

AGENDA

Eau Claire County

• Committee on Administration •

Tuesday, June 14, 2016

4:30 p.m.

Courthouse - Room #1273
721 Oxford Avenue • Eau Claire, WI

1. Call to Order
2. Review / Approval of Committee Minutes / Discussion – Action
 - May 10, 2016 (pgs . 2-4)
3. Proposed Closed Session pursuant to Wisconsin Statutes 19.85 (1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

Motion to Adjourn into Closed Session pursuant to Wisconsin Statutes 19.85 (1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

To wit: Civil Action/County Theft - Discussion/Action

Motion to go into Open Session. Committee Action.

4. Proposed Ordinance #16-17/014 – Amending Sections of the County Code – Discussion/Action (pgs . 5-12)
5. Review/Approval of Citizen Appointments to Select Commissions, Boards, and Councils / Discussion-Action (pgs . 13-20)
6. Administrative Updates – Discussion/Action
 - Budget (Meetings & Process)
 - Medical Examiner
 - PACE Financing Update
 - Strategic Planning Process Update

Adjourn to Joint Committee Meeting – 5:30 p.m.

Highway Department Space Needs Study Update – Discussion/Action (Joint Meeting with the Highway Committee)

Committee on Administration to Reconvene

7. Proposed Closed Session pursuant to Wisconsin Statutes 19.85 (1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility

Motion to Adjourn into Closed Session pursuant to Wisconsin Statutes 19.85 (1)(c) for the purpose of considering employment, promotion, compensation, or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility

To wit: County Administrator Annual Performance Review - Discussion/Action

8. Adjourn

Post: 6/8/16 Media, Committee Members, Kathy Schauf

Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 8394710 (FAX) 8391669 or (TDD) 8394735 or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Ave., Eau Claire, Wisconsin 54703.

AGENDA

Eau Claire County

• Committee on Administration •

Tuesday, May 10, 2016

4:30 p.m.

Courthouse - Room #1273

721 Oxford Avenue • Eau Claire, WI

Members Present: Gregg Moore, Kathy Clark, Jerry Wilkie and Mark Beckfield

Members Absent: Colleen Bates

Others Present: Norman Barrientos, Architect for Ayres Associates, Michael Stoffel, Civil Engineer for Ayres Associates

Staff Present: Kathryn Schauf, County Administrator; Keith Zehms, Corporation Counsel; Frank Draxler, Purchasing Director; Jon Johnson, Highway Commissioner, Matt Theisen, Facilities Director; Rich Walthers, Highway Supervisor; Janet Loomis, County Clerk and Angie Harmon

Supervisor Moore called the meeting to order at 4:30 p.m.

Appointment of Committee Clerk– Discussion/Action

ACTION: Supervisor Clark made a motion to appoint Angie Harmon as committee clerk. Motion carried, 4-0.

Highway Department Space Needs Study – Jon Johnson - Information Only – Discussion

The members received a Highway Dept. Facility Space Needs report developed by Ayres Associates. Norman Barrientos and Michael Stoffel gave the committee an overview of the report. In the report there is a summary detailing what is needed to repair each of the highway buildings as is now. The second part of the study discusses options for a new plan design and cost for optimal operations. The group will continue to discuss the options and will be brought back to a future committee meeting.

Law Enforcement Software – Intergovernmental Agreement – Frank Draxler– Discussion/Action

Frank briefed the members on the purchase of law enforcement software. He is present to discuss the intergovernmental agreement between the City of Eau Claire and Eau Claire County. The City Council will be addressing purchasing and agreement next week. Frank provided the committee with a fact sheet and resolution (Resolution #16-17/016). Information Systems have funds available to purchase the software.

ACTION: Supervisor Beckfield made a motion to approve the intergovernmental agreement and purchase of law enforcement software. Motion carried, 4-0.

Review Amended Ordinance #16-17/002 – Discussion/Action

Janet Loomis was present to inform the committee on the suggested changes on amendment #1 to Ordinance #16-17/002. The ordinance was seen for first reading by the full county board at the April 19, 2016 meeting.

ACTION: Supervisor Clark made a motion to approve the amendment #1 to ordinance #16-17/002. Motion carried, 4-0

Medical Examiner Fee Update – Discussion/Action

Keith provided an update on the medical examiner fee update since legislation passed last year changing the fees. Eau Claire County collected the increase in fees. Fees have since been changed back.

Medical Examiner Contract Update – Discussion/Action

Kathy mentioned that the Medical Examiner services are being contracted and provided by the current Medical Examiner from Dunn County.

Review/Approval of Citizen Appointments to Select Commissions, Boards, and Councils / Discussion-Action

All the members present discussed the citizen appointments to the select commissions, boards and councils. The following decisions were made;
The ADRC appointment has been placed on hold to obtain more applications.
Barry Wells will be reappointed to the CV Regional Airport Commission. Karen Meier-Tomesh will be reappointed to the Board of Land Use Appeals. Glory Adams and Ricky Strauh will be appointed to the Land Conservation Commission. Kathryn White, James Hager, Larry Ganske, Jack Running, Jason Knecht, and Steve Vargo will be appointed to the Local Emergency Planning Committee (LEPC). John Frank will be appointed to the West Central Wisconsin Regional Planning Commission.

UW-Oshkosh Graduate Students Project Update – Discussion/Action

Kathy updated the members on the project that was recently completed by the graduate students as UW-Oshkosh. A presentation was developed and proposed to Kathy by the students.

Strategic Planning - Discussion

Currently, the county board and department managers have been working with a strategic planning consultant. The final process was discussed and will be completed in June.

Review of WCA – Annual Business Meeting/Resolutions from Eau Claire Co. – Discussion/Action

The members were resolution #16-17/017 that lists resolutions that have been adopted since July 2015 that took positions on proposed state legislation. These resolutions will be brought to the WCA annual business meeting in September.

ACTION: Supervisor Wilkie made a motion to approve the resolution as presented.
Motion carried, 4-0.

Capital Improvement Process – Discussion/Action

The budget process regarding capital improvement will be changing beginning this year for the 2017 budget.

Review / Approval of Committee Minutes / Discussion – Action

- April 6, 2016
- April 12, 2016
- April 19, 2016

ACTION: Supervisor Clark made a motion to approve all of the meeting minutes as presented. Motion carried, 4-0.

Proposed Resolution 16-17/013 – Lake Altoona Hearings for Property owned by Melanie A. Hagen and Property Owned by Michael K. and Christine L. Allen

Keith briefed the members on the process on the county involvement with attachment or detachment of property parcels on lake districts. A fact sheet and resolution was reviewed.

ACTION: Supervisor Wilkie made a motion to approve the resolution. Motion carried, 4-0.

The meeting was adjourned at 6:45 p.m. by unanimous consent.

Respectfully submitted by,

Angie Harmon
Committee Clerk

FACT SHEET

TO FILE NO. 16-17/014

This ordinance simply changes the title of Airport Manager to Airport Director to be consistent with the classification/compensation study.

Fiscal Impact: None

Respectfully Submitted,

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

Keith R. Zehms
Corporation Counsel

KRZ/yk

Ordinance/16-17.014 Fact

2
3 - TO AMEND SECTION 1.50.030 B. OF THE CODE: ISSUANCE OF
4 CITATIONS; TO AMEND SECTION 12.01.010 D. OF THE CODE: BUILDING
5 REQUIREMENTS—GENERAL; TO AMEND 12.01.040 C. 1. & 3. OF THE
6 CODE: INSURANCE COVERAGE; TO AMEND 12.01.070 OF THE CODE:
7 ENFORCEMENT; TO AMEND 12.02.060 OF THE CODE: AIRCRAFT
8 BROKERAGE; TO AMEND SECTION 12.05.001 OF THE CODE: PURPOSE; TO
9 AMEND SECTION 12.10.020 OF THE CODE: CLUB MEMBERSHIP; TO
10 AMEND SECTION 12.11.020 OF THE CODE TERMS OF LEASES; TO AMEND
11 SECTION 12.11.030 A. & C. OF THE CODE: EXTENSION OF LEASE TERMS;
12 TO AMEND SECTION 12.11.040 OF THE CODE: LEASE TRANSFERS,
13 SUBLEASES; TO AMEND SECTION 12.11.050 OF THE CODE: LEASE
14 RATES; TO AMEND SECTION 12.11.060 A., C., E., F. & G. OF THE CODE:
15 LEASE REQUESTS; TO AMEND SECTION 12.11.070 C. & D. OF THE CODE:
16 LEASED PREMISES LOCATIONS AND UTILITIES; TO AMEND SECTION
17 12.11.090 OF THE CODE: ADVERTISING SIGNS ON PREMISES; TO AMEND
18 SECTION 12.11.100 OF THE CODE: LEASE TERMINATION; TO AMEND
19 SECTION 12.11.110 A. OF THE CODE: MANDATORY LEASE CLAUSES; TO
20 AMEND SECTION 12.23.010 B. OF THE CODE: LEASE MANAGEMENT; TO
21 AMEND SECTION 12.25.005 A. & B. OF THE CODE: DEFINITIONS; TO
22 AMEND SECTION 12.25.020 OF THE CODE: DESIGNATION OF PARKING
23 AREAS; TO AMEND SECTION 12.25.070 OF THE CODE: PARKING AREA
24 MAPS; TO AMEND SECTION 12.25.090 OF THE CODE: POLICING AND
25 ENFORCEMENT; TO AMEND SECTION 12.25.100 A., B. & C. OF THE CODE:
26 REMOVAL OF ILLEGALLY PARKED VEHICLES; TO AMEND SECTION
27 12.26.005 A. & B. OF THE CODE: DEFINITIONS; TO AMEND SECTION
28 12.26.020 OF THE CODE: PEDESTRIAN TRAFFIC ON AIRPORT; TO AMEND
29 SECTION 12.26.030 OF THE CODE: POLICING AND ENFORCEMENT; TO
30 AMEND SECTION 12.30.020 OF THE CODE: COLLECTION OF FUEL
31 FLOWAGE FEE; TO AMEND SECTION 18.60.040 J. OF THE CODE:
32 DEFINITIONS -

33
34 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

35
36 SECTION 1. That Subsection B. of Section 1.50.030 of the code be amended to read:

37
38 Title 12, Subtitle 1. Aeronautics

Airport ~~manager~~director and airport
security police

39
40 SECTION 2. That Subsection D. of Section 12.01.010 of the code be amended to read:

41 D. A written request for a land lease must be submitted to the airport
42 ~~manager~~director before the ~~manager~~director will approve a land lease. Land lease requests must
43 include:
44

45 SECTION 3. That paragraphs 1. & 3. Of Subsection C. of Section 12.01.040 of the code be
46 amended to read:

47
48 C. General Requirements ~~44.~~

1 1. Certificates of Insurance shall be furnished to the airport ~~manager~~director.
2 The lessor and Eau Claire County must be listed as an additional insured.

3 3. Policies shall contain a provision that coverage will not be cancelled or
4 materially changed unless 30 days prior written notice is given to the airport ~~manager~~director.
5

6 **SECTION 4.** That Section 12.01.070 of the code be amended to read:
7

8 12.01.070 Enforcement. The commission or its designee shall have the authority to
9 request enforcement through the City of Eau Claire Police Department, airport ~~manager~~director,
10 airport security police or prosecution by the corporation counsel for any violations of the terms
11 and conditions of this Subtitle. The commission reserves the right to waive, modify or eliminate
12 any or all minimum standards temporarily or permanently consistent with Wisconsin Bureau of
13 Aeronautics and Federal Aviation Administration guidelines at its sole discretion if it deems it to
14 be in the best interest of the airport.
15

16 **SECTION 5.** That Section 12.02.060 of the code be amended to read:
17

18 12.02.060 Aircraft Brokerage. An operator or F.B.O. may engage in brokerage, as
19 defined as brokering, acquisition and sales of aircraft but shall not be required to comply with the
20 provisions of this Chapter. Aircraft brokerage requires approval of the airport ~~manager~~director
21 and may be subject to Chapter 12.11 commercial lease provisions.
22

23 **SECTION 6.** That Section 12.05.001 of the code be amended to read:
24

25 12.05.001 Purpose.
26 These services can meet minimum standards through sub-lease from an operator that does
27 meet standards only through written agreement with the airport subject to approval by the airport
28 ~~manager~~director.
29

30 **SECTION 7.** That Section 12.10.020 of the code be amended to read:
31

32 12.10.020 Club Membership. Each club will keep current a complete list of the club's
33 membership and a record of club finances, available to the airport ~~manager~~ upon request.
34

35 **SECTION 8.** That Section 12.11.020 of the code be amended to read:
36

37 12.11.020 Terms of leases. The terms and provisions of all leases issued by the
38 commission shall be commensurate with the capital investment of the lessor and lessee and shall
39 be of sufficient duration for the amortization of the investment but in no case shall be for more
40 than 40 years subject to approval of the ~~manager~~director.
41

42 **SECTION 9.** That Subsection A. & C. of Section 12.11.030 of the code be amended to
43 read:
44

45 A. The terms and length of lease renewals shall be determined by the
46 ~~manager~~director based on current land lease guidelines set by the commission.

47 C. It is also to be understood that leaseholds cannot continue indefinitely; therefore,
48 when, in the opinion of the airport ~~manager~~ director on behalf of the commission, the leased

1 structures have reached the end of their useful life or it would be in the best interests of the
2 county to terminate the lessor-lessee relationship, leases will be terminated by the
3 ~~manager~~director. In the event that at the termination of a leasehold, structures or fixtures remain
4 which were erected or affixed to the property by the lessee and title to which has not been turned
5 over to the airport by the terms of the lease, such structures or fixtures shall be removed by the
6 lessee within 90 days of the termination date. Upon failure of the lessee to so comply, the airport
7 may, at its option, either assume ownership of the structure and fixtures or demolish them and
8 charge the costs thereof against the former lessee.

9
10 **SECTION 10.** That Section 12.11.040 of the code be amended to read:

11
12 12.11.040 Lease transfers, subleases. In order for the ~~manager~~ director to consider or
13 grant any lease transfer or subleases of a lease, the lessee making such a request must have
14 satisfied all terms and conditions of its current lease, and have no moneys due and owing to the
15 airport. Transfer of an existing lease without alteration to another party, is subject to approval of
16 the ~~manager~~director. No sub-lease will be allowed unless lessee enters into a Hangar Keepers
17 Agreement with the airport and payment of the established fee for the right to conduct the
18 business of renting hangar space.

19
20 **SECTION 11.** That Section 12.11.050 of the code be amended to read:

21
22 12.11.050 Lease rates. Lease rates shall be established under Chapter 12.23, by the
23 commission. Rate adjustments during the term of the lease shall be set forth within the lease.

24
25 **SECTION 12.** That Subsections A., C., E., F. & G. of Section 12.11.060 of the code be
26 amended to read:

27
28 12.11.060 Lease requests.

29 A. The standard procedure for requesting a lease involves the solicitation of or
30 receipt by the ~~manager~~director of a written proposal by a prospective lessee, or the receipt by the
31 ~~manager~~director of a written proposal from a party seeking to sublease space from an existing
32 leaseholder.

33 C. Requests by existing lessees for additional leased areas will be considered only if
34 the lessee has no moneys owed to the airport under the terms of its present lease, and only if it
35 has been, in the judgment of the ~~manager~~director, conscientious in adhering to the provisions of
36 the current lease.

37 E. Commercial leases: All requests for commercial leases require the filing with the
38 ~~manager~~director of a written application which must include:

- 39 1. Name, address and telephone number of applicant(s);
- 40 2. A detailed description of the proposed operation;
- 41 3. A detailed description and layout plan of all
42 proposed facilities (building, parking lots, ramp areas, etc.);
- 43 4. The background and qualifications of the applicant(s) and the number of
44 proposed employees;
- 45 5. The number and type of aircraft and other equipment necessary to conduct
46 the intended operation; and
- 47 6. Statements and documents demonstrating the financial stability of the
48 applicant(s).

49 F. Terminal Building Leases: All requests for terminal building leases require the

1 filing with the ~~manager~~ director of a written application which must include:

- 2 1. Name, address, and telephone number of applicant(s).
- 3 2. A detailed description of the proposed operation.
- 4 3. A detailed description of proposed modifications to existing county
5 facilities.
- 6 4. The background and qualifications of the applicant and the number of
7 proposed employees.
- 8 5. Statements and documents demonstrating the financial ability of the
9 applicant(s).

10
11 G. Other lease requests: All requests for leases other than aircraft storage, terminal
12 building leases or commercial leases require the filing with the ~~manager~~ director of a written
13 application outlining the nature of the desired lease and the applicant's intended use of airport
14 land or facilities.

15
16 **SECTION 13.** That Subsections C. & D. of Section 12.11.070 of the code be amended
17 to read:

18
19 C. The lessee is responsible for arranging for connection and service with the local
20 utility companies, and paying for all charges associated with such utilities. The location of any
21 of the above facilities must receive prior approval of the ~~manager~~ director before any construction
22 activity is initiated.

23 D. Lot sizes are to be determined by the proposed facilities and activities of the
24 lessee, but are generally based on the square footage of the building footprint. Specific requests
25 for locations shall be considered by the ~~manager~~ director; however, the commission reserves all
26 rights pertaining to the location of facilities on its airport.

27
28 **SECTION 14.** That Section 12.11.090 of the code be amended to read:

29
30 12.11.090 Advertising signs on premises. Pursuant to the conduct of the lessee's
31 business operation, it shall be allowed to erect suitable advertising signs on the leased premises.
32 Prior to the erection of any such advertising signs, however, the lessee must submit details
33 regarding the form, type, size, location, and method of installation to the ~~manager~~ director for
34 review and approval. Only upon receipt of written approval from the ~~manager~~ director may
35 installation work begin on any lessee signing project. Signs located off of the leased premises
36 will be limited to identification and directional type only and the size and location must be
37 approved by the commission. All signs must comply with all local ordinances.

38
39 **SECTION 15.** That Section 12.11.100 of the code be amended to read:

40
41 12.11.100 Lease termination. Failure to comply with any of the provisions of the lease
42 documents shall serve as grounds for the ~~manager~~ director to terminate the lease or operational
43 rights of the offending lessee at the airport.

44
45 **SECTION 16.** That Subsection A. of Section 12.11.110 of the code be amended to read:

46
47 12.11.110 Mandatory lease clauses.

48 A. Each lease for ground space at the airport entered into by the ~~manager~~ director
49 shall include such of the following clauses as are required from time to time, by the state and

1 federal governments:
2

3 **SECTION 17.** That Subsection B. of Section 12.23.010 of the code be amended to read:
4

5 B. The airport ~~manager~~director is authorized, on behalf of Eau Claire County, to
6 execute all leases of airport real property for hangar usage, fixed base operations and commercial
7 air operations, subject to the following conditions:
8

9 **SECTION 18.** That Subsections A. & B. of Section 12.25.005 of the code be amended
10 to read:
11

12 A. "Airport" means the Chippewa Valley Regional Airport.

13 B. "Airport ~~Manager~~Director" or "~~manager~~director" means the person duly
14 appointed by the airport commission to manage the airport.
15

16 **SECTION 19.** That Section 12.25.020 of the code be amended to read:
17

18 12.25.020 Designation of parking areas. The ~~manager~~director shall cause to be erected
19 and maintained appropriate signs to designate the parking, loading and restricted areas
20 hereinafter established. The ~~manager~~director shall also be empowered to reserve parking stalls
21 for disabled persons and to erect official signs to designate the same, in conformity with Wis.
22 Stat. § 346.50 (3). Such signs as are erected under this section shall conform with official state
23 regulations, where applicable.
24

25 **SECTION 20.** That Section 12.25.070 of the code be amended to read:
26

27 12.25.070 Parking area maps. The location of the parking areas, defined at 12.25.030
28 through 12.25.060 shall be designated on a map of the airport to be maintained by the airport
29 ~~manager~~director.
30

31 **SECTION 21.** That Section 12.25.090 of the code be amended to read:
32

33 12.25.090 Policing and enforcement. It shall be the duty of the ~~manager~~director,
34 personnel and the security police to enforce the regulations contained within this chapter and to
35 issue citations for violations hereof. Prosecution of violations shall be the responsibility of the
36 corporation counsel.
37

38
39 **SECTION 22.** That Section 12.25.100 of the code be amended to read:
40

41 12.25.100 Removal of illegally parked vehicles.

42 A. No vehicles shall be parked or stopped in loading zones, auto rental parking areas
43 or business parking areas unless the owner or occupant thereof has the consent of the airport
44 ~~manager~~ director or the party under whose control the given parking area is placed. Any vehicle
45 illegally parked or stopped may be removed and impounded by the airport ~~manager~~ director or
46 designee and released to the owner thereof only upon presentation of proper identification and
47 payment of all towing and storage charges and forfeitures assessed under this chapter.

48 B. The airport ~~manager~~ director or designee may remove and impound any vehicle
49 which is illegally parked, disabled or abandoned, which creates an operational hazard whether in

1 the general parking area or elsewhere upon the airport premises. Such vehicles shall be released
2 to the owner thereof only upon presentation of proper identification and payment of all towing
3 and storage charges and forfeitures assessed under this chapter.

4 C. Upon impoundment of a vehicle under this section, the airport ~~manager~~ director
5 or designee shall ascertain the name and address of the owner and shall notify the owner by
6 registered or certified mail of the action which has been taken.

7 D. Neither the county nor the commission shall not be liable for damage which
8 occurs to any vehicle which might result during the impoundment process.

9
10 **SECTION 23.** That Subsections A. & B of Section 12.26.005 of the code be amended to
11 read:

12
13 A. The terms "airport," "airport ~~manager~~ director," "commission," "person,"
14 "personnel," "security policy," and "vehicle" shall have the meanings set forth at 12.25.005.

15 B. "Emergency equipment" means ambulances, crash rescue and firefighting
16 apparatus and such other equipment as the airport ~~manager~~ director may, from time to time,
17 designate as being necessary to safeguard airport runways, taxiways, ramps, buildings and other
18 property.

19
20 **SECTION 24.** That Section 12.26.020 of the code be amended to read:

21
22 12.26.020 Pedestrian traffic on airport. No pedestrian shall be allowed beyond the
23 terminal area, the apron or aircraft tie-down area unless for the purpose of egress from or ingress
24 to an aircraft, or unless authorized by the airport ~~manager~~ director. Pedestrian traffic is prohibited
25 on the runway and upon outlying areas of the airport except for those employees of the county,
26 state and federal government or contractors engaged in airport construction or maintenance
27 work.

28
29 **SECTION 25.** That Section 12.26.030 of the code be amended to read:

30
31 12.26.030 Policing and enforcement. It shall be the duty of the airport ~~manager~~ director,
32 personnel and the security police to enforce the regulations of this chapter and to issue citations
33 for violations hereof. Prosecutions of violations shall be the responsibility of the corporation
34 counsel.

35
36 **SECTION 26.** That Section 12.30.020 of the code be amended to read:

37
38 12.30.020 Collection of fuel flowage fee.

39 A. Each bulk oil distributor who delivers aviation fuel to any person or organization
40 on the premises of the Chippewa Valley Regional Airport shall, within the first 25 days of the
41 month next following delivery, prepare a statement of such aviation fuel deliveries and shall mail
42 or deliver the same, together with a check covering the total amount of the fee imposed under
43 12.30.010 to the airport ~~manager~~ director. All checks shall be made payable to Eau Claire
44 County.

45 B. Every person or organization receiving aviation fuel shall monthly submit to the
46 airport ~~manager~~ director a list of all aviation fuel delivered to them and shall keep a record of all
47 fuel invoices in their office, available for inspection by the commission.

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SECTION 27. That Subsection J. of Section 18.60.040 of the code be amended to read:

J. “~~Manager~~Director” means the ~~manager~~director of the Chippewa Valley Regional Airport.

ADOPTED:

Committee on Administration

KRZ/yk

Dated this _____ day of _____, 2016.

ORDINANCE/16-17.014

<u>Committee</u>		<u>Incumbent</u>	<u>Reappoint?</u>	<u>New Applicant(s)</u>	<u>Term</u>	<u>Comments</u>
ADRC Board (1 vacancy)		Cheryl Stahl	ineligible	Richard Allen Monica Zehm Ronald Decker	3 year term to April 2019	
					"	
Groundwater Advisory Committee (2 citizen vacancies)		Bradley Berg		Glory Adams	filling an unexpired term till 4/2017	
		Kathleen Grote*	no - moved	none at this time		
<p>* Kathleen was a citizen at large with having expertise in a groundwater related field. Supervisor Jim Dunning is working with UW-EC to see if there is anyone interested in fulfilling her term. According to the county code, the position does not have to be employed at the university, just needs to have expertise in a groundwater related field.</p>						

APPLICATION

Name of Commission, Board or Committee: ADRC

Date: 3/30/16

Name: Richard Allen

Address: 32 Petunia Ln

City/Village: Albion, 54720

E-mail Address: _____

Are you a County Resident? yes () no

Home Phone: 715-404-5063

Alternate Phone: _____

QUALIFICATIONS

Please be as specific as possible; include information that is targeted toward the Commission, Board or Committee you are applying for. You may attach your personal resume to this application. Please attach additional pages if necessary.

Experience with boards: 1 term on school board in California, Parks Board in Long Beach, CA

College Professor for 8 years @ Long Beach State College

Eau Claire County resident over the age of 60

Experience as a caregiver for wife with dementia; experience with family care.

2 Master's Degrees - vocational & agricultural education

Return to:

Office of the County Administrator

Attn: Sharon Rasmuson

721 Oxford Avenue, Room 2570

Eau Claire, WI 54703-5481

Richard L. Allen

For Official Use	Retention: _____
	Appointed: _____
	Confirmed: _____

APPLICATION

Name of Commission, Board or Committee: Aging + Disability Resource Center Board

Date: 5/17/16

Name: Monica Zehm

Address: 3232 Lilac St.

City/Village: Eau Claire

E-mail Address: monyzeem@yahoo.com

Are you a County Resident? () yes (X) no Live in E.C. City, Chippewa County.

Home Phone: N/A

Alternate Phone: 715-575-3884

Received
MAY 23 REC'D
Eau Claire County
Administration

QUALIFICATIONS

Please be as specific as possible; include information that is targeted toward the Commission, Board or Committee you are applying for. You may attach your personal resume to this application. Please attach additional pages if necessary.

I am retiring June 3 from Bolton Refugee House. I have been the Abuse in Later Life advocate, working with clients who are 55+. I know the issues facing the elderly, and disabled.

I have interacted with Bolton Refugee House Board Members and put together board packets for the monthly meetings. I know the basic interactions of the Board.

I also attended the quarterly I-team meetings in Eau Claire, representing BOLTON REFUGEE HOUSE.

I have watched webinars and attended "Advocates for VICTIMS OF ABUSE IN LATER LIFE NETWORKING" CONFERENCE. END ABUSE WISCONSIN (sponsor)

Return to:
Office of the County Administrator
Attn: Sharon Rasmusson
721 Oxford Avenue, Room 2570
Eau Claire, WI 54703-5481

For Official Use

Retention: _____

Appointed: _____

Confirmed: _____

Monica Zehm
(715) 575-3884
monyzeem@yahoo.com

3232 Lilac St.
Eau Claire, Wisconsin 54703

OBJECTIVE

ADRC Board Member

WORK EXPERIENCE

8/2007 to present

Bolton Refuge House

Eau Claire, Wisconsin

Abuse in Later Life Victim Advocate/Office Support

- Provide information, referral and supportive listening to crisis telephone callers, options counseling, safety planning, resource options, and supportive advocacy to victims of domestic violence and/or sexual assault, and specifically to later life victims.
- Provide bi-annual reports and narratives for the GWAAR grant summarizing the activities, accomplishments, statistics and narrative of specific case examples.
- Attend I-team quarterly meetings, workshops, conferences, or other training sessions and webinars related to domestic violence, sexual assault and elder abuse.
- Spoke at the Senior Center to a group of Seniors about Bolton Refuge House and abuse issues of older Americans.
- As office support, entering information into the Apricot Program, keeping track of donated items and sending thank you letters.
- Filing and general office duties, including faxes, making copies, putting together intake packets, Board packets, typing Board minutes.
- Printing the newsletter and labels and sending out by bulk mail.
- E-newsletter groups
- Ordering supplies and food from Feed My People.
- Attending Feed My People gatherings.
- Training others on advocacy and the Apricot Program.

2004-2007

Mosaics 'N More

Eau Claire, Wisconsin

Co-owner, retail craft store

- Designed and crafted mosaic art pieces, also incorporated mosaic into furniture pieces.
- Maintained bookkeeping and tax records.
- Inventoried and purchased supplies.
- Handled money transactions and general customer service.
- Became proficient in public relations.

2001-2004

American Girl

Eau Claire, Wisconsin

Customer Service Associate/Order Processor

- Responsible for troubleshooting customers' complaints and concerns.
- Resolved customer concerns and achieved satisfaction.
- Responded quickly to customers' e-mailed questions, problems and concerns.
- Responded sensitively regarding credit card declines.
- Participated as member of Partners for Improvement Committee.
- Maintained confidentiality regarding customer information.
- Generated and processed 60-100 customer phone orders per shift worked.

Personal Achievements

- Youth Group Volunteer/teacher
- Church Deacon
- Church Choir
- Volunteer counselor-Crisis pregnancy care center
- Caregiver for elderly family member
- Abuse in later life advocate

REFERENCES

Zola Works
Legal Advocate
Bolton Refuge House
(715) 834-0628

Kim Carey
Associate Director
Bolton Refuge House
(715) 834-0628

Tanya Potter
Volunteer Coordinator/LGBTQ Victim Advocate
Bolton Refuge House
(715) 834-0628

APPLICATION

Name of Commission, Board or Committee: ADRC Board

Date: May 24, 2016

Name: Ronald Decker

Address: 1915 Chumas Dr.

City/Village: Eau Claire, WI 54701

E-mail Address: ron-eee-dee@charter.net

Are you a County Resident? () yes () no

Home Phone: 715-864-5041

Alternate Phone: -

Received
MAY 25 REC'D
Eau Claire County
Administration

QUALIFICATIONS

Please be as specific as possible; include information that is targeted toward the Commission, Board or Committee you are applying for. You may attach your personal resume to this application. Please attach additional pages if necessary.

I have been a driver for Meals on Wheels for several years. I have also volunteered as a driver/deliverer for Trip Team for several years. Both of these programs provide service to the elderly, or disabled, especially those without transportation. I'm a retired elementary teacher serving for thirty years in Eau Claire and five years in Winter and Elphinston. I think I could be an effective member of the ADRC board if chosen. (u)

Return to:
Office of the County Administrator
Attn: Sharon Rasmusson
721 Oxford Avenue, Room 2570
Eau Claire, WI 54703-5481

For Official Use	Retention: _____
	Appointed: _____
	Confirmed: _____

Received

MAY 31 REC'D

Eau Claire County
Administration

APPLICATION

Name of Commission, Board or Committee Ground Water Advisory Committee

Name Glory (Gloria) Adams Date 3/27/16

Address 1216 S. Farwell City/Village Eau Claire

Email Address glory aec @att.net

Are you a County Resident? yes no

Phone # (Home) 715-834-8796

Phone # (Work) _____ (if applicable)

LIST QUALIFICATIONS

Please be as specific as possible; include information that is targeted towards the Commission, Board, or Committee you are applying for. You may attach your personal resume to this page.

If you need more space, please attach additional sheets of paper.

Please see attachment.

Return to:

Sharon Rasmusson
County Administrator's office
721 Oxford Ave. - Room 3520
Eau Claire, WI 54703-5481
Sharon.Rasmusson@co.eau-claire.wi.us

Qualifications for Groundwater Advisory Committee

~ For the past five years I have studied the DNR listing of high capacity well applications to determine where they are being drilled, the usage amount of water, and the purpose of the well. I particularly note the wells being used for industry compared to wells for irrigation. I pass what I learn on to several other groups/citizens. During the process of studying the high capacity wells, I've contacted the DNR numerous times to clarify information on applications.

~ In conjunction with my efforts to look at the proliferation and use of water from high capacity wells, I wrote a brochure for Save the Hills Alliance on such wells and water use in the state.

~ My interest in surface and ground water led me to apply for the Land Conservation Committee citizen's position. I have completed two years and plan to continue participation. That led me to the issues of surface water contamination, knowledge of government programs, relationship of farms practices to water contamination (both surface and underground), and watershed programs.

~ I faithfully attend meetings given by the USGS to remain updated on the Chippewa county study of the effects of water use by agriculture and sand mining on surface and groundwater.

~ For the past few years I have attended the meetings of the Groundwater Advisory Committee as a public citizen to grow my knowledge of waters on the local level.

~ As often as possible I try to attend the Highway Committee meetings, Parks and Forests Committee meetings, and Planning and Development meetings. My goal is to get a good feel of how county government operates, how it is structured, and laws (both county and state) that affect county governance.

~ Due to the numerous attempts to deregulate water in Wisconsin, I have written repeated letters to the governor and legislature in an attempt to preserve protections for our waters. That necessitates constantly keeping up with hearings and legislation coming out of Madison.

~ What began as documentation for the water use related to high capacity wells has snowballed. The more I've learned about water the more questions I have and the desire to learn more simply increases. I view participating in the Water Advisory Committee as a chance to contribute and also a chance to learn.

Glory Adams