

**WAUPACA COUNTY BOARD OF SUPERVISORS  
ADJOURNED ORGANIZATIONAL SESSION  
June 19, 2007**

County Board members attended the annual County Board Tour. The Board toured Stoker Pro Heating Services, Waupaca County Industries, and potential Highway maintenance shop sites and heard from Waupaca County Leadership participants.

Chair Koeppen called the meeting to order at 1:30 p.m. with 25 members present.

Present: Suprs. Aasen, Allen, Barrington, Boyer, Brown, Craig, Fleese, Flink, Gabert, Hillskotter, Hurlbut, Johnson, Jonely, Koeppen, Kussmann, Loughrin, Mares, G. Murphy, Penney, Peterson, Sorensen, Sperl, Steenbock, Trambauer, Whitman. Suprs. Sasse and T. Murphy were excused.

Chair Koeppen made the open meeting 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.

A moment of silent meditation was observed followed by the Pledge of Allegiance.

Supr. G. Murphy moved and Supr. Sperl seconded the motion to approve the agenda. Motion carried 25-0.

Supr. Flink moved and Supr. Hurlbut seconded the motion to approve the minutes of the previous meeting. Motion carried 25-0.

**AMENDMENT TO CHAPTER NO. 34  
Town of Caledonia, A-G to C-G  
2007-498, Z-2-07**

Parcel #02-25-72-10, Z-2-07, Whispering Winds of Caledonia Inc. (Petit Farms Family Limited Partnership – owner), in Sec. 25, Town of Caledonia for a Zoning Map Amendment from an A-G (General Agriculture) zone to a C-G (General Commercial) zone for a controlled commercial development for future growth.

**An amendment to amend the Waupaca County Zoning Ordinance by changing the zoning classification of certain specified lands located on Lot #10 of Whispering Winds East in Sec. 25, Town of Caledonia, lying at the intersection of Highway “96” and Highway “45”, Fire Number E-9657, Waupaca County, Wisconsin, on approximately 40.15 acres.**

Subject matter of this ordinance having been duly referred to and considered by the Waupaca County Planning and Zoning Committee and public hearing having been held after the giving of requisite notice of said hearing and a recommendation thereon reported to the Board of

Supervisors, Waupaca County, Wisconsin as required by Section 59.97 of the Wisconsin Statutes, said Board does ordain as follows:

- Section 1. The Zoning Map entitled Caledonia Township, Waupaca County is hereby amended by changing the zoning classification of the area shown on the attached map, which is made a part of the ordinance from an A-G (General Agriculture) zone to a C-G (General Commercial) zone.
- Section 2. This ordinance shall be in full force and effect in the Town of Caledonia upon filing with the County Clerk of Waupaca County a certified copy of a resolution of the Town Board of Supervisors of said town approving said ordinance or 40 days after the adoption of the ordinance by County Board, unless a certified copy of a resolution disapproving the amendment is filed within ten (10) days with the County Clerk within that time.
- Section 3. All ordinances or parts of ordinances inconsistent with or in contravention of provisions of this ordinance are hereby repealed.

I, Mary A. Robbins, Waupaca County Clerk  
do hereby certify that the above Zoning  
Amendment was adopted on June 19, 2007.  
/s/ Mary A. Robbins, Waupaca County Clerk

Supr. Kussmann moved and Supr. Brown seconded the motion to adopt the amendment to Chapter 34 of the Waupaca County Code of Ordinances. Motion carried 25-0. Pass the 19<sup>th</sup> day of June, 2007.

**AMEND CHAPTER 3 WAUACA COUNTY CODE OF ORDINANCES  
SECTION 5 – RECRUITMENT AND SELECTION**

**I. RESIDENCY.** The County does require county residency as a condition of employment for employees of the Sheriff's Department, the Office of Emergency Government and the Highway Department (excluding office and engineering staff). Employees not listed above are exempted from the residency requirement.

**REPLACE WITH**

**I. RESIDENCY.** Waupaca County has the following residency requirements for employees of the Emergency Management, Highway and Sheriff's Departments. Office support staff of these departments and all other employees of Waupaca County are exempt from the residency requirement:

- 1. Employees in positions requiring an assigned county owned vehicle which they take to their residence are required to reside within the physical boundaries of Waupaca County.

2. Employees of the departments listed above which do not require an assigned take home vehicle must reside within a radius of 22.8 miles of the center of Waupaca County. (Maps are available for reference).

All employees of Waupaca County are expected to maintain a current address of their residence on file with the Personnel Department.

Supr. Johnson moved and Supr. Jonely seconded the motion to amend Chapter 3 of the Waupaca County Code of Ordinances. Supr. G. Murphy moved and Supr. Kussmann seconded the motion to table this matter. Motion carried 16-9 with Suprs. Koeppen, Aasen, Hurlbut, Penney, Hillskotter, Jonely, Flease, Gabert and Barrington voting no. Passed the 19<sup>th</sup> day of June, 2007.

### **AMEND CHAPTER 3, SECTION 11 – COMPUTER USE POLICY WAUPACA COUNTY CODE OF ORDINANCES**

#### **POLICY ON COMPUTER USE AND INFORMATION SYSTEMS.**

This policy governs the use of Waupaca County's computers and information systems (hereinafter referred to as "computer network") by its employees. Waupaca County encourages staff to use information technology to its fullest potential in order to provide services of the highest quality to Waupaca County residents or customers, to discover new ways to use computer resources, to enhance services, and to promote staff development.

The guidelines and prohibitions established in this policy are meant to protect Waupaca County's computer equipment, software and data from damage caused by the unauthorized use of the Waupaca County computer network by Waupaca County employees or unauthorized access by third parties to the network. This policy is also intended to protect Waupaca County employees from harm that may result from the improper use of Waupaca County's computer network by other Waupaca County employees or unauthorized third parties.

In accordance with this policy, the Information Systems Department shall be responsible for:

- Administering and maintaining the various servers and workstations at Waupaca County that are acquired through Information System's budget;
- Establishing standards for the organization of data on Waupaca County's shared networks and local hard drives of Waupaca County users in order to facilitate network administration and upgrades;
- Establishing disaster back-up procedures for storing Waupaca County data from the Waupaca County network and servers;
- Installing anti-virus software on servers and workstations, and a "fire-wall" between county servers and Internet connections;
- Providing each authorized user on the Waupaca County network with a user identification (User ID) and providing access for each user to resources available on the network;
- Procuring new hardware and software to meet Waupaca County's current and future network needs; and

- Monitoring and maintaining a record of all communications, software applications on the Waupaca County computer network and Internet use in order to assess the productivity and to identify any abuses.

**Any use of Waupaca County's computer network by an employee constitutes a waiver of any right to privacy concerning such use, including any personal communications using Waupaca County resources. Waupaca County reserves the right and may exercise the right to review, audit, intercept and disclose all communications on the Waupaca County network at any time without prior notice to employees.**

In furtherance of this policy, Waupaca County establishes the following guidelines:

**A. SOFTWARE.** Waupaca County has the exclusive right to install all software used on Waupaca County's computer network. **The installation of any software on Waupaca County's computer network and workstations during work time or personal time without the express approval of the employee's Department Head and the Information Systems department is prohibited.** Waupaca County will remove all unauthorized software from its servers or workstations. Waupaca County will monitor software use by Waupaca County employees for licensing purposes and to protect against viruses and other unauthorized use of Waupaca County's servers or workstations by third parties, this includes pictures from home or digital cameras, screensavers, or anything else not created on a county personal computer.

**B. HARDWARE.** Waupaca County reserves the right to restrict or approve the purchasing of hardware based on the current needs of the County.

At this time, the current hardware is under moratorium:

#### **Local Printers**

All new or replacement local printer purchases must be approved by the Information Systems Committee. If you believe you have the need for a local printer, the Waupaca County Information Systems Committee will review your request. Please contact the Information Systems HelpDesk and have an item added to the Information Systems agenda for approval.

**C. DATA.** All data, whether on a server or on a workstation, is the property of Waupaca County. It is against Waupaca County policy for a Waupaca County employee to purposefully delete or modify the work product of another Waupaca County employee without the consent of the employee that created the work product, or that employee's supervisor. For the purposes of this policy, work product means any compilation of data, analyses, reports or correspondence selected, coordinated, or arranged by an employee.

Much of the data in Waupaca County's computer network is confidential. The release of such Waupaca County data to third parties shall be governed by applicable law and policies adopted by Waupaca County concerning the release of county data.

**D. SECURITY.** The Information Systems department will provide each employee with a unique user identification (UserID) to gain access to the Waupaca County computer network.

Authorized users of the Waupaca County network will also be required to enter a password to gain access to their individual and shared areas on the network servers and other information resources located on the network.

Waupaca County employees will be responsible for maintaining the confidentiality of their User ID's and passwords. Waupaca County employees are required to change their passwords every three months. Waupaca County employees shall notify the Information Systems Department if they believe that unauthorized users have obtained User ID or password information to gain access to their user area or Waupaca County's network.

If Information Systems believes that the security system of the Waupaca County computer network has been compromised by an unauthorized user, Information Systems shall take appropriate action to disable the User ID and passwords of users, workstations or other access points to the system that may be involved. The Information Systems Department shall revoke an employee's User ID access to the Waupaca County computer network upon termination of employment at Waupaca County or at any time based on information indicating the employee has engaged in conduct that could disrupt, interfere or expose the network to damage or to unauthorized use. It is the responsibility of the supervisor of a terminated employee to notify Information Systems to revoke the terminated employee's password.

**E. PREVENTION OF COMPUTER VIRUSES.** Computer viruses and other debilitating programs present a major threat to the integrity of Waupaca County's information systems. Viruses are programs that infiltrate a computing environment and disrupt or damage computers, networks, program applications and data. To prevent such problems from occurring on Waupaca County's computer network, authorized persons will install anti-virus software on servers and workstations. Servers and workstations will be scanned for viruses on a regular basis.

All external media will be presumed to have viruses. Therefore all media has to be scanned by the county's antivirus software before being accessed by a user. Waupaca County authorized users will not be permitted to disable the virus scan software.

**F. MONITORING COMMUNICATIONS AND SOFTWARE USE.** All communications and data on the Waupaca County computer network may be public records subject to disclosure under the state open records law, with certain exceptions. All communications on and uses of Waupaca County's network or applications of any licensed software program installed in a workstation or server during work or personal time may be monitored from time to time by the Information Systems department. Waupaca County employees should be aware that any such communications and other uses of the network are not private and that Waupaca County reserves the right and may exercise the right to review, audit, intercept and disclose all messages on the Waupaca County network at any time with or without prior notice to the employee.

**G. DATA STORAGE.** Information Systems shall be responsible for organizing all data on the Waupaca County computer network in a manner that will allow users to readily access files and other information on the network. Information Systems shall further establish procedures or

protocols governing the deletion and retention of all data on the network, including the development record retention schedules.

Every effort is made to provide all Users with the disk space they require. However, the total amount of disk space will always be limited. Therefore, the following quotas have been setup by the Information Systems Department:

- User directory 100 MB
- Department directory 1.5 GB
- Email mailbox 150 MB
- Collaborative sharing 1.5 GB

Please use the tools available to remove historical data and multimedia from the network in a timely fashion. This will greatly reduce the amount of space used on the file servers.

If additional space is necessary, please submit your request to the HelpDesk. Your request will be presented to the Information Systems Committee for final approval. Information Systems reserves the right to adjust the disk quotas as dictated by demand.

While the Information Systems Department will be responsible for disaster recovery and back up of all data on Waupaca County servers, computer users are responsible for protecting data or information maintained locally at their workstations, including backing up data on individual workstations to ensure that data saved on individual workstations conforms to established record retention schedules and that such data is available to authorized users during the appropriate retention periods.

**H. EMAIL.** With the passing of the Telecommunications Act, February 1996, it is unlawful to use a telecommunications device (e-mail) without disclosing one's identity. It is also unlawful to use e-mail to annoy, abuse, threaten, or harass any person. This law also addresses the unauthorized use of office communications and provides protection to the employer.

The content and maintenance of Waupaca County's electronic mail and shared file storage areas are the user's responsibility. Employees are expected to **communicate in a professional manner** that will reflect positively on them and Waupaca County. Misuse may result in discipline.

Like all other communications on the Waupaca County computer network, Waupaca County employees should be aware that electronic mail messages sent within the Waupaca County network or on the Internet using Waupaca County's computer equipment are not private communications and that all E-mail messages are the property of Waupaca County. Waupaca County Department Heads and Information Systems Department reserves the right to access, review and disclose all E-mail messages. Waupaca County staff should regard all E-mail messages as non-private communications that may be viewed by others. Employees using E-mail should delete unwanted messages or files immediately in order to preserve disk storage space. Alternatively, users should print any E-mail messages the user wants to save. Each mailbox has a maximum space usage of 150 MB.

**I. INTERNET ACCESS.** The Internet provides access to a wide variety of information of resources that can assist Waupaca County employees in the performance of their jobs. Waupaca County is concerned, however, that the availability of this resource on the Waupaca County computer network may have an adverse impact on employee productivity. Waupaca County will monitor Internet usage at workstations and remote sites and maintain a record of employee time on Internet and sites accessed to determine the benefits and potential productivity problems related to Internet use.

Many of the services available on the Internet are provided on a fee basis or free of charge. Each system has its own rules and limitations. Waupaca County employees have an obligation to be aware of computer security, economic and privacy concerns associated with the use of various systems on the Internet, and to guard against computer viruses and incurring costs while conducting research or communications on the Internet. At no time, however, shall an employee knowingly incur charges for Internet usage without the express consent of their immediate supervisor. Downloading any type of file or program (i.e. screensavers, background pictures, audio, Internet optimizers, yahoo messenger, etc.) is strictly prohibited. Information Systems reserves the right to check personal computers for any downloading activity. Downloading media may result in disciplinary actions.

**J. PERSONAL USE OF NETWORK AND COMPUTERS.** County resources (hardware, software, personnel, supplies, data, facilities, etc.) are intended for authorized business use only. Any individual who copies proprietary software or County data for personal use or unauthorized installation onto other personal computers or who uses resources for other than authorized business will be subject to disciplinary action.

Personal use of the Internet and E-mail services are permitted upon authorization from the user's Department Head/Supervisor. Personal use will be permitted during personal time provided that the accessed sites are at no cost to Waupaca County and as long as the employee agrees that any messages received or sent may be subject to review by Waupaca County. Refer to the email and internet access sections for guidelines concerning prohibited activity.

Information Systems will not use County resources to make personal use of technology available. This includes staff time.

The use of Waupaca County computer resources constitutes a waiver of any right to privacy concerning such use, including any personal communications using the Waupaca County resources. (If the user wishes confidentiality, he or she must use privately owned equipment and private access to such information services.)

**K. PROHIBITED ACTIVITIES.** Waupaca County employees are responsible for preserving the integrity of Waupaca County's computer network and computer systems and agree not to interfere with or disrupt Waupaca County's computer network, other network users, services, programs, software, or equipment.

Interference or disruption with the Waupaca County network, other network users, services, software or equipment may include, but are not limited to the following:

- the use of the Waupaca County system and/or networks to gain unauthorized access to remote systems;
- use of the Waupaca County system to copy unauthorized system files or copyrighted material, such as third-party software;
- intentional attempts to "crash" the Waupaca County network systems or program;
- attempting to secure unauthorized higher level privileges on the networked systems;
- the willful or negligent introduction of computer viruses or destructive programs that could adversely affect the Waupaca County network;
- sharing User ID's and password information with any other person. If a Waupaca County employee **does** share his or her User ID and password with another person, the employee shall be solely responsible for the actions that other person has appropriated;
- deleting, examining, or modifying files or work product belonging to other users without their prior consent; or
- using the network or any of its authorized software for personal gain or solicitation, to harass or threaten others; to send junk mail or "for-profit" messages.

It is also against Waupaca County policy for an employee to engage in the following conduct on the Waupaca County network:

- to use the network for unlawful activities;
- to use abusive or obscene language in any messages transmitted on the network, including any internal or external E-mail messages and Internet communications;
- to engage in behavior on the network that is proscribed under the Waupaca County Employee Handbook, including but not limited to harassment; or
- to engage in any other conduct that could cause congestion and disruption of Waupaca County's networks and systems.

**L. COMPLIANCE WITH LAWS.** Waupaca County employees will be responsible for respecting and adhering to local, state and federal laws in conducting their work on Waupaca County's computer networks. Any attempt to break those laws through the use of the network may result in litigation against the offender by the proper authorities. If such an event should occur, Waupaca County will fully cooperate with the appropriate authorities to provide any information necessary to assist the relevant law enforcement authorities during the investigation process.

Supr. Craig moved and Supr. Aasen seconded the motion to adopt the amendments to Chapter 3, Section 11 of the Waupaca County Code of Ordinances. Motion carried 25-0. Passed the 19<sup>th</sup> day of June, 2007.

### **RESOLUTION NO. 8 (2007-2008)**

**SUBJECT:** Phosphorus Usage

**WHEREAS**, it is vital for the State of Wisconsin to protect the quality of its groundwater and surface water, including all of its lakes, rivers, streams, and the Great Lakes; and



**WHEREAS**, the application of commercial fertilizer on parks, residential properties and other non-agricultural areas causes excess phosphorus runoff into Wisconsin's lakes, rivers and streams; and

**WHEREAS**, runoff from a lawn can carry up to eight times more phosphorus than runoff from a similarly-sized wooded area; and

**WHEREAS**, a single pound of phosphorus in runoff can cause up to 500 pounds of algae growth, and the accelerated growth of weeds and algae causes a deterioration in water quality; and

**WHEREAS**, elimination of phosphorus from lawn fertilizer will reduce the presence of algae in Wisconsin's waters and help to improve water quality; and

**WHEREAS**, reliance on local ordinances to ban the sale and use of lawn fertilizers that contain phosphorus will be ineffective in addressing this matter of statewide concern because landowners can purchase and import products from outside of the municipality;

**NOW, THEREFORE, LET IT BE RESOLVED** that the Waupaca County Board of Supervisors requests its legislative delegation to support LRBs 1926/1 and 2674/1, the implementation of a statewide ban on the sale and use of phosphorus lawn fertilizer.

**BE IT FURTHER RESOLVED** that the County Clerk shall provide a copy of this resolution to legislators representing Waupaca County, the Wisconsin Counties Association and other Wisconsin counties through their respective county clerks.

**RECOMMENDED FOR INTRODUCTION BY WAUPACA COUNTY LAND AND WATER CONSERVATION COMMITTEE:** /s/ Donald Peterson, James W. Boyer, Ardyce Eisentraut, Donald Steenbock

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

APPROVED AS TO FORM  
/s/ Jeffrey Siewert, Corporation Counsel

Supr. Sperl moved and Supr. Steenbock seconded the motion to adopt Resolution No. 8 (2007-2008). Motion carried 25-0. Passed the 19<sup>th</sup> day of June, 2007.

#### **RESOLUTION NO. 9 (2007-2008)**

**RESOLVED**, that from the 1<sup>st</sup> day of January, 2007, the building and other property belonging to the Waupaca County be insured in the Local Government Property Insurance Fund, under Chapter 605, Wis. Stats., and amendments thereto.

**RECOMMENDED FOR INTRODUCTION BY WAUPACA COUNTY FINANCE & PERSONNEL COMMITTEE:** /s/ James Loughrin, Gary Barrington, John F. Penney, Kay Hillskotter, Duane R. Brown, Patricia Craig

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

APPROVED AS TO FORM  
/s/ Jeffrey Siewert, Corporation Counsel

Supr. Brown moved and Supr. Barrington seconded the motion to adopt Resolution No. 9 (2007-2008). Motion carried 25-0. Passed the 19<sup>th</sup> day of June, 2007.

**RESOLUTION NO. 10 (2007-2008)**

**SUBJECT:** TeleCommunicator new position for the Waupaca County Sheriff's Department.

**WHEREAS**, a new position is requested to staff the E911/Dispatch due to the added responsibility of taking on the City of Waupaca; and

**WHEREAS**, it is has been determined by the Law Enforcement and Finance & Personnel Committees to approve the request;

**NOW, THEREFORE, LET IT BE RESOLVED** that the Waupaca County Board of Supervisors does hereby approve adding a TeleCommunicator new position for the Sheriff's Department effective July 1, 2007.

**RECOMMENDED FOR INTRODUCTION BY WAUPACA COUNTY LAW ENFORCEMENT AND FINANCE & PERSONNEL COMMITTEE:** /s/ William Jonely, Don Aasen, Robert Whitman, David Johnson, James Loughrin, Gary Barrington, John F. Penney, Kay Hillskotter, Duane R. Brown, Patricia Craig, Dick Koeppen

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

APPROVED AS TO FORM  
/s/ Jeffrey Siewert, Corporation Counsel

Supr. Whitman moved and Supr. Trambauer seconded the motion to adopt Resolution No. 10 (2007-2008). Motion carried 25-0. Passed the 19<sup>th</sup> day of June, 2007.

**RESOLUTION NO. 11 (2007-2008)**

**TO THE HONORABLE WAUPACA COUNTY BOARD OF SUPERVISORS**

The Waupaca County Land and Water Conservation Committee has reviewed the Farmland Preservation Agreement application of:

Stellrecht Veal Farm, Inc.  
E9061 Sievers Road  
Clintonville, WI 54929  
Section 14, Township of Larrabee  
74 Acres

**THEREFORE**, as required by Farmland Preservation Law, Chapter 71.09(11) and Chapter 91.13(4) Wis. Statutes, we are presenting the application to this Board with our recommendation that it be approved.

**RESPECTFULLY SUBMITTED BY WAUPACA COUNTY LAND AND WATER CONSERVATION COMMITTEE:** /s/ Donald Peterson, James W. Boyer, Ardyce Eisentraut, Donald Steenbock

Supr. Steenbock moved and Supr. Peterson seconded the motion to adopt Resolution No. 11 (2007-2008). Motion carried 25-0. Passed the 19<sup>th</sup> day of June, 2007.

**RESOLUTION NO. 12 (2007-2008)**

**TO THE HONORABLE WAUPACA COUNTY BOARD OF SUPERVISORS**

The Waupaca County Land and Water Conservation Committee has reviewed the Farmland Preservation Agreement application of:

Peter and Mary Kirchner  
N10251 Kirchner Road  
Clintonville, WI 54929  
Sections 26, 27 & 28, Township of Larrabee  
198.19 Acres

**THEREFORE**, as required by Farmland Preservation Law, Chapter 71.09(11) and Chapter 91.13(4) Wis. Statutes, we are presenting the application to this Board with our recommendation that it be approved.

**RESPECTFULLY SUBMITTED BY WAUPACA COUNTY LAND AND WATER CONSERVATION COMMITTEE:** /s/ Donald Peterson, James W. Boyer, Ardyce Eisentraut, Donald Steenbock

Supr. Peterson moved and Supr. Boyer seconded the motion to adopt Resolution No. 12 (2007-2008). Motion carried 25-0. Passed the 19<sup>th</sup> day of June, 2007.

**RESOLUTION NO. 13 (2007-2008)**

**TO THE HONORABLE WAUPACA COUNTY BOARD OF SUPERVISORS**

The Waupaca County Land and Water Conservation Committee has reviewed the Farmland Preservation Agreement application of:

Roy and Grace Kirchner  
140 North Main Street  
Clintonville, WI 54929  
Sections 27, Township of Larrabee  
40 Acres

**THEREFORE**, as required by Farmland Preservation Law, Chapter 71.09(11) and Chapter 91.13(4) Wis. Statutes, we are presenting the application to this Board with our recommendation that it be approved.

**RESPECTFULLY SUBMITTED BY WAUPACA COUNTY LAND AND WATER CONSERVATION COMMITTEE:** /s/ Donald Peterson, James W. Boyer, Ardyce Eisentraut, Donald Steenbock

Supr. Flink moved and Supr. Peterson seconded the motion to adopt Resolution No. 13 (2007-2008). Motion carried 25-0. Passed the 19<sup>th</sup> day of June, 2007.

#### **APPOINTMENTS**

Supr. G. Murphy moved and Supr. Trambauer seconded the motion to appoint Dr. Steven Goedderz to the Health and Human Services Board for a 3 year term. Motion carried 25-0. Passed the 19<sup>th</sup> day of June, 2007.

#### **ANNOUNCEMENTS AND CORRESPONDENCE**

Chair Koeppen placed the following correspondence for June on file in the County Clerk's Office: WCEDC Monthly Report and Department of Veterans Affairs Service Grant award for 2007.

Supr. Aasen moved and Supr. Kussmann seconded the motion to adjourn. Motion carried 27-0. Chair Koeppen declared the meeting adjourned at 2:15 p.m.

Respectfully Submitted,

Mary A. Robbins  
Waupaca County Clerk