



Kewaunee County
PERSONNEL, ADVISORY, AND LEGISLATIVE COMMITTEE MEETING

AGENDA

April 10, 2019 9:30 a.m., Conference Room
Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216

1. Call to Order
2. Roll Call
3. Approve April 10, 2019 Agenda
4. Approve March 18, 2019 Meeting Minutes
5. Public Comment
6. Administrator's Report
 - a. Personnel Report
 - b. Administrator's Report
 - Status Report of Study Groups
7. County Ordinance: Chapter 25 - All-Terrain Vehicles and Snowmobiles
8. Discussion of Committee Rules & Duties and Standing Committees
- 9.
10. Chairman's Report
11. Next Meeting
12. Adjournment

KEWAUNEE COUNTY

PERSONNEL REPORT

April 2019



Scott Feldt
County Administrator

Hire		
Nicole Norcross	Social Worker Child and Family	March 19
Justin Neumann	Radio Operator/Jailer	March 31
Dana Johnson	Human Services Director	April 8

Retirement		
Bob Mattice	Human Services Director	April 30

Recruitment

- ✓ Child Support Specialist
 - interviewing
- ✓ Veteran Services Officer
 - interviewing
- ✓ Jail Cook
 - interviewing

Kewaunee County Is An Equal Opportunity Employer

Kewaunee County
810 Lincoln Street
Kewaunee, WI 54216

PHONE (920) 388-7164
FAX (920) 388-7101
www.kewauneeeco.org



Kewaunee County
PERSONNEL, ADVISORY, AND LEGISLATIVE COMMITTEE MEETING
MINUTES

March 18, 2019 8:30 a.m., Conference Room
Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216

Call to Order: Chair Weidner called the meeting to order at 8:31 a.m.

Roll Call: Members present – Robert Weidner, John Mastalir, Gary Paape, Virginia Haske, Kaye Shillin, Tom Romdenne, Charles Wagner. Others Present – Steve Hanson, Tom Cretney, Scott Feldt

Approve March 18, 2019 Agenda: Wagner moved and Romdenne seconded to approve the agenda. Motion carried.

Approve February 18, 2019 Meeting Minutes: Paape moved and Shillin seconded to approve the February 18, 2019 minutes. Motion carried.

Public Comment: Supervisor Cretney provided additional information related to the presentation by Eland Electric on Solar power. Cretney indicated that if the County is not interested in investing in solar power, a private investor may be willing to take on the cost in return for the financial benefit, or the County could purchase the system at a later date. The County should address this issue as a response to climate change.

Administrator's Report

Personnel Report: Feldt reviewed recent personnel activity. Three employee recruitments are taking place: County Veterans Services Officer, Child Support Specialist and Lead Cook.

Administrator's Report: Feldt provided an update of the meetings of the Broadband Study Committee and the Jail Needs Assessment Study Committee. The Jail Committee toured the jail and reviewed its current deficiencies. Feldt notified the committee that the jail consultant will be presenting at the April 8 meeting. The presentation will provide an analysis of the current jail and an analysis of the jail population and future trend analysis. The Broadband Committee provided an overview of technical terms and issues relating to broadband internet access. The Broadband Study Committee will have their next meeting on March 27 to discuss goals and how best to achieve them.

County Comprehensive Plan Amendments/Town Comprehensive Plan Amendments:

Weidner and Hanson provided background on the issue. The Town of Carlton is requesting the County to amend their comprehensive plan to have the Town of Carlton section mirror recently approved changes to the Town's zoning ordinance and plan. To make such amendments, the County will need to retain and pay Bay Lakes Regional Planning to complete the amendments. A small amount of staff time will be required as well. Hanson further explained the County submitted their plan based on the Town's comprehensive plan and from any input provided by the Town. Since the submission and approval, the Town has made changes to their plan which has resulted in discrepancies between the two plans. The state requires the plans be in synch. This has resulted in the Town requesting the County amend its comprehensive plan.



Mastalir moved and Haske seconded to approve the following policy: Any municipality within Kewaunee County maybe billed for costs incurred by the County (excluding county staff time) related to amending the County Comprehensive Plan to coincide with the respective municipal comprehensive plan. Motion carried 6 to 1 with Paape opposed.

Discussion of Committee Rules & Duties and Standing Committees: Feldt provided a status report with regards to committee rules and duties revisions. The rules and duties are near completion and Feldt is asking each committee to take one final review of the drafts as there have been some very minor edits. Feldt also spoke about a possible need to modify committees as some departments have no oversight committee and some oversight committees have only one department. General discussion followed related to combining of committees, length of meetings, and what departments may be designated to committees. Feldt hopes to have the final drafts of the rules and duties completed by summer.

Resolution in Support of Increased Child Support Funding: Motion by Shillin and seconded by Haske to approve the resolution. Motion carried.

County Ordinance: Chapter 25 – All-Terrain Vehicles and Snowmobiles: The committee reviewed the proposed ordinance. A question was raised as to the purpose of the ordinance. Feldt explained that the Sheriff has been working with the townships regarding a uniform ordinance related to All-Terrain Vehicle (ATV) and snowmobile use on town roads. The Sheriff did not want each town to pass a different ordinance making enforcement difficult. Discussion followed how roads are designated by the towns and its impacts. It was added that this issue is part of a larger issue related to ATVs and being allowed to operate on county roads and the Ahnapee Trail. Some members expressed their opposition to allowing ATVs on roads and the Trail. There was additional discussion as to signage, route designation, who is responsible for enforcement, insurance requirements and legal liability. The Committee agreed that many questions still remain unanswered. The Committee agreed the topic will be discussed further at the next committee meeting. Chair Weidner indicated he will remove this item from the County Board agenda since there is not agreement among the committee.

Discussion of County Comprehensive Plan Amendments/Town Comprehensive Plan Amendments: Hanson provided a summary of what has taken place with regards to the Town of Carlton and the request to amend the County's Comprehensive Plan. Hanson explained that the County approved its comprehensive plan a few years ago with guidance from the towns and their plans. This will be the second request for the County to amend its plan. Discussion followed as to whether the County should continue to amend its plan at the request of the towns. It was indicated that many towns have designated all empty parcels as agricultural and have not designated any parcels for future development. Comments were made that if the towns want the responsibility of zoning and establishing their town comprehensive plan, then the towns should designate parcels for future development and follow the plan they have created and approved. The designation could affect landowners involved in the Farmland



Preservation program. Discussion continued regarding the County establishing a policy regarding these requests. In addition, requiring towns reimburse the County for costs to amend its plan was discussed. The Committee agreed to discuss a policy at its next meeting.

Chairman's Report: No report.

Next Meeting: April 10, 2019 at 9:30 a.m.

Adjournment: Wagner moved and Shillin seconded to adjourn. Motion carried. Meeting adjourned at 9:55 a.m.

Chapter 25

All-Terrain Vehicles and Snowmobiles

- 25.10 Authority
 - 25.20 Regulation of All-Terrain Vehicles
 - 25.21 Operation of ATVs or UTVs on ATV Routes
 - 25.30 Regulation of Snowmobiles
 - 25.40 Penalties
 - 25.50 Enforcement
 - 25.60 Effective Date
-

- 25.10 Authority. The Kewaunee County Board of Supervisors adopts the provisions of this Ordinance pursuant to the authority of Wis. Stats. §23.33(11) and §350.18.
- 25.20 Regulation of All-Terrain Vehicles. Except as otherwise specifically provided in this Code, the statutory provisions of Wis. Stat. §23.33 and Wis. Admin. Code NR §64 describing and defining regulations with respect to all-terrain vehicles are adopted and by reference made a part of this Code as if fully set forth herein. Any act required to be performed or prohibited by any statute or administrative code incorporated herein by reference is required or prohibited by this Code. Any future amendments, revisions, or modifications of the statutes or administrative code incorporated herein are intended to be made part of this Code in order to secure uniform statewide regulation of all-terrain vehicles.
- 25.21 Operation of ATVs or UTVs on ATV Routes. The operation of an ATV or UTV on a roadway that is an approved ATV Route and signed in accordance with Wis. Stat. §23.33(8)(e) by Kewaunee County or any city, town or village is subject to the following provisions:
- (1) Any operator or passenger shall comply with all federal, state, and local laws, orders, regulations, restrictions and rules, including Wis. Stats. §23.33 and Wisconsin Administrative Code NR §64.
 - (2) Operators shall observe a speed limit of 35 miles per hour or the posted speed limit, whichever is less.
 - (3) Operators shall operate on the paved surface on the extreme right side of the roadway.
 - (4) Operators shall ride in single file.
 - (5) Operators who were born on or after January 1, 1988 must have completed an ATV safety certification course.
 - (6) Operators must be at least 16 years of age and possess a valid driver's license.

- (7) No person may operate an ATV or UTV on an ATV Route at any time before or after the Operating Hours. Operating Hours are 60 minutes before sunrise to 60 minutes after sunset.
- (8) Every ATV/UTV shall be equipped, maintained, and operated so as to prevent excessive or unusual noise. No person shall drive an ATV/UTV on an ATV Route unless such ATV/UTV is equipped with a muffler or other effective noise-suppressing system in good working order and in constant operation. It shall be unlawful to use a muffler cutout, bypass, or similar device on any ATV/UTV upon an ATV Route. No person shall modify or change the exhaust muffler, the intake muffler, or any other noise-abatement device of an ATV/UTV in a manner such that the noise emitted by the ATV/UTV is increased above that emitted by the ATV/UTV as originally manufactured.

25.30 Regulation of Snowmobiles. Except as otherwise specifically provided in this Code, the statutory provisions in Chapter 350, Wisconsin Statutes, describing and defining regulations with respect to snowmobiles are adopted and by reference made a part of this Code as if fully set forth herein. Any act required to be performed or prohibited by any statute incorporated herein by reference is required or prohibited by this Code. Any future amendments, revisions, or modifications of the statutes incorporated herein are intended to be made part of this Code in order to secure uniform statewide regulation of snowmobiles.

25.40 Penalties.

- (1) Any forfeiture for a violation for the State Statutes adopted by reference in this Chapter shall conform to the forfeiture permitted to be imposed for violation of such statutes as set forth in the uniform deposit and misdemeanor bail schedule of the Wisconsin Judicial Conference, including any variations or increases for subsequent offenses, which schedule is adopted by reference.
- (2) Any violation of this Chapter not included in the uniform deposit and misdemeanor bail schedule of the Wisconsin Judicial Conference shall have a cash deposit of seventy-five dollars (\$75.00) plus court costs and one-hundred fifty dollars (\$150.00) plus court costs for a second violation of this Ordinance within a 12 month period.

25.50 Enforcement. This ordinance shall be enforced by any law enforcement officer authorized to enforce the laws of the State of Wisconsin.

25.60 Effective Date. This ordinance is effective upon passage and publication.

PROPOSAL 1: County Board Oversight Committee Structure

Committee Name: Public Safety Committee

Depts Overseen: Sheriff
County Coroner
Emergency Management

Committee Name: Courts and Justice Committee

Child Support
Circuit Court
Clerk of Court
District Attorney
Family Court Commissioner
Register in Probate

Committee Name: Finance Committee

Depts Overseen: Finance Department
County Treasurer's Office
County Administrator Office (Fiscal & Insurance)
Register of Deed's Office
Land Information Office

Committee Name: Highway and Solid Waste Committee

Depts Overseen: Highway
Solid Waste

Committee Name: Human Services Committee

Depts Overseen: Human Services
ADRC

Committee Name: Land Use Committee

Depts Overseen: Land and Water Conservation
Zoning

Committee Name: Parks, Promotion & Maintenance Committee

Depts Overseen: Parks & Recreation
Tourism and Economic Development programs
Maintenance

Committee Name: Public Health, Veterans and Extension Committee

Depts Overseen: Public Health
Veterans Services
UW-Extension

Committee Name: Executive Committee

Depts Overseen: County Clerk's Office
Corporation Counsel
County Administrator (Human Resources)
County Board
Information Services Department

PROPOSAL2: County Board Oversight Committee Structure

Committee Name: Public Safety & Justice Committee

Depts Overseen: Sheriff
County Coroner
Emergency Management
Child Support
Circuit Court
Clerk of Court
District Attorney
Family Court Commissioner
Register in Probate

Committee Name: Finance Committee

Depts Overseen: Finance Department
County Treasurer's Office
County Administrator Office (Fiscal & Insurance)
Register of Deed's Office
Land Information Office

Committee Name: Highway and Solid Waste Committee

Depts Overseen: Highway
Solid Waste

Committee Name: Human Services Committee

Depts Overseen: Human Services
ADRC

Committee Name: Land Use Committee

Depts Overseen: Land and Water Conservation
Zoning

Committee Name: Parks, Promotion & Maintenance Committee

Depts Overseen: Parks & Recreation
Tourism and Economic Development programs
Maintenance

Committee Name: Public Health, Veterans and Extension Committee

Depts Overseen: Public Health
Veterans Services
UW-Extension

Committee Name: Executive Committee

Depts Overseen: County Clerk's Office
Corporation Counsel
County Administrator (Human Resources)
County Board
Information Services Department