

**WAUPACA COUNTY BOARD OF SUPERVISORS  
ADJOURNED ANNUAL SESSION  
DECEMBER 17, 2002**

County Board Chair Brown called the meeting to order at 10:00 a.m. with 26 members present. Meeting held at Lakeview Manor, Weyauwega.

	<b>Supervisors entitled to seats:</b>
District 1:	Rose Mary Sasse
District 2:	Dennis Kussmann
District 3:	Dick Koeppen
District 4:	Donald L. Steenbock
District 5:	James Flink
District 6:	Lloyd Mares
District 7:	Howard Trudell
District 8:	Donald Aasen
District 9:	Donald J. Peterson
District 10:	Gene Sorensen
District 11:	Fred J. Rasmussen
District 12:	Robert H. Whitman
District 13:	Eunice Lawrence
District 14:	Donald E. Fabricius
District 15:	Kenneth Hurlbut
District 16:	John F. Penney
District 17:	David L. Johnson
District 18:	Patricia Craig
District 19:	Kay Hillskotter
District 20:	William Jonely
District 21:	Carl Kietzmann
District 22:	G. Robert Flease
District 23:	Dona Gabert
District 24:	Donn Allen
District 25:	Duane R. Brown
District 26:	James Loughrin
District 27:	Gary Barrington

Supr. Rasmussen was excused.

County Board Chair Brown made the opening statement that this meeting and all other meetings of this board are open to the public. Proper notice has been posted and given to the press, in accordance with Wisconsin Statutes so the citizenry may be aware of the time, place and agenda of this meeting.

Pledge of Allegiance was said by all followed by a moment of silence.

Supr. Whitman moved and Supr. Peterson seconded the motion to approve the agenda. Motion carried 26-0.

Supr. Craig moved and Supr. Flink seconded the motion to approve the minutes of the November 19, 2002 meeting, as corrected listing the Supervisors in the 13-13 tie vote for Teen Court. Motion carried 26-0.

**REPORT NO. 17 (2002-2003)**  
**Lakeview Manor 2001 Annual Report – Jeanne Zempel, Administrator**

Jeanne Zempel reviewed the 2001 annual report. Chairman Brown placed Report No. 17 on file in its entirety in the County Clerk's Office.

**REPORT NO. 18 (2002-2003)**  
**Veterans Service Office Annual Report**  
**Jon LiDonne, County Veterans Service Officer**

Jon LiDonne presented the Financial Report, Admissions, Training Sessions and other services provided for the year 2001 by the Veterans Service Office. Chairman Brown placed Report No. 18 on file in its entirety in the County Clerk's Office.

**AMEND GENERAL CODE OF ORDINANCES**  
**CHAPTER 3 – PERSONNEL POLICY & PROCEDURES**  
**CREATE SECTION Y – VOLUNTARY LAYOFF**

1. Voluntary layoffs shall only be granted in full or half day increments. Voluntary layoffs shall be limited to a maximum of two (2) days per pay period and an annual maximum of fifteen (15) days. A request for voluntary layoff may not be considered unless it has been submitted to the department head at least two weeks in advance of the projected layoff. Requests submitted with less than two weeks advance notice shall be considered at the sole discretion of the department head.
2. Eligibility for a voluntary layoff, which is to occur during the period January 1<sup>st</sup> through December 31<sup>st</sup>, commences when the employee has utilized all available compensatory time before the employee commences the layoff.
3. Approval of any voluntary layoff shall be at the sole discretion of the department head subject to the provisions of this policy. Department heads shall insure that an approved voluntary layoff will not result in overtime work for the employee upon return from layoff or overtime work for remaining staff during layoff.
4. County contributions toward the cost of health and life insurance, and dental coverage where applicable, continues during any period of voluntary layoff.
5. Accrual of vacation and sick leave benefits shall not be reduced by any absence resulting from a voluntary layoff approved pursuant to this policy.
6. Employees who are on a voluntary layoff shall be deemed "laid off" for unemployment compensation eligibility purposes. Questions related to potential unemployment compensation eligibility for partial weeks of unemployment should be directed to the State of Wisconsin, Division of Unemployment Insurance at 1-800-494-4944.

7. Probationary employees are not eligible for voluntary layoff until completion of probation.
8. Questions regarding this policy or its interpretation should be directed to the County Personnel Office.
9. Requests for voluntary layoff are to be submitted to the Personnel Department on the prescribed form. Submittal of form is prerequisite for approval.
10. This policy will be reviewed on an annual basis by the Finance and Personnel Committee at their December meeting.

Supr. Koeppen moved and Supr. Sorensen seconded the motion to adopt the amendment to Chapter 3 of the Waupaca County Code of Ordinances, Personnel Policy & Procedures – Voluntary Layoff. Motion carried 26-0. Passed this 17<sup>th</sup> day of December, 2002.

**AMEND GENERAL CODE OF ORDINANCES, CHAPTER 6,  
SECTION 6.06(A)(2), PRISONER BOARDING FEES &  
SECTION 6.10(C) – CIVIL PROCESS SERVICE MILEAGE RATE**

**6.06 PRISONER BOARDING FEES.**

The Sheriff shall be reimbursed for board for each prisoner in his custody, including Huber Law prisoners at the rate established from time to time by the County Board.

A. The Sheriff in accordance with Section 302.38(4) and 302.372(2)Wis. Stats., shall collect fees and medical/health care costs of prisoners under the following procedures:

1. Inmates and prisoners sentenced to the Jail shall be assessed an initial twenty-five (\$25.00) dollar booking fee and a daily fee of ten (\$10.00) dollars per day for each day of incarceration in the Waupaca County Jail.
2. Huber Law inmates shall be charged a rate of twenty (\$20.00) dollars per day while exercising Huber Law privileges.
3. Inmates and prisoners will be responsible for the costs of their medical and dental care, prescriptions and other person needs (such as eyeglasses) during incarceration.
4. The Sheriff or his designee shall require that all prisoners complete a financial disclosure form to be used to determine viability of pursuing reimbursement of costs.
5. The Sheriff or his designee shall deduct the costs incurred by the County from the prisoner's canteen account.
6. Within 12 months of release, the Sheriff and/or the Sheriff's designee shall assess the costs incurred by the prisoner and commence a civil action pursuant to Section 302.372(6), Wis. Stats.

B. All amendments to this ordinance shall be effective January 1, 2003 upon passage of the full County Board of Supervisors.

**6.10 CIVIL PROCESS SERVICE CHARGE AND MILEAGE RATE CHARGED OF CIVIL PROCESS SERVICE THROUGH THE WAUPACA COUNTY SHERIFF'S DEPARTMENT**

- A. Wisconsin Statutes 814.705(1) allows for a County Board to establish a higher fee for collection by the Sheriff.
- B. Waupaca County Board of Supervisors on October 29, 1996, Resolution No. 44 (1996) established the charge for process service to be \$30.00 per service and \$10.00 for each attempted service up to three (3) attempts.
- C. The mileage rate charged for all civil process services shall be at the same rate as set by County Board for all employees (IRS rate).
- D. Effective date and Severability:
  - 1. This Ordinance shall be enacted and in full force and effective immediately upon adoption by the County Board. Any and all ordinances in conflict with this ordinance are hereby repealed and superseded.  
Approved by the Waupaca County Law Enforcement Committee.

Supr. Flink moved and Supr. Whitman seconded the motion to adopt the amendments to Chapter 6, Section 6.06(A)(2) – Prisoner Boarding Fees and Section 6.10(C) – Civil Process Service Mileage Rate, of the Waupaca County Code of Ordinances. Motion carried 26-0. Passed this 17<sup>th</sup> day of December, 2002.

**OTHER COMMITTEE REPORTS**

Finance Director Jim Bernhagen reported on the WRS Unfunded Pension Liability. Jim Bernhagen was able to get a rate of 5% from Griffin, Kubik, Stephens & Thompson, Inc. Waupaca County would save approximately \$996,759 over the current method of paying the Wisconsin Retirement System at 6% interest per year with a State Trust Fund Loan. Jim Bernhagen will present a resolution to the County Board in January to refinance the unfunded pension liability.

**RESOLUTION NO. 39 (2002-2003)**

**Subject: Support For State And Federal Funding For Teen Court Programs**

WHEREAS, Wisconsin State Statute 938.34(2m) allows the use of a Teen Court program as a dispositional option for a juvenile adjudged delinquent; and

WHEREAS, the typical youth referred to Teen Court is 12 to 16 years old, committed a law violation for the first time, and generally charged with a nonviolent offense; and

WHEREAS, a juvenile may participate in a teen court program only if the juvenile admits or pleads no contest with the juvenile's parent, guardian or legal custodian present, to the allegations that the juvenile committed the delinquent act; and

WHEREAS, by agreeing to participate in Teen Court, a youth can avoid formal prosecution and possible adjudication; and

WHEREAS, young persons participating in the Teen Court program often receive a more meaningful sentence (community service, payment of restitution, writing of apology letters, teen court jury duty) compared to what they may have received in the regular juvenile court process; and

WHEREAS, Teen Court is widely heralded as an effective alternative for young offenders, often having lower recidivism rates than juvenile participating in the traditional juvenile court system; and

WHEREAS, just as an association with deviant or delinquent peers is commonly associated with the onset of delinquent behavior, and the use of peer pressure from pro-social peers in Teen Court propel youth towards law-abiding behavior; and

WHEREAS, Teen Courts have a lower administrative costs than traditional juvenile courts through the use of volunteers, which also promotes volunteerism among youth and adults; and

WHEREAS, because most Teen Courts use community services as a sanction, teen courts may also enhance community-court relationships; and

WHEREAS, there are now 32 Teen Courts operating in Wisconsin; and

WHEREAS, funding sources for Teen Courts in Wisconsin vary widely (county funding, grants, UW-Extension); and

WHEREAS, Teen Courts are a proven effective crime prevention program; and

WHEREAS, dollars put into Teen Court now are dollars saved in treatment and corrections; and

WHEREAS, many Teen Courts operating in Wisconsin are in jeopardy due to lack of state and/or federal funding mechanism.

NOW, THEREFORE, BE IT RESOLVED that the Waupaca County Board of Supervisors goes on record supporting the creation of a state and/or federal funding source for Teen Courts across Wisconsin; and

BE IS FURTHER RESOLVED that a copy of this resolution be sent to our Federal and State Representatives, Wisconsin Teen Court Association, the Wisconsin Counties Association and to all County Clerks.

**RECOMMENDED FOR INTRODUCTION BY THE WAUPACA COUNTY LEGISLATIVE AND JUDICIAL COMMITTEE:** /s/ Dennis Kussmann, Donn L. Allen, Fred Rasmussen, Howard Trudell

ATTEST:  
/s/ Mary A. Robbins, County Clerk

APPROVED AS TO FORM:  
/s/ Jeffrey J. Siewert, Corporation Counsel

Supr. Kussmann moved and Supr. Barrington seconded the motion to adopt Resolution No. 39 (2002-2003). Motion carried 26-0. Passed this 19<sup>th</sup> day of December, 2002.

### DESIGNATE 2003 OFFICIAL NEWSPAPER

The Iola Herald is designated as the official 2003 county newspaper.

### PETITION – Westerly Pines, Town of Lind

Highway Commissioner Dean Steingraber reported on the petition. The Highway Department did receive the bid on the road project and completed the roadway. The road will be paved next year. Corporation Counsel Jeff Siewert will contact the Town of Lind and request that since the matter has been taken care of, the petition should be withdrawn or we would dismiss it.

### APPOINTMENTS

Supr. Mares moved and Supr. Sasse seconded the motion to appoint Supr. Kay Hillskotter and Deborah Hoffmann to the O.W.L.S. Board for a 3 year term. Motion carried 25-1, with Supr. Penney voting nay.

### ANNOUNCEMENTS AND CORRESPONDENCE

Waupaca County Economic Development Corporation Report for November is placed on file in the Clerk's Office and made part of the minutes.

TO: County Board Supervisors  
FROM: Mary A. Robbins, County Clerk/Administrative Coordinator  
DATE: December 11, 2002  
RE: Mileage Rate

IRS Mileage Rate 2003

Waupaca County Code of Ordinances, Ch. 2, Rule 12.3. Mileage reimbursement for out of county meetings and other authorized out of county functions **shall be set at the same rate as the Internal Revenue Service Rate for mileage reimbursement** for the driver only. This mileage rate shall be set for all county employees who travel in and outside the county for authorized county business for the driver only.

The IRS Mileage Rate for 2003 has been set at 36 cents per mile, that will be a decrease of .5 cents per mile.

November 15, 2002

Jeffrey J. Siewert, Administrator  
Waupaca County Child Support Agency

811 Harding Street  
Waupaca, WI 45981

Dear Mr. Siewert:

Congratulations to Waupaca County Child Support Agency for your Child Support Program Performance. Please accept this *Certificate of Excellence for 2002*.

This award is being presented to child support agencies that demonstrated excellence in the areas of Paternity Establishment, Arrears Collection Rate, Court Order Establishment and Percentage-Expressed Order (PEO) Conversion, based on the meeting or exceeding following criteria:

<i>Paternity Rate</i>	90%
<i>Arrears Collection Rate</i>	80%
<i>Court Order Rate</i>	80%
<i>PEO Conversion</i>	98%

*Certificates of Excellence* are served for the 15 child support agencies who qualify in all four categories of excellence.

On behalf of Wisconsin's children and myself, thank you for a job well done!

Sincerely,  
/s/ Ron Hunt, Deputy Administrator

Supr. Allen moved and Supr. Peterson seconded the motion to adjourn. Motion carried 26-0. Chairman Brown declared the meeting adjourned at 10:45 a.m.