

AUGUST 15, 2006**EVENING SESSION****6:00 P.M.****HEALTH & HUMAN SERVICES BUILDING – LOWER LEVEL CONFERENCE ROOM - MERRILL**

The Lincoln County Board of Supervisors met at the Health & Human Services Building – Lower Level Conference Room, City of Merrill, in session assembled pursuant to law. The meeting was called to order at 6:00 p.m. by Chairman Powell. Roll was called by the Clerk and the following answered present: Alber, Berndt, Caylor, Fox, Kahle, Krueger, Lee, Loka, Lussow, Meyer, Mittelsteadt, Plant, Powell, Rusch, Saal, Schneider, Short, Weaver, Woller and Zeitz, Rankin arrived at 6:07, Simon arrived at 6:43 (22).

Pledge of Allegiance was given by the Board.

ANNOUNCEMENTS/APPOINTMENTS/RECOGNITIONS/AWARDS

Chair Powell announced that the Merrill Chamber of Commerce will be hosting Lincoln County “Capital for the Day”, Thursday, August 24, 2006 – Governor Jim Doyle and Members of his Cabinet will be here.

SERVICE RECOGNITIONS FOR August, 2006

Clerk read a service recognition for Dawn Dunbar, currently a Legal Secretary in the Clerk of Circuit Court’s Office for 10 years of service. She received a 10-year pin.

APPOINTMENTS AND REAPPOINTMENTS – None

APPROVAL OF JOURNAL – JULY 18, 2006

Motion was made by Supervisor Lussow, seconded by Supervisor Woller to accept the minutes of July 18, 2006 as presented. All Supervisors voting aye and motion carried.

LETTERS, PETITIONS AND MEMORIALS

Monthly Mailbox Correspondence – Any Questions

There were no comments to the Monthly Mailbox Correspondence.

ADMINISTRATIVE COORDINATOR’S WRITTEN REPORT – Q & A

John Mulder had nothing to add to his report but did announce that Joel Lang, Computer Administrator, resigned his position. His last day was August 11th. Administrative Coordinator’s Report is to be filed.

REPORT OF STANDING & SPECIAL COMMITTEE

Year-to-date Budget Report – Dan Leydet, Finance Director

Dan presented the year-to date Budget Report for the month of July. Discussion followed.

2005 Audit Report – Clifton Gunderson, LLP

Renee Messing from Clifton Gunderson presented the audit. Discussion followed.

Aging Population Coalition Strategic Plan – Donna Winker and Art Lersch

Donna Winker and Art Lersch explained what the coalition is and what the Coalition will be doing.

Homeland Security Grant - \$7,745 by the Office of Justice Assistance –

Chair Powell announced that the grant was for access to share public safety radio frequencies during emergencies.

Discussion of County Board Goals – John Mulder

Art Lersch led the discussion on the goals and the County Board reduced them down to four items.

Discuss Calling the Question – Supervisor Zeitz

Supervisor Zeitz stated that his goal was to have team work on the County Board. He does not think calling the question during discussion is fair.

RESOLUTIONS AND ORDINANCES FOR BOARD ACTION

Resolution 2006-08-43

BE IT RESOLVED, by the Lincoln County Board of Supervisors duly assembled this 15th day of August, 2006 that the following conveyance of real estate to be made by the County Clerk in behalf of Lincoln County, be and same are hereby ratified, confirmed, and approved:

<u>Purchaser</u>	<u>Description</u>	<u>Amount</u>
J. MICHAEL CLAYTON SHERYL L. CLAYTON	W 1/2 OF GL 11 EX FOLLOWING DESC PCLS V275 P145 V294 P294 V224 P31 V231 P67 V307 P130 V321 P315 V307 P339 V313 P269 V342 P639 V391 P53 Approx. 1.550 ACRES SECTION 14 TOWNSHIP 34 RANGE 6	\$12,663.37

<u>Purchaser</u>	<u>Description</u>	<u>Amount</u>
KEITH WOLLER AMANDA WOLLER	W5156 JOE SNOW RD PRT OF TH SE1/4 SW1/4 CM AT SE CR SD 1/4 1/4 W 561' CONT W 66' POB N 220' W 165' S TO S LN SD 1/4 1/4 E 165' TO POB Approx. .830 ACRES SECTION 13 TOWNSHIP 31 RANGE 6	\$32,661.75

<u>Purchaser</u>	<u>Description</u>	<u>Amount</u>
LOKA INVESTMENTS, LLC	N7750 S. SILVER LAKE ROAD SECTION 28, TOWNSHIP 34, RANGE 7 SW 1/4 SE 1/4 EX HWY DESC IN V454, P714 EX HWY HWY TAKES .12A Approx. 39.880A	\$81,200.75

<u>Purchaser</u>	<u>Description</u>	<u>Amount</u>
JOSEPH SKITTINO	214 S 2ND ST TOMAHAWK LAND & BOOM CO'S FIRST ADD'N LOT 16 BLK 37	\$5,250.75

Dated this 15th day of August, 2006

Introduced by: Forestry, Land & Parks Committee
Committee Action: August 2, 2006 Passed 4-0 Frank Saal, excused

Fiscal Impact: \$131,776.62

Motion made by Supervisor Saal, seconded by Supervisor Loka to adopt Resolution 2006-08-43. Jane Severt, Forestry Administrator explained the Resolution. Discussion was held. Resolution 2006-08-43 is adopted by a voice vote and motion is carried.

Resolution 2006-08-44

Title: Authorization to Increase Ambulance Mileage Fees

WHEREAS, Medicare is paying \$9.17 per loaded miles, and

WHEREAS, Lincoln County Ambulance Service is charging \$9.28 per loaded miles, which is \$.11 more than Medicare pays, and

WHEREAS, if Medicare raises the allowed amount during the year, Lincoln County would only get paid the rate that Lincoln County charges if the rate is lower than what Medicare would paid.

NOW, THEREFORE BE IT RESOLVED, that the Lincoln County Board of Supervisors does hereby authorize an increase in ambulance mileage fee to \$10.00 per loaded miles:

BE IT FURTHER RESOLVED, that the Law Enforcement/EMS/Judicial Committee is authorized to increase mileage rates each year thereafter.

Dated this 15th day of August, 2006

Introduced by: Law Enforcement, EMS/Judicial Committee

Committee Action: Law Enforcement, EMS/Judicial Committee; Passed on 08/10/06

Fiscal Impact: Approximately \$3,747.60 in additional revenues.

Motion made by Supervisor Woller, seconded by Supervisor Lee to adopt Resolution 2006-08-44. Supervisor Saal abstained from the discussion. Clerk Kunkel explained the Resolution. Discussion was held. Resolution 2006-08-44 is adopted by a voice vote and motion is carried.

Resolution 2006-08-45

Title: Lincoln County Volunteer Month

WHEREAS, the Lincoln County Commission on Aging volunteers are instrumental in the provision of the Nutrition Program by serving and delivering meals to the homebound elderly residents in our county and in the provision of the Medical Escort Program by transporting individuals to their medical appointments throughout the state of Wisconsin. Their total volunteer hours equal 5.5 full-time employees.

WHEREAS, the Lincoln County Board of Supervisors and the members and staff of the Commission on Aging recognizes the significant contribution that these 150+ volunteers make.

NOW, THEREFORE BE IT RESOLVED, the Lincoln County Board of Supervisors designates September, 2006, as Lincoln County Volunteer Month, as an expression of their appreciation to these volunteers for their dedication and selflessness.

Dated this 15th day of August, 2006

Introduced by: Donna Winker, Director

Fiscal Impact: None

Motion made by Supervisor Meyer, seconded by Supervisor Woller to adopt Resolution 2006-08-45. Donna Winker, Commission on Aging Director, explained the Resolution. Discussion was held. Resolution 2006-08-45 is adopted by a voice vote and motion is carried.

Resolution 2006-08-40

Title: Approval of Architectural Contract for Addressing Space Needs

WHEREAS the County Board adopted Resolution 2005-07-40 adopting a plan for addressing County space needs, and

WHEREAS the County Board adopted Resolution 2006-03-24 affirming the building plan and creating a Building Committee, and

WHEREAS the Building Committee has solicited proposals from firms to provide architectural services to address County space needs consistent with the plan adopted by Resolution 2005-07-40; and

WHEREAS the Building Committee recommends that Ayres and Associates be retained for the preparation of initial documents for the Board to consider a funding plan for construction

NOW THEREFORE BE IT RESOLVED that the Lincoln County Board of Supervisors accepts the recommendation of the Building Committee and hereby authorizes retaining Ayres and Associates for a fee of \$51,300 consistent with the attached summary of the fee arrangements.

Dated this 15th day of August, 2006

Introduced by: Building Committee

Committee Action: Building Committee unanimously on 08/2/06

Fiscal Impact: Approximate costs \$51,300

Motion made by Supervisor Lussow, seconded by Supervisor Schneider to adopt Resolution 2006-08-46. Supervisor Lussow explained the Resolution. Discussion was held. Resolution 2006-08-46 is adopted by a voice vote with one nay vote and motion is carried.

ORDINANCE 2006-08-485

**AN ORDINANCE AMENDING THE GENERAL CODE OF THE COUNTY OF LINCOLN
CHAPTER 17, ZONING ORDINANCE.**

The County Board of Supervisors of Lincoln County, Wisconsin, does hereby ordain:

Chapter 17.2.03, Lincoln County Code is amended such that portions of parcel no. 06.233105.006.001.01.02; further described as the North 420' of the West 235' of the NW¼, NW¼, and the East 27' of the West 262' of the North 120' of the NW¼, NW¼, in Section 23, T31N – R5E, in the Town of Corning, from a Rural Residential 2 district to a General Business District so as to correct a parcel that is currently split zoned.

Any areas designated as wetlands on the Wisconsin Wetland Inventory Map will not be rezoned to upland.

This ordinance shall take effect from and after its passage and publication.

Dated this 15th day of August, 2006

Introduced by: The Planning & Zoning Committee

Committee Action: Planning & Zoning Committee - Passed on August 10, 2006.

Fiscal Impact: None

LINCOLN COUNTY, WISCONSIN

Curtis G Powell
Chairman

Robert D. Kunkel
County Clerk

Motion made by Supervisor Caylor, seconded by Supervisor Saal to adopt Ordinance 2006-08-485. Dan Miller, Zoning Administrator explained the Ordinance. Discussion was held. Ordinance 2006-08-485 is adopted by a voice vote and motion is carried.

ORDINANCE 2006-08-486

AN ORDINANCE AMENDING THE GENERAL CODE OF THE COUNTY OF LINCOLN

The County Board of Supervisors of Lincoln County, Wisconsin, does hereby ordain:
Section 4.10(a) 5 is amended to read as follows:

4.10 (a) 5 EMPLOYEE PERFORMANCE EVALUATION.

Policy Statement: It is the policy of the County to conduct regular evaluations of employee work performance. Employee evaluations will serve to promote an effective working relationship between employees and supervisors; assist employee's performance; inform and explain to employees expected work performance standards; enable the effective use of County personnel resources; provide a basis for implementing employee promotions, demotions, terminations, layoffs, pay increments, work assignments, and training; and maintain at all times an effective and efficient County work force.

a) Non-represented employees excluding Dept Heads:

- 1) Departments may use forms provided by the Administration Department to conduct the performance evaluation.
- 2) Annual performance review. Employees shall receive a performance review prior to their anniversary date each year. A copy of this report will be placed in the employee's permanent file in the Administration Department
- 3) Immediate Supervisor. The immediate supervisor shall evaluate the employee's performance. The evaluation shall outline competent, satisfactory and unsatisfactory work behaviors. Where applicable, the evaluation shall include how the employee's unsatisfactory performance is to be improved, expected standards to be achieved, and when the employee shall meet these standards. The supervisor shall discuss the evaluation report with the employee.
- 4) If the immediate supervisor is not the department head, the immediate supervisor shall discuss the performance evaluation with the Department Head prior to meeting with the employee.
- 5) The Evaluation form shall be forwarded to the Administration Department for placement in the employee's permanent personnel record along with any recommendations for step increases when applicable.
- 6) When a step increase is due pursuant to the County's compensation policy, the Administration Department will notify payroll to make the necessary changes. The Department Head shall report the results of the evaluation to the appropriate standing committee in closed session pursuant to Wis Stats 19.85(1)(c)

b) Department Heads: Department Heads shall be evaluated by their respective committee of jurisdiction pursuant to the standards and practices of this section.

Purpose of Evaluation: The evaluation and the evaluation form are to be used as tools to communicate to the department head his/her strengths as observed by the committee as well as suggestions for "improvement" that they believe would help the department head to be more effective.

- 1) Evaluations of Department Heads should take place at the oversight committee prior to the Department Head's anniversary date. Department Heads with anniversary dates in April, May and June should request the committee to complete the evaluation form in March of the even numbered years.
- 2) Forms: Committees will use the form prepared by the Administration Department and approved by the Personnel Committee.

- 3) Department Heads shall provide a copy of the evaluation form to the appropriate committee at the meeting prior to when the evaluation should take place. The Department Head shall ensure that the evaluation is listed on the agenda for the next meeting. The evaluation should be done in closed session pursuant to Wis Stats 19.85(1) (c)
- 4) Committee members should complete the forms before the date of the meeting when the evaluation will be discussed with the Department ~~h~~Head.
- 5) Completion of forms:
 - a) Each committee member shall answer each question to the best of their ability on the evaluation form.
 - b) If a committee member fails to answer the question it will be assumed that the Department Head meets the expectation in that area of evaluation.
 - c) A rating of “Needs Improvement” must include a comment and be discussed by the committee with the employee. If a committee member fails to provide comments on an area where “Needs Improvement” was checked, it will be counted as “Meets Expectations.”
- 6) The committee should discuss their scores with the individual ~~d~~Department ~~h~~Head.
- 7) Following the discussion between the Dept Head and the Committee, the Committee Chair shall tally the results on a form provided by the Administration Department and forward a copy of the evaluation results along with the minutes of the meeting to the Administration Department for inclusion in the employee’s personnel file and any necessary payroll action.

Dated this 15th day of August, 2006

Introduced by: Personnel Committee

Committee Action: Personnel Committee

Passed unanimously on 08/7/06

Fiscal Impact: None

LINCOLN COUNTY, WISCONSIN

CURTIS POWELL

ROBERT D. KUNKEL

Chairman

County Clerk

Motion made by Supervisor Saal, seconded by Supervisor Lussow to adopt Ordinance 2006-08-486. Supervisor Saal explained the Ordinance. Discussion was held. Ordinance 2006-08-486 is adopted by a voice vote and motion is carried.

REPORT OR ACTION ON CLAIMS AGAINST THE COUNTY OF LINCOLN

Disallowance of Claim – David F. Haka vs. Lincoln County, et al - #018599903957

Motion made by Supervisor Lussow, seconded by Supervisor Lee to approve the disallowance of the claim listed above. All Supervisors present voting aye to the motion and motion is carried.

Approval of Jail Assessment Vouchers – Per Mar - \$410.50

Motion made by Supervisor Caylor, seconded by Supervisor Woller to approve the Jail Assessment Voucher listed above. All Supervisors present voting aye, except 1 voting nay, and motion is carried.

REPORT OF MILEAGE AND PER DIEM

22 Supervisors will be paid mileage and per diem for attendance at the August 15, 2006 County Board Meeting per roll call. Motion made by Supervisor Simon, seconded by Supervisor Caylor to approve the report on mileage and per diem. Motion carried – all ayes.

Next regular meeting will be held at William Buedingen Training Room – in the Town of Bradley on Wednesday, September 20, 2006 at 6:00 p.m.

Motion made by Supervisor Krueger, seconded by Supervisor Lussow to adjourn the meeting at 7:35 p.m. Motion carried – all ayes.

STATE OF WISCONSIN)

) SS

COUNTY OF LINCOLN)

I, Robert D. Kunkel, County Clerk in and for said Lincoln County, Wisconsin do hereby certify that the within and foregoing is a true and correct copy of all proceedings by and before the Board of Supervisors at their regular meeting, August 15, 2006.

Robert D. Kunkel, Lincoln County Clerk