,233)</u> | <u>(36,617)</u> |
| | | 19,958 | 9,478 |
| | ADRC Grant | (19,958) | (9,478) |

ATTACHMENT 2

**BROWN COUNTY
POSITION DESCRIPTION**

POSITION TITLE: ACCESS AND VOLUNTEER SERVICES UNIT
COORDINATOR
REPORTS TO: DIRECTOR OF COMMUNITY SERVICES
DEPARTMENT: HUMAN SERVICES
DATE: MAY 2005

JOB SUMMARY:

Provides planning, budgeting, oversight and quality assurance leadership for County Aging and Disability Resource Center operations; supervises department access, functional screening, volunteer services, and related activities and staff.

ESSENTIAL DUTIES:

Serves as department lead in developing and overseeing Aging and Disability Resource Center (ADRC) operations, assuring effective and collaborative liaison with contracted agencies and comprehensive, responsive services for consumers.

Selects, assigns, trains, supervises and evaluates department access, volunteer services, and other staff as required to assure seamless, coordinated, consistent and collaborative integration with the ADRC and other department units and functions.

Assists in developing and overseeing the operation of related information technologies, communication protocols and resource data bases.

Facilitates the establishment of a clear vision, operating principles, goals, objectives and performance measures for assigned programs and services, continuously seeking means of improving operations and making recommendations for needed changes and improvements.

Remains abreast of and assures the application of evidence based and best practices in assigned areas and monitors the effectiveness of programs and services.

Makes recommendations for, coordinates and implements curricula and procedures for staff and contract agency standards and training.

Develops and recommends policy and position statements for assigned programs.

Acts as liaison and maintains positive relations with other department units, community and state groups, and agencies.

Prepares grant applications and pursues new funding initiatives in line with strategic department goals and objectives.

Participates in and facilitates the development of required purchase of service contracts, performance and outcomes measures, and oversees utilization management in assigned areas.

Maintains awareness and assures application of federal, state and county laws and regulations impacting funding and service delivery.

Assures compliance of assigned programs and staff with federal, state and other regulatory, licensure, and accreditation standards.

Completes required state, federal and local reports with regard to unit activities and funding.

Coordinates the preparation of a unit budget and participates in the annual department budget process including presentations at Board and Committee meetings as needed.

Serves as unit contact in responding to consumer related complaints and employee grievances.

May review and approve billing invoices.

May keep minutes or prepare agendas for various meetings.

NON-ESSENTIAL DUTIES:

Performs related functions as assigned.

MATERIALS AND EQUIPMENT USED:

General office equipment

Computer

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

Master's degree from an accredited university or college in Social Work, Psychology, Counseling, Nursing, Administration or other Human Services related field plus a

minimum of three years successful supervisory experience in related activities including an emphasis on gerontology, disability, information services, and customer relations or any commensurate education or experience demonstrating a capacity to perform the required elements of the job.

Licenses and Certifications:

None.

Knowledge, Skills and Abilities:

Comprehensive knowledge of aging, disabilities and other human service program laws, codes, funding, practices, planning and administration.

Comprehensive knowledge of the principles of supervision and personnel management.

Comprehensive knowledge of the services and supports provided by local, regional and other public and private agencies and organizations.

Comprehensive knowledge of the various professional and clinical disciplines working in the areas of aging, disabilities and other human services.

Comprehensive knowledge of the principles of budgeting, revenue enhancement, and budget management.

Knowledge of and the ability to utilize a computer, related data bases and other required software.

Ability to evaluate the effectiveness of assigned programs and services.

Ability to exercise sound judgment, decisiveness and creativity in sensitive circumstances and in situations involving the direction, control and planning of unit programs.

Ability to monitor the selection, assignment and performance of professional and other personnel.

Ability to apply principles of supervision, management, leadership, teaching, directing, coaching, planning, coordinating and controlling.

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

Ability to perform data analysis, including the ability to coordinate, strategize, systematize and correlate, using discretion in determining time, place, and/or sequence of operations within the unit framework; ability to implement decisions based on such data and to oversee the execution of those decisions.

Ability to utilize reference, descriptive, consulting, and advisory data and information such as client and employee grievances, program proposals, contracts, performance appraisals, research literature, and State and Federal Statutes.

Ability to communicate effectively both orally and in writing.

Ability to work the required hours of the position.

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, reaching and grappling.

Communicating orally in a clear manner.

Distinguishing sound at various frequencies and volumes.

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

Ability to work under generally safe and comfortable conditions where exposure to environmental factors such as irate individuals, violence and/or crisis may cause discomfort and poses a limited risk of injury.

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

No. 9d -- **RESOLUTION REGARDING: PETITIONING THE SECRETARY OF
TRANSPORTATION FOR AIRPORT IMPROVEMENT AID**

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

Ladies and Gentlemen:

WHEREAS, the said County of Brown, Brown County, Wisconsin, hereinafter referred to as the Sponsor, being a municipal Body Corporate of the State of Wisconsin, is authorized by law (sec. 114.11, Wis. Stats.) to acquire, establish, construct, own, control, lease, equip, improve, maintain, and operate an airport; and

WHEREAS, the Sponsor desires to develop or improve the Austin Straubel International Airport, Brown County, Wisconsin.

“PETITION FOR AIRPORT PROJECT”

WHEREAS, airport users have been consulted in formulation of the improvements included in this Resolution, and

WHEREAS, a public hearing was held prior to the adoption of this petition in accordance with Chapter 114.33(2) as amended, and a transcript of the hearing is transmitted with this petition, and

THEREFORE, BE IT RESOLVED, By the Sponsor that a petition for Federal and (or) State Aid in the following form is hereby approved:

The petitioner, desiring to sponsor an airport development project with Federal and/or State aid, in accordance with the applicable State and Federal laws, respectfully represents and states:

1. That the airport, which it is desired to develop, should generally conform to the requirements for a transport type airport as defined by the Federal Aviation Administration.
2. The character, extent, and kind of improvements desired under the project are as follows:
 - a. Reconstruct East and West General Aviation Aprons;
 - b. Reconstruct Taxiway “A”;
 - c. Reconstruct Taxiways “N1” and N2”;
 - d. Reconstruct Runway (6/24 (Pavement and Lighting));
 - e. Relocate Air Traffic Control Tower (ATCT);
 - f. Relocate Snow Removal Equipment (SRE) Storage Facility;
 - g. Relocate Air Rescue and Fire Fighting (ARFF) Facility;
 - h. Reconstruct/Expand Terminal Building Baggage Claim Wing;

- i. Purchase SRE (Loader and Plow Truck);
- j. Replace ARFF Vehicle;

and any necessary related work.

- 3. That the airport project, which your petitioner desires to sponsor, is necessary for the following reasons: to meet the existing and future needs of the airport.

WHEREAS, it is recognized that the improvements petitioned for as listed will be funded individually or collectively as funds are available, with specific project costs to be approved as work is authorized, the proportionate cost of the airport development projects described above which are to be paid by the Sponsor to the Secretary of the Wisconsin Department of Transportation (hereinafter referred to as the Secretary) to be held in trust for the purposes of the project; any unneeded and unspent balance after the project is completed is to be returned to the Sponsor by the Secretary; the Sponsor will make available any additional monies that may be found necessary, upon request of the Secretary, to complete the project as described above; the Secretary shall have the right to suspend or discontinue the project at any time additional monies are found to be necessary by the Secretary, and the Sponsor does not provide the same; and

WHEREAS, the Sponsor is required by law (sec. 114.32(5), Wis. Stats.) to designate the Secretary as its agent to accept, receive, receipt for and disburse any funds granted by the United States under the federal Airport and Airway Improvement Act, and is authorized by law to designate the Secretary as its agent for other purposes.

“DESIGNATION OF SECRETARY OF TRANSPORTATION AS SPONSOR’S AGENT”

THEREFORE, BE IT RESOLVED, by the Sponsor that the Secretary is hereby designated as its agent and is requested to agree to act as such in matters relating to the airport development project described above, and is hereby authorized as its agent to make all arrangements for the development and final acceptance of the completed project whether by contact, agreement, force account or otherwise; and particularly, to accept, receive, receipt for and disburse federal monies or other monies, either public or private, for the acquisition, construction, improvement, maintenance and operation of the airport; and, to acquire property or interests in property by purchase, gift, lease, or eminent domain under Chapter 32 of the Wisconsin Statutes; and, to supervise the work of any engineer, appraiser, negotiator, contractor or other person employed by the Secretary; and, to execute any assurances or other documents required or requested by any agency of the federal government and to comply with all federal and state laws, rules and regulations relating to airport development projects.

FURTHER, the Sponsor requests that the Secretary provide, per Section 114.33(8)(a) of the Wis. Stats., that the Sponsor may acquire the required land or interests in land that the Secretary shall find necessary to complete the aforesaid project.

WHEREAS, Brown County, Wisconsin, hereinafter referred to as the Sponsor, desires to sponsor an airport development project to be constructed with federal aid and/or state aid, specifically, the Austin Straubel International Airport project to:

Reconstruct East and West General Aviation Aprons; Reconstruct Taxiway "A"; Reconstruct Taxiways "N1" and "N2"; Reconstruct Runway 6/24 (Pavement and Lighting); Relocate Air Traffic Control Tower (ATCT); Relocate Snow Removal Equipment (SRE) Storage Facility; Relocate Air Rescue and Fire Fighting (ARFF) Facility; Reconstruct/Expand Terminal Building Baggage Claim Wing; Purchase SRE (Loader and Plow Truck); Replace ARFF Vehicle; and any necessary related work.

WHEREAS, the Sponsor adopted a resolution on June 15, 2005, a copy of which is attached and the prescribed terms and conditions of which are fully incorporated into this agreement, designating the Secretary as its agent and requesting the Secretary to act as such as set forth in the resolution; and

WHEREAS, upon such request, the Secretary is authorized by law to act as agent for the Sponsor until financial closing of this project;

NOW THEREFORE, the Sponsor and the Secretary do mutually agree that the Secretary shall act as the Sponsor's agent in the matter of the airport development as provided by law and as set forth in the referenced resolution; provided, however, that the Secretary is not required to provide legal services to the Sponsor;

IN WITNESS WHEREOF, the authorized representatives of the parties have affixed their signatures and the seal of the parties.

WITNESS:

\s\ Darlene K. Marcelle
Darlène K. Marcelle
Brown County Clerk

Brown County, Wisconsin
Sponsor

By: \s\ Carol Kelso
Carol Kelso
Brown County Executive

.....
By: SECRETARY OF TRANSPORTATION

David M. Greene, Director
Bureau of Aeronautics

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

Approved by: \s\ Carol Kelso, County Executive

Date: 6/30/2005

ATTACHMENT TO RESOLUTION #9d(i)

**MAY 2005 PETITION FOR AID
AUSTIN STRAUBEL INTERNATIONAL AIRPORT**

RECONSTRUCT EAST AND WEST GENERAL AVIATION APRONS

The Apron pavements adjacent to the two fixed base operators on the airfield are in excess of 40 years old and have passed their expected useful life. The 2003 Pavement Evaluation Update conducted by the Bureau of Aeronautics indication Pavement Condition indices for these pavements were below established minimum service levels for pavements in this category. Apron pavements are exhibiting various types of distress, including joint spalling, “D” cracking, differential slab movement/settling, and map cracking. The pavement has deteriorated to a point beyond which routine maintenance can effectively control foreign object debris (FOD), creating the potential for aircraft damage as pieces of pavement are ingested into engines or struck by aircraft. The Airport proposes to reconstruct these pavements under two projects. *ESTIMATED COST: \$875,000 East GA Apron; \$1,712,000 West GA Apron.*

RECONSTRUCT TAXIWAY “A”

The pavements of the former Runway 12/30 are in excess of 25 years old and have passed their expected useful life. The 2003 Pavement Evaluation Update conducted by the Bureau of Aeronautics indication Pavement Condition indices for these pavements were below established minimum service levels for pavements in this category. Taxiway pavements are exhibiting various types of distress, including alligator cracking, joint/reflective cracking and weathering/raveling. The pavement has deteriorated to a point beyond which routine maintenance can effectively control foreign object debris (FOD), creating the potential for aircraft damage as pieces of pavement are ingested into engines or struck by aircraft. This project proposes to reconstruct these asphalt pavements with new Portland cement concrete pavement. *ESTIMATED COST: \$1,421,000.*

RECONSTRUCT TAXIWAYS “N1” AND “N2”

The pavements of the original southeast general aviation area taxiways are in excess of 20 years old and are reaching the end of their expected useful life. The 2003 Pavement Evaluation Update conducted by the Bureau of Aeronautics indication Pavement Condition Indices for these pavements will soon be below established minimum service levels for pavements in this category. Taxiway pavements are exhibiting various types of distress, including alligator and block cracking, rutting and weathering/raveling. The pavement is deteriorating to a point beyond which routine maintenance can effectively control foreign object debris (FOD), creating the potential for aircraft damage as pieces of pavement are ingested into engines or struck by aircraft. This project proposes to reconstruct these asphalt pavements. *ESTIMATED COST: \$142,000.*

RECONSTRUCT RUNWAY 6/24 (PAVEMENTS AND LIGHTS)

The pavement on Runway 6/24 consists of the original 8 inches of concrete pavement constructed in 1948, and a subsequent 11 inch concrete overlay constructed in 1972. This pavement is in excess of 30 years old and has reached its useful life. The pavement was rehabilitated in 1997, but the repairs were projected to gain only 3 to 8 years of extension on the

life of the pavement. A Pavement Condition Index study commissioned by the Wisconsin Bureau of Aeronautics in 2003 confirms that, though the pavement life was extended by the repairs, the condition of the pavement has dropped back below the serviceability threshold. The surface continues to deteriorate, creating an ongoing Foreign Object Debris (FOD) problem on the runways. The edge lighting system on Runway 6/24 was last upgraded as part of the runway overlay project in 1972. The cables and fixtures are showing age, with excessive and inefficient draw on the power system. The system requires new cabling and replacement of fixtures with new, more energy-efficient fixtures to reduce long-term operating costs and maintain system reliability and safety. This project proposes to undertake the reconstruction of this runway pavement and the edge lighting system. *ESTIMATED COST: \$6,610,000.*

RELOCATE AIR TRAFFIC CONTROL TOWER (ATCT)

Continued expansion of air carrier activity at Austin Straubel International Airport will require expansion of facilities in the terminal area, as well as the potential extension of the landing surfaces. As these facilities expand the location and height of the existing air traffic control tower will provide inadequate to meet the demands of local air traffic. The height of the facility is already too low to provide adequate perspective for vehicles or aircraft in the vicinity of the Runway 36 threshold. Terminal concourse expansion has reduced the area on the air carrier ramp that can be seen from the tower, and taller buildings and lighting in the terminal area inhibit visibility from the tower at night. The project proposes to locate the new facility on the southeast side of the airfield, providing a more centrally located facility while maintaining access and utility service. *ESTIMATED COST: \$6,000,000*

RELOCATE SNOW REMOVAL EQUIPMENT (SRE) FACILITY

Continued expansion of air carrier activity at Austin Straubel International Airport will place increasing demands on the snow removal and airfield maintenance operations, as well as require expansion of public, employee and rental car parking space in the terminal area. This space shortage, in combination with the need to provide adequate space for maintenance operations keep pace with growth, will require that the Snow Removal Equipment (SRE) building be relocated. The project proposes to locate operations into a new building on the southeast side of the airfield, providing a more centrally located facility for better response time. *ESTIMATED COST: \$3,510,000.*

RELOCATE AIR RESCUE AND FIRE FIGHTING (ARFF) FACILITY

Continued expansion of air carrier activity at Austin Straubel International Airport will require expansion of public, employee and rental car parking space in the terminal area. This space shortage will require that the Air Rescue and Fire Fighting (ARFF) facility be relocated. The project proposes to locate the new building on the southeast side of the airfield, providing a more centrally located facility for better response time. *ESTIMATED COST: \$1,635,000.*

RECONSTRUCT/EXPAND TERMINAL BUILDING BAGGAGE CLAIM WING

In spite of the terrorist attack of September 11, 2001, activity at Austin Straubel International Airport has regained the healthy growth rates forecast in the 1999 Master Plan. Passenger enplanements are expected to grow from 373,150 in 2002 to over 500,000 passenger in 2009. This sustained solid growth makes Green Bay a bright spot in the aviation industry. Demand is

outpacing the terminal building's ability to serve the traveling public, especially with the additional passenger and security requirements established by the Transportation Security Administration (TSA). Capacity of the baggage claim wing, consisting of baggage carousels, rental car offices, and airport administrative offices, is expected to be exceeded before 2010. Demand is expected to require baggage claim wing expansion to add baggage carousel equipment and increase available rental car space. Improvements will also be required to strengthen the structure against a potential terrorist attack. *ESTIMATED COST: \$8,500,000.*

PURCHASE SNOW REMOVAL EQUIPMENT (SRE) LOADER AND PLOW TRUCK

Green Bay is well-known for its harsh winters. With an average annual snowfall of 49 inches, the maintenance team at Austin Straubel International Airport must work quickly during the critical period after a snowfall to clear the 124 acres of airfield pavement (this area does not include the landside roads and auto parking lots) to ensure that air travel to and from Green Bay continues with a minimal amount of disruption. In addition to clearing the pavements and shoulder areas beyond the edge lights, the crew must make sure that the snow doesn't pile up beyond critical wingtip and vision height within the vicinity of the runways and taxiways. For this reason a fleet of snowplows, endloaders, brooms, and snow blowers are required to keep up with the snow removal effort.

A breakdown in the snow removal process can have the potential of longer airport closures during winter storms, delaying air traffic and endangering lives. With some existing snow removal equipment over 25 years old, the existing fleet is taxed to the point the probability of breakdowns is significant. Purchase of a new snow plow truck, loader, and plowing attachments to replace existing aged equipment is an important and necessary step in providing safe facility year-round to the flying public. *ESTIMATED COST: \$400,000 Plow Truck; \$300,000 Loader.*

REPLACE AIR RESCUE AND FIRE FIGHTING (ARFF) VEHICLE

The FAA safety certification inspector reviews the status of ARFF equipment on his annual inspections to ensure that the airport can maintain Index C ARFF capabilities as required for the level of activity at Austin Straubel International Airport. Aged and worn vehicles must be replaced as necessary to keep equipment up to date and maintain air carrier certification of the airport. *ESTIMATED COST: \$650,000.*

No. 10 -- Such other matters as authorized by law.

Supervisor Haefs questioned the Library Board's notice of going into Closed Session to discuss negotiation strategy. Supervisor Haefs feels the Library Board is crossing the line by going into Closed Session for this matter. Corporation Counsel John Jacques stated the Executive Committee sets negotiating strategy. Supervisor Haefs requested Corporation Counsel and Chairman Moynihan to discuss this concern and to notify the Library Board President (Bob Bush) that this is inappropriate.

NOTE: County Clerk checked with both Corporation Counsel, John Jacques and County Board Chair, Patrick Moynihan to verify Supervisor Haefs' request was taken care of. Chairman

Moynihan told me he spoke with Mr. Vander Kelen, who would be at the Library Board meeting Thursday evening.

Late Communications

No. 10a -- From Supervisor Van Den Heuvel to have North Eastern Wisconsin obtain a Federal Immigration Officer. We would work with Mark Green's Office if passed.

Refer to Public Safety Committee.

No. 10b -- From Supervisor Van Den Heuvel to defer funding for the Eaton Road, Huron Road, and Cottage Road intersection (round about) and any further county highway projects until the Village of Bellevue signs a letter stating to the County that the Village agrees to build a county road, along with the County (Cottage) 3 or 4 lanes. This letter shall be received no later than September 1, 2005.

Refer to Planning, Development and Transportation Committee.

No. 10c -- From Supervisor Clancy to request that the County Board be given an update on negotiations with the Oneida Tribe regarding payment in lieu of taxes.

Refer to Executive Committee.

No. 10d -- From Supervisor Nicholson to review the possibility of the County intervening in the case of Helgeland vs. Department of Employee Trust Fund – Dane County. Case No. 05CV1265.

Refer to Corporation Counsel.

No. 10e -- From Supervisor Collins to refer actions of Corporation Counsel relative to rules governing the County Board, and his duties to timely inform County Board on important issues.

Refer to Administration Committee.

No. 10f -- From Supervisor Hinz to increase the County Board representation to 2 members on the Community and Cultural Affairs Committee.

Refer to Executive Committee.

No. 10g -- From Supervisor Fewell requesting the Executive Committee begin to discuss County Board Supervisors' compensation for the 2006-2007 term.

Refer to Executive Committee.

No. 11 -- Bills over \$10,000 for period ending June 1, 2005.

A motion was made by Supervisor Lund and seconded by Supervisor Zabel **“to pay the bills over \$10,000 for period ending June 1, 2005”**. Voice vote taken. Motion carried unanimously with no abstentions.

No. 12 -- Closing Roll Call:

Present: Van Den Heuvel, Graves, Nicholson, Theisen, Krueger, Haefs, Erickson, Kaye, Zima, Evans, Vander Leest, Johnson, Dantine, Frohna, Collins, Beyl, Backmann, Fleck, Van Deurzen, Clancy, Moynihan, Zabel, Scray, Hinz, Lund, Fewell

Total Present: 26

No. 13 -- ADJOURNMENT TO WEDNESDAY, JULY 20, 2005, AT 7:00 P.M., LEGISLATIVE ROOM 203, 100 N. JEFFERSON STREET, GREEN BAY, WISCONSIN.

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

 /s\ DARLENE K. MARCELLE
Brown County Clerk