

**WAUPACA COUNTY BOARD OF SUPERVISORS
ADJOURNED ORGANIZATIONAL SESSION
August 19, 2008**

Chair Koeppen called the meeting to order at 9:00 a.m. with 24 members present.

Present: Suprs. Aasen, Allen, Barrington, Boyer, Brown, Craig, Ellis, Flease, Flink, Handrich, Johnson, Jonely, Koeppen, Kussmann, Loughrin, Lloyd Mares, Martin Mares, Gerald Murphy, Terry Murphy, Penney, Peterson, Sorensen, Sperl, Trambauer. Supr. Hagen arrived at 9:15 a.m. Supr. Sasse was absent and Supr. Hillskotter was 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. Flink moved and Supr. L. Mares seconded the motion to approve the agenda as amended. Motion carried 24-0. Passed the 19th day of August, 2008.

Supr. Peterson moved and Supr. Brown seconded the motion to approve the minutes of the July 15, 2008 meeting. Motion carried 24-0. Passed the 19th day of August, 2008.

**UWEX QUARTERLY REPORT
Marilyn Herman, UWEX Family Living Educator**

Marilyn Herman reviewed the UWEX quarterly report and updated the County Board on upcoming programs. Supr. G. Murphy presented Mike Koles, UWEX CNRD Educator, with the Outstanding Achievement Award.

**MEDICATION COLLECTION
Roger Holman, Solid Waste/Parks & Rec.**

Roger Holman reminded the County Board of the upcoming Medication Collections in Waupaca County starting September 17.

**DEPARTMENT OF HEALTH & HUMAN SERVICES
2007 Annual Report
Dennis Dornfeld, Director**

Dennis Dornfeld reviewed the Health and Human Services 2007 Annual Report. The report will be filed in its entirety in the County Clerk's Office.

WCA FINANCE STEERING COMMITTEE & THE WISCONSIN WAY
Chair Dick Koeppen

Chair Koeppen reported that WCA is in great financial shape and are the County's legislative voice in Madison. Chair Koeppen also reported on The Wisconsin Way.

Chair Koeppen called for a short recess. Chair Koeppen called the meeting to order.

WAUPACA COUNTY CODE OF ORDINANCES
Amend Chapter 3, Section 11
Waupaca County Laptop Policy

M. Waupaca County Laptop Policy

I. Eligibility

For various reasons, including budgetary ones, it is not possible for Waupaca County to provide laptops to all employees who might benefit from them. However, the Information Systems Committee will hear of any request if a Department believes they might benefit from a laptop.

A. Lifecycle Replacements

Laptops identified for upgrading by the Waupaca County's lifecycle replacement plan will be replaced first.

B. Staff

Only full-time, permanent employees of Waupaca County are eligible for consideration for laptops. Efforts will be made to allocate laptops to users based upon job responsibilities and need as determined by the Department Head in consultation with I.S.

II. GENERAL GUIDELINES

The guidelines for distribution and use of laptops are:

A. Desktop Use

In general, users must choose either a laptop or a desktop. Staffs who are assigned laptops are required to keep them under their care and control at all times. Because of the need for specialized equipment or software, laptops may not be cost effective for some users. In these instances, user will continue to be assigned desktops.

B. Business Use Only

Because of license requirements, Waupaca County owned laptops may be used for County related activities only.

C. Software

To the extent possible, Waupaca County will install the same software on laptops as installed on Waupaca County desktops. Department specific software will be evaluated on a case-by-case basis, and may need departmental approval. Waupaca County Information Systems will only install supported software, and no unlicensed software will be installed under any condition.

D. Acceptable Use

The use of laptops, including off-campus use, is strictly regulated by the Waupaca County's Acceptable Use Policy, Guidelines, and Procedures.

III. POLICY RE: LOSS, THEFT OR DAMAGE

Users are expected to take precautions to ensure that laptops are not stolen, lost or damaged. If laptops are lost, stolen, or otherwise damaged such that they cannot be restored to normal working order, the employee may be responsible for the prorated cost of the laptop (first year, 100%, second year, 75%, third year, 50%, fourth year, 25%). In case of theft or loss, the user must file a report with the Waupaca County Sheriff's Office. They must also report the loss to their Department based on the department's policies for lost/stolen items. Users are encouraged to check their home insurance policies regarding coverage. Waupaca County will evaluate the circumstances of the theft or loss to determine if the required reimbursement should be waived.

In general, lost, stolen, or damaged laptops will be replaced after consultation between IS and the employee's Department Head. These computers will subsequently be upgraded according to the County's lifecycle refresh plan for desktops. At that time, users may be eligible for consideration for a laptop.

IV. VIRUS, HACKING AND SECURITY PROTECTION

To ensure that virus protection and other security patches are current, laptops must be docked and connected to the Waupaca County's network over night at least once every two weeks. Users who are off-campus for more than two weeks must contact the Help Desk before reconnecting their laptops to the County network. In the case of a significant security alert, users may be contact by email and/or voicemail, to bring in their laptops to the help desk to ensure proper security is enabled on the laptop.

V. SUPPORT

Waupaca County Information Systems support of County owned laptops will be equivalent to that provided for County owned desktop computers. Direct support will only be provided while laptops are on site, and laptops requiring support must be on the network or dropped off to the Information Systems Department.

Because laptops provided by Waupaca County are for related work, no personal software may be installed.

Effective upon approval by County Board and publication.

Supr. Craig moved and Supr. Sorensen seconded the motion to amend Chapter 3, Section 11, M Waupaca County Laptop Policy, of the Waupaca County Code of Ordinances. Motion carried 25-0. Passed the 19th day of August, 2008.

AMENDMENT TO CHAPTER NO. 34 Town of Fremont, A-G to C-G 2008-507, Z-4-08

Parcel #06-30-34-11, Z-4-08, Outagamie Coop Services, Inc., in Sec. 30, Town of Fremont for a Zoning Map Amendment from an A-G (General Agriculture) zone to a C-G (General Commercial) zone to make the entire parcel into one common zoning district for future building expansion and development.

An amendment to amend the Waupaca County Zoning Ordinance by changing the zoning classification of certain specified lands located in part of SE ¼ of the SW 1/4 of Sec. 30, Town of Fremont, lying along Highway “96-110”, Fire Number E-7487, Waupaca County, Wisconsin, on approximately 6.37 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 Fremont Township, Detail Map B-24, 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 Fremont 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 August 19, 2008.
/s/ Mary A. Robbins, Waupaca County Clerk

Supr. Jonely moved and Supr. T. Murphy seconded the motion to adopt the amendment to Chapter 34 of the Waupaca County Code of Ordinances. Motion carried 25-0. Passed the 19th day of August, 2008.

**AMENDMENT TO CHAPTER NO. 34
Town of Little Wolf, A-G to C-G
2008-508, Z-5-08**

Parcel #13-10-32-2, Z-5-08, Manawa Coop, in Sec. 10, Town of Little Wolf for a Zoning Map Amendment from an A-G (General Agriculture) zone to a C-G (General Commercial) zone for an auto service station for oil changes and tires.

An amendment to amend the Waupaca County Zoning Ordinance by changing the zoning classification of certain specified lands located in part of NW ¼ of the SW 1/4 of Sec. 10, Town of Little Wolf, lying along Highway “22-110”, Fire Number N-6604, Waupaca County, Wisconsin, on approximately 1.33 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 Little Wolf 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 Little Wolf 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 August 19, 2008.
/s/ Mary A. Robbins, Waupaca County Clerk

Supr. Kussmann moved and Supr. Flink seconded the motion to adopt the amendment to Chapter 34 of the Waupaca County Code of Ordinances. Motion carried 25-0. Passed the 19th day of August, 2008.

AMENDMENT TO CHAPTER NO. 34
Town of Farmington, A-G to C-G
2008-509, Z-6-08

Part of Parcel #05-28-53-19, Z-6-08, David S. Mesunas, in Sec. 28, Town of Farmington for a Zoning Map Amendment from an A-G (General Agriculture) zone to a C-G (General Commercial) zone for retail type uses.

An amendment to amend the Waupaca County Zoning Ordinance by changing the zoning classification of certain specified lands located in part of SW ¼ of the NW 1/4 of Sec. 28, Town of Farmington, lying at the intersection of Highway “54” and County Highway “Q”, Waupaca County, Wisconsin, on approximately 5.161 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 Farmington 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 Farmington 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 August 19, 2008.
/s/ Mary A. Robbins, Waupaca County Clerk

Supr. Handrich moved and Supr. Ellis seconded the motion to adopt the amendment to Chapter 34 of the Waupaca County Code of Ordinances. Motion carried 25-0. Passed the 19th day of August, 2008.

DENIAL OF ZONING AMENDMENT
Town of St. Lawrence
ZA-4-08

The Waupaca County Zoning Committee, having considered the petition No. ZA-4-08 on the 31st day of July, 2008 by **Frank L. & Susan M. Wollenberg** from an A-G (General Agriculture) zone to an M-G (General Manufacturing) zone to recondition outdoor wood stoves.

The following described lands: Located in part of the NE ¼ of the NE ¼ of Sec. 23, Town of St. Lawrence, lying along Rich Lake Road, Fire Number N-6053, Waupaca County, Wisconsin. Approximately 1 acre.

Having held public hearings thereon, pursuant to Section 59.97(5)(e) Wisconsin Statutes, notice thereof having been given as provided by law, and being duly informed of the facts pertinent to the changes proposed, and duly advised of the wishes of the people in the area affected, hereby recommends as follows:

Based on the facts and evidence presented, the Committee's decision was to **DENY** the Petition for Zoning Map Amendment, but to **GRANT** a Conditional Use Permit with the following conditions:

- There shall be no more than five (5) wood stoves outside at any one time, not including the property owner's.
- There shall be **NO OUTSIDE STORAGE** of any salvage materials.

Dated this 31st day of July, 2008.
Waupaca County Zoning Committee
By: /s/ John F. Penney, Chairman

Supr. G. Murphy moved and Supr. Sorensen seconded the motion to approve the Denial to Zoning Amendment ZA-4-08. Motion carried 25-0. Passed the 19th day of August, 2008.

RESOLUTION NO. 6 (2008-2009)

**RECOGNIZING SEPTEMBER 10 - OCTOBER 10 AS
VOTER REGISTRATION MONTH IN WAUPACA COUNTY**

WHEREAS, the right of American citizens to vote is ensured by the United States and Wisconsin Constitutions, and registering empowers us to vote on Election Day, upholding the basis of democracy with one voice, one vote; and

WHEREAS the Help American Vote Act of 2002 (HAVA) requires that everyone register prior to voting, and while most Waupaca County citizens are currently registered to vote, an additional 13,010 people are eligible to vote but have not yet registered; and

WHEREAS, if already registered and there have been no changes to voter information, no further registration is required, but if registered voters move or have a name change a new application must be filled out; and

WHEREAS, because of the large number of expected voters at the November 4, 2008 election, with people casting their votes for President, members of Congress, state legislators, and county officials, registration lines at the polls could be long, but if voters are registered by October 10th, names will appear on the poll list, making the voter process faster and more efficient;

NOW, THEREFORE, BE IT RESOLVED, that the Waupaca County Board of Supervisors hereby recognizes September 10, 2008 through October 10, 2008 as

VOTER REGISTRATION MONTH IN WAUPACA COUNTY

and urges all eligible Waupaca County citizens to register to vote with their municipal clerk or County Clerk during that time, and then exercise their right to vote at the November 4th General Election.

A copy of the entire resolution is on file in the County Clerk's Office.

RECOMMENDED FOR INTRODUCTION BY THE LEGISLATIVE & JUDICIAL COMMITTEE: /s/ Dennis A. Kussmann, James W. Boyer, Donn L. Allen, Terry Murphy

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

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

Supr. Kussmann moved and Supr. Flink seconded the motion to adopt Resolution No. 6 (2008-2009). Motion carried 25-0. Passed the 19th day of August, 2008.

RESOLUTION NO. 7 (2008-2009)

SUBJECT: Resolution authorizing acceptance of donations to the Waupaca County Health and Human Services Board.

WHEREAS, each year the Waupaca County Health and Human Services Department receives donations and gifts to be used in their programs and services; and

WHEREAS, Section 59.01 Wisconsin Statutes provides that the power of the County as a body Corporate can only be exercised by the board or in pursuance of a resolution adopted or ordinance enacted by the board; and

WHEREAS, Section 59.52(19) Wisconsin Statutes authorizes the County Board to "...accept donations, and gifts for any public governmental purpose within their powers of the county".

NOW, THEREFORE, LET IT BE RESOLVED that the Waupaca County Board of Supervisors does hereby accept the donations received by the Waupaca County Health and Human Services Department annually and presented to the County Board for approval in January for the preceding year (the donations are outlined in the attached donations received list) for use in providing programs and services through the Health and Human Services Department.

RECOMMENDED FOR INTRODUCTION BY WAUPACA COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES: //s/ Kay Hillskotter, Elizabeth Tautges, Patty Kappleman, Don Aasen, John Trambauer, Donn L. Allen, Steve Goedderz, Gerald Murphy

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

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

Supr. Trambauer moved and Supr. Peterson seconded the motion to adopt Resolution No. 7 (2008-2009). Motion carried 25-0. Passed the 19th day of August, 2008.

RESOLUTION NO. 8 (2008-2009)

SUBJECT: The Lakeview Manor Board of Trustees recommends the elimination of a Unit Clerk position and the creation of a Nursing Secretary position.

WHEREAS, there is an increasing need for a position in the Nursing Department to perform clerical, secretarial support duties, as well as, assist with the scheduling aspects of the nursing department to improve the efficiency of the operations of the Nursing Department of Lakeview Manor; and

WHEREAS, Lakeview Manor continues to seek the most cost effective and efficient methods of operating the facility.

NOW, THEREFORE, LET IT BE RESOLVED, that the Waupaca County Board of Supervisors authorizes the Lakeview Manor Board of Trustees to eliminate one (1) Unit Clerk position and create a Nursing Secretary position effective upon the passing of this resolution.

BE IT FUTHER RESOLVED that no additional county dollars will be required to complete these position changes.

RECOMMENDED FOR INTRODUCTION BY LAKEVIEW MANOR BOARD OF TRUSTEES AND WAUPACA COUNTY FINANCE & PERSONNEL COMMITTEE: /s/ David Johnson, Duane R. Brown, Gene Sorensen, Gary Barrington, James Loughrin, John F. Penney, Kay Hillskotter, G. Robert Flease, Patricia Craig, Dick Koeppen

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

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

Supr. Johnson moved and Supr. Brown seconded the motion to adopt Resolution No. 8 (2008-2009). Motion carried 25-0. Passed the 19th day of August, 2008.

RESOLUTION NO. 9 (2008-2009)

SUBJECT: The Lakeview Manor Board of Trustees recommends the elimination of a .60 FTE Payroll Clerk position and the creation of a .80 FTE Confidential Administrative Assistant position.

WHEREAS, there is an increasing need for this position to take on confidential duties and responsibilities for the Business Office of Lakeview Manor; and

WHEREAS, Lakeview Manor continues to seek the most cost effective and efficient methods of operating the facility.

NOW, THEREFORE, LET IT BE RESOLVED, that the Waupaca County Board of Supervisors authorizes the Lakeview Manor Board of Trustees to eliminate one (1) Payroll Clerk position and create a Confidential Administrative Assistant position at the Non-Represented Labor Grade F, effective upon the passing of this resolution.

BE IT FUTHER RESOLVED that no additional county dollars will be required to complete these position changes.

RECOMMENDED FOR INTRODUCTION BY LAKEVIEW MANOR BOARD OF TRUSTEES AND WAUPACA COUNTY FINANCE & PERSONNEL COMMITTEE: /s/ David Johnson, Duane R. Brown, Gene Sorensen, Gary Barrington, James Loughrin, John F. Penney, G. Robert Flease

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

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

Supr. Barrington moved and Supr. Brown seconded the motion to adopt Resolution No. 9 (2008-2009). Motion carried 25-0. Passed the 19th day of August, 2008.

APPOINTMENTS

Supr. Sperl moved and Supr. Handrich seconded the motion to appoint Vernon Beall to the Aging and Disability Resource Center Advisory Committee. Motion carried 25-0. Passed the 19th day of August, 2008.

ANNOUNCEMENTS & CORRESPONDENCE

Chair Koeppen placed the following correspondence for August on file in the County Clerk's Office: Waupaca County Economic Development Corp. monthly report, letter from Ken Schmidt commending Lisa and Stephanie of the Register of Deeds office, letter from Chris Dalhoe commending Brent Wyland of the IS Department, Towns Association quarterly meeting, and reminder to sign up for the WCA Fall Conference.

Supr. Flink moved and Supr. Boyer seconded the motion to adjourn. Motion carried 25-0. Chair Koeppen declared the meeting adjourned at 10:20 a.m.

Mary A. Robbins
Waupaca County Clerk