

**PUBLIC NOTICE AND AGENDA  
KEWAUNEE COUNTY BOARD MEETING  
AMENDED**

**DATE: May 18, 2021**

**TIME: 6:00 PM**

**PLACE: Kewaunee County Administration Center  
810 Lincoln Stsreet  
Kewaunee, WI**

- 1. Call to Order**
- 2. Pledge of Allegiance and Prayer by Chairman Olson**
- 3. Roll Call**
- 4. Approve County Board Agenda**
- 5. Approve the Previous County Board Minutes**
- 6. Citizen's Input (maximum 3 minutes per appearance)  
(20 minutes total per meeting)**
- 7. Appointments**
  - a. Kewaunee County Business Development Loan Program Review Committee – Ben Nelson**
- 8. Annual Reports and Other Reports to the Board as Requested by the County Board or Committee:**
  - a. Kewaunee County Economic Development Corporation – Ben Nelson**
  - b. Kewaunee County Administrator – Scott Feldt**
- 9. Committee Reports:**
  - a. Highway/Solid Waste Committee**
  - b. Executive Committee**
  - c. Public Health & Veterans Committee**
  - d. UW Extension Committee**
  - e. Land & Water Committee**
  - f. Public Safety & Justice Committee**
  - g. Finance & Public Property Committee**
  - h. Human Services Committee**
  - i. Parks, Promotion & Maintenance Committee**
  - j. Business Development Loan Fund Committee**
  - k. KCEDC**
  - l. Broadband Study Committee**
  - m. Public Safety Facility Study Committee**
- 10. Recess, if necessary**

**11. First Reading of Ordinance (vote to be taken at the next County Board meeting)**

- a. None

**12. Consideration of Resolutions:**

- a. Resolution Authorizing an Application for and Acceptance of Recreational Trails Program Grant-Ahnapee Trail Maintenance – Resurface Select Areas as Needed
- b. Resolution Authorizing an Application for and Acceptance of Motorized Recreation Grant – Riverview ATV Park-Create Beginner Riding Area
- c. Resolution in Opposition to Changes in the Wildlife Damage Abatement and Claims Program
- d. Approving Business Development Loan Application of: Things N Such LLC “The Bakery Bar”

**13. Consideration of Ordinance read at previous County Board Meeting**

- a. None

**14. Communications:**

- a. Resolutions from Other Counties
- b. Kewaunee County Events

**15. Chair Comments**

**16. Set meeting date for next County Board Meeting**

- a. June 15, 2021 at 6:00 p.m. (previously scheduled)
- b. July 20, 2021 at 6:00 p.m. (previously scheduled, if needed)
- c. August 17, 2021 at 6:00 p.m. (proposed)

**17. Adjournment**

/s/ Daniel A. Olson

Daniel A. Olson

Kewaunee County Board Chairman

/s/Jamie Annoye

Jamie Annoye

Kewaunee County Clerk

*Persons with disabilities needing special accommodations to attend or participate should contact the County Clerk's Office at (920) 388-7133 at least 24 hours prior to the meeting so that accommodations may be arranged.*

**\*The public is able to watch the meetings LIVE via YouTube by going to: [www.kewauneeeco.org](http://www.kewauneeeco.org)**

**APRIL SESSION  
KEWAUNEE COUNTY ADMINISTRATION CENTER  
APRIL 27, 2021**

The meeting of the Kewaunee County Board of Supervisors was called to order by the Kewaunee County Chairman, Daniel Olson, on April 27, 2021 at 6:00 PM.

The Pledge of Allegiance was recited, followed by prayer.

Roll Call: Supervisors Augustian, Baker, Doell, Guilette, Haske, Jahnke, Kinnard, Lazansky, Lukes, Mastalir, Olson, Paape, Piesler, Romdenne, Swagel, Teske, Vollenweider, Wagner, and Wochos (19) were present. Supervisor Kroll was excused.

Supervisors Baker moved and Swagel seconded to approve the County Board agenda. Motion carried. Supervisors Swagel moved and Haske seconded to approve the previous County Board minutes.

**Citizens Input:**  
None

**APPOINTMENT**

I hereby appoint the following to the Kewaunee County Census Subcommittee subject to County Board approval.  
Term April 27, 2021 to April, 2022

Gary Paape (Subcommittee Chairman)

Tom Romdenne (County Board Member)

Linda Teske (County Board Member)

Chuck Wagner (County Board Member)

Respectfully Submitted,  
Dan Olson, Kewaunee County Board Chairman

Supervisors Vollenweider moved and Swagel seconded for confirmation. Motion carried.

**APPOINTMENT**

I hereby appoint the following to the Kewaunee County Sheriff's Union Contract Negotiating Subcommittee subject to County Board approval.  
Term April 27, 2021 to April, 2022

Daniel Olson (County Board Chairman)

Gary Paape (County Board Vice-Chairman)

Jeff Vollenweider (County Board Member)

Respectfully Submitted,  
Dan Olson, Kewaunee County Board Chairman

Supervisors Baker moved and Jahnke seconded for confirmation. Motion carried.

**APPOINTMENT**

Pursuant to Wisconsin Statutes 46.23(6m), I hereby make the following appointment subject to County Board approval, to the position of Kewaunee County Human Services Director:

Effective: April 26, 2021  
Jeffrey R. Wisnicky

Respectfully Submitted,  
Scott Feldt, Kewaunee County Administrator

Supervisors Wagner moved and Lazansky seconded for confirmation. Motion carried.

**Annual Reports & Other Reports:**

County Administrator – Scott Feldt

**Committee Reports:**

Highway/Solid Waste Committee – Supervisor Paape  
Executive Committee – Supervisor Olson  
Health and Vets Committee – Cindy Kinnard, Public Health Director, gave a COVID update  
University Extension Committee – Supervisor Romdenne  
Land & Water Conservation Committee – Supervisor Wagner  
Public Safety & Justice Committee – Supervisor Mastalir  
Finance & Public Property Committee – Supervisor Mastalir  
Human Services Committee – Supervisor Haske  
Parks, Promotion & Maintenance Committee – Supervisor Jahnke  
Revolving Loan Fund Committee – Paul Kunesh  
KCEDC – Supervisor Paape  
Broadband Study Committee – Administrator Feldt  
Public Safety Facility Study Committee – Supervisor Olson

**First Reading of Ordinances (vote to be taken at next County Board Meeting):**  
None

**Consideration of Resolutions:**

**RESOLUTION NO. 1-04-2021**

**CELEBRATING THE LIFE AND HONORING  
THE MEMORY OF WILLIAM J. WOLSKE**

**TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:**

**WHEREAS**, on April 1, 2021, Kewaunee County lost a dear friend and valued Family Court Commissioner in the passing of William J. Wolske; and

**WHEREAS**, the Kewaunee County Board of Supervisors wishes to recognize and honor William's life and his legacy of public service; and

**WHEREAS**, William was a lifelong resident of Kewaunee and graduated from the Kewaunee High School in 1965; and

**WHEREAS**, After graduating law school from the University of Arizona in 1972, William returned to Kewaunee and entered private law practice with Attorney Glenn J. Slatky and was later joined by Attorney - now Judge - Keith A. Mehn; and

**WHEREAS**, William was elected District Attorney in 1972 at age 25, and served as the District Attorney and Corporation Counsel from 1973 to 1977; and

**WHEREAS**, the Honorable S. Dean Pies appointed William to serve as the Family Court Commissioner for Kewaunee County beginning in January of 1991 where William continued to serve until his passing on April 1, 2021; and

**WHEREAS**, William was commissioned a Second Lieutenant in the U.S. Army Infantry in 1971, and continued to serve in the Army Reserve until 1994, when William retired as a Lieutenant Colonel; and

**WHEREAS**, throughout his years of service, William was well respected and admired as an attorney and for his civic contributions to the citizens of Kewaunee County.

**NOW, THEREFORE, BE IT RESOLVED**, that the Kewaunee County Board of Supervisors, duly assembled this 27<sup>th</sup> day of April 2021, herewith makes public its recognition of William J. Wolske's dedicated service to the citizens of Kewaunee County and expresses its heartfelt sympathy to all members of the William J. Wolske family; and

**BE IT FURTHER RESOLVED**, that the Clerk forward a copy of this Resolution to members of the William J. Wolske family.

Respectfully Submitted,

**KEWAUNEE COUNTY BOARD OF SUPERVISORS**

Supervisors Vollenweider moved to amend the resolution by adding lines 21 & 22 (in red), Swagel seconded it. Amendment was carried.

Supervisors Romdenne moved and Wagner seconded for adoption. Roll call vote: 19 ayes, 0 nays. Motion carried.

**RESOLUTION NO. 2-04-2021**

**A RESOLUTION SUPPORTING INCREASED FUNDING FOR AGING AND DISABILITY RESOURCE CENTERS**

**TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:**

**WHEREAS**, Aging and Disability Resource Centers (ADRC) are the first place to go to get accurate unbiased information on all aspects of life related to aging or living with a disability; and

**WHEREAS**, ADRC services include providing information and assistance, options and benefits counseling, coordinating short-term services, conducting functional screens, and enrollment processing and counseling; and

**WHEREAS**, in Wisconsin, there are currently 34 single-county ADRCs, 12 multi-county/tribal ADRCs, and seven tribal Aging and Disability Resource Specialists that work with an ADRC; and

**WHEREAS**, ADRCs serve the fastest growing demographic of our state's population; and

**WHEREAS**, the funding method for ADRCs has not been revised in more than a decade, and funding for ADRCs has not increased since 2006; and

**WHEREAS**, it has become evident that ADRC funding needs revision for a number of reasons, including:

- The current inequitable distribution of funding among ADRCs.
- The need to increase funding so that all ADRCs may effectively meet their mission, as outlined in the Scope of Services contract addendum; and

**WHEREAS**, the Office for Resource Center Development (ORCD) within the Department of Health Services (DHS) established a stakeholder advisory group in 2017 to discuss ADRC funding; and

**WHEREAS**, the stakeholder advisory group identified a number of issues with the current funding formula, such as:

- Dollars are distributed based on the date of ADRC establishment - older ADRCs (Generation One) receive more funding than ADRCs established at a later date (Generation Two and Three ADRCs);
- The current formula does not take into account elements associated with health and social inequity that require a greater need for ADRC services;
- The current formula does not adjust with need - Wisconsin's aging and disability populations continue to grow and are expected to grow significantly over the next 20 years;
- The current formula does not account for needed cost of living adjustments; and

**WHEREAS**, a significant state GPR investment is needed to implement the recommendations of the stakeholder advisory group; and

**WHEREAS**, such a significant state investment would provide consistency in ADRC funding statewide, cover the services required and recommended in the Scope of Services contract addendum, and equalize services among ADRCs; and

**WHEREAS**, the work of the stakeholder advisory group complements the work of the Governor's Task Force on Caregiving.

**NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly assembled this 27<sup>th</sup> day of April 2021, that the Board does hereby support the following increases in the 2021-23 state biennial budget to ensure access to critical services provided by ADRCs to Wisconsin's aging and disability populations:

- Provide an additional \$27,410,000 GPR in funding to our state's ADRCs. It is important to note that the proposed change in the ADRC allocation methodology cannot occur unless the full \$27.4 million is allocated.
- Provide additional funding to expand/equalize ADRC services across the state:
  - Expand Dementia Care Specialist Funding Statewide: \$3,320,000
  - Fully Fund Elder Benefit Specialists Statewide: \$2,300,000
  - Expand Caregiver Support and Programs: \$3,600,000
  - Expand Health Promotion Services: \$6,000,000
  - Expand Care Transition Services: \$6,000,000
  - Fund Aging and Disability Resources in Tribes: \$1,180,000
  - Fully Fund Aging and Disability Resource Support Systems: \$2,650,000; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent to Governor Tony Evers, DOA Secretary Joel Brennan, DHS Interim Secretary Karen Timberlake, the Wisconsin Counties Association, Senator André Jacque, and Representative Joel Kitchens.

Respectfully Submitted,  
Human Services Committee

BAKER, HASKE, KINNARD, LEZANSKY, SWAGEL, TESKE

Supervisors Teske moved and Lazansky seconded for adoption. Roll call vote: 18 ayes, 1 naye (Swagel). Motion carried.

#### RESOLUTION NO. 3-04-2021

#### A RESOLUTION REQUESTING THE STATE OF WISCONSIN TAKE ACTION TO ADDRESS THE PUBLIC DEFENDER CRISIS

#### TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:

**WHEREAS**, the State of Wisconsin funds the Wisconsin State Public Defender's Office (the "SPD"), an executive-branch state agency tasked with ensuring that Wisconsin meets its constitutional requirement of providing legal representation to the indigent, and which operates in all of Wisconsin's 72 counties through its 37 local trial offices and two appellate offices. The SPD utilizes staff attorneys, as well as contract private attorneys, who handle conflict and overflow criminal cases; and

**WHEREAS**, the SPD local trial office that serves Brown County, Kewaunee County and Door County is located in Green Bay, WI; and

**WHEREAS**, A shortage of public defender attorneys is straining court systems across the state, with some defendants waiting in jails without an attorney for weeks, if not months; and

**WHEREAS**, The State Public Defender's Office in Green Bay currently has about 350 cases where an outside attorney needs to be assigned; and

**WHEREAS**, on 01-20-2021, the District 3 Wisconsin Court of Appeals dismissed a criminal case originating in Marathon County after the defendant there was held in custody for 101 days without counsel while the SPD searched for an attorney willing and able to represent him, and did not have a preliminary hearing until 113 days after his initial appearance; and

**WHEREAS**, the Governor and State Legislators need to take swift and appropriate action to remedy the current Public Defender Crisis in Wisconsin before more criminal cases result in dismissal due to lack of appointment of attorneys by the SPD, and before constitutional rights such as the Right to a Speedy Trial are violated.

**NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors, duly assembled this 27<sup>th</sup> day of April 2021, that the Board hereby requests that the Governor and State Legislators address the above-described Public Defender Crisis in Wisconsin by taking one or more of the following actions:

1. Create Regional Response Offices on a temporary or permanent basis, to be staffed with experienced SPD employees or with experienced SPD contracted attorneys, to provide Public Defender representation in counties that have a significant backlog of criminal cases where defendants are and remain in need of representation for extended periods of time, and operate and maintain such Regional Response Offices until the Public Defender Crisis currently being experienced in many Wisconsin counties is brought under control; and/or
2. Pass legislation to bring parity between the rate the SPD is allowed to pay contracted attorneys, and the rate Courts are authorized to pay contracted attorneys; and

**BE IT FURTHER RESOLVED**, the Clerk is directed to send a copy of this Resolution to Governor Tony Evers, Senator André Jacque, Representative Joel Kitchens and State Public Defender Kelli Thompson.

Respectfully Submitted,  
Public Safety & Justice Committee

BAKER, DOELL, JAHNKE, LUKES, MASTALIR

Supervisors Wagner moved and Baker seconded for adoption. Roll call vote: 18 ayes, 1 naye (Wochos). Motion carried.

**Consideration of Ordinances (Read at Previous Board Meeting):**

#### ORDINANCE NO. 189-04-2021

#### KEWAUNEE COUNTY SALES AND USE TAX ORDINANCE

**THE KEWAUNEE COUNTY BOARD OF SUPERVISORS DO HEREBY ORDAIN AS FOLLOWS:**

**STATUTORY AUTHORIZATION.** This ordinance is adopted pursuant to the authorization of subchapter V of chapter 77 of the Wisconsin Statutes.

**NOW, THEREFORE, BE IT RESOLVED,** by the Kewaunee County Board of Supervisors, duly assembled this 27<sup>th</sup> day of April 2021, that the Board hereby adopts the Kewaunee County Sales and Use Tax Ordinance, as set forth in the attachment hereto.

**EFFECTIVE DATE.** This ordinance shall become effective upon passage and publication.

Respectfully Submitted,  
Finance and Public Property Committee  
BAKER, HASKE, MASTALIR, ROMDENNE, VOLLENWEIDER

<b>FISCAL IMPACT STATEMENT:</b> County sales tax collections to continue until 12/31/2026. County sales tax revenues for 2020 were approximately \$1,300,000.
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**Chapter 35**

**County Sales and Use Tax Ordinance**

- 35.01 Authority
- 35.02 Purpose
- 35.03 County Sales and Use Tax
- 35.04 Sales and Use Tax Rate
- 35.05 Surplus Sales and Use Tax Collection
- 35.06 Conformity to State Laws
- 35.07 Effective Date
- 35.08 Sunset
- 35.09 Notice to the Secretary of Revenue

- 35.01 Authority. This ordinance is enacted under the authority of subchapter V of chapter 77 of the Wisconsin Statutes, and acts amendatory thereto.
  - 35.02 Purpose. The sole purpose of enacting this ordinance is to utilize revenues from the county sales and use tax to reduce the property tax levy.
  - 35.03 County Sales and Use Tax. Pursuant to, and in strict conformity with, the provisions of subchapter V of chapter 77 of the Wisconsin Statutes, Kewaunee County does hereby elect to impose a county sales and use tax in the manner and to the extent permitted by subchapter V of chapter 77 of the Wisconsin Statutes.
  - 35.04 Sales and Use Tax Rate. The sales and use tax imposed by this ordinance shall be at the rate of 0.5%.
  - 35.05 Surplus Sales and Use Tax Collection. Sales and use tax collections in excess of budget forecasts shall be used to increase Kewaunee County fund balances and may not be appropriated for any other purpose in the year they are collected.
  - 35.06 Conformity To State Laws. It is the express intent of Kewaunee County that the construction, application, and administration of this ordinance to all persons in all situations shall conform to the laws of the State of Wisconsin in all respects, and it shall be so construed, applied and administered.
- Effective Date. This ordinance shall become effective April 1, 2017.
- 35.07 Sunset. The Kewaunee County Sales and Use Tax shall **sunset and be repealed effective December 31, 2021 2026.**
  - 35.08 Notice to the Secretary of Revenue. The Kewaunee County Clerk is directed to provide the secretary of revenue a certified copy of this ordinance **upon passage, at least 120 days prior to its effective date.** The Kewaunee County Clerk is likewise directed to provide a certified copy of this ordinance at least 120 days prior to its repeal on **December 31, 2021 2026.**

**LEGAL NOTE:**

This Amended Sales and Use Tax Ordinance extends the sunset date of the Kewaunee County Sales and Use Tax from December 31, 2021 to **December 31, 2026** (five-year extension).

Supervisors Mastalir moved and Haske seconded for adoption. Roll call vote: 18 ayes, 1 naye (Swagel). Motion carried.

**Communications:**

- Resolutions from other counties (7)
- Events:
  - KCEDC annual dinner on Thursday, 4/29/21

**Chairman's Comments:**

None

Supervisors Wagner moved and Doell seconded that the July County Board Meeting will held on July 20, 2021 (if needed) at 6:00 p.m. Motion carried.

Supervisors Wagner moved and Vollenweidner seconded to adjourn. Motion carried.

Board adjourned at 6:43 p.m.

\_\_\_\_\_  
Daniel A. Olson, Kewaunee County Board Chairman

\_\_\_\_\_  
Jamie Annoye, Kewaunee County Clerk

CERTIFICATION STATE  
OF WISCONSIN:

COUNTY OF KEWAUNEE:

I, Jamie Annoye, County Clerk in and for Kewaunee County, Wisconsin do hereby certify that the following is a true and correct copy of the minutes of the meeting of the Kewaunee County Board of Supervisors held at the Kewaunee County Administration Center in Kewaunee on April 27, 2021.

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Jamie Annoye, Kewaunee County Clerk



# KEWAUNEE COUNTY ADMINISTRATOR'S OFFICE

*Scott Feldt*  
*County Administrator*

May 18, 2021

## APPOINTMENT

To: The Honorable Members of the Kewaunee County Board:

I hereby appoint the following to the Kewaunee County Business Development Loan Program (BDLP) Review Committee subject to County Board approval:

Term May 18, 2021 – April 19, 2022

Ben Nelson, Community Representative

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Scott Feldt", is written over a light blue horizontal line.

Scott Feldt  
Kewaunee County Administrator

Kewaunee County is an Equal Opportunity Employer

Kewaunee County  
810 Lincoln Street  
Kewaunee, WI 54216

PHONE (920) 388-7164  
FAX (920) 388-7195  
WEB SITE <http://www.kewauneeeco.org>



**RESOLUTION NO.**

**A RESOLUTION AUTHORIZING AN APPLICATION FOR AND ACCEPTANCE OF RECREATIONAL TRAILS PROGRAM GRANT Ahnapee Trail Maintenance – Resurface Select Areas as Needed**

**TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:**

1 **WHEREAS**, The Parks, Promotion and Maintenance Committee considered and hereby recommends  
 2 authorizing the Promotion and Recreation Director to apply for and accept a grant to undertake \$20,000  
 3 of maintenance projects on the Ahnapee Trail; and  
 4

5 **WHEREAS**, if approved, the Recreational Trails Program will award 50% of the cost for eligible trail  
 6 maintenance programs; and  
 7

8 **WHEREAS**, the Friends of the Ahnapee Trail have pledged \$10,000 to Kewaunee County toward the  
 9 Ahnapee Trail maintenance and sign replacement project.  
 10

11 **NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly assembled  
 12 this 18th day of May 2021, that the Board has budgeted a sum sufficient to complete the project and hereby  
 13 authorizes the Promotion and Recreation Director to act on behalf of Kewaunee County to:

- 14 • Submit an application to the Department of Natural Resources for financial assistance;
- 15 • Sign documents; and
- 16 • Take necessary action to undertake, direct and complete the approved projects.

17  
 18 **BE IT FURTHER RESOLVED**, that Kewaunee County will comply with  
 19 state and federal rules for the project; will maintain the completed project  
 20 in an attractive, inviting and safe manner; will keep the facilities open to  
 21 the public during reasonable hours; and will obtain approval from the  
 22 Department of Natural Resources before any change is made in the use  
 23 of the project site.

Respectfully Submitted,

**PARKS, PROMOTION AND MAINTENANCE COMMITTEE**

\_\_\_\_\_  
 Scott Jahnke, Chair

\_\_\_\_\_  
 Doug Doell, Vice Chair

\_\_\_\_\_  
 Nick Guilette

\_\_\_\_\_  
 Milt Swagel

\_\_\_\_\_  
 Jack Wochos

**APPROVED AS TO FORM**

Jeffrey R. Wisnicky  
 Corporation Counsel

**FISCAL IMPACT STATEMENT:**

\$10,000 – County Contribution  
 (Donated from Kewaunee County  
 Lakes Association)  
 \$10,000 – DNR Contribution

	Y E S	N O	A B S E N T	A B S T A I N
Augustian, A.				
Baker, D.				
Doell, D.				
Guilette, N.				
Haske, V.				
Jahnke, S.				
Kinnard, T.				
Kroll, K.				
Lazansky, J.				
Lukes, J.				
Mastalir, J.				
Olson, D.				
Paape, G.				
Piesler, M.				
Romdenne, T.				
Swagel, M.				
Teske, L.				
Vollenweider, J.				
Wagner, C.				
Wochos, J.				
TOTALS				



**RESOLUTION NO.**

**A RESOLUTION AUTHORIZING AN APPLICATION FOR AND ACCEPTANCE OF MOTORIZED RECREATION GRANT  
Riverview ATV Park – Create Beginner Riding Area**

**TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:**

1 **WHEREAS**, The Parks, Promotion and Maintenance Committee considered and hereby recommends  
 2 authorizing the Promotion and Recreation Director to apply for and accept a grant to create a beginner  
 3 riding area for young and inexperienced ATV riders at the Riverview ATV Park; and  
 4  
 5 **WHEREAS**, the total estimated cost of the project is \$14,000, that if approved, the Motorized Recreation  
 6 Grant Program will award 100% of the cost for this project.  
 7  
 8 **NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly assembled  
 9 this 18th day of May 2021, that the Board has budgeted a sum sufficient to complete the project and hereby  
 10 authorizes the Promotion and Recreation Director to act on behalf of Kewaunee County to:  
 11     • Submit an application to the Department of Natural Resources for financial assistance;  
 12     • Sign documents; and  
 13     • Take necessary action to undertake, direct and complete the approved projects.  
 14  
 15 **BE IT FURTHER RESOLVED**, that Kewaunee County will comply with state and federal rules for the  
 16 project; will maintain the completed project in an attractive, inviting and safe manner; will keep the facilities  
 17 open to the public during reasonable hours; and will obtain approval from the Department of Natural  
 18 Resources before any change is made in the use of the project site.

Respectfully Submitted,

**PARKS, PROMOTION AND MAINTENANCE COMMITTEE**

\_\_\_\_\_  
 Scott Jahnke, Chair

\_\_\_\_\_  
 Doug Doell, Vice Chair

\_\_\_\_\_  
 Nick Guilette

\_\_\_\_\_  
 Milt Swagel

\_\_\_\_\_  
 Jack Wochos

**APPROVED AS TO FORM**

Jeffrey R. Wisnicky  
 Corporation Counsel

**FISCAL IMPACT STATEMENT:**

\$14,000 Motorized Recreation Grant to  
 construct beginner riding area at  
 Riverview ATV Park

	Y E S	N O	A B S E N T	A B S T A I N
Augustian, A.				
Baker, D.				
Doell, D.				
Guilette, N.				
Haske, V.				
Jahnke, S.				
Kinnard, T.				
Kroll, K.				
Lazansky, J.				
Lukes, J.				
Mastalir, J.				
Olson, D.				
Paape, G.				
Piesler, M.				
Romdenne, T.				
Swagel, M.				
Teske, L.				
Vollenweider, J.				
Wagner, C.				
Wochos, J.				
<b>TOTALS</b>				



**RESOLUTION NO.**

**A RESOLUTION IN OPPOSITION TO CHANGES IN THE WILDLIFE DAMAGE ABATEMENT AND CLAIMS PROGRAM**

**TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:**

1 **WHEREAS**, The Wildlife Damage Abatement and Claims program, fully funded by a surcharge on hunting  
 2 licenses, is a voluntary Department of Natural Resources program to assist producers with agricultural losses  
 3 caused by deer, bears, geese, and cougars, as well as elk and sandhill cranes if hunting those animals is  
 4 authorized; and  
 5

6 **WHEREAS**, Green Lake County has participated in the program since its inception in 1983 and has  
 7 administered the program through the Land Conservation Committee; and  
 8

9 **WHEREAS**, The Wisconsin State Legislature is proposing making changes to the Wildlife Damage and Claims  
 10 program through Senate Bill 63 and Assembly Bill 49 by eliminating the administration of these programs from  
 11 the Land Conservation Committee and changing the administration to these programs to the DNR instead; and  
 12

13 **WHEREAS**, By eliminating any local authority, when landowners have issues and appeals concerning harvest  
 14 objectives or management of the program, they will no longer appear before the Land Conservation Committee,  
 15 but would instead have to travel to Madison to appear before DNR officials who don't necessarily have local  
 16 concerns in mind when rendering a decision.  
 17

18 **NOW, THEREFORE, BE IT RESOLVED**, by the Kewaunee County Board of Supervisors duly assembled this  
 19 18<sup>th</sup> day of May 2021, that the Board opposes the changes to the Wildlife Damage and Claims program through  
 20 Senate Bill 63 and Assembly Bill 49 which eliminates any local County control of the program and instead gives  
 21 all authority to the State government officials; and  
 22

23 **BE IT FURTHER RESOLVED** that the County Clerk is directed to send a  
 24 copy of this resolution to Governor Evers, the members of the State  
 25 Legislature, the Wisconsin Counties Association and the other counties of  
 26 the State of Wisconsin.  
 27

28 **BE IT FURTHER RESOLVED**, the Clerk is directed to send a copy of this  
 29 resolution to all 72 Wisconsin counties, the Wisconsin Counties Association,  
 30 Representative Joel Kitchens, and Senator André Jacque.

Respectfully Submitted,

**LAND AND WATER COMMITTEE**

\_\_\_\_\_  
 Charles Wagner, Chair

\_\_\_\_\_  
 Aaron Augustian, Vice Chair

\_\_\_\_\_  
 Nick Guilette

\_\_\_\_\_  
 Tim Kinnard

**APPROVED AS TO FORM**  
 Jeffrey R. Wisnicky  
 Corporation Counsel

FISCAL IMPACT STATEMENT:  
 \_\_\_\_\_

	Y E S	N O	A B S E N T	A B S T A I N
Augustian, A.				
Baker, D.				
Doell, D.				
Guilette, N.				
Haske, V.				
Jahnke, S.				
Kinnard, T.				
Kroll, K.				
Lazansky, J.				
Lukes, J.				
Mastalir, J.				
Olson, D.				
Paape, G.				
Piesler, M.				
Romdenne, T.				
Swagel, M.				
Teske, L.				
Vollenweider, J.				
Wagner, C.				
Wochos, J.				
<b>TOTALS</b>				



**RESOLUTION NO.**

**APPROVING BUSINESS DEVELOPMENT LOAN APPLICATION OF:  
Things N Such LLC  
"The Bakery Bar"**

**TO THE HONORABLE KEWAUNEE COUNTY BOARD OF SUPERVISORS:**

1 **WHEREAS**, Kewaunee County created a business development loan program to encourage economic  
2 development in Kewaunee County; and  
3

4 **WHEREAS**, Things N Such LLC (Sam and Kayla Dowd), has made application to the Business  
5 Development Loan Committee for a loan to purchase a commercial oven for a new bakery business in  
6 the City of Kewaunee (The Bakery Bar); and  
7

8 **WHEREAS**, the Business Development Loan Committee has considered the loan application and  
9 recommends approving a loan to Things N Such LLC under the following general terms:

- 10 Principal: \$9,397.20
- 11 Interest: 3.75%
- 12 Repayment term: 6 years
- 13 Repayment schedule: Interest only first 90 days, thereafter principal & interest until paid in full.
- 14 Security/Collateral: Security in oven, equipment and personal guaranty.

15  
16 **NOW, THEREFORE, BE IT RESOLVED**, that the Kewaunee County Board of Supervisors, duly  
17 assembled this 18<sup>th</sup> day of May 2021, that the Board hereby authorizes and approves the Loan  
18 Application of Things N Such LLC; and  
19

20 **BE IT FURTHER RESOLVED**, the Business Development Loan  
21 Administrator shall provide Things N Such LLC with notice the loan was  
22 approved and negotiate the final terms of the loan in a manner not  
23 inconsistent with the general parameters outlined above and the policies  
24 and procedures of the Kewaunee County Business Development Loan  
25 Fund Manual.

Respectfully Submitted,

**FINANCE AND PUBLIC PROPERTY COMMITTEE**

\_\_\_\_\_  
John Mastalir, Chair

\_\_\_\_\_  
Doak Baker

\_\_\_\_\_  
Virginia Haske

\_\_\_\_\_  
Thomas Romdenne

\_\_\_\_\_  
Jeffrey Vollenweider, Sr.

**APPROVED AS TO FORM**  
Jeffrey R. Wisnicky  
Corporation Counsel

FISCAL IMPACT STATEMENT: \$9,397.20 loan to Things N Such LLC
--

	Y E S	N O	A B S E N T	A B S T A I N
Augustian, A.				
Baker, D.				
Doell, D.				
Guillette, N.				
Haske, V.				
Jahnke, S.				
Kinnard, T.				
Kroll, K.				
Lazansky, J.				
Lukes, J.				
Mastalir, J.				
Olson, D.				
Paape, G.				
Piesler, M.				
Romdenne, T.				
Swagel, M.				
Teske, L.				
Vollenweider, J.				
Wagner, C.				
Wochos, J.				
<b>TOTALS</b>				

# Highway/Solid Waste Committee Minutes

**March 25, 2021**

The Highway Committee meeting was called to order at 8:05 AM by Chairman Gary Paape. Members present included Tom Romdenne, John Mastalir, and Joe Lukes and Aaron Augustain.

Staff present: Highway Commissioner Todd Every

**Adoption of Agenda:** Aaron Augustine made a motion to adopt today's agenda. Second by John Mastalir. Motion carried unanimously.

**Approval of Minutes:** Aaron Augustine made a motion to approve the minutes from the March 25, 2021 meeting. Second by John Mastalir. Motion carried unanimously.

**Public Comments:** None

## **Main Shop Replacement / Upgrade Project:**

Norman Barrientos from Barrientos Design and Consulting attended the meeting to present their findings, recommendations, and estimates for phased approach to building improvements to the Main Shop. Four Alternatives were presented included; an update to the costs for a new main shop facility and three alternatives with phased improvements to the main shop area. Discussion followed.

These planning numbers will be used while preparing the Highway Department's Capital Improvement Plan in years to come.

Barrientos will be finalizing the study and forward the report to the county. When the report is received, Commissioner Every will prepare a summary and forward a copy of the report to the County Board.

## **Review 2021 Asphalt Oil Proposals**

Bids for PG 58-28 asphalt oil were due Tuesday, March 23<sup>rd</sup>, 2021. Two suppliers submitted bids:

<u>PG 58-28 Asphalt</u>	Flint Hills Resources = \$448.92 per ton
	Henry G. Meigs = \$454.00 per ton

Joe Lukes made a motion to accept the proposal from Flint Hills Resources for PG 58-28 asphalt for \$448.92 per ton, and if Henry G. Meigs meets the low bidder's price for PG 58-28, the annual order of asphalt oil could be split between the two vendors (approx. 75%/25%). This would allow more ordering flexibility for the county. Seconded by Tom Romdenne. Motion carried unanimously.

## **Review CTH C Bridge Overlay and Pier Repair Proposals (LRIP Project):**

Bids for the project were due on March 11, 2021. As indicated in the Bid Tabulation (included), there were two bidders on the project. After review of the proposals by Ayres Associates, Lunda Construction of Black River Falls is the lowest responsible bidder for the project.

Motion by John Mastalir to accept the bid of \$343,052.40 from Lunda Construction Company of Black River Falls, WI for the bridge deck overlay and pier repair project (LRIP) on Bridge B-31-32. Seconded by Aaron Augustian. Motion carried unanimously.

**Any other business as allowed by law:**

None

**Next Meeting Dates:**

- Thursday, April 22<sup>nd</sup> @ 7:00 AM
- Thursday, May 6<sup>th</sup> @ 7:00 AM

**Adjournment:** Motion by John Mastalir to adjourn the meeting. Seconded by Tom Romdenne. Motion carried unanimously. Meeting adjourned at 9:50 AM.

Respectfully submitted:

Todd Every, Highway Commissioner

# Highway/Solid Waste Committee Minutes

April 22, 2021

The Highway Committee meeting was called to order at 7:00 AM by Chairman Gary Paape. Members present included Tom Romdenne, John Mastalir, and Joe Lukes and Aaron Augustain.

Staff present: Highway Commissioner Todd Every

**Adoption of Agenda:** Aaron Augustine made a motion to adopt today's agenda. Second by Joe Lukes. Motion carried unanimously.

**Approval of Minutes:** Aaron Augustine made a motion to approve the minutes from the March 25<sup>th</sup>, 2021 meeting. Second by Joe Lukes. Motion carried unanimously.

**Public Comments:** None

## **Reports:**

Commissioner Every had the following to report for work being completed:

- Patching as needed
- Brush cutting
- Hauling materials to the plant
- Sweeping/cleaning intersections and curbed areas
- Guardrail Repair and installation
- Hauling materials for Door County
- 

➤ Commissioner Every presented the following financial information:

- ✓ Finance Department Reports thru March 2021
- ✓ County Roads and Bridge Budget Report (January 1 thru March 20, 2021)

Commissioner Every had the following information to report:

Commissioner Every is scheduling a Road Tour for the Committee. The committee agreed to schedule time during the May 6<sup>th</sup> meeting for the tour.

Commissioner Every is working with Administration for recruiting for a Highway Worker eligibility list and summer LTE positions.

Commissioner Every reviewed an item being considered by the Traffic Safety Commission. There is concern for the higher speed limit on CTH S east of Lincoln to Euren. With the increased amount of traffic in the area, we are considering lowering the 55 MPH speed limit to 45 MPH. We are waiting for any comments from the commission. Commissioner Every and Sheriff Joski support this change.

Commissioner Every reviewed the latest update regarding the Hillside Shop Soil Contamination issue. The Wisconsin Department of Natural Resources (DNR) has reviewed our Case Site Closure request submitted in March. The DNR informed the County on April 14, 2021 that we need to fill and seal the monitoring wells

and submit documentation of completion of this process to the DNR within 120 days. Upon completion, the county will receive the final case closure approval letter and define any ongoing obligations for the site.

Our Grounds Lease Agreement for the asphalt plant expires at the end of 2021. Commissioner Every will be coordinating a renewal lease with Glen and Kathy Smith for the parcel. Similar terms as past agreements have been included in the new draft.

The County received reimbursement approval from the DNR for 2020 for Long Term Care costs associated with the landfill. Total reimbursement is \$79,436.45.

We have started to increase the leachate hauling from the older cells.

Staff and our engineer are working on investigating the efficiency of the flare burning, quality and quantity of the gas. In order to meet license requirements, we may have to change the flare system to a smaller system. The existing system seems to be a bit of overkill since it was designed for a larger expansion of the landfill.

**Review Pickup Truck Body proposals:** Commissioner Every presented proposals for the truck platform for our new pickup truck for the center lining operations. The platform package will include a stainless-steel deck, tool boxes, lift gate, and LED lighting package.

Motion by John Mastalir to approve the purchase of a Atlas platform package from Olson Trailer & Body of Green Bay for \$15,864.00. Seconded by Aaron Augustine. Motion carried unanimously.

#### **County Highway C Curves Traffic Evaluation:**

At a previous meeting, the committee asked staff to estimate the cost of installing guardrail at this location. The estimated cost to install guardrail is at least \$30,000.

Discussion focused on reviewed options for improvements; some type of rumble strips entering the curves, flashing LED Curve Ahead signs, and guardrail.

After discussion, the committee decided to get public input from residents in the area regarding the installation of mumble/ rumble strips entering the curves. Commissioner Every will follow up with our engineers to develop a proposed layout, develop a mailing list of residents within one mile of the location, and develop way to take public comment on the alternative.

**Review Department Fees:** Commissioner Every presented a summary of the Highway Department Fee Schedule. This information was also forwarded to the Administrator for the Finance Committee's review of fees. No action taken.

#### **Highway Department Operating Policies:**

This topic is an ongoing discussion item for the committee.

#### **Main Shop Replacement / Upgrade Project:**

On March 25<sup>th</sup>, the committee heard Barrientos Design and Consulting's recommendations and estimates for phased building improvements to the Main Shop. After the presentation and discussion with the committee, Barrientos completed their final report. A copy provided to the committee.

Commissioner Every will prepare a project summary document highlighting the Phase I and Phase II recommendations. The committee would like to review a draft of the summary at a future meeting. After review by the committee, the summary and a copy of the Phase II report will be forwarded to the County Board supervisors.

**Any other business as allowed by law:**

None

**Next Meeting Dates:**

- Thursday, May 6<sup>th</sup> @ 7:00 AM
- Thursday, June 24<sup>th</sup> @ 7:00 AM (Tentative)

**Adjournment:** Motion by Tom Romdenne to adjourn the meeting. Seconded by Aaron Augustine. Motion carried unanimously. Meeting adjourned at 8:40 AM.

Respectfully submitted:

Todd Every, Highway Commissioner

**MINUTES**  
**Agriculture & Extension Education Committee Meeting**  
**County Board Room**  
**810 Lincoln Street, Kewaunee, WI**  
**Wednesday, May 5, 2021**  
**8:30 AM**

1. Call to Order. Chair Romdenne called meeting to order at 8:30 a.m.
2. Roll Call. Present: Supervisor Paape, Supervisor Romdenne, Supervisor Wagner, Supervisor Lazansky. Educators Aerica Bjurstrom, Jill Jorgenson, Renee Koenig, and Interim Area Extension Director Judy Knudsen.
3. Approval of Agenda and Approval of Minutes of the April 14, 2021 meeting. Motion made by Supervisor Wagner and seconded by Supervisor Paape to approve the May 5, 2021 meeting agenda and minutes of the April 14, 2021 meeting. Motion carried all voting aye.
4. Public Input. No input.
5. Educators Reports – Written/Narrative/Q/A (VIA REMOTE/ZOOM)
  - a. Renee Koenig shared information regarding the Human Development & Relationships COVID-19 response distributed to committee members.
  - b. Aerica Bjurstrom responded to questions regarding programming to be provided by the Farm Management Team with spring meeting focusing on prices and climate/weather.
  - c. Jill Jorgenson provided an update on success of seed bomb kits distributed by Door, Kewaunee and Brown County 4-H Programs. Many 4-H clubs are starting to hold in-person meetings.
6. Department Head/Area Director Report – Judy Knudsen
  - a. Extension Updates: Provided update on regional agriculture staffing strategy that was recently held and next steps.
7. Review and Set Future Committee Meeting Dates. June 2, 2021 and July 14, 2021 are dates for upcoming committee meetings. The June meeting will be held in the County Board Room and the July meeting in the Highway Shop meeting room.
8. Adjourn: Motion made by Supervisor Paape and seconded by Supervisor Lazansky to adjourn meeting at 9:00 a.m. Motion carried all voting aye.

Respectfully Submitted,

Judy Knudsen

The Committee welcomes all visitors to listen and observe, but only Committee members and those invited to speak will be permitted to do so. Persons with disabilities needing special accommodations to attend or participate should contact the County Administrator's Office at (920) 388-7164 prior to the meeting so that accommodations may be arranged.

A majority of the members of the County Board of Supervisors or any of its committees including:

Finance & Public Property, Personnel, Advisory & Legislative, Health, Child Support, & Veterans Service, Human Services, Aging Services Unit Advisory, Extension Education, County Farm, & Zoning, Law Enforcement & Emergency Management, Land & Water Conservation, Highway & Solid Waste, Promotion & Recreation, and others may be present at this meeting to listen, observe, and participate. If a majority of any such committee is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.



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KEWAUNEE COUNTY

**Aerica Bjurstrom**  
Agriculture Agent

Prepared for May 5, 2021

**Research** – I'm continuing to collect data on dairy/beef cross calves on a local farm and two more potential cooperating farms in the works. In order to participate, need to have calves born from dairy dams (mother) and beef sire (father) and raise the calves to at least 400 pounds. In addition, farms need to have a scale capable of weighing newborn and up to 400-pound calves. I was in a news story about the project, it can be viewed here: <https://www.wearegreenbay.com/midwest-farm/calf-measurements-could-determine-if-the-animal-is-best-suited-for-milking/>

**Five Minute Farm Focus** – I have started a new series of videos called the Five Minute Farm Focus. The Five Minute Farm Focus series is a collection of videos recorded at local farms in northeast Wisconsin. Dairy farms are a complex network of management decisions that involve multiple people, tools, and practices. The videos focus on one management aspect of a farm that improves the health and well-being of the dairy herd. Each video is approximately five to six minutes long, but they vary in length. A new video will be released approximately every two weeks. I am doing recording and creating all the media used in the series and completing all the editing. Erin Dahle is completing the closed captioning. <https://fyi.extension.wisc.edu/kewauneeag/five-minute-farm-focus/>

**Farm Management Update** – The Farm Management Update Team is working on creating two new meetings. A year ago, the Farm Management Update Meeting, which is usually held in May and September was reimagined into a weekly meeting to address COVID-19 issues relating to farm business. Instead of holding the September meeting, we held monthly meetings September through December. We are holding one meeting (virtually) in May and another in September, which will be our first large in-person meeting since COVID-19 hit. The spring meeting topics are going to focus on prices and weather/climate. The agenda is currently being finalized.

**Hoof Health Meeting** – I am working with two county educators and an instructor/veterinarian (Dr. Dorte Dopfer) from the UW-Madison School of Veterinary Medicine to hold a series of virtual meetings in May. The series will focus on hoof health and will feature Dr. Dopfer in all three meetings and one agriculture educator in each of the meetings. Two of the meetings will be presented in Spanish, with topics focusing on skills and information most impacting workers on the dairy. The third meeting will be presented in English and will be focused more for smaller dairies less likely to have Spanish speaking labor.

**Epsilon Sigma Phi** – I am a member, committee member, and board member of Epsilon Sigma Phi (ESP). ESP is a professional development organization within Extension that offers scholarship, education, and networking. Unlike our individual program professional organizations that include only members of each of the Extension Education disciplines (Wisconsin Association of Extension 4-H Youth Development Professionals, Wisconsin Association of County Agriculture Agents, WI Extension Association of Family & Consumer Sciences, and WI Extension Environmental & Community Development Association; ESP includes members of all educational disciplines. I have been active this month as an ESP committee member preparing for our annual association meeting, the Joint Council of Extension Professionals, which will be held online in May.

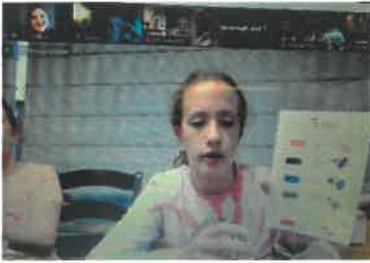


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KEWAUNEE COUNTY

## Kewaunee County 4-H Youth Development Extension Update

Jill Jorgensen, 4-H Youth Development Educator

May 2021



**Virtual and Small Group County Project and Club Meetings:** I continue to work with several clubs, project groups, and committees to host their meetings by zoom. Volunteers, club members, and I have worked together to come up with door drop activities that can be done together or before meetings, fun games, educational experiences, polling activities for voting a much more. Youth members, adult volunteers, and guest speakers have been providing some awesome learning opportunities.

**Program Approval Plans for In-person Meetings:** Due to the updated guidance and larger group meeting capacity, I am working with several groups to put together program approval plans to hold in-person meetings and activities as appropriate. This involves preparing the plan, having it approved, communicating expectations to participants, often pre-registering, and following through with the plan. Additionally, contact tracing sheets are completed in the event they are needed. I also put together go bags with materials to help with following the guidelines including disposable masks, hand sanitizer, signs, and other supplies.



**Fairs Advisory Committee:** I continue to meet bi-monthly with this committee. The group is intended to maintain communication and relationships between Extension and partner organizations and to address issues related to county fairs as we navigate COVID and focus on our educational role. The committee includes representation from DATCP, Wisconsin State Fair, FFA, and the Wisconsin Association of Fairs (WAF) along with Extension colleagues. Additionally, this month UW Extension leadership was asked to speak at the statewide WAF meeting and county 4-H youth development staff was invited to be part of the session as well.

As part of our work with this team, we have been holding meeting statewide with county colleagues to discuss working together with our fair partners. These meetings have helped build ideas around working with fairs throughout the state and provided a space for connections and conversations.

**Seed Bombs Kits for Earth Day:** I partnered with educators from Brown and Door County with a Brown County Board Supervisor to out together a seed bomb creation kit in celebration of Earth Day. Due to donated materials, they were offered free of charge with registration. Young people could choose to join a live zoom session on how to make the seed bombs or receive materials with written instructions to complete at a time that worked for the participants.

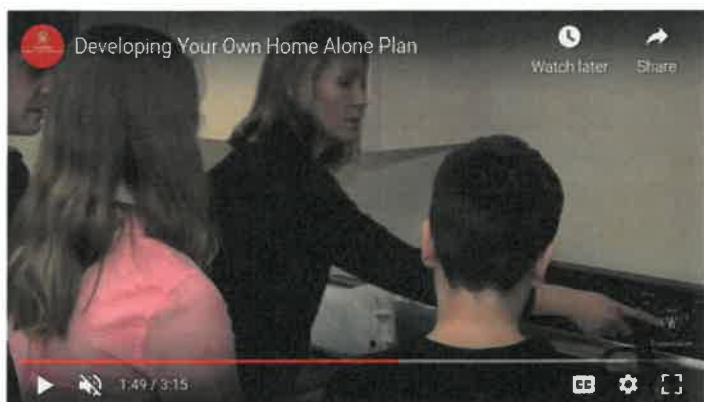
**Virtual National Extension Conference on Volunteerism:** I was able to attend the virtual National Extension Conference on Volunteerism in April. This is a conference that I always look forward to attending because it always has useful, hands-on tools, programming ideas, and excellent keynote speakers. This year was no different and keynote speaker, Chad Littlefield provided great insight about creating connection before content. How you create the connection across your groups and teams to provide the best working environments.



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KEWAUNEE COUNTY

Renee Koenig, MS, [renee.koenig@wisc.edu](mailto:renee.koenig@wisc.edu)  
Associate Professor, Human Development & Relationships Educator  
Report for May 2021

**Supporting Farm Families During Challenging Times** - During this busy and stressful time of year for farmers, I am working with Aerica to provide farm families with resources to support positive mental health. One of the educational tools we are giving to farmers include pocket-size booklets that describe the common signs and symptoms of severe stress. The booklets also include contacts and resources for crisis support. We are reaching out to Door, Kewaunee and Manitowoc County farms with this information.



**Child Safety and Prevention** - Children are more likely to be left home alone or unsupervised during the summer months. Without school and events, young people will likely get bored and look for ways to cope with stress. It is during these times that they are most vulnerable to making poor choices. I developed a resource to remind and encourage parents to monitor and secure alcohol and prescription medications and to use the Home Alone online program for safety lessons. In April, I partnered with family serving agencies and substance abuse prevention coalitions across Wisconsin to disseminate this crucial information.



**Food Preservation & Food Safety** - The University Extension continues our commitment to keeping consumers safe and informed about the latest food recalls, canning and home food preservation practices. We offer a free subscription to receive email updates on the latest and up-to-date food safety and preservation news. Consumers can subscribe at <https://fyi.extension.wisc.edu/safefood/blog/>.

**The Impact of Financial Education** - The past year has been challenging for families and I have worked with my Extension colleagues across the state to respond to the emerging needs of families. The attached five-page report summarizes the work that has been done this past year to alleviate the burden on families in Wisconsin. The report is attached and accessible here:  
[https://fyi.extension.wisc.edu/covid19/files/2020/07/COVID19\\_HDR.pdf](https://fyi.extension.wisc.edu/covid19/files/2020/07/COVID19_HDR.pdf)



## COVID-19 RESPONSE



Extension  
UNIVERSITY OF WISCONSIN-MADISON

# Human Development & Relationships

The Human Development & Relationships Institute provides the tools Wisconsinites need to thrive as well-rounded, capable individuals and families. We support families in caring for each other in ways that promote growth and understanding. Our programs promote aging-friendly communities, coach effective parents, and help families put technology, mindfulness, and financial awareness to use.

Extension faculty, researchers, staff, and educators with a Human Development & Relationships focus responded to the COVID-19 pandemic in a variety of ways to meet the needs of families and address issues associated with mental health, financial stress, positive parenting and community connectedness.

## Addressing the emotional and social effects of isolation

The COVID-19 pandemic impacts the stress residents experienced due to significant disruptions of their social lives. For example, the pandemic limited the variety of options for activities that caregivers can provide, creating additional pressure on them while children are at home. Correctional facilities were closed, which prevented children of incarcerated residents from interacting with their families; this additionally increased stress for current caregivers such as grandparents. Additionally, the risk of social isolation for older residents dramatically increased. The pandemic also disrupted learning in schools and forced teachers, caregivers, and youth group leaders to switch their education to digital platforms. During this challenging and uncertain time, families worked to provide education to children at home and may not have had the tools or resources to keep them engaged in learning. The mental health of those seeking to support their communities - such as county employees, community organization employees, grass-roots community advocates, volunteers, engaged residents, and first responders - was negatively impacted. Strengthening the well-being and safety of those serving their communities is a crucial aspect of sustainable, effective, and human-centered emergency operations.

### How Extension responded

#### *Improving Family Resilience*

COVID-19 has disrupted family routines. Families were forced to physically distance and some struggled through the loss of loved ones. Parents and caretakers have additional stresses of making sense of it all for children

### IN-DEPTH

## Focusing on isolation of older adults

Older adults are the most vulnerable to COVID-19. As the virus has spread, many older adults have had to adjust to distancing tactics without family members living nearby. Living alone can be more difficult and challenging for older adults. Extension responded with resources for home-bound seniors and a community-driven volunteer program. A Social Isolation and Loneliness resource guide template was created, and county-based educators filled in local contacts and shared with partner organizations, coalitions, health care facilities and program participants. Research-based information was added to home-delivered meals on topics such as caregiver support, healthy communication, managing stress, activities for healthy minds and bodies, building family resilience, and ways to remain connected during times of isolation. Additionally, a check-in call program was established for older adults living alone to help set up grocery, medical supplies, or medication deliveries.

and those they care for. Educators and staff continue to develop and implement programming that supports family strengthening and resilience across the life span.

Examples of this include:

### **Distributing research-based resources**

- A resource called “Eight Practical Ways to Help Your Children Express Their Feelings” was created. This resource promotes positive youth mental health and family interactions as well as reduced family stress and likelihood of child maltreatment.
- A resource was created to provide six tips that parents could consider as they navigate the dynamics of co-parenting and the obstacles to co-parenting during physical distancing.
- Resources on Parenting the Preschooler were created for families of preschool students and shared widely with the public through Forest County Potawatomi media and news outlets.
- A social media campaign focused on mental health and mindfulness practices, shared weekly on various platforms. Additionally, tips for mental well-being and resources of where to find help were distributed through radio, print, and web channels.

### **Engaging families through online classes/webinars**

- A collaboration between several county educators and state specialists to provide parenting education online free of charge included skills to help them parent in a positive way during the “Safer at Home” orders. Materials were shipped directly to the homes of each participant statewide. This was the largest of the Raising a Thinking Child classes offered in the project’s history. This cross-county statewide online approach improves access to programming and provides a rich learning environment with co-facilitators that share their individual teaching styles and perspectives.
- Educators worked with school district staff to transition parenting skills classes to an online format. Moving to an online format allowed the remaining four weeks of classes to be held. Participants were engaged through emails and text messages and materials were translated into Spanish.
- A webinar presentation was delivered on the topic of stress management to farmers, producers, and agri-businesses to address COVID-19 pandemic related stress/behavioral health. Participants reported learning the effects of stress, tools to

#### **IN-DEPTH**

### **Providing parental support and tools through social media**

Extension researchers and educators reached parents across the state through social media videos, providing remote education and support about topics related to family stressors during the pandemic. New Facebook videos were added to an ongoing, previously existing series called Parenting Behind the Behavior. The new series supported family needs during the pandemic including creating a simple routine, stress management for kids and teens, co-parenting during the pandemic, finding joy in the ordinary (despite unprecedented circumstances), and giving children ways to contribute to at-home family life. The videos reached thousands of parents and caregivers promoting positive parenting ideas and appropriate expectations of children. As families experience greater stress due to the pandemic, support for positive, child-centered parenting helps minimize harmful parenting practices, and improve child well-being.

manage stress, and feeling more confident in their abilities to support farmers during challenging times.

### **Engaging families through online gatherings**

- A monthly education/support group for family caregivers was held for participants to share and learn about University resources to lower stress levels and increase their ability to continue caring for their care recipient. This event, held in partnership with the Aging and Disability Resource Center, was moved to a telepresence during the COVID-19 pandemic.
- An online parenting connection is offered weekly in response to the COVID-19 pandemic for families with school-aged children, to support them through educating children while managing job loss or working from home.

## Increasing social connectedness

As we transition to working remotely and other pandemic restrictions, we find our lives disrupted in a way that feels particularly alienating at this unfamiliar and uncertain time. As coronavirus spreads, many older adults and their families have had to adjust to distancing tactics. Additionally, many do not have family members living nearby. Living alone can be more difficult and challenging for older adults.

### How Extension responded

The Human Development & Relationships Institute (HDRI) continues to work to emphasize the vital importance of human connection at a time when “physical distancing” has become the norm. It is more critical than ever that we find ways to maintain connections and remain resilient in our efforts to support and care for each other from infancy to later life. Much of HDRI’s work in this area is with older adults and justice-involved families.

Examples of this include:

- Online and printed resources were created for home-bound seniors to learn about healthy communication, managing stress, activities for healthy minds and bodies, and other techniques to remain connected and healthy during times of isolation.
- A community-driven volunteer program was created for older adults living alone to provide essential support and services while sheltering at home. Older adults represent the most vulnerable group to COVID-19. Family caregiver groups, caregiver connect, and coalition meetings are also held virtually to support our families each month.
- Online tip sheets for partners and residents presented actionable tips for coping with physical distancing and COVID-19 to improve coping and resilience. Topics addressed living alone, families/friends of those living alone, family caregivers, and grief. These resources were distributed via social media, local news, hospital newsletters, and radio.
- Extension supported Lincoln County’s Healthy Minds Coalition in a campaign to address isolation and disconnection, particularly among senior populations. Using online advertisements, younger residents were encouraged to reach out to senior populations through phone calls, sending a card, and offering to help with grocery shopping. Radio

IN-DEPTH

## Supporting justice-involved families through literacy



While all families are impacted by COVID-19, the burdens on those who are justice-involved are enormous. Minority families in particular have been the hardest hit. They also represent disproportionate numbers in the criminal justice system. What were already elevated levels of stress, trauma, and anxiety are now at toxic levels among many justice-involved families. Children in these families are at risk of setbacks in learning with disruptions in formal schooling. As COVID-19 emerged, The Literacy Link team used survey assessments to create resources around reading materials, in-home activities, and COVID-19 information for young audiences. Literacy Family Kits are sent to caregivers and children including books and letters from the parent in jail, writing materials, a letter template, and a stamped addressed envelope for writing a letter back to the parent. Caregivers are given information designed for justice-involved families about local resources, tip sheets, and family activity ideas. Resources were also created to educate caregivers on remote connectedness. Topics include maintaining contact through letter writing and phone calls, managing stress, staying positive, and explaining COVID-19 to a child.

ads were used to encourage senior populations to reach out to younger residents for the assistance they may be needing.

## Addressing new and intensified financial stresses for business, individuals, and organizations

The COVID-19 pandemic directly affects local, state, national, and international economies, putting new and intensified financial strains on households and businesses. Financial stress for small businesses and nonprofits across all sectors has increased from the outbreak, and entrepreneurs as well as non-profit boards are scrambling to secure potential financial relief to stay afloat. Similarly, individuals and families are affected financially, as seen through a massive spike in unemployment claims. Many residents were already financially vulnerable before, and due to the pandemic, financial assistance programs rapidly changed around them. Additionally, as a result of COVID-19, free tax assistance sites were closed, leaving many low-income families with the issue of finding alternative resources for preparing their taxes. Tax refunds suddenly became critical for families who were experiencing a drop in household income due to large-scale job loss.

### How Extension responded

HDRI is poised to be able to provide programming that can help support our clientele's financial decision making and management across all demographics and cultures.

Examples of this include:

- A social media campaign aimed at families and individuals providing research-based resources on assistance for loss of employment and financial hardships created by the pandemic. This was especially crucial at a time when financial assistance programs were rapidly changing.
- Informational materials and links for drug court participants to learn about access to financial resources. Extension provided information on tax filing, how to verify that the IRS had the correct bank information for depositing the COVID-19 Emergency Impact Payment, Social Security benefit recipient access to payment, unemployment filing, and more.
- Outreach to parents of a tribal early childhood center to provide reliable information on budgeting and financial counseling to help families cope with financial setbacks during the COVID-19 pandemic. Extension offered budgeting information to reach approximately 120 families along with information on free financial counseling for families.
- A virtual class for adults in the criminal justice system in which participants learned about and developed spending plans and financial goals during the financial uncertainty of COVID-19.

#### IN-DEPTH

## Customized and creative financial resources to meet emerging needs

HDRI educators, researchers, and staff created new resources to meet the sudden, significant financial impacts COVID-19 brought upon the state. New online guidance was created and new, multilingual resources included how to apply for unemployment insurance, food assistance, health care coverage, and small business loans. Governmental programs, laws, and policies are monitored daily to update this website with new and revised information. Users have been reached through traditional media and social engagement as well as partner referrals through groups such as libraries. Financial-focused Extension educators also created the UW Mindful Money Moments video series. The Facebook and YouTube videos included how to deal with a drop in income, paying student loans, and applying for unemployment benefits. Multilingual, virtual financial coaching was also offered for individuals to create and/or modify their spending plan, set financial goals, and locate resources. In some counties this coaching includes both phone conversations and social media mini lessons for individuals from marginalized communities. Financial coaching is serving drug court and other established county partners, and now is also giving social service providers a place to refer newly out-of-work community members. Extension also provided COVID-informed tax counseling, plans on how to use relief payments, and how to provide Rent Smart curriculum to address affordable housing challenges.

## Supporting communities and organizations in coordinating their response efforts

Communities rely on strong collaboration and coordination between local government, organizations, and residents for support structures and emergency responses. The COVID-19 pandemic had a dual effect on local coordination: It disrupted communication channels and collaborative spaces, and it intensified the need for collaboration between a variety of organizations and institutions.

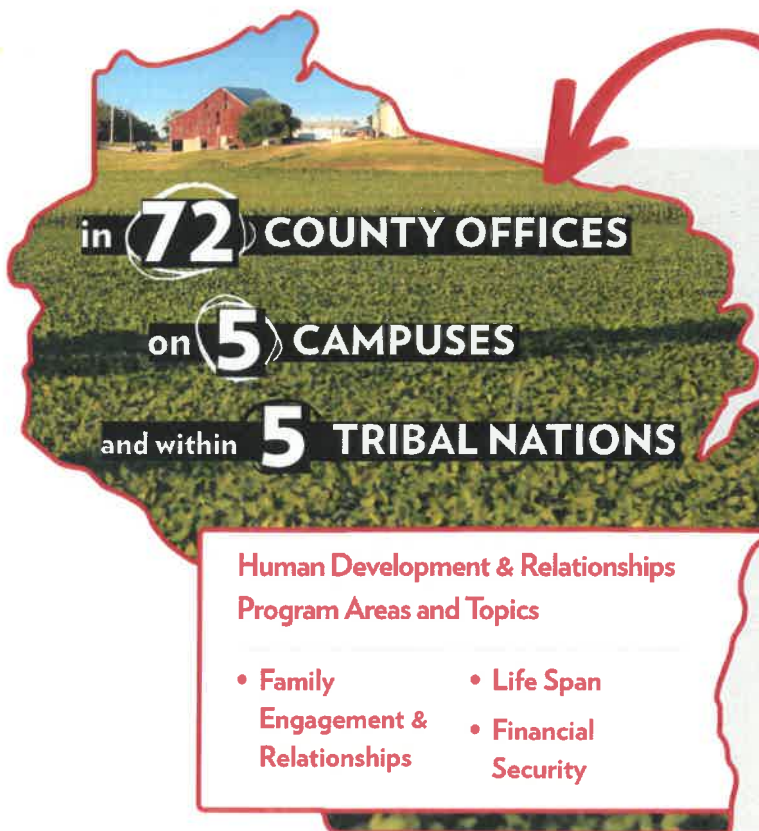
### How Extension responded

HDRI educators, researchers, and staff connected communities with the resources they needed. Critical pathways were created to link people across Wisconsin to information, guidance, and tools to respond to COVID-19 and its effects.

Examples of this include:

- A weekly Zoom meeting for community partners in which participants connect and share tips and resources on stress management, telecommuting, and self-care during the pandemic.

- Web resources merged Extension tools and local guidance. A web page for Eau Claire County gave residents access to a variety of information in one place to meet needs that come up during this pandemic. Additionally, a web portal for Kewaunee County compiled local resources on nutrition, health, finances, caregiving, parenting, and mental health so that residents can access them in a one-stop location.
- Educators designed social media posts focused on renting, utility payments, and COVID-19 state policies to assist families experiencing large drops in income as well as providing posts on childcare for essential workers, co-parents, and IRS stimulus checks. These posts were adapted and sent as an email bulletin for partners.
- Partner surveys to collect data on programs across the state that are addressing social isolation and loneliness. This outreach explores how they are operating during the pandemic and how will they continue into the future. Best practices and lessons learned will be compiled and shared to help other agencies respond to COVID-19.



### More ways we're helping businesses, communities, youth, and families

Keeping a focus on our values to transform lives and communities, UW-Madison Extension is leading businesses, communities, youth, and families in the response to the COVID-19 outbreak. We are uniquely positioned across the state to link university research to those in need of guidance and practical resources. Extension staff in counties and tribal nations are making connections to financial aid and instruction, providing best practices for emerging needs, and reinforcing connections for healthy communities. To see how Extension responded to COVID-19 across the state and across program areas, visit [fyi.extension.wisc.edu/covid19/impacts](https://fyi.extension.wisc.edu/covid19/impacts).

## **KEWAUNEE COUNTY**

### **FINANCE & PUBLIC PROPERTY COMMITTEE - MEETING MINUTES**

Date: May 07, 2021 Time: 8:00 AM

Location: Administration Center – County Board Room

Call to order: The meeting was called to order at 8:02AM by Chairman Mastalir.

Roll call: Members present: John Mastalir, Virginia Haske, Tom Romdenne, Doak Baker

Excused: Jeffrey Vollenweider

Others present: Scott Feldt, Paul Kunesh, Jeff Wisnicky, Michelle Dax, Tracy Nollenberg, Matt Joski, Daniel Olson

Approve the agenda: Motion by Haske, second by Baker to adopt the agenda. Motion carried.

Approve minutes: Motion by Baker, second by Haske to approve the 04/09/2021 Finance Committee minutes. Motion carried.

Public Comment: None

#### Monthly Administrative report:

- a. Monthly Financial Report - March 2021. Sales tax receipted in April for March was \$110,000,463 bringing the year to date amount to \$318,097 compared to year to date last year of \$289,487. Departments with early concerns that may or may not need action later in the year were presented. Coroner office is busier than average and the first quarter is above the anticipated budgeted amount. Revenue will cover some costs and the remaining year may or may not continue at this pace. Solid waste payment from the Long-Term Care account was received but not until April. Revenue through March reflects the reversal of 2020 accrued revenue, without the payment received later in April. Sheriff NextGen 911 grant revenue has a similar timing issue for 2020 revenue to be received later in 2021. Promo & Rec recently had an air conditioner at the Fairgrounds fail, and replacement is quoted at \$12,000. Additional funds may or may not be needed depending on other fairground maintenance needs for the remainder of 2021. Auditors will be on site from May 19<sup>th</sup> through May 28<sup>th</sup> for final 2020 audit work.
- b. Medical/Dental Financial Report - At three months into the year the medical loss ratio is 105.7% and the dental ratio is 122.9%. Both will be watched and evaluated and adjusted as needed for next year during the budget cycle. Two medical claims appear on the large claimants report, being over the \$55,000 stop loss limit.
- c. Overtime Report – April 2021. April had three pay periods rather than the typical two. Year to date overtime is within the anticipated range.

County Treasurer Investment Report: The County Treasurer presented and reviewed the County cash and investment balances as of 03/31/2021.

Discussion of County Fees: The committee reviewed a list of fees charged by County departments, the year last changed if known, along with comparison to other Counties. Fees set by State statute are not included since those are not within control of the County. Review and discussion with departments will happen at future meetings.

#### Policy–Naming of County Owned Buildings, Properties, Parks & Facilities (Possible Action):

A draft policy was presented to the Committee. No motion was made by the committee.

Placement of High Frequency Antennae at Luxemburg EOC: The committee briefly reviewed memo by Emergency Management. More detailed information and requirements will be brought to a future meeting.

Review vendor payments: Vendor payment report for April was reviewed by the committee.

Approve County Board and Supplemental Payroll: Motion by Romdenne, second by Baker to approve the County Board and Supplemental Payroll as presented. Motion carried.

Such other matters as authorized by law: None.

Next finance committee meeting:

Tuesday May 18<sup>th</sup> 5:30, prior to County Board

Friday June 4<sup>th</sup> at 8:00AM

Adjournment: Motion by Baker, second by Romdenne to adjourn the meeting. Motion carried. Meeting adjourned at 8:39AM.

Submitted by:  
Paul Kunesh



## **Parks, Promotion & Maintenance Committee Minutes – April 13<sup>th</sup>, 2021**

The meeting was called to order at 6:00 p.m. at the Ryan Park Indoor Shelter by Chairman Scott Jahnke. Members present: Chairman Scott Jahnke, Supervisor Milt Swagel, Supervisor Doug Doell, Supervisor Jack Wochos and Supervisor Nick Guilette.

Also present at the meeting: Dave Myers – Promotions & Recreation Director

### Adoption of Agenda/Minutes:

Supervisor Doell made a motion to approve the April 13<sup>th</sup> agenda and March 9<sup>th</sup> meeting minutes. This was seconded by Supervisor Wochos. All were in favor, motion carried unanimously.

### Public Input:

None

### Winter Park Projects Update:

Dave covered projects that the Winter Park Association will be working on this summer. Barry Nelson from the Winter Park association will be presenting a plan early summer for approval of a project on the tube hill, which would add padded barriers at the base of the hill.

### ATV Parks Projects Update:

Dave updated the committee on the status of the erosion control and shelter projects at the park. The plan is to have both completed by late May.

### Heidmann & West Alaska Lake Dock Grant Update:

Dave covered the plan for the new docks and that they were in the process of publishing a notice for the projects and will await bids for approval at a later date.

### Discuss Red River Park Road Replacement Plan:

Dave talked to the committee about the proposed plan to renovate the road area at the park. A formal plan with estimates from the Highway Department will be available at the next meeting.

### Discuss Park roofing projects with Action:

The committee was presented with multiple bids for replacing the roof at the ATV park.

Supervisor Doell made a motion to accept the bid from Jauquet roofing. Seconded by Supervisor Wochos. All in favor motion carried unanimously.

### Discuss Parks Department UTV Purchase with Action:

Dave made a recommendation to purchase a Kawasaki Mule for use at Ryan Park. Dave also explained that this was an already approved capital improvement plan expenditure.

Supervisor Guilette made a motion to accept the quote from Luxemburg Implement. Seconded by Supervisor Doell. All in favor, motion carried unanimously.

Parks & Promotions Report: - Nothing to report

Maintenance Report: - Nothing to report

Set Regular Meeting Date: May 11<sup>th</sup>, 2021 at 6:00 p.m. Highway Department Conference Room

Unfinished Business or Other Business as Allowed by Law: None

Adjournment:

Motion to adjourn today's meeting was made by Supervisor Doell. Seconded by Supervisor Swagel - All in Favor, motion carried unanimously. Meeting adjourned at 7:02 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Dave Myers", with a long horizontal flourish extending to the right.

Dave Myers

**KEWAUNEE COUNTY  
REVOLVING LOAN FUND COMMITTEE MEETING - MINUTES**

**Date: May 10, 2021 Time 1:00 PM**

Kewaunee County Administration Center, 810 Lincoln St, Kewaunee, WI 54216  
**County Board Room**

1. Call to order: The meeting was called to order at 1:00PM by Chairman Jim Lamack
2. Roll call: Members present: Jim Lamack, Jeff Wisnicky, Paul Kunesh, Tom Romdenne, Dan Vincent, Tim Tremel, Dan Olson. Excused: Jack Wochos. Others present: Ben Nelson
3. Approve agenda: Motion by Olson, second by Tremel to adopt the agenda. Motion carried.
4. Approve minutes: Motion by Olson, second by Romdenne to adopt the 09/11/2020 minutes. Motion carried.
5. Loan request review:  
Consider motion to go into closed session pursuant to Sec. 19.85 (1)(f)–Discussion of loan requests: Motion by Wisnicky, second by Tremel to go into closed session pursuant to Sec. 19.85(1)(f) to consider loan request of Thumb Knuckle Brewing Company. Motion carried.  
  
Consider motion to return to open session: Motion by Romdenne, second by Vincent to return to open session pursuant to Sec. 19.85(1)(f). Motion Carried.  
  
Consider possible action on The Bakery Bar loan request: Motion by Tremel, second by Wisnicky to approve a loan for up to the full purchase price of \$9397.20 for the oven, at 3.75% for six years with interest only payments the first 90 days and regular payments for the remaining term. Motion passed 6-1 with Vincent voting no.
6. Administrators Report:
  - A) RLF Program Update:
    - 1) Loans paid in full – C&P Oaks
    - 2) Loan status/summary – The committee reviewed the loan report for the first quarter 2021.
    - 3) Other loan activity – none
  - B) BDLP Program Update:
    - 1) Inquiries – Seven or eight inquiries since August 2020. One of those inquiries may become an application soon.
    - 2) Loans paid in full – none
    - 3) Loan status/summary – none
    - 4) Other loan activity – A program brochure/pamphlet will be designed & printed in-house similar to the brochure for the RLF program.
7. Other matters as allowed by law: none
8. Next Meeting: Next meeting will be set as needed.
9. Adjournment: Motion by Vincent, second by Romdenne to adjourn the meeting. Motion carried. Meeting adjourned at 1:40 PM.

Submitted by:



Paul Kunesh, RLF Administrator



**Kewaunee County**  
**BROADBAND STUDY COMMITTEE**  
**MINUTES**

November 24, 2020 4:30 p.m.

Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216  
Human Services Training Room

**Call to Order:** Chair Olson called the meeting to order at 4:35 p.m.

**Roll Call:** Members Present – Dan Olson, Jeff Vollenweider, Scott Feldt, Jeff Wisnicky, Frank Mazdarevic, Gary Henshue (by phone).

**Approval of October 24, 2020 Agenda:** Vollenweider moved and Wisnicky seconded to approve the agenda. Motion carried.

**Approval of September 24, 2020 Minutes:** Olson moved and Wisnicky seconded to approve the September 24, 2020 minutes. Motion carried.

**Update: Broadband Expansion Grant – Project Status:** Feldt provided a quick summary to the committee. Bug Tussel continues to work with land owners to complete rental agreements. The County has approved a lease agreement with Bug Tussel to locate a tower in Franklin township (Stangelville Quarry). Bug Tussel is also going through the regulatory process and it is still the intention to have towers up by Spring of 2021.

**Phase 2 Broadband Application Status:** Gary Henshue introduced himself to the committee. He has worked for Bug Tussel for approximately 2.5 years. He worked on the two fiber project grant applications for Bug Tussel in the previous grant application round of which both applications were awarded their requests which exceeded \$1 million. He has been working with Feldt on the application and appreciates the support letters for the application. Discussion followed regarding the application amount and the project. Comments were made related to the need for fast connections to schools and people working from home. Grant awards will likely be announced in March.

**Next Meeting:** January 21, 2021 at 4:30 p.m.

**Adjournment:** Vollenweider moved and Wisnicky seconded to adjourn. Motion carried. Meeting adjourned at 5:00 p.m.



**Kewaunee County**  
**PUBLIC SAFETY FACILITY NEEDS ASSESSMENT STUDY COMMITTEE**  
**MINUTES**

December 8, 2020 4:30 p.m.

County Administration Building, 810 Lincoln Street, Kewaunee, WI 54216  
Human Services Training Room

**Call to Order:** Chair Olson called the meeting at 4:34 p.m. Meeting location was moved to the County Board room due to COVID concerns.

**Roll Call:** Members Present – Dan Olson, Gary Paape, John Mastalir, Doug Doell, Doak Baker, John Pabich, Jason Jelinek, Jeff Wisnicky, Jeff Dorner, John Cain, Nancy Thelen, Chis VanErem, Matt Joski, Scott Feldt. Others Present – Jason Veese, Paul Kunesh, Ross Loining

**Approval of December 8, 2020 Agenda:** Baker moved and Paape seconded to approve the agenda. Motion carried.

**Approval of September 14, 2020 Minutes:** Baker moved and Paape seconded to approve the September 14, 2020 minutes. Motion carried.

**Discussion of Revised Option and Costs:** Feldt handed out an estimate of operating expenses if the new facility is constructed. Feldt explained that the numbers are rough estimates. Cain also explained to the committee the need for a site survey and soil borings as the land is not level and site work would need to be performed as well as soil borings to know the soil composition as it pertains to footings for the facility.

Discussion followed regarding the costs involved with Phase 3 of the project. Baker and Cain discussed the methodology of building cost and square footage. Another member asked if demolition of the current jail is included in the project cost. Cain responded that it is. Another question about the inclusion of the access roads. Cain responded he believes the roads are included in the project cost. Cain explained further that Phase 3 provides more accurate costs as phases 1 and 2 are more conceptual. Cain provided an estimate of cost for phase 3 of approximately \$163,200. Additional; costs for the survey and soil borings would around \$15,000 as part of non-construction costs.

Dorner asked the Sheriff about the viability of the Sheriff's offices. Joski replied that he understands the concern regarding costs and is supportive of completing the public safety facility project in phases over a number of years. The department can operate in its current location but this is not a long-term solution. Discussion followed regarding the project and how projects phased in over time are more expensive. Doell commented that cutting the project can waste time and money.

Mastalir moved and Joski seconded to proceed to phase 3 of the project with the estimated cost of \$163,200. Motion carried.



**Kewaunee County**  
**PUBLIC SAFETY FACILITY NEEDS ASSESSMENT STUDY COMMITTEE**  
**MINUTES**

December 8, 2020 4:30 p.m.

County Administration Building, 810 Lincoln Street, Kewaunee, WI 54216  
Human Services Training Room

**Discussion of Next Steps: Discussion:** Wisnicky raised a question regarding what parts of the project would be placed on a referendum. Should the building costs be on the referendum or just the operating costs. The County is required to place the operating costs on a referendum if they exceed the levy limits. The county can choose to place the building costs on a referendum or approve the building costs by a majority vote of the county board. Discussion followed as to whether the state Department of Corrections will force the county to build a new jail. Thelen indicated that the county continues to operate they jail adequately with the facility it has. Joski indicated that the jail is beyond its useful life and there are liability concerns. Feldt echoed this point saying the jail is a lawsuit waiting to happen as the site lines within the pods and the age of the facility raise important concerns. Feldt added that the project must be led by the county as a whole which includes the Sheriff, the county board and county administration.

Further discussion took place as to when can a referendum be held to approve the project. Feldt explained that state statute dictates when a referendum can take place, but he is unsure exactly when they can take place. Feldt responded that he will work with Wisnicky to determine when the county can place a referendum question on the ballot. Paape commented that information must be available to the public prior to a referendum be put on the ballot. Joski added that the county needs to be sure of the costs. Feldt responded that the information will be given to the public as we know what the costs will be and what the facility will look like.

**Next Meeting:** To be determined.

**Adjournment:** Doell moved and Pabich seconded to adjourn the meeting. Motion carried.  
Meeting adjourned at 5:40 p.m.



**Kewaunee County  
PAY PLAN SUBCOMMITTEE  
MINUTES**

April 9, 2021 9:30 a.m.

Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216  
Conference Room

**Call to Order:** Chair Romdenne called the meeting to order at 9:30 a.m.

**Roll Call:** Members Present – Tom Romdenne, Jeff Vollenweider, Doak Baker, Dan Olson, Gary Paape, Robert Weidner. Others Present – Paul Kunesh, Scott Feldt, Jason Veese, Robert Stearns.

**Approval of Agenda:** Vollenweider mover and Paape seconded to approve the agenda. Motion carried.

**Approval of March 5, 2021 Minutes:** Baker moved and Paape seconded to approve the minutes of March 2, 2021. Motion carried.

**Public Comment:** None.

**Pay Plan Items**

**Plan Structure Now:** Feldt provided a summary as to the current pay plan structure and its methodology.

**Determination of Annual Wage/Salary Increase:** Feldt explained the various considerations taken into account when determining annual wages and salaries increases. Feldt reviewed a memo distributed to the committee that identifies some of those data and how they are factored into a wage increase recommendation.

**COLA:**

**How Determined:** Feldt and Kunesh reviewed the cost of living (COLA) estimate provided by the Wisconsin Employment Relations Commission (WERC). Kunesh provided the historical estimated provided by WERC.

**COLA for Kewaunee County:** Discussion followed as to how to best determine the cost of living in Kewaunee County. There is concern that the WERC estimate is higher than the COLA for Kewaunee County. Kunesh and Feldt explained that there are a number of COLA estimates but the WERC estimate looks at Wisconsin and is the best estimate available. Kunesh explained the need for consistency when using estimates.

**COLA allowed/not allowed described in pay plan:** Following discussion, it was agreed that the WERC estimate is likely to be the best available for determining COLA increases.

**Affordability of Annual total compensation increase:**

**Tie to percent increase in equalized value:** Feldt reviewed with the committee why attempting to tie salary and wage increases to specific data points has problems. It was demonstrated that value of property, increases in property tax revenues or revenues in general has inherent problems as there are a number of variation in staffing levels, costs, and revenues that prevent administration from tying increases to these data points.



**Kewaunee County  
PAY PLAN SUBCOMMITTEE  
MINUTES**

April 9, 2021 9:30 a.m.

Kewaunee County Administration Center, 810 Lincoln Street, Kewaunee, WI 54216  
Conference Room

***How is affordability determined:*** Feldt discussed with the subcommittee the various items that he and Kunesh review and discuss when preparing the budget, especially with regards to salaries and wages. These increases are analyzed and discussed as to whether these increases place a stress on future budgets, and if so then modifications are recommended to the Executive Committee. This process was demonstrated in 2019 when administration recommended changes to the pay plan that were approved for the 2020 budget. Weidner provided a history of actions the Executive Committee and County Board have taken to address budgetary issues. It was determined that there can be no specific statistics from which to determine affordability, but the data administration will provide in an annual five-year trend report will be helpful.

***Budget line item to show compensation increase over prior year:*** It was requested that information be provided that would show the increase in wages/salaries and benefits from the previous year. Feldt indicated that this information can be provided and will be part of the five-year trend report that will be presented to the Executive Committee as part of the budget process.

***Other issues:*** Baker inquired as to how the county will move forward with the regards to compensation. Will objective measures be employed or will the Board be subjective in its determination of wages and salaries. Olson indicated that the ultimate decision is made by the County Board. Supervisors will be diligent in weighing the various information and aspects of the compensation.

**Next Steps:** The committee agreed that the current pay plan is a useful document and that the process for the determination of the cost of living increase is sound. Administration will provide information to the Executive Committee that identifies the cost for pay plan steps only, cost of living only and the sum of both. Romdenne suggested to the committee that Feldt, Kunesh, Romdenne and Olson will identify the information that will be provided as part of the budget process and bring it to the Executive Committee as a recommendation.

**Next Meeting:** No additional meetings are to be scheduled at this time.

**Adjournment:** Vollenweider moved and Baker seconded to adjourn the meeting. Motion carried. Meeting adjourned at 11:09 a.m.



**Kewaunee County**  
**JAIL STRATEGY SUBCOMMITTEE**  
**MINUTES**

Monday, April 12, 2021 5:00 p.m.

Kewaunee County Fairgrounds, 625 Third Street, Luxemburg, WI 54217  
4-H Conference Room

**Call to Order:** Chair Olson called the meeting to order at 5:00 p.m.

**Roll Call:** Members Present – Dan Olson, Gary Paape, Doak Baker. Members Excused – John Mastalir. Others Present – Jason Veaser, Chris Van Erem. Chuck Schmitt, Scott Feldt.

**Approval of Agenda:** Paape moved and Olson seconded to approve the agenda. Motion carried.

**Approve the March 22, 2021 Minutes:** Paape moved and Olson seconded to approve the March 22, 2021 minutes. Motion carried.

**Public Comment:** None.

**Discussion of Data Collected**

**Contracting of Prisoners:** Feldt provided copies of responses from eight counties that responded to our inquiry of housing prisoners in their facility for a term of five years. We received three positive responses (Door, Oconto and Shawano counties). Each county indicated their willingness to house ten prisoners at a daily rate ranging from \$24 to \$52 per day. Feldt then reviewed a document prepared at the request of Chair Olson to project the costs of housing 10 inmates for five years. Feldt went over the assumptions and methodology of the estimates. Questions and discussion followed regarding the estimated costs. Discussion also took place regarding jail operations and the logistics of transporting inmates. Discussion included why the need for a facility in Kewaunee County is necessary. Any arrests made in Kewaunee County would have to be processed in a facility outside of the county if Kewaunee County did not its own jail facility. This would have significant operational and staffing issues. The discussion shifted as to whether the contracting of prisoners would be a viable option. A large unknown is the cost to repair the current facility. Until an estimate is received, it is difficult to make a financial determination.

**Jackson County, IA:** Feldt informed the subcommittee that he has reached out to the Sheriff and Board Chair. He was directed to the design firm of which an email was sent but no response has been received. Feldt will continue to try and collect additional information as to the project.

**Issues of Current Facility:** The subcommittee discussed the request by the Department of Corrections to inspect the electrical and plumbing systems as well as the roof and building structure to determine if deficiencies exist. Discussion surrounded how these investigations would take place and how any remedies may influence adherence to building codes. More discussion followed as to the viability of the building whether it is able to be repaired or not. Veaser expressed his concerns with regards to prisoner and staff safety, indicating that the Dept. of Corrections has indicated that the current facility is "indefensible" if an event were to happen. Members discussed that buildings can be remodeled and remain functioning. The question that remains is if the building can be repaired remodeled and what will be the costs involved to complete those repairs.



**Kewaunee County  
JAIL STRATEGY SUBCOMMITTEE  
MINUTES**

Monday, April 12, 2021 5:00 p.m.

Kewaunee County Fairgrounds, 625 Third Street, Luxemburg, WI 54217  
4-H Conference Room

***Comparison of Other WI County Jail Projects:*** Feldt provided a list of Wisconsin county jail projects that have been constructed in the past few years. They include: Iowa, Calumet, Grant, Oconto, Pierce, Monroe and Green Lake counties. Eau Claire and LaCrosse counties were eliminated due to size of the county. Feldt will collect information from these counties to provide a comparison as to the size of the jail housing pod (including number of beds/cells) size of the jail support functions and the size of any additional construction (Sheriff's office, courts, etc.). Cost information for each section will be requested as well. This will help to provide a comparison of projects with regards to our project.

**Information Requests to Answer Concerns/Issues:** 1) Feldt will be in contact with Nancy Thelen, contractors and inspectors to obtain an estimate as to the cost to address the issues identified in the Jail Inspection Report. 2) Feldt will try to collect additional information related to the jail project in Jackson County, Iowa. 3) Feldt will continue to collect information from recent jail construction projects within Wisconsin counties and then provide a comparison analysis of size and cost.

**Next Meeting:** May 7, 2021 at 9:00 a.m.

**Adjournment:** Paape moved and Baker seconded to adjourn the meeting. Motion carried. Meeting adjourned at 7:03 p.m.