

AGENDA

Eau Claire County Board of Supervisors
Tuesday, January 19, 2016 / 7 pm

Location:
Courthouse, County Boardroom (Room 1277)
721 Oxford Ave. Eau Claire, WI

Eau Claire County Mission Statement:

"To provide quality, innovative and cost-effective services that safeguard
and enhance the well-being of residents and resources"

- (1) Indicates 1st Reading
- (2) Indicates 2nd Reading

1. Call to Order
2. Honoring of the Flag
Moment of Reflection: **Supervisor Robin Leary**

3. Call of the Roll
4. Correction of the Journal of Proceedings (December 15, 2015) (pg. 4-8)
5. Unfinished Business

6. **PUBLIC COMMENT PERIOD**

7. **REPORTS TO THE COUNTY BOARD UNDER RULE 32**

8. **PRESENTATION OF PETITIONS, CLAIMS AND COMMUNICATIONS**

Presentation of Legislative Activity / by: Wisconsin Counties Association

Correspondence

- Representative Kathy Bernier / re: File No. 15-16/106 – (LRB-2148/1) "Changing the Way Property is Forfeited After Being Seized in Relation to a Crime" (pg. 9)

- Representative Warren Petryk / re: LRB-2148/1 (pg. 10)

Written Reports

- Alternate Care Report / November 30, 2015 (pg. 11)
- Adult Mental Health Residential and Institutional Expenses and Revenues (pg. 12)
- Jail Population Report (January 1 – December 31, 2015) (pg. 13)
- 2015 Contingency Fund Report (pg. 14)
- 2016 Contingency Fund Report (pg. 15)

**9. PRESENTATION OF RESOLUTIONS OR ORDINANCES BY COMMITTEES OR MEMBERS
UNDER SUSPENSION OF THE RULES**

File No.

15-16/118 (1) Authorizing Payment of Vouchers Over \$10,000 Issued During the
Month of December 2015 (pg. 16-17)

10. FIRST READING OF ORDINANCES AND RESOLUTIONS

File No.

15-16/096 (1) To Amend Section 15.01.060 A.11 of the Code; Permit Fees (pg. 18-19)

15-16/110 (1) To Amend Section 2.04.435 A. of the Code; Committee on
Administration . . . To Amend Section 2.50.300 of the Code; Veterans
Office; . . . (pg. 20-22)

15-16/112 (1) To Amend Section 4.09.010 A. of the Code; NonLapsing Accounts
(pg. 23-24)

15-16/ 125 (1) Requesting the Wisconsin Legislature to Start the Process of
Changing the Elected County Treasurer Position to an Appointed
Position (pg. 25-26)

11. REPORTS OF STANDING COMMITTEES AND SECOND READING

Committee on Administration

File No.

15-16/081 (2) To Repeal and Recreate 1.22.045 A. 6 of the Code; Journal of
Proceedings . . . (from December 15, 2015 county board meeting).
Report of the Committee recommends that the ordinance be
adopted as amended once). (pg. 27-30)

15-16/099 (2) To Amend Section 2.09.010 A. of the Code; Business Hours (from
December 15, 2015 county board meeting). (pg. 31-32)

15-16/105 (2) Repeal Section 1.22.100 of the Code; Sale of County Code and
Annual Updates by County Clerk (from December 15, 2015 county
board meeting). (pg. 33-34)

15-16/108 (2) To Amend Section 2.04.010 A. of the Code; Rule 1 – Meetings (from
December 15, 2015 county board meeting). (pg. 35-36)

15-16/111 (1) Authorizing an Extension of the Existing Cellular Tower Site
Agreement with SBA Communications Corporation for a Period of 25
Years at the Current Site at the County Highway Shop Property in the
City of Altoona . . . (pg. 37-38)

11. REPORTS OF STANDING COMMITTEES AND SECOND READING (con't)

15-16/124 (1) Appointing Christopher Kruse as Medical Examiner for Eau Claire County for an Initial Term from January 1, 2016 through June 30, 2016 . . . (pg. 39-40)

15-16/127 (1) Review & Approval of Bids for Lake Altoona Dam Repair Project (Phase 2) Committee on Administration to meet prior to the county board meeting at 6:30 pm to review bids. Resolution and fact sheet to be placed on desks.

Committee on Human Resources

File No.

15-16/090 (2) To Amend Section 3.20.010 E. of the Code; Benefits of Elected Officials (from December 15, 2015 agenda). (pg. 41-42)

15-16/113 (1) Authorizing Deletion of One Administrative Specialist Position and Creation of one Correctional Officer Position (pg. 43-45)

Human Services Board

File No.

15-16/123 (1) Confirming the Appointment of Diane Cable as the Eau Claire County Human Services Director Effective February 15, 2016 (Human Services Board will meet prior to the county board meeting to confirm the appointment). (pg. 46-47)

Committee on Finance & Budget

File No.

15-16/116 (1) Supporting the Strengthening of Internal Controls and Allocating \$50,000 of Contingency (Committee will review Resolution at their meeting prior to the county board meeting on Jan. 19th at 6 pm). (pg. 48-49)

12. REPORTS OF SELECT COMMITTEES AND SECOND READING

13. REPORTS OF COMMISSIONS AND BOARDS UNDER RULE 16

Chippewa Valley Regional Airport

File No.

15-16/117 (1) To Apply for a "Class B" Intoxicating Liquor License for Use by the Restaurant and Lounge, Chippewa Valley Regional Airport, Under Section 125.51(5)(b) 2., Wis. Stats. (pg. 50-51)

14. APPOINTMENTS, CONFIRMATIONS AND ELECTIONS BY THE BOARD

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-4710, (FAX) 839-1669 or 839-4735, tty: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.

**OFFICIAL PROCEEDINGS OF THE COUNTY BOARD
OF SUPERVISORS**

December 15, 2015

The County Board of Supervisors of the County of Eau Claire convened at the Courthouse in the City of Eau Claire on Tuesday, December 15, 2015, and was called to order by Chair Gregg Moore at 7:02 p.m.

The Board honored the flag with the pledge of allegiance.

Moment of reflection was presented by Supervisor Kevin Stelljes.

Roll Call: 24 present: Supervisors Gary G. Gibson, Douglas Kranig, Stella Pagonis, Katy Forsythe, Kevin Stelljes, Ray L. Henning, Colleen A. Bates, Kathleen Clark, Jean D. Schlieve, Nick Smiar, Joel Mikelson, Gregg Moore, James A. Dunning, Gerald L. Wilkie, Bruce Willett, Mark Beckfield, Sue Miller, Robin J. Leary, John F. Manydeeds, Mark Olson, Tami Schraufnagel, Paul A. Lokken, Sr., Stephannie Regenauer, Patrick L. LaVelle
5 absent: Supervisor Paul Reck, Corey S. Bauch, Steve Chilson, Gordon C. Steinhauer, Mike Conlin

JOURNAL OF PROCEEDINGS (December 1, 2015)

On a motion by Supervisor Mikelson seconded by Supervisor Henning, the Journal of Proceedings was approved.

PUBLIC COMMENT

Paul Johnson spoke regarding the Lake Rehabilitation District.

Carol Craig spoke regarding the RAVE Resolution.

REPORTS OF THE COUNTY BOARD UNDER RULE 32

County Administrator, Kathryn Schauf, gave updates on the following:

- Altoona Dam
- Strategic Plan Process
- Annual Reports

The following written reports were presented to the Board:

- Alternate Care Report (for month ending October 2015)
- Adult Mental Health Residential & Institutional Expenses (for the month ending October 2015)
- 2015 Contingency Fund Report

**PRESENTATION OF RESOLUTIONS OR ORDINANCES BY COMMITTEES OR
MEMBERS UNDER SUSPENSION OF THE RULES**

There were no objections to suspending the rules to consider the items under suspension.

Resolution 15-16/098 AUTHORIZING PAYMENT OF VOUCHERS OVER \$10,000 ISSUED DURING THE MONTH OF NOVEMBER 2015

On a roll call vote the resolution was unanimously adopted.

Ordinance 15-16/089 AMENDING THE 1982 OFFICIAL ZONING DISTRICT BOUNDARY MAP FOR THE TOWN OF WASHINGTON

On a roll call vote the ordinance was unanimously enacted.

FIRST READING OF ORDINANCES AND RESOLUTIONS

Ordinance 15-16/081 TO REPEAL AND RECREATE 1.22.045 A. 6. OF THE CODE: JOURNAL OF PROCEEDINGS; TO REPEAL 1.22.045 B., C. AND G. OF THE CODE: JOURNAL OF PROCEEDINGS; TO AMEND 1.22.045 E. AND F. OF THE CODE: JOURNAL OF PROCEEDINGS; TO REPEAL 1.22.047 B. OF THE CODE: TRANSFER AND DESTRUCTION OF OBSOLETE PROCEEDINGS

The ordinance was referred to the Committee on Administration.

Ordinance 15-16/088 TO REPEAL SECTION 2.09.010 B. 4. OF THE COUNTY CODE: BUSINESS HOURS

There was no objection to act under suspension on ordinance 15-16/088.

On a roll call vote the ordinance was unanimously enacted.

Ordinance 15-16/096 TO AMEND SECTION 15.01.060 A. 11. OF THE CODE: PERMIT FEES

Action on said ordinance was postponed until the next County Board meeting.

Ordinance 15-16/099 TO AMEND SECTION 2.09.010 A. OF THE CODE: BUSINESS HOURS

Action on said ordinance was postponed until the next County Board meeting.

Ordinance 15-16/105 REPEAL SECTION 1.22.100 OF THE CODE: SALE OF COUNTY CODE AND ANNUAL UPDATES BY COUNTY CLERK

Action on said ordinance was postponed until the next County Board meeting.

Ordinance 15-16/108 TO AMEND SECTION 2.04.010 A. OF THE CODE: RULE 1 – MEETINGS

Action on said ordinance was postponed until the next County Board meeting.

REPORTS OF STANDING COMMITTEES AND SECOND READING

Committee on Administration

Resolution 15-16/061 MOVING THE 2016 ANNUAL MEETING ON BUDGET FROM NOVEMBER 15, 2016 TO NOVEMBER 9, 2016

Motion by Supervisor Willett, seconded by Supervisor Leary for adoption.

On a roll call vote, the resolution was unanimously adopted.

Resolution 15-16/073 AUTHORIZING PARTICIPATION IN THE GREEN TIER LEGACY COMMUNITY PROGRAM

Motion by Supervisor Bates, seconded by Supervisor Wilkie for adoption.

On a roll call vote, the resolution was unanimously adopted.

Resolution 15-16/107 CONFIRMING THE APPOINTMENTS BY CHAIR GREGG MOORE OF DR. BLAIR JOHNSON AND MEREY PRICE TO THE CITY-COUNTY BOARD OF HEALTH; JIM DEIGNAN AND KIM JOHNSON TO THE LE PHILLIPS SENIOR CENTER BOARD OF DIRECTORS AND MARK RASMUSSEN TO THE VETERANS SERVICE COMMISSION

Motion by Supervisor Wilkie, seconded by Supervisor LaVelle for adoption.

On a roll call vote, the resolution was unanimously adopted.

Committee on Judiciary & Law Enforcement

Resolution 15-16/084 AUTHORIZING A "STEPPING UP" INITIATIVE TO REDUCE THE NUMBER OF PEOPLE WITH MENTAL ILLNESSES IN JAILS

Motion by Supervisor Schlieve, seconded by Supervisor Schraufnagel for adoption.

On a roll call vote, the resolution was unanimously adopted.

Resolution 15-16/106 OPPOSING LRB-2148/1 CHANGING THE WAY PROPERTY IS FORFEITED AFTER BEING SEIZED IN RELATION TO A CRIME

Motion by Supervisor Miller, seconded by Supervisor Henning for adoption.

There were no objections to allowing Sheriff Ron Cramer to speak.

On a roll call vote, the resolution was unanimously adopted.

Committee on Planning and Development

Ordinance 15-16/060 TO AMEND SECTION 18.77.010 OF THE CODE: JURISDICTION; TO AMEND SECTION 18.77.080 OF THE CODE: LAND SUITABILITY; TO CREATE SECTION 18.81.035 OF THE CODE: RECONFIGURATIONS

Motion by Supervisor Leary, seconded by Supervisor LaVelle for enactment.

There were no objections to allowing Planning and Development Director, Lance Gurney to speak.

On a roll call vote, the ordinance was unanimously enacted.

Ordinance 15-16/070 TO AMEND SECTION 18.02.020 A. 5., 19., 54., 157. AND 197. OF THE CODE: DEFINITIONS; TO RENUMBER 6. THROUGH 20. AS 7. THROUGH 21., AND 21. THROUGH 54. AS 23. THROUGH 56. AND 55. THROUGH 119. AS 59. THROUGH 123. AND 120. THROUGH 198. AS 126. THROUGH 232. OF THE CODE: DEFINITIONS; TO CREATE SECTION 18.02.020 A. 6., 22., 57., 58., 124., AND 125. OF THE CODE: DEFINITIONS; TO CREATE CHAPTER 18.32 OF THE CODE: A-P AGRICULTURAL PRESERVATION DISTRICT

Motion by Supervisor Dunning, seconded by Supervisor Willett for enactment.

On a roll call vote, the ordinance was unanimously enacted.

PRESENTATION OF RESOLUTIONS OR ORDINANCES BY COMMITTEES OR MEMBERS UNDER SUSPENSION OF THE RULES

There were no objections to suspending the rules to consider the item under suspension.

Ordinance 15-16/085 AMENDING THE 1982 OFFICIAL ZONING DISTRICT BOUNDARY MAP FOR THE TOWNS OF BRUNSWICK, CLEAR CREEK, DRAMMEN, LINCOLN, OTTER CREEK, PLEASANT VALLEY, SEYMOUR, UNION AND WASHINGTON

On a roll call vote, the ordinance was unanimously enacted.

REPORTS OF STANDING COMMITTEES AND SECOND READING

Committee on Planning and Development

Resolution 15-16/097 APPROVING THE FINAL PLAT OF THE FAIRCHILD CEMETERY NORTH ADDITION

Motion by Supervisor Leary, seconded by Supervisor Henning for adoption.

On a roll call vote, the resolution was unanimously adopted.

Resolution 15-16/086 RESOLUTION SUPPORTING WISCONSIN SENATE BILL 340 AND WISCONSIN ASSEMBLY BILL 515, RELATING TO RECYCLING GRANTS FOR LOCAL GOVERNMENTS AND MAKING AN APPROPRIATION

Motion by Supervisor Willett, seconded by Supervisor Smiar for adoption.

On a roll call vote, the resolution was unanimously adopted.

Committee on Parks & Forest

Resolution 15-16/091 ADOPTING THE 2016 ANNUAL WORK PLAN FOR THE PARKS AND FOREST DEPARTMENT TO COMPLY WITH THE COUNTY FOREST ADMINISTRATION GRANT PROGRAM

Motion by Supervisor Lokken, seconded by Supervisor Willett for adoption.

On a roll call vote, the resolution was unanimously adopted.

Resolution 15-16/092 AUTHORIZING THE PARKS AND FOREST DEPARTMENT TO PARTICIPATE IN THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES MUNICIPAL DAM GRANT PROGRAM FOR THE LAKE EAU CLAIRE DAM

Motion by Supervisor Lokken, seconded by Supervisor Schraufnagel for adoption.

On a roll call vote, the resolution was unanimously adopted.

PRESENTATION OF RESOLUTIONS OR ORDINANCES BY COMMITTEES OR MEMBERS UNDER SUSPENSION OF THE RULES

There were no objections to suspending the rules to consider the item under suspension.

Resolution 15-16/101 SUPPORTING THE EFFORTS OF THE REGISTER AND VOTE EAU CLAIRE CITIZEN INITIATIVE TO PROVIDE CITIZENS INFORMATION REGARDING VOTER REGISTRATION, VOTER ID REQUIREMENTS, EARLY VOTING, AND ABSENTEE BALLOT OPTIONS WITHIN EAU CLAIRE COUNTY

On a roll call vote, the resolution was unanimously adopted.

FIRST READING OF ORDINANCES AND RESOLUTIONS

Ordinance 15-16/090 TO AMEND SECTION 3.20.010 E. OF THE CODE: BENEFITS OF ELECTED OFFICIALS

Action on said ordinance was postponed until the next County Board meeting.

REPORTS OF STANDING COMMITTEES AND SECOND READING

Committee on Human Resources

Resolution 15-16/079 ADOPTING THE 2015 AFFIRMATIVE ACTION PLAN; DIRECTING THAT THE ORIGINALS OF SAID 2015 AFFIRMATIVE ACTION PLAN SHALL BE PLACED IN THE COUNTY CLERK'S OFFICE FOR PUBLIC INSPECTION

Motion by Supervisor Smiar, seconded by Supervisor Beckfield for adoption.

On a roll call vote, the resolution was unanimously adopted.

Resolution 15-16/102 ADOPTING NONREPRESENTED EMPLOYEES' SALARY AND BENEFITS FOR CALENDAR YEAR 2016

Motion by Supervisor Schraufnagel, seconded by Supervisor Beckfield for adoption.

On a roll call vote, the resolution was unanimously adopted.

Committee on Finance and Budget

Resolution 15-16/093 AUTHORIZING THE TRANSFER OF \$18,714.66 FROM THE 2015 CONTINGENCY FUND TO THE EAU CLAIRE COUNTY HUMANE ASSOCIATION FOR EXTRA ORDINARY EXPENSES INCURRED AS A RESULT OF TAKING 13 DOGS, FIVE HORSES, AND SIX CHICKENS INTO CUSTODY ON AUGUST 10, 2015

Motion by Supervisor Leary, seconded by Supervisor Willett for adoption.

On a roll call vote, the resolution was adopted as follows:

22 ayes: Supervisors Kranig, Pagonis, Forsythe, Stelljes, Henning, Bates, Clark, Schlieve, Smiar, Mikelson, Moore, Dunning, Wilkie, Willett, Beckfield, Miller, Leary, Manydeeds, Olson, Schraufnagel, Regenauer, LaVelle

2 noes: Supervisors Gibson, Lokken

5 absent: Supervisors Reck, Bauch, Chilson, Steinhauer, Conlin

Resolution 15-16/094 AWARDING BIDS FOR THE FALL 2015 TAX DEED SALE OF TAX DEED PROPERTY; DIRECTING CORPORATION COUNSEL TO PREPARE QUIT CLAIM DEEDS ON THE DESCRIBED PROPERTIES; DIRECTING THE COUNTY CLERK TO EXECUTE SAID QUIT CLAIM DEEDS ON BEHALF OF EAU CLAIRE COUNTY

Motion by Supervisor Schraufnagel, seconded by Supervisor Olson for adoption.

On a motion by Supervisor Pagonis, seconded by Supervisor Dunning, Amendment No. 1 was presented as follows:
On page 1, line 44 strike "Trumph Investments, LLC", insert "Chase Collins, a single person and Nathan Smith, a single person."

On a voice vote, Amendment No. 1 was adopted.

On a motion by Supervisor Pagonis, seconded by Supervisor Smiar, Amendment No. 2 was presentd as follows:
On page 1, strike lines 25-39.

On a voice vote, Amendment No. 2 was adopted.

On a roll call vote, the resolution as amended twice was unanimously adopted.

Resolution 15-16/103 DISALLOWING THE CLAIM OF THOMAS LEE ANDERSON FILED ON AUGUST 19, 2015 AGAINST EAU CLAIRE COUNTY; DIRECTING THE COUNTY CLERK TO NOTIFY CLAIMANT OF SAID DISALLOWANCE

Motion by Supervisor Smiar, seconded by Supervisor Beckfield for adoption.

On a roll call vote, the resolution was unanimously adopted.

The Board adjourned at 8:31 p.m.

Respectfully submitted,



Janet K. Loomis
County Clerk

Janet Loomis

From: Rep.Bernier <Rep.Bernier@legis.wisconsin.gov>
Sent: Tuesday, December 29, 2015 10:39 AM
To: Janet Loomis
Subject: LRB 2148/1
Attachments: 201512291020.pdf

RECEIVED
DEC 29 2015
COUNTY CLERK

Dear Ms. Loomis:

*

Thank you for sending resolution 15-16/106 opposing LRB 2148/1 from the Eau Claire County Board of Supervisors. I will take this resolution under advisement.

Sincerely,

Rep. Kathy Bernier

* Changing the way Property is Forfeited after
Being Seized in Relation to a Crime



JAN 13 RECD

Warren Petryk

State Representative • 93rd Assembly District

January 11, 2016

Janet Loomis, Clerk
Eau Claire County
721 Oxford Ave, Suite 3350
Eau Claire, WI 54703

Dear Janet,

Thank you for sending me the Eau Claire County Board of Supervisors resolution "Opposing LRB-2148/1 Changing The Way Property Is Forfeited After Being Seized In Relation To A Crime". LRB-2148/1 has been given the bill number, Assembly Bill (AB) 537.

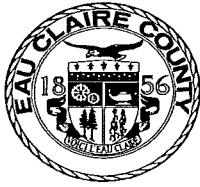
AB 537 relating to forfeiture of property seized in relation to a crime was proposed by Representative Gary Tauchen (R – Bonduel) and Senator Steve Nass (R – Whitewater). The bill has been referred to the Assembly Committee on Criminal Justice and Public Safety of which I am not a member. I am not a co-sponsor of this legislation.

Should AB 537 be brought before the full Assembly for a vote, I will certainly keep the Eau Claire County Board of Supervisors views in mind.

Thank you again for contacting me.

Sincerely,

Warren Petryk
State Representative
93rd Assembly District



Eau Claire County
DEPARTMENT OF HUMAN SERVICES
 721 Oxford Avenue, PO Box 840
 Eau Claire WI 54702-0840
 (715) 831-5700 • Fax (715) 831-5658
 www.co.eau-claire.wi.us
 Tom Wirth, Acting Director



ALTERNATE CARE REPORT
For the Eleventh Month Ending November 30th, 2015
 Date Prepared 12/29/2015

Level of Care	Number of New Placements	Number of Clients	Number of Days	Number of New Placements	Number of Clients YTD	Number of Days YTD	Average Cost per day
	Nov-15	Nov-15	Nov-15	YTD			
Foster Care	4	79	2,164	74	138	20,861	\$40
Therapeutic Foster Care	4	20	515	22	34	4,649	\$175
Group Home	1	3	82	8	11	1,159	\$194
Residential Care Center	0	8	213	13	24	2,983	\$413
Corrections:							
Corrections-Institution	0	2	60	1	4	691	\$462
Corrective Group Home	0	0	0	0	0	0	
180 Day Program	0	1	30	2	3	611	\$150
Corrections AfterCare	0	1	30	0	1	220	\$0
Corrective Sanctions	0	1	30	1	1	714	\$0
Correction Res. Care Ctr.	0	1	26	1	2	274	\$0
Corrections TFC*	0	0	0	0	0	0	\$0
Corrections SPRITE	0	0	0	0	0	0	\$0
TOTAL	9	116	3,150	122	218	32,162	

*not adjusted for revenue

Level of Care	Adjusted	YTD	Percent	Revenue	YTD	Percent	Projected
	Budget	Expense	Used	Budget	Revenue	Collected	Annualized Net Expense
Foster Care	950,951	832,893	87.59%	83,905	75,287	89.73%	\$826,479
Therapeutic Foster Care	1,072,789	811,799	75.67%	57,584	27,231	47.29%	\$855,892
Group Home	126,190	224,483	177.89%	-	8,825		\$235,263
Residential Care Center	1,247,618	1,230,699	98.64%	33,380	50,444	151.12%	\$1,287,551
Corrections:							
Corrections-Institution	\$130,000	319,279					
Corrections AfterCare							
180 Day Program	\$81,000	91,650		\$1,000	\$4,995	499.50%	
Corrective Group Home		-					
Corrective Sanctions		-					
Correction Res. Care Ctr.		-					
Corrections TFC*		\$0					
Corrections SPRITE		\$0					
Corrections Totals:	211,000	410,929	194.75%	1,000	4,995	-	\$442,837
TOTAL	3,608,548	3,510,803	97.29%	175,869	166,782	0.00%	\$3,648,023

Net Budget	Net Estimated 2015 Exp.	Year End Estimate Overspent
\$3,432,679	\$3,648,023	(\$215,344)

At current usage DHS estimated alternate care spending for 2015 to be:

*TFC = Therapeutic Foster Care

Percentage of Yr. through 11/30/2015 91.67%

**Eau Claire County Department of Human Services
 Adult Mental Health Residential and Institutional Expenses and Revenues
 For the Eleven Months Ending November 30, 2015**

Standard Program Categories	Expense Annual Budget	YTD 11/30/2015 Expense Budget	YTD 11/30/2015 Actual Expenses	YTD 11/30/2015	Revenue Annual Budget	YTD 11/30/2015 Revenue Budget	YTD 11/30/2015 Actual Revenue	YTD 11/30/2015
				Expense Budget Variance Under (Over)				Revenue Budget Variance Under (Over)
Adult Family Homes	\$ 329,454	\$ 302,000	\$ 380,221	\$ (78,221)	\$ 36,544	\$ 33,499	\$ 35,689	\$ (2,191)
Community Based Care/Treatment Center	835,618	765,983	900,790	(134,807)	98,332	90,138	129,438	(39,301)
Institutions for Mental Disease, aka, Winnebago Health Institution and Trempealeau County Health Care Center ***	431,728	395,751	993,801	(598,050)	1,500	1,375	188,770	(187,395)
Supportive Home Care	107,116	98,190	132,402	(34,212)	0	0	2,370	(2,370)
Totals	\$ 1,703,916	\$ 1,561,923	\$ 2,407,214	\$ (845,291)	\$ 136,376	\$ 125,011	\$ 356,267	\$ (231,256)
Excess (deficiency) of revenue over expenditures				\$ (614,035)				

*** Winnebago Health Instit. performs collections activities this report reflects the expense and revenue we do not receive the revenue we are charged the net expense

Eau Claire County Jail Population Report - 2015



OneLess
A STRATEGY FOR SAFER COMMUNITIES

The tables and graph below include data collected through December 31, 2015. The daily population graph does not include Secure Inmates housed in other counties. Throughout most of 2015, the jail population saw a significant decrease from the spike that occurred in 2014. However, an increase in Secure inmates pushed the jail over its functional capacity in December 2015.

Eau Claire County Jail	2015	2014	2013	2012	2011
Average Daily Population					
Secure In-House	176	186	156	123	105
Secure Transfers*	8	8	6	20	32
Total Secure	184	194	162	143	137
Huber	61	63	57	53	72
Electronic Monitoring	5	9	10	9	5
Other**	3	3	6	4	6
Total	253	269	235	209	220

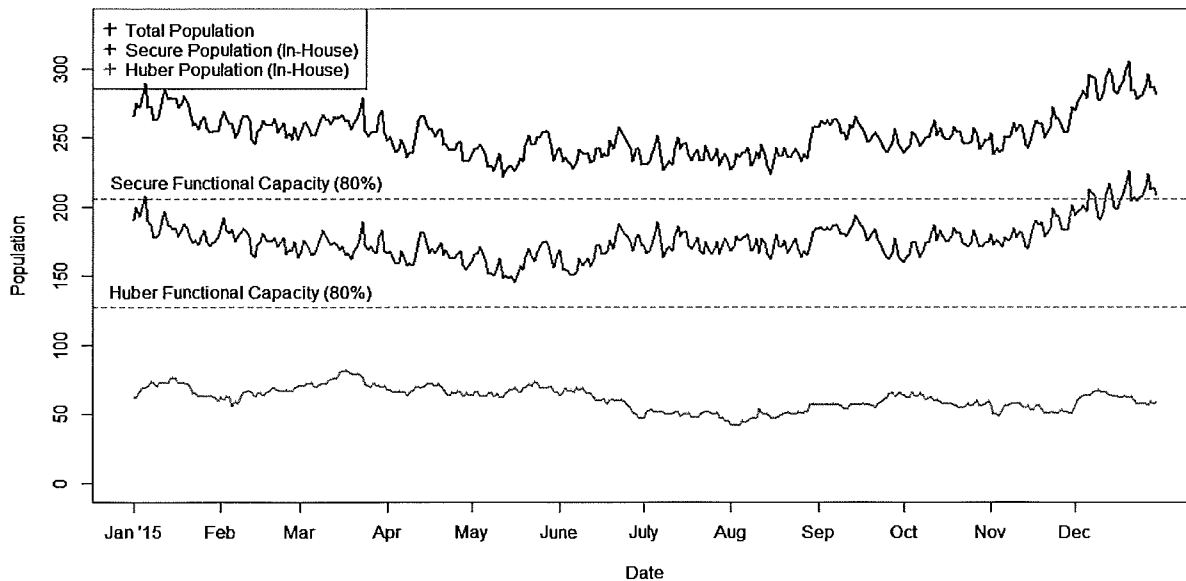
*Secure Transfers are housed in other counties at no cost to Eau Claire County

**Other includes transfers, inmates in hospitals, inmates in other counties for court, etc.

Eau Claire County Jail	2015	2014	2013	2012	2011
Bookings and Releases					
Jail Bookings	4751	4496	4556	4051	4293
Jail Releases	4735	4474	4534	4054	4309
Print and Releases	232	234	248	220	349

*Print and Releases numbers are estimates based on release code. Calculation was adjusted in June 2015 and all numbers in this report have been updated to ensure alignment going forward.

Eau Claire County Jail Daily Population
1/1/2015 - 12/31/2015



TO: Honorable Eau Claire County Board of Supervisors
FROM: Committee on Finance and Budget
DATE: January 13, 2016
SUBJ: **2015 Contingency Fund**

Pursuant to Section 2.04.485(C) of the Code of General Ordinances, the following is the status of the 2015 Contingency fund as of noon on January 13, 2016:

<u>January 1, 2015 Contingency / Risk Pool Budget Allocation</u>		\$ 100,000.00
June 16, 2015	Reimbursing Special Deputies / Performance of State DNA Testing	\$ 14,300.00
September 1, 2015	Administrator Search / Retention Process (final)	\$ 39,943.00
December 15, 2015	Eau Claire County Humane Association / Extraordinary Expenses	<u>\$ 18,714.66</u>
Balance Available:		\$ 27,042.34

TO: Honorable Eau Claire County Board of Supervisors
FROM: Committee on Finance and Budget
DATE: January 13, 2016
SUBJ: **2016 Contingency Fund**

Pursuant to Section 2.04.485(C) of the Code of General Ordinances, the following is the status of the 2016 Contingency fund as of noon on January 13, 2016:

January 1, 2016 Contingency / Risk Pool Budget Allocation	\$ 100,000.00
January 1, 2016 Contingency / Potential Class/Comp Adjustment	\$ 26,000.00

Balance Available:	\$ 126,000.00
--------------------	----------------------

-AUTHORIZING PAYMENT OF VOUCHERS OVER \$10,000 ISSUED DURING THE MONTH OF
DECEMBER 2015-

RESOLVED by the Eau Claire County Board of Supervisors that the following accounts are
allowed and the County Clerk and County Treasurer are authorized to issue County order checks to
the vendors hereinafter and for the amounts set forth thereafter.

<u>VENDOR</u>	<u>PAYMENT FOR:</u>	<u>AMOUNT</u>
Mathy Construction Co	Contracted Roadwork CTH HH / CHT NL-Hwy	\$ 799,071.13
Mathy Construction	Contracted Roadwork CTH H/CTH M - Hwy	\$ 666,406.35
Group Health Coop of EC	January 2016 Cobra/Health Premiums	\$ 573,428.30
State of Wisconsin	Airport Project-Tower & Hangars	\$ 300,000.00
Scott Construction Inc	Crack Filling Various CTH - Hwy	\$ 217,483.00
State of Wisconsin	DOT Construction /Projects - Hwy	\$ 216,420.79
McCabe Construction Inc	Contracted Roadwork CTH X/Woodland Rd-Hwy	\$ 214,493.92
A1 Excavating Inc	Contracted Roadwork Cty Q/5 Mile Creek- Hwy	\$ 211,247.40
State of Wisconsin	November Fees	\$ 172,302.59
State of Wisconsin	DOT Construction /Projects - Hwy	\$ 171,496.95
Altoona Public Library	2015 Library Payment	\$ 170,823.00
City of Eau Claire Treasurer	Comm Center Payment - December	\$ 138,790.00
Valk Manufacturing Co	Grader Parts (blades) - Hwy	\$ 123,910.80
Janke General Contractors Inc	Lake Altoona Dam Repairs-Parks	\$ 116,259.50
Kwik Trip Inc	Refund Financial Assurance - LCD	\$ 110,435.81
Eau Claire City County Health Dept	November Payment	\$ 91,666.67
US Bank Natl Assoc	Procard Payment - November	\$ 74,457.42
McCabe Construction Inc	Contracted Roadwork - Hwy	\$ 64,324.54
AUL Benefit Trust	Retiree/Employee Payout (5)	\$ 46,480.09
Lutheran Social Services	Assessor/CTC - November Services	\$ 45,026.33
Advanced Disposal	Recycling - November	\$ 41,526.40
Xcel Energy	Courthouse Electric/Gas - November	\$ 40,452.12
North Point RV	2015 500 CTA Park Model RV-Parks	\$ 37,633.50
Belco Vehicle Solution	Vehicle Changeovers for Sheriff	\$ 30,658.98
CDW Government Inc	Symantic Endpoint Protection/Support-IS	\$ 29,108.22
Aramark Services	Juvenile/Inmate/Staff Meals - November	\$ 28,693.01
AAA Striping Service Co	Contracted Pavement Marking Services-Hwy	\$ 28,556.20
City of Eau Claire Treasurer	Water/Sewer - CTHS	\$ 22,356.55
Ayres Associates	Lake Altoona Cty Park Master Plan-Parks	\$ 22,105.00
Boxx Sanitation	Recycling - November	\$ 21,775.52
U S Postal Service	Postage	\$ 20,000.00
Sacred Heart Hospital	ADRC Meals - October	\$ 19,971.05
Larson Construction Company Inc	Labor, Equip, & materials re-set bridge - Parks	\$ 19,750.00
City of Eau Claire Treasurer	October 2015 Paratrans	\$ 19,392.23
Delta Dental Plan of WI Inc	January 2016 Dental Premiums	\$ 19,243.69
Huffcutt Concrete Inc	Boat Plank for Lake Altoona Boat Landing-Parks	\$ 18,930.00
Town of Washington Treasurer	Refund for overpaid taxes	\$ 18,814.78
Eau Claire County Humane Assoc	Hite Case	\$ 18,714.66
Cedar Corporation	Contracted Engineering - Hwy	\$ 18,635.55
Waste Management	Recycling - November	\$ 15,780.64
Friends of Beaver Creek Reserve	December Payment	\$ 15,000.00
Fuel Service DJ's Mart	Diesel Fuel - Hwy	\$ 14,193.20
Heartland Business Systems	Cisco Business Edition Server-IS	\$ 14,153.20
Trane Company	Trane Air Handler-CTHS	\$ 13,941.00
L & M Mail Service	Postage for mailing tax statements - Treasurer	\$ 13,443.01
Town of Seymour Treasurer	Refund for overpaid taxes	\$ 12,948.96

57	Corre Inc.	Contracted Engineering - Hwy	\$	12,758.63
58	Lincoln Financial Life Insurance Co	January 2016 Disability Premiums	\$	12,751.25
59	Minnesota Life Insurance Co	January 2016 Premiums	\$	12,474.01
60	Associated Snowmobile Clubs of EC	Snowmobile Expenses-Parks	\$	12,225.00
61	Finland Holding Group LLC	Highway Land Purchase	\$	12,100.00
62	Mead & Hunt Inc	10 Unit Hangar Const-Airport	\$	12,003.13
63	Eaton Corporation	Annual Support - IS	\$	11,569.00
64	Chippewa Valley Energy	Diesel Fuel - Hwy	\$	10,809.75
65	Try Inc	December Payment	\$	10,801.58
66	Universal Truck Equipment	Repair Parts - Hwy	\$	10,652.09
67	Kone Inc	Update East End Elevator-CTHS	\$	10,550.00
68	County of Trempealeau	Roadway Supplies - Pot Hole Mix - Hwy	\$	10,486.38
69	Xcel Energy	Airport Electric/Gas - November	\$	10,331.69
70	WRR Environmental Services	Clean Sweep Events for Cty Residents	\$	10,317.36
71				
72		<i>subtotal</i>	\$	5,260,131.93
73				
74				
75	County of Barron	<i>IM Consortia Payment</i>	\$	67,541.00
76	County of Burnett	<i>IM Consortia Payment</i>	\$	22,919.00
77	County of Chippewa	<i>IM Consortia Payment</i>	\$	58,879.00
78	County of Douglas	<i>IM Consortia Payment</i>	\$	48,997.00
79	County of Dunn	<i>IM Consortia Payment</i>	\$	17,743.00
80	County of Pierce	<i>IM Consortia Payment</i>	\$	64,412.00
81	County of Polk	<i>IM Consortia Payment</i>	\$	45,519.00
82	County of St Croix	<i>IM Consortia Payment</i>	\$	59,724.00
83	County of Washburn	<i>IM Consortia Payment</i>	\$	25,764.00
84	L E Phillips Treatment Center	Contractual Services	\$	15,795.00
85	Lutheran Social Services	Contractual Services	\$	10,486.00
86	Northwest Passage LTD	Contractual Services	\$	21,480.00
87	Chileda Institute Inc	Contractual Services	\$	40,820.40
88	Lutheran Social Services	Contractual Services	\$	18,818.90
89	New Visions Treatment Homes	Contractual Services	\$	35,306.48
90	Arbor Place	Contractual Services	\$	10,368.00
91	Career Development Center	Contractual Services	\$	10,941.00
92	Cooperative Educational Service Agency	Contractual Services	\$	14,979.25
93	Clark County Healthcare Center	Contractual Services	\$	10,545.60
94	Lutheran Social Services	Contractual Services	\$	82,870.92
95	MCHS Eau Claire Clinic	Contractual Services	\$	11,200.00
96	Northwest Counseling & Guidance	Contractual Services	\$	11,319.96
97	Tradewinds Residence Inc	Contractual Services	\$	11,700.00
98	Trempealeau County	Contractual Services	\$	44,760.19
99	Vantage Point Clinic & Assessment	Contractual Services	\$	24,192.50
100	Western Dairyland Economic Opport	Contractual Services	\$	15,341.63
101	Clinicare Corporation	Contractual Services	\$	19,857.00
102	REM Wisconsin III Inc	Contractual Services	\$	12,776.75
103	Brotoloc Inc	Contractual Services	\$	46,278.05
104	Mt Washington Operator LLC	Contractual Services	\$	25,661.12
			Total	\$ 906,996.75
			Grand Total	\$ 6,167,128.68

Stella Pagonis

 Stella Pagonis-Chairperson
 Committee on Finance and Budget

APPROVED BY
 CORPORATION COUNSEL
 BOARD FORM

FACT SHEET

TO FILE NO. 15-16/096

The Committee on Planning and Development held a hearing on December 8, 2015 to review ordinance 15-16/096 to amend Section 15.01.060 of the County Code relating refunds for uniform dwelling code (UDC) permits. Refunds are requested from time to time by applicants who decide not to build. Upon request, in those circumstances the planning and development department will refund the UDC fee minus administrative costs associated with the permit review and the cost of the UDC seal fee.

After considering the staff's recommendation, the committee deliberated the matter and voted 4-0 to approve ordinance 15-16/090. No one spoke at the public hearing. Corporation Counsel has reviewed the proposed ordinance.

There are no anticipated fiscal impacts.

Respectfully submitted on behalf of the Committee on Planning and Development:

A handwritten signature in black ink that reads "Rod Eslinger" with a stylized flourish at the end.

Rod Eslinger, Land Use Manager
Land Use Control Division

1 Enrolled No.

2 ORDINANCE

3 File No. 15-16/096

4 - TO AMEND SECTION 15.01.060 A. 11 OF THE CODE: PERMIT FEES -

5 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

6
7 SECTION 1. That paragraph 11. of Subsection A. of Section 15.01.060 of the
8 code be amended to read:

9
10 11. Refunds: Refunds for projects not started shall be based on the fee
11 paid minus UDC seal fee of \$3039, \$75100 plan review fee when plans are required and
12 erosion control fee of \$6070.

13
14 ADOPTED:

15
16 *Gay*
17 _____
18 *James Channing*
19 _____
20 *[Signature]*
21 _____
22 *Steve Pagan*
23 _____

24
25 Committee on Planning & Development

26 KRZ/yk

27
28
29 Dated this 8th day of December, 2015.

30
31
32 ORDINANCE/15-16.096

APPROVED BY
CORPORATION COUNSEL
AS TO FORM

Reviewed by Finance Dept.
for Fiscal Impact

FACT SHEET

TO FILE NO. 15-16/110

This ordinance codifies the change in title from veterans service officer to veteran services director which reflects the position title in the classification and compensation study and the change in the name of the office from veterans service to veteran services approved by the committee on administration on December 8, 2015.

Fiscal Impact: No Fiscal Impact

Respectfully Submitted,



Keith R. Zehms
Corporation Counsel

KRZ/yk

Ordinance/15-16.110 Fact

4 - TO AMEND 2.04.435 A. OF THE CODE: COMMITTEE ON ADMINISTRATION;
5 TO AMEND SECTION 2.04.435 A. 14. OF THE CODE: COMMITTEE ON
6 ADMINISTRATION; TO AMEND SECTION 2.50 OF THE CODE: VETERANS
7 OFFICE; TO AMEND SECTION 2.50.300 C. 3 OF THE CODE: COUNTY
8 VETERANS SERVICE COMMISSION; TO AMEND SECTION 2.50.500 OF THE
9 CODE: VETERANS TRANSPORTATION; TO AMEND SECTION 2.50.550 OF THE
10 CODE: SERVICES LIMITED TO COUNTY RESIDENCE; TO AMEND SECTION
11 2.90.250 B. OF THE CODE: VETERANS SERVICE OFFICE; -

12 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

13 SECTION 1. That Subsection A. of Section 2.04.435 of the code be amended to read:

14 2.04.435 Committee on administration.

15 A. The committee shall be responsible to the county board for the departmental
16 policy and oversight of the offices of the county administrator, corporation counsel, information
17 systems director, facilities director, veterans services ~~office~~ director and veterans service
18 commission. In addition the committee shall have the following specific duties:
19
20

21 SECTION 2. That paragraph 14. of Subsection A. of Section 2.04.435 of the code be
22 amended to read:
23

24 14. Enforce standards for the disbursal of aid under Wis. Stat. § 45.86, to
25 needy veterans by the veterans'-services ~~office~~ staff under the supervision of the veterans'
26 service commission.
27

28 SECTION 3. That Chapter 2.50 of the code be amended to read:
29

30 2.50 Veterans Services

31 Chapter 2.50

32 VETERANS SERVICES

33 SECTION 4. That paragraph 3. of Subsection C. of Section 2.50.300 of the code be
34 amended to read:
35

36 3. The county veterans services ~~office~~ director shall serve ex-officio as
37 executive secretary of the commission and shall perform the duties provided in Wis. Stat. §§
38 45.80 and 45.81. The secretary shall keep and record all minutes as directed by the commission,
39 furnish copies to the commissioners, file the original copies with the county clerk, and act as
40 liaison with the committee designated by the county board.
41

42 SECTION 5. That Section 2.50.500 of the code be amended to read:
43

44 2.50.500 Veterans transportation. The veterans services ~~office~~ director may obtain
45
46
47
48
49

1 qualified persons to transport eligible veterans from the county to a Veterans Administration
2 hospital or service center. Each such person shall be paid a per diem of \$25 and reimbursement
3 for mileage authorized in the Human Resources Manual. County fleet cars shall be made
4 available for use whenever possible.

5
6 **SECTION 6.** That Subsection B. of Section 2.50.550 of the code be amended to read:


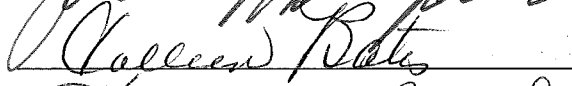
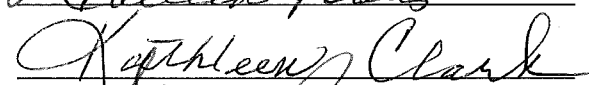
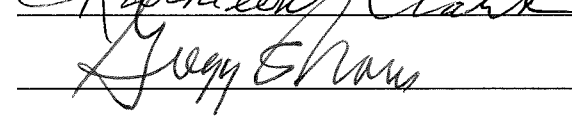
7
8 B. Unless otherwise provided, all veterans services authorized under this chapter
9 shall be provided only to veterans who are residents of this county, inclusive of students enrolled
10 at any post-secondary educational institution in the county. Veterans residing outside this county
11 shall be referred to the veterans-services ~~office~~ director of the county of residence.

12
13 **SECTION 7.** That Section 2.90.250 be amended to read:

14
15 2.90.250 Veterans Services Office.

16
17
18 2.90.250 Veterans Services Office.

19
20 ADOPTED:

21
22 
23 
24 
25 

26
27
28
29
30
31 _____
Committee on Administration

32 KRZ/yk

33
34
35 Dated this 12 day of January, 2015.

36
37
38 ORDINANCE/15-16.110

APPROVED BY
CORPORATION COUNSEL
AS TO FORM

**FACT SHEET
TO FILE NO. 15-16/112**

Donations have been solicited and received by Veteran Services to be designated for veterans transportation. In order to earmark those funds and ensure they are used for the purposes of the donors, a non-lapsing account is requested so funds can be carried over from year to year.

Regarding the Veterans-Direct relief account, object code (701) needs to be identified in the ordinance.

Respectfully submitted,



Sharon Rasmusson
County Administrator's office

1 **Enrolled No.**

2 **ORDINANCE**

3 **File No. 15-16/112**

4 **-TO AMEND SECTION 4.09.010 A. OF THE CODE; NONLAPSING ACCOUNTS-**

5 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

6 **SECTION 1.** That Subsection A. of Section 4.09.010 of the code be amended to read:

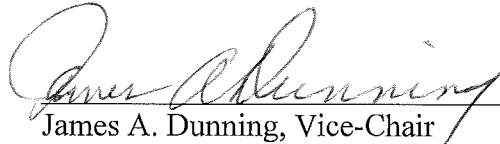
7 4.09.010 Nonlapsing accounts.

8 A. The following accounts or subaccounts are designated as nonlapsing, subject to review
9 and amendment by the county board to the end of each fiscal year:

10	<u>100-20-55500-200</u>	<u>Veterans - Transportation</u>
11	<u>100-20-55500-701</u>	<u>Veterans - Direct relief</u>

12
13
14
15
16
17
18
19 ENACTED:

20
21 I hereby certify that the foregoing correctly represents
22 the action taken by the undersigned Committee on
23 December 10, 2015, by a vote of 4 for, 0 against.

24
25 
26 _____
27 James A. Dunning, Vice-Chair
28 Committee on Finance & Budget

29 /sr

30
31
32
33 APPROVED BY
34 CORPORATION COUNSEL
35 AS TO FORM
36

FACT SHEET

TO FILE NO. 15-16/125

This Resolution requests the state legislature to initiate the process of changing the elected position of county treasurer to an appointed position. Currently under Wis. Stat. § 17.21 (3) a vacancy in the county treasurer is filled by appointment by the county board. This process was used in 2013 when a select committee consisting of the county board chair, 1st vice chair, 2nd vice chair along with the finance & budget committee chair and vice chair was responsible for reviewing and interviewing candidates for the county treasurer position and forwarding a recommendation to the county board to fill the vacancy in the office of county treasurer. The recruitment process used was the same as recruitment for all appointed county positions. This process resulted in 33 applications for the position which was narrowed to 7 applicants by the select committee. The select committee reviewed each applicants training and experience and interviewed the prior to making its recommendation. This process resulted in adoption of a Resolution on July 16, 2013 appointing Glenda Lyons as Eau Claire County Treasurer effective September 7, 2013 through January 2, 2017.

Under Article XII of the Wisconsin Constitution, amending the constitution requires a majority vote of both houses of the legislature, then after the next general election another majority vote of both houses of the legislature and final approval by a majority of the popular vote cast by Wisconsin citizens.

Fiscal Impact: None

Respectfully Submitted,



Jean D. Schlieve
Supervisor, District 14

KRZ/yk

Ordinance/15-16.125 Fact

4 - REQUESTING THE WISCONSIN LEGISLATURE TO START THE PROCESS OF
5 CHANGING THE ELECTED COUNTY TREASURER POSITION TO AN APPOINTED
6 POSITION -

7 WHEREAS, the office of county treasurer was a made a constitutional office in 1882 as a
8 result of amendment to Article IV, Section 4. of the Wisconsin Constitution; and
9

10 WHEREAS, the county treasurer previously elected every 2 years, is now elected every 4
11 years; and
12

13 WHEREAS, due to a mid-term retirement in 2013 the current county treasurer was appointed
14 by the Eau Claire County Board of Supervisors pursuant to Wis. Stat. § 59.52(1) (b) effective
15 September 7, 2013 through January 2, 2017; and
16

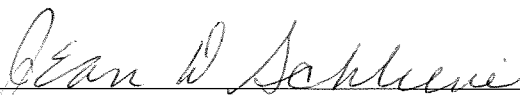
17 WHEREAS, the appointment was based on qualifications including education and experience
18 through an application and interview process; and
19

20 WHEREAS, counties are best served if the county treasurer is appointed after the process of
21 review of applications and interviews of the most qualified applicants; and
22

23 WHEREAS, amending the Wisconsin Constitution requires the majority vote of both houses
24 of the legislature, in two successive legislative sessions and final approval by a majority of the
25 popular vote cast by Wisconsin citizens.
26

27 NOW THEREFORE BE IT RESOLVED by the Eau Claire County Board of Supervisors that
28 it requests state legislature begin the process of changing the position of county treasurer from
29 elected to appointed ultimately giving the voters of the state of Wisconsin the opportunity to make
30 the final decision.
31

32 BE IT FURTHER RESOLVED that the Eau Claire County Board of Supervisors directs the
33 county clerk to forward this resolution to the governor, assembly members and senators representing
34 Eau Claire County, and the Wisconsin Counties Association.
35

36
37
38 
39 Jean D. Schlieve
40 Supervisor, District 14

41 JS/yk

42 Dated this 13 day of January, 2015.
43

ORDINANC/15-16/125

APPROVED BY
CORPORATION COUNSEL
AS TO FORM

FACT SHEET

TO FILE NO. 15-16/081

The main purpose of this ordinance is to move from a system where hard copies of the journal of proceedings are produced to a system where the journal of proceedings will be placed on Eau Claire County's website in a searchable form.

Section 1. Deletes obsolete language regarding the county clerk contracting with the official newspaper for camera-ready copy and replaces it with language for the journal of proceedings to be placed on the county website in searchable form.

Section 2. Deletes obsolete language regarding who receives a copy of the journal of proceedings in pamphlet form, the charge for such copies and when those copies may be destroyed by the county clerk.

Section 3. Deletes obsolete references to copies of the journal of proceedings and reduces the total number bound in hard cover from 3 to 2, those copies being kept by the county clerk and the Area Research Center or State Historical Society, and eliminates the hard cover copy in the county board chair's office.

Section 4. Deletes obsolete language regarding the fact that the journal of proceedings would not be microfilmed or transferred to the State Historical Society. A hard cover bound copy has already been provided to the Area Research Center or State Historical Society.

Fiscal Impact: Savings of \$500.

Respectfully Submitted,



Keith R. Zehms
Corporation Counsel

KRZ/yk

Ordinance/15-16.081 Fact

TO THE HONORABLE EAU CLAIRE COUNTY BOARD OF SUPERVISORS

Report of the Committee on Administration

File No. 15-16/081

ANALYSIS

The Committee on Administration has reviewed the proposed legislation and amendment that would “Repeal and Recreate 1.22.045 A. 6. Of the Code: Journal of Proceedings; To Repeal 1.22.045 B., C. and G of the Code; Journal of Proceedings; To Amend 1.22.045 E. and F. of the Code: Journal of Proceedings; To Repeal 1.22.047 B. of the Code: Transfer and Destruction of Obsolete Proceedings.”

The ordinance is in the proper format and in the appropriate place in the code and the amendment clarifies that in the future there will only be one hard bound copy of the journal of proceedings maintained in the county clerk’s office and one bound copy filed with the Area Research Center or State Historical Society. The fiscal savings of approximately \$500 per year.

RECOMMENDATION

BE IT RESOLVED by the Eau Claire County Board of Supervisors that File No. 15-16/081 be and is hereby adopted as amended once.

I hereby certify that the foregoing correctly represents the action taken by the undersigned committee on Administration on January 12, 2016 by a vote of 4 for, 0 against.



Gregg Moore, Chair
Committee on Administration

alh:

APPROVED BY
CORPORATION COUNSEL
AS TO FORM

EAU CLAIRE COUNTY BOARD OF SUPERVISORS

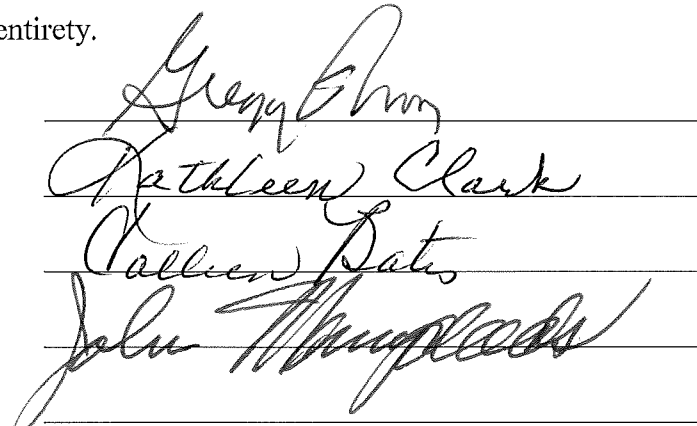
AMENDMENT NO. 1

TO FILE NO. 15-16/081

OFFERED BY COMMITTEE ON ADMINISTRATION

AMEND THE ORDINANCE, AMENDMENT AS FOLLOWS:

1. On page 1, line 17 after "C.," insert "F.,".
2. On page 1, line 19, strike "s" in Subsections. Strike "and F." after "D."
3. On page 1, line 27, insert "One bound copy will be filed with Area Research Center or State Historical Society."
4. On page 1, lines 29-34, strike in their entirety.



Committee on Administration

Dated this 12th day of January 2016.

KRZ/yk

Ordinance/15-16/081 Amendment 1

APPROVED BY
CORPORATION COUNSEL
AS TO FORM

2
3 - TO REPEAL AND RECREATE 1.22.045 A. 6. OF THE CODE: JOURNAL OF
4 PROCEEDINGS; TO REPEAL 1.22.045 B., C. AND G. OF THE CODE: JOURNAL OF
5 PROCEEDINGS; TO AMEND 1.22.045 E. AND F. OF THE CODE: JOURNAL OF
6 PROCEEDINGS; TO REPEAL 1.22.047 B. OF THE CODE: TRANSFER AND
7 DESTRUCTION OF OBSOLETE PROCEEDINGS -
8

9 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

10
11 SECTION 1. That paragraph 6. of Subsection A. of Section 1.22.045 of the code be
12 repealed and recreated to read:

13
14 6. The journal of proceedings starting with session year 159 will be placed
15 on Eau Claire County's website in a searchable form within 60 days after the session year ends.
16

17 SECTION 2. That Subsections B., C., and G. of Section 1.22.045 of the code be repealed.
18

19 SECTION 3. That Subsections D. and F. of Section 1.22.045 of the code be amended to read:
20

21 DB. The county clerk shall annex at the front of one copy a certificate that the clerk
22 has compared the printed and enrolled ordinances, resolutions and reports with the original
23 documents for the session year, that all proceedings and ordinances contained therein were duly
24 published, that it appears to be correctly printed, and that it is a true and correct copy of the
25 official journal of proceedings. The certified copy shall be bound in hard cover, and filed in the
26 office of the county clerk. ~~All other copies of the journal of proceedings shall contain a printed
27 copy of such certificate.~~
28

29 F.C. The county clerk shall cause to be bound in hard cover for preservation ~~three~~ two
30 pamphlet copies of the journal of proceedings for each year, one of which shall be filed in the
31 office of the county clerk, ~~one in the county board chair's office,~~ and one with the Area Research
32 Center or State Historical Society. ~~For pamphlet copies prior to Volume 123, two copies shall be
33 bound in hard cover and filed in the office of the county clerk and in the county board chair's
34 office, unless previously bound.~~
35

36 SECTION 4. That Subsection B. of Section 1.22.047 of the code be repealed.
37

38
39
40
41
42
43
44
45
46
47
48
49
Reviewed by Finance Dept.
for Fiscal Impact

APPROVED BY
CORPORATION COUNSEL
AS TO FORM

Gregg Shum

Andrew Bates

Donald Dilber

Kathleen Clark

John Thompson

Committee on Administration

KRZ/yk Dated this 8 day of December, 2015. ORDINANCE/15-16. 081

FACT SHEET

TO FILE NO. 15-16/099

This ordinance codifies the long-standing practice of closing the Eau Claire County Government Center on Martin Luther King Day for employee training. There is a productivity gain due to decreased work day interruptions throughout the year. There is no fiscal impact.

Respectfully Submitted,



Keith R. Zehms
Corporation Counsel

KRZ/yk

Ordinance/15-16.099 Fact

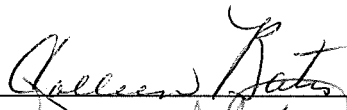
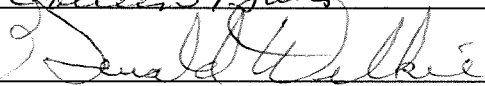
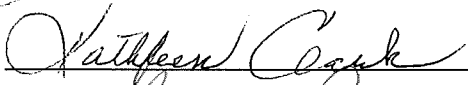
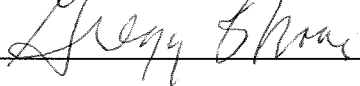
4 - TO AMEND SECTION 2.09.010 A. OF THE CODE: BUSINESS HOURS-

5 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

6 SECTION 1. That Subsection A. of Section 2.09.010 of the code be amended to read:

7
8
9 A. All county offices, inclusive of elective and appointive offices, departments and
10 agencies, shall be open to the general public during usual business hours, which shall be defined
11 as being the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday of each week with the
12 express exception of legal holidays, and the Eau Claire County Government Center for Martin
13 Luther King Day for employee training. Said hours shall be computed in accord with Wis. Stat.
14 §§ 175.09 and 175.095.

15
16
17
18
19 ADOPTED:

20
21 
22 _____
23 
24 _____
25 
26 _____
27 
28 _____

29
30 Committee on Administration

31 KRZ/yk

32
33 Dated this 8 day of December, 2015.

34
35
36
37 ORDINANCE/15-16.099

APPROVED BY
CORPORATION COUNSEL
AS TO FORM

FACT SHEET

TO FILE NO. 15-16/105

Currently the county clerk provides the county code books to county supervisors who request them, county departments, town villages and cities in Eau Claire County and then charges \$150 per code book plus \$35 for updating the code. The county code is updated after each meeting of the county board where an ordinance is adopted.

This ordinance repeals this provision of the code since the county code is available on the Eau Claire County website.

Currently no county board supervisors have requested a hard of the county code, only five municipalities are interested in still receiving a hard copy, a number of county departments, the LE Phillips Public Library and three local law firms have a hard copy.

If this ordinance is adopted the county clerk would notify all those currently receiving county code books that after the current session year is concluded with the April 6th county board meeting all future updates of the county code will be available on the county website.

Fiscal Impact: Savings of \$600

Respectfully Submitted,



Keith R. Zehms
Corporation Counsel

KRZ/yk

Ordinance/15-16.105 Fact Draft 1

1 **Enrolled No.**

ORDINANCE

File No. 15-16/105





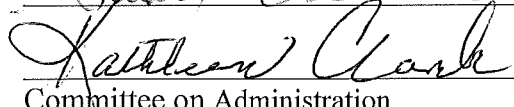
2
3 **- REPEAL SECTION 1.22.100 OF THE CODE: SALE OF COUNTY CODE AND**
4 **ANNUAL UPDATES BY COUNTY CLERK-**

5
6 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

7
8 **SECTION 1.** That Section 1.22.100 of the code be repealed.

9
10 **SECTION 2.** That this ordinance will take effect after the current county board
11 session year concludes with the April 6th county board meeting.

12
13
14 **ADOPTED:**

15
16 
17 _____
18 
19 _____
20 
21 _____
22 
23 _____
24 
25 _____
26 Committee on Administration

27 KRZ/yk

28
29 Dated this 8 day of December, 2015.

30
31
32 ORDINANCE/15-16 105

APPROVED BY
CORPORATION COUNSEL
AS TO FORM

Reviewed by Finance Dept.
for Fiscal Impact

FACT SHEET

TO FILE NO. 15-16/108

This ordinance eliminates the first county board meeting in February. Historically there have been only a limited number of legislative items on the agenda for the first meeting in February. The WCA legislative exchange also conflicts with this meeting. Supervisors will now be free to participate in the WCA legislative exchange.

Fiscal Impact: 2016-Savings of \$725; 2017-Savings of \$870

Respectfully Submitted,

A handwritten signature in cursive script that reads "Keith R. Zehms".

Keith R. Zehms
Corporation Counsel

KRZ/yk

Ordinance/15-16.108 Fact

4 - TO AMEND SECTION 2.04.010 A. OF THE CODE: RULE 1—MEETINGS -

5 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

6 SECTION 1. That Subsection A. of Section 2.04.010 of the code be amended to read:

7 2.04.010 Rule 1--Meetings.

8 A. Regular meetings of the board for the purpose of transacting general business
9 shall be held on the 1st and 3rd Tuesday of each month, except for the months of January,
10 February, June, July, August, and September, when there shall be one meeting held on the 3rd
11 Tuesday of the month, commencing at 7:00 p.m., unless otherwise ordered by the board and
12 subject to recesses and adjournments to a date and time certain.
13
14

15
16
17 I certify that the foregoing correctly represents the
18 action taken by the undersigned committee on
19 December 8, 2015 by a vote of 5 for, 0 against.
20

21
22 Gregg Moore Jr
23 _____
24 Gregg Moore, Chair
25 Committee on Administration
26

27 KRZ/yk

28
29 Dated this 8 day of December, 2015.
30
31

APPROVED BY
CORPORATION COUNSEL
AS TO FORM

Reviewed by Finance Dept.
for Fiscal Impact

PROJECT: Tower Site Lease Extension

BACKGROUND

In 2001 Eau Claire County signed a 20-year agreement to allow Airadigm Communications, Inc. (now SBA Communication Corporation) to construct a tower on county property at the highway department Altoona shop site. Eau Claire County is paid annually for the use of this property. This lease expires in December of 2020 and SBA Communications has requested an extension of the lease for another 25 years.

PROPOSAL/LEASE TERMS

1. The extension is for 25 years.
2. Rent – in addition to the rent of \$44,140 per year from January 1, 2016 through December 31, 2020 and the co-location fee of \$ \$1500 per user per year; and
3. The rent will increase 4% per year beginning in 2021; and
4. A signing bonus of \$10,000 will be paid (upon signing); and
5. The County has the option to terminate the lease in 2030.

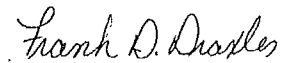
Note that currently the tower is shared (co-located) by three cell companies so the County receives \$4,500 (3 x \$1,500) in addition to the \$44,140/year. Total revenue received for 2016 is \$48,640.

FISCAL NOTE

The revenues are paid to Highway Department (currently applied to the Highway equipment fund).

The revenues increase 4% per year based on this extension.

Respectfully submitted,



Frank D. Draxler
Director of Purchasing and Central Services

FDD/nlw

4 - AUTHORIZING AN EXTENSION OF THE EXISTING CELLULAR TOWER SITE
 5 AGREEMENT WITH SBA COMMUNICATIONS CORPORATION FOR A PERIOD OF
 6 25 YEARS AT THE CURRENT SITE AT THE COUNTY HIGHWAY SHOP PROPERTY IN
 7 THE CITY OF ALTOONA; AUTHORIZING THE COUNTY ADMINISTRATOR TO
 8 EXECUTE THE AGREEMENT EXTENSION AND ANY OTHER NECESSARY
 9 DOCUMENTS ON BEHALF OF EAU CLAIRE COUNTY-

10 WHEREAS, on March 20, 2001, the Eau Claire County Board of Supervisors ratified a 20-
 11 year Tower Site Agreement with Airadigm Communications, Inc. located on county property at the
 12 highway department Altoona shop site; and

13
 14 WHEREAS, the site lease was subsequently assigned to and assumed by AAT
 15 Communications Corp. and amended on June 18, 2002; and

16
 17 WHEREAS, the site lease was subsequently assigned to and assumed by SBA
 18 Communications Corporation; and

19
 20 WHEREAS, SBA Communications Corporation has requested that the lease be extended for
 21 a 25-year period and the purchasing director has negotiated terms of such an extension; and

22
 23 WHEREAS, the main points of the agreement are:

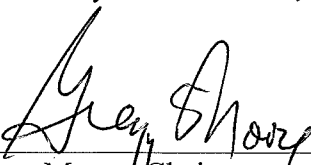
- 24
 25 1. Rent – in addition to the rent of \$44,140 per year from January 1, 2016 through
 26 December 31, 2020 and the co-location fee of \$ \$1500 per user per year; and
 27 2. The rent will increase 4% per year beginning in 2021; and
 28 3. A signing bonus of \$10,000 will be paid (upon signing); and
 29 4. The County has the option to terminate the lease in 2030.
 30

31 WHEREAS, the extension will substantially enhance the current revenue pull from the
 32 cellular tower site.

33
 34 NOW THEREFORE BE IT RESOLVED that the Eau Claire County Board of Supervisors
 35 approves an extension of the existing cellular tower site agreement with SBA Communications
 36 Corporation for a period of 25 years at the current site at the county highway shop property in the
 37 City of Altoona and authorizes the county administrator to execute the agreement extension and any
 38 other necessary documents on behalf of Eau Claire County.
 39

40 I certify that the foregoing correctly represents the
 41 action taken by the undersigned committee on January
 42 12, 2016 by a vote of 4 for, 0 against.

43
 44 APPROVED BY
 45 CORPORATION COUNSEL
 46

47 
 48 _____
 49 Gregg Moore, Chair
 Committee on Administration

FACT SHEET

TO FILE NO. 15-16/124

This resolution is necessary due to the fact that the current entity providing medical examiner services to Eau Claire County is no longer able to continue to provide such services in 2016. Christopher Kruse, Medical Examiner for Dunn County has agreed to be appointed as medical examiner for Eau Claire County and provide all required services through himself and those he appoints as Deputy Medical Examiners. The Medical Examiner and Deputies will be hired as limited term employees for up to 6 months with the ability of the county administrator to extend the service for an additional 6 months. The cost of services for a year will be approximately \$125,000, which is within the amount budgeted.

In the 2015 county budget process the county administrator established a Medical Examiner Workgroup to do a program review and identify options for providing medical examiner services. The Medical Examiner Workgroup completed its program review on December 16, 2015. During the initial 6 month transition phase the county administrator will review the options identified for providing medical examiner services along with how services are being provided during the transition period and make a recommendation to the committee on administration regarding how such services should be provided in the future.

Fiscal Impact: Within budgeted amount-Cost is approximately \$62,500 for six months.

Respectfully Submitted,



Keith R. Zehms
Corporation Counsel

KRZ/yk

Ordinance/15-16.124 Fact

4 - APPOINTING CHRISTOPHER KRUSE AS MEDICAL EXAMINER FOR EAU
5 CLAIRE COUNTY FOR AN INITIAL TERM FROM JANUARY 1, 2016 THROUGH
6 JUNE 30, 2016 AND AUTHORIZING HIM TO APPOINT DEPUTY MEDICAL
7 EXAMINERS; AUTHORIZING THE COUNTY ADMINISTRATOR TO EXTEND THE
8 INITIAL TERM UP TO 6 MONTHS AND TO TAKE ALL ACTIONS NECESSARY TO
9 EFFECTUATE THE INTENT OF THIS RESOLUTION -

10 WHEREAS, Eau Claire County was notified on December 14, 2015 that the Eau Claire
11 County Medical Examiner Services would not be able to enter into a contract renewal for 2016; and
12

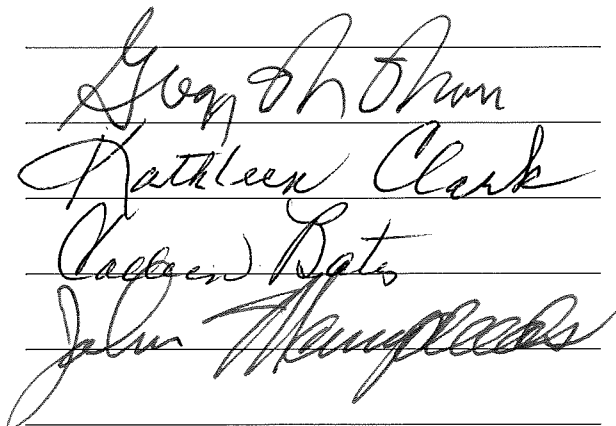
13 WHEREAS, Christopher Kruse, Medical Examiner for Dunn County has agreed to serve as
14 the medical examiner for Eau Claire County for an initial period of 6 months; and
15

16 WHEREAS, all medical examiner services will be provided within the amount budgeted for
17 2016.
18

19 NOW THEREFORE BE IT RESOLVED by the Eau Claire County Board of Supervisors that
20 Christopher Kruse be appointed as Eau Claire County Medical Examiner for an initial term of
21 January 1, 2016 through June 30, 2016 and that he is authorized to appoint Deputy Medical
22 Examiners to provide twenty-four hour coverage.
23

24 BE IT FURTHER RESOLVED that the county administrator is authorized to extend the
25 initial term if necessary through December 31, 2016 and take all actions necessary to effectuate the
26 intent of this resolution.
27

28
29
30
31
32
33 APPROVED BY
34 CORPORATION COUNSEL
35 OF THE FORM
36
37
38

39
40
41
42


Committee on Administration

KRZ/yk

Dated this 12 day of January, 2016.

ORDINANC/15-16/124

FACT SHEET

TO FILE NO. 15-16/090

The \$720.00 for purchase of uniforms for the sheriff was included in the 2016 county budget. Benefits of elected official are codified. This ordinance updates the code to reflect the budget allocation.

Fiscal Impact: \$720.00-Budgeted.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Keith R. Zehms".

Keith R. Zehms
Corporation Counsel

KRZ/yk

Ordinance/15-16.090 Fact

1 Enrolled No.

2 **ORDINANCE**

3 File No. 15-16/090

4 **- TO AMEND SECTION 3.20.010 E. OF THE CODE: BENEFITS OF ELECTED OFFICIALS -**

5
6 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

7
8 **SECTION 1.** That Subsection E. of Section 3.20.010 of the code be amended to read:

9
10 E. For calendar year ~~2015~~2016, the sheriff is eligible to receive reimbursement of up to
11 \$720 for expenses incurred for the purchase of uniforms based on receipts received with monthly
12 expense reports.

13
14 ADOPTED:

15
16
17
18
19
20
21
22 APPROVED BY
23 CORPORATION COUNSEL
24 AS TO FORM
25

16 Kathleen Clark
17 [Signature]
18 [Signature]
19 Sue Miller
20 [Signature]
21
22
23
24
25 Committee on Human Resources

26
27 KRZ/yk

28
29 Dated this 11th day of December, 2015.

30
31
32
33 ORDINANCE/15-16.090

FACT SHEET

TO FILE NO. 15-16/113

The Eau Claire County Sheriff's Office currently utilizes 1 FTE Administrative Specialist III position to provide coverage at the Eau Claire County Jail's front lobby. This position was created/granted during the staffing and budgeting plans for the newly constructed jail. The position took over many tasks and job duties that were assigned to Correctional Officers in the previous jail. This re-assignment was an attempt to reduce the costs associated with these duties.

This position has been under constant evaluation since the jail opened in September of 2012. During this evaluation period the Eau Claire County Jail has experienced several difficulties with this position and is requesting the conversion of the 1 FTE Administrative Specialist III position to a Correctional Officer position to increase efficiencies within the jail and to increase the safety and security of visitors, inmates, and staff. This conversion would also provide a better service to the community as the Correctional Officer would be able address a much broader range of concerns from the public instead of having to re-direct them to several other locations for answers and/or services.

This conversion would allow for greater monitoring of all visitors to the facility to include those that are approved for professional visitations in the semi-contact visiting rooms. We have experienced an increase in the number of unauthorized visitors gaining access to the semi-contact rooms. Having an experienced Correctional Officer approving and/or denying access would increase the safety and security of the facility.

The front lobby is utilized as an area for the public to drop off clothing and other approved items. Each of these items requires a search by a correctional officer for the safety of the facility. Having a correctional officer at this location to immediately complete the search would increase efficiency of delivery, reduce the number of lost items, and again would increase the security of the facility.

The assigned correctional officer could also assist with releasing inmate property which is a function that cannot currently be performed from the front lobby area. Medications currently can only be accepted through Central Control as they need to be counted, logged, and turned over to nursing by correctional staff. This practice could be moved to the front lobby increasing efficiency both for staff and the public as they would not have to drop medications off at a separate location than other items. This would also help alleviate pressure on the Central Control post to increase safety.

In addition, the Sheriff's Office intends to re-assign additional duties to this position or area that are currently being done by correctional officers within the jail. This will increase the efficiency within the jail and assist with areas of understaffing such as the Booking/Receiving area that was recently mentioned as an understaffed area in our annual DOC inspection document. These tasks include accepting, logging, searching, and scanning inmate mail; greater monitoring of the approximately 8,550 inmate visits per year; security "wandering" of professional visitors granted access to the secure portions of the jail; and answering questions of the public that cannot be addressed by the current staffing plan resulting in call transfers to correctional officer work stations.

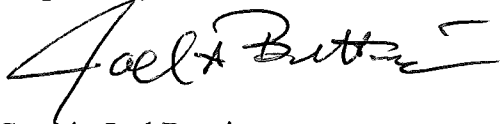
This change would also allow for another person to cover for overtime shifts to help reduce the number of day off order-ins in an effort to reduce staff stress and turnover. It would also provide for an additional person to respond to an emergency if/when needed.

During this evaluation period the Sheriff's Office has had a great number of citizen complaints about services we are unable to provide at the lobby window. At one time we were able to assign a uniformed correctional officer who was on a Progressive Return to Work Plan to this area. During the time of this assignment we observed an increase in efficiency at this location and within the facility as a whole due to the greater level of service we were able to provide to the public and staff.

Fiscal Impact

The fiscal impact would not exceed \$8,959, depending upon the costs for health insurance for the affected individuals. There are currently several vacancies in the Sheriff's Office which will be filled in the coming months. The savings in health insurance resulting from these vacancies will offset the expenses to implement this change.

Respectfully Submitted,

A handwritten signature in black ink that reads "Joel Brettingen". The signature is written in a cursive style with a large initial "J" and a long horizontal stroke at the end.

Captain Joel Brettingen

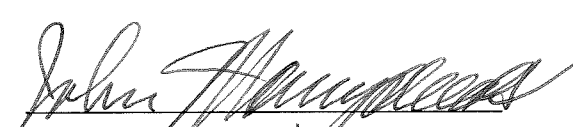
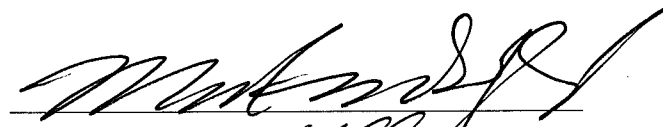

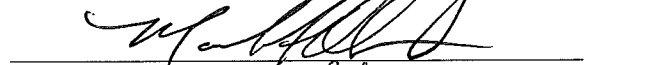
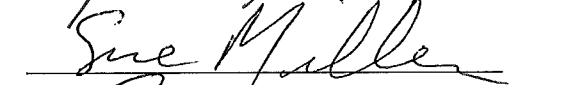
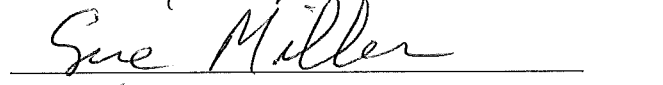
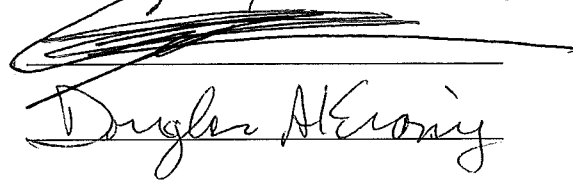
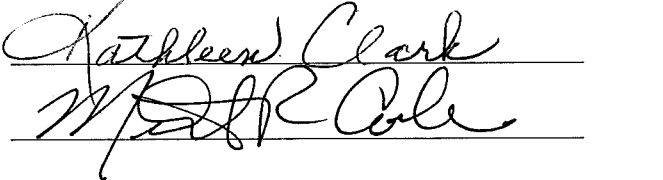
2
3 - AUTHORIZING DELETION OF ONE ADMINISTRATIVE SPECIALIST III POSITION
4 AND CREATION OF ONE CORRECTIONAL OFFICER POSITION-
5

6 WHEREAS, the Eau Claire County Code of General Ordinances requires that all regular
7 positions or changes therein be submitted to the board for authorization; and
8

9 WHEREAS, at their regularly scheduled meetings on January 7, 2016 and January 15, 2016
10 the committees on judiciary and law enforcement and human resources respectively approved a
11 request from the sheriff's office to delete one administrative specialist III position and create one
12 correctional officer position to better meet the organizational needs of the sheriff's office; and
13

14 WHEREAS, the additional cost will not exceed \$8,959 and is budgeted within the operating
15 budget of the sheriff's office.
16

17 NOW THEREFORE BE IT RESOLVED that the Eau Claire County Board of Supervisors
18 hereby approves deletion of one administrative specialist III position and creation of one correctional
19 officer position.
20

21
22  
23  
24  
25
26
27
28  
29
30
31
32
33

34 Judiciary and Law Enforcement 2016
35 Dated this 7th day of January, 2015.
36 KRZ/lyk
37

Committee on Human Resources
Dated this 15th day of January, 2015.

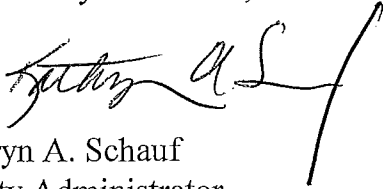
**FACT SHEET
TO FILE NO. 15-16/123**

The Human Services Director position became vacant in May 2015; subsequently, an extensive recruitment process began which included a survey of the Human Services Board, interviews, background checks and written essay questions.

After these steps were concluded, the County Administrator made an employment offer and recommends the appointment of Diane Cable of Adams County, Wisconsin at Grade X Step 1 (\$52.96 per hour or \$110,161 per year).

Pursuant to Wisconsin State Statutes §59.18(2)(b), all non-elected department head positions recommended for appointment by the County Administrator require confirmation of the County Board. The Human Services Director selection process has followed all code and procedure standards.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Kathryn A. Schauf', with a long, sweeping vertical stroke extending downwards from the end of the signature.

Kathryn A. Schauf
County Administrator

Fiscal note: Starting salary is \$52.96 per hour or \$110,161 per year. Adequate funds have been budgeted.

1 Enrolled No.

2 RESOLUTION

3 File No. 15-16/123

4 - CONFIRMING THE APPOINTMENT OF DIANE CABLE AS THE EAU CLAIRE
5 COUNTY HUMAN SERVICES DIRECTOR EFFECTIVE FEBRUARY 15, 2016 -

6 WHEREAS, the Eau Claire County Human Services Director position became vacant in May
7 of 2015, and an extensive recruitment process was initiated, which included a survey of the Human
8 Services Board, interviews, background checks, and written essay questions; and

9
10 WHEREAS, an accepted offer of employment has been made to Diane Cable of Adams
11 County, Wisconsin, at Grade X Step 1(\$52.96 per hour or \$110,161 per year); and

12
13 WHEREAS, the county administrator recommended the appointment of Diane Cable as the
14 Eau Claire County Human Services Director

15
16 WHEREAS, at its meeting on December 21, 2015, the Human Services Board confirmed the
17 appointment of Diane Cable to the position of Human Services Director; and

18
19 NOW, THEREFORE, BE IT RESOLVED that the Eau Claire County Board of Supervisors,
20 pursuant to WI Stats. 59.18 (2)(b), hereby confirms the appointment of Diane Cable as the Eau
21 Claire County Human Services Director, effective February 15, 2016.

22 _____
23 _____
24 _____
25 _____
26 _____
27 _____
28 _____
29 _____
30 _____
31 _____
32 _____
33 _____
34 _____
35 _____
36 _____
37 _____
38 _____
39 _____
40 _____
41 _____

42 APPROVED BY
43 CORPORATION COUNSEL
44 AS TO FORM

Human Services Board

Dated this _____ day of _____, 2016.

**FACT SHEET
TO FILE NO. 15-16/116**

The details of the engagement with Clifton Larson Allen include, but are not limited to the following assessment:

Comprehensive Review of Current State Receipting Processes and Procedures:

- a. Conduct a comprehensive operational review of your current state processes and procedures associated with receipting at collection sites to be defined by the County.
- b. Meet with the County's accounting staff and other key individuals involved in the processes to discuss, review and obtain more comprehensive current state information on the County's processes and procedures.
- c. Document the County's adopted current state receipting processes and procedures. Identify and document any differences between adopted and actual processes and procedures being followed by County staff.
- d. Identify key checks and balances, identify current key internal controls and identify key internal control strengths and weaknesses in current processes.
- e. Prepare a report that will document all findings, recommendations for process improvements, and key internal control gaps and weaknesses.
- f. Review and discuss all findings and recommendations for process improvements and key internal control gaps and weaknesses with management.

The methodology employed allows for the county to begin with a narrow construct and expand as needed to address internal controls in other key areas. The consultant will also provide guidance on options for long term management of a strong internal control function.

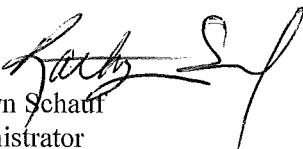
Internal Controls are to be an integral part of any organization's financial and business policies and procedures. Internal controls consists of all the measures taken by the organization for the purpose of; (1) protecting its resources against waste, fraud, and inefficiency; (2) ensuring accuracy and reliability in accounting and operating data; (3) securing compliance with the policies of the organization; and (4) evaluating the level of performance in all organizational units of the organization. Internal controls are simply good business practices.

Everyone within the County has a role in internal controls. The roles vary depending upon the level of responsibility and the nature of involvement by the individual. The Board of Supervisors, together with Administration, establish the presence of integrity, ethics, competence and a positive control environment. The department heads have oversight responsibility for internal controls within their units. Managers and supervisory personnel are responsible for executing control policies and procedures at the detail level within their specific unit. Each individual within a unit is to be cognizant of proper internal control procedures associated with their specific job responsibilities.

The Internal Audit role is to examine the adequacy and effectiveness of the County internal controls and make recommendations where control improvements are needed. This can be accomplished in multiple ways, through the use of consulting services or the creation of a position within County government. It is important that this activity remain independent and objective, *the consultant or employee that conducts the internal audit does not have the primary responsibility for establishing or maintaining internal controls.* However, the effectiveness of the internal controls are enhanced through the reviews performed and recommendations made by Internal Auditing.

Fiscal note: The initial engagement with CLA is \$6,700. The additional \$50,000 in funding will only be utilized after the initial assessment as needed. A 2/3 vote of the Board is required for passage.

Respectfully Submitted,


Kathryn Schaff
Administrator

1 Enrolled No.

2 RESOLUTION

3 File No. 15-16/116

4 - SUPPORTING THE STRENGTHENING OF INTERNAL CONTROLS AND ALLOCATING
5 \$50,000 OF CONTINGENCY -

6 WHEREAS, the County has hired Clifton Larson Allen (CLA) to provide a detailed analysis
7 of cash handling procedures, and make recommendations for additional internal control activities;
8 and
9

10 WHEREAS, the Board of Supervisors wishes to emphasize that it will continue to work
11 with staff to establish the presence of integrity, ethics, competence and a positive control
12 environment; assuring the public that every effort is being taken to strengthen and enhance processes
13 and procedures; and
14

15 WHEREAS, effective controls provide reasonable assurance regarding the accomplishment
16 of established objectives.
17

18 NOW THEREFORE BE IT RESOLVED that the Eau Claire County Board of Supervisors
19 supports the retention of a consulting firm to review the internal control policies and procedures in
20 areas where significant cash receipting occurs.
21

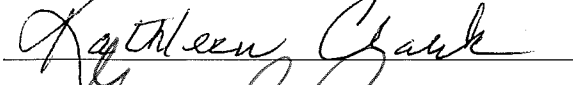
22 BE IT FURTHER RESOLVED that the Board is also supportive of recommendations for
23 process changes that may include an additional investment in order to build an effective internal
24 control system based on the five components (ensuring they are present and functioning) - Control
25 Environment, Risk Assessment, Control Activities, Information and Communication, and
26 Monitoring.
27

28 BE IT FURTHER RESOLVED that a detailed oral and written report will be provided by the
29 Consultant to the Eau Claire County Board.
30

31 BE IT FURTHER RESOLVED that \$50,000 of contingency funds are being set aside for the
32 purpose of evaluating, enhancing and monitoring the County's internal controls.
33

34 

35 _____
36 

37 _____
38 

39 _____
40 

41 _____
42 _____
43 _____
44 _____

45 _____
46 Committee on Administration

45 _____
46 Committee on Finance & Budget

47 MO

48 Dated this 12 day of January, 2015.

47 APPROVED
48 CORPORATION COUNSEL
49 AS TO FORM

FACT SHEET

TO FILE NO. 15-16/117

This resolution is adopted annually by the county board. It directs the county concessionaire, Hangar 54 Grill, LLC d/b/a Hangar 54 Grill, pursuant to Wis. Stat. § 125.51(5)(b)2., to make an annual application to the City of Eau Claire for a “Class B: Fermented Malt Beverages License” and to the State of Wisconsin for a “Class B: Intoxicating Liquor License” for use at the Chippewa Valley Regional Airport.

Respectfully submitted,

Keith R. Zehms
Corporation Counsel

KRZ:yk

1 Enrolled No.

2 RESOLUTION

3 File No. 15-16/117

4 -TO REAPPLY FOR A "CLASS B" INTOXICATING LIQUOR LICENSE
5 FOR USE BY THE RESTAURANT AND LOUNGE, CHIPPEWA VALLEY
6 REGIONAL AIRPORT, UNDER SECTION 125.51(5)(b) 2., WIS. STATS-

7 WHEREAS, Eau Claire County is leasing its Airport Terminal Restaurant and Lounge to
8 Hangar 54 Grill, LLC d/b/a Hangar 54 Grill; and
9

10 WHEREAS, Section 125.51(5)(b) 2., Wis. Stats., provides that counties which own an
11 airport in actual operation may, by Resolution of the Board of Supervisors, apply annually for a
12 "Class B" Intoxicating Liquor License for use on the airport premises, which application shall be
13 on behalf of the County's concessionaire; and
14

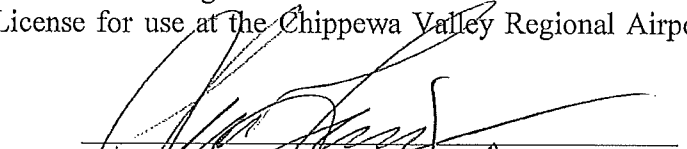
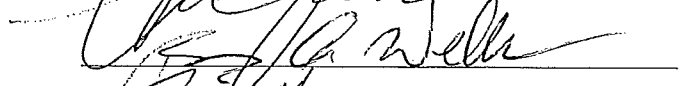
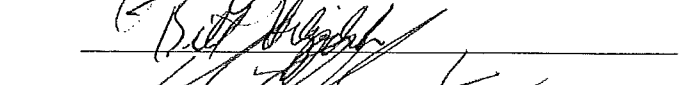
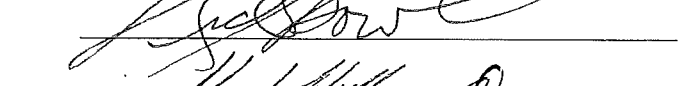
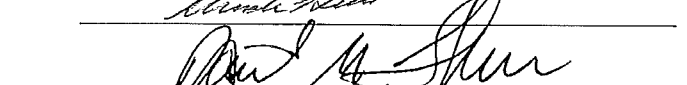
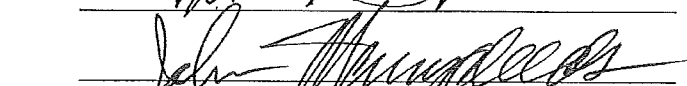




15 WHEREAS, the applications are to be made to the State of Wisconsin as to the "Class B"
16 Intoxicating Liquor License and to the City of Eau Claire as to the "Class B" Fermented Malt
17 Beverages License; and
18

19 WHEREAS, Hangar 54 Grill, LLC d/b/a Hangar 54 Grill constitutes the concessionaire
20 for purposes of the application by Eau Claire County for the said licenses; and
21

22 WHEREAS, licenses for the year commencing with January 1, 2016, should be procured
23 for the purpose of facilitating operation of the Airport Restaurant and Lounge; and
24

25 NOW, THEREFORE, BE IT RESOLVED by the Eau Claire County Board of
26 Supervisors that pursuant to Section 125.51(5)(b) 2., Wis. Stats., the county concessionaire,
27 Hangar 54 Grill, LLC d/b/a Hangar 54 Grill is hereby directed to make an application to the City
28 of Eau Claire for a "Class B" Fermented Malt Beverages License and to the State of Wisconsin
29 for a "Class B" Intoxicating Liquor License for use at the Chippewa Valley Regional Airport,
30 commencing with January 1, 2016.
31

32 ENACTED BY:

33 
34 
35 
36 
37 
38 
39 
40 
41 
42 
43
44
45
46
47

45 KRZ/yk

Chippewa Valley Airport Commission

46 Dated this 15th day of January, 2016.

Ordinance/15-16/117