



Juneau County Board of Supervisors

Agenda County Board Room 200 July 18, 2023

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

Roll Call

Opening Prayer/Pledge of Allegiance

- Approve minutes from June 20, 2023, Meeting of the Juneau County Board of Supervisors
- Risk Management Consultant – Jessica Schroeder
- **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
- **Resolution 23-38** * Authorizing the Expenditure of Money from the Contingency Fund for the Initial New Signage on the John Pier Roemer Justice Center
- **Resolution 23-39** * Tax Settlement with School Districts, Vocational School Districts, and Municipalities
- **Resolution 23-40** * Expanding the hours worked by the ADRC Bus/Van driver from 85% to 100%
- **Resolution 23-41** * Modifying the Juneau County Personnel Policy to comply with the mandates of the Fair Labor Standards Act regarding overtime pay.
- **Resolution 23-42** * Appointing Supervisor Ray Feldman to serve on the district board of commissioners of the Partridge Lake District
- **Resolution 23-43** * Adopting changes in the Juneau County Personnel Policy regarding the Highway Department
- Discussion on Resolution 23-44 – Linda Oleinik, School District of Mauston
- **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
- **Resolution 23-45** * Land Sale to Barth Family Trust of Juneau County Property
- Motion to fill:
 - Deputy, Sheriff, New Positions (2) due to Elroy Contract
- Reports:
 - Jean Schultz, Health Department
- Next County Board Meeting: August 15, 2023
 - Executive Meeting: August 7, 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: **July County Board Meeting**

Time: **Jul 18, 2023 09:30 AM** Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82528710670?pwd=WTVDSjkxZmd6eVJqcm1TSUttidlKxZz09>

Meeting ID: **825 2871 0670**

Passcode: **Board**

One tap mobile

+13092053325,,82528710670#,,,,*490990# US

+13126266799,,82528710670#,,,,*490990# US (Chicago)

Dial by your location

• +1 309 205 3325 US

• +1 312 626 6799 US (Chicago)

Meeting ID: 825 2871 0670

Passcode: 490990

Find your local number: <https://us02web.zoom.us/j/kbt2pyYMM5>

MEETING OF THE
JUNEAU COUNTY BOARD OF SUPERVISORS
June 20, 2023
9:30 a.m.
County Board Room

Session started at: 9:31:29 AM

Roll Call: Quorum Present (20 Present, 1 Absent)

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

Absent: R. Zipperer

Roll Call began at: 09:41:13 AM (Elapsed time: 00:04:40)

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

2. Approve Minutes from May 16, 2023 Meeting

Motion by L. Willard 9:43:53 AM

Second by J. Kennedy 9:43:55 AM

Voting began at: 09:43:58 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 09:44:23 AM

Result: Passed by Majority Vote (YES: 20, NO: 0, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 1)

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

NO:

ABSTAIN:

ABSENT: R. Zipperer

3. Reappoint Jill Granger to Juneau County Housing Authority Committee

Motion by M. Keichinger 9:44:46 AM

Second by L. Willard 9:44:46 AM

Voting began at: 09:45:01 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 09:45:11 AM

Result: Passed by Majority Vote (YES: 20, NO: 0, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 1)

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

NO:

ABSTAIN:

ABSENT: R. Zipperer

4. Resolution 23-29 - Commend Ann June for Twenty-Four years of service to Juneau County

Motion by S. Thomas 9:45:32 AM

Second by J. Ard 9:45:35 AM

Discussion: A. June

Voting began at: 09:48:37 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 09:48:54 AM

Result: Passed by Majority Vote (YES: 20, NO: 0, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 1)

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

NO:

ABSTAIN:

ABSENT: R. Zipperer

5. Resolution 23-30 - Approving the creation of a new Information Technology Committee, the change in name of the Finance & Computer Committee to the Finance Committee, and the dissolution of the recently created Website Committee

Motion by R. Granger 9:49:16 AM

Second by J. Jasinski 9:49:17 AM

Discussion: A. Stieve was recognized at 9:50:30 AM, Lasker, Cottingham

Voting began at: 09:50:57 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 09:51:04 AM

Result: Passed by Majority Vote (YES: 20, NO: 0, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 1)

YES: J. Ard, Chair Cottingham, H. Dannenberg, R. Feldman, H. Fischer, R. Granger, J. Jasinski, M. Keichinger, J. Kennedy, R.

Kilmer, J. McGinley, B. Manson, T. Winters, M. Pech, J. Ryczek, A. Stieve, K. Strompolis, S. Thomas, L. Willard, C. Zindorf

NO:

ABSTAIN:

ABSENT: R. Zipperer

6. Resolution 23-31 - Authorizing the Retention of McGrath Human Resources Group for a Wage Study and Related Services

Motion by R. Kilmer 9:51:28 AM

Second by C. Zindorf 9:51:30 AM

Discussion: M. Thompson, Cottingham, L. Chipman

A. Stieve was recognized at 9:56:11 AM

R. Kilmer was recognized at 9:58:54 AM

J. Ryczek was recognized at 9:59:45 AM

S. Thomas was recognized at 10:02:32 AM

J. Kennedy was recognized at 10:05:27 AM

R. Granger was recognized at 10:08:06 AM

Voting began at: 10:09:07 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:09:24 AM

Result: Passed by Majority Vote (YES: 19, NO: 1, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 1)

YES: J. Ard, Chair Cottingham, H. Dannenberg, R. Feldman, H. Fischer, R. Granger, J. Jasinski, M. Keichinger, J. Kennedy, R.

Kilmer, J. McGinley, B. Manson, T. Winters, M. Pech, J. Ryczek, K. Strompolis, S. Thomas, L. Willard, C. Zindorf

NO: A. Stieve

ABSTAIN:

ABSENT: R. Zipperer

7. Resolution 23-32 - Creating Section 2.12 of the Juneau County Personnel Policy, entitled "County Lactation/Breastfeeding Policy"

Motion by J. Jasinski 10:09:50 AM

Second by S. Thomas 10:09:51 AM

Voting began at: 10:10:50 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:11:09 AM

Result: Passed by Majority Vote (YES: 20, NO: 0, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 1)

YES: J. Ard, Chair Cottingham, H. Dannenberg, R. Feldman, H. Fischer, R. Granger, J. Jasinski, M. Keichinger, J. Kennedy, R.

Kilmer, J. McGinley, B. Manson, T. Winters, M. Pech, J. Ryczek, A. Stieve, K. Strompolis, S. Thomas, L. Willard, C. Zindorf

NO:

ABSTAIN:

ABSENT: R. Zipperer

8. Resolution 23-33 - Authorizing Expenditure of American Rescue Plan Act (ARPA) Funds and American Transmission Company (ATC) Funds on Behalf of the Land, Forestry, Parks & Zoning Department to Cover the Cost of Completion of the Construction Project in Area A of Castle Rock Park

Motion by R. Granger 10:11:26 AM

Second by K. Strompolis 10:11:27 AM

Voting began at: 10:12:39 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:12:47 AM

Result: Passed by Majority Vote (YES: 19, NO: 1, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 1)

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

NO: A. Stieve

ABSTAIN:

ABSENT: R. Zipperer

9. Resolution 23-34 - Authorizing the Purchase of a New Van for the Aging and Disability Resource Center (ADRC)

Motion by R. Granger 10:13:04 AM

Second by K. Strompolis 10:13:05 AM

Voting began at: 10:14:01 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:14:07 AM

Result: Passed by Majority Vote (YES: 19, NO: 1, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 1)

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

NO: L. Willard

ABSTAIN:

ABSENT: R. Zipperer

10. Resolution 23-35 - LAND SALE TO WAGNER OF JUNEAU COUNTY PROPERTY

Motion by L. Willard 10:14:30 AM

Second by R. Granger 10:14:33 AM

Discussion: D. Lasker

R. Granger was recognized at 10:15:40 AM

A. Stieve was recognized at 10:17:02 AM

J. Ryczek was recognized at 10:17:35 AM

T. Winters was recognized at 10:18:54 AM

Voting began at: 10:20:23 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:20:29 AM

Result: Passed by Majority Vote (YES: 20, NO: 0, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 1)

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

NO:

ABSTAIN:

ABSENT: R. Zipperer

11. Resolution 23-36 - Land Sale to Raese of Juneau County Property

Motion by L. Willard 10:20:46 AM

Second by S. Thomas 10:20:48 AM

Voting began at: 10:22:02 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:22:20 AM

Result: Passed by Majority Vote (YES: 20, NO: 0, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 1)

YES: J. Ard, Chair Cottingham, H. Dannenberg, R. Feldman, H. Fischer, R. Granger, J. Jasinski, M. Keichinger, J. Kennedy, R. Kilmer, J. McGinley, B. Manson, T. Winters, M. Pech, J. Ryczek, A. Stieve, K. Strompolis, S. Thomas, L. Willard, C. Zindorf
NO:

ABSTAIN:

ABSENT: R. Zipperer

12. Ordinance 23-02 - Creating Section 20-39 of the Juneau County Code of Ordinances entitled "Disorderly Conduct with a Motor Vehicle."

Motion by J. Jasinski 10:22:37 AM

Second by M. Keichinger 10:22:39 AM

Discussion: D. Lasker

J. McGinley was recognized at 10:23:35 AM (Elapsed time: 00:52:05)

J. Kennedy was recognized at 10:24:07 AM (Elapsed time: 00:52:37)

Voting began at: 10:24:49 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:24:59 AM

Result: Passed by Majority Vote (YES: 19, NO: 1, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 1)

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

NO: A. Stieve

ABSTAIN:

ABSENT: R. Zipperer

13. Ordinance 23-03 - Creating Section 20-6 of the Juneau County Code of Ordinances entitled "Prohibition of Possession of Marijuana, Synthetic Cannabinoids and Drug Paraphernalia."

Motion by R. Granger 10:25:20 AM

Second by J. Jasinski 10:25:22 AM

Discussion: D. Lasker, A. Zabal, T. Cottingham

J. Ryczek was recognized at 10:26:21 AM

A. Stieve was recognized at 10:27:04 AM

S. Thomas was recognized at 10:30:29 AM

J. Ryczek was recognized at 10:32:12 AM

H. Fischer was recognized at 10:32:53 AM

M. Keichinger was recognized at 10:33:54 AM

A. Stieve was recognized at 10:34:11 AM

Motion by A. Stieve to withdraw original motion.

No Second. Motion Failed.

Voting began on original motion at: 10:34:37 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:34:43 AM

Result: Passed by Majority Vote (YES: 19, NO: 1, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 1)

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

NO: A. Stieve

ABSTAIN:

ABSENT: R. Zipperer

14. Motion to Fill - Secretary III, Sheriff, Grade 6, Resignation

Motion by R. Granger 10:35:07 AM

Second by S. Thomas 10:35:08 AM

Voting began at: 10:35:29 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:35:34 AM

Result: Passed by Majority Vote (YES: 20, NO: 0, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 1)

YES: J. Ard, Chair Cottingham, H. Dannenberg, R. Feldman, H. Fischer, R. Granger, J. Jasinski, M. Keichinger, J. Kennedy, R. Kilmer, J. McGinley, B. Manson, T. Winters, M. Pech, J. Ryczek, A. Stieve, K. Strompolis, S. Thomas, L. Willard, C. Zindorf
NO:

ABSTAIN:

ABSENT: R. Zipperer

15. Motion to Fill - Disability Benefits Specialist, ADRC/Aging, Grade 15, Transfer

Motion by R. Granger 10:35:51 AM

Second by K. Strompolis 10:35:52 AM

Voting began at: 10:36:14 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:36:21 AM

Result: Passed by Majority Vote (YES: 20, NO: 0, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 1)

YES: J. Ard, Chair Cottingham, H. Dannenberg, R. Feldman, H. Fischer, R. Granger, J. Jasinski, M. Keichinger, J. Kennedy, R. Kilmer, J. McGinley, B. Manson, T. Winters, M. Pech, J. Ryczek, A. Stieve, K. Strompolis, S. Thomas, L. Willard, C. Zindorf
NO:

ABSTAIN:

ABSENT: R. Zipperer

16. Motion to Fill – Receptionist, DHS, Grade 4, Resignation

Motion by R. Granger 10:36:35 AM

Second by J. Jasinski 10:36:35 AM

Voting began at: 10:36:55 AM

Voting Criteria Used: Majority Vote Needed

Results Tallied at: 10:37:02 AM

Result: Passed by Majority Vote (YES: 20, NO: 0, ABSTAIN: 0, DID NOT VOTE: 0, ABSENT: 1)

YES: J. Ard, Chair Cottingham, H. Dannenberg, R. Feldman, H. Fischer, R. Granger, J. Jasinski, M. Keichinger, J. Kennedy, R. Kilmer, J. McGinley, B. Manson, T. Winters, M. Pech, J. Ryczek, A. Stieve, K. Strompolis, S. Thomas, L. Willard, C. Zindorf
NO:

ABSTAIN:

ABSENT: R. Zipperer

17. Discussion on the Guidelines for Public Participation at Committee Meetings

Discussion: D. Lasker, T. Cottingham,

R. Kilmer was recognized at 10:44:10 AM

S. Thomas was recognized at 10:47:07 AM

J. McGinley was recognized at 10:48:30 AM

A. Stieve was recognized at 10:49:05 AM

S. Thomas was recognized at 10:52:08 AM

A. Stieve was recognized at 10:53:32 AM

S. Thomas was recognized at 11:00:32 AM

M. Keichinger was recognized at 11:01:32 AM

A. Stieve was recognized at 11:01:49 AM

S. Thomas was recognized at 11:02:25 AM

Public Comments from: E. Ford, B. Baker

18. Adjourn Meeting

Session ended at: 11:08:50 AM

I certify the preceding to be accurate and a true account of the proceedings of the Juneau County Board of Supervisors meeting on June 20, 2023.

Terri L. Treptow, County Clerk

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION No. 23-37

DATE: July 18, 2023

INTRODUCED BY: Finance Committee

SYNOPSIS: 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

FISCAL NOTE: Expenditure of ARPA funds in the total sum of \$29,673.

WHEREAS, the Juneau County Sheriff's Office is in need of purchasing new radios and related items, and there is a further need for the purchase of equipment to allow the dispatch center to connect through the Zello App to enable Sheriff's Office employees to monitor radio transmissions through their cell phones; and

WHEREAS, the cost for the radios and related items is \$25,673, and the cost of Zello App improvements is \$4,000, for as total in all of \$29,673; and

WHEREAS, the Finance & Computer 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 JULY 18, 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 July 18, 2023

Terri L. Treptow, Juneau County Clerk

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION No. 23-38

DATE: July 18, 2023

INTRODUCED BY: Finance Committee

SYNOPSIS: Authorizing the Expenditure of Money from the Contingency Fund for the Initial New Signage on the John Pier Roemer Justice Center

FISCAL NOTE: Expenditure of \$3,720 from the Contingency Fund.

WHEREAS, the plan for commencing the change in signage on the newly-designated John Pier Roemer Justice Center is complete and will begin with installation of new lettering above the front door of the building on Oak Street; and

WHEREAS, the cost for this phase of the project is \$3,720; and

WHEREAS, the Finance Committee has approved this expenditures to be made from the Contingency Fund and recommends adoption of this resolution;

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 JULY 18, 2023.

FINANCE COMMITTEE:

Roy Granger, Chairperson

John McGinley

Steven Thomas

Mike Keichinger

Herbert Dannenberg

Adopted by the County Board of Supervisors of
Juneau County on July 18, 2023

Terri L. Treptow, Juneau County Clerk

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION No. 23-39

DATE: July 18, 2023

INTRODUCED BY: Finance Committee

SYNOPSIS: Tax Settlement with School Districts, Vocational School Districts and Municipalities

FISCAL NOTE: \$10,141,803.64

WHEREAS, section 74.29 of the Wisconsin Statutes requires that the County Treasurer, on or before August 20, shall pay in full to the proper treasurer, all real property taxes and special taxes included in the tax roll which have not previously been paid to, or retained by the proper treasurer;

THEREFORE BE IT RESOLVED, that in accordance with the above, the following settlements are due, and shall be paid by the County Treasurer as indicated on the attached statements:

Due to School Districts -----	\$6,489,191.53
Due to Vocational School Districts-----	\$ 948,261.46
Due to Municipalities-----	<u>\$2,704,350.65</u>
	\$10,141,803.64

BE IT FURTHER RESOLVED, that if needed, the Finance Committee be allowed to negotiate to borrow short term funds to pay the tax settlement and bring that request to the County Board for approval in August.

INTRODUCED AND RECOMMENDED FOR ADOPTION ON JULY 18, 2023.

FINANCE COMMITTEE:

Roy Granger, Chairperson

Mike Keichinger

Steven Thomas

Herbert Dannenberg

Adopted by the County Board of Supervisors of
Juneau County on July 18, 2023

John McGinley

Terri L. Treptow, Juneau County Clerk

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION No. 23-40

DATE: July 18, 2023

INTRODUCED BY: Personnel & Insurance Committee

SYNOPSIS: Expanding the hours worked by the ADRC Bus/Van driver from 85% to 100%.

FISCAL NOTE: The Complete Cost, including benefits, is fully funded by the ADRC's Department of Transportation (DOT) 85.21 Grant

WHEREAS, there is a need to upgrade the position of Aging and Disability Resource Center (ADRC) Bus/Van Driver from 85% to 100% due to the continued demand on the ADRC transportation program resulting in an average of 20 unmet medical trips per month; and

WHEREAS, the cost of the change, including benefits, will be fully covered by the ADRC's 85.21 Grant from Wisconsin Department of Transportation, and if that funding is reduced or eliminated this position would be modified or eliminated accordingly; and

WHEREAS, the new position is approved by the Personnel & Insurance Committee and also has been approved by the Finance Committee;

NOW, THEREFORE, BE IT RESOLVED, that the Juneau County Board of Supervisors shall and hereby does authorize and approve an increase in hours for the ADRC Bus/Van driver from an 85% position to a 100% position.

INTRODUCED AND RECOMMENDED FOR ADOPTION ON JULY 18, 2023.

PERSONNEL & INSURANCE COMMITTEE:

Raymond Zipperer, Chairperson

James Ryczek

Judith Kennedy

Richard Kilmer

Adopted by the County Board of Supervisors of
Juneau County on July 18, 2023

Terri L. Treptow, Juneau County Clerk

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION No. 23 - 41

DATE: July 18, 2023

INTRODUCED BY: Executive Committee

SYNOPSIS: Modifying the Juneau County Personnel Policy to comply with the mandates of the Fair Labor Standards Act regarding overtime pay.

WHEREAS, the federal Fair Labor Standards Act provides that overtime pay must be computed based upon hours worked and does not require any other pay, such as holiday, vacation, or sick pay to be included in the overtime calculation, and inclusion of any hours other than hours worked is costly to the county and is not an employee entitlement; and

WHEREAS, the Personnel Policy states on page 17 in Section 4.1 under the heading "Regular Full Time" that overtime pay "shall be computed on any holiday and work hours in excess of 40 hours," and erroneously includes holiday hours in addition to hours worked; and

WHEREAS, 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;

NOW, THEREFORE, BE IT RESOLVED that the Juneau County Board of Supervisors shall and hereby does amend and modify 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."

INTRODUCED AND RECOMMENDED FOR ADOPTION ON JULY 18, 2023.

EXECUTIVE COMMITTEE:

Timothy J. Cottingham

Howard Fischer

Herbert Dannenberg

Adopted by the County Board of Supervisors
of Juneau County on July 18, 2023.

Terri L. Treptow, Juneau County Clerk

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION No. 23-42

DATE: July 18, 2023

INTRODUCED BY: Executive Committee

SYNOPSIS: Appointing Supervisor Ray Feldman to serve on the District board of commissioners of the Partridge Lake District

FISCAL NOTE: None.

WHEREAS, section 33.28(2)(a) of the Wisconsin Statutes requires the county board to appoint a member of the county board who is a member of the county land conservation committee to the District board of a Lake District; and

WHEREAS, Supervisor Ray Feldman is qualified in every respect to serve on the District board of commissioners of the Partridge Lake District and is willing to accept the appointment and serve on the commission;

NOW, THEREFORE, BE IT RESOLVED, that the Juneau County Board of Supervisors shall and hereby does authorize and approve the appointment by County Board Chairperson Timothy Cottingham of Ray Feldman to serve on the Partridge Lake District board of commissioners.

INTRODUCED AND RECOMMENDED FOR ADOPTION ON JULY 18, 2023.

EXECUTIVE COMMITTEE:

Timothy Cottingham, Chairperson

Howard Fischer

Herbert Dannenberg

Adopted by the County Board of Supervisors of
Juneau County on July 18, 2023

Terri L. Treptow, Juneau County Clerk

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION No. 23-43

DATE: July 18, 2023

INTRODUCED BY: Executive Committee

SYNOPSIS: Adopting changes in the Juneau County Personnel Policy regarding the Highway Department

WHEREAS, the Juneau County Highway Commissioner and the Juneau County Highway & Public Works Committee recommend changes in the Juneau County Personnel Policy regarding the Highway Department, reflected in the attached new policy intended to replace the current Section 5.1b of the Personnel Policy entitled “Public Works Group Hours of Work and Compensation;” and

WHEREAS, the proposed changes and new policy were approved in a recent joint meeting of the Personnel & Insurance Committee, the Finance Committee, and the Executive Committee, and the attached policy is recommended by them for adoption 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 new Section 5.1b of the Juneau County Personnel Policy entitled “Public Works Group Hours of Work and Compensation,” a copy of which is attached to this resolution, and hereby directs that the current Section 5.1b shall be deleted in its entirety and replaced by the attached policy in its entirety.

INTRODUCED AND RECOMMENDED FOR ADOPTION ON JULY 18, 2023.

EXECUTIVE COMMITTEE:

Timothy Cottingham, Chairperson

Howard Fischer

Herbert Dannenberg

Adopted by the County Board of Supervisors of
Juneau County on July 18, 2023.

Terri L. Treptow, Juneau County Clerk

5.1b Public Works Group Hours of Work and Compensation:

A. The normal work week for employees shall consist of forty (40) consecutive hours, Monday through Friday, commencing at 7:00 a.m. to 3:00 p.m. or 6:00 a.m. to 4:00 p.m. Other regular work hours may be established by the Highway Commissioner.

Employees shall be allowed one (1) break of fifteen (15) minutes in the morning from approximately 9:00 a.m. until 9:15 a.m. and one (1) break of 20 minutes for a paid lunch break from approximately 12:00 noon to 12:20 p.m.

The unit employees of the Highway Division of the Department of Public Works will work a modified schedule during the summer consisting of a four (4) day work week, Monday through Thursday, and containing four (4) ten (10) hour days.

B. Overtime: Employees are paid at the rate of one and one-half (1.5) times the normal hourly rate for all hours worked outside of their scheduled hours (i.e. for hours worked outside of 7am – 3pm or 6am – 4pm).

Scheduled hours may be changed to meet project needs if adequate notice is given. All work performed on Saturdays, Sundays or holidays will be compensated at the overtime rate, regardless of the number of hours worked in that week. All overtime must be authorized by the highway Commissioner or their designee. All overtime will be paid out unless the employee chooses to put the time toward their comp time bank.

C. Call-In: Whenever a section employee is needed outside of regular working hours, the patrolman for incidents in his/her assigned section shall be called first, followed by the next closest patrolman to the incident, followed by the most logistical available employee. Whenever an operator is needed, the operator classified, assigned or appointed to the machine needed shall be called first, followed by the next closest qualified operator. Employees called will be based on response time to incident and availability not seniority. Employees called in will be paid a minimum of two (2) hours call in pay for hours that are not connected to the regular work hours and will be paid a rate of one and one half (1.5).

D. Portal-to-Portal: On normal work days and in the event of a call-in, employees shall report to work at their assigned shops. Travel from the shop to the work site shall be considered time worked. Employees shall report to their assigned shops at the end of the days' work; travel from the work site to the shop shall be considered time worked.

E. All employees who have worked sixteen consecutive (16) hours shall be relieved before they have worked eighteen consecutive (18) hours in a 24 hour period. Such employees shall not be recalled to work until they have been off duty at least six (6) hours.

1. HOLIDAYS: During the term of the Four/Ten Schedule employees will work three (3) ten (10) hour days and receive ten (10) hours of holiday pay. If the holiday falls on a Friday or Saturday, the previous Thursday will be treated as the holiday: if the holiday falls on a Sunday, the following Monday will be treated as the holiday.

2. VACATIONS: Shall be administered in accordance with the existing language of this policy. However, a day of vacation shall be charged as ten (10) hours.

3. SICK LEAVE: Shall be administered in accordance with the existing language of this policy. However, a day of sick leave shall be charged as ten (10) hours against the employee's bank of accumulated sick leave. Employees will still accumulate sick leave at the rate of eight (8) hours per month. No sick leave will be paid for days when employees are not required to work.

4. FUNERAL LEAVE: shall be administered in accordance with the existing language of this policy.

5. DURATION: The County Highway Commissioner may extend the duration, adjust, or eliminate the 10 hour work day if necessary in their discretion.

F. Highway Department Time Off Requests

1. Employees shall submit time off requests anytime. However, the approval of the time off is subject to the rules outlined in this policy, and any internal department rules defined by the Commissioner. The earlier a request is made the better for operational scheduling purposes. The following timeframe is a baseline for employees to follow when requesting time off:

a. 1-Day Off: Time off requests for up to one full day of work may be made thirty-six (36) hours prior. In other words, a request for Friday off should be submitted no later than close of business Wednesday.

b. 2-4 Days Off: Time off requests for more than one day, but less than a full work week, shall be made at least (five) 5 working days prior to the time off requested, (*Note: 2-4 days off for a 5-day work week, or 2-3 days off for a 4-day work week - less than one full week of work).

c. 5 Days or More off: Time off requests for 5 or more consecutive work days (including a paid holiday- a full week or more of work), shall be made at least (ten) 10 working days prior to the time off requested.

d. Employees who fail to meet the times above are subject to having their request denied.

2. Employees shall submit time off requests to their supervisor.

3. The supervisor shall ensure that granting such requests does not adversely impact department functions.

4. Requests for paid time off will generally be reviewed based upon the following considerations:

a. Workload of the specific position requesting time off.

b. Overall department workload.

c. Historical pattern of usage (e.g., same employee has taken the same holiday week for the last number of years, resulting in others always being required to cover the office and unable to take leave).

5. General coverage. Time off may be requested in full or partial days. Partial days shall be in ¼ hour increments.

6. Employees who fail to provide appropriate notice of time or request in the appropriate manner, may be subject to having their request denied.

G. Calling in Absent/Unscheduled Absences

1. Employees have the following options to notify their Supervisor and the department prior to the scheduled start of work to report *Unscheduled Absences*:

a. •Place a call (leave a message) to/on the employee's direct supervisor AND the main shop line (608-847-5874).

•County Road Superintendent Office: 608-847-9641

•State Road Superintendent Office: 608-847-9530

•Shop Supervisor Office: 608-847-9642

b. Send an email to the employee's direct supervisor and call the main shop line (608- 847-5874) to inform the rest of the department of the absence.

2. Employees shall notify their supervisor of work in progress that may require attention during their absence or appointments that may need rescheduling.

3. *Unscheduled Absences* shall be kept to a minimum to avoid disruption of duties and putting an unnecessary strain on available employees. It is important for all team members to understand the impact of *Unscheduled Absences* on the rest of their team members.

4. All absences meeting the definition of *Unscheduled Absence* in this policy shall require the utilization of available leave time. If an employee calls in absent and there is insufficient time off balance in any time off bank *as of that date*, the time will be considered as unpaid, unauthorized time off and the employee may be subject to discipline.

The only exception to this policy shall be absences that are due to an employee being sent home by their supervisor for an illness or other medical condition affecting the employee or a family member while the employee is present and working. In this instance, the employee will be able to utilize time off or comp time to cover the absence for the remainder of that work day. This *Unscheduled Absence* may still count towards the discipline policy identified below.

5. Patterns of employee absences may be subject to disciplinary action. Patterns identified may not follow the same rules identified in F below.

6. *Unscheduled Employee Absences* will be recorded and reported. Progressive discipline shall be followed for excessive *Unscheduled Absence(s)*. Excessive *Unscheduled Absences* shall constitute six (6) occurrences of *Unscheduled Absences* in a 12-month rolling period. The progressive discipline policy for *Unscheduled Absences* in a 12-month period shall be:

- *Unscheduled Absence(s)*= Step 1 Documented verbal warning
- *Unscheduled Absence(s)*= Step 2 Written warning
- *Unscheduled Absence(s)*= Step 3 Three Day unpaid suspension
- *Unscheduled Absence(s)*= Termination of employment

NOTE: The progressive discipline policy in this section is mandatory at these levels, however, it is not a bar to disciplinary action at lower levels, if warranted.

Absences that are scheduled in advance, those taken as a result of an approved leave of absence, family medical leave, worker's compensation, sick leave, or absences for bereavement leave covered by County Ordinance will not be subject to the above disciplinary guidelines. Furthermore, absences that develop during the employee's workday may not be subject to the above guidelines.

7. Arriving Late:

1. Employees are required to call their immediate supervisor and the main Highway shop line (608-847-5874).

2. Excessive late arrivals may be subject to progressive discipline.

H. Attendance and Punctuality

1. Employees are expected to report to work on time and observe the time limits for all meal periods, breaks, and routine business hours.

- a. Leaving the place of duty during a working shift without permission is unacceptable.
- b. Travel time to and from lunch or break will be included in allotted time of the break. Specifically, movement from a static worksite to a break location is to be considered time on break unless the commute is associated with scheduled patrolling of a County or State Highway for maintenance. Commutes to break locations from a fixed worksite will not exceed 10 minutes. The County recognizes under extraordinary circumstances (i.e. storms or excessive hours of work) that these may be altered at the Commissioner's discretion.
- c. Meal periods are scheduled in accordance with the operational needs of the department typically occurring mid-shift. Break periods may not be accumulated or combined with the meal period. Supervisor approval is required to work through meals.
- d. All employees will be responsible for their own time reporting and accuracy daily.

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION No. 23-44

DATE: July 18, 2023

INTRODUCED BY: Finance Committee

SYNOPSIS: 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

FISCAL NOTE: Expenditure of ARPA funds in the sum of \$340,000.

WHEREAS, the Community Action Teams under the supervision of the Juneau County Health Department want to support the School District of Mauston in constructing and maintaining a much-needed day care center for local children from infancy to 5 years old, which initially will be able to serve 57 children; and

WHEREAS, the total cost for the project will be approximately \$750,000, and the sum of \$340,000 to be contributed in support of the project shall be paid from funds under the American Rescue Plan Act (ARPA) allocated to the Community Action Teams and available for use in that amount; and

WHEREAS, after a thorough briefing regarding the project to the Juneau County Finance Committee by District Superintendent Joel Heesch, the Committee has approved these expenditures, the project is appropriate under the American Rescue Plan Act, 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 JULY 18, 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 July 18, 2023

Terri L. Treptow, Juneau County Clerk

Juneau County Board of Supervisors

Courthouse, 220 East State Street
Mauston, Wisconsin 53948



RESOLUTION No. 23-45

DATE: JULY 18, 2023

INTRODUCED BY: Land, Forestry, Parks & Zoning Committee

PARCEL IDENTIFICATION NO. 291110151

INTENT: LAND SALE TO BARTH FAMILY TRUST OF JUNEAU COUNTY PROPERTY

SYNOPSIS: SALE IN VILLAGE OF CAMP DOUGLAS

FISCAL NOTE: Income of \$2,000.00

WHEREAS, Juneau County, Wisconsin, is the owner of the following described lands:

Lot Twenty-nine (29) of the Assessor's Plat of Miscellaneous Outlots of Camp Douglas as recorded in the office of the Juneau County Register of Deeds, except for lands lying in the right-of-way for Highways 12/16 and Bartelle Street;

WHEREAS, said real estate presents an encroachment issue for an adjacent landowner and is of no particular use by the county, and the Land, Forestry, Parks and Zoning Committee has agreed to sell the property for the sum of \$2,000.00 to the adjacent landowner, which is the Barth Family Trust, 100 First Street, Camp Douglas, WI 54618; and

WHEREAS, the Juneau County Land, Forestry, Parks and Zoning Committee recommends the sale of said property for \$2,000.00, plus the costs of sale to the Barth Family Trust in the best interests of the County;

NOW, THEREFORE, BE IT RESOLVED, that the Juneau County Board of Supervisors shall and hereby does (1) approve acceptance of said offer and completion of said real estate transaction forthwith by quit claim deed from the County to the Barth Family Trust and (2) authorize Juneau County Board Chairperson Timothy J. Cottingham and Juneau County Clerk Terri L. Treptow to duly execute the documents necessary to complete the transaction, when they are approved by the Juneau County Corporation Counsel, as the official act of Juneau County.

INTRODUCED AND RECOMMENDED FOR ADOPTION ON JULY 18, 2023.

LANDS, FORESTRY, PARKS & ZONING COMMITTEE:

Chris Zindorf, Chairperson

Betty Manson

Jack Jasinski

Tom Winters

Ray Feldman

Adopted by the County Board of Supervisors of
Juneau County on July 18, 2023.

Terri L. Treptow, Juneau County Clerk

JUNEAU COUNTY

REPORT ON PERSONNEL/INSURANCE COMMITTEE
REVIEW OF VACANT POSITIONS

The Personnel Committee is required by County ordinance to review every vacant position to determine whether the position needs to be filled. The position cannot be refilled unless the County Board adopts a motion authorizing the filling of the vacancy.

Position	Department	Class Grade		Reason for vacancy
Deputy	Sheriff			New Positions (2) due to Elroy Contract

The Board will consider the Personnel/Insurance Committee’s recommendation one position at a time/approval after all considered.

On July 6, 2023, the Personnel Committee made motions to take the above positions to County Board and to recommend filling said positions.