



Juneau County Board of Supervisors

Agenda
County Board Room 200
August 15, 2023

9:30 a.m. Call County Board of Supervisors meeting to Order.

Roll Call

Opening Prayer/Pledge of Allegiance

- Approve minutes from July 18, 2023, Meeting of the Juneau County Board of Supervisors
- **Resolution 23-46** * Resolution of Appreciation to Mike Sorenson for Twenty-One years of service to Juneau County
- **Resolution 23-47** * Rescinding Resolution 23-41 Regarding Modifying the Juneau County Personnel Policy on Overtime Pay.
- **Resolution 23-48** * Adding Provisions to the Juneau County Personnel Policy Regarding Exempt and Non-Exempt Employees
- **Resolution 23-49** * Authorizing the purchase of real estate for the Highway Department
- **Resolution 23-50** * Approval of an amendment to section 8.5 of the Juneau County Personnel Policy, Regarding Bereavement Policy
- **Resolution 23-51** * Approval of An Amendment to Section 5.1(A) of the Juneau County Personnel Policy, Regarding Dispatch Group Hours of Work and Compensation Policy
- **Resolution 23-52** * Authorizing the Expenditure of American Rescue Plan Act (ARPA) Funds on Behalf of the Housing Community Action Team
- **Resolution 23-53** * Authorizing the Expenditure of American Rescue Plan Act (ARPA) Funds on Behalf of the Sheriff's Department and Emergency Management
- **Resolution 23-54** * Authorizing the Expenditure of the Health Department American Rescue Plan Act (ARPA) Grant and Funds from the Information Technology (IT) Department's Non-Lapsing Account, on Behalf of the Finance Department to Upgrade Software.
- **Resolution 23-55** * Approval of the Seventh Amendment to Town of Lisbon Zoning Ordinance
- Reports:
 - UW – Extension, Pat Wagner
- Next County Board Meeting: September 20, 2023
 - Executive Meeting: September 11, 2023

*These times are estimates only. Access to the handicapped will be provided. If special accommodation is needed, please notify the County Clerk's Office by calling 847-9300. This notice must be posted on the bulletin board in the Courthouse prior to the meeting to conform to 19.83 and 19.84 Wis. Stats.

**If you need accommodation to attend this meeting, whether in-person or by remote means, please contact the Juneau County Clerk's office at 608-847-9300.

***If you experience any difficulties in accessing information contained within the below Zoom link, please contact Juneau County Information Technology at 608-847-9343.

Juneau County is inviting you to a scheduled Zoom meeting.

Topic: August County Board Meeting

Time: Aug 15, 2023 09:30 AM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84861974564?pwd=aHh3OWZuRFhhTHhTd0hzV09nOG0UT09>

Meeting ID: 848 6197 4564

Passcode: Board

One tap mobile

+16469313860,,84861974564#,,,,*872073# US

+19294362866,,84861974564#,,,,*872073# US (New York)

Dial by your location

• +1 312 626 6799 US (Chicago)

Meeting ID: 848 6197 4564

Passcode: 872073

Find your local number: <https://us02web.zoom.us/j/84861974564>

MEETING OF THE
JUNEAU COUNTY BOARD OF SUPERVISORS
July 18, 2023
9:30 a.m.
County Board Room

Session started at: 9:22:30 AM

Roll Call: Quorum Present (19 Present, 2 Absent)

Present: J. Ard, Chair Cottingham, H. Dannenberg, R. Feldman, H. Fischer, R. Granger, J. Jasinski, M. Keichinger, J. Kennedy, R. Kilmer, J. McGinley, T. Winters, M. Pech, A. Stieve, K. Strompolis, S. Thomas, L. Willard, C. Zindorf, R. Zipperer

Absent: B. Manson, J. Ryczek

Roll Call began at: 09:40:22 AM

1. Thomas led the Opening Prayer followed by the Pledge of Allegiance

2. Approve Minutes from June 20, 2023 Meeting

Motion by S. Thomas 9:41:52 AM

Second by J. Jasinski 9:41:53 AM

Voting began at: 09:42:06 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 09:42:16 AM

Result: Passed by Majority Vote (YES: 19, NO: 0, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 2)

YES: J. Ard, Chair Cottingham, H. Dannenberg, R. Feldman, H. Fischer, R. Granger, J. Jasinski, M. Keichinger, J. Kennedy, R. Kilmer, J. McGinley, T. Winters, M. Pech, A. Stieve, K. Strompolis, S. Thomas, L. Willard, C. Zindorf, R. Zipperer

NO:

ABSTAIN:

ABSENT: B. Manson, J. Ryczek

3. Risk Management Consultant - Jessica Schroeder

J. Jasinski was recognized at 10:06:09 AM

R. Kilmer was recognized at 10:07:08 AM

H. Dannenberg was recognized at 10:08:16 AM

T. Winters was recognized at 10:09:12 AM

4. Resolution 23-37 - Authorizing the Expenditure of American Rescue Plan Act (ARPA) Funds on Behalf of the Sheriff's Office to Cover the Cost of new Radios and related Items, and Authorizing Additional ARPA Funds for Enhanced Communication by Dispatch

Motion by K. Strompolis 10:12:22 AM

Second by L. Willard 10:12:24 AM

Voting began at: 10:13:18 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:13:25 AM

Result: Passed by Majority Vote (YES: 19, NO: 0, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 2)

YES: J. Ard, Chair Cottingham, H. Dannenberg, R. Feldman, H. Fischer, R. Granger, J. Jasinski, M. Keichinger, J. Kennedy, R. Kilmer, J. McGinley, T. Winters, M. Pech, A. Stieve, K. Strompolis, S. Thomas, L. Willard, C. Zindorf, R. Zipperer

NO:

ABSTAIN:

ABSENT: B. Manson, J. Ryczek

5. Resolution 23-38 - Authorizing the Expenditure of Money from the Contingency Fund for the Initial New Signage on the John Pier Roemer Justice Center

Motion by J. Ard 10:13:42 AM

Second by S. Thomas 10:13:43 AM

Voting began at: 10:14:31 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:14:41 AM

Result: Passed by Majority Vote (YES: 18, NO: 1, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 2)

YES: J. Ard, Chair Cottingham, H. Dannenberg, R. Feldman, H. Fischer, R. Granger, J. Jasinski, M. Keichinger, J. Kennedy, R. Kilmer, J. McGinley, T. Winters, M. Pech, K. Strompolis, S. Thomas, L. Willard, C. Zindorf, R. Zipperer

NO: A. Stieve

ABSTAIN:

ABSENT: B. Manson, J. Ryczek

6. Resolution 23-39 - Tax Settlement with School Districts, Vocational School Districts and Municipalities

Motion by C. Zindorf 10:14:57 AM

Second by R. Granger 10:15:00 AM

A. Stieve was recognized at 10:15:41 AM

S. Thomas was recognized at 10:16:21 AM

A. Stieve was recognized at 10:16:45 AM

H. Fischer was recognized at 10:17:06 AM

Voting began at: 10:17:37 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:17:45 AM

Result: Passed by Majority Vote (YES: 19, NO: 0, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 2)

YES: J. Ard, Chair Cottingham, H. Dannenberg, R. Feldman, H. Fischer, R. Granger, J. Jasinski, M. Keichinger, J. Kennedy, R. Kilmer, J. McGinley, T. Winters, M. Pech, A. Stieve, K. Strompolis, S. Thomas, L. Willard, C. Zindorf, R. Zipperer

NO:

ABSTAIN:

ABSENT: B. Manson, J. Ryczek

7. Resolution 23-40 - Expanding the hours worked by the ADRC Bus/Van driver from 85% to 100%.

Motion by J. Jasinski 10:17:58 AM

Second by S. Thomas 10:18:00 AM

Voting began at: 10:18:48 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:18:53 AM

Result: Passed by Majority Vote (YES: 18, NO: 1, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 2)

YES: J. Ard, Chair Cottingham, H. Dannenberg, R. Feldman, H. Fischer, R. Granger, J. Jasinski, M. Keichinger, J. Kennedy, R. Kilmer, J. McGinley, T. Winters, M. Pech, K. Strompolis, S. Thomas, L. Willard, C. Zindorf, R. Zipperer

NO: A. Stieve

ABSTAIN:

ABSENT: B. Manson, J. Ryczek

8. Resolution 23-41 - Modifying the Juneau County Personnel Policy to comply with the mandates of the Fair Labor Standards Act regarding overtime pay.

Motion by C. Zindorf 10:19:10 AM

Second by R. Granger 10:19:12 AM

Voting began at: 10:20:02 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:20:12 AM

Result: Passed by Majority Vote (YES: 18, NO: 1, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 2)

YES: J. Ard, Chair Cottingham, H. Dannenberg, R. Feldman, H. Fischer, R. Granger, J. Jasinski, J. Kennedy, R. Kilmer, J. McGinley, T. Winters, M. Pech, A. Stieve, K. Strompolis, S. Thomas, L. Willard, C. Zindorf, R. Zipperer

NO: M. Keichinger

ABSTAIN:

ABSENT: B. Manson, J. Ryczek

9. Resolution 23-42 - Appointing Supervisor Ray Feldman to serve on the district board of commissioners of the Partridge Lake District

Motion by L. Willard 10:20:25 AM

Second by M. Pech 10:20:26 AM

Voting began at: 10:21:09 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:21:15 AM

Result: Passed by Majority Vote (YES: 18, NO: 0, ABSTAIN: 1, DID NOT VOTE: 0, ABSENT: 2)

YES: J. Ard, Chair Cottingham, H. Dannenberg, H. Fischer, R. Granger, J. Jasinski, M. Keichinger, J. Kennedy, R. Kilmer, J. McGinley, T. Winters, M. Pech, A. Stieve, K. Strompolis, S. Thomas, L. Willard, C. Zindorf, R. Zipperer

NO:

ABSTAIN: R. Feldman

ABSENT: B. Manson, J. Ryczek

10. Resolution 23-43 - Adopting changes in the Juneau County Personnel Policy regarding the Highway Department

Motion by K. Strompolis 10:21:33 AM

Second by R. Granger 10:21:35 AM

Voting began at: 10:22:24 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:22:33 AM

Result: Passed by Majority Vote (YES: 19, NO: 0, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 2)

YES: J. Ard, Chair Cottingham, H. Dannenberg, R. Feldman, H. Fischer, R. Granger, J. Jasinski, M. Keichinger, J. Kennedy, R. Kilmer, J. McGinley, T. Winters, M. Pech, A. Stieve, K. Strompolis, S. Thomas, L. Willard, C. Zindorf, R. Zipperer

NO:

ABSTAIN:

ABSENT: B. Manson, J. Ryczek

11. Discussion on Resolution 23-44 - Linda Oleinik, School District of Mauston

12. Resolution 23-44 - Authorizing Expenditure of American Rescue Plan Act (ARPA) Funds on Behalf of the Community Action Teams to Support the School District of Mauston's Construction and Initial Operation of a Daycare Center

Motion by R. Granger 10:26:51 AM

Second by J. McGinley 10:26:52 AM

Discussion: J. Schultz, T. Loewe, T. Cottingham, K. Benish, Public Comment: K. VanDoren

M. Pech was recognized at 10:27:33 AM

J. Ard was recognized at 10:28:28 AM

A. Stieve was recognized at 10:29:06 AM

R. Granger was recognized at 10:35:32 AM

T. Winters was recognized at 10:36:20 AM

R. Zipperer was recognized at 10:40:01 AM

S. Thomas was recognized at 10:41:42 AM

J. Ard was recognized at 10:43:07 AM

A. Stieve was recognized at 10:49:14 AM

Voting began at: 10:49:56 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:50:10 AM

Result: Passed by Majority Vote (YES: 13, NO: 6, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 2)

YES: Chair Cottingham, H. Dannenberg, R. Feldman, H. Fischer, R. Granger, M. Keichinger, J. Kennedy, R. Kilmer, J. McGinley, M. Pech, K. Strompolis, S. Thomas, C. Zindorf

NO: J. Ard, J. Jasinski, T. Winters, A. Stieve, L. Willard, R. Zipperer

ABSTAIN:

ABSENT: B. Manson, J. Ryczek

13. Resolution 23-45 - LAND SALE TO BARTH FAMILY TRUST OF JUNEAU COUNTY PROPERTY

Motion by L. Willard 10:50:27 AM

Second by J. Jasinski 10:50:29 AM

Voting began at: 10:51:23 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:51:32 AM

Result: Passed by Majority Vote (YES: 19, NO: 0, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 2)

YES: J. Ard, Chair Cottingham, H. Dannenberg, R. Feldman, H. Fischer, R. Granger, J. Jasinski, M. Keichinger, J. Kennedy, R. Kilmer, J. McGinley, T. Winters, M. Pech, A. Stieve, K. Strompolis, S. Thomas, L. Willard, C. Zindorf, R. Zipperer

NO:

ABSTAIN:

ABSENT: B. Manson, J. Ryczek

14. Motion to Fill - Deputy (2), Sheriff, New Positions due to Elroy Contract

Motion by M. Keichinger 10:51:45 AM

Second by S. Thomas 10:51:46 AM

A. Stieve was recognized at 10:52:04 AM

R. Granger was recognized at 10:54:23 AM

S. Thomas was recognized at 10:55:10 AM

A. Stieve was recognized at 10:55:26 AM

R. Zipperer was recognized at 10:56:36 AM

R. Feldman was recognized at 10:57:32 AM

M. Keichinger was recognized at 10:59:27 AM

A. Stieve was recognized at 11:00:37 AM

R. Granger was recognized at 11:01:22 AM

Voting began at: 11:01:46 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 11:02:34 AM

Result: Passed by Majority Vote (YES: 17, NO: 2, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 2)

YES: J. Ard, Chair Cottingham, H. Dannenberg, R. Feldman, H. Fischer, R. Granger, J. Jasinski, M. Keichinger, J. Kennedy, R. Kilmer, J. McGinley, T. Winters, M. Pech, K. Strompolis, S. Thomas, L. Willard, C. Zindorf

NO: A. Stieve, R. Zipperer

ABSTAIN:

ABSENT: B. Manson, J. Ryczek

15. Report - Jean Schultz, Health Department

J. Jasinski was recognized at 11:06:39 AM

16. Adjourn Meeting

Session ended at: 11:07:37 AM

I certify the preceding to be accurate and a true account of the proceedings of the Juneau County Board of Supervisors meeting on July 18, 2023.

Terri L. Treptow, County Clerk

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION: 23 - 46

DATE: August 15, 2023

INTRODUCED BY: County Board of Supervisors

INTENT: Resolution of Appreciation to Mike Sorenson for Twenty-One years of service to Juneau County

Whereas, the Juneau County Board of Supervisors would like to thank Mike Sorenson for his twenty-one years of service in the Highway Department, beginning in October of 2001 as a Janitor, with his effective retirement date of September 5, 2023; and

Whereas, his professional dedication, loyalty, and commitment in the services he has provided to Juneau County deserves special recognition; and

Whereas, Juneau County and this Board are appreciative of the time and effort that Mike Sorenson has devoted to his duties and his knowledge and ability will be greatly missed upon his retirement on September 5, 2023; and

NOW THEREFORE BE IT RESOLVED that the Juneau County Board of Supervisors expresses its heartfelt appreciation to Mike for his dedicated public service to the citizens of Juneau County, and wishes him well in his future endeavors; and

BE IT FURTHER RESOLVED, that this Resolution is permanently entered into the Record of the Proceedings of the Juneau County Board of Supervisors and that the County Clerk transmit a certified copy of this resolution to Mike Sorenson as an expression of the Board's gratitude and best wishes.

INTRODUCED AND RECOMMENDED FOR ADOPTION this 15th day of August, 2023.

- | | | |
|------------|------------|------------|
| 1.) _____ | 2.) _____ | 3.) _____ |
| 4.) _____ | 5.) _____ | 6.) _____ |
| 7.) _____ | 8.) _____ | 9.) _____ |
| 10.) _____ | 11.) _____ | 12.) _____ |
| 13.) _____ | 14.) _____ | 15.) _____ |
| 16.) _____ | 17.) _____ | 18.) _____ |
| 19.) _____ | 20.) _____ | 21.) _____ |

Adopted by the Juneau County Board of Supervisors this 15th Day of August, 2023.

Terri L. Treptow, County Clerk

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION No. 23 - 47

DATE: August 15, 2023

INTRODUCED BY: Executive Committee

SYNOPSIS: Rescinding Resolution 23-41 Regarding Modifying the Juneau County Personnel Policy on Overtime Pay.

WHEREAS, Resolution No. 23-41 was enacted by the Juneau County Board of Supervisors at its meeting on July 18, 2023, amending the “Regular Full Time” provision of section 4.1 of the Juneau County Personnel Policy, currently on page 17 of the Policy, to strike the words “holiday and” therefrom, so that the phrase in the amended policy reads “shall be computed on any work hours in excess of 40 hours;” and

WHEREAS, a primary Whereas Clause in Resolution 23-41 errantly stated “at a combined meeting of the Executive, Personnel, and Finance committees, it was determined that the Fair Labor Standards Act requirement shall be followed and no other hours than hours worked shall be included in the calculation of overtime pay”; and

WHEREAS, the aforesaid statement was drafted by corporation counsel on the basis of a misunderstanding and was incorrect, as appears more fully in the minutes of the meeting, and the committees in fact voted at said meeting to keep the current language of the Personnel Policy as is and to revisit the question of whether holiday hours shall be included in the calculation of overtime pay at a later time; and

WHEREAS, Resolution No. 23-41 was adopted on the basis of misinformation provided to the Board and should therefore be nullified and rescinded;

NOW, THEREFORE, BE IT RESOLVED that the Juneau County Board of Supervisors shall and hereby does rescind and nullify Resolution No. 23-41, so that the provision of the Juneau County Personnel Policy regarding overtime pay in section 4.1 shall continue to state, “Any overtime, if authorized by appropriate supervisor, shall be computed on any holiday and work hours in excess of 40 hours in any one work week.”

INTRODUCED AND RECOMMENDED FOR ADOPTION ON AUGUST 15, 2023.

EXECUTIVE COMMITTEE:

Timothy J. Cottingham

Howard Fischer

Herbert Dannenberg

Adopted by the County Board of Supervisors
of Juneau County on August 15, 2023.

Terri L. Treptow, Juneau County Clerk

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION No. 23 – 48

DATE: August 15, 2023

INTRODUCED BY: Personnel & Insurance Committee

SYNOPSIS: Adding Provisions to the Juneau County Personnel Policy Regarding Exempt and Non-Exempt Employees

FISCAL NOTE: None

WHEREAS, the Juneau County Human Resource Director recognizes that currently there are no provisions in the Juneau County Personnel Policy directly related to the distinction between exempt and non-exempt employees or clarifying the policies related to them, and she has drafted the attached two policy statements regarding them for inclusion in the Personnel Policy; and

WHEREAS, the Personnel & Insurance Committee approves of the two attached policy statements for Exempt (Salaried) Employees and Non-Exempt (Hourly) Employees, which distinguish and clarify the terms and conditions applying to them, and the Committee wants them to be added to the Juneau County Personnel Policy;

NOW, THEREFORE, BE IT RESOLVED that the Juneau County Board of Supervisors shall and hereby does authorize and approve the two attached policy statements regarding Exempt (Salaried) Employees and Non-Exempt (Hourly) Employees and directs that they shall be added to the subsection entitled Regular Full Time in section 4.1 of the Policy entitled Employee Status, currently located on page 17 of the Policy.

INTRODUCED AND RECOMMENDED FOR ADOPTION ON AUGUST 15, 2023.

PERSONNEL & INSURANCE COMMITTEE:

Ray Zipperer, Chairperson

James Ryczek

Judy Kennedy

Richard Kilmer

Adopted by the County Board of Supervisors of
Juneau County on August 15, 2023

Terri L. Treptow, Juneau County Clerk

Non-Exempt (Hourly) Employees: A person paid by the County for their work on an hourly basis and who satisfies the definition of non-exempt as used by the Fair Labor Standards Act (FLSA).

Juneau County will comply with the provisions of State and Federal Law when implementing regulations, relating to overtime.

Overtime: Non-exempt (hourly) employees who work more than forty (40) hours in a given week will receive overtime compensation at the rate of one and one-half (1 ½) times the employee's regular hourly rate of pay for all hours worked in excess of forty (40) in the work week. Paid time off leave will not qualify as hours worked for overtime. Only a Department Head or Supervisor may authorize overtime.

Compensatory Time Off: Non-exempt (hourly) employees who work in excess of 40 hours in a workweek may receive either pay or compensatory time off. Compensatory time off may be taken at a time mutually agreeable between the Department Head and the employee, but said usage will not cause overtime. Compensatory time must be taken in the calendar year in which it is earned. Compensatory time cannot be earned or taken in the month of December, and on the last paycheck of the year the entire balance of compensatory time for the year will be paid out to the employee. At the time of termination, compensatory time shall be paid out.

At the sole discretion of the department, accrual of compensatory time may be denied and the employee will then be paid overtime.

Paid leave may be allowed in increments of a minimum of fifteen (15) minutes for non-exempt employees.

Work week is defined as the seven (7) day period of time beginning on Sunday at 12:00 a.m. and continuing to the following Saturday at 11:59 p.m. (or Monday at 12:00 a.m. and continuing to the following Sunday at 11:59 p.m.)

The Department Head or designee shall determine the necessity and availability of overtime work.

Exempt (Salaried) Employees: A person paid by the County for their work on a salaried basis and who satisfies the definition of exempt as used by the Fair Labor Standards Act.

Exempt employees are individuals who are exempt from the State and Federal overtime provisions. Generally, individuals employed as an executive, administrative, or professional and certain computer employees are considered exempt. To qualify for the exemption, employees generally must meet certain tests regarding their job duties and be paid on a salary basis. Being paid on a "salary basis" means an employee regularly receives a predetermined amount of compensation each pay period on a weekly basis. Additionally, the predetermined amount cannot be reduced because of variation in the quality or quantity of the employee's work. Subject to certain exceptions, an exempt employee must receive the full salary for any work week in which the employee performs any work, regardless of the number of days or hours worked.

The County will not be required to pay the full salary in the initial or terminal week of employment, or for weeks in which an exempt employee takes unpaid leave under the Family & Medical Leave Act.

Furthermore, if an employee has exhausted their vacation, sick or personnel time off and take additional time off this will be on an unpaid status.

It is expected that exempt employees and their supervisors are ensuring that the average weekly work effort is consistent with the position's FTE status. (For example, a 100% FTE position is expected to work an average of at least 40 hours a week.)

Before requiring an exempt employee to record paid leave, the supervisor should consider allowing the employee to flex the time during a paid period when the work effort exceeds the FTE status.

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION No. 23-49

DATE: AUGUST 15, 2023

INTRODUCED BY: Highway & Public Works Committee

SYNOPSIS: Authorizing the purchase of real estate for the Highway Department

FISCAL NOTE: Purchase price of \$79,900

WHEREAS, the Juneau County Highway Commissioner, with authority from the Juneau County Highway & Public Works Committee, has entered into a purchase agreement for real estate contiguous to the existing Highway Department property, located at 1004 East State Street in the city of Mauston, at a purchase price of \$79,900.00; and

WHEREAS, the property will serve the current needs of the Highway Department and is uniquely located next to the County's existing property, and the purchase price is fair and reasonable; and

WHEREAS, the purchase agreement is contingent upon approval of the transaction by the Juneau County Board of Supervisors, and the Highway & Public Works Committee recommends and requests approval by the full County Board;

NOW, THEREFORE, BE IT RESOLVED, that the Juneau County Board of Supervisors shall and hereby does (1) approve the pending real estate transaction described above at the purchase price of \$79,900.00 and (2) authorize closing the transaction on or about September 8, 2023, after Corporation Counsel has approved of the closing documents.

**INTRODUCED AND RECOMMENDED FOR ADOPTION ON AUGUST 15, 2023.
HIGHWAY & PUBLIC WORKS COMMITTEE:**

Roy Granger, Chairperson

Steven Thomas

Betty Manson

Mike Keichinger

Kim Strompolis

Adopted by the County Board of Supervisors of
Juneau County on August 15, 2023.

Terri L. Treptow, Juneau County Clerk

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION NO. 23 - 50

DATE: AUGUST 15, 2023

INTRODUCED BY: Personnel & Insurance Committee

SYNOPSIS: APPROVAL OF AN AMENDMENT TO SECTION 8.5 OF THE JUNEAU COUNTY PERSONNEL POLICY, REGARDING BEREAVEMENT POLICY

FISCAL NOTE: None.

WHEREAS, upon the recommendation of the Human Resources Director, the Personnel & Insurance Committee has determined that a change is necessary to the current bereavement policy to make it more favorable to current employees and future hires and strengthen the desirability of county employment without adding to the county tax levy; and

WHEREAS, for that purpose, the committee has approved the attached Bereavement Policy to replace the current provisions of section 8.5 of the Juneau County Personnel Policy, and the committee recommends adoption of the new policy by the County Board;

NOW, THEREFORE, BE IT RESOLVED, that the Juneau County Board of Supervisors shall and hereby does approve, authorize, and adopt (1) deletion of section 8.5 of the current county personnel policy, in its entirety, and (2) creation of a new section 8.5 of the Juneau County Personnel Policy as set forth in the attached document.

**INTRODUCED AND RECOMMENDED FOR ADOPTION ON AUGUST 15, 2023.
PERSONNEL & INSURANCE COMMITTEE**

Ray Zipperer, Chairperson

Judy Kennedy

James Ryczek

Richard Kilmer

Adopted by the County Board of Supervisors of
Juneau County on August 15, 2023

Terri L. Treptow, Juneau County Clerk

8.5 Bereavement Policy

Regular staff members are provided with paid leave for making arrangements, settling family affairs, bereavement, and/or attending the funeral or memorial service of a member of their immediate family.

Time off for a death in the family is arranged by notifying the staff member's immediate supervisor. A

maximum of five (5) days off with pay is permitted upon the death of a staff member's:

- Spouse/Significant other
- child
- brother or sister
- parent or guardian
- son-in-law or daughter-in-law
- mother-in-law or father-in-law

Regular staff member's directly related step relations are also included in this category.

2. A maximum of three (3) days off with pay is permitted upon the death of a regular staff member or their spouse/significant other directly related:

- grandparent
- grandchild
- aunt or uncle

3. One (1) day off with pay is permitted upon the death of a regular staff member or their spouse/significant other directly related:

- first cousin
- nephew or niece
- brother-in-law or sister-in-law

4. All regular employees shall receive one-half (1/2) day leave with full pay for the funeral of a co-worker. Regular part-time employees shall be eligible to receive funeral leave of a co-worker on a pro-rated basis.

The allotted days off with pay do not have to be consecutive. However, the allotted time off should be used within one year of the death of the family member.

6. A staff member may make a request to their immediate supervisor to use their paid leave allowance for the death of family members or friends not covered by this policy, or if the staff member needs additional days off in excess of the time allowances outlined above due to the death of a family member covered by this policy.

Funeral Leave for Pallbearer Duty. Any employee may use one-half (½) day of funeral leave when said employee actually serves as pallbearer. Verification of the funeral may be requested by the Department Head in advance of the leave.

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION NO. 23 – 51

DATE: AUGUST 15, 2023

INTRODUCED BY: Personnel & Insurance Committee

SYNOPSIS: Approval of An Amendment to Section 5.1(A) Of the Juneau County Personnel Policy, Regarding Dispatch Group Hours of Work And Compensation Policy

FISCAL NOTE: None.

WHEREAS, upon the recommendation of the Human Resources Director, the Personnel & Insurance Committee has determined that a change is necessary to the current policy regarding dispatch group hours of work and compensation, to make it more favorable to current employees and future hires and strengthen the desirability of county employment without adding to the county tax levy; and

WHEREAS, for that purpose, the committee has approved the attached Dispatch Group Hours of Work and Compensation Policy to replace the current provisions of section 5.1a of the Juneau County Personnel Policy, and the committee recommends adoption of the new policy by the County Board;

NOW, THEREFORE, BE IT RESOLVED, that the Juneau County Board of Supervisors shall and hereby does approve, authorize, and adopt (1) deletion of section 5.1a of current county personnel policy, in its entirety, and (2) creation of a new section 5.1a of the Juneau County Personnel Policy as set forth in the attached document.

INTRODUCED AND RECOMMENDED FOR ADOPTION ON AUGUST 15, 2023.

PERSONNEL & INSURANCE COMMITTEE

Ray Zipperer, Chairperson

Richard Kilmer

Judy Kennedy

Adopted by the County Board of Supervisors of
Juneau County on August 15, 2023

James Ryczek

Terri L. Treptow, Juneau County Clerk

5.1a Dispatch Group Hours of Work and Compensation:

Hours of Work: The normal workday for dispatchers will be twelve (12) hours. Full-time dispatchers will be scheduled to work 3-2-2-3-2-2 cycle as follows: three (3) days on duty, two (2) days off duty, two (2) days on duty, three (3) days off duty, two (2) days on duty and two (2) days off duty. By December of each year shifts shall be selected by seniority. Employees will be permitted to trade shifts by mutual agreement of the employees involved with prior approval of the immediate supervisor. Any changes in shift times shall be approved by the Juneau County Sheriff.

Administration of Paid Time Off: Time off will accrue based on 12 hour days except for banked holidays. Full time dispatchers shall be eligible for a maximum of five (5) days/ sixty (60) hours per calendar year as personal leave. Said personal leave shall be deducted from accumulated sick leave. Floating holiday will be earned at 12 hours per calendar year and must be taken all at once, and forfeited if not taken by December 31st of each year. Sick time shall accrue at 6 hours per pay period, but no more than 12 hours per month.

All time off requests will be submitted to the Supervisor for approval. Vacation time requested with less than fifteen (15) days' notice may be made to immediate supervisor for approval and could be denied based on the best interest of the County.

Overtime Pay/Compensatory Time: Employees will be entitled to pay or compensatory time off, at the employee's option, at the rate of time and one-half for all hours worked in excess of 12 hours per day and/or over 40 regular hours worked in a week. Compensatory time must be pre-approved by the employees Supervisor. Supervisors will fill open shifts based upon Department Policy. If an employee signs up for an open shift and fails to provide at least twenty four (24) hours' notice that they will not be working that shift, the affected employee will suffer a loss of compensatory time/vacation time in the amount of time they signed up for. Offers of overtime and vacant shifts shall be assigned giving preference to seniority.

Use of accrued compensatory time shall be scheduled by mutual agreement of the employee and his/her appropriate supervisor. Compensatory time shall be earned at one and one-half time in compliance with the Fair Labor Standards Act (FLSA). Up to one hundred twenty (120) overtime hours can be banked. Compensatory time must be taken in the calendar year in which it is earned. Compensatory time cannot be earned or taken in the month of December, and on the last paycheck of the year the entire balance of compensatory time for the year will be paid out to the employee

Paid Holidays: Dispatchers, at their option, may receive pay for holidays earned or bank the holidays as compensatory time. Each full time employee shall accrue the holiday at eight (8) hours for each of the holidays listed in section 8.4, excluding the floating holiday.

The balance of any banked holidays from New Years to Veterans Day will be paid out on or before December 1st of the payroll cycle. Thanksgiving Day through Christmas Day will be paid out on the 1st pay period of the new payroll year. Holiday compensatory time is considered separate from regular compensatory time as it relates to accrual. Holiday compensatory requests will be treated the same as regular compensatory time off requests. They will need to be posted and filled.

Call in Pay: A minimum of 2 hours call in pay for hours that are not connected to the regular work hours shall be paid at a rate of time and one-half. When there is a vacant shift the Supervisor shall be notified first. The Supervisor will order a call out for the vacant shift to be offered by seniority. If there are no volunteers the Supervisor will then call in the next available dispatcher based on the rotation list.

Shift Differential: An additional rate of .20 cents per hour will be paid for any hours worked from 5:00pm to 5:00am.

Field Training Officer (FTO): A dispatcher that is providing field training shall receive one half hour (1/2) per day at their regular overtime rate regardless of their regular hours worked.

Training and Departmental Meetings: Full-time dispatchers shall be paid overtime for all hours spent (including travel time) attending required in-service training outside his/her normal 12 hours shift and/or over 40 hours per week.

Maximum Required Hours: No Dispatcher shall be required to work in excess of sixteen (16) consecutive hours. The Employer may require longer work shifts in the event of an emergency or a Gubernatorial declared state of emergency (under Ch. 166, Wis. Stats.) affecting the Juneau County Sheriff's Department.

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION: 23 - 52

DATE: August 15, 2023

INTRODUCED BY: Finance Committee

SYNOPSIS: Authorizing the Expenditure of American Rescue Plan Act (ARPA) Funds on Behalf of the Housing Community Action Team

FISCAL NOTE: Expenditure of ARPA funds on deposit with the County in the sum of up to \$480,000.

WHEREAS, the Housing Community Action Team recommends putting funds in the amount of up to \$480,000.00 towards the first phase of an apartment complex located on the site of the previous West Side School, to help address the current affordable housing shortage, and such expenditures are authorized under the American Rescue Plan Act (ARPA); and

WHEREAS, Phase One will consist of three buildings, with sixteen apartments in each building, at a cost of \$7.7 million, and Phase Two will include two additional buildings; and

WHEREAS, at least 2 units per building in Phase 1 will be set aside for Section 8 rent-controlled units; and

WHEREAS, funds from the federal government under the Act have been deposited to the account of Juneau County in an amount far exceeding the amounts affected by this resolution; and

WHEREAS, the Juneau County Finance & Computer Committee has approved this expenditure and recommends that it be approved by the full county board;

NOW, THEREFORE, BE IT RESOLVED, that the Juneau County Board of Supervisors shall and hereby does authorize and approve the expenditure of ARPA funds in the sum of up to \$480,000.00 on behalf of the Housing Community Action Team, to be used exclusively as specified above.

INTRODUCED AND RECOMMENDED FOR ADOPTION ON AUGUST 15, 2023.

FINANCE COMMITTEE:

Roy Granger, Chairperson

John McGinley

Steven Thomas

Herb Dannenberg

Mike Keichinger

Adopted by the County Board of Supervisors of
Juneau County on August 15, 2023

Terri L. Treptow, Juneau County Clerk

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION No. 23-53

DATE: AUGUST 15, 2023

INTRODUCED BY: Finance Committee

SYNOPSIS: Authorizing the Expenditure of American Rescue Plan Act (ARPA) Funds on Behalf of the Sheriff's Department and Emergency Management

FISCAL NOTE: Expenditure of ARPA funds in the total sum of up to \$84,503.

WHEREAS, the Juneau County Sheriff's Office is in need of replacing the administration desktop computers with laptops, to allow employees to be more mobile with their computers; and

WHEREAS, there is an immediate need to repair and study issues with the Emergency Management radio system, which the County Board Chair approved to begin immediately as an emergency repair due to the impact on safety of emergency personnel and citizens of the County; and

WHEREAS, the cost for the laptops is \$9,503, and the cost of repairing and studying the issues with the radio system is up to \$75,000, for a total in all of up to \$84,503; and

WHEREAS, the Finance Committee has approved these expenditures, the project is appropriate under the American Rescue Plan Act (ARPA), and the ARPA funds from the federal government are already on deposit with the county;

NOW, THEREFORE, BE IT RESOLVED, that the Juneau County Board of Supervisors shall and hereby does authorize and approve the expenditure described above for the reasons stated above.

INTRODUCED AND RECOMMENDED FOR ADOPTION ON AUGUST 15, 2023.

FINANCE COMMITTEE:

Roy Granger, Chairperson

Steven Thomas

Herbert Dannenberg

John McGinley

Mike Keichinger

Adopted by the County Board of Supervisors of
Juneau County on August 15, 2023

Terri L. Treptow, Juneau County Clerk

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION: 23 - 54

DATE: August 15, 2023

INTRODUCED BY: Finance Committee

SYNOPSIS: Authorizing the Expenditure of the Health Department American Rescue Plan Act (ARPA) Grant and Funds from the Information Technology (IT) Department's Non-Lapsing Account, on Behalf of the Finance Department to Upgrade Software.

FISCAL NOTE: Expenditure of the Health Department ARPA Grant in the amount of \$5,000.00, and expenditure from IT's non-lapsing account of approximately \$20,000.00, totaling up to \$25,000.00.

WHEREAS, the Springbrook Software program runs all of the County's financial data, with the exception of the Treasurer's property tax software; and

WHEREAS, Juneau County has been using Springbrook's server-based software since 2009, and an upgrade to the Cloud version would increase productivity and allow the County to use more up-to-date technology; and

WHEREAS, the cost to upgrade to the Cloud version is \$15,750, and the maintenance fee is estimated to be approximately \$9,000; and

WHEREAS, the Finance Committee is requesting these funds on behalf of the Finance Department, to be paid by the Health Department ARPA Grant in the amount of \$5,000, and the balance coming from the IT non-lapsing account;

NOW, THEREFORE, BE IT RESOLVED, that the Juneau County Board of Supervisors shall and hereby does authorize and approve the expenditure of the Health Department ARPA Grant in the amount of \$5,000, and expenditure from IT's non-lapsing account of up to \$20,000 in the total sum of approximately \$25,000.00, to be used as specified above.

INTRODUCED AND RECOMMENDED FOR ADOPTION ON AUGUST 15, 2023.

FINANCE & COMPUTER COMMITTEE:

Roy Granger, Chairperson

Steven Thomas

Herbert Dannenberg

John McGinley

Mike Keichinger

Adopted by the County Board of Supervisors of
Juneau County on August 15, 2023

Terri L. Treptow, Juneau County Clerk

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION NO. 23 – 55

DATE: AUGUST 15, 2023

INTRODUCED BY: Executive Committee

SYNOPSIS: Approval of the Seventh Amendment to Town of Lisbon Zoning Ordinance

FISCAL NOTE: None.

WHEREAS, the Town of Lisbon has recently passed Ordinance No. 53-A-7, which is the Seventh Amendment to the Town of Lisbon Zoning Ordinance, a true copy of which is attached to this Resolution and incorporated by reference as if fully set forth herein; and

WHEREAS, the final step in the enactment of the Town of Lisbon Ordinance is approval of the Ordinance by the full Board of Supervisors of Juneau County;

NOW, THEREFORE, BE IT RESOLVED, that the Juneau County Board of Supervisors shall and hereby does approve of, and authorize the enactment of, the Seventh Amendment to Town of Lisbon Zoning Ordinance, known as Ordinance No. 53-A-7.

INTRODUCED AND RECOMMENDED FOR ADOPTION ON AUGUST 15, 2023.

EXECUTIVE COMMITTEE

Timothy J. Cottingham, Chairperson

Howard Fischer

Herb Dannenberg

Adopted by the County Board of supervisors of
Juneau County on August 15, 2023.

Terri L. Treptow, Juneau County Clerk