

**PROCEEDINGS OF THE DOUGLAS COUNTY BOARD OF SUPERVISORS**  
**Thursday, August 21, 2003, 6:00 p.m., Board Room, Metro Center Second Floor**  
**1316 North 14<sup>th</sup> Street, Superior, Wisconsin**

Meeting called to order by Chairman Douglas Finn.

Pledge of Allegiance recited.

Roll call taken by County Clerk Susan T. Sandvick. There were 24 present, 3 absent. Absent were John Shepard, Sr., Wes Johnson, Carol Johnson.

Motion by Hooper, second Zukowski, to approve minutes of the July 16, 2003 meeting. Motion carried.

**CORRESPONDENCE**

1. UW-Extension, brochure on River Restoration/Rehabilitation Workshop for the WI Lake Superior Basin, September 15 and 16, 2003. Received and placed on file.
2. UW-Extension, brochure on Natural Resource Considerations in Community Planning Workshop, September 10, 2003. Received and placed on file.
3. National Center on Addition and Substance Abuse, Columbia University, regarding proclamation of "Family Day - A Day to Eat Dinner With Your Children". Referred to County Board Chair.
4. Utility Workers Coalition, letter endorsing Arrowhead-Weston transmission line. Referred to Land and Development Committee and Forest, Parks and Recreation Committee.
5. UW-Superior, thank you for day sponsor contribution to leadership program. Received and placed on file.
6. Grant County, resolution requesting reinstatement of State Aid to Wisconsin Fairs funds, to the Wisconsin state budget. Received and placed on file.
7. Wisconsin Department of Administration, preliminary estimate and report of January 1, 2003 population for Douglas County, including challenge form. Received and placed on file.
8. Outagamie County, resolution supporting constitutional amendment to permit counties to appoint sheriffs, district attorneys, county clerks, treasurers, register of deeds, coroners, surveyors, and clerks of circuit court. Referred to Judiciary, Legislative and Veterans Committee and Executive Committee.
9. WCA, call for nominations of persons to serve on various WCA steering committees, October 1, 2003 through September 30, 2004. Referred to County Board Chair.

10. WCA, 2004 budget allocations figures for ITBEC, including documentation reports. Referred to Administration Committee.
11. Enbridge Pipelines, L.L.C., notice of internal inspection of pipeline traversing Douglas County owned property, month of August and September. Received and placed on file.
12. Chippewa and Sauk Counties, resolutions supporting legalization of video lottery machines in restaurants and taverns. Referred to Judiciary, Legislative and Veterans Committee.
13. NWRPC, notice of proposed 2004 levy for Douglas County. Referred to Administration Committee.
14. NWRPC, notice of Household Hazardous Waste 2004 levy for Douglas County. Referred to Administration Committee and Recycling/Solid Waste Management Advisory Committee.
15. Northern Waters Library Service, 2004 appropriation request for Douglas County. Referred to Administration Committee.
16. WCA, information regarding phase out of Intergovernmental Transfer Program recipient fee. Referred to Health and Human Services Board.
17. WCA and Rusk County, proposed and adopted resolutions respectively, supporting Senate Bill 176 - property insurance legislation. Referred to Administration Committee.
18. State Representative Bob Ziegelbauer, 25<sup>th</sup> Assembly District, regarding proposed WCA convention resolution, to allow counties the option of converting elected office positions into appointed positions. Referred to Judiciary, Legislative and Veterans Committee and Executive Committee.
19. Wisconsin Department of Veterans Affairs, approval of Veterans Service Grant for 2003. Referred to Judiciary, Legislative and Veterans Committee.
20. Department of Health and Family Services, notice of federal and state aids deposits for various Douglas County contracts. Referred to Health and Human Services Board.
21. Wisconsin Department of Revenue, notice of July 28, 2003 state shared revenue payment. Referred to Administration Committee.
22. State Veterinarian, Dr. Robert Ehlenfeldt, information regarding farm raised deer fencing. Referred to Environment, Agriculture and Extension Committee.
23. DNR, notice of purchase of 90.04 acres of land for North Country Scenic Trail, in the Town of Superior, including map. Referred to Land and Development Committee and Recreational Trail Committee.

24. Roger Wilson, petition with 480 signatures opposing any changes in the lease with DNR for the Bird Sanctuary, and opposing any ATV park in that area. Received and placed on file.
25. Alpha Terra Science, Inc., brochure listing safety and health programs, or risk-reducing controls for public entities, as identified by the Wisconsin Department of Administration. Referred to Administration Committee.
26. Department of Commerce, approval/acceptance of CDBG for development of Douglas County's vacant sites and buildings inventory and strategic plan. Referred to Administration Committee.

Correspondence not on agenda

27. Sandra and Brooke Bailey, thank you on behalf of the Superior Fillies, for the donation to help defray tournament costs. Received and placed on file.
28. Mary Pulford, thank you for the plant. Received and placed on file.
29. WCA, information on Post Employment Health Plan through Nationwide Retirement Solutions. Received and placed on file.
30. WCA, book of resolutions to be presented at 2003 WCA convention. Received and placed on file.
31. Oneida County, resolution petitioning the Governor and state legislature to rescind the "Smart Growth" legislation. Referred to Zoning Committee.

**ORDINANCES**

Roll Call		
District Number	Yes	No
1. Finn		
2. Browne		
3. O'Brien, John		
4. Glenn		
5. Zukowski		
6. Eckman		
7. Ward		
8. Martin		
9. Prettie		
10. Robinson		
11. Conley		
12. Waterman		
13. Quam		
14. O'Brien, James		
15. McKenzie		
16. Shepard		
17.		
18. Allen		
19. Ryan		
20. Hooper		
21. Johnson, Kay		
22. Pleski		
23. Johnson, Wes		
24. Liebaert		
25. Coletta		
26. Johnson, Carol		
27. Cosgrove		
28. Jensen		
Roll: Ayes _____ Noes _____ Absent _____ Abstain _____  Passed <u>  X  </u> Lost _____ Refer _____ Amend _____ Other _____		

**AMENDMENT TO ORDINANCE #8.0**

**ZONING ORDINANCE**

**PRESENTED BY THE ZONING COMMITTEE**

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF DOUGLAS DOES ORDAIN AS FOLLOWS:

WHEREAS, the Douglas County Zoning Committee held a public hearing on August 14, 2003, on the following petitions for amendment of the county zoning district ordinance map:

- 1) Part of Government. Lot 6, (TS-030-01540-00), Section 23, T48N-R14W, Town of Superior, from the W-1: Resource Conservation zoning district to the A-1: Agriculture zoning district, by David & Eileen Larochelle, 3973 S. Darrow Rd., Superior, Wisconsin. Intended use: Residential construction.
- 2) Pt. of the NW1/4 of the NW1/4, Lots 1-34 Incl., Block 15, Irondale Addition to Superior, (TS-030-02462-00), Section 9, T48N-R14W, Town of Superior, from the F-1: Forestry zoning district to the A-1: Agriculture zoning district, by Rosemarie Lancour, 4940 Michigan Dr., Superior, Wisconsin. Intended use: Mobile home.
- 3) Part of the E1/2 of the E1/2 of the SE1/4 of the SE1/4, Section 1, T43N-R11W, Town of Wascott, from the F-1: Forestry zoning district to the R-2: Residential zoning district, by Jay Beaumont, et. al., 2038 Thomas Street, Beloit, Wisconsin. Intended use: Seasonal mobile home.

WHEREAS, proof of publication of the notice of the public hearing, proof of giving notice to the town clerks of the hearing, and correspondence from the towns is as shown on Exhibit A-8-03.

NOW, THEREFORE, BE IT RESOLVED that the Douglas County Board of Supervisors accept the recommendation of the Zoning Committee and approve the petitions.

BE IT FURTHER RESOLVED that the County Clerk notify the town clerks of the action.

Dated this 21<sup>st</sup> day of August, 2003.

(Committee Action: Unanimous)

(Fiscal Note: None)

ACTION: Motion by Coletta, second Ryan, to approve. Motion carried.

Roll Call		
District Number	Yes	No
1. Finn		
2. Browne		
3. O'Brien, John		
4. Glenn		
5. Zukowski		
6. Eckman		
7. Ward		
8. Martin		
9. Prettie		
10. Robinson		
11. Conley		
12. Waterman		
13. Quam		
14. O'Brien, James		
15. McKenzie		
16. Shepard		
17.		
18. Allen		
19. Ryan		
20. Hooper		
21. Johnson, Kay		
22. Pleski		
23. Johnson, Wes		
24. Liebaert		
25. Coletta		
26. Johnson, Carol		
27. Cosgrove		
28. Jensen		
Roll: Ayes _____ Noes _____ Absent _____ Abstain _____  Passed _____ Lost _____ Refer _____ Amend _____ Other _____		

**ORDINANCE #4.36**  
**ABUSE AND HARASSMENT OF LAW ENFORCEMENT AND**  
**FIRE DEPARTMENT ANIMALS**  
**PRESENTED BY THE LAW ENFORCEMENT COMMITTEE**

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF DOUGLAS DOES ORDAIN AS FOLLOWS:

**SECTION I.                    AUTHORITY**

Pursuant to the authority of Section 59.06, Wisconsin Statutes, Douglas County does hereby establish rules and regulations regulating the treatment of Douglas County Sheriff Department and Fire Department animals used in law enforcement.

**SECTION II                    DEFINITIONS**

A.        “Abuse” means to strike, shove, kick, hit, burn, shoot, stab, throw an object at which makes contact with the animal, poison, or otherwise subject a law enforcement animal to any action which results in harm, pain or injury to the animal. Said harmful or painful contact includes but is not limited to the use of any dangerous weapon against the animal.

B.        “Harass” means to yell at, chase, or throw an object at a law enforcement animal.

C.        “Dangerous weapon” includes but is not limited to the use of any firearm, knife, wooden stick or bat, chemical agents, poison, or incendiary device.

D.        “Law Enforcement animal” means any animal used by the Douglas County Sheriff’s Department to perform agency or department functions or duties; or any law enforcement animal used by another law enforcement agency while within the statutory boundaries of Douglas County.

**SECTION III                    ABUSE OR HARASSMENT OF LAW ENFORCEMENT ANIMAL PROHIBITED**

No person may frighten, abuse, harass, injure or otherwise harm any animal that is used by Douglas County Law Enforcement or Superior Police Department to perform agency or department functions or duties.

Roll Call		
District Number	Yes	No
1. Finn		
2. Browne		
3. O'Brien, John		
4. Glenn		
5. Zukowski		
6. Eckman		
7. Ward		
8. Martin		
9. Prettie		
10. Robinson		
11. Conley		
12. Waterman		
13. Quam		
14. O'Brien, James		
15. McKenzie		
16. Shepard		
17.		
18. Allen		
19. Ryan		
20. Hooper		
21. Johnson, Kay		
22. Pleski		
23. Johnson, Wes		
24. Liebaert		
25. Coletta		
26. Johnson, Carol		
27. Cosgrove		
28. Jensen		
Roll: Ayes _____ Noes _____ Absent _____ Abstain _____  Passed <u>  X  </u> Lost _____ Refer _____ Amend _____ Other _____		

**SECTION IV            EXCEPTIONS**

This section does not apply to any act authorized by the animal's handler or owner which is necessary for the training of an animal to perform its functions or duties as a Douglas County law enforcement animal.

**SECTION V            PENALTIES**

Any person violating this ordinance is subject to a forfeiture of not less than \$100.00 and not more than \$10,000.00.

**SECTION VI            DISTRIBUTION OF FINES**

When a person is charged and convicted, the remaining fine amount after court fees paid, be deposited into a Canine Supplies and Training account.

**SECTION VII            EFFECTIVE DATE**

Following passage and publication by the Douglas County Board of Supervisors this ordinance shall be in full force and effect.

Adopted this 21<sup>st</sup> day of August, 2003

(Committee Action: Unanimous)

(Fiscal Note: None)

**ACTION:** Motion by James O'Brien, second Robinson, to approve. Glenn explained the rationale behind the ordinance. Motion carried.

## **RESOLUTIONS**

**RESOLUTION #88-03**  
**RESOLUTION BY THE LAND AND DEVELOPMENT**  
**COMMITTEE**

Subject: Land Sales

WHEREAS, Douglas County has advertised for sale various parcels of land on July 7, 14, and 21, 2003, in accordance with Section 75.69, Wisconsin Statutes, and the highest bids received are as follows:

- \$ 2,000.00      PARCEL 31-03: NE1/4 of SE1/4, Except Railway and Street R/W, Section 12-48-14, Town of Superior, from Douglas County Fish & Game League. Intended use: Owns adjacent property.
- \$ 1,500.00      PARCEL 38-03: Lot 124, Nakoma Gardens, Town of Parkland, from Mark and Beth Olson. Intended use: Owns all surrounding property.
- \$ 1,500.00      PARCEL 41-03: Lots 14 thru 19 Inclusive, Block 13, Steel Plant Dock Addition, Town of Parkland, from Charles and Cathy Erickson. Intended use: Own adjacent property.
- \$ 1,510.00      PARCEL 45-03: Lots 421 & 423, East 10<sup>th</sup> Street & Alley Vacated, Ely's Addition to Superior, known as 1725-27 E. 20<sup>th</sup> Street, City of Superior, from Stuart Stariha. Intended use: Home construction.
- \$ 3,200.00      PARCEL 46-03: Lots 11 thru 18 Inclusive, Block 41, Riverside Addition to St. Louis, Village of Oliver, from Jeff Vollmer. Intended use: Owns adjacent property.
- \$ 400.00        PARCEL 50-03: Lot 1, Block 7, Carnegie Business Division, Village of Oliver, from CenturyTel. Intended use: Update utility cabinet & system, already on property and previously leased from county.

NOW, THEREFORE, BE IT RESOLVED by the Douglas County Board of Supervisors, in regular meeting assembled, the County Clerk be, and she hereby is authorized to execute quit claim deeds to the above named persons on the above named properties.

Roll Call		
District Number	Yes	No
1. Finn		
2. Browne		
3. O'Brien, John		
4. Glenn		
5. Zukowski		
6. Eckman		
7. Ward		
8. Martin		
9. Prettie		
10. Robinson		
11. Conley		
12. Waterman		
13. Quam		
14. O'Brien, James		
15. McKenzie		
16. Shepard		
17.		
18. Allen		
19. Ryan		
20. Hooper		
21. Johnson, Kay		
22. Pleski		
23. Johnson, Wes		
24. Liebaert		
25. Coletta		
26. Johnson, Carol		
27. Cosgrove		
28. Jensen		
Roll: Ayes _____ Noes _____ Absent _____ Abstain _____  Passed _____ Lost _____ Refer _____ Amend _____ Other _____		

Roll Call		
District Number	Yes	No
1. Finn		
2. Browne		
3. O'Brien, John		
4. Glenn		
5. Zukowski		
6. Eckman		
7. Ward		
8. Martin		
9. Prettie		
10. Robinson		
11. Conley		
12. Waterman		
13. Quam		
14. O'Brien, James		
15. McKenzie		
16. Shepard		
17.		
18. Allen		
19. Ryan		
20. Hooper		
21. Johnson, Kay		
22. Pleski		
23. Johnson, Wes		
24. Liebaert		
25. Coletta		
26. Johnson, Carol		
27. Cosgrove		
28. Jensen		
Roll: Ayes _____ Noes _____ Absent _____ Abstain _____  Passed <u>  X  </u> Lost _____ Refer _____ Amend _____ Other _____		

Dated this 21<sup>st</sup> day of August, 2003.

(Committee Action: Unanimous)

(Fiscal Note: Increase Profit and Loss on "Land Sales Account" by \$10,110.00)

ACTION: Motion by Martin, second Glenn, to adopt. Motion carried.

**RESOLUTION #89-03**  
**RESOLUTION BY THE LAND AND DEVELOPMENT**  
**COMMITTEE**

Subject: Land Sales - Special

RESOLVED that the Douglas County Board of Supervisors accept the recommendation of the Land and Development Committee and approve sale of the following described properties, which were previously advertised and did not sell:

\$ 640.00 PARCEL 119-01: Lots 5, 6, 7, & 8, Block 100, East Superior, 3rd Division, Town of Parkland, to Gerald and Anne M. Goodiel. Intended use: Owns adjacent property.

\$ 1,200.00 PARCEL 37-02: Block 4 & 5, South Range, 1<sup>st</sup> Division, Booth Street Vacated, Town of Parkland, to Michael R. Donovan. Intended use: Home site.

BE IT FURTHER RESOLVED by the Douglas County Board of Supervisors, in regular meeting assembled, the County Clerk be, and she hereby is authorized to execute quit claim deeds to the above named persons on the above named properties.

Dated this 21<sup>st</sup> day of August, 2003.

(Committee Action: Unanimous)

(Fiscal Note: Increase "Profit and Loss on Land Sales Account" by \$1,840.00)

ACTION: Motion by Glenn, second Hooper, to adopt. Motion carried.

Roll Call		
District Number	Yes	No
1. Finn		
2. Browne		
3. O'Brien, John		
4. Glenn		
5. Zukowski		
6. Eckman		
7. Ward		
8. Martin		
9. Prettie		
10. Robinson		
11. Conley		
12. Waterman		
13. Quam		
14. O'Brien, James		
15. McKenzie		
16. Shepard		
17.		
18. Allen		
19. Ryan		
20. Hooper		
21. Johnson, Kay		
22. Pleski		
23. Johnson, Wes		
24. Liebaert		
25. Coletta		
26. Johnson, Carol		
27. Cosgrove		
28. Jensen		
Roll: Ayes _____ Noes _____ Absent _____ Abstain _____  Passed <u>  X  </u> Lost _____ Refer _____ Amend _____ Other _____		

**RESOLUTION #90-03**  
**RESOLUTION BY THE LAND AND DEVELOPMENT**  
**COMMITTEE AND FOREST, PARKS AND RECREATION**  
**COMMITTEE**

Subject: Easement Administration Fee Increase

RESOLVED, that the Douglas County Board of Supervisors accept the recommendation of the Land and Development Committee and the Forest, Parks and Recreation Committee and approve increase in easement administration fee from \$100.00 to \$500.00.

Dated this 21st day of August, 2003.

(Committee Action: Unanimous)

(Fiscal Note: Increase revenue)

ACTION: Motion by Quam, second Allen, to adopt. Motion carried.

Roll Call		
District Number	Yes	No
1. Finn		
2. Browne		
3. O'Brien, John		
4. Glenn		
5. Zukowski		
6. Eckman		
7. Ward		
8. Martin		
9. Prettie		
10. Robinson		
11. Conley		
12. Waterman		
13. Quam		
14. O'Brien, James		
15. McKenzie		
16. Shepard		
17.		
18. Allen		
19. Ryan		
20. Hooper		
21. Johnson, Kay		
22. Pleski		
23. Johnson, Wes		
24. Liebaert		
25. Coletta		
26. Johnson, Carol		
27. Cosgrove		
28. Jensen		
Roll: Ayes _____ Noes _____ Absent _____ Abstain _____  Passed <u>  X  </u> Lost _____ Refer _____ Amend _____ Other _____		

**RESOLUTION #91-03**  
**RESOLUTION BY THE LAND AND DEVELOPMENT**  
**COMMITTEE**

Subject: Repurchase of Property

RESOLVED that the Douglas County Board of Supervisors accept the recommendation of the Land and Development Committee and approve the following request to repurchase tax delinquent property, pursuant to Douglas County Ordinance #1.5:

From Lowell D. Mattson, to repurchase Parcel AM-002-00223-00, described as Part of SE1/4 of NW1/4, N. 8 acres, E. of Grant Ave., Section 6-47-12, Town of Amnicon, Description 249DP264, having paid delinquent taxes and fees in the amount of \$3,007.98.

Dated this 21<sup>st</sup> day of August, 2003.

(Committee Action: Unanimous)

(Fiscal Note: None)

**ACTION:** Motion by Allen, second Conley, to adopt. Motion carried.

Roll Call		
District Number	Yes	No
1. Finn		
2. Browne		
3. O'Brien, John		
4. Glenn		
5. Zukowski		
6. Eckman		
7. Ward		
8. Martin		
9. Prettie		
10. Robinson		
11. Conley		
12. Waterman		
13. Quam		
14. O'Brien, James		
15. McKenzie		
16. Shepard		
17.		
18. Allen		
19. Ryan		
20. Hooper		
21. Johnson, Kay		
22. Pleski		
23. Johnson, Wes		
24. Liebaert		
25. Coletta		
26. Johnson, Carol		
27. Cosgrove		
28. Jensen		
Roll: Ayes _____ Noes _____ Absent _____ Abstain _____  Passed <u>  X  </u> Lost       _____ Refer      _____ Amend     _____ Other      _____		

**RESOLUTION #92-03**  
**RESOLUTION BY THE DOUGLAS COUNTY BOARD OF SUPERVISORS**

Subject: Labor Contract Between Douglas County and Douglas County Professional Registered Nurses

RESOLVED that the Douglas County Board of Supervisors accept the recommendation of the Administration Committee and approve the labor contract between Douglas County and the Douglas County Professional Registered Nurses, Local Union No. 2375-A, American Federation of State, County and Municipal Employees, AFL-CIO, for the period January 1, 2003 through December 31, 2004, as set forth in Exhibit B-8-03.

Dated this 21<sup>st</sup> day of August, 2003.

(Committee Action: Unanimous)  
(Fiscal Note: Within budget guidelines)

ACTION: Motion by Coletta, second Glenn, to adopt. Motion by Zukowski, second Hooper, to amend resolution and have it sponsored by entire County Board. Motion carried. Motion to adopt resolution as amended, carried.

Roll Call		
District Number	Yes	No
1. Finn		
2. Browne		
3. O'Brien, John		
4. Glenn		
5. Zukowski		
6. Eckman		
7. Ward		
8. Martin		
9. Prettie		
10. Robinson		
11. Conley		
12. Waterman		
13. Quam		
14. O'Brien, James		
15. McKenzie		
16. Shepard		
17.		
18. Allen		
19. Ryan		
20. Hooper		
21. Johnson, Kay		
22. Pleski		
23. Johnson, Wes		
24. Liebaert		
25. Coletta		
26. Johnson, Carol		
27. Cosgrove		
28. Jensen		
Roll: Ayes _____ Noes _____ Absent _____ Abstain _____  Passed <u>  X  </u> Lost _____ Refer _____ Amend <u>  X  </u> Other _____		

**RESOLUTION #93-03**  
**RESOLUTION BY THE DOUGLAS COUNTY BOARD OF SUPERVISORS**

Subject: Labor Contract Between Douglas County and Douglas County Professional Child Support Employees

RESOLVED that the Douglas County Board of Supervisors accept the recommendation of the Administration Committee and approve the labor contract between Douglas County and the Douglas County Professional Child Support Employees, Local Union No. 2375, American Federation of State, County and Municipal Employees, AFL-CIO, for the period January 1, 2003 through December 31, 2004, as set forth in Exhibit C-8-03.

Dated this 21<sup>st</sup> day of August, 2003.

(Committee Action: Unanimous)  
(Fiscal Note: Within budget guidelines)

ACTION: Motion by Hooper, second O'Brien, to adopt. Motion by Zukowski, second Liebaert, to amend resolution and have it sponsored by entire County Board. Motion carried. Motion to adopt resolution as amended, carried.

Roll Call		
District Number	Yes	No
1. Finn		
2. Browne		
3. O'Brien, John		
4. Glenn		
5. Zukowski		
6. Eckman		
7. Ward		
8. Martin		
9. Prettie		
10. Robinson		
11. Conley		
12. Waterman		
13. Quam		
14. O'Brien, James		
15. McKenzie		
16. Shepard		
17.		
18. Allen		
19. Ryan		
20. Hooper		
21. Johnson, Kay		
22. Pleski		
23. Johnson, Wes		
24. Liebaert		
25. Coletta		
26. Johnson, Carol		
27. Cosgrove		
28. Jensen		
Roll: Ayes _____ Noes _____ Absent _____ Abstain _____  Passed <u>  X  </u> Lost       _____ Refer      _____ Amend <u>  X  </u> Other      _____		

Roll Call		
District Number	Yes	No
1. Finn		
2. Browne		
3. O'Brien, John		
4. Glenn		
5. Zukowski		
6. Eckman		
7. Ward		
8. Martin		
9. Prettle		
10. Robinson		
11. Conley		
12. Waterman		
13. Quam		
14. O'Brien, James		
15. McKenzie		
16. Shepard		
17.		
18. Allen		
19. Ryan		
20. Hooper		
21. Johnson, Kay		
22. Pleski		
23. Johnson, Wes		
24. Liebaert		
25. Coletta		
26. Johnson, Carol		
27. Cosgrove		
28. Jensen		
Roll: Ayes _____ Noes _____ Absent _____ Abstain _____  Passed <u>  X  </u> Lost _____ Refer _____ Amend _____ Other _____		

**RESOLUTION #94-03**  
**RESOLUTION BY THE ADMINISTRATION COMMITTEE**

Subject: Accounts Payable Move to Finance Department

WHEREAS, to better provide financial accounting services and functions within Douglas County, the Administration Committee believes that financial functions should be consolidated under the Finance Department.

NOW, THEREFORE, BE IT RESOLVED, that the Douglas County Board of Supervisors accept the recommendation of the Administration Committee and move the Accounts Payable function from the County Clerk's Office to the Finance Department.

Dated this 21<sup>st</sup> day of August, 2003.

(Committee Action: Unanimous)

(Fiscal Note: None)

ACTION: Motion by Quam, second Glenn, to adopt. Motion carried.

Roll Call		
District Number	Yes	No
1. Finn		
2. Browne		
3. O'Brien, John		
4. Glenn		
5. Zukowski		
6. Eckman		
7. Ward		
8. Martin		
9. Prettie		
10. Robinson		
11. Conley		
12. Waterman		
13. Quam		
14. O'Brien, James		
15. McKenzie		
16. Shepard		
17.		
18. Allen		
19. Ryan		
20. Hooper		
21. Johnson, Kay		
22. Pleski		
23. Johnson, Wes		
24. Liebaert		
25. Coletta		
26. Johnson, Carol		
27. Cosgrove		
28. Jensen		
Roll: Ayes _____ Noes _____ Absent _____ Abstain _____  Passed <u>  X  </u> Lost _____ Refer _____ Amend _____ Other _____		

**RESOLUTION #95-03**  
**RESOLUTION BY THE ADMINISTRATION COMMITTEE**

Subject: Risk Manager Position Move to Human Resources Department

WHEREAS, to better provide risk management services and functions within Douglas County, the Administration Committee believes the Risk Manager position more appropriately should be placed under the Human Resources Department.

NOW, THEREFORE, BE IT RESOLVED that the Douglas County Board of Supervisors accept the recommendation of the Administration Committee and move the Risk Manager position from the Finance Department to the Human Resources Department.

Dated this 21<sup>st</sup> day of August, 2003.

(Committee Action: Unanimous)  
(Fiscal Note: None)

ACTION: Motion by Quam, second James O'Brien, to adopt. Motion carried.

Roll Call		
District Number	Yes	No
1. Finn		
2. Browne		
3. O'Brien, John		
4. Glenn		
5. Zukowski		
6. Eckman		
7. Ward		
8. Martin		
9. Prettie		
10. Robinson		
11. Conley		
12. Waterman		
13. Quam		
14. O'Brien, James		
15. McKenzie		
16. Shepard		
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18. Allen		
19. Ryan		
20. Hooper		
21. Johnson, Kay		
22. Pleski		
23. Johnson, Wes		
24. Liebaert		
25. Coletta		
26. Johnson, Carol		
27. Cosgrove		
28. Jensen		
Roll: Ayes _____ Noes _____ Absent _____ Abstain _____  Passed _____ Lost _____ Refer _____ Amend _____ Other _____		

**RESOLUTION #96-03**  
**RESOLUTION BY THE ADMINISTRATION COMMITTEE**

Subject: Non-Union Compensation Policy Amended

RESOLVED, that the Douglas County Board of Supervisors accept the recommendation of the Administration Committee and approve amendment to the Non-Union Compensation Policy, originally adopted by Resolution 80-99, May 20, 1999, as follows:

- Salary for new hires is always negotiable based on the need to recruit qualified individuals.

*Upon recommendation of the department head and the Human Resources Manager and approval by the County Administrator, a newly appointed employee may be placed above the first step of the salary range considering the following criteria:*

- The position is difficult to recruit for;*
- The employee would take a cut in pay if appointed at the first step;*
- The employee's qualifications, considering minimum qualifications of the position, would have placed them on the step had all of their experience been with the County in the position.*

*No employee can be appointed to the top two steps of the salary range through being newly appointed under the advance step provision.*

- Steps 1-3 are considered as training steps (if the county has to provide training to an individual in order for them to perform the functions of the position, or if they don't have all the credentials required for the position, they should be brought in at this level.) *entry- level steps. Step placement should be based on the individual's qualifications considering the minimum qualification to be set at Step 1.*
- Steps 4-6 are considered the mid-range, where most promotions and new hires should be placed. *Step placement should be based upon the qualifications of the individual, considering their current salary and recruitment needs for the position.*

Roll Call		
District Number	Yes	No
1. Finn		
2. Browne		
3. O'Brien, John		
4. Glenn		
5. Zukowski		
6. Eckman		
7. Ward		
8. Martin		
9. Prettie		
10. Robinson		
11. Conley		
12. Waterman		
13. Quam		
14. O'Brien, James		
15. McKenzie		
16. Shepard		
17.		
18. Allen		
19. Ryan		
20. Hooper		
21. Johnson, Kay		
22. Pleski		
23. Johnson, Wes		
24. Liebaert		
25. Coletta		
26. Johnson, Carol		
27. Cosgrove		
28. Jensen		
Roll: Ayes _____ Noes _____ Absent _____ Abstain _____  Passed <u>  X  </u> Lost _____ Refer _____ Amend _____ Other _____		

4. Steps 7 – 8 are considered a marketable range and the employee should generally progress to these steps.
5. Beyond Step 8 is subject to the Performance Evaluation Process (Pay for Performance)
6. All employees will be eligible for the annual ~~across the board~~ **general salary** increase as determined by the County Board at budget time.
7. All employees in Steps 1 – 8 will also be subject to the annual performance evaluation. Upon a satisfactory **or meets standards** evaluation they will get to progress one step. Upon a non-satisfactory review they will not progress to the next step, nor will they receive a **the general** salary increase. **Within six months and if Once** the employee improves and meets the required performance standards, they will then receive **the general salary** increase **and any recommended step advancement** retroactive to **be effective** the date of the reevaluation (*see policy on performance evaluations.*) **Others, appropriate disciplinary actions will be taken.**
8. Employees who are in the progression steps **1 – 6** and have exemplary performance will be allowed to double step on the progression scale. (The goal is to get all the employees to Step 8, the identified market rate for the position.)
9. **Pay for Performance:** Employees at Step 8 and beyond will be subject to Pay for Performance, which will reward hard working employees and prove to be an incentive to create higher performance standards for employees who haven't been forced to conform to acceptable levels of performance. The end result will be higher productivity levels and more responsible, accountable employees. **Employees who receive an exceeds standards evaluation are eligible for pay for performance salary adjustments as funded on a year to year basis by the Board.**

Dated this 21<sup>st</sup> day of August, 2003.

(Committee Action: Unanimous)  
(Fiscal Note: None)

**ACTION:** Motion by Martin, second Pleski, to adopt. Motion carried.

Roll Call		
District Number	Yes	No
1. Finn		
2. Browne		
3. O'Brien, John		
4. Glenn		
5. Zukowski		
6. Eckman		
7. Ward		
8. Martin		
9. Prettie		
10. Robinson		
11. Conley		
12. Waterman		
13. Quam		
14. O'Brien, James		
15. McKenzie		
16. Shepard		
17.		
18. Allen		
19. Ryan		
20. Hooper		
21. Johnson, Kay		
22. Pleski		
23. Johnson, Wes		
24. Liebaert		
25. Coletta		
26. Johnson, Carol		
27. Cosgrove		
28. Jensen		
Roll: Ayes _____ Noes _____ Absent _____ Abstain _____  Passed <input checked="" type="checkbox"/> _____ Lost _____ Refer _____ Amend _____ Other _____		

**RESOLUTION #97-03**  
**RESOLUTION BY THE ADMINISTRATION COMMITTEE**

Subject: Advance Step Placement Policy

RESOLVED, that the Douglas County Board of Supervisors accept the recommendation of the Administration Committee and approve the “Advance Step Placement Upon Appointment to a Union Position Where Allowed for by a Union Contract” policy, as follows:

Upon recommendation of the department head and the Human Resources Manager and approval by the County Administrator, a newly appointed employee may be placed above the first step of the salary range considering the following criteria:

1. The position is difficult to recruit for;
2. The employee would take a cut in pay if appointed at the first step;
3. The employee’s qualifications, considering minimum qualifications of the position, would have placed them on the step had all of their experience been with the County in the position.

No employee can be appointed to the top step of the salary range through being newly appointed under the advance step provision.

Step Placement for Acting Appointments

An employee appointed to an acting position will be placed on the first step of the salary range or at the step that is the next higher rate to their current wage. During the acting appointment the employee will retain the benefits of the bargaining unit of their original class except for the wage rate.

Dated this 21<sup>st</sup> day of August, 2003.

(Committee Action: Unanimous)

(Fiscal Note: None)

**ACTION:** Motion by John O’Brien, second Zukowski, to adopt. Motion carried.

**RESOLUTION #98-03**  
**RESOLUTION BY THE BUILDINGS AND GROUNDS**  
**COMMITTEE**

Subject: Naming of New Buildings

RESOLVED, that the Douglas County Board of Supervisors accept the recommendation of the Buildings and Grounds Committee and approve "Government Center" as the name for the new buildings.

Dated this 21<sup>st</sup> day of August, 2003.

(Committee Action: Unanimous)

(Fiscal Note: None)

**ACTION:** Motion by Hooper, second Zukowski, to adopt. Martin indicated this was a topic of discussion at the Historical Society meeting a few months ago, and that organization is pleased with the Government Center name. Liebaert asked what happens with the Metro Center, as the public is used to it. Zukowski responded that Metro Center was the project name tagged on by the architects. City of Superior would like to see North 14<sup>th</sup> Street renamed to something like Government Drive in the future. Quam asked that North 14<sup>th</sup> Street be repaired in front of the building. Zukowski stated he will bring this up at the Buildings and Grounds Committee meeting. The outdoor sign will have Government Center with subheadings of City of Superior, Douglas County, and perhaps Law Enforcement Center/Jail or something close to this. Motion carried.

Roll Call		
District Number	Yes	No
1. Finn		
2. Browne		
3. O'Brien, John		
4. Glenn		
5. Zukowski		
6. Eckman		
7. Ward		
8. Martin		
9. Prettle		
10. Robinson		
11. Conley		
12. Waterman		
13. Quam		
14. O'Brien, James		
15. McKenzie		
16. Shepard		
17.		
18. Allen		
19. Ryan		
20. Hooper		
21. Johnson, Kay		
22. Pleski		
23. Johnson, Wes		
24. Liebaert		
25. Coletta		
26. Johnson, Carol		
27. Cosgrove		
28. Jensen		
Roll: Ayes _____ Noes _____ Absent _____ Abstain _____  Passed <u>  X  </u> Lost _____ Refer _____ Amend _____ Other _____		

**RESOLUTION #99-03**  
**RESOLUTION BY ADMINISTRATION COMMITTEE**

Subject: Budgetary Transfer

RESOLVED, that the Douglas County Board of Supervisors accept the recommendations of the Administration Committee and approve the following budgetary transfer:

Child Support                      \$22,650.00 (J.E. #106144 - Record personnel costs for Investigator's time. No budget impact.)

Dated this 21<sup>st</sup> day of August, 2003.

(Committee Action: Unanimous)

(Fiscal Note: Within budget)

(Administrative Note: Two-thirds vote of Board-elect required)

**ACTION:** Motion by Coletta, second Ryan, to adopt. Roll call vote taken and passed with 24 Yes, 0 No, 3 Absent. Absent were Carol Johnson, Wes Johnson, John Shepard, Sr.

Roll Call		
District Number	Yes	No
1. Finn	X	
2. Browne	X	
3. O'Brien, John	X	
4. Glenn	X	
5. Zukowski	X	
6. Eckman	X	
7. Ward	X	
8. Martin	X	
9. Prettie	X	
10. Robinson	X	
11. Conley	X	
12. Waterman	X	
13. Quam	X	
14. O'Brien, James	X	
15. McKenzie	X	
16. Shepard		
17. VACANT		
18. Allen	X	
19. Ryan	X	
20. Hooper	X	
21. Johnson, Kay	X	
22. Pleski	X	
23. Johnson, Wes		
24. Liebaert	X	
25. Coletta	X	
26. Johnson, Carol		
27. Cosgrove	X	
28. Jensen	X	
Roll: Ayes <u>  24  </u> Noes <u>   0   </u> Absent <u>   3   </u> Abstain <u>  0  </u>  Passed <u>  X  </u> Lost <u>    </u> Refer <u>    </u> Amend <u>    </u> Other <u>    </u>		

Roll Call		
District Number	Yes	No
1. Finn		
2. Browne		
3. O'Brien, John		
4. Glenn		
5. Zukowski		
6. Eckman		
7. Ward		
8. Martin		
9. Prettie		
10. Robinson		
11. Conley		
12. Waterman		
13. Quam		
14. O'Brien, James		
15. McKenzie		
16. Shepard		
17.		
18. Allen		
19. Ryan		
20. Hooper		
21. Johnson, Kay		
22. Pleski		
23. Johnson, Wes		
24. Liebaert		
25. Coletta		
26. Johnson, Carol		
27. Cosgrove		
28. Jensen		
Roll: Ayes _____ Noes _____ Absent _____ Abstain _____  Passed <u>  X  </u> Lost _____ Refer _____ Amend <u>  X  </u> Other _____		

**RESOLUTION #100-03**  
**RESOLUTION BY THE ADMINISTRATION COMMITTEE**

Subject: Highway Department Patrol Superintendent Position  
 Reclassification

RESOLVED, that the Douglas County Board of Supervisors accept the recommendation of the Administration Committee and reclassify the Highway Department Patrol Superintendent position from within the C42 salary range (\$39,130.00 - \$53,273.00) to within the D61 salary range (\$46,926.00 - \$65,741.00) for recruitment and hiring of the position.

Dated this 21<sup>st</sup> day of August, 2003.

(Committee Action: Unanimous)

(Fiscal Note: Undetermined; additional cost or savings, dependent upon step placement within salary range; salary is 50% reimbursable by the State Department of Transportation)

ACTION: Motion by Glenn, second John O'Brien, to adopt. Hooper added that this has the possibility of being higher in wages, but there is no overtime. Koszarek questioned the D61 salary range classification, and Sandvick showed him what she was provided. Koszarek stated that this is most likely wrong, and will have to be corrected, adding that the numbers are right, but the D61 classification is wrong. Sandvick will check on this and make a correction, if this is the case. Motion by Zukowski, second Quam, to amend resolution to reflect classification for the salary range stated in the resolution. Motion carried. Motion to adopt resolution as amended, carried.

## **COUNTY ADMINISTRATOR REPORT**

Koszarek reported that his role is now to review budgets with departments, and he has met with about half of them so far. He will then review the budgets with the Finance Department. The goal given to departments was to try and remain at 2003 budgets. One objective is to have the budget simplified and summarized for the Administration Committee and County Board. Standing committees will continue to review the budgets for their respective departments.

Koszarek reported that he has hired Denese Odermann to fill the newly created Administrative Assistant position, and today offered the Finance Director position to Ann Doucette who has accepted.

In terms of the Metro Center, a few bugs still exist. Budget should come in as projected. Pleski asked Koszarek about revenue projections. Koszarek indicated that in terms of Human Services for example, this can be pretty well projected. Shared revenue cuts not expected until 2005. A number of budgets have come in with revenue increases, due to increased efforts in terms of fees and new programs. Child Support has historically been totally funded by the state, but this year some incentives have been cut, and for the first time in years, the state is expecting the county to contribute. Hooper added that she is happy to see the departments are being tough on themselves, rather than Administration Committee cutting every year. She suggested that land sales may need to be looked at more aggressively. Koszarek agreed with Hooper, noting the state was recently ranked sixth in assessments. Each time the assessments go up, the county loses state funds. Pleski clarified it was not assessments, but equalized valuation to which Koszarek was referring.

## **COUNTY BOARD CHAIR REPORT AND APPOINTMENTS**

Next Thursday and Friday Governor Doyle will be in Superior. Chair Finn encouraged all Supervisors to participate. A reception at the new middle school is scheduled from 5:00 to 6:30 p.m. on Thursday. Accompanying the Governor will be several of his department secretaries, such as DOT Secretary who will have a public gathering at the airport, and Health and Family Services Secretary Helene Nelsen. The Governor's itinerary will be provided for all Supervisors.

Open House planned for Friday, September 19, 4:00 to 7:00 p.m., and Saturday, September 20, 9:00 a.m. to 1:00 p.m. Several offices will not open to tours due to confidentiality.

**APPOINTMENTS: 154 Environmental Infrastructure Advisory Committee:** Replace Rannenberg with Keith Wiley, remove Ted Nelson, add Pat Cosgrove and Doug Finn(Chair). Board members who know of projects in their districts, were encouraged to see that the projects are brought to the committee meeting Thursday, August 28, 2003 at 1:00 p.m. in Room 207C, Courthouse. Motion by Zukowski, second Ryan, to approve. Motion carried.

**Approval of "Statement of Economic Interests" form.** This is the form to be used as required by the new Ethics Ordinance. Motion by Hooper, second McKenzie, to approve the form. Brief discussion followed on Item #2, specifically the more than 2 percent for each entity clause. Corporation Counsel explained that the statement was intended to cover the gamut of business entities – corporation, sole proprietorship, partnerships, etc. Motion carried.

## **COMMITTEE REPORTS**

Hooper announced Administration Committee budget sessions scheduled September 22 - 26.

Zukowski reported Buildings and Grounds Department is planning auction of surplus items. The department is following up on any problems that arise with the new buildings. Government Center budget is going to be a tricky one, due to no historical financial data. Also, the county has to deal with the City County Complex. Landscaping will begin on north end of new buildings next week. The one house that the county agreed to clean has been completely powerwashed, and the owner is satisfied.

Coletta reported Home Health Care received new paperwork this afternoon, through July 31, and revenues exceeded expenses by a good amount. He stated his belief that the collection people are pursuing payments from Medicare and following up on each billing.

Conley reported Health and Human Services Department is having budget meeting next Thursday at 4:30 p.m. It appears the department will meet the challenge of remaining within 2003 budget, with the combined budget of about \$21 million between Health and Human Services.

Ryan reported that Arrowhead Emergency Services group met in new building and were pleased with the meeting room accommodations. Land Records Committee meeting September 2 on budgets.

## **APPROVAL OF BILLS AND CLAIMS**

Motion by Ryan, second James O'Brien, to approve bills and claims. Motion carried.

## **SUCH OTHER MATTERS AS AUTHORIZED UNDER THE WISCONSIN STATUTES**

Quam noted that the legislative review was received by all county board members this last week. He encouraged all members to review the information for any effects on their respective standing committee departments.

Robinson asked that the flags in the new Board Room be moved forward. This will be done.

**ADJOURNMENT:** Motion by Glenn, second James O'Brien, to adjourn. Motion carried. Meeting adjourned at 6:45 p.m. Next regularly scheduled meeting - Thursday, September 18, 2003.

Submitted by,

Susan T. Sandvick  
Douglas County Clerk