



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

March 29, 2016

The following documents are included in the packet for the Land Use Planning & Zoning Committee special meeting on Tuesday, March 29, 2016:

Packet Pages:

1. Amended Agenda
- 2-11. Information relating to the county surveyor's position



GREEN LAKE COUNTY Land Use Planning & Zoning Committee

Michael Starshak, Chairman Nick Toney, Vice Chair
Ben Moderow Harley Reabe Rich Slate

* AMENDED AGENDA

All line items are subject to any and all action by this committee, unless noted.

Date: Tuesday, March 29, 2016 Time: 5:00 p.m.

Government Center, West Wing, Lower Level

1. Call to Order
2. Pledge of Allegiance
3. Certification of Open Meeting Law
4. Roll Call
5. Approval of Agenda
6. Public Comments – 3 Minute Limit
7. *Review job description of Land Use Planning and Zoning Department Head/Surveyor position and complete a position review.
8. *Discussion and possible action to appoint an interim department head.
9. *Discussion and possible action on recommendations to County Board for appointment of an interim county surveyor to fill upcoming vacancy as of April 1, 2016.
10. *Discuss whether the Land Use Planning and Zoning Department could be merged with the Land Conservation Department.
11. Future Committee Activities
 - a. Future agenda items
 - b. Meeting date(s): April 7, 2016
 - i. Business meeting 4:30 p.m.
 - ii. Public Hearing 5:30 p.m.
12. Adjourn

Note: The meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance should contact Carole DeCramer at (920) 294-4156 prior to noon the day before the meeting.

Dahlke, Hollander, LaBuda, Rowley, Schommer, Sommerfeldt, Stoddard, Trotter, Wagner), 10 nays, 1 absent (Malchetske). Motion Defeated. Resolution #69-89 Rejected.

8. Resolution # 70-89. Amending of Consortium Agreement among Fond du Lac, Green Lake and Winnebago Counties. Motion by Marvin, seconded by Hollander to adopt Resolution #70-89. Roll Call on motion to adopt - 20 ayes, 1 absent (Malchetske). Motion Passed. Resolution #70-89 passed as adopted.

9. Resolution # 71-89. Salary Adjustment - County Veterans' Service Officer. Motion by G. Soda, seconded by Wagner to adopt Resolution # 71-89. Roll Call on motion to adopt - 17 ayes, 3 nays (Burdick, Dukelow, Kallas), 1 absent (Malchetske). Motion Passed. Resolution #71-89 passed as adopted.

10. Resolution # 72-89. Designation of Official County Newspaper. Motion by Bartol, seconded by Schommer to adopt Resolution # 72-89. Motion by Severson, seconded by Helmer that Resolution # 72-89 be laid over and be sent back to the proper committee, being the Property & Insurance Committee as per Ordinance # 334-87. Roll Call on motion to lay over - 20 ayes, 1 absent (Malchetske). Motion Passed. Resolution # 72-89 laid over.

11. Resolution # 73-89. Commendation - Lorraine E. Johnson. Motion by Helmer, seconded by Gregor to adopt Resolution # 73-89. Motion Carried by voice vote. Resolution # 73-89 passed as adopted.

READING OF ORDINANCES

12. Ordinance # 404-89. Rezoning in the Town of Brooklyn. Motion by Burdick, seconded by M. Soda to adopt Ordinance # 404-89. Supervisor M. Soda stated that the committee's recommendation is for non-adoption. Motion by Dukelow, seconded by Trotter that Ed Workowski be allowed to speak for 3 minutes. Roll Call on motion - 5 ayes (Bartol, Dukelow, Kallas, Rowley, Trotter), 15 nays, 1 absent (Malchetske). Motion Defeated. Roll Call on motion to adopt - 0 ayes, 20 nays, 1 absent (Malchetske). Motion Defeated. Ordinance # 404-89 Rejected.

13. Ordinance # 405-89. Amending Green Lake County Private Sewage System Ordinance. Motion by Wagner, seconded by M. Soda to adopt Ordinance # 405-89. Discussion held. Roll Call on motion to adopt - 14 ayes, 6 nays (Burdick, Dukelow, Gregor, Hellenbrand, Marvin, M. Soda), 1 absent (Malchetske). Motion Passed. Ordinance #405-89 passed as adopted.

14. Motion by Burdick, seconded by M. Soda to recess for 5 minutes. Motion Carried. (7:55 p.m.)

15. Reconvened - 20 Supervisors present, 1 absent (Malchetske). (8:05 p.m.)

16. Motion by Burdick, seconded by Marvin that Resolution # 69-89 be brought back to the Chair. Motion Carried.

17. Resolution # 69-89. Appointment of County Surveyor. Motion by Burdick, seconded by Marvin to amend the Resolution as follows: strike "until such time as this designation may be rescinded by

subsequent resolution of the County Board of Green Lake County" and insert "for a period of two (2) years". Roll Call on motion to amend - 20 ayes, 1 absent (Malchetske). Motion Passed. Roll Call on Resolution as amended - 20 ayes, 1 absent (Malchetske). Motion Passed. Resolution # 69-89 passed as amended. ...148
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APPOINTMENTS ...149

18. Chairman Dahlke, with approval of the Board, made the following appointments. ...158

19. To the Commission on Aging. Reappointment of Betty Wagner, Glen B. Michaels, Luella Smith, and the appointment of Elden Dallman. Motion by Burdick, seconded by Hellenbrand that the appointments to the Commission on Aging be approved. Motion Carried. ...159
 ...159

20. To the Winnefox Federated Library Board. Supervisor G. Soda. Motion by Helmer, seconded by Schommer that the appointment of Supervisor G. Soda to the Winnefox Federated Library Board be approved. Motion Carried. ...160
 ...160
 ...161

ELECTIONS

21. Tellers: Supervisors Sommerfeldt and Burdick. 2,163

22. Highway Commissioner 1,166

Informal ballots were cast for Highway Commissioner. Results of the ballot - 20 votes cast of which Timothy Mashuda received 20 votes. Motion by Severson, seconded by Trotter that the informal ballots be declared formal and that Timothy Mashuda be declared elected Highway Commissioner for a two year term. Motion Carried. 1,166
 1,167
 1,168

23. Motion by Burdick, seconded by Schommer to adjourn. Motion Carried. 2,169

Meeting adjourned at 8:20 p.m.

Respectfully submitted, 2,170
 Rebecca L. Keipe
 Assistant Clerk 2,171
 , 172

RESOLUTION NUMBER 69-89 .160

Relating to: Appointment of County Surveyor .162

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin duly assembled at its regular meeting begun on the 19th day of December, 1989, does resolve as follows: .162
 .160

WHEREAS, § 59.12, Wisconsin Statutes, provides that the County Board may designate that the duties under § 59.60 and 59.635 be performed by a registered land surveyor employed by the County; and, .160

WHEREAS, Sam T. Mullen has been employed by Green Lake County since April 1, 1984 as the County Surveyor; .161

NOW, THEREFORE BE IT RESOLVED, that Sam T. Mullen is designated to perform the duties of County Surveyor of Green Lake County effective January 1, 1990 ~~until such time as this designation~~ .161
 .162
 .173

~~may be rescinded by subsequent resolution of the County Board of Green Lake County;~~ and,

*for a period of two (2) years;

BE IT FURTHER RESOLVED, that compensation, benefits and conditions of work shall be as prescribed in County Ordinances and/or resolutions pertaining thereto.

Roll Call on Resolution No. 69-89

Ayes 20, Nays 0, Absent 1, Abstain 0.

Passed and adopted this 19th day of December, 1989.

-s-Herbert A. Dahlke, County Board Chairman

-s-Raymond F. Stoll, ATTEST: County Clerk

Approved as to form: -s-John B. Selsing, Corporation Counsel

Submitted by: Finance Committee, -s-Arlyn W. Hollander, Chairman; -s-Robert A. Malchetske; -s-James E. Schommer; -s-Marian L. Sommerfeldt; -s-Laurence Trotter, II.

Room No. 230

RESOLUTION NUMBER 70-89

Relating to: Amending of Consortium Agreement among Fond du Lac, Green Lake and Winnebago Counties

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 19th day of December, 1989, does resolve as follows:

BE IT RESOLVED, that the amended Consortium Agreement among the counties of Fond du Lac, Green Lake and Winnebago, providing for the planning and operation of a job training program under the Federal Job Training Partnership Act, a copy of which is attached hereto, be hereby approved; and,

BE IT FURTHER RESOLVED, that appropriate County officials are hereby authorized to execute said amended Agreement on behalf of Green Lake County.

Roll Call on Resolution No. 70-89

Ayes 20, Nays 0, Absent 1, Abstain 0.

Passed and Adopted this 19th day of December, 1989.

-s-Herbert A. Dahlke, County Board Chairman

-s-Raymond F. Stoll, ATTEST: County Clerk

Approved as to Form: -s-John B. Selsing, Corporation Counsel

Submitted By: Finance Committee, -s-Arlyn W. Hollander, Chairman; -s-Robert A. Malchetske; -s-James E. Schommer; -s-Marian L. Sommerfeldt; -s-Laurence W. Trotter, II.

Room No. 230-2

RESOLUTION NUMBER 71-89

Relating to: Salary Adjustment - County Veterans' Service Officer

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the

19th day of December, 1989, does resolve as follows:

WHEREAS, in order to qualify for a State Department of Veterans' Affairs grant of \$5,000.00 per year toward the salary of the County Veterans' Service Officer (CVSO), the salary for that position must meet specific minimum and maximum limits of \$1,503 to \$2,014 per month; and

WHEREAS, the current salary for that position is \$1,257 per month; and

WHEREAS, Green Lake County does not currently qualify for any grant from the Wisconsin Department of Veterans' Affairs;

NOW, THEREFORE BE IT RESOLVED, that the salary of the CVSO be raised to meet the minimum requirement of \$1,503 per month, effective January 1, 1990, to qualify Green Lake County for the annual grant of \$5,000.00.

FISCAL NOTES:

Current annual salary and benefits -- \$22,014.77

Proposed annual salary and benefits -- 25,546.13

Difference 3,531.36

Net to County 1,468.64

Roll Call on Resolution No. 71-89

Ayes 17, Nays 3, Absent 1, Abstain 0.

Passed and Adopted this 19th day of December, 1989.

-s-Herbert A. Dahlke, County Board Chairman

-s-Raymond F. Stoll, ATTEST: County Clerk

Approved as to Form: John B. Selsing, Corporation Counsel

Submitted By: Personnel Committee; -s-Raymond Gregor, Chairman; Robert A. Malchetske; -s-Gene M. Soda; -s-Raymond Hellenbrand; -s-Susan M. LaBuda.

Room No. 230-3

RESOLUTION NUMBER 73-89

Relating to: Commendation - Lorraine E. Johnson

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 19th day of December, 1989, does resolve as follows:

WHEREAS, Lorraine Johnson has been employed by Green Lake County for the past 17 years and intends to retire from Fox River Industries effective January 5, 1990; and,

WHEREAS, Mrs. Johnson was instrumental in the development of the first services for the developmentally disabled in Green Lake County; and,

WHEREAS, she has demonstrated exemplary and devoted service to Green Lake County;

NOW, THEREFORE, BE IT RESOLVED, that the Green Lake County Board of Supervisors does hereby formally acknowledge the loyal and dedicated service of Mrs. Lorraine Johnson to Green Lake County and its people by setting forth in hand our signatures upon this

ATTEST: -s-Raymond F. Stoll, County Clerk
Approved as to Form: John B. Selsing, Corporation Counsel
Submitted by Finance Committee: -s-Robert A. Malchetske,
Chairman, -s-Donald A. Bartol, -s-Kenyon K. Krueger, -s-Michael R.
Stoddard, -s-Walter Wagner

Room No. 230-2

RESOLUTION NUMBER 35-91
Relating to Appointment of Committee
to Revise Ordinance Number 334-87

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 17th day of December, 1991, does resolve as follows:

WHEREAS, numerous changes in State laws, local conditions and requirements have occurred since Ordinance Number 334-87, Green Lake County Board of Supervisors Procedural Rules and Regulations was adopted on February 17, 1987:

NOW, THEREFORE, BE IT RESOLVED, that the County Board Chairman shall appoint an ad hoc committee consisting of himself, the supervisor having no elected committee assignment, one supervisor each from Personnel, Finance and Property and Insurance Committees, and the County Clerk (non-voting) to study and prepare revisions to said ordinance with the goal of providing up-to-date rules and regulations for the County Board and its several committees; and

BE IT FURTHER RESOLVED, that this Ad Hoc Committee shall be paid meeting payments and reimbursed for mileage in accordance with current policies and shall report its findings and recommendations to the County Board not later than the County Board meeting of February 18, 1992.

Roll Call on Resolution No. 35-91.

Ayes 9, Nays 18, Absent 1, Abstain 0.

Rejected this 17th day of December, 1991.

-s-Herbert A. Dahlke, County Board Chairman

ATTEST: -s-Raymond F. Stoll, County Clerk

Approved as to form: -s-John B. Selsing, Corporation Counsel

Submitted by Personnel Committee: -s-Raymond Gregor,
Chairman, -s-Robert A. Malchetske, -s-Arlyn W. Hollander, -s-Marion
H. Neitzke, -s-Gene M. Soda

Room No. 230-3

RESOLUTION NUMBER 36-91
Relating to Term of Office for Surveyor

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 17th day of December, 1991, does resolve as follows:

WHEREAS, ss. 59.12, Wisconsin Statutes, provides that in lieu of electing a Surveyor, a County Board may by resolution designate that the duties prescribed under ss. 59.60 and 59.635 be performed by a registered land surveyor employed by the County, with no specific term for this designation set forth; and

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WHEREAS, past practice in Green Lake County has been to have the County Board elect a surveyor for a two-year period at the end of each odd-numbered year:

NOW, THEREFORE, BE IT RESOLVED, that Sam T. Mullen, Registered Land Surveyor Number 0981, who has been serving as Green Lake County Surveyor since April 1984 and performing all statutory duties required of said office, is hereby designated as Green Lake County Surveyor for a five (5) year term commencing on the first day of January, 1992 and ending on the 31st day of December, 1996. ~~46-200~~ (92-96)

BE IT FURTHER RESOLVED, that compensation and benefits for the Green Lake County Surveyor shall be as determined in an agreement reached concurrently with other non-Union County employees as reasonable and fair for the functions performed.

Roll Call on Resolution No. 36-91. Ayes 20, Nays 0, Absent 1, Abstain 0.

Passed and adopted this 17th day of December, 1991.

-s-Herbert A. Dahlke, County Board Chairman

ATTEST: -s-Raymond F. Stoll, County Clerk

Approved as to Form: -s-John B. Selsing, Corporation Counsel

Submitted by Finance Committee: -s-Robert A. Malchetske,
Chairman, -s-Donald A. Bartol, -s-Kenyon K. Krueger, -s-Michael R.
Stoddard, -s-Walter Wagner.

Room No. 230-4

ORDINANCE NUMBER 478-91

Relating to Amendment of Ordinance Number 434-91

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 17th day of December, 1991, does ordain as follows:

Section 15. Conditions of Employment.

(Added) I. **Attendance.** Any employee who fails to report for work for three (3) consecutive days without a doctor's written statement or prior permission from the Department Head/Governing Committee may be discharged at the County's option without recourse to a due process hearing.

Roll Call on Ordinance No. 478-91.

Ayes 20, Nays 0, Absent 1, Abstain 0.

Passed and Adopted this 17th day of December, 1991.

-s-Herbert A. Dahlke, County Board Chairman

-s-Raymond F. Stoll, ATTEST: County Clerk

Approved as to Form: -s-John B. Selsing, Corporation Counsel

Submitted by Personnel Committee, -s-Raymond Gregor,
Chairman, -s-Robert A. Malchetske, -s-Arlyn W. Hollander, -s-
Marion H. Neitzke, -s-Gene M. Soda.

Room No. 230

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RESOLUTION NUMBER 47-97
Relating to Creating the Position of
Administrative Assistant for Land Use Planning
& Zoning Director

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 11th day of November, 1997, does resolve as follows:

WHEREAS, the Land Use Planning and Zoning Department have made a commitment to move forward in updating the County's Land Use Plan; and

WHEREAS, Green Lake County has established a Land Use Planning and Zoning Department to accomplish that commitment, through continuity and unification of the several Departments related to Land Use, and

WHEREAS, this position would coordinate the secretarial functions of the Land Use Planning and Zoning Department including support to the Land Use Planning and Zoning Committee, the Surveyor and Land Information Specialist, and

WHEREAS, this position would update, upgrade, maintain and coordinate a common departmental filing system through computerization.

NOW, THEREFORE, BE IT RESOLVED, that the County Board create the position of Administrative Assistant, normal 40 hours work week, position to assist the Land Use Planning & Zoning Director.

With recommendation for approval by the County Personnel Committee.

Roll Call on Resolution 47-97: Ayes 18, Nays 3, Absent 0, Abstain 0.

Passed and Adopted this 11th day of November, 1997.

-s-Don Bartol, County Board Chairman

ATTEST: -s-Margaret R. Bostelmann, County Clerk

Approved as to Form: -s- Daniel Sondalle, Corporation Counsel

Submitted by Land Use Planning & Zoning Committee: -s-Paul Gustafson, -s-Ronald Detjen, -s-Alfred Graff, -s-Elden Dallman, -s-Orville Biesenthal.

RESOLUTION NUMBER 48-97
Relating to Increasing the County Surveyor's Position
to Full-Time

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 11th day of November 1997, does resolve as follows:

WHEREAS, over the last several years the County has planned to phase in the position of County Surveyor to full-time, and;

WHEREAS, the 1994 long range plan endorsed by the Finance Committee provided for the Surveyor to become a full-time employee in 1998, and;

WHEREAS, the number of full-time County surveyors within the State of Wisconsin over the last 10 years have increased from 10 to 24

indicating the increased need for a surveyor's full-time expertise with regard to updating and computerizing land records state wide, and;

WHEREAS, Green Lake County capital has been invested in the global positioning system equipment and associated computer hardware and software for the Surveyor's Office, and,

WHEREAS, the Surveyor would be a Unit Manager under the direction of the Land Use Planning and Zoning Director and the Land Use Planning Committee.

NOW, THEREFORE, BE IT RESOLVED, that the Green Lake County Board approves increasing the County Surveyor to a full-time normal 40 hour per week position.

Recommended for approval by the Personnel Committee.

Roll call on Resolution 48-97: Ayes 15, Nays 6, Absent 0, Abstain 0.

Passed and adopted this 11th day of November, 1997.

-s-Don Bartol, County Board Chairman

ATTEST: -s-Margaret R. Bostelmann, County Clerk

Approved as to Form: -s- Daniel Sondalle, Corporation Counsel

Submitted by the Land Use Planning & Zoning Committee: -s-Paul Gustafson, Chairman, -s-Ron Detjen, -s-Alfred A. Graff, -s-Elden Dallman, -s-Orville Biesenthal.

RESOLUTION NUMBER 49-97

Relating to Labor Agreement with the Green Lake County Law
Enforcement Association 1998-1999-2000

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 11th day of November, 1997, does resolve as follows:

WHEREAS, a tentative agreement has been reached between Green Lake County and the Green Lake County Law Enforcement Association;

NOW, THEREFORE, BE IT RESOLVED, that the Green Lake County Board of Supervisors does ratify the attached three-year contract summary with its attached wage appendices for 1998-1999 and 2000, effective January 1, 1998.

FISCAL NOTES: Increases are 3% of individual pay rates in 1998 and 1999 and 3.5% of individual pay rates in 2000. The resulting costs, including social security and retirement, are \$27,188 for 1998, \$28,003 for 1999 and \$33,651 for 2000.

Roll Call on Resolution 49-97: Ayes 21, Nays 0, Absent 0, Abstain 0.

Passed and Adopted this 11th day of November, 1997.

-s-Don Bartol, County Board Chairman

ATTEST: -s-Margaret R. Bostelmann, County Clerk

Approved as to Form: -s- Daniel Sondalle, Corporation Counsel

Submitted by Personnel Committee: -s-Vicki Bernhagen, Chairman, -s-Marion Neitzke, -s-Joy Rowley, -s-Robert Krause, Richard Doro.

RESOLUTION NUMBER 48-97

Relating to Increasing the County Surveyor's position to Full Time

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 11th day of November 1997, does resolve as follows:

WHEREAS, over the last several years the County has planned to phase in the position of County Surveyor to full time, and;

WHEREAS, the 1994 long range plan endorsed by the Finance Committee provided for the Surveyor to become a full time employee in 1998, and;

WHEREAS, the number of full time County surveyors within the State of Wisconsin over the last 10 years have increased from 10 to 24 indicating the increased need for a surveyor's full time expertise with regard to updating and computerizing land records state wide, and;

WHEREAS, Green Lake County capital has been invested in the global positioning system equipment and associated computer hardware and software for the Surveyor's Office, and,

WHEREAS, the Surveyor would be a Unit Manager under the direction of the Land Use Planning and Zoning Director and the Land Use Planning Committee.

NOW THEREFORE BE IT RESOLVED, that the Green Lake County Board approves increasing the County Surveyor to a full time, normal 40 hour per week position.

Recommended for ~~approval~~/disapproval by the Personnel Committee.
Fiscal Note attached.

Roll Call on Resolution 48-97

Ayes __, Nays __, Absent __, Abstain __.

Passed and Adopted/Rejected this 11th day of Nov. 1997.

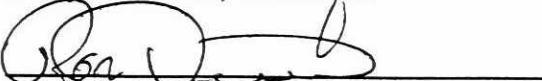
County Board Chairman

ATTEST: County Clerk
Approved as to Form:

Corporation Counsel

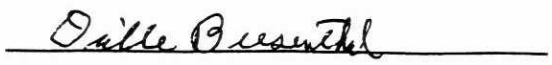
Submitted by the Land Use Planning & Zoning


Paul Gustafson, Chairman


Ron Detjen


Alfred Graff


Elden Dallman


Orville Biesenthal

GREEN LAKE COUNTY SURVEYOR'S OFFICE

TITLE: Surveyor

DEPARTMENT: Surveying

LOCATION: Courthouse

REPORTS TO: Finance Committee

PURPOSE OF POSITION: The County Surveyor plans, organizes, and directs work of one or more survey parties engaged in surveying earth's surfaces to determine precise locations and measurements of point, elevation, lines, areas and contours for construction, map making, land division, titles or other purposes by performing the following duties.

FUNDAMENTAL JOB DUTIES AND RESPONSIBILITIES: Research previous survey evidence, maps, deeds, physical evidence and other records to obtain data needed for surveys, review certified survey maps and plats, retracement and remonumentation of Public Land Survey corners, prepare section composites, parcel mapping, maintenance of survey records for inspection by the general public, perform all surveys required by Green Lake County, prepare annual budget and periodic reports for submission to the County Board and the appropriate committees, keep accurate notes, records and sketches to describe and certify work performed. Assume legal responsibility for work, assist various County departments as needed, (Such as Highway, Zoning, Treasurer, etc.) any other duty required by Green Lake County or by Chapter 59 of the Wisconsin Statutes.

PHYSICAL DEMANDS OF THE ESSENTIAL FUNCTIONS: Up to 75% of the time is spent talking, hearing, and handling objects. Walking, sitting, using far and near vision, are used 85% of time. Activities done 20% of the time include stooping, kneeling, climbing, reaching, low to medium lifting (10 to 30 lbs.), carrying (50 lb. objects). Use of 10 pound maul to drive posts. Crouching, balancing, bending or twisting, would be required.

WORKING CONDITIONS WHILE PERFORMING ESSENTIAL FUNCTIONS: 15% of the time is spent indoors and 85% of the time is spent outdoors and exposed to wet and/or humid conditions and both cold and hot weather.

EQUIPMENT USED WHILE PERFORMING ESSENTIAL FUNCTIONS: Electronic measuring devices, total surveyor's station, other related survey equipment and instruments.

QUALIFICATION NEEDED (EDUCATIONAL SKILLS): Must be a registered land surveyor in the State of Wisconsin. Two years degree in surveying, geodesy, or similar field. Must have a valid drivers license and use of private vehicle.

TITLE: Surveyor (continued)

KNOWLEDGE AND SKILLS REQUIRED: Must have five years experience and/or training in the related following fields: retracement and remonumentation of Public Land Survey corner, boundary restoration, geodetic computations, interpretation of boundary descriptions, mapping, route surveying and administration.

This position description has been prepared to assist in defining job responsibilities, physical demands, working conditions and needed skills. It is not intended as a complete list of job duties, responsibilities and/or essential functions. This description is not intended to limit or modify the rights of any supervisor to assign, direct, and control the work of employees under supervision. The county retains and reserves any and all rights to change, modify, amend, add to or delete from, any section of this document as it deems, in its' judgement, to be proper.

RESOLUTION NUMBER 22-2004

RELATING TO RESTRUCTURING OF THE PLANNING AND ZONING DEPARTMENT
AS IT RELATES TO THE DIRECTOR AND COUNTY SURVEYOR

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 15 th day of June 2004, does resolve as follows:

WHEREAS, on October 15, 1996, by Resolution Number 39-96 the County Board of Supervisors created the position of County Land Use Planning and Zoning Director;

WHEREAS, through attrition this position has become vacant on May 11, 2004:

WHEREAS, per County Ordinance 804-04, adopted March 16, 2004, regarding position vacancies, this position has been reviewed by the Interim Planning and Zoning Director, Planning and Zoning Committee and the Personnel Committee

WHEREAS, it is the recommendation of the above named entities that the duties and responsibilities of the Planning and Zoning Director be merged with the duties and responsibilities of the County Surveyor to create a County Surveyor / Land Development Director;

WHEREAS, this change would maintain the current level of services provided by the Planning and Zoning Department and have a significant fiscal benefit to the County;

NOW, THEREFORE, BE IT RESOLVED that the County Board of Supervisors approve the repeal of Resolution Number 39-96 and create the position of a County Surveyor / Land Development Director.

Fiscal Note: See attached fiscal note and position description

Roll Call on Resolution No. 22 - 04 Submitted by the Planning and Zoning Committee

With the recommendation to Approve / ~~Disapprove~~

Aye 10 Nay 0 Absent 1 Abstain 0

Passed and Adopted / ~~Rejected~~ this
15 th day of June 2004

Orville W. Biesenthal
County Board Chairman

Orville Biesenthal
Orville Biesenthal Chairman

John Brennan
John Brennan Vice-Chairman

Gus Mueller
Gus Mueller

Margaret B. Barton
ATTEST County Clerk

Wallace Williams
Wallace Williams

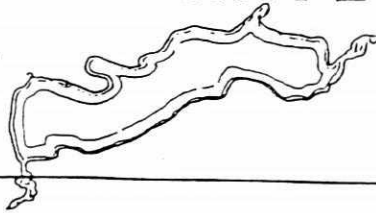
Approved as to Form

Paul Smith
Assistant Corporation Counsel

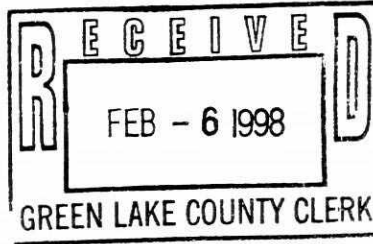
Susan McConnell
Susan McConnell

GREEN LAKE COUNTY ZONING

James J Jajewski - Zoning Administrator
Leone Daniels - Zoning Assistant
Donna M Lyon - Secretary-Bookkeeper



492 Hill Street - Courthouse
Green Lake WI 54941
Telephone: 414 294-4027
FAX: 414 294-4104



January 23, 1998

ALAN SHUTE

RE: Green Lake County Surveyor Position

Dear Mr. Shute,

As a follow-up to our telephone conversation of January 20, 1998 the Planning and Zoning Committee would like to welcome you as the newly appointed Green Lake County Surveyor. This letter is a confirmation that the compensation for this position, as agreed upon, will be an hourly wage rate of \$16.2302. - start at 6 mon step

This letter will also confirm that ^{33758.82} your starting date will be February 9, 1998.

If you have any additional question in this regard please feel free to contact Bruce Roskom, Director of Land Use Planning and Zoning at (920)294-4156. I am sure he will be of assistance to you.

Again, welcome and we look forward to seeing you on February 9.

Sincerely,

Paul Gustafson
Chairman, Planning and Zoning Committee
Green Lake County

cc Bruce A. Roskom, Director of Land Use Planning and Zoning
Margaret Bostelmann, County Clerk

Land Use Planning and Zoning Committee Meeting
January 22, 1998
6:30pm

Present: Paul Gustafson
Ronald Detjen
Orville Biesenthal
Elden Dallman
Alfred Graff

Also Present: Daniel Sondalle, Corporation Counsel
Bruce Roskom, Director of Land Use Planning and Zoning
Dick Chier, County Board Supervisor

Meeting called to order by Chairman Gustafson at 6:30pm

Agenda

Gustafson - Add under committee discussion letter from Sam Mullen Surveyor and annual report for Zoning Office
Motion Dallman/Graff to approve agenda as amended. All in favor.

Minutes

Dallman/Graff Motion to approve minutes of December 18, 1997, January 7, and January 12, 1998. All in favor. Motion Carried.

(January 14, 1998 meeting was cancelled due to weather)

Public Appearances

none

Review of 1998 Work Program

Gustafson - we will review paragraph by paragraph. Passed out copies to everyone.

Roskom - goals and objectives as stated, the work program is intended to be an outline and guide for staff, projects and programs identified are beyond the normal daily routine and responsibility, which are the first priority of each staff member. These identified programs and projects are intended to address those issues and items which generally fall under the category of being put off until we have time. Making time for these projects will help the office to work more efficiently and be of better quality service to people in the county.

Gustafson - we have published the job notice for Code Enforcement Officer and Administrative Assistant in the paper. We have interviewed for the Land Information Specialist and are in the process of getting security clearances and references checked.

Roskom - We have offered the position of County Surveyor to Al Schute and starting date will be February 9, 1998.