

PROCEEDINGS OF THE BROWN COUNTY BOARD OF SUPERVISORS
NOVEMBER 13, 2000

Pursuant to Section 19.85 and 59.094, Wis. Stats., notice is hereby given to the public that the ANNUAL BUDGET meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** was held on **Monday, November 13, 2000 at 9:00 a.m.**, in the Legislative Room, 100 North 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: Antonneau, Bunker, Krueger, Hansen, Zima, Queoff, Vanden Plas, Collins, Fleck, Watermolen, Schadewald, Schmitz, Schmitt, Haefs, Kaye, Johnson, Kuehn, Marquardt, Schillinger, Moynihan, Simons, Williquette

Excused: Clancy

Total Present: 23 Total Excused: 1

Supervisor Clancy arrived shortly after roll call was completed, approximately 9:05 a.m.

No. 1 -- Adoption of Agenda.

A motion was made by Supervisor Krueger and seconded by Supervisor Bunker to adopt the agenda as revised. Vote taken. Motion carried unanimously with no abstentions.

No. 2 -- Approval of minutes of County Board Meeting of October 18, 2000.

A motion was made by Supervisor Vanden Plas and seconded by Supervisor Schmitt to adopt the minutes. Vote taken. Motion carried unanimously with no abstentions.

No. 3 -- Announcements of Supervisors.

Supervisor Bunker thanked the citizens of Brown County on behalf of the Salvation Army and Paul's Pantry for the food donations on election day.

Supervisor Haefs congratulated Supervisor Dave Hansen on his being elected to the State Senate.

No. 4 -- Communications.

No. 4a -- From WCA regarding Kettl Commission proposal by former Secretary of Administration, Mark Bugher.

Receive and place on file.

No. 5 -- Late Communications.

No. 5a -- From County Clerk Darlene Marcelle apologizing for the inadvertent omission of the Campaign Finance Reform Question from the November ballot.

Receive and place on file.

No. 5b -- From Supervisor Haefs to the Brown County Board of Supervisors to: (a) determine who decided to revoke the decision of the Board for a referendum question to be placed on the November 7, 200 ballot and what statute or law allowed this to occur; (b) a request for the Corporation Counsel's Office and County Clerk's Office to provide a written detailed chronological outline of all correspondence, faxes, phone calls, etc. that occurred from the date of the Brown County Board's resolution for an advisory referendum; and (c) to have a similar outline for the meetings that occurred to decide not to place the referendum on the ballot.

Refer to Administration Committee.

No. 5c -- Letters presented to Supervisor Clancy of concerned citizens requesting that the Brown County Bookmobile not be terminated and continue to serve Brown County citizens.

Receive and place on file.

No. 5b -- Communication from Supervisor Simons re: reference to Mr. Schillinger's comments at the last County Board Meeting in which he stated that Hobart was to reach a service agreement with the Oneida Nation and then Brown County.

Refer to the Administration Committee.

No. 6 -- Appointments by County Executive. None.

No. 7a -- Report by County Executive.

Executive Nusbaum spoke on approaching today's budget. Ms. Nusbaum also spoke on next year's budget dilemma and looks forward to working with the Board in resolving these situations.

No. 7b -- Report by Board Chairman.

Chair Watermolen explained that no matter where we are on the agenda, the Public Hearing will be at 10:00 a.m. and that 5 minutes will be allowed to each speaker addressing the Board.

No. 8 -- Other Reports.

No. 8a -- TREASURER'S FINANCIAL REPORT FOR MONTH OF AUGUST 2000.

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 AUGUST 31, 2000.

Associated Bank	\$	1,052,281.59
Sweep Account (Repurchase Agreements)		7,727,486.18
Deposits in Transit		49,204.46

Emergency Fund	9,995.59
Non-sufficient Fund Checks Redeposited	946.87
Transfer to WI Develop Fund	00.00
Deposit Adjustment	(169.55)
Bank Error(s)	00.00
Total	<u>8,839,745.14</u>
Less Outstanding Checks	(2,587,853.04)
Other Reconcilable Items	<u>(1,664.20)</u>
Balance Per Cash Book	\$ <u>6,250,227.90</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 August 31, 2000.

Year-to-Date Interest Received – Prior Month	\$	2,998,549.09
Interest Received – Current Month		<u>859,735.13</u>
Year-to-Date Interest Received		3,858,284.22
Working Capital Reserves Invested		90,332,726.93
Restricted Investments		<u>16,764,720.05</u>
Total funds invested	\$	107,097,446.98

A motion was made by Supervisor Schmitz and seconded by Supervisor Krueger to adopt. Vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Nancy J. Nusbaum, County Executive Date: 11/22/2000

No. 13f(3) -- EDUCATION AND RECREATION COMMITTEE REPORT (BUDGET ITEMS) OF OCTOBER 26, 2000; ITEM #3 – LIBRARY – REVIEW OF 2001 DEPARTMENT BUDGET (PAGE 349). REINSTATE \$185,000 FOR SOUTHWEST BRANCH LIBRARY IN 2001 BUDGET AND FORWARD LIBRARY BUDGET TO COUNTY BOARD.

TO THE MEMBERS OF THE BROWN COUNTY
BOARD OF SUPERVISORS

Ladies and Gentlemen:

The EDUCATION AND RECREATION COMMITTEE met in regular session (**budget items**) on October 26, 2000, and recommends the following motions:

(Taken out of order at this time. Remainder of report to following in the appropriate place.)

No. 3 **Library:** Review of 2001 Department budget (page 339). Reinstate \$185,000 for Southwest Branch Library in 2001 budget and forward Library budget to County Board.

A motion was made by Supervisor Hansen and seconded by Supervisor Antonneau to reinstate \$185,000 to the Library Budget for the purpose of keeping the Southwest Branch Library open and fully staffed. Vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Nancy J. Nusbaum, County Executive Date: 11/22/2000

No. 9a -- REPORT OF ADMINISTRATION COMMITTEE OF NOVEMBER 2, 2000
(NON-BUDGET ITEMS)

TO THE MEMBERS OF THE BROWN COUNTY
BOARD OF SUPERVISORS

Ladies and Gentlemen:

The ADMINISTRATION COMMITTEE met in regular session (**non-budget items**) on November 2, 2000, and recommends the following motions:

1. Review minutes of:
 - a. Housing Authority (9/25/00)
Receive and place on file.
2. Communication from Supervisor Bill Clancy re: Distribution of Revenue for Non-Football Events. For a Resolution that the County Board encourage the Professional Football Stadium District Board negotiate reimbursement for Brown County for any related public safety costs related to football or non-football events at the renovated Packer Stadium and that Brown County receive a portion of any revenue from non-football related events to be used to reduce the debt as soon as possible. See Resolutions, Ordinances November County Board agenda.
3. Facility Management – Monthly Activity Report. Receive and place on file.
4. Facility Management – Ameritech’s request for an easement from Brown County to place an Ameritech facility on County-owned land in the vicinity of the electric substation on Curry Lane frontage road in the vicinity of the new jail. Approve.
5. Facility Management – Jail update progress report. Receive and place on file.
6. Finance Department – Monthly Activities Report (September 25 through October 20, 2000). Receive and place on file.
7. Finance Department – 2000 Budget Transfer Log. Receive and place on file.
8. Human Resources Department – Monthly Committee Report – October 2000. Receive and place on file.
9. Human Resources Department – Director’s Report. (No report.)
10. Treasurer’s financial report for the month of August 2000. Receive and place on file.
11. Audit of bills. Pay the bills.

A motion was made by Supervisor Krueger and seconded by Supervisor Clancy to adopt. (The Resolution is 10a #2. Discussion on this subject will come under 10a on the agenda.) Vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Nancy J. Nusbaum, County Executive Date: 11/22/2000

No. 9b -- REPORT OF EDUCATION AND RECREATION COMMITTEE OF
OCTOBER 26, 2000 (NON-BUDGET ITEMS)

TO THE MEMBERS OF THE BROWN COUNTY
BOARD OF SUPERVISORS

Ladies and Gentlemen:

The EDUCATION AND RECREATION COMMITTEE met in regular session (**non-budget items**) on October 26, 2000, and recommends the following motions:

1. Review minutes of:
 - a) Green Bay Area Room Tax Commission (8/30/00). Receive and place on file.
2. Arena/Expo Centre – Attendance Report (September 2000). Receive.
3. Museum – Communication from Kathy Williquette re: Museum Admittance Fee. (Held from previous meeting.) Receive and place on file.
4. Museum – Visitor Count for month of September 2000. Receive and place on file.
5. Museum – Director’s report. Receive.
6. Library – Request for Budget Transfer: Increase in Expenditures/Offsetting Increase in Revenue: Request to add \$28,971 to account (Books, Periodicals & Subscriptions) with offsetting revenues added to account (Donations). This addition is for funds received from the State of Wisconsin Attorney General as BCL’s share of a settlement between the state and Baker and Taylor book vendor. Approve.
7. Library – Request for Budget Transfer: Increase in Expenditures/Offsetting Increase in Revenue: Request to add \$10,000 to account (Books, Periodicals & Subscriptions) with offsetting revenues added to account (Other Federal Grant Revenue). This addition is for funds received through the Nicolet Federated Library System LSTA grant for special needs youth. Approve.
8. Library Director’s Report. No action.
9. Golf Course – Request for Budget Transfer: Change in any Outlay item within Outlay account which requires the transfer of funds from any other major budget category or the transfer of Outlay funds to another major budget category: Brown County Golf Course requests a reallocation of funds from past period earnings (\$3,000) to cover the cost for a stream bank renovation project on Trout Creek Hole #6. Project is being done as a 70/30 cost share with the Land Conservation Department. Approve.
10. Golf Report (October 11, 2000). Receive and place on file.
11. Golf Course – Superintendent’s Report. Accept.
12. Parks – Review and approve Zoo Master Plan. (Held from previous meeting.) Hold until next meeting.
13. Parks – Letter from Margaret Baeten re: County Parks & the 2001 Budget. Receive and place on file.
14. Parks – Petition re: Closing Way-Morr County Park. Receive and place on file.
15. Parks – Request by Waterboard Warriors for use of Wrightstown Park for the 2001 season. Approve.

16. Request for Budget Transfer: Increase in Expenditures with Offsetting Increase in Revenue: Donation from Margaret S. Nelson Fund for annual purchases (\$500). Approve.
17. Parks – Request for Budget Transfer: Increase in Expenditures with Offsetting Increase in Revenue: Donation from Mike Thyges for Educational Graphics “African Bird Graphic”. (\$1,900). Approve.
18. Parks – Directors Report. Accept.
19. Audit of bills. Pay the bills.
20. Discussion of next meeting date (falls on Thanksgiving Day). Have a combined November and December meeting on November 30, 2000 at the NEW Zoo.

A motion was made by Supervisor Antonneau and seconded by Supervisor Johnson to adopt. Vote taken. Motion carried unanimously with no abstentions.

Approved by: /s\ Nancy J. Nusbaum, County Executive Date: 11/22/2000

No. 9c -- REPORT OF EXECUTIVE COMMITTEE OF NOVEMBER 6, 2000 (NON-BUDGET ITEMS)

TO THE MEMBERS OF THE BROWN COUNTY
BOARD OF SUPERVISORS

Ladies and Gentlemen:

The EXECUTIVE COMMITTEE met in regular session (**non-budget items**) on November 6, 2000, and recommends the following motions:

1. Communication from Supervisor Dan Haefs re: Requesting Brown County enter into an agreement with the Oneida Nation for service fees in lieu of property taxes for those properties held in trust and request Brown County Board direct administrative staff to begin negotiations within two weeks. (Held from previous meeting.)
 - a) Update of Oneida properties by Jim Wallen, Property Listing Manager, Survey Department.
No action.
2. Update on Oneida Negotiations by Rick Schadewald. No action.
3. Communication from Corporation Counsel Ken Bukowski re: Resolution calling for advisory referendum on November ballot.
 - a) Communication from WCA to Supervisor Pat Schillinger, Chair, Executive Committee, re: Placing Campaign Finance Reform question on the ballot of either February or April election.
Put this on April Ballot.
4. Resolution re: Reclassifying Deputy Clerk I (Clerk of Courts) to Court Coordinator (Referred from Public Safety Committee.) Committee approved. See Resolutions, Ordinances November County Board agenda.

5. Resolution re: Reclassifying Clerk I (Clerk of Courts) to Deputy Juvenile Clerk (Referred from Public Safety Committee.) Committee approved. See Resolutions, Ordinances November County Board agenda.
6. Resolution re: Authority to Execute a 2000-2001 Labor Agreement with Shelter Care Employees Local 1901-F, AFSCME, AFL-CIO. Committee adopted. See Resolutions, Ordinances November County Board agenda.
7. Resolution re: Authority to Execute a 1999-2000-2001 Labor Agreement with the Brown County Professional Sanitarians. Committee adopted. See Resolutions, Ordinances November County Board agenda.
8. Resolution re: Authority to Execute a 1999-2000-2001 Labor Agreement with the Electricians, Local 158. Committee adopted. See Resolutions, Ordinances November County Board agenda.
9. County Executive Report. No action.
10. Legislative Report. (No report.)
11. **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 meeting law pursuant to 19.82(1) of the Wisconsin State Statutes. (No closed session.)

A motion was made by Supervisor Schillinger and seconded by Supervisor Fleck to adopt. Supervisor Haefs requested item #3 be taken separately. Vote taken. Motion carried unanimously with no abstentions for remainder of report.

Item #3 -- Communication from Corporation Counsel Ken Bukowski re: Resolution calling for advisory referendum on November Ballot. (a) Communication from WCA to Supervisor Pat Schillinger, Chair, Executive Committee, re: Placing Campaign Finance Reform question on the ballot in either February or April election. April Ballot adopted.

A motion was made by Supervisor Schillinger and seconded by Supervisor Hansen to adopt item #3. Vote taken. Roll Call #9c(1):

Ayes: Antonneau, Bunker, Krueger, Hansen, Zima, Queoff, Vanden Plas, Collins, Clancy, Fleck, Watermolen, Schadewald, Schmitz, Schmitt, Haefs, Kaye, Johnson, Kuehn, Marquardt, Schillinger, Moynihan, Simons, Williquette

Total Ayes: 24

Motion carried unanimously with no abstentions.

Approved by: \s\ Nancy J. Nusbaum, County Executive Date: 11/22/2000

No. 9d -- REPORT OF HUMAN SERVICES COMMITTEE OF OCTOBER 18, 2000 (NON-BUDGET ITEMS)

TO THE MEMBERS FO THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The HUMAN SERVICES COMMITTEE met in regular session (**non-budget**) on October 18, 2000, and recommends the following motions:

1. Review minutes of:
 - a) Human Services Board (9/14/00).
 - b) Children with Disabilities Education Board (8/21/00 & 9/18/00).
 - c) Aging Resource Center of Brown County Board Meeting (9/22/00).
 - d) Aging Resource Center of Brown County Finance Committee (9/22/00).
 - e) Community Options Program Appeals Committee (8/25/00).
 - f) Planning Commission Board of Directors – Elderly and Disabled Transportation Subcommittee (7/11/00).

Receive and place on file.
2. Veteran’s Department – Director’s report. No action.
3. Syble Hopp School – Director’s report. No action.
4. Aging Resource Center of Brown County – Director’s Report. (No report.)
5. Health Department – Director’s Report. (No report.)
6. Human Services Department – Director’s Report. (No report.)
7. Audit of bills. Pay the bills.

A motion was made by Supervisor Collins and seconded by Supervisor Marquardt to adopt. Vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Nancy J. Nusbaum, County Executive Date: 11/22/2000

No. 9e -- REPORT OF PLANNING, DEVELOPMENT AND TRANSPORTATION COMMITTEE AND LAND CONSERVATION SUBCOMMITTEE OF OCTOBER 25, 2000 (NON-BUDGET ITEMS)

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The PLANNING, DEVELOPMENT AND TRANSPORTATION COMMITTEE AND LAND CONSERVATION SUBCOMMITTEE met in regular session (**non-budget items**) on October 25, 2000, and recommends the following motions:

Land Conservation Subcommittee

1. Thursday Note, Volume 2, Issue 8 (October 5, 1999). Receive and place on file.
2. Wisconsin Land & Water Conservation Association Youth & Education Newsletter, October 5, 2000. Receive and place on file.

Planning, Development and Transportation Committee

3. Review minutes of:
 - a) Planning Commission (9/6/00).
 - b) Land Information Office Committee (9/20/00).

- Receive and place on file.
4. Highway – Director’s Report. (No report.)
 5. Planning – Application for a state transportation grant for a Geographic Information System/Global Position System (GIS/GPS) pilot program. Approve.
 6. Solid Waste/Port – Director’s Report. No action.
 7. Airport – Director’s Report. (No report.)
 8. UW-Extension – Owner’s Claim for Damagers to Animals (Ivan Roberts, Jr.) Approve.
 9. Audit of bills. Pay the bills.

A motion was made by Supervisor Vanden Plas and seconded by Supervisor Antonneau to adopt. Vote taken. Motion carried unanimously with no abstentions.

Approved by: _____ \s\ Nancy J. Nusbaum, County Executive _____ Date: 11/22/2000

No. 9f -- REPORT OF PUBLIC SAFETY COMMITTEE OF NOVEMBER 2, 2000
(NON-BUDGET ITEMS)

TO THE MEMBERS OF THE BROWN COUNTY
 BOARD OF SUPERVISORS

Ladies and Gentlemen:

The PUBLIC SAFETY COMMITTEE met in regular session (**non-budget items**) on November 2, 2000, and recommends the following motions:

1. Review minutes of:
 - a) Circuit Courts Security Committee (Third Quarter 2000).
 - b) Arson Task Force – Board of Directors (7/13/00).Receive and place on file items a-b.
2. Jail Progress Report. Approve.
3. Public Safety Communications – Update by Emergency Management of Disaster Drill on October 3, 2000. Receive.
4. Public Safety Communications – Update on Weather Radio Program. Receive.
5. Public Safety Communications – Ordinance re: To Amend Sec. 30.04 (1) of the Brown County Code relative to an Enhanced 9-1-1 Emergency Telephone System in Ashwaubenon. Postpone to next meeting.
6. Public Safety Communications – Ordinance re: To Amend Sec. 30.04(2) of the Brown County Code Relative to an Enhanced 9-1-1 Emergency Telephone System in Ashwaubenon. Postpone to next meeting.
7. Public Safety Communications – Director’s report. To accept.
8. Sheriff – Jail Population & Overtime Report. Receive and place on file.
9. Sheriff – Request for Budget Transfer: Increase in Expenditures with Offsetting Increase in Revenue: Request participation for WI DOT Highway Safety Program “Click It, Why Risk It?”; Increase: Overtime (Patrol) \$4,000; Outlay (Patrol) \$4,000; State Grants \$8,000. Required local matches in the form of “hard or soft” dollars and will include

administrative tasks, public presentations, in-service training, and fuel costs. At this time, no additional dollars are being requested to cover the match. Approve.

10. Sheriff's report. Receive.
11. Audit of bills. Pay the bills.

A motion was made by Supervisor Kaye and seconded by Supervisor Fleck to adopt. Vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Nancy J. Nusbaum, County Executive Date: 11/22/2000

No. 10 -- RESOLUTIONS, ORDINANCES.

No. 10a -- RESOLUTION REGARDING REQUESTING THAT THE GREEN BAY/BROWN COUNTY PROFESSIONAL FOOTBALL STADIUM DISTRICT BOARD REIMBURSE BROWN COUNTY FOR PUBLIC SAFETY COSTS AT STADIUM EVENTS AND PROVIDE A PORTION OF STADIUM REVENUE FOR DEBT REDUCTION DUE TO RENOVATION OF LAMBEAU FIELD

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

Ladies and Gentlemen:

WHEREAS, the Green Bay Brown County Professional Football Stadium District Board has the authority to negotiate agreements as to the use of revenue received from events held at the renovated Lambeau Field; and

WHEREAS, the Green Bay Brown County Professional Football Stadium District Board will receive 60% of sales tax revenues for the Lambeau Field Renovation Project from Brown County sources outside of the City of Green Bay; and

WHEREAS, the Green Bay Brown County Stadium District Board is presently engaged in negotiation with the City of Green Bay and the Green Bay Packers as to the use and allocation of revenues from the renovated Lambeau Field; and

WHEREAS, the Brown County Administration Committee, at its November 2, 2000 meeting, has recommended to the Brown County Board of Supervisors that a resolution be enacted requesting that the Green Bay Brown County Professional Football Stadium District Board negotiate reimbursement of public safety costs incurred by Brown County for Stadium events and further that a portion of stadium revenue *above and beyond revenues from naming rights and revenues currently spelled out by state legislation regarding the stadium* be used to reduce the debt incurred for the renovation of Lambeau Field.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that it requests that the Green Bay Brown County Professional Football District Board negotiate lease agreement terms providing for reimbursement of public safety costs incurred by Brown

County from Stadium revenue and providing that a portion of Stadium revenue be used to reduce the debt incurred for the renovation of Lambeau Field and further that the County Clerk direct a copy of this resolution to the members of the Green Bay Brown County Professional Football Stadium District Board.

Respectfully submitted,
ADMINISTRATION COMMITTEE

A motion was made by Supervisor Schadewald and seconded by Supervisor Simons to adopt. Supervisor Schadewald explained to all members, that we are interested in recovering our Public Safety Costs. Now is the time that we must find any way to reduce our debt. He stated the Resolution is very clear.

Supervisor Zima requests that the following information be added to the 4th WHEREAS clause following the words ...stadium revenues "above and beyond revenues from naming rights and revenues currently spelled out by state legislation regarding the stadium."

Supervisor Schmitt understands Supervisor Zima's communication. This stops when the debt is paid off.

Supervisor Schillinger questioned Sheriff Hinz, asking if there are other events where the Sheriff's Department officers are requested?

Sheriff Hinz responded that they receive \$5,000 from the Hmong Community for their involvement in the Hmong Festival. Currently, the cost is \$4,000 per football game, which the Sheriff's Department is not being reimbursed.

The question was asked if the Sheriff's deputies are being requested by the Packer Organization?

Supervisor Kaye asked if Ashwaubenon gets reimbursement from the Packer Organization? He was told that Ashwaubenon has also put in a request for reimbursement.

A motion was made by Supervisor Zima and seconded by Supervisor Simon to amend the resolution as presented above. Vote taken. Motion carried unanimously with no abstentions.

A motion was made to adopt the resolution as amended. Vote taken. Motion carried unanimously with no abstentions.

Approved by: _____ \s\ Nancy J. Nusbaum, County Executive _____ Date: 11/22/2000

A MOTION WAS MADE BY SUPERVISOR SIMONS AND SECONDED BY SUPERVISOR KAYE TO ADOPT ITEMS 10B, 10C AND 10D WITH ONE VOTE. Vote taken. Motion carried unanimously with no abstentions.

No. 10b -- RESOLUTION REGARDING AUTHORITY TO EXECUTE A 2000-2001 LABOR AGREEMENT WITH SHELTER CARE EMPLOYEES LOCAL 1901-F, AFSCME, AFL-CIO

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

Ladies and Gentlemen:

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 two(2) year labor

agreement on behalf of Brown County with Shelter Care Employees Local 1901-F, AFSCME, AFL-CIO for the years 2000 and 2001, effective January 1, 2000, which agreement shall provide the following major changes from the 1997-1998-1999 labor agreement.

The Package proposal components are as follows:

The County proposes the predecessor contract with the following changes:

1. ARTICLE 4. WAGES

TABLE 05 3% - 01/01/2000; 3% - 01/01/2001

Effective the first pay period including 01/01/01, five cents (.05) per hour after percentage increase will be added to hourly rate.

2. ARTICLE 4. WAGES (C) WISCOSIN RETIREMENT SYSTEM

Upon voluntary settlement, willing to increase commensurate with increase.

2000 – up to one hundred seventy one dollars (\$171.00) per month
2001 – up to one hundred seventy six dollars (\$176.00) per month

3. ARTICLE 12. TIME OFF FOR BEREAVEMENT

Lines 281 282, Amend to read:

Regular full-time employees are hereby granted a three (3) consecutive ~~day~~ *work day* leave of absence with pay commencing the day of death or day following in the event of a death of a member of their immediate family.

4. ARTICLE 21. INSURANCE

A. Line 524. Add Insurance Deductibles:

The basic health insurance plan currently offered by the County shall be amended to provide that the major medical deductible for the single and family basic health insurance plan shall be \$100.00 per individual. The maximum deductible per family shall be \$300.00. This proposal shall be effective January 1, 2001.

B. Lines 541-556: Delete and replace with the following language:

The County agrees to make available the Wisconsin Public Employers Group Life Insurance Plan for each regular employee who wishes to maintain such coverage. Coverage shall be the employee's annual earnings rounded to the next \$1000.00 and the cost to the Employee shall be \$.10 per \$1000.00 of coverage.

Employees may purchase additional life insurance coverage at the full cost of such coverage up to 5 times the employee's annual earnings. Dependent coverage will also be available as provided in the plan at the employee's cost.

Retirees retiring after this contract goes into effect will be eligible to participate in the plan at their own cost subject to the exclusions and rules of the plan.

All rules and exclusions of the Wisconsin Employers Group Life Insurance Plan will be applicable to the participating employees.

This proposal, as it pertains to life insurance, is contingent upon 100% acceptance by all Brown County bargaining groups.

U&C SETTLEMENT

The union acknowledges the settlement of the U&C grievance and agrees to dismiss the grievance agreeing to the use of the 85th percentile for surgical and non-surgical claims.

5. ARTICLE 24. SENIORITY

(B) Promotions:

Lines 600-601 Amend to read:

The vacancy shall be posted on bulletin boards for a minimum of ~~seven (7)~~ three (3) work days.

6. ARTICLE 30. DURATION

Two year Agreement, January 1, 2000 through December 31, 2001.

7. MEMORANDUMS OF UNDERSTANDING – willing to resign upon voluntary settlement.

Memorandum of Understanding – Tuition Assistance Program

Memorandum of Understanding – On-Call Employees (Probationary Period)

Memorandum of Understanding – On-Call Employees

Memorandum of Understanding – Breaks:

Memorandum of Understanding – Countywide Insurance – **Delete**

8. Side Letter (PPO)

The County shall make available to employees a PPO as an additional and alternative health plan at a time at it's discretion during 2000 with the following understandings:

1. Coverage shall be as outlined in the final document.
2. The County shall pay ninety-five percent (95%) (i.e. the employee shall pay 5%) of the family premium and one hundred (100%) of the single premium for such plan. The plan deductible shall be \$50.00 for the single plan and \$150.00 for the family plan.
3. There shall be no guarantee that the provider networks will remain the same or will be continued during or after the term of this agreement. Notice will be required prior to discontinuance of any provider networks in sufficient time to allow employees to opt into another plan at the time of the change or annually during the open enrollment period before the change is implemented. If the county continues to offer this plan after the expiration of this contract, the County agrees that coverage will be negotiable. Individual providers will not be guaranteed.
4. Maximum allowable fee as used in the PPO and Usual and Customary fee as used in the Basic and HSP plans are intended to be synonymous terms.

9. Side Letter (Mandatory Overtime Policy)

If it is known that a mandatory overtime situation is forthcoming, we will meet with the Union to review the February 2000 Mandatory Overtime Policy, to ensure the policy will be followed.

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

A motion was made by Supervisor Simons and seconded by Supervisor Kaye to adopt. Vote taken. Motion carried. Supervisor Williquette abstained.

Approved by: \s\ Nancy J. Nusbaum, County Executive Date: 11/22/2000

No. 10c -- RESOLUTION REGARDING AUTHORITY TO EXECUTE A 1999-2000-2001 LABOR AGREEMENT WITH THE BROWN COUNTY PROFESSIONAL SANITARIANS

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

Ladies and Gentlemen:

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 three (3) year labor agreement on behalf of Brown County with the Brown County Professional Sanitarians for the years 1999, 2000 and 2001, effective January 1, 1999, which agreement shall provide the following major changes from the 1996-1997-1998 labor agreement.

The Package proposal components are as follows:

The County proposes the predecessor contract with the following changes:

1. ARTICLE 15. INSURANCE – HEALTH, DENTAL AND LIFE

Insurance Deductibles:

The basic health insurance plan currently offered by the County shall be amended to provide that the major medical deductible for the single and family basic health insurance plan shall be \$100.00 per individual. The maximum deductible per family shall be \$300.00. *Effective 1/1/01*

SIDE LETTER

The following language is intended to clarify current practices and is not to add any additional rights or obligations to either party:

Medically necessary disputes will, upon appeal, ultimately be determined by a third party, independent, qualified care-giver (Chiropractor, Specialist, Surgeon etc...). The third party administrator of the employer's health plan will determine claims paid based on the plan document. Decision not to pay claims other than those determined to be medically necessary may be overturned by the County Risk Manager at his or her discretion.

Delete Lines 390 through 406 and replace it with the following language:

The county agrees to make available the Wisconsin Public Employers Group Life Insurance Plan for each regular employee who wishes to maintain such coverage. Coverage shall be the employees annual earnings rounded to the next \$1000.00 and the cost to the Employee shall be \$.10 per \$1000.00 coverage.

Employees may purchase additional life insurance coverage at the full cost of such coverage up to 5 times annual earnings. Dependent coverage will also be available as provided in the plan at the employee's cost.

Retirees retiring after the plan is put in effect will be eligible to participate in the plan at their own cost subject to the exclusions and rules of the plan.

All rules and exclusions of the Wisconsin Employers Group Life Insurance Plan will be applicable to the participating employees.

This proposal, as it pertains to life insurance, is contingent upon 100% acceptance by all Brown County bargaining groups.

SIDE LETTER:

The County shall make available to employees a PPO as an additional and alternative health plan at a time at its discretion during 2000 with the following understandings:

1. Coverage shall be as outlined in the final document.
2. The County shall pay ninety-five percent (95%) (i.e. the employee shall pay 5%) of the family premium and one hundred 100% of the single premium for such plan. The plan deductible shall be \$50.00 for the single plan and \$150.00 for the family plan.
3. There shall be no guarantee that the provider networks will remain the same or will be continued during or after the term of this agreement. Notice will be required prior to discontinuance of any provider networks in sufficient time to allow employees to opt into another plan at the time of the change or annually during the open enrolment period before the change is implemented. If the county continues to offer this plan after the expiration of this contract, the County agrees that coverage will be negotiable. Individual providers will not be guaranteed.
4. Maximum allowable fee as used in the PPO and Usual and Customary fee as used in the Basic and HSP plans are intended to be synonymous terms.

1. *ARTICLE 18 LONG TERM DISABILITY*

Delete lines 540 and 542 and replace with the following:

1) Qualified employees who have been disabled for a period of 180 days in a rolling 12 month period will be no longer be eligible for short term disability for that same or a related injury but may qualify for long term disability provided they apply for such benefit within 30 days of the exhaustion of the 180 day elimination period. The employee may use banked sick leave, after utilizing all casual days for that year, to supplement the long-term disability benefit.

E.g. Bob goes off work on STD due to cancer on June 1, 1999. Bob returns to work on June 30, 1999. Bob goes off work due to the same or related cancer again on April 1, 2000 and remains off work until he reaches 180 days in a 12 month rolling period, which is September 30, 2000, 180 days from April 1, 2000.

Tom goes off work on STD due to cancer on June 1, 1999. Tom returns to work on June 30, 1999. Tom again goes off on STD for the same or related illness on September 15, 1999. On September 13, 2000 Tom's STD benefit would expire.

STD is intended to normally be utilized by an employee for up to 180 days. It is recognized that this is a benefit indeterminate duration.

5. ARTICLE 24 DURATION OF AGREEMENT

Amend the dates referenced in lines 634 to 635 to read as follows:

This agreement shall become effective January 1, 1999, and shall remain in force and effect to and including December 31, 2001.

APPENDIX A:

Increase all hourly rates by 3% in 1999, 3% in 2000 and 3% in 2001. Across the board increase of \$.05 on 1/1/2001.

EXISTING MEMORANDUMS OF UNDERSTANDING:

Insurance

Delete

PROPOSED MEMORANDUMS

Long-term Care

The County shall make available a Long-term Care insurance Policy in which employees may participate at the employee's own cost.

NEW MEMORANDUM – Dental Insurance:

The County will explore discounts for dental services during the term of the contract.

NEW MEMORANDUM – Vision Insurance:

The County will explore discounts for vision services during the term of the contract.

NEW MEMORANDUM – Retiree Insurance:

NEW MEMORANDUM – Long-term Care

The County shall make available a Long-term Care insurance policy in which employees may participate at the employee's own cost.

6. Attached TAs dated 1/10/00.

7. ARTICLE 8 – PARKING AND CAR EXPENSE –

Amend current to read as follows:

If the employee pays for parking, the employer agrees to pay the current cost of a parking permit less taxes (1999 \$27.80 per month) for employees who are required to use their personal vehicles

in the performance of their duties. Employees in a job sharing position shall be paid one-half of the regular allowance.

Employees who are regularly required to use their personal vehicle for County business shall be reimbursed at the IRS rate. Such amount will be subject to verification on monthly expense vouchers. *(effective upon ratification)*

8. ARTICLE 22 – PENSION – Insert the following years and amounts as appropriate:
1999: \$3084; 2000: \$3177; 2001: \$3272

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

A motion was made by Supervisor Simons and seconded by Supervisor Kaye to adopt. Vote taken. Motion carried. Supervisor Williquette abstained.

Approved by: \s\ Nancy J. Nusbaum, County Executive Date: 11/22/2000

No. 10d -- RESOLUTION REGARDING AUTHORITY TO EXECUTE A 1999-2000-2001 LABOR AGREEMENT WITH THE ELECTRICIANS, LOCAL 158

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

Ladies and Gentlemen:

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 three (3) year labor agreement on behalf of Brown County with the Electricians, Local 158 for the years 1999, 2000, and 2001, effective January 1, 1999, which agreement shall provide the following major changes from the 1996-1997-1998 labor agreement.

The Package proposal components are as follows:

The County proposes the predecessor contract with the following changes:

1. ARTICLE 12 INSURANCE

Insurance Deductibles:

The basic health insurance plan currently offered by the County shall be amended to provide that the major medical deductible for the single and family basic health insurance

plan shall be 100.00 per individual. The maximum deductible per family shall be \$300.00. Effective 1/1/01.

Delete Lines 251 through 265 and replace it with the following language:

The County agrees to make available the Wisconsin Public Employers Group Life Insurance Plan for each regular employee who wishes to maintain such coverage. Coverage shall be the employee's annual earnings rounded to the next \$1000.00 and the cost to the Employee shall be \$.10 per \$1000.00 of coverage.

Employees may purchase additional life insurance coverage at the full cost of such coverage up to 5 times the employee's annual earnings. Dependent coverage will also be available as provided in the plan at the employee's cost.

Retirees retiring after the implementation of this program will be eligible to participate in the plan at their own cost subject to the exclusions and rules of the plan.

All rules and exclusions of the Wisconsin Employers Group Life Insurance Plan will be applicable to the participating employees.

This proposal, as it pertains to life insurance, is contingent upon 100% acceptance by all Brown County bargaining groups.

The County shall make available to employees a PPO as an additional and alternative health plan at a time at its discretion during 2000 with the following understandings:

1. Coverage shall be as outlined in the final document.
2. The County shall pay ninety-five per cent (95%) (i.e. the employee shall pay 5%) of the family premium and one hundred (100%) of the single premium for such plan. The plan deductible shall be \$50.00 for the single plan and \$150.00 for the family plan.
3. There shall be no guarantee that the provider networks will remain the same or will be continued during or after the term of this agreement. Notice will be required prior to discontinuance of any provider networks in sufficient time to allow employees to opt into another plan at the time of the change or annually during the open enrollment period before the change is implemented. If the county continues to offer this plan after the expiration of this contract, the County agrees that coverage will be negotiable. Individual providers will not be guaranteed.
4. Maximum allowable fee as used in the PPO and Usual and Customary fee as used in the Basic and HSP plans are intended to be synonymous terms.

U&C settlement: The union acknowledges the settlement of the U&C grievance and agrees to dismiss the grievance agreeing to the use of the 85th percentile for surgical and non-surgical claims.

4. ARTICLE 18 LONG TERM DISABILITY

Delete lines 416 and 417 and replace with the following:

1) Qualified employees who have been disabled for a period of 180 days in a rolling 12 month period will no longer be eligible for short term disability for that same or a related injury but may qualify for long term disability provided they apply for such benefit within 30 days of the exhaustion of the 180 day elimination period. The employee may use banked sick leave, after utilizing all casual days for that year, to supplement the long-term disability benefit.

e.g. Bob goes off work on STD due to cancer on June 1, 1999. Bob returns to work on June 30, 1999. Bob goes off work due to the same or related cancer again on April 1, 2000 and remains off work until he reaches 180 days in a 12 month rolling period, which is September 30, 2000, 180 days from April 1, 2000.

Tom goes of work on STD due to cancer on June 1, 1999. Tom returns to work on June 30, 1999. Tom again goes off on STD for the same or related illness on September 15, 1999. On February 13, 2000 Tom's STD benefit would expire.

STD is intended to normally be utilized by an employee for up to 180 days. It is recognized that this is a benefit indeterminate duration.

5. ARTICLE 21 FUNDERAL LEAVE

Amend language to read as follows:

In the case of the death of a member of the immediate family of a regular full or part-time employee, the employee will be granted an excused, paid absence of three (3) consecutive *work* days either for bereavement purposes commencing the day of the death or to attend the funeral.

6. ARTICLE 29 DURATION OF AGREEMENT

Amend the dates referenced in lines 639 to 640 to read as follows:

This agreement shall become effective January 1, 1999, and shall remain in force and effect to and including December 31, 2001.

7. SCHEDULE A

Increase wage rates by 3% in 1999, 3% in 2000 and 3% in 2001.

Increase January 1, 2001 all workers wage \$.05 after the percentage wage increase.

8. MEMORANDUMS OF UNDERSTANDING

Insurance

Delete

9. PROPOSED MEMORANDUMS

NEW MEMORANDUM – Dental Insurance: The County will explore discounts for dental services during the term of the contract.

NEW MEMORANDUM – Vision Insurance: The County will explore discounts for vision services during the term of the contract.

NEW MEMORANDUM – Retiree Insurance: The County will explore alternative insurance for retirees during the term of the contract.

NEW MEMORANDUM – Long-term Care: The County shall make available a long-term care insurance policy in which employees may participate at the employee's own cost.

10. MEMORANDUM

The parties agree to continue negotiations concerning the position of Electrical Apprentice.

11. Attached TAs

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

A motion was made by Supervisor Simons and seconded by Supervisor Kaye to adopt. Vote taken. Motion carried. Supervisor Williquette abstained.

Approved by: /s/ Nancy J. Nusbaum, County Executive Date: 11/22/2000

No. 10e -- RESOLUTION REGARDING RECLASSIFYING DEPUTY CLERK I (CLERK OF COURTS) TO COURT COORDINATOR

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

Ladies and Gentlemen:

WHEREAS, a Deputy Clerk I reclassification request from the Clerk of Courts Office has been analyzed by the Human Resources Department, and the Human Resources Department, after reviewing this matter in detail, recommends that the Deputy Clerk I position (criminal intake/preliminary hearings/daily lock-ups) in the Clerk of Courts Office be reclassified to that of Court Coordinator; and

WHEREAS, the analysis by the Human Resources Department indicates that this Deputy Clerk I position is now responsible for duties that require knowledge, skills and abilities above that of Deputy Clerk I and most duties now performed by the Deputy Clerk I are similar to the Court Coordinator position, thus forming the basis for the recommendation that the Deputy Clerk I position be reclassified as a Court Coordinator position, and the fiscal impact of this recommendation is attached.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that it hereby reclassifies the Deputy Clerk I position (criminal intake/preliminary hearings/daily lock-ups) in the Clerk of Courts Table of Organization to a Court Coordinator position, effective retroactive to January 27, 1999.

Respectfully submitted,
PUBLIC SAFETY COMMITTEE
EXECUTIVE COMMITTEE

Deputy Clerk Reclassification Request

I. REQUEST

In January, 1999, a request was submitted by Christine Lego, Deputy Clerk I, to have her position studied as it had evolved so that this position now functions differently than the other Deputy Clerks.

II. RESEARCH COMPLETED

- a. Discussion with former Chief Deputy Clerk of Courts
- b. Discussion with current Chief Deputy Clerk of Courts
- c. Discussion with Clerk of Courts
- d. Review of Position Description Questionnaires
- e. Discussion with incumbent
- f. Review of current position description and comparable positions

III. FINDINGS FROM RESEARCH

The Clerk of Courts office utilizes 5 full time Deputy Clerks and 3 part time Deputy Clerks. Each Deputy Clerk is assigned to a specialized area. The Deputy Clerk assignments are as follows:

- 1 Jury Coordinator
- 1 Fine Review
- .8 Criminal
- .8 Criminal
- 1 Civil & Vouchers
- .8 Satisfactions
- 1 Juvenile and Appeals
- 1 Criminal/Preliminary Hearings/Lockup/Initial Appearance

Further, each is assigned to take minutes during court proceedings held before the Court Commissioners. Typically, they are assigned to the same area and take minutes one morning or afternoon per week. These areas include divorce, small claims, traffic, injunctions and paternity. Two Deputy Clerks take minutes daily. They are the Deputies assigned to the juvenile division and the criminal division for daily lockups and initial and preliminary hearings held before the Court Commissioners. This Deputy Clerk is assigned to the Criminal/Preliminary Hearings/Lockup/Initial Appearances.

The three key factors that are examined when conducting a reclassification study are:

1. Are there significant job duty changes,
2. If yes, do those significant job duty changes affect the knowledge, skills and abilities necessary to perform the job, and
3. If yes, do the new requirements for knowledge, skills and abilities warrant the position to be reclassified to another position.

DEPUTY CLERK – CRIMINAL/PRELIM HEARINGS/LOCKUP/INITIAL APPEARANCES

This Deputy Clerk indicated that the reason why she submitted a request to have her position studied was because this Deputy Clerk position’s duties have evolved so that this position now functions differently than the other Deputy Clerks. This position is assigned to a specific court five days per week, spending approximately 75% of most days in court, not unlike a Court Coordinator. Further, this position is responsible to take minutes for numerous cases in one day, calling for exceptional organizational skills and attentiveness.

In discussions with the former Chief Deputy Clerk of Courts as well as the current Chief Deputy Clerk of Courts, both individuals indicated that they believed a review of this position’s duties as they relate to the other Deputy Clerks was warranted. Both indicated that due to a changing society, the needs of the Court have changed, necessitating the need to have one individual assigned to coordinate criminal cases and daily intake/lockup cases.

Analysis of job duties:

- **Daily court duties**

This Deputy Clerk is assigned to the Criminal Intake/Lockup/Preliminary and Initial Appearances. These cases are held before a Court Commissioner.

All Deputy Clerks have in-court duties in the various Commissioners' courts. This includes coordinating the necessary preparations for court, such as running court calendars, having files pulled and readying minute sheets. In-court responsibilities involve taking down what the Commissioner determines, including fines, payment due dates, and other conditions such as license suspensions or alternatives to sentences. Paperwork is distributed to appropriate parties. Limited scheduling of subsequent court dates occurs as well.

This Deputy Clerk has significantly more responsibility when scheduling subsequent court dates. This Deputy Clerk must schedule subsequent hearings, arraignments, etc. before all eight Circuit Court Judges. She must interpret the Court calendars and coordinate hearings between all parties as well as assure that mandated timelines are met. This differs from the way other Deputy Clerks schedule subsequent hearings, etc. In most cases, the Deputies are provided with the pre-established calendars ahead of time, showing the available time slots. Most subsequent court dates are scheduled before Commissioners, not the Circuit Courts. Any rescheduling of court dates or times is completed by the Commissioner's secretary.

Scheduling court cases is a significant responsibility, affecting numerous parties. It is vital that the calendar reflects accurate court dates, which do not interfere with others previously scheduled, as well as assuring mandated timelines are met and complying with the proper court rotation as ordered by the Courts. In most instances, when scheduling is done by other Deputies in the Commissioners' courts, the calendars are prepared ahead of time by the Commissioners' secretary and the Deputies just fill in where time is blocked out for certain court dates. This Deputy Clerk prepares the weekly calendars for Court Commissioners' Courtroom A and Courtroom B. Also, this Deputy Clerk communicates directly with other parties in setting and coordinating court dates.

The court this Deputy Clerk is assigned to is unique in that it is fast paced, handling multiple cases each day and deals with criminals and the mentally unstable making it a stressful environment. The high stress, however, comes more so from the pace of this court, rather than the type of cases handled. Due to the fast pace of this court assignment, it is vital the individual can "think on their feet". There are no slow days in this court. This is different than the other courts where many times, a small court calendar is scheduled. It is not unusual for this court to average 25 cases within one day. It should be noted that many of these cases have multiple charges to deal with.

This Deputy Clerk is responsible for marking and maintaining exhibits presented during preliminary hearings. Dependent upon the type of charge being heard, there could be as many as 25-30 exhibits to mark and maintain. The only other Deputy Clerk that may mark an exhibit would be in some contested divorce cases where a small number (1 or 2) exhibits might be presented.

Another duty this Deputy Clerk is responsible to perform is quashing warrants. No other Deputy Clerks must perform this function. Typically, the Court Coordinators or Chief Deputy Clerk of Courts are involved in quashing warrants. This Deputy Clerk deals with an average of 10 warrants per day. Without prompt attention to this function, the livelihood of individuals can be affected.

The only backup to this Court has been provided by the Automation Specialist and occasionally by a Court Coordinator. Other Court staff are currently being trained to provide the necessary backup to this court.

- **Responsibility in minute taking**

As noted above, this Deputy Clerk position is unique. This position takes minutes of cases within a fast paced environment and must have the knowledge necessary to respond immediately to the decisions being imposed.

All Deputy Clerks take minutes in the Court Commissioner's courts. The minute taking this position is required to perform is more complex due to the multitude of charges that follows each case as well as the pace at which one is required to understand and respond. Exceptional organizational skills and the ability to multi-task are a necessary requirement in order to respond to the pace of this court.

The fact that the only backup to this Court has been provided by the Automation Specialist and occasionally by a Court Coordinator indicates that this position does require ability above the Deputy Clerk.

Findings: In order to adequately perform the assigned duties within the criminal intake/lockup court, this Deputy Clerk requires greater knowledge of the procedures and practices as they relate to the Clerk of Courts Office and Court System. Additional ability to follow complex oral and written instructions is required. Without additional knowledge, experience and training, a Deputy Clerk does not have the knowledge, skills or abilities to backup this position. This is evidenced by the inability of current Deputy Clerks to provide adequate backup to this position.

In comparing this position to the Court Coordinator, I found that this position is required to perform many of the same tasks as the Coordinator (ie, oversees and coordinates the activities within an assigned court). This Deputy Clerk does coordinate and perform complex legal and clerical work for the assigned court. The Deputy Clerk takes minutes of court proceedings, schedules necessary appearances before the circuit courts and completes required forms and documents related to each hearing, distributing documents to the proper parties. The individual assigned in this court must be able to respond and follow through with the proper procedures at a moment's notice and in many instances, cannot refer to reference materials to make decisions.

Based on the above, I found the essential duties of this position are beyond that of the Deputy Clerk of Courts I. In order for an individual to adequately perform the essential duties, that

individual must have greater knowledge, skills and abilities to perform the assigned duties within the Court. Therefore, I would recommend that this position be reclassified.

Based on my review, found that this position performs in a similar manner as other Court Coordinators. In order for an individual entering this position to adequately perform the essential functions, that individual would be required to have additional work experience beyond that required by a Deputy Clerk I (which is two years office experience, with at least one year in a legal environment). Further, the individual would require the ability to follow complex oral and written instructions and have greater knowledge of the procedures and practices of the Clerk of Courts office and court system. An associate degree as a Paralegal or comparative legal degree would be appropriate for this position as well as a minimum of two years of experience.

IV. CONCLUSION

This Deputy Clerk performs duties that require additional knowledge, skills and abilities above that of Deputy Clerk I. Most duties performed are similar to the Court Coordinator position. This Deputy Clerk is assigned in a Court Commissioner's Court, as are other Deputy Clerk I's, however, this Deputy Clerk is responsible to coordinate the entire function of the criminal intake/preliminary hearings and daily lock-up processes within court. This Deputy Clerk does require a greater knowledge of the court system in order to respond appropriately to the demands of this court. Based on my review, I found this position would more appropriately be classified as a Court Coordinator.

Therefore, I recommend that the Deputy Clerk assigned to Criminal Intake/Preliminary Hearings/Daily Lockups be reclassified as a Court Coordinator.

FISCAL IMPACT

	<u>1999 Wage</u>	<u>2000 Wage</u>
Deputy Clerk I	\$13.29	\$13.69
Court Coordinator	\$15.09	\$15.54
Difference:	\$ 1.80	\$ 1.85

*Cost: 1999 \$1.80 x 1787 = \$3,216.60

2000 \$1.85 x 1950 = \$3,607.50

TOTAL: \$6,824.10

* Hours listed are estimates. Payout would be based on actual hours worked as per Payroll records.

* 1999 hours begin on January 27, 1999, the date of the request.

A motion was made by Supervisor Collins and seconded by Supervisor Krueger to adopt. Vote taken. Supervisor Williquette abstained. Motion carried.

Approved by: _____ \s\ Nancy J. Nusbaum, County Executive _____

Date: 11/22/2000

No. 10f -- **RESOLUTION REGARDING RECLASSIFYING DEPUTY CLERK I (CLERK OF COURTS OFFICE) TO DEPUTY JUVENILE CLERK**

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

Ladies and Gentlemen:

WHEREAS, the Human Resources Department received a request to reclassify a Deputy Clerk I position in the Clerk of Courts Office because of increased responsibility attached to this position; and

WHEREAS, the Human Resources Department thoroughly analyzed this request and, based upon its findings, concluded that the Deputy Clerk I position has been assigned additional duties above and beyond those within the Deputy Clerk I classification; and

WHEREAS, further analysis indicates that this Deputy Clerk I position in the Clerk of Courts office should be reclassified to a newly developed position of Deputy Juvenile Clerk, to be placed in Classification S of the Courthouse bargaining unit agreement, effective March 28, 2000.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that it hereby establishes the position of Deputy Juvenile Clerk in the Clerk of Courts Table of Organization, and the fiscal impact of this reclassification is attached hereto.

Respectfully submitted,
PUBLIC SAFETY COMMITTEE
EXECUTIVE COMMITTEE

* Note – A copy of the Deputy Juvenile Clerk Position Description and Classification Specification are attached hereto and made a part hereof.

FISCAL IMPACT

	<u>1999 Wage</u>	<u>2000 Wage</u>
Deputy Clerk I	\$13.29	\$13.69
Juvenile Clerk	\$14.13	\$14.55
Difference:	\$.84	\$.86

*Cost: 2000 -- $\$.86 \times 1,463 \text{ hours} = \$1,258.18$

* Hours listed are estimated. Payout would be based on actual hours worked as per Payroll records.

* 2000 hours begin on March 28, 2000, the date of the request.

BROWN COUNTY POSITION DESCRIPTION

POSITION TITLE: DEPUTY JUVENILE CLERK
REPORTS TO: CHIEF DEPUTY CLERK OF COURTS
DEPARTMENT: CLERK OF COURTS
DATE: JUNE 2000

JOB SUMMARY:

Performs complex and responsible legal and clerical work dealing with the juvenile area.

ESSENTIAL DUTIES:

Takes and transcribes minutes of Commissioner's Court proceedings; completes necessary forms and documents related to each hearing and distributes forms and documents to the proper litigants, attorneys, authorities and agencies; swears in witnesses and marks and files all exhibits.

Prepares Court calendars, including scheduling cases for subsequent hearings.

Insures proper files, documents and forms are in the courtroom for daily Court activities.

Verifies and answers inquiries of a non-restricted nature regarding juvenile processes and procedures.

Keeps abreast of legislative changes and all other opinions and rules and advises appropriate staff; develops, proposes, and assists in the implementation of new procedures to keep consistent with these changes and pertinent rule changes and regulations.

Prepares, forwards and tracks records of appeal assuring time lines are met.

Instructs and trains employees in proper methods and procedures; inspects work in progress and upon completion; responsible for compliance with policies and procedures.

Provides backup duty to the Deputy Clerk of Courts I.

NON-ESSENTIAL DUTIES:

Performs related functions as assigned.

MATERIALS AND EQUIPMENT USED:

General Office Equipment
Computer

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

High School Diploma plus three years of office experience with at least two in a legal environment, preferably in the juvenile law area; or any combination of education, training and experience which provides the necessary knowledge, skills and abilities.

Licenses and Certifications:

None

Knowledge, Skills and Abilities:

- Knowledge of legal documents and legal terminology.
- Knowledge of procedures and practices as they relate to the Clerk of Courts Office and Court System.
- Knowledge of English, grammar and spelling.
- Knowledge of bookkeeping practices.
- Knowledge of office procedures.
- Knowledge of and ability to utilize a computer and the required software.
- Skill in typing legal material.
- Ability to learn and apply specialized knowledge and skills in the department.
- Ability to perform full data entry functions at a rate of 90 net keystrokes per minute.
- Ability to maintain accurate legal records.
- Ability to take accurate minutes of legal proceedings.
- Ability to learn, interpret, and apply policies, regulations, procedures and laws which relate to departmental operations.
- Ability to follow complex oral and written instructions.
- Ability to accept responsibility and exercise independent judgment.
- Ability to establish and maintain effective working relationships with staff and the public.
- Ability to communicate effectively both orally and in writing.

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 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 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

BROWN COUNTY CLASS SPECIFICATION

POSITION TITLE: DEPUTY JUVENILE CLERK
BARGAINING UNIT: COURTHOUSE
DATE: JUNE 2000

JOB SUMMARY:

Performs complex and responsible legal and clerical work dealing with the juvenile area.

- Takes and transcribes minutes of Commissioner's Court proceedings; completes necessary forms and documents related to each hearing and distributes forms and documents to the proper litigants, attorneys, authorities and agencies; swears in witnesses and marks and files all exhibits.
- Prepares Court calendars, including scheduling cases for subsequent hearings.
- Insures proper files, documents and forms are in the courtroom for daily Court activities.
- Verifies and answers inquiries of a non-restricted nature regarding juvenile processes and procedures.
- Keeps abreast of legislative changes and all other opinions and rules and advises appropriate staff; develops, proposes, and assists in the implementation of new procedures to keep consistent with these changes and pertinent rule changes and regulations.
- Prepares, forwards and tracks records of appeal assuring time lines are met.
- Instructs and trains employees in proper methods and procedures; inspects work in progress and upon completion; responsible for compliance with policies and procedures.
- Provides backup duty to the Deputy Clerk of Courts I.
- Performs related functions as assigned.

MATERIALS AND EQUIPMENT USED:

General office equipment
Computer

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

High School Diploma plus three years of office experience with at least two in a legal environment, preferably in the juvenile law area; or any combination of education, training and experience which provides the necessary knowledge, skills and abilities.

Licenses and Certifications:

None.

Knowledge, Skills and Abilities:

Knowledge of legal documents and legal terminology.

Knowledge of procedures and practices as they relate to the Clerk of Courts Office and Court System.

Knowledge of English, grammar and spelling.

Knowledge of bookkeeping practices.
 Knowledge of office procedures.
 Knowledge of and ability to utilize a computer and the required software.
 Skill in typing legal materials.
 Ability to learn and apply specialized knowledge and skills in the department.
 Ability to perform full data entry functions at a rate of 90 net keystrokes per minute.
 Ability to maintain accurate legal records.
 Ability to take accurate minutes of legal proceedings.
 Ability to learn, interpret, and apply policies, regulations, procedures and laws which relate to departmental operations.
 Ability to follow complex oral and written instructions.
 Ability to accept responsibility and exercise independent judgment.
 Ability to establish and maintain effective working relationships with staff and the public.
 Ability to communicate effectively both orally and in writing.

This class specification 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 specification.

Deputy Clerk Reclassification Request

I. REQUEST

In March, 2000 a request was submitted by Connie Haefs, Deputy Clerk I, to have her position studied due to increased responsibility within her assigned duties.

II. RESEARCH COMPLETED.

- a. Discussion with former Chief Deputy Clerk of Courts
- b. Discussion with current Chief Deputy Clerk of Courts
- c. Discussion with Clerk of Courts
- d. Review of Position Description Questionnaire
- e. Discussion with incumbent
- f. Review of current position description

III. FINDINGS FROM RESEARCH

The Clerk of Courts office utilizes 5 full time Deputy Clerks and 3 part time Deputy Clerks. Each Deputy Clerk is assigned to a specialized area. The Deputy Clerk assignments are as follows:

- | | |
|----|------------------|
| 1 | Jury Coordinator |
| 1 | Fine Review |
| .8 | Criminal |
| .8 | Criminal |
| 1 | Civil & Vouchers |
| .8 | Satisfactions |

- 1 Juvenile & Appeals
- 1 Criminal/Preliminary Hearings/Lockup/Initial Appearances

Further, each is assigned to take minutes during court proceedings held before the Court Commissioners. Typically, they are assigned to the same area and take minutes one morning or afternoon per week. These areas include divorce, small claims, traffic, injunctions and paternity. Two Deputy Clerks take minutes daily. They are the Deputies assigned to the juvenile division and the criminal division for daily lockups and initial and preliminary hearings held before the Court Commissioners. This Deputy Clerk is assigned to the Juvenile Division.

The three key factors that are examined when conducting a reclassification study are:

1. Are there significant job duty changes,
2. If yes, do those significant job duty changes affect the knowledge, skills and abilities necessary to perform the job, and
3. If yes, do the new requirements for knowledge, skills and abilities warrant the position to be reclassified to another position.

DEPUTY CLERK – JUVENILE DIVISION AND APPEALS

The following outlines the job duty changes identified by this Deputy Clerk:

- Additional responsibility in overseeing division including:
 1. Monitors and analyzes new legislation and proposes procedural changes; acts as liaison between Clerk of Courts and Juvenile Judges
 2. Trains staff with regard to changes and responds to juvenile related questions.
 3. Oversees and directs the work of a Clerk Typist II
- Assigned appeal cases

Analysis of job duty changes

- ***Additional responsibility in overseeing division***
 1. ***Monitors and analyzes new legislation and proposes procedural changes; acts as liaison between Clerk of Courts and Juvenile Judges***

The individual in this position indicates that she is responsible for overseeing the Juvenile Division. She indicated that she directs the work of a Clerk Typist II as well as keeps abreast of current legislative proposals and newly enacted laws affecting the juvenile area. All new legislation is analyzed as to how it will affect the court system and proposals are made and submitted to either the supervisor, Clerk of Courts or the Judges to incorporate procedural changes to comply with mandates. This individual attends an annual conference for Juvenile Clerks, utilizes the Internet, as well as communicates regularly with other Clerk of Courts offices to keep up-to-date with proposed and newly enacted changes. The statutes indicate that all counties must specifically assign an individual who oversees the juvenile area. In Brown

County, that individual is the Clerk of Courts. However, the Clerk of Courts has specifically assigned the assistance of the oversight of the juvenile area to this individual.

All Deputy Clerks must remain familiar with the various areas of law, in particular, the area they are assigned to. In order to maintain this familiarity, it includes staying abreast of changes in law affecting court procedures. In most instances this is achieved through notification from their supervisors or through Court personnel or the Circuit Court Judges. However, supervisory staff, as well as Court Staff, have come to rely on this Deputy Clerk to seek out these changes affecting juvenile law and report accordingly to them. Although there maybe times when other Deputy Clerks may notify their supervisor of upcoming legislative changes, it is not a responsibility assigned to them. There has been a duty transferred to this individual in that she is responsible to monitor proposed and newly enacted legislative changes affecting juvenile law and advise her supervisor or other Court personnel of those changes.

This Deputy Clerk has found additional avenues to assist her in staying abreast of changes in law or proposed changes in law. That is not to say that other Deputy Clerks would be working out of class if they utilized other means, as well. Deputy Clerks are required to stay abreast of changes in their assigned areas. It assists the individual in performing their job duties more effectively and efficiently. Using these additional resources, does not require additional knowledge, skills or abilities to maintain that familiarity.

When changes in law are being proposed or have been enacted, this individual is responsible to bring these changes to the attention of the supervisor or to the juvenile judges. This individual has monitored legislation but does not have the authority to implement changes. However, it is expected that this individual develop and propose new procedures based on newly enacted laws. This is not a expectation of other Deputy Clerks. The responsibility to implement the change is with the Judge and/or Clerk of Courts supervisor. The Deputy Clerk assumes some responsibility with each change by assisting in the procedural implementation to assure compliance. This is consistent with the other Deputy Clerks.

This Deputy Clerk does act as a liaison between the Clerk of Courts and the juvenile judges by proposing new procedures in carrying out processes required by law; assisting in the implementation of those changes; and providing assistance to the Clerk of Courts and juvenile judges in meeting those requirements. This Deputy Clerk maintains sole responsibility of all juvenile records. Based on all of the above, I found that it is an expectation that this Deputy Clerk assists the Clerk of Courts in the oversight of the Juvenile Division.

2. Trains staff with regard to changes and responds to juvenile related questions

This Deputy Clerk explains how to use new forms and/or juvenile processes and procedures to staff. This is a task performed by other Deputy Clerks as well. This Deputy Clerk has developed procedural manuals outlining her duties, and explains new processes and procedures to other staff. These additional tasks have been assumed based on her tenure in the position and her knowledge gained on the job. She responds to juvenile-related questions.

All Deputy Clerks must be familiar with and understand the processes and procedures required in completing their assigned work. All Deputy Clerks from time to time, may be required to train other staff in the proper use of forms or procedures.

Although this type of performance is notable and the Deputy Clerk has shown initiative in her assigned area, these duties do not expand the scope of knowledge required for someone new coming into the position.

3. Oversees and directs the work of a Clerk Typist II

Supervision of the Clerk Typist II rests with the Chief Deputy Clerk of Courts. However, this Deputy Clerk does act in a lead worker type capacity by assigning tasks, instructing and training in methods and procedures and checking and approving the Clerk Typist II's work. Performance issues would be brought to the Chief Deputy to address.

While other Deputy Clerks may work directly with Clerk Typist II's, this Deputy Clerk must determine the work to be performed and oversee the work that is assigned to the Clerk Typist II. The Deputy Clerk must prioritize in some instances the work performed by the Clerk Typist II. The Deputy Clerk is responsible to see that the Clerk Typist II meets prescribed deadlines. This differs from other Deputy Clerks.

Findings: This Deputy Clerk has, in fact, become more responsible in the juvenile area those being:

- Keeps abreast of legislative changes and all other opinions and rules and advises appropriate staff.
- Acts as liaison between the Clerk of Courts and juvenile judges.
- Develops, proposes and assists in the implementation of new procedures consistent with these changes.
- Instructs and trains employees in proper methods and procedures; inspects work in progress and upon completion; responsible for compliance with policies and procedures.

The question then measured was, are these truly assigned duties or is it merely an assumption of duties based on the individual's interest in the area and gained knowledge from performing the duties.

Upon further discussions with the Clerk of Courts and Chief Deputy Clerk of Courts, I found that the supervisory staff does in fact, rely on this Deputy Clerk to advise them accordingly of changes in law affecting juveniles and to propose procedural changes in addressing those changes. Further, the supervisory staff looks to this individual to be a lead worker within the juvenile area. Although it is expected that other Deputy Clerks remain familiar within their assigned areas, it is not an expectation nor a requirement that they advise the Clerk of Courts, supervisory staff or Court staff of those changes.

Based on the above, I found that this Deputy Clerk has been assigned additional duties above and beyond those within the Deputy Clerk classification.

In order to perform the added responsibilities, additional knowledge, skills and abilities will be required. An individual should have more legal experience in order to understand the effects of a new juvenile law, be able to identify who it will affect and how best to administer the change.

- ***Assigned appeal cases***

This duty had previously been performed by another individual holding the position of Deputy Clerk I and was subsequently assigned to Connie Haefs in 1997. Ms. Haefs received no formal training when taking over this assignment. She indicated that she learned the procedures by reading and interpreting the statutes. She has since put together a procedural manual outlining the guidelines to follow when forwarding appeal cases.

This process involves assuring time lines are met and the court record is in proper order. A listing of all documents in the record is prepared and forwarded to the proper parties. Appropriate follow up is completed and the record is forwarded to the Court of Appeals. Once a decision is returned, the Judge is notified of the decision. This Deputy Clerk does assign this specific task or pieces of it, to a Clerk Typist II.

Findings:

These duties are all within the scope of the Deputy Clerk I's position description. The duties are clerical in nature and have always been performed by either a Deputy Clerk or Clerk Typist. *(Prepares reports on court activities and submits to proper state authorities. Ability to learn, interpret and apply policies, regulations, procedures and laws which relate to departmental operations. Ability to accept responsibility and exercise independent judgment.)*

VI. CONCLUSION

There have been significant job duty changes. Prior to 1998, there was no Deputy Clerk assigned to the Juvenile area. With the many changes occurring in the law, it became apparent that a Deputy Clerk could provide the needed support in this area. As stated above under my findings, supervisory staff and other Court staff rely on this Deputy Clerk to advise them accordingly of changes in law affecting juveniles and to propose procedural changes in addressing those changes. Further, the supervisory staff looks to this individual to be a lead worker within the juvenile area. This is different from other Deputy Clerks as they are not required to monitor proposed legislation nor are they required to analyze those changes and propose new procedures to implement the changes.

Based on the above, I found that this Deputy Clerk has been assigned additional duties above and beyond those within the Deputy Clerk classification.

It should be noted, too, that the juvenile area of law is complex and rapidly changing. The State has recognized a need to address the complexity of these changes in a forum held once every year. Many areas of law are complex in nature, however, this is the only area of law the State has specifically noted as needing specific direction and guidance in dealing with these changes.

A position description was completed for this position with a proposed title of Deputy Juvenile Clerk. The position if Deputy Juvenile Clerk would require three years of office experience with at least two years within a legal environment, preferably working in the juvenile area.

In comparing the Deputy Juvenile Clerk to other positions within the bargaining unit, I found that the knowledge, skills and abilities required to perform the duties of this position are similar to those of the Deputy County Clerk and Deputy Register in Probate. These positions act as lead workers in their respective areas. The Deputy County Clerk coordinates many procedures within the election process. The Deputy Register in Probate specifically is assigned the task of keeping abreast of legislative changes and developing and implementing new procedures to keep consistent with these changes. Further, the Deputy Register in Probate instructs and trains employees, inspects work in progress and upon completion and is responsible for compliance with policies and procedures.

Therefore, I recommend that the Deputy Juvenile Clerk be placed in Classification S of the Courthouse Bargaining Agreement, effective March 28, 2000.

NOTE: This reclassification is based on the position's responsibilities assigned in overseeing the Juvenile Division such as, monitoring proposed and newly enact legislation and advising staff accordingly, acting as liaison between Clerk of Courts staff and juvenile judges, developing and implementing new procedures and acting as a lead worker in the Juvenile Division in assigning and monitoring work of another. The remaining responsibilities of this position, such as taking minutes in the Court Commissioner's Court would not be out of the classification for a Deputy Clerk to back up in this regard. Therefore, if a Deputy Clerk is assigned on a temporary basis (during vacations and other short term absences) to perform some of the duties of the Deputy Juvenile Clerk, specifically, taking minutes in Juvenile Court and related tasks, filing records of appeals, and responding to questions regarding processes and procedures, no out of class pay would be warranted.

A motion was made by Supervisor Queoff and seconded by Supervisor Hansen to adopt. Vote taken. Supervisor Williquette abstained. Motion carried.

Approved by: /s\ Nancy J. Nusbaum, County Executive Date: 11/22/2000

No. 11 -- Such other matters as authorized by law. None.

No. 12 -- Bills over \$10,000 for periods ending November 1, 2000.

A motion was made by Supervisor Bunker and seconded by Supervisor Antonneau to adopt. Vote taken. Motion carried unanimously with no abstentions.

10:00 A.M. -- PUBLIC HEARING TO ADDRESS THE BOARD.

Heidi Bos, -- Spoke on the need of Respite Care.

Lloyd Giese, 967 8th Street, Green Bay – Thanked the County Board for reinstating the funds necessary to maintain the Southwest Branch Library.

The following persons spoke in favor of maintaining the DARE Program:

Mark Keuler, 2141 Dorset Drive, Green Bay
Cara Pansier, 2901 Sorenson Drive, Green Bay
Officer Kevin Vanden Heuvel, 300 E. Walnut Street, Green Bay
Officer Lance Collins, 2634 Oakwood Drive, Green Bay
Sue Todey, 1351 Hiawatha Circle, Green Bay
Robyn Janelle, 2326 S. Webster Avenue, Green Bay
Idalia Escobedo, 522 N Maple Avenue, Green Bay
Kelly Schoen 1224 Meacham Street, Green Bay
Vanessa Rompa, 1224 13th Avenue, Green Bay (student St. Joseph Grade School)
Cindy Wienkers, St. Bernard School, Green Bay
Sheriff Hinz, Brown County Sheriff's Department

Tom Brooker, 812 Nicolet Boulevard, spoke on county legal notices publication and stated that Brown County Publishing will print all County Board Proceedings free with the exception of election notices.

The following spoke in favor of funding for the Land Conservation Department.

Jeffrey Sanders, 900 Howard Street, Green Bay
Ronald Baba, 1751 East Shore Circle, Green Bay
H. J. Harris, 2617 Sunrise River Ct., De Pere

Kathy Kores, 2291 St. Kilian's Road, New Franken – spoke as an advocate of Human Services.

The Public Hearing concluded at 11:40 a.m.

No. 13 -- REVIEW OF 2001 BUDGET AND BUDGET RECOMMENDATIONS BY STANDING COMMITTEES.

No. 13a -- REPORT OF ADMINISTRATION COMMITTEE OF NOVEMBER 2, 2000 (BUDGET ITEMS)

TO THE MEMBERS OF THE BROWN COUNTY
BOARD OF SUPERVISORS

Ladies and Gentlemen:

The ADMINISTRATION COMMITTEE met in regular session (**budget items**) on November 2, 2000, and recommends the following motions:

1. **Clerk** – Review of 2001 department budget (page 21). Approve Clerk's budget.
2. **Corporation Counsel** – Review of 2001 department budget (page 31).
 - a. Reduce periodicals by \$120.
 - b. Approve Corporation Counsel budget as amended.
3. **Facility Management** – Review of 2001 department budget (page 45). Approve Facility Management budget.

4. **Finance** – Review of 2001 department budget (page 65). Approve Finance budget.
5. **Information Services** – Review of 2001 department budget (page 87). Approve Information Services budget.
6. **Treasurer** – Review of 2001 department budget (page 99). Approve Treasurer budget.
7. **Human Resources** – Review of 2001 department budget (page 75). Approve Human Resources budget.

Year 2001 Nondivisional Budgets Review

8. Debt Service Fund, (pg. 465). Approve.
9. Capital Projects Reserve Fund, (pg. 468). Approve.
10. Capital Projects Bonding, (pg. 469). Approve.
11. Capital Projects Funds (pg. 470). Approve.
12. Taxes and Special Revenues (pg. 471). Approve.
13. Trust, Agency, Special Revenue, and Certain Internal Service Funds (pg. 472). Approve.

Chairperson Schadewald explained the process the Administration Committee went through to reach their budget recommendations. He explained how the Committee looked at the big picture. He said the County Board must look at what services and programs we are going to provide. He added that he feels it is wrong to say every Committee is the same.

Supervisor Marquardt made a general statement that she hoped they all look at this as a starting point. She will volunteer to work on a long range committee. She also spoke on and questioned the value of interns.

Supervisor Schmitt suggested we take each committee, vote on it as we go.

Supervisor Simons made a motion to take 5% out of all I.S. Chargebacks.

Supervisor Clancy explained I.S. helps all departments and he can't go along with that recommendation.

Supervisor Simons withdrew his motion.

A motion was made by Supervisor Zima and seconded by Supervisor Simons to delete the Director of Management.

Supervisor Schillinger asked what other counties have this position. Pat Webb replied that 64 other counties have this position. He said we must talk about all the programs in the budget. He said no one discussed this position at committee during budget discussions. We must have a long thought out project, documenting reasons for this type of suggestion.

Supervisor Schadewald stated he will vote against Supervisor Zima's motion. We must find out what other counties do. Supervisor Schadewald stated our budget is below the tax cap.

Supervisor Zima spoke again to eliminate the Director of Management position.

Supervisor Krueger spoke that he feels departments work together and he feels they are doing very well.

Supervisor Kuehn mentioned the Director of Management has been here since 1989. Greg Kuehl took responsibilities of the Museum Director as an Interim Director when Ms. Koski was out on leave. He will vote against the motion.

Supervisor Clancy said our Finance Director is helping with the Stadium Board; we need this position.

Roll Call on Supervisor Zima's motion to eliminate the Director of Management:

Ayes: Zima, Vanden Plas, Haefs, Simons

Nays: Antonneau, Bunker, Krueger, Hansen, Queoff, Collins, Clancy, Fleck, Watermolen, Schadewald, Schmitz, Schmitt, Kaye, Bicoy, Johnson, Kuehn, Marquardt, Schillinger, Moynihan, Williquette

Total Ayes: 4 Total Nays: 20

Supervisor Vanden Plas requested his vote be changed to nay.

Total Ayes: 3 Total Nays: 21

Motion defeated.

A motion was made by Supervisor Kuehn and seconded by Supervisor Collins to accept the recommendations of the Administration Committee Budget Items. Vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Nancy J. Nusbaum, County Executive Date: 11/22/2000

No. 13b -- REPORT OF PUBLIC SAFETY COMMITTEE OF OCTOBER 23, 2000 (BUDGET ITEMS – CLERK OF COURTS, DISTRICT ATTORNEY, MEDICAL EXAMINER AND CIRCUIT COURTS)

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The PUBLIC SAFETY COMMITTEE met in special session (**budget items – Clerk of Courts, District Attorney, Medical Examiner & Circuit Courts**) on October 23, 2000, and recommends the following motions:

1. Clerk of Courts – Review of 2001 department budget (pg. 121). Approve budget.
2. District Attorney – Review of 2001 department budget (pg. 131). Approve budget as presented.
3. Medical Examiner – Review of 2001 department budget (pg. 139).
 - a) Transfer \$3,700 from Medical Expenses to Travel & Training. Ayes: 4 (Moynihan, Schmitt, Kaye, Bicoy); Nays: 1 (Zima). Motion Carried.
 - b) Reduce autopsies by \$5,300. Ayes: 4(Zima, Kaye, Moynihan, Bicoy); Nays: 1 (Schmitt). Motion Carried.
 - c) Accept budget as modified.
4. Circuit Courts – Review of 2001 department budget (pg. 113). Accept budget.

Chairman Kaye gave an overview of the Public Safety Budget. He spoke on the DARE Program and hopes the Sheriff's Department will be creative in being a financial partner with Brown County.

A motion was made by Supervisor Kaye and seconded by Supervisor Simons to accept the recommendations of the Public Safety Committee Budget Items.

Approved by: \s\ Nancy J. Nusbaum, County Executive Date: 11/22/2000

No. 13c(i) -- **REPORT OF PUBLIC SAFETY COMMITTEE OF OCTOBER 30, 2000**
(BUDGET ITEMS – PUBLIC SAFETY COMMUNICATIONS & SHERIFF)

TO THE MEMBERS OF THE BROWN COUNTY
BOARD OF SUPERVISORS

Ladies and Gentlemen:

The PUBLIC SAFETY COMMITTEE met in special session (**budget items – Public Safety Communications and Sheriff Department**) on October 30, 2000, and recommends the following motions:

1. **Public Safety Communications** – Review of 2001 department budget, pg. 147.
 - a) Approve budget as presented.
 - b) **Emergency Management Budget** – Adopt budget as presented.
2. **Sheriff** – Review of 2001 department budget, pg. 161.
 - a) Reduce Dare Program by \$140,000 for 2001 and review program the following year. Ayes: 4 (Zima, Moynihan, Kaye, Schmitt); Nays: 1 (Bicoy). Motion Carried. (Deduction will be reflected under Professional Services.)
 - b) Reduce Teen Court Program to reflect amount that was allocated for the Year 2000 with stipulation that any revenue that is generated gets subtracted from that amount. (Deduction will be reflected under Professional Services.)
 - c) Postpone purchasing pistols for one year. Ayes: 2 (Zima, Kaye); Nays: 2 (Bicoy, Moynihan). Motion Defeated.
 - d) Reduce the purchase of pistols from 30 to 15 and take an extra year to complete the transition. Also, omit the Sheriff's pistol. Ayes: 2 (Zima, Kaye); Nays: 2 (Bicoy, Moynihan). Motion Defeated.
 - e) Utilize \$5,250 out of full Tribal Law Enforcement Grant to fund half of the 30 pistols and then purchase the other 15. (Amount will be reflected under Equipment – Nonoutlay and Grant money revenue.)
 - f) Deny purchase of 11 vehicles for 2001 and address the issue in 2002.
 - i) Amend motion to allow the purchase of 6 squad cars in 2001 – 3 Impalas & 3 Crown Victorias. (Reduction will be reflected under Capital Outlay in the amount of \$124,000.)
 - g) Postpone purchase of squad mobile radios with antennas to 6 and they only be replaced on a necessity basis. (Reduction will be reflected under Capital Outlay in the amount of \$14,100.)
 - h) Eliminate purchase of the prisoner transfer van and allow \$8,00 to rebuild the existing van when need be. (Reduction is reflected under Capital Outlay in the amount of \$20,150.)
 - i) Reduce the purchase of 6 Stalker dual antenna KA band radar units to 3. (Reduction will be reflected under Capital Outlay.)
 - j) Adopt budget as presented.

A motion was made by Supervisor Kuehn to reinstate \$129,311 for DARE Program and add to revenue \$70,000 from DARE Special Revenue Fund and add \$59,311 in levy.

Supervisor Zima spoke against motion.

Supervisor Bicoy stated we are only diverting money from one account to another to continue funding. We must fund this for a year and enter into discussions with school districts to assist in funding this program.

Supervisor Schmitt feels we don't have to go through adding more money. He suggested we charge students who participate in the program.

Supervisor Schmitz feels the County Executive should be more creative in funding this program.

Supervisor Bunker asked for clarification of funding of the DARE Program.

Supervisor Kuehn suggests the County Board ask itself "Do you feel this is a good program for the community?" Having this on your school taxes is only shifting taxes. Supervisor Kuehn asked Sheriff Hinz what the cost of two dare officers is to Brown County.

Sheriff Hinz responded that the cost of 2 DARE officers is \$129,311. The Public Safety Committee recommended the transfer of \$70,000.

Supervisor Marquardt and Supervisor Moynihan both feel this Program doesn't fully represent their districts.

Supervisor Schadewald asked what will the DARE officers due in November and December if we don't provide funding because they are under contract through the end of the year.

Supervisor Kuehn stated crime rate in the community has gone down and feels this is a result of the DARE program and encouraged the Supervisors not to defeat this motion.

Supervisor Clancy spoke on his perspective of how well the DARE program is and he supports the motion.

Supervisor Fleck said he retired from the City of Green Bay public schools. He explained the Green Bay Schools have police liaison officers, and by eliminating the DARE Program, doesn't mean we would be taking police out of the schools.

Supervisor Hansen supports Supervisor Kuehn's motion. We must approach the schools to get involved with funding the DARE Program.

Supervisor Collins supports the motion . He also feels we must get school districts involved.

Supervisor Johnson supports the motion. She believes in the DARE Program. This budget discussion puts the school districts on notice to reevaluate funding.

Supervisor Schadewald said we are going backwards if we cut it now, but school districts must be made aware. He feels it's important to communicate to the school districts.

Supervisor Williquette supports Supervisor Kuehn's motion and gave a detailed explanation on a special phone call she received in support of this program.

Supervisor Zima, again, spoke against motion.

Supervisor Krueger explained this is an entire County program. DARE works – It's a prevention program and we must look at ways of raising revenues to continue the program for next year.

Supervisor Bunker spoke in favor of the motion. She feels area school boards must come up with funding for next year.

Supervisor Queoff spoke in favor of the motion and doesn't want to risk losing the program.

Supervisor Kaye asked Sheriff Hinz how much revenue does DARE collect in parking cars at Packer Games. Sheriff Hinz said \$6,000-\$7,000 is collected per game. He added that the expenses for officers overtime is \$5,000 per year.

Supervisor Kuehn said you either believe in the program or you don't. You can't have a successful program if you don't fund it.

Sheriff Hinz said he realizes he's being put on notice to find alternative funding for the Dare Program.

A vote on Supervisor Kuehn's motion to reinstate the DARE program. Roll Call #13c(i):

Ayes: Antonneau, Bunker, Krueger, Hansen, Queoff, Vanden Plas, Collins, Clancy, Watermolen, Schadewald, Schmitz, Haefs, Bicoy, Johnson, Kuehn, Schillinger, Simons, Williquette

Nays: Zima, Fleck, Schmitt, Kaye, Marquardt, Moynihan

Total Ayes: 18 Total Nays: 6

Motion to reinstate the DARE program funds carried.

A motion was made by Supervisor Krueger and seconded by Supervisor Queoff to accept the Committee budget recommendations. Vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Nancy J. Nusbaum, County Executive Date: 11/22/2000

**No. 13c(ii) -- REPORT OF PUBLIC SAFETY COMMITTEE OF NOVEMBER 2, 2000
(BUDGET ITEMS CONTINUED – PUBLIC SAFETY
COMMUNICATIONS & SHERIFF)**

TO THE MEMBERS OF THE BROWN COUNTY
BOARD OF SUPERVISORS

Ladies and Gentlemen:

The PUBLIC SAFETY COMMITTEE met in regular session (**budget items – Public Safety Communications & Sheriff**) on November 2, 2000, and recommends the following motions:

1. Sheriff – Review of 2001 department budget (page 161). (Continued from October 30, 2000 meeting.)
 - a) Remove \$30,000 from “Other Miscellaneous – Evidence Purchase”.
 - b) Put the funds to purchase one more Crown Victoria patrol car back into the budget.
 - c) Change the price of the full-size vehicles to \$22,078 and the price of the intermediate vehicles to \$20,921.
 - d) Add \$1,500 to budget for outlay brackets for three vehicles.
 - e) ** Recommend the County Board transfer \$70,000 from “Special Revenue Fund” to the operating budget for the DARE Program.
 - f) Delete \$61,000 from the proposed budget for “Teen Court” because of the State Grant that was received.
2. Medical Examiner – Review of 2001 department budget (page 139). (Continued from October 30, 2000 meeting.) Change title of the position to Interim Chief Medical Examiner and otherwise leave it intact. Ayes: 3 (Kaye, Bicoy, Zima); Nays: 1 (Moynihan); Excused: 1(Schmitt). Motion Carried.

** Reinstated \$129,311 for DARE Program. Add to revenue \$70,000 from DARE Special Revenue Fund and add \$59,311 in levy.

Addition approved by the County Board on November 13, 2000 with a vote of Ayes: 18; Nays: 6.

A motion was made by Supervisor Kuehn and seconded by Supervisor Schmitt to approve all of No. 13c(i) and No. 13c(ii) with the addition. Vote taken. Motion carried unanimously with no abstentions.

Approved by: \s\ Nancy J. Nusbaum, County Executive Date: 11/22/2000

No. 13d -- REPORT OF PLANNING, DEVELOPMENT AND TRANSPORTATION COMMITTEE AND LAND CONSERVATION SUBCOMMITTEE OF OCTOBER 25, 2000 (BUDGET ITEMS)

TO THE MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The PLANNING, DEVELOPMENT AND TRANSPORTATION COMMITTEE AND LAND CONSERVATION SUBCOMMITTEE met in regular session (**budget items**) on October 25, 2000, and recommend the following motions:

Land Conservation Subcommittee

1. **Land Conservation** – Review of 2001 department budget (page 379).
 - a) ** Eliminate Secretary position, which will add a value of \$35,617. Ayes: 4 (Williquette, Schmitt, Schmitz, Antonneau); Nays: 1 (Vanden Plas); Excused: 1 (Peters). Motion Carried.
 - b) Reduce Buffer Strip Program from \$25,000 to \$12,500. Amend motion to read reduce the Buffer Strip Program to \$250 per acre for a total of \$12,500 for the entire year. Excused: 1 (Peters). Motion Carried Unanimously.

Planning, Development and Transportation Committee

2. **Airport** – Review of 2001 department budget (page 189). Approve budget as presented.
3. **Highway** – Review of 2001 department budget (page 201).
 - a) Delay construction of CTH “JJ”/Verlin Road.
 - b) Accept budget with delay of construction improvement on CTH “JJ”/Verlin Road for one year (\$30,000 reduction in road construction).
4. **Planning** – Review of 2001 department budget (page 389). Approve budget.
5. **Port & Solid Waste** – Review of 2001 department budget (page 401). Approve budget as presented.
6. **Register of Deeds** – Review of 2001 department budget (page 413). Approve budget as presented.
7. **Survey** – Review of 2001 department budget (page 421). Approve budget as presented.

8. **UW-Extension** – Review of 2001 department budget (page 431).
 - a) Deduct \$1,000 out of travel, conference and training; and also deduct \$4,000 from supplies and expenses.
 - b) Approve the budget as amended.
9. **Zoning** – Review of 2001 department budget (page 443). Approve budget as presented.

** A unanimous vote was taken to re-instate the above Secretary position on November 13, 2000.

The County Board also voted to amend by selling three vehicles from Land Conservation Department totaling approximately \$1,700 + insurance, license and repair costs and place sales in revenue account. Vote by the County Board was Ayes: 16; Nays: 8. Adopted by County Board on November 13, 2000.

Land Conservation Subcommittee

Supervisor Vanden Plas made a motion to reinstate the secretary position at the Land Conservation Office to full time adding \$35,718 back in the budget.

Supervisor Schmitt asked why they are reinstating this.

Bill Hafs, Land Conservation Department Head, explained his intention wasn't to cut positions, only to give cuts when he was pressured by the Committee. This position wasn't funded by the State.

Supervisor Johnson asked who would do the work if the secretary position is cut?

Committee member Supervisor Antonneau explained the staff paid by the State would pick up the slack.

Supervisor Schmitt explained his hesitancy of adding more back into the budget.

Supervisor Kuehn asked "Do we need position this or not?" How did Committee delete this at the Committee level?

Bill Hafs explained it was his impression something had to be cut from his budget.

Supervisor Kruger concurred that Bill Hafs runs a good department and maybe Mr. Hafs should have been stronger and said "no cuts here."

Supervisor Clancy said many of his constituents use the Land Conservation Department for erosion control and water shed control.

Supervisor Vanden Plas explained many state funded programs are in Brown County and feels this position is needed. He explained that he did not vote at committee level to eliminate this position.

Supervisor Williquette explained she asked Bill Hafs what could be cut from his budget? She feels, in desperation, he offered to cut this position. She feels it was a mistake and we should reinstate this position.

Bill Hafs said his office has 600 contracts with farmers and this department has a heavy workload.

County Executive Nancy Nusbaum explained she encourages department heads to find ways to increase revenues. She felt the program Bill Hafs brought forward was very creative. She asked the County Board to please do not send the message to departments "if being creative doesn't work out or agreed with, it will be taken out of their hide." She tries to bring you good management decisions and position evaluations go on all the time.

Supervisor Schmitz spoke about the letter he sent to the County Board regarding costs of growing corn. This explains why he was opposed to the proposal by Bill Hafs on the demonstration project.

Vote taken to reinstate the Secretary position. Motion carried unanimously with no abstentions.

A motion was made by Supervisor Vanden Plas to cut three vehicles (1992 Chevy Caprice, Dark Blue, 135,561 mi. -- \$800.00; 1990 Chevy Caprice, Brown, 130,847 mi. -- \$400.00; and 1989 Chevy Caprice, Blue, 158,919 mi. -- \$400.00) from the staff at Land Conservation totaling Blue Book price from a dealer of about \$1700.00 plus repairs, licenses, insurance, etc. and add \$1,700.00 to revenue. Roll Call #13d(1):

Ayes: Antonneau, Bunker, Hansen, Zima, Vanden Plas, Watermolen, Schadewald, Schmitz, Schmitt, Haefs, Kaye, Bicoy, Marquardt, Moynihan, Simons, Williquette

Nays: Krueger, Queoff, Collins, Clancy, Fleck, Johnson, Kuehn, Schillinger

Total Ayes: 16 Total Nays: 8

Motion carried.

A motion was made by Supervisor Williquette and seconded by Supervisor Vanden Plas to accept the recommendations of the committee and approve the Land Conservation Budget as amended. Vote taken. Motion carried unanimously with no abstentions.

Planning, Development and Transportation Committee

Solid Waste Department

Supervisor Marquardt was interested in the rates and fees for the Solid Waste Department. Chuck Larscheid explained we are under contract with other municipalities and these rates are set in the contract. He detailed how he contracts with municipalities.

Supervisor Zima wants to know what percentage of waste is coming into the land fills.

Chuck Larscheid said that 40% is from industry, 20% paper mills and 40% is from miscellaneous capacities. He then explained how he sets the fee schedule.

Supervisor Hansen asked if there is any point in time that excess revenue could go to General Fund? Ken Bukowski, Corporation Counsel, explained municipalities' contracts state that they want a good facility to deal with.

Supervisor Schmitt stated if we leave our rates the same, why are we so hesitant to create a surplus?

In response, County Executive, Nancy Nusbaum said she feels if we can meet our budget at Solid Waste, we shouldn't set rates so high to create a surplus, which becomes a tax.

Supervisor Schmitz feels the rates should be kept reasonable.

Supervisor Kuehn feels we need a rate of funding to maintain the level of services we are currently providing.

Supervisor Clancy explained how private business must fill their landfill. He feels we need competition with private sector.

Supervisor Zima feels we must prolong life of our landfill.

A motion was made by Supervisor Zima and seconded by Supervisor Kuehn to maintain the 2000 budget fees for landfill at \$17.50.

Supervisor Clancy spoke against the motion.

Supervisor Schmitz explained that the contract with the Town of Holland states we will deposit 275,000 tons annually. He will vote against Supervisor Zima's motion.

Supervisor Schadewald questioned what would be the impact on local community if the rates were dropped. Mr. Larscheid explained it is a competitiveness and low price.

Supervisor Collins urges us to accept the recommendations of the department. The County has contracts and agreements with municipalities that must be honored.

Supervisor Williquette asked about the life of a landfill, with Mr. Larscheid answering, about 25 years.

Supervisor Schmitz mentioned the cost is based on tonnage we send.

Supervisor Kuehn supports the motion. He feels we shouldn't be trying to fill our landfills as fast as we can.

Supervisor Simons feels we should reexamine if we should even be in landfill business.

Supervisor Williquette mentioned that Suamico pays Waste Management to pick up garbage. Waste Management breaks up our roads, etc. She supports Mr. Larscheid's proposal.

A vote was taken on Supervisor Zima's motion to set the rate at \$17.50. Roll Call #13d(2):

Ayes: Zima, Queoff, Schadewald, Johnson, Kuehn, Marquardt, Moynihan, Simons

Nays: Antonneau, Bunker, Krueger, Hansen, Vanden Plas, Collins, Clancy, Fleck, Watermolen, Schmitz, Schmitt, Haefs, Kaye, Bicoy, Schillinger, Williquette

Total Ayes: 8 Total Nays: 16

Motion defeated.

A motion was made by Supervisor Collins and seconded by Supervisor Krueger to accept the recommendations of the Committee and approve the budget. Voice vote taken. Motion carried.

Approved by: \s\ Nancy J. Nusbaum, County Executive Date: 11/22/2000

No. 13e -- REPORT OF HUMAN SERVICES COMMITTEE OF:

No. 13e(i) - 13e(i) OCTOBER 18, 2000 (BUDGET ITEMS - VETERAN'S DEPARTMENT, SYBLE HOPP SCHOOL, AGING RESOURCE CENTER OF BROWN COUNTY, HEALTH DEPARTMENT)

TO THE MEMBERS OF THE BROWN COUNTY
BOARD OF SUPERVISORS

Ladies and Gentlemen:

The HUMAN SERVICES COMMITTEE met in regular session (**budget items**) on October 18, 2000, and recommends the following motions:

1. Veterans' Department – Review of 2001 Department budget (page 313). Approve budget for 2001.
2. Syble Hopp School – Review of 2001 Department budget (page 303). Approve budget for 2001.
3. Aging Resource Center of Brown County – Review of 2001 department budget (page 219). Approve budget for 2001.
4. Health Department – Review of 2001 department budget (page 231). Keep 2001 Health Department budget open until further information is received on fee increases, revenues, etc. (To be continued at next meeting.)

5. Human Services – Review of 2001 department budget (page 245). (No report – To be continued at next meeting.)

Approved by: _____ \s\ Nancy J. Nusbaum, County Executive _____ Date: 11/22/2000

No. 13e(ii) - REPORT OF HUMAN SERVICES COMMITTEE MEETING OF OCTOBER 25, 2000 (BUDGET ITEMS – CONTINUED HEALTH DEPARTMENT AND HUMAN SERVICES)

TO THE MEMBERS OF THE BROWN COUNTY
BOARD OF SUPERVISORS

Ladies and Gentlemen:

The HUMAN SERVICES COMMITTEE met in regular session (**budget items**) on October 25, 2000, and recommends the following motions:

1. Health Department – Review of 2001 department budget (page 231). (Continued from October 18, 2000 meeting.) Approve budget as presented with a 3% increase and send this back to the Board of Health.
2. Human Services – Review of 2001 department budget (page 245). (Continued from October 18, 2000 meeting.)
 - a) Reduce office supplies by \$4,000.
 - b) Reduce office supplies & expenses by \$4,000.
 - c) Reduce professional services by \$50,000.
 - d) Approve budget with reduction of \$69,262 as amended.
3. Discussion with Area Legislators regarding 2001 budget. No action.

Human Services Committee Chairperson Lucy Bunker explained the process the Human Services Committee when through in presenting their budget. She explained why the \$127,262 was cut from the budget. She handed out information including waiting lists and a letter from Mark Quam to area lawmakers.

Mark Quam, Human Services Director, spoke on struggles with the budget. He explained waiting lists for elderly and disabled and mentally ill. He went on to explain and give examples of how mandates increase our costs in Human Services.

Supervisor Hansen asked Mr. Quam how his department prioritizes community options.

Mr. Quam answered if we have state aid, the state pays, if not, the county pays.

Supervisor Collins and Supervisor Clancy asked questions of paying for violet criminals.

Supervisor Marquardt asked how long we must pay for these individuals?

Mr. Quam said until death unless medication and counseling help improve the individuals to exit the program.

A motion was made by Supervisor Bunker and seconded by Supervisor Schillinger to accept the recommendations of the Committee and accept the budget. Vote taken. Motion carried unanimously with no abstentions.

Approved by: _____ \s\ Nancy J. Nusbaum, County Executive _____ Date: 11/22/2000

No. 13f -- **REPORT OF EDUCATION AND RECREATION COMMITTEE OF
OCTOBER 26, 2000 (BUDGET ITEMS)**

TO THE MEMBERS OF THE BROWN COUNTY
BOARD OF SUPERVISORS

Ladies and Gentlemen:

The EDUCATION AND RECREATION COMMITTEE met in regular session (**budget items**) on October 26, 2000, and recommends the following motions:

1. **Golf Course:** Review of 2001 Department budget (page 327).
 - a) Approve additional increase for out-of-county fees. Ayes: 4(Hansen, Johnson, Antonneau, Simons); Nays: 1 (Kuehn). Motion Carried.
 - b) Forward 2001 Golf Course Budget as amended to County Board.
2. **Museum:** Review of 2001 Department budget (page 349). Approve 2001 Museum budget as it stands and forward to County Board.
3. **Library:** Review of 2201 Department budget (page 339). Reinstate \$185,000 for Southwest Branch Library in 2001 budget and forward Library budget to County Board.
4. ** **Parks:** Review of 2001 Department budget (page 359). Approve 2001 Park Department Budget and forward to County Board.
5. Communication from Supervisor Rick Schadewald re: Keeping the NEW Zoo open everyday of the year. Referred from October County Board. Receive and place on file.
6. Petition from Brown County Citizens re: Brown County Park System not Closing Way-Morr Park due to lack of funding. (1600 names on petition on file in County Clerk's Office.) Referred from October County Board. Receive and place on file.

** Amend the Park Budget by adding \$18,000 for the purpose of partially funding Triangle Ski Hill approved by the County Board on November 13, 2000. Ayes: 16; Nays: 8.

Supervisor Hansen recommended to reinstate \$18,000 to the Parks budget for the purpose of partially funding Triangle Ski Hill.

Supervisor Kuehn can't support this motion.

Supervisor Schmitt supports this motion.

Vote taken on Supervisor Hansen's motion. Roll Call #13f(1):

Ayes: Antonneau, Bunker, Krueger, Hansen, Zima, Vanden Plas, Collins, Clancy, Fleck, Watermolen, Schmitz, Schmitt, Haefs, Kaye, Bicoy, Schillinger

Nay: Queoff, Schadewald, Johnson, Kuehn, Marquardt, Moynihan, Simons, Williquette

Total Ayes: 16 Total Nays: 8

Motion carried.

A motion was made by Supervisor Bunker and seconded by Supervisor Antonneau to accept the remainder of the committee report. Vote taken. Motion carried.

A motion was made by Supervisor Schmitz and seconded by Supervisor Kaye to accept the recommendations of the committee and accept the budget. Vote taken. Motion carried.

Approved by: _____ \s\ Nancy J. Nusbaum, County Executive Date: 11/22/2000

No.13g -- **REPORT OF EXECUTIVE COMMITTEE OF NOVEMBER 6, 2000**
(BUDGET ITEMS)

TO THE MEMBERS OF THE BROWN COUNTY
BOARD OF SUPERVISORS

Ladies and Gentlemen:

The EXECUTIVE COMMITTEE met in regular session (**budget items**) on November 6, 2000, and recommends the following motions:

Nondivisional Budgets

1. County Executive – Review of 2001 department budget (page 459). Approve County Executive budget.
2. Board of Supervisors – Review of 2001 department budget (page 453).
 - a) Cut \$6,000 from professional services fund.
 - b) Cut \$490 from budget for periodicals, publications, etc.
 - c) Keep \$8,000 for rent for the County Board meetings at City Hall.
 - d) Approve County Board budget as amended.

A motion was made by Supervisor Fleck to bring the remodeling of the City Council Chambers Resolution off the table. Vote taken. Motion carried.

Approved by: \s\ Nancy J. Nusbaum, County Executive Date: 11/22/2000

No. 13g(i) -- **RESOLUTION REGARDING AUTHORIZING COUNTY PARTICIPATION IN REMODELED CITY COUNCIL CHAMBERS**
(Tabled at September 20, 2000 County board Meeting. Propose to discuss the issue of remodeling City County Chambers tabled at September 20, 2000 County Board Meeting.) (Communication brought forward from October 18, 2000 County Board Meeting by Supervisor Fleck.)

A motion was made by Supervisor Fleck and seconded by Supervisor Schillinger to refer the above resolution back to the Administration Committee. Vote taken. Motion carried unanimously with no abstentions.

Return to No. 13g – Report of Executive Committee of November 6, 2000 (Budget Items)

Non-Divisional Budget – Travel/Conference/Training.

Supervisor Johnson made a motion to decrease mileage for County Supervisors by \$2,000. Supervisors Haefs, Schadewald, Vanden Plas, Kaye and Zima spoke against supporting this motion.

Supervisor Williquette supports this motion.

Ken Bukowski, Corporation Counsel, clarified that State Statutes 59.10(3)(g) states “each supervisor shall receive mileage by most usual travel”. He feels a positive vote on this motion would be illegal.

Supervisor Johnson withdrew her motion.

Supervisor Johnson made a motion to delete Wisconsin Counties Association Convention in the amount of \$2000.00 in the Travel and Conference budget.

Supervisors Krueger, Marquardt, Haefs, Simons and Kaye spoke against Supervisor Johnson's motion.

Supervisor Johnson explained why she made this motion. A vote was taken on Supervisor Johnson's motion to delete \$2,000 from Wisconsin Counties Association Convention Account. Roll Call #13g(1):

Ayes: Queoff, Schmitt, Johnson, Moynihan

Nays: Antonneau, Bunker, Krueger, Hansen, Zima, Vanden Plas, Collins, Clancy, Fleck, Watermolen, Schadewald, Schmitz, Haefs, Kaye, Bicoy, Kuehn, Marquardt, Schillinger, Simons, Williquette

Total Ayes: 4 Total Nays: 20

Motion defeated.

A motion was made by Supervisor Schillinger and seconded by Supervisor Kaye to adopt the non-divisional budget as presented by the Executive Committee. Vote taken. No roll call requested. Motion carried.

Non-Divisional Budget – User Fees.

Supervisor Zima proposed adding a \$.50 user fee for both the Neville Public Museum and Brown County Veterans Memorial Arena.

A motion was made by Supervisor Johnson and seconded by Supervisor Schillinger to refer the \$.50 user fee for the Museum to the Education and Recreation Committee. Voice vote taken. Motion carried unanimously with no abstentions.

A motion was made by Supervisor Schillinger and seconded by Supervisor Moynihan to refer the \$.50 user fee for the Arena to the Education and Recreation Committee. Voice vote taken. Motion carried unanimously with no abstentions.

Non-Divisional Budget – Administrative Salaries.

A motion was made by Supervisor Zima that administrative salary increases be limited to the first \$40,000 of salary.

Supervisors Schillinger, Krueger, Kuehn, Schmitt and Schadewald spoke against this motion, stating we must treat everyone equally.

Supervisors Haefs and Marquardt spoke in support of motion.

Supervisor Bicoy asked for clarification. Plus would this motion make it meaningless to anyone earning over \$40,000? Does this mean that it would be a decrease or no increase to the employee earning over \$40,000? Pat Webb, Finance Director, responded that is correct.

Vote on Supervisor Zima's motion. Roll Call:

Ayes: Zima, Haefs, Bicoy, Marquardt, Simons

Nays: Antonneau, Bunker, Krueger, Hansen, Queoff, Vanden Plas, Collins, Clancy, Fleck, Watermolen, Schadewald, Schmitz, Schmitt, Kaye, Johnson, Kuehn, Schillinger, Moynihan, Williquette

Total Ayes: 5 Total Nays: 19

Motion defeated.

Supervisor Schadewald explained that \$10,000 has been removed from the County Clerk's Budget (publication of County Board minutes). He wanted County Board to be aware of this and be prepared to deal with the decision, which would include changing the County Code.

A motion was made by Supervisor Zima and seconded by Supervisor Simons to add \$10,000 back into budget and not change the County Code.

Supervisor Zima went on to explain the need of competition. He feels without competition, the publication costs to the County will be greatly increased.

Supervisor Schillinger is opposed to putting \$10,000 back in the budget. He feels this should go out for lowest bid, like any other County project.

Supervisor Clancy supports adding this back in.

Supervisor Kuehn asked the County Clerk for information on 1999 newspaper costs. He then stated he feels publishing County Board minutes in all the papers is a duplication of services.

Supervisor Schadewald spoke on defeating Supervisor Zima's motion. He explained the procedure taken at Administration Committee. Supervisor Schadewald feels we can save the \$10,000 through low bidding.

Supervisor Schmitt and Supervisor Hansen don't support adding money back into budget.

Supervisor Collins feels we must put money back in. He would like to see the Board award this to one newspaper.

Supervisor Kuehn doesn't support putting money back in. He supports changing the County Code and giving bid to lowest qualified bidders.

Supervisor Marquardt reiterated Mr. Wood's (News Chronicle) views that the County Board must put this \$10,000 back in the budget to protect the newspapers that are out there. This would be living up to the County code. She said that if we don't have to use the money, fine, but the money should be there.

Vote on Supervisor Zima's motion. Roll Call:

Ayes: Antonneau, Zima, Vanden Plas, Collins, Clancy, Bicoy, Marquardt, Simons

Nays: Bunker, Krueger, Hansen, Queoff, Fleck, Watermolen, Schadewald, Schmitz, Schmitt, Haefs, Kaye, Johnson, Kuehn, Schillinger, Moynihan, Williquette

Total Ayes: 8 Total Nays: 16

Motion defeated.

Supervisor Marquardt questioned the County Board if they had fulfilled their commitment in this budget process. It was her understanding they were to cut \$500,000. At this point, Supervisor Marquardt made a motion to cut \$156,899 from the student interns (co-op) fees. She stated we have to begin cutting somewhere instead of just being comfortable.

Supervisors Kuehn feels this is an educational area for students. Additionally, he feels the Board doesn't have any information on how this would affect departments. He doesn't support this motion.

Supervisor Zima spoke in favor of this motion.

Cathy Williquette, Register of Deeds, spoke on how crucial co-op students are in her office. She explained these students do not get fringe benefits and still have to pay to park. She is against the motion.

Mike McFarlane, Park Director, explained the important roll his intern plays at the NEW Zoo and Barkhausen. He feels the County would have to add a full time employee to handle duties now handled by interns.

Jim Kalny, Human Resources Director, explained the valuable roll the interns provide for his office.

Supervisors Hansen and Collins spoke against this motion.

A motion was made by Supervisor Zima and seconded by Supervisor Simons to refer Supervisor Marquardt's motion to Administration Committee.

Supervisor Schadewald spoke in favor of the referral.

Vote on Referral. Roll Call:

Ayes: Antonneau, Bunker, Krueger, Hansen, Zima, Queoff, Vanden Plas, Collins, Clancy, Fleck, Watermolen, Schadewald, Schmitz, Schmitt, Haefs, Kaye, Bicoy, Johnson, Kuehn, Marquardt, Moynihan, Simons, Williquette

Nays: Schillinger

Total Ayes: 23 Total Nays: 1

Motion carried to refer.

No. 14 -- RESOLUTION ESTABLISHING THE BROWN COUNTY BUDGET FOR CALENDAR YEAR 2001

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

Ladies and Gentlemen:

BE IT RESOLVED, that the following sums of money be raised for the ensuing year:

School for Handicapped Children	\$ 1,679,640
Health	1,974,689
County Aid Bridges (Section 81.38, Wis. Stats.)	316,000
Debt Service Fund	6,711,591
All Other County Taxes	<u>48,325,794</u>
LEVY	\$59,007,714

BE IT FURTHER RESOLVED, that the County shall apportion the tax for the school for Handicapped Children on all districts participating; and

BE IT FURTHER RESOLVED, that the County shall apportion the tax for the Health Department on all districts participating; and

BE IT FURTHER RESOLVED, that the County shall apportion the tax for bridges under Section 81.38, Wis. Stats., on the taxable property of the taxing districts participating; and

BE IT FURTHER RESOLVED, that the County shall enter in the Tax Apportionment, State Special Charges for Forestry Mill Tax, Section 70.58(2), Wis. Stats., in the amount of \$2,332,800; and

BE IT FURTHER RESOLVED, that the County shall enter in the Tax Apportionment the 20% Highway County Trunk Bridge assessments as authorized legal taxes against any district in the County, under Section 83.02(2), Wis. Stats., and

BE IT FURTHER RESOLVED, that the budgeted appropriations for purposes of Section 65.90, Wis. Stats., are attached hereto as Exhibit A, and the detailed budget for purposes of Section 59.031(6), Wis. Stats., is the document of which this is part; and

BE IT FURTHER RESOLVED, that the Finance Director is authorized to make any technical corrections to the budget that are necessary.

A motion was made by Supervisor Kuehn and seconded by Supervisor Collins to adopt the final budget as amended. Vote taken. Roll Call #14:

Ayes: Antonneau, Bunker, Krueger, Hansen, Queoff, Vanden Plas, Collins, Clancy, Fleck, Watermolen, Schadewald, Schmitz, Schmitt, Kaye, Bicoy, Johnson, Kuehn, Schillinger, Williquette

Nays: Zima, Haefs, Marquardt, Moynihan, Simons

Total Ayes: 19 Total Nays: 5

Motion carried.

Approved by: /s\ Nancy J. Nusbaum, County Executive Date: 11/22/2000

No. 15 -- Closing Roll Call.

Present: Antonneau, Bunker, Krueger, Hansen, Zima, Queoff, Vanden Plas, Collins, Clancy, Fleck, Watermolen, Schadewald, Schmitz, Schmitt, Haefs, Kaye, Johnson, Kuehn, Marquardt, Schillinger, Moynihan, Simons, Williquette

Total Present: 24

No. 16 -- ADJOURNMENT TO WEDNESDAY, DECEMBER 20, 2000 AT 7:30 P.M., LEGISLATIVE ROOM, 100 N. JEFFERSON STREET, GREEN BAY, WISCONSIN.

A motion was made by Supervisor Queoff and seconded by Supervisor Johnson to adjourn to the above date and time. Vote taken. Motion carried unanimously with no abstentions.

DARLENE K. MARCELLE
Brown County Clerk