



# ***GREEN LAKE COUNTY***

*571 County Road A, Green Lake, WI 54941*

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**Original Post Date: 06/11/2020**

**Amended\*\* Post Date:**

**The following documents are included in the packet for the Administrative Committee on June 15, 2020:**

- 1)\*Amended Agenda
- 2)Minutes from 01/29/20, 03/03/20, 03/19/20
- 3)Ordinance Amending Chapter 15, Citations
- 4)Agreement for the Chief Elected Officials of the Fox Valley Workforce Development Area
- 5)Department Reports
- 6)Budget Adjustment (1)



# GREEN LAKE COUNTY OFFICE OF THE COUNTY CLERK

Elizabeth Otto  
County Clerk

Office: 920-294-4005  
FAX: 920-294-4009

## *Administrative Committee Meeting Notice*

**Date: Monday, June 15, 2020 Time: 4:30 PM**  
**Green Lake County Government Center,**  
**County Board Room, 571 County Rd A, Green Lake WI**

### Amended AGENDA\*

#### **Committee Members**

*Harley Reabe, Chairman*  
*Keith Hess*  
*Dennis Mulder*  
*Katie Mehn*  
*Brian Floeter*

*Elizabeth Otto, Secretary*

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Election of Vice-Chair
5. Minutes: 01/29/20, \*03/03/20, \*03/19/20
6. Ordinances
  - Ordinance Amending Chapter 15, Citations
7. Resolutions
  - Agreement for the Chief Elected Officials of the Fox Valley Workforce Development Area
8. Department Reports
  - Corporation Counsel
  - County Administrator
  - County Clerk
  - IT
  - Register of Deeds
  - Treasurer
9. Budget Adjustment
  - Corporation Counsel-Training
10. Committee Discussion
  - Future Meeting Dates: TBD
  - Future Agenda items for action & discussion
11. Adjourn

Due to the COVID-19 pandemic, this meeting will be conducted and available through in person attendance (6 ft. social distancing required) or audio/visual communication. Remote access can be obtained through the following link:

Join Zoom Meeting

<https://zoom.us/j/91771077406?pwd=c2JqdUIPbDNOUTNMtkJobjVkm1FOQT09>

Meeting ID: 917 7107 7406

Password: 834905

Dial by your location

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Germantown)

Meeting ID: 917 7107 7406

Kindly arrange to be present, if unable to do so, please notify our office. Sincerely, Elizabeth Otto

**Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date of the meeting.**

## ADMINISTRATIVE COMMITTEE MEETING

January 29, 2020

The meeting of the Administrative Committee was called to order by Chairman Harley Reabe at 11:00 AM on Wednesday, January 29, 2020 in the County Board Room, Government Center, 571 County Road A, Green Lake, WI. The requirements of the open meeting law were certified as being met. The pledge of allegiance was recited.

Present: Harley Reabe  
Brian Floeter  
Larry Jenkins  
Katie Mehn

Absent: Dennis Mulder

Other County Employees Present: Liz Otto, County Clerk; Amanda Toney, Treasurer; Bill Hutchison, IT Director; Cathy Schmit, County Administrator; Sarah Guenther, Register of Deeds; Corporation Counsel Dawn Klockow; Dave Abendroth, Supervisor #4

### MINUTES

*Motion/second (Floeter/Mehn)* to approve the minutes of November 4, 2019 as presented with no errors or corrections. Motion carried with no negative vote.

PUBLIC COMMENTS – none

### SET CASH DEPOSIT AMOUNTS FOR ORDINANCE VIOLATIONS

Corporation Counsel Dawn Klockow stated that after reviewing the ordinance this needs to be brought before the Judicial Law committee only. No action taken.

### RESOLUTIONS

- **Salary for County Clerk 2021-2024**

*Motion/second (Jenkins/Mehn)* to approve the resolution and forward to Finance and County Board. Discussion held. Motion carried with no negative vote.

- **Salary for Register of Deeds 2021-2024**

*Motion/second (Jenkins/Floeter)* to approve the resolution and forward to Finance and County Board. Discussion held. Motion carried with no negative vote.

- **Salary for County Treasurer 2021-2024**

*Motion/second (Mehn/Floeter)* to approve the resolution and forward to Finance and County Board. Discussion held. Motion carried with no negative vote.

### DEPARTMENT ANNUAL REPORTS

- Corporation Counsel
- County Administrator
- County Clerk
- IT

- Register of Deeds
- Treasurer

All reports were reviewed and discussed by the Committee. **Motion/second (Floeter/Mehn)** to accept all annual reports and forward to the County Board. Motion carried with no negative vote.

**COMMITTEE DISCUSSION**

**Future Meeting Date:** May 4, 2020 at 11:00 AM.

**Future Agenda Items:**

**ADJOURNMENT**

Chair Reabe adjourned the meeting at 11:25 AM.

Submitted by,



Liz Otto  
County Clerk

DRAFT

**ADMINISTRATIVE COMMITTEE MEETING**  
March 3, 2020

The meeting of the Administrative Committee was called to order by Chairman Harley Reabe at 4:00 PM on Tuesday, March 3, 2020 in Committee Room #0903, Green Lake County Government Center, 571 County Road A, Green Lake, WI. The requirements of the open meeting law were certified as being met. The pledge of allegiance was recited.

Present:           Harley Reabe  
                  Brian Floeter  
                  Larry Jenkins  
                  Katie Mehn  
                  Sue Wendt

Absent: Dennis Mulder

Other County Employees Present: Nicole Geschke, Human Resources Coordinator

**CLOSED SESSION**

• The Committee moved into closed session per Wis. §19.85(1)(c) to consider employment, compensation or performance evaluation data of specific public employees over which the governmental body has jurisdiction or exercises responsibility—this Closed Session is regarding the annual performance evaluation of the County Administrator.

Roll call vote:

Jenkins – Y, Mehn – Y, Floeter – Y, Reabe – Y, Wendt – Y

Committee moved into closed session at 4:03 PM.

Committee discussion.

Chairman Reabe excused Supervisor Mehn at 5:50 PM.

**Future Meeting Date:** March 19, 2020 at 9:00 AM.

**Future Agenda Items:**

Closed session per Wis. §19.85(1)(c) to consider employment, compensation or performance evaluation data of specific public employees over which the governmental body has jurisdiction or exercises responsibility—this Closed Session is regarding the annual performance evaluation of the County Administrator.

**ADJOURNMENT**

*Motion/Second (Jenkins/Wendt)* to adjourn the meeting at 5:59 PM. No action taken.

Submitted by,



Nicole Geschke,

Human Resources  
Coordinator

## ADMINISTRATIVE COMMITTEE MEETING

March 19, 2020

The special meeting of the Administrative Committee was called to order by Chairman Harley Reabe at 9:00 AM on Thursday, March 19, 2020 in the County Board Committee Room, Government Center, 571 County Road A, Green Lake, WI. The requirements of the open meeting law were certified as being met. The pledge of allegiance was recited.

Present: Harley Reabe  
Brian Floeter  
Larry Jenkins  
Sue Wendt (Alternate)

Present via conference call: Dennis Mulder  
Katie Mehn

Other County Employees Present: Cathy Schmit, County Administrator; Liz Otto, County Clerk; Keith Hess, Supervisor #17

### **CONSIDER MOTION TO CONVENE INTO CLOSED SESSION:**

- WI §19.85(1)(c) to consider employment, compensation or performance evaluation data of specific public employees over which the governmental body has jurisdiction or exercises responsibility – this Closed Session is regarding the performance evaluation of the County Administrator.

*Motion/second (Jenkins/Mulder)* to enter into Closed Session at 9:02 AM. Roll call vote: Jenkins – Aye, Mulder – Aye, Floeter – Aye, Wendt – Aye, Mehn – Aye, Reabe – Aye. Motion carried.

County Clerk Liz Otto excused herself from the meeting.

Chair Reabe adjourned the meeting at 11:10 AM.

Submitted by,



Liz Otto  
County Clerk

**ORDINANCE NO. -2020**

**Amending Chapter 15. Citations**

The County Board of Supervisors of Green Lake County, Green Lake Wisconsin, duly assembled at its regular meeting begun on the 16th day of June 2020, does ordain as follows:

- 1 **WHEREAS**, Green Lake County has adopted the municipal form of citation available
- 2 under Wis. Stat. §66.0113; and
- 3 **WHEREAS**, Green Lake County must set a schedule of deposits for each County
- 4 Ordinance that is enforceable by citation; and

Roll Call on Ordinance No. -2019

Submitted by Administrative Committee:

Ayes , Nays , Absent , Abstain

Passed and Enacted/Rejected this 16th day of June, 2020.

\_\_\_\_\_  
Harley Reabe, Chair

\_\_\_\_\_  
Keith Hess

\_\_\_\_\_  
County Board Chairman

\_\_\_\_\_  
Dennis Mulder

\_\_\_\_\_  
ATTEST: County Clerk  
Approve as to Form:

\_\_\_\_\_  
Katie Mehn

\_\_\_\_\_  
Corporation Counsel

\_\_\_\_\_  
Brian Floeter

6 **WHEREAS**, the various committees of jurisdiction have given their input on the  
7 appropriate deposit amount for a citation issued for a County Ordinance violation; and

8 **WHEREAS**, the Administrative Committee has reviewed the deposit amounts suggested  
9 by committees of jurisdiction and find those deposit amounts reasonable.

10 **NOW, THEREFORE, THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY**  
11 **OF GREEN LAKE DOES ORDAIN AS FOLLOWS:**

12 Section 1. Green Lake County Ordinance, Chapter 15 – Citations is hereby amended as  
13 follows (additions in underline, deletions in ~~strikeout~~):

14 §15-1. Adoption of uniform citation.

15  
16 A. Green Lake County adopts and authorizes use of a Wisconsin Uniform Municipal  
17 Citation described in § 66.0113 Wis. Stats., and authorizes the use of a citation to  
18 be issued for violations of ordinances, including those for which a statutory  
19 counterpart exists, and makes it a part of this chapter by reference. ~~The Green~~  
20 Lake County Judicial/Law Enforcement and Emergency Management Committee  
21 shall recommend the actual form for use in violations of ordinances, to include but  
22 not be limited to Chapter 196, Peddlers, Canvassers and Transient Merchants,  
23 Chapter 187, Article I, Overnight Camping, and Article III, Park Rules and  
24 Regulations, and Chapter 192, Peace and Good Order, Article I, Trespassing, and  
25 Article II, Disorderly Conduct.

26  
27 B. Any future amendments, revisions, or modifications of Wis. Stat. §66.0113 or any  
28 other statutes referred to in this ordinance are intended to be made part of this  
29 ordinance as such amendments, revisions, or modifications are made to said  
30 statutes.

31  
32 C. The Citation shall substantially conform to Wis. Stat. §66.0113(1)(b), and shall  
33 provide for the following:

34  
35 1. The name and address of the alleged violator.

36  
37 2. The factual allegations describing the alleged violation.

38  
39 3. The time and place of the offense.

40  
41 4. The section of the ordinance violated.

42  
43 5. A designation of the offense in a manner that can be readily understood by a  
44 person making a reasonable effort to do so.

45  
46 6. The time at which the alleged violator may appear in court.  
47



48 7. A statement which in essence informs the alleged violator:

- 49
- 50 a. That the alleged violator may make a cash deposit of a specified amount to
- 51 be mailed to a specified official within a specified time.
- 52
- 53 b. That if the alleged violator makes such a deposit, he or she need not appear
- 54 in court unless subsequently summoned.
- 55
- 56 c. That, if the alleged violator makes a cash deposit and does not appear in
- 57 court, he or she either will be deemed to have tendered a plea of no contest
- 58 and submitted to a forfeiture, plus costs, fees, and surcharges imposed
- 59 under ch. 814, not to exceed the amount of the deposit or will be summoned
- 60 into court to answer the complaint if the court does not accept the plea of no
- 61 contest.
- 62
- 63 d. That, if the alleged violator does not make a cash deposit and does not
- 64 appear in court at the time specified, the court may issue a summons or a
- 65 warrant for the defendant's arrest or consider the nonappearance to be a
- 66 plea of no contest and enter judgment under sub. (3)(d), or the municipality
- 67 may commence an action against the alleged violator to collect the forfeiture,
- 68 plus costs, fees, and surcharges imposed under ch. 814.
- 69
- 70 e. That if the court finds that the violation involves an ordinance that prohibits
- 71 conduct that is the same as or similar to conduct prohibited by state statute
- 72 punishable by fine or imprisonment or both, and that the violation resulted in
- 73 damage to the property of or physical injury to a person other than the
- 74 alleged violator, the court may summon the alleged violator into court to
- 75 determine if restitution shall be ordered under s. 800.093.

76

77 8. A direction that if the alleged violator elects to make a cash deposit, the alleged

78 violator shall sign an appropriate statement which accompanies the citation to

79 indicate that he or she read the statement required under subd. 7 and shall send

80 the signed statement with the cash deposit.

81

82 9. Such other information as may be deemed necessary.

83

84 §15-2. Schedule of Deposits

- 85
- 86 A. The following schedule of cash deposits are required for the following ordinance
- 87 violations for which a citation may be issued.
- 88
- 89 1. All applicable court costs that are prescribed or adopted by Wisconsin Statutes
- 90 and the Wisconsin Circuit Court shall be added to the deposits set forth below.
- 91
- 92 2. The deposit and the court costs shall be totaled together to establish the
- 93 amount of the forfeiture placed on the citation. (See Wisconsin Circuit Court

Fee, Forfeiture, Fine and Surcharge Tables for applicable court costs.)

3. The schedule of deposits only applies to ordinance citations where the violation includes a range of forfeitures. If the forfeiture or fine is a finite amount, the forfeiture shall be the amount listed in the ordinance plus applicable court costs.
4. If not otherwise specified below or subject to paragraph 3. above, a violation of the Green Lake County Code of Ordinances shall consist of a forfeiture of not less than one half of the maximum forfeiture permitted plus applicable court costs.

<u>Code Chapter or Section</u>	<u>Ordinance Title or Subject</u>	<u>Deposit</u>
	<u>General Legislation</u>	
<u>32</u>	<u>Emergency Management</u>	
	<u>32-10</u>	<u>150.00</u>
<u>93</u>	<u>Adult-Oriented Establishments</u>	
	<u>93-15</u>	<u>500.00</u>
<u>98</u>	<u>Alarm Systems</u>	
	<u>98-5A</u>	<u>100.00</u>
	<u>98-7</u>	<u>100.00</u>
<u>103</u>	<u>Animals</u>	
	<u>103-3A</u>	<u>100.00</u>
	<u>103-3B</u>	<u>600.00</u>
	<u>103-4C(1)</u>	<u>50.00</u>
	<u>103-4C(2)</u>	<u>100.00</u>
	<u>103-4C(3)</u>	<u>200.00</u>
	<u>103-4C(4)</u>	<u>300.00</u>
	<u>103-4C(5)</u>	<u>400.00</u>
	<u>103-13C(1) &amp; (2)</u>	<u>75.00</u>
	<u>103-14E</u>	<u>150.00</u>
	<u>103-16A (first offense)</u>	<u>50.00</u>
	<u>103-16A (second and subsequent offense)</u>	<u>200.00</u>
	<u>103-16B (first offense)</u>	<u>50.00</u>
	<u>103-16B (second and subsequent offense)</u>	<u>200.00</u>
	<u>103-16C (first offense)</u>	<u>50.00</u>
	<u>103-16C (second and subsequent offense)</u>	<u>200.00</u>
	<u>103-22B</u>	<u>200.00</u>
	<u>103-22C</u>	<u>50.00</u>
	<u>103-22D</u>	<u>100.00</u>
	<u>103-25A</u>	<u>50.00</u>

	<u>103-25B</u>	<u>150.00</u>
	<u>103-25C</u>	<u>Same as 103-4C(1-5) above</u>
	<u>103-25D(1)</u>	<u>50.00</u>
	<u>103-25D(2)</u>	<u>100.00</u>
	<u>103-25D(3)</u>	<u>200.00</u>
	<u>103-25D(4)</u>	<u>300.00</u>
	<u>103-25D(5)</u>	<u>400.00</u>
	<u>103-29</u>	<u>200.00</u>
	<u>103-31.4A (first offense)</u>	<u>50.00</u>
	<u>103-31.4A (second and subsequent offense)</u>	<u>200.00</u>
<u>109</u>	<u>Assemblies, Mass Public</u>	
	<u>109-4A</u>	<u>1,000.00</u>
	<u>109-10</u>	<u>1,000.00</u>
<u>118</u>	<u>Checks-Fraudulent</u>	
	<u>118-1A &lt;500</u>	<u>50.00</u>
	<u>118-1B &gt;500</u>	<u>250.00</u>
<u>123</u>	<u>County Jail</u>	
	<u>123-5</u>	<u>200.00</u>
	<u>123-6</u>	<u>200.00</u>
	<u>123-7</u>	<u>200.00</u>
	<u>123-9</u>	<u>200.00</u>
<u>130</u>	<u>Drugs &amp; Drug Paraphernalia</u>	
	<u>130-1</u>	<u>350.00</u>
	<u>130-2A</u>	<u>350.00</u>
	<u>130-2B</u>	<u>350.00</u>
	<u>130-3</u>	<u>350.00</u>
<u>138</u>	<u>Fairgrounds – Junior Free Fair</u>	
	<u>138-2</u>	<u>250.00</u>
	<u>138-5</u>	<u>250.00</u>
<u>148</u>	<u>Food Safety and Recreational Licensing Program</u>	
	<u>148-13A</u>	<u>300.00</u>
<u>154</u>	<u>Health and Sanitation</u>	
	<u>154-10D</u>	<u>200.00</u>
	<u>154-12F (first violation)</u>	<u>200.00</u>
	<u>154-12F (second and subsequent violation)</u>	<u>400.00</u>

<u>159</u>	<u>Highways</u>	
	<u>159-27A</u>	<u>300.00</u>
<u>160</u>	<u>Highway Fees and Permits</u>	
	<u>160-18</u>	<u>300.00</u>
<u>163</u>	<u>Intoxicating Liquor and Fermented Malt Beverages</u>	
	<u>163-2A (1st offense)</u>	<u>250.00</u>
	<u>163-2A (2nd offense)</u>	<u>300.00</u>
	<u>163-2A (3rd offense)</u>	<u>500.00</u>
	<u>163-2A (4th offense)</u>	<u>750.00</u>
	<u>163-2B (1st offense)</u>	<u>250.00</u>
	<u>163-2B (2nd offense)</u>	<u>300.00</u>
	<u>163-2B (3rd offense)</u>	<u>500.00</u>
	<u>163-2B (4th offense)</u>	<u>750.00</u>
	<u>163-2C (1st offense)</u>	<u>250.00</u>
	<u>163-2C (2nd offense)</u>	<u>300.00</u>
	<u>163-2C (3rd offense)</u>	<u>500.00</u>
	<u>163-2C (4th offense)</u>	<u>750.00</u>
	<u>163-3A(1) (1st offense)</u>	<u>100.00</u>
	<u>163-3A(1) (2nd offense)</u>	<u>200.00</u>
	<u>163-3A(1) (3rd offense)</u>	<u>300.00</u>
	<u>163-3A(1) (4th offense)</u>	<u>500.00</u>
	<u>163-3A(2) (1st offense)</u>	<u>100.00</u>
	<u>163-3A(2) (2nd offense)</u>	<u>200.00</u>
	<u>163-3A(2) (3rd offense)</u>	<u>300.00</u>
	<u>163-3A(3) (1st offense)</u>	<u>100.00</u>
	<u>163-3A(3) (2nd offense)</u>	<u>200.00</u>
	<u>163-3A(3) (3rd offense)</u>	<u>300.00</u>
	<u>163-3A(3) (4th offense)</u>	<u>500.00</u>
	<u>163-3A(2) (4th offense)</u>	<u>500.00</u>
	<u>163-4A(1) (1st offense)</u>	<u>250.00</u>
	<u>163-4A(2) (2nd offense)</u>	<u>300.00</u>
	<u>163-4A(3) (3rd offense)</u>	<u>500.00</u>
	<u>163-4A(4) (4th offense)</u>	<u>750.00</u>
	<u>163-5 (1st offense)</u>	<u>100.00</u>
	<u>163-5 (2nd offense)</u>	<u>200.00</u>
	<u>163-5 (3rd offense)</u>	<u>300.00</u>
	<u>163-5 (4th offense)</u>	<u>500.00</u>
	<u>163-7B</u>	<u>100.00</u>
	<u>163-7C</u>	<u>100.00</u>
	<u>163-7D</u>	<u>100.00</u>
	<u>163-8</u>	<u>100.00</u>
	<u>163-9A</u>	<u>500.00</u>

	<u>163-9B</u>	<u>500.00</u>
	<u>163-12</u>	<u>500.00</u>
<u>168</u>	<u>Juveniles</u>	
	<u>168-6A</u>	<u>100.00</u>
	<u>168-6B</u>	<u>100.00</u>
	<u>168-6C</u>	<u>100.00</u>
	<u>168-9</u>	<u>100.00</u>
<u>187</u>	<u>Parks and Recreation</u>	
	<u>187-8, 187-8.1 (first offense)</u>	<u>50.00</u>
	<u>187-8, 187-8.1 (second and subsequent offense)</u>	<u>150.00</u>
	<u>187-2</u>	<u>150.00</u>
<u>192</u>	<u>Peace and Good Order</u>	
	<u>192-1A</u>	<u>100.00</u>
	<u>192-1B</u>	<u>100.00</u>
	<u>192-1C</u>	<u>100.00</u>
	<u>192-1D</u>	<u>100.00</u>
	<u>192-6</u>	<u>100.00</u>
	<u>192-9</u>	<u>150.00</u>
	<u>192-10</u>	<u>150.00</u>
	<u>192-11</u>	<u>150.00</u>
	<u>192-13</u>	<u>150.00</u>
	<u>192-14</u>	<u>125.00</u>
	<u>192-15</u>	<u>125.00</u>
	<u>192-17 (1<sup>st</sup> offense)</u>	<u>125.00</u>
	<u>192-17 (2<sup>nd</sup> and subsequent offense)</u>	<u>300.00</u>
	<u>192-18 (1<sup>st</sup> offense)</u>	<u>125.00</u>
	<u>192-18 (2<sup>nd</sup> and subsequent offense)</u>	<u>300.00</u>
	<u>192-19</u>	<u>100.00</u>
	<u>192-20</u>	<u>100.00</u>
	<u>192-21</u>	<u>200.00</u>
	<u>192-22</u>	<u>200.00</u>
<u>192-23</u>	<u>Offenses against state law subject to forfeiture</u>	
	<u>Absconding without Paying Rent</u>	<u>75.00</u>
	<u>Bail Jumping</u>	<u>500.00</u>
	<u>Battery</u>	<u>750.00</u>
	<u>Certain Slot Machines on Licensed Premises</u>	<u>400.00</u>
	<u>Cheating Tokens</u>	<u>150.00</u>
	<u>Cigarette and Tobacco Products Retailers Licenses</u>	<u>150.00</u>
	<u>Defamation</u>	<u>350.00</u>
	<u>Definitions Relating to Gambling</u>	<u>300.00</u>

<u>Discharge of Bodily Fluids</u>	<u>400.00</u>
<u>Encouraging Violation of Probation or Parole</u>	<u>750.00</u>
<u>Entry into Locked Coin Box</u>	<u>750.00</u>
<u>Entry into Locked Site</u>	<u>750.00</u>
<u>Entry into Locked Vehicle</u>	<u>750.00</u>
<u>Failure to Report to Jail by Probationer for Misdemeanor Conviction</u>	<u>750.00</u>
<u>Failure to Report to Jail where Defendant Received a sentence less than 10 days</u>	<u>450.00</u>
<u>Falsely Assuming to Act as Public Officer or Employee</u>	<u>450.00</u>
<u>Financial Transaction Card Crimes</u>	<u>750.00</u>
<u>Fireworks Regulated</u>	<u>300.00</u>
<u>Forgery</u>	<u>750.00</u>
<u>Fraud on Innkeeper</u>	<u>400.00</u>
<u>Fraudulent Insurance &amp; Employee Benefit Claims</u>	<u>750.00</u>
<u>Giving False Information for Publication</u>	<u>400.00</u>
<u>Hazing</u>	<u>250.00</u>
<u>Impersonating Peace Officer</u>	<u>450.00</u>
<u>Laser Pointers</u>	<u>400.00</u>
<u>Leaving a Loaded Firearm within Reach of a Child</u>	<u>150.00</u>
<u>Lewd and Lascivious Behavior</u>	<u>400.00</u>
<u>Making Lewd, Obscene or Indecent Drawings</u>	<u>150.00</u>
<u>Negligent Handling of Burning Materials</u>	<u>150.00</u>
<u>Negligent Operation of a Vehicle</u>	<u>225.00</u>
<u>Negligently Allowing Escape</u>	<u>400.00</u>
<u>Obscene Material or Performance</u>	<u>150.00</u>
<u>Operating Vehicle without Owner's Consent</u>	<u>750.00</u>
<u>Permitting Premises to be used for Commercial Gambling</u>	<u>750.00</u>
<u>Possess Burglary Tools</u>	<u>500.00</u>
<u>Possession of a Dangerous Weapon by a Child</u>	<u>400.00</u>
<u>Possession of a Dangerous Weapon on School Premises</u>	<u>400.00</u>
<u>Receiving Property from Children</u>	<u>750.00</u>
<u>Receiving Stolen Property</u>	<u>300.00</u>
<u>Restrictions on Sale or Gift of Cigarettes or Tobacco Products</u>	<u>300.00</u>
<u>Retail Theft</u>	<u>300.00</u>
<u>Sending Obscene or Sexually Explicit Electronic Messages</u>	<u>150.00</u>
<u>Solicitation of Drinks Prohibited</u>	<u>225.00</u>
<u>Strip Search by School Employee</u>	<u>300.00</u>

	<u>Theft of Property</u>	<u>300.00</u>
	<u>Trespass to Dwellings</u>	<u>300.00</u>
	<u>Unlawful Use of Computerized Communications Systems</u>	<u>300.00</u>
	<u>Violating Laws Governing State or County Institutions</u>	<u>125.00</u>
	<u>Violation of Nonsecure Custody Order</u>	<u>300.00</u>
	<u>192-26A</u>	<u>100.00</u>
	<u>192-26B</u>	<u>100.00</u>
<u>196</u>	<u>Peddlers, Canvassers and Transient Merchants</u>	
	<u>196-8</u>	<u>75.00</u>
<u>206</u>	<u>Public Assistance</u>	
	<u>206-4A</u>	<u>500.00</u>
<u>217</u>	<u>Road Names &amp; Building Numbers</u>	
	<u>217-3</u>	<u>100.00</u>
<u>228</u>	<u>Smoking and Tobacco Products</u>	
	<u>228-5</u>	<u>20.00</u>
	<u>228-9A</u>	<u>20.00</u>
	<u>228-9B</u>	<u>20.00</u>
	<u>228-9C</u>	<u>20.00</u>
<u>232</u>	<u>Snowmobiles</u>	
	<u>232-8</u>	<u>50.00</u>
<u>235</u>	<u>Solid Waste</u>	
	<u>235-5 (first offense)</u>	<u>100.00</u>
	<u>235-5 (second and subsequent offense)</u>	<u>400.00</u>
	<u>235-6A</u>	<u>50.00</u>
	<u>235-6B</u>	<u>50.00</u>
<u>248</u>	<u>Truancy</u>	
	<u>248-1</u>	<u>125.00</u>
	<u>248-2</u>	<u>125.00</u>
<u>260</u>	<u>Vehicle &amp; Traffic</u>	
	<u>260-09</u>	<u>200.00</u>
	<u>260-11.1</u>	<u>10.00</u>
	<u>260-3</u>	<u>50.00</u>
	<u>260-4</u>	<u>50.00</u>
	<u>260-7A</u>	<u>100.00</u>

	<u>260-7B</u>	<u>100.00</u>
	<u>260-7C</u>	<u>100.00</u>
	<u>260-8</u>	<u>100.00</u>
	<u>Land Use Legislation</u>	
<u>300</u>	<u>Floodplain Zoning</u>	
	<u>300.46.1.C.</u>	<u>50.00</u>
<u>315</u>	<u>Land Division and Subdivision</u>	
	<u>315-15C</u>	<u>50.00</u>
<u>323</u>	<u>Nonmetallic Mining Reclamation</u>	
	<u>323-35A</u>	<u>500.00</u>
	<u>323-35B</u>	<u>2500.00</u>
<u>334</u>	<u>Sewage Systems, Private</u>	
	<u>334-8</u>	<u>200.00</u>
<u>338</u>	<u>Shoreland Zoning</u>	
	<u>338-71C</u>	<u>250.00</u>
<u>350</u>	<u>Zoning</u>	
	<u>350-69</u>	<u>250.00</u>

105 A. The bond schedule for motor vehicle and parking violations as set forth in the  
106 uniform state traffic deposit schedule, is adopted by reference and made a part  
107 hereof.

108  
109 B. All deposits shall be made in cash, personal check, credit card, debit card, money  
110 order or certified check to the Green Lake County Clerk of Circuit Court, 571  
111 County Road A, Green Lake, WI 54941, who shall provide a receipt for all deposits  
112 paid.

113  
114 §15-3. Violator's Options: Procedures on Default.

115  
116 A. The person named as the alleged violator in a citation may appear in court at the  
117 time specified in the citation or may mail or deliver personally a cash deposit in the  
118 amount, within the time, and to the court, clerk of court, or other official specified in  
119 the citation. If a person makes a cash deposit, the person may nevertheless appear  
120 in court at the time specified in the citation, but the cash deposit may be retained for  
121 application against any forfeiture or restitution, plus costs, fees, and surcharges  
122 imposed under ch. 814 that may be imposed.

123  
124 B. If a person appears in court in response to a citation, the citation may be used as  
125 the initial pleading, unless the court directs that a formal complaint be made, and  
126 the appearance confers personal jurisdiction over the person. The person may



127 plead guilty, no contest, or not guilty. If the person pleads guilty or no contest, the  
128 court shall accept the plea, enter a judgment of guilty, and impose a forfeiture, plus  
129 costs, fees, and surcharges imposed under ch. 814. If the court finds that the  
130 violation meets the conditions in s. 800.093 (1), the court may order restitution  
131 under s. 800.093. A plea of not guilty shall put all matters in the case at issue, and  
132 the matter shall be set for trial.

133  
134 C. If the alleged violator makes a cash deposit and fails to appear in court, the citation  
135 may serve as the initial pleading and the violator shall be considered to have  
136 tendered a plea of no contest and submitted to a forfeiture, plus costs, fees, and  
137 surcharges imposed under ch. 814, not exceeding the amount of the deposit. The  
138 court may either accept the plea of no contest and enter judgment accordingly or  
139 reject the plea. If the court finds that the violation meets the conditions in s. 800.093  
140 (1), the court may summon the alleged violator into court to determine if restitution  
141 shall be ordered under s. 800.093. If the court accepts the plea of no contest, the  
142 defendant may move within 10 days after the date set for the appearance to  
143 withdraw the plea of no contest, open the judgment, and enter a plea of not guilty if  
144 the defendant shows to the satisfaction of the court that the failure to appear was  
145 due to mistake, inadvertence, surprise, or excusable neglect. If the plea of no  
146 contest is accepted and not subsequently changed to a plea of not guilty, no  
147 additional costs, fees, or surcharges may be imposed against the violator under s.  
148 814.78. If the court rejects the plea of no contest, an action for collection of the  
149 forfeiture, plus costs, fees, and surcharges imposed under ch. 814, may be  
150 commenced. The county may commence action under s. 778.10. The citation may  
151 be used as the complaint in the action for the collection of the forfeiture, plus costs,  
152 fees, and surcharges imposed under ch. 814.

153  
154 D. If the alleged violator does not make a cash deposit and fails to appear in court at  
155 the time specified in the citation, the court may issue a summons or warrant for the  
156 defendant's arrest or consider the nonappearance to be a plea of no contest and  
157 enter judgment accordingly if service was completed as provided under par. (e) or  
158 the county, town, city, village, town sanitary district, or public inland lake protection  
159 and rehabilitation district may commence an action for collection of the forfeiture,  
160 plus costs, fees, and surcharges imposed under ch. 814. The county may  
161 commence action under s. 778.10. The citation may be used as the complaint in  
162 the action for the collection of the forfeiture, plus costs, fees, and surcharges  
163 imposed under ch. 814. If the court considers the nonappearance to be a plea of no  
164 contest and enters judgment accordingly, the court shall promptly mail a copy or  
165 notice of the judgment to the defendant. The judgment shall allow the defendant not  
166 less than 20 days from the date of the judgment to pay any forfeiture, plus costs,  
167 fees, and surcharges imposed under ch. 814. If the defendant moves to open the  
168 judgment within 6 months after the court appearance date fixed in the citation, and  
169 shows to the satisfaction of the court that the failure to appear was due to mistake,  
170 inadvertence, surprise, or excusable neglect, the court shall reopen the judgment,  
171 accept a not guilty plea and set a trial date.

172

173 E. A judgment may be entered under par. (d) if the summons or citation was served as  
174 provided under s. 968.04 (3) (b) 2. or by personal service by the county.

175 Section 2. This ordinance shall become effective upon passage and publication.

176 Section 3. The repeal and recreation of any section herein shall not have any effect on  
177 existing litigation and shall not operate as an abatement of any action or proceeding then  
178 pending or by virtue of the repealed sections.

179 Section 4. All ordinances and parts of ordinances in conflict herewith are hereby  
180 repealed.

**RESOLUTION NUMBER -2020**

**RESOLUTION RELATING TO CONSORTIUM AGREEMENT FOR THE CHIEF ELECTED OFFICIALS OF THE FOX VALLEY WORKFORCE DEVELOPMENT AREA**

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 16th day of June 2020, does resolve as follows:

1 **WHEREAS**, Green Lake County participates in the Fox Valley Workforce Development  
2 Area under §66.0301(2) Wis. Stats; and,

3 **WHEREAS**, the Fox Valley Workforce Development Area's purpose is to increase  
4 occupational skills, employment, job retention and earnings, and as a result, improve  
5 the quality, reduce welfare dependency and enhance the productivity and  
6 competitiveness of the workforce within Green Lake County and the other counties who  
7 are members; and,

Majority vote is needed to pass.

Roll Call on Resolution No. -2020

Submitted by: Administrative  
Committee

Ayes , Nays , Absent , Abstain

Passed and Adopted/Rejected this 16th  
day of June 2020.

\_\_\_\_\_  
Harley Reabe, Chair

\_\_\_\_\_  
Dennis Mulder

\_\_\_\_\_  
County Board Chairman

\_\_\_\_\_  
Keith Hess

\_\_\_\_\_  
ATTEST: County Clerk

\_\_\_\_\_  
Katie Mehn

Approve as to Form:

\_\_\_\_\_  
Corporation Counsel

\_\_\_\_\_  
Brian Floeter

8 **WHEREAS**, the current Consortium Agreement between the Counties of Calumet, Fond  
9 du Lac, Green Lake, Waupaca, Waushara and Winnebago Counties has expired and  
10 requires renewal. The new Consortium Agreement is attached hereto; and,

11 **WHEREAS**, the Green Lake County Corporation Counsel has reviewed and approved  
12 the Consortium Agreement as to form.

13 **NOW THEREFORE BE IT RESOLVED THAT** the Green Lake County Board of  
14 Supervisors authorizes Chairman Harley Reabe to execute the Consortium Agreement  
15 for the Chief Elected Officials of the Fox Valley Workforce Development Area on behalf  
16 of Green Lake County for the fiscal year beginning July 1, 2020.



# WORKFORCE DEVELOPMENT BOARD, INC.

*Building a world class workforce*

## **CONSORTIUM AGREEMENT FOR THE CHIEF ELECTED OFFICIALS OF THE FOX VALLEY WORKFORCE DEVELOPMENT AREA FISCAL YEAR BEGINNING 7/1/2020**

This Agreement is made and entered into by and between the Counties of Calumet, Fond du Lac, Green Lake, Waupaca, Waushara and Winnebago in the State of Wisconsin (hereinafter "the Counties).

### **WITNESSETH:**

**WHEREAS**, Sec. 66.0301(2) of the Wisconsin Statutes provides that "...any municipality may contract with other municipalities, for . . . the joint exercise of any power or duty required or authorized by law."

**WHEREAS**, Sec. 66.0301(2) of the Wisconsin Statutes titled "Intergovernmental Cooperation" authorizes counties to make the most efficient use of their power by cooperating with each other on the basis of mutual advantage and thereby provide job training and related services in the manner that will accord best with geographic, economic, population, and other factors influencing the needs and development of local communities;

**WHEREAS**, the Counties have a mutual interest in forming a single purpose Workforce Development Area (WDA), as defined in Public Law 113-128, of the Federal Workforce Innovation and Opportunity Act of 2014 (hereafter referred to as WIOA) to increase occupational skills, employment, job retention and earnings, and as a result, improve the quality, reduce welfare dependency and enhance the productivity and competitiveness of the workforce within the boundaries of the units of counties that are parties to this Agreement;

**WHEREAS**, the chief elected officials of the Counties participating in this Agreement have been previously authorized by their respective County Boards of Supervisors to create the Fox Valley Workforce Development Area under Sec. 66.0301(2), Wisconsin Statutes, and to participate as active partners, pursuant to Section 107(c)(1)(B), in the provisions of said Public Law 113-128;

**WHEREAS**, the County Board of Supervisors of each of the aforementioned counties has adopted a resolution authorizing the County Board Chairperson of County Executive to sign this "Agreement of the Fox Valley Wisconsin Counties Consortium under the Workforce Innovation and Opportunity Act (Public Law 113-128)" (hereinafter, the "Agreement"):

**NOW, THEREFORE**, in consideration of the above premises and the mutual covenants of the parties hereinafter set forth, the Counties do hereby agree to the following Agreement:

### **AGREEMENT**

That the Counties of Calumet, Fond du Lac, Green Lake, Waupaca, Waushara and Winnebago, under Sec. 66.0301(2) Wisconsin Statutes, do hereby constitute themselves to be a consortium for the purposes of Section 107 (c)(1)(B) of Public Law 113-128, the Workforce Innovation and Opportunity Act.

The Chief Elected Officials (the chairpersons of the County Board of Supervisors or County Executives) or the designees of said officials of the Counties in the above paragraph shall constitute the Workforce Development Area Consortium of Commissioners (hereinafter, the “Consortium”) which shall appoint the Workforce Development Board under Section 107(c)(1)(A) of the Act.

#### **I. PURPOSE:** The Purpose of this Agreement shall be to:

- A. Enable the Counties to organize a Workforce Development Area (WDA) as described in Sec. 106 of Public Law 113-128, the Workforce Innovation and Opportunity Act of 2014, which:
  - 1. is comprised of two or more units of local government
  - 2. will promote and coordinate effective delivery of job training services within the aforesaid Counties; and
  - 3. is consistent with labor market areas or areas in which related services are provided under other State and Federal Programs.
- B. Enable chief elected officials from the Counties entering into this Agreement to appoint members to a local Workforce Development Board (WDB) under Section 107(c)(1)(B)(i)(I) of the Workforce Innovation and Opportunity Act; and
  - 1. determine procedures for the development of a Local Plan, pursuant to Section 107(d) of the WIOA, and interface with the WDA by such methods or institutions as may be provided in such agreement;
  - 2. select a grant recipient, if other than the Chief Elected Official as stated in Section 107(d)(12)(B)(i) of the WIOA, and/or an entity to administer the Local Plan; and
  - 3. other functions and tasks as appropriate.

#### **II. ADMINISTRATION & GOVERNANCE**

The Counties participating in this Agreement select the County Executives of Fond du Lac and Winnebago Counties and the County Board Chairpersons/Vice-Chairpersons of Calumet, Green Lake, Waupaca and Waushara Counties to be their authorized representatives, also referred to as Chief Elected Officials (CEOs), to serve as a CEO Consortium. The Consortium shall approve the Local Plan (or modifications); jointly submit such a plan (or modifications) along with the local WDB to the Governor for approval; and carry out other responsibilities for the Counties in accordance with their agreement with the local WDB.

- A. Meetings. The CEO Consortium shall establish the time, place and date of its meetings.

1. Notices. All notices, requests, demands or other communications hereunder shall be in writing and shall be deemed to have been duly given, if delivered electronically, faxed, or mailed to the Counties at the following addresses, subject to the Wisconsin Open Meeting Law:

Board Chairperson  
Calumet County Courthouse  
206 Court Street  
Chilton, WI 53014-1198

County Executive  
Fond du Lac County Courthouse  
City/County Government Center  
160 S. Macy Street  
Fond du Lac, WI 54935

Board Chairperson  
Green Lake County Courthouse  
571 County Road A  
PO Box 3188  
Green Lake, WI 54941-3188

Board Chairperson  
Waupaca County Courthouse  
811 Harding Street  
Waupaca, WI 54981-0354

Board Chairperson  
Waushara County Courthouse  
Box 898  
Wautoma, WI 54982

County Executive  
Winnebago County Courthouse  
P.O. Box 2808  
Oshkosh, WI 54903-2808

B. Officers: Chairperson, Vice-Chairperson, Secretary

Each County Executive or Chairperson, or their designees, will serve as officers of the Consortium. Rotation of officers will be based upon alphabetical order of the names of the Counties for two year terms. The first Chairperson shall be from Calumet County, the Vice-chairperson from Fond du Lac County and the Secretary from Green Lake County. The order of succession from thereon shall be that the Vice-Chairperson shall be elevated to Chairperson, the Secretary shall be elevated to the Vice-Chairperson, and the Secretary shall be appointed from the county which is next in the alphabetical order. After serving as Vice-Chairperson, if a County is unable or unwilling to serve as the Chairperson of the CEOs, that County may request that the Consortium appoint the current Secretary as Chairperson. The Vice-Chairperson and/or Secretary shall then be appointed from the Counties which are next in the alphabetical order. The Chairperson may appoint a staff person of one of the consortium member counties or the administrative entity to serve as board clerk. Vacancies shall be filled by election for the remainder of the unexpired term.

Officers of the CEO Consortium and their responsibilities are as follows:

1. The Chairperson of the Consortium will preside over all meetings and shall be the Chief Elected Official (CEO) for purposes of the Workforce Innovation and Opportunity Act. This person shall have signatory authority and authority to speak for the consortium in all matters regarding the WIOA. The term of this designation shall be identified.
2. The Vice-Chairperson will preside over meetings in the absence of the Chairperson.

3. The Secretary will ensure proper notice of all meetings of the Consortium, the keeping of minutes for the Consortium meetings and circulate those minutes as directed by the Consortium. In the absence of the Chairperson and Vice- Chairperson, the Secretary shall perform the duties of the Chairperson.
4. The Chairperson may appoint a staff person of one of the consortium member counties, otherwise the administrative entity shall serve as clerk. In the absence of FVWDB staff, the clerk performs the duties of the secretary.
5. Roberts Rules of Order, Newly Revised, shall govern the procedures of the Consortium insofar as they do not conflict with applicable law or administrative rules or by-laws duly adopted by the Consortium.

### **III. TERM**

This Agreement shall be reviewed annually and renewed unless the Counties choose to terminate pursuant to Section VII herein, or termination of Public Law 113-128, the Workforce Innovation and Opportunity Act of 2014.

### **IV. POWERS**

The Counties participating in this Agreement shall have the power to:

- A. The Consortium shall appoint the Workforce Development Board (WDB) of the area, in accordance with the requirements of 29 U.S.C. 3122(b) and 3122(c)(1)(B) (WIOA Sections 107(b) and (c)(1)(B)) and applicable rules thereunder, and consistent with any procedures set forth in Attachment A that may be adopted by the Consortium. When a vacancy occurs on the Board in a position representing a particular county, the Chief Elected Official for that county shall be entitled to select the qualified replacement member and the CEO shall facilitate appointment of that member to the Board.
- B. Select an individual or individuals as their Authorized Representative (CEO) to approve the Local Plan (or modifications) and jointly submit such plans (or modifications) to the Governor for approval as set forth in Section II of this Agreement. )
- C. Perform other powers assigned to chief elected officials authorized Sec. 66.0301(2) of the Wisconsin Statutes, or Public Law 113-128, the Workforce Innovation and Opportunity Act of 2014, as each now exists or is hereafter amended.
- D. The Consortium shall execute an agreement with the Workforce Development Board for the operation and functions of the Board under Section 107 of the WIOA, and shall approve all Local Plans under Section 108 of the WIOA.

### **V. FISCAL MANAGEMENT**

The Counties consenting to this Agreement, along with the local WDB, will select the WIOA Grant Recipient and Administrative Entity. The WIOA Grant Recipient is responsible for the job training and related services. The Administrative Entity shall keep itemized and detailed records covering all expenditures under the budget incorporated in the jointly approved and submitted Local Plan from the Authorized Representative and the WDB. The local WDA Administrative Entity shall conform to all the fiscal requirements of all applicable laws.



## **VI. CONTRACTS AND CONTRACTUAL SERVICES**

The WDA Grant Recipient and Administrative Entity may exclusively enter into contracts, concerning job training and related services authorized under WIOA, with the State or Federal governments, and may subcontract with any municipal, profit or non-profit corporation, or individual to provide job training and related programs and services for residents identified in the Local Plan.

### **TERMINATION**

- A. Any county entering into this Agreement may withdraw from the Workforce Development Area pursuant to the relevant provisions in State and Federal laws.
- B. The Counties forming the Fox Valley Workforce Development Area may terminate this Agreement in the event expected or actual funding from the State, Federal governments, or other source is withdrawn or substantially reduced in such a fashion as to make the continued operation of the WDA unfeasible. In such case, termination of this Agreement shall be effective upon written notice of termination with receipt acknowledged by all Counties and the Governor.
- C. The Governor will re-designate a local Workforce Development Area under Section 106 of WIOA and thereby terminate this Agreement if the WDB and Chief Elected Officials fail to reach agreement on the development of the Local Plan, the choice of the Administrative Entity or Grant Recipient.
- D. The Consortium may be dissolved and this agreement may be rescinded only with the consent of all the Boards of Supervisors of the counties party hereto and the Governor.
- E. Any county that withdraws from the Consortium shall remain liable for its proportionate share of liabilities related to the period prior to its withdrawal, as determined by the CEO Consortium.

## **VII. ACQUISITION AND DISPOSAL OF PROPERTY**

The Administrative Entity shall acquire, hold, and dispose of real and personal property in the same manner as counties within the State of Wisconsin, as provided for in Sections 59.06, 66.28 and 75.35 of the Wisconsin Statutes, as well as consistent with WIOA regulations and guidelines.

## **VIII. APPLICABLE LAW**

The Counties agree that this Agreement shall be construed pursuant to and in accordance with the laws of the State of Wisconsin.

## **IX. AMENDMENT**

The Consortium may adopt operational and procedural By-Laws consistent with this Agreement, applicable federal and state laws, and rules or regulations pursuant thereto, By-Laws or amendments thereto may be adopted by the affirmative vote of 2/3 of the entire membership of the Consortium at any regular meeting called for that purpose, provided that written copies thereof are delivered to each member 15 days prior to consideration.

## **X. IMPACT OF LEGISLATIVE CHANGES**

Any terms and conditions which may be rendered inapplicable by a change in State, Federal or local laws shall not affect the validity of those portions of this Agreement not impacted by the change in legislation. It is further understood by the Counties that certain terminology in this Agreement may change as Federal and State laws governing this Agreement dictate.

## **XI. LIABILITY**

To the extent permitted by law, liability which arises pursuant to this Agreement shall be apportioned as follows:

- A. Workforce programs in the Fox Valley Workforce Development Area shall be administered prudently to minimize liability;
- B. Contracts for service delivery shall require indemnification by the contractor in the event that contractor errors or omissions result in disallowed costs or other liability;
- C. The FVWDB shall maintain adequate errors and omission insurance as described in the Joint Agreement, to cover CEOs and the FVWDB members;
- D. The Consortium is liable for any misuse of the grant funds allocated to the local area under sections 128 and 133 of the Workforce Innovation and Opportunity Act.
- E. In the case of any misuse of grant funds allocated to the local area, the Consortium agrees to assume liability as follows (Section 20 CFR 683.710) Liability will be determined by the CEO Consortium based upon the particular facts of the situation as to the responsibility of individual Consortium members for the particular funds.
- F. Finally, after every possible method to reduce liability is exhausted, any remaining liability, as determined by the CEO Consortium shall be apportioned between the six counties in proportion to their respective percentage of the workforce allocation in the year the disallowed cost or other liability occurred. For example, if \$10,000 in liability remained and a given county received an allocation of 10% of the workforce funding in the year the \$10,000 was expended, that county would be liable for \$1000.

This Agreement shall be effective when executed by the authorized official of each county of the Consortium thereof and shall thereupon act to repeal and supersede any and all prior written or oral consortium agreements.

*FVWDB is an Equal Opportunity Employer and Service Provider*

A proud partner of the  American Job Center network

**INWITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed by the Chairperson of the County Board of Supervisors or the County Executive of the aforementioned Counties.

**CALUMET COUNTY**

\_\_\_\_\_  
Alice Connors  
Board Chair

\_\_\_\_\_  
Date

**FOND DU LAC COUNTY**

\_\_\_\_\_  
Allen Buechel  
County Executive

\_\_\_\_\_  
Date

**GREEN LAKE COUNTY**

\_\_\_\_\_  
Harley Reabe  
Board Chairman

\_\_\_\_\_  
Date

**WAUPACA COUNTY**

\_\_\_\_\_  
Joe McClone  
Board Vice Chair

\_\_\_\_\_  
Date

**WAUSHARA COUNTY**

\_\_\_\_\_  
Donna Kalata  
Board Chair

\_\_\_\_\_  
Date

**WINNEBAGO COUNTY**

\_\_\_\_\_  
Mark Harris  
County Executive

\_\_\_\_\_  
Date

**ATTACHMENT A**  
(Described in Section IV. A. of the Consortium Agreement)

**SELECTION OF THE  
WORKFORCE DEVELOPMENT BOARD**

Appointment of the Workforce Development Board (WDB) shall be carried out as described in Section 107 of the Workforce Innovation and Opportunity Act of 2014.

A. Members of the WDB shall consist of representatives of:

1. A majority of the members of each local board shall be representatives of business in the local area, who-

- (i) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority;

- (ii) represent businesses, including small businesses, or organizations representing businesses described in this clause, that provide employment opportunities that, at a minimum, include high-quality, work-relevant training and development in in-demand industry sectors or occupations in the local area; **and**

- (ii) are appointed from among individuals nominated by local business organizations and business trade associations.

2. Not less than 20 percent of the members of each local board shall be representatives of the workforce within the local area, who-

- (i) **shall** include representatives of labor organizations (for a local area in which employees are represented by labor organizations), who have been nominated by local labor federations, or (for a local area in which no employees are represented by such organizations) other representatives of employees;

- (ii) **shall** include a representative, who shall be a member of a labor organization or a training director, from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists;

- (iii) **may** include representatives of community-based organizations that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities; **and**

- (iv) **may** include representatives of organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth;

3. Each local board shall include representatives of entities administering education and training activities in the local area, who—

(i) **shall** include a representative of eligible providers administering adult education and literacy activities under Title II;

(ii) **shall** include a representative of institutions of higher education providing workforce investment activities (including community colleges);

(iii) **may** include representatives of local educational agencies, and of community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment;

4. Each local board shall include representatives of governmental and economic and community development entities serving the local area, who—

(i) **shall** include a representative of economic and community development entities;

(ii) **shall** include an appropriate representative from the State employment service office under the Wagner-Peyser Act serving the local area;

(iii) **shall** include an appropriate representative of the programs carried out under Title I of the Rehabilitation Act of 1973 serving the local area;

(iv) **may** include representatives of agencies or entities administering programs serving the local area relating to transportation, housing, and public assistance; and

(v) **may** include representatives of philanthropic organizations serving the local area;

5. Each local board **may** include such other individuals or representatives of entities as the chief elected official in the local area may determine to be appropriate.

6. The State of Wisconsin has also directed that a representative from Unemployment Insurance be placed on each board.

B. All members will be appointed by the Counties based on the requirements of the law and other locally defined considerations with the exception of those positions appointed by DWD.

<b>Category</b>	<b>Minimum Required</b>	<b>Requirement</b>
Business	at least 51% of total board	<b>Shall</b>
Workforce Representatives	at least 20% of total board	<b>Shall</b>
Labor Organizations	1	<b>Shall</b>
Labor Training/Apprenticeship	1	<b>Shall</b>
<i>Community Based Organization</i>	N/A	<i>May</i>
<i>Youth Organization</i>	N/A	<i>May</i>
Adult Basic Ed & Literacy	1	<b>Shall</b>
Higher Education Organization	1	<b>Shall</b>
<i>Local Education Organization</i>	N/A	<i>May</i>
State Employment Service (W-P)	1	<b>Shall</b>
Vocational Rehab	1	<b>Shall</b>
Housing / Transportation Agency	1	<b>Shall</b>
<i>Philanthropic Organization</i>	N/A	<i>May</i>
State Unemployment Rep (DWD mandate)	1	<b>Shall</b>

- C. WDB members will reviewed annually by the Chief Elected Officials present for approval.
- D. The WDB will select its chairperson from the private sector business members.
- E. WDB members shall be appointed for fixed and staggered terms.
- F. Vacancies will be filled according to the established by-laws.
- G. The WDB must be comprised of at least 20% female members.
- H. One minority representative must be appointed to the WDB if there is at least 3% minority population in the WDA.



**GREEN LAKE COUNTY**  
**OFFICE OF CORPORATION COUNSEL**

*Dawn N. Klockow*  
*Corporation Counsel*

*Office: 920-294-4067*  
*FAX: 920-294-4069*

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**MEMORANDUM**

TO: Hon. Members Administrative Committee

FROM: Dawn N. Klockow

DATE: June 1, 2020

RE: Report of Office Activity from January 1, 2020 through March 31, 2020

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Honorable Members of the Administrative Committee:

I am pleased to report my office's activities from January 1 – March 31, 2020. I am reporting on the First Quarter of 2020, since the second quarter ends in June. I continue to provide legal services to the Board, its committees and County departments. In addition to my duties of attending meetings, I continue to perform contractual and statutory duties with the Child Support agency and logged eight (8) hours in January, 9.2 hours in February and 6.2 hours in March. Child support case work has been reduced due to changes in the court's calendar and the COVID-19 virus, due to the court not holding unnecessary hearings beginning in late March.

I teleworked from March 25 – May 28<sup>th</sup>, having my calls forwarded to my personal cellular telephone, and I used my personal computer to access my desktop via a connection provided by the IT Department.

My other activities included:

- Attended Supervision 101 Training in January, and February (rest of classes cancelled due to COVID-19)
- Participation in Law Day "Three Little Pigs" with the circuit court
- Presentation to local law enforcement in February on Mutual Aid and Alcohol Holds (two sessions)
- Participated as a performance judge in the Wisconsin Bar High School Mock Trial competition in Juneau, WI on Saturday, February 8<sup>th</sup>
- Taught one seminar with UW-Behavioral Health Training Partnership in March
- Attended COVID-19 webinar presented by Husch Blackwell on March 20<sup>th</sup>
- Attended WCA webinar on HR6201 on March 23<sup>rd</sup>



- Attended webinar presented by Crivello Carlson “Guidance for Local Governments on COVID-19” on April 9<sup>th</sup>
- Attended webinar presented by FastCase “TheCOVID-19 Litigation Weekly Episode 6 – How to Conduct Complex Video Hearings” on April 24<sup>th</sup>.
- Attended WCA webinar “Redistricting” on April 28<sup>th</sup>
- Attended Wisconsin Bar webinar, “Keeping your cool in a crisis” on April 29<sup>th</sup>
- Attended WCA webinar/Zoom meeting on “Local Health Authority” on May 18<sup>th</sup>
- Attended TREDC Board meeting via Zoom on May 22<sup>nd</sup>
- Various other WCA/vonBriesen & Roper “COVID-19” webinars not otherwise listed.
- Worked on and assisted with drafting County COVID-19 policies and procedures. Much of my time in late March was spent on assisting departments with tasks associated with the virus.

Included with this memorandum are the reports for the assignment and litigation files which show my activities for the first quarter of 2020.

It is a pleasure to continue serving the Green Lake County Board of Supervisors and County Departments.

Green Lake County  
 Activity By Staff and Category  
 From 1/1/2020 through 3/31/2020  
 Selected Staff

<b>Cat</b>	<b>Description</b>	<b>Beginning Balance</b>	<b>Received</b>	<b>Completed</b>	<b>Ending Balance</b>
COL	Collections	6	0	1	5
CON	Contracts / Agreements	9	9	12	6
INFO	Informational file	3	2	2	3
MOU	Memorandum of Understanding	1	0	0	1
NC/NI	Notice of Claim/Injury	2	0	0	2
OPIN	Opinions	4	3	3	4
ORD	Ordinances	4	6	4	6
POL	Policy	4	4	5	3
PRES	Presentation	0	1	1	0
REA	Real Estate	1	0	0	1
REC	Records Request	0	3	2	1
RES	Resolutions	0	5	2	3
SEPT	Septic Violation	1	1	1	1
ZON	Zoning Enforcement	1	0	1	0
	<b>Total</b>	<b>36</b>	<b>34</b>	<b>34</b>	<b>36</b>

Green Lake County  
 Activity By Staff and Category  
 From 1/1/2020 through 3/31/2020  
 Selected Staff

<b>Cat</b>	<b>Description</b>	<b>Beginning Balance</b>	<b>Received</b>	<b>Completed</b>	<b>Ending Balance</b>
ALC	Alcohol Commitment	1	0	1	0
BNK	Bankruptcy	2	2	1	3
CLLE	Claim - Law Enforcement	1	0	0	1
COLMIS	Collections - Miscellaneous	1	0	1	0
COLRE	Collections - Real Estate taxes	1	0	1	0
FOREC	Foreclosure	2	0	2	0
GDN	Guardianship	0	3	0	3
GDN&PP	Guardianship with Protective Placement	1	0	1	0
INREM	In rem tax foreclosure	1	0	1	0
ME	Involuntary Mental Commitment	14	7	16	5
MISC	Miscellaneous litigation	3	0	1	2
SEPT	Septic System violation	2	25	9	18
TPR	Termination of Parental Rights	2	0	0	2
WATT	Watts Reviews	1	1	1	1
ZON	Zoning	3	2	2	3
	<b>Total</b>	<b>35</b>	<b>40</b>	<b>37</b>	<b>38</b>



# GREEN LAKE COUNTY

## OFFICE OF THE COUNTY ADMINISTRATOR

Catherine J. Schmit, County Administrator Office: 920-294-4166  
cschmit@co.green-lake.wi.us FAX: 920-294-4135

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### Administrative Committee – June 2020

Since my last quarterly/annual report in January 2020, I have participated in the following general routine tasks:

- Monthly Department Head meetings (in person and via Zoom)
- Performed annual performance evaluations for UWEX support and Department Head staff.
- Finalized annual performance evaluation and compensation processes utilizing Halogen Employee Performance Management Software. Pay increases effective January 1 were included in the 2<sup>nd</sup> payroll distribution of April.
- Attended: Wisconsin Assoc. of Fairs, WI Dells, WI on Jan. 5 – 8; WCA Legislative Exchange in Madison, WI, Feb. 4-5; WCMA Winter Conference, Sheboygan, WI, March 4 - 6; Starting March 2020 all in-person conferences and seminars were cancelled or changed to a virtual format.
- Coordinating Government Center Structural and Electronic Security Upgrades currently in process.
- Coordinating with Countywide Ambulance Service Committee, City of Berlin Administrator, Northern and Southern Green Lake County area ambulance service representatives, etc. regarding the feasibility study exploring countywide ambulance service.
- Successful 2019 annual audit substantially completed in May; annual Indirect Cost Plan also completed in May.
- Recruited and appointed the new Fair Coordinator Lindsey Machkovich. (2020 Fair cancelled)
- Continue working with State and TREDC on Revolving Loan Fund close out process.
- March to Present:
  - Worked closely with the County Board Chair and our Covid-19 Response Team to address the pandemic related emergency response and associated challenges.
  - Coordinated the COVID-19 response to Governor's Safer at Home Order including closing of County buildings and institution of telecommuting protocols.
  - Updated and issued Green Lake County COVID-19 Plan Directives and coordinated temporary internal policy modifications in response to the pandemic.
  - Track and report COVID-19 related costs and report for FEMA, CARES, etc. funding.
  - Plan and implement Green Lake County reopening timeline and protocols.
  - Participate in numerous daily virtual meetings relating to the pandemic response.
- Upcoming:
  - Vacation tentatively June 29 – July 6, 2020
  - Kickoff 2021 Annual Budget process June 2020
  - WCA Annual Conference September 20 – 22, 2020; WI Dells, WI



# GREEN LAKE COUNTY OFFICE OF THE COUNTY CLERK

*Elizabeth Otto*  
County Clerk

Office: 920-294-4005  
FAX: 920-294-4009

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## ADMINISTRATIVE COMMITTEE COUNTY CLERK REPORT June 15, 2020

Activities in the County Clerk's office from January through May included:

- ❖ The April election was the most challenging election I have ever dealt with! We were literally down to the wire the night before on whether or not the election would even take place. The constant flow of emails from the Wisconsin Elections Commission, fellow County Clerks, and municipal clerks was overwhelming. There were a number of possible scenarios that could have taken place and we had to be prepared for any one of them. The municipal clerks and my office were extremely busy with absentee ballots prior to the election. We tried to help out the municipal clerks as much as we could with an almost impossible workload. The Sheriff's Office provided us with some help by picking up the sanitation supplies that the state provided, Samantha and I separated it out, and the Sheriff's Office delivered it to each polling place on election day. I foresee that absentee ballots will be much more in demand for all elections in the future, especially the August Primary and the November election so we have advised all of the municipal clerks to order ballots accordingly.
- ❖ We held our first County Board meeting in April via Zoom which was a challenge! All subsequent meetings have been offered both in person and via Zoom until the emergency order ends. Each one gets a little easier but there are definitely some glitches with that technology such as muting, sound delays, etc. I for one look forward to the day when we can all get together in person!
- ❖ There were four new supervisors elected in April and 14 returning with one vacancy. I have scheduled a training session on June 25 for all new and returning supervisors. The training will last approximately 3 hours and will be available both in person and via Zoom.
- ❖ Marriage licenses are down somewhat for 2020 due to the pandemic and many couples have had to reschedule their event. We have seen a recent increase in the last couple of weeks so I'm hoping that as time goes on that continues. The legislation I mentioned at the last meeting did not move forward at this point regarding couples being able to get their license in any county within the state instead of where they reside. If it comes up again I will be advising our legislators that I am against that since I think it would hurt smaller county revenues.
- ❖ Passport application processing has been suspended by the federal government due to COVID-19 since mid-March. We are advising anyone requesting information that as of right now the federal office in Chicago is not processing any applications unless it is an emergency. There will be a 3 phase implementation of reopening services and my office will start taking applications again as soon as we get the go ahead from customer service in Chicago. No dates have been set as of yet.
- ❖ The new timekeeping system for payroll has been working smoothly for the most part with few problems. All employees received their raise for 2020 with backpay to January 1<sup>st</sup> on the April 23 pay. This always takes quite a bit of my time to make sure everyone gets paid correctly and the hours are right. End of the year reports for 2019 were all processed on a timely basis and filed by January 31<sup>st</sup> such as the WRS annual report, W2's, and federal/state withholding.

- ❖ My June County Clerk's conference has been canceled due to the pandemic. So far the WCA (Wisconsin Counties Association) conference is still a "go" for September which includes my fall conference so I'm hoping that doesn't get canceled as well. I always look forward to networking with fellow County Clerks – especially before a large election!
- ❖ COVID-19 continues to be a challenge for all of us – both professionally and personally. I would like to take this opportunity to thank both of the girls in my office for supporting me in my decision to remain open throughout the closure. As a public servant and elected official, I felt it was my obligation to be available in person to fellow employees, municipal clerks, County Board supervisors, and the general public. Many of the duties within my office can only be done on site so both Samantha and Nan worked here in the office along with me and I truly appreciate their dedication.

As always, feel free to contact me with any questions or comments you may have.

Respectfully submitted,

*Elizabeth Otto*

Elizabeth Otto

County Clerk



# Green Lake County Information Technology Department

Bill Hutchison, Information Technology Director  
bhutchison@co.green-lake.wi.us (920) 294-4160

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June 15<sup>th</sup>, 2020

Memo to Administrative Committee:

Highlights of IT Department activity since the January 2020 report to this committee:

- COVID-19 has increased our IT landscape and workloads drastically since mid-March.
- We have lost a lot of ground to completing our required 2020 operational and infrastructure projects due to the new COVID-19 needs and new demands.
- Now have the additional time requirements of supporting a lot County employees working from home.
- Large increase in our call and email volumes from employees since the start of COVID-19.
- All IT staff have been working at the GC offices since COVID-19.
- Now supporting multiple online based conferencing setups, accounts, and software.
- To date, only completed 5 of 15 planned capital projects budgeted for 2020.
- New employee, Becki Sonnenberg, started with us on April 13<sup>th</sup>.
- Deb Sweeney retired after 25 years on May 1<sup>st</sup>.
- More work and time spent on our increasing involvement in the GC building security project.
- Continued security trainings for all employees.
- Total number of IT managed and supported iPhones/iPads is up to 112 (an increase 45 new devices since the end 2019).
- On-going reports from CISA cyber hygiene of our outer systems continue to return all clear, no vulnerabilities.
- Continued weekly security updates and patching of all IT systems.
- Continued work to refresh or remove outdated software packages across organization.
- Having to deal with an increased number of power outages at the GC – about 1 per month – this is unusual given the past 10 years stability.
- Installed new projection systems into County Board and Training rooms in March.
- Moved all of HHS Avatar RMS and scanning system into cloud in May.
- Upgraded Sheriff Office RMS system – Spillman – to current version in February.
- Completed helping local PD's IT to setup and be ready for Sheriff Office's IBR project they will be completing this year.
- Moved all of email archive system along with the past 7 years of email archive into the cloud in May.
- Upgraded to new network device management software.
- Moved FRI's payroll and finance systems into the cloud in April.

Respectfully submitted,

Bill Hutchison  
Information Technology Director



**GREEN LAKE COUNTY**  
**OFFICE OF THE REGISTER OF DEEDS**

**Sarah Guenther**  
Register of Deeds

Office: 920-294-4024  
FAX: 920-294-4009

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June 15, 2020

Memo to Administrative Committee

From: Sarah Guenther, Register of Deeds

Since we last met a lot has changed with COVID-19. In 2013 when I started as Register of Deeds we were not automated, did not have any records online. Several scanning projects were completed but needed to have public access online. Shortly after I started in 2013, all records were online and scanning projects imported for access.

My staff has worked diligently to fully index records into our system, which brings us to present. On March 24<sup>th</sup> Green Lake County closed the building except for “essential” services. At that time we provided services online, through the mail, over the phone and in-person outside with funeral homes and some title companies. We worked from our office due to the “in person” services we needed to provide and our equipment to process documents.

Thankfully because our office had the vision to get our services online the general public, banks, title companies, realtors and several other businesses had access to what they needed during these extraordinary times.

We had record document recording in both April and May. In April we had the highest amount of recorded documents since 2008, and in May since 2013. This is due to large amounts of individuals refinancing mortgages because of the low interest rates.

We opened back up to the public for in person services on May 26<sup>th</sup> and that has been going smoothly. We have bins for vital record forms, disposable pens, hand sanitizer and signage to create space for our customers.

My staff, Renee Thiem-Korth and Jane Thomas have done an outstanding job serving through this entire pandemic, coming each day to work to make sure our citizens needs have been met. I am very proud of them.

Many thanks to this committee of their continued support for the office of Register of Deeds.

Respectfully Submitted,

Sarah Guenther  
Green Lake County Register of Deeds





# GREEN LAKE COUNTY

## OFFICE OF THE COUNTY TREASURER

*Amanda R Toney*  
*Treasurer and Real Property Lister*

*Office: 920-294-4018*  
*FAX: 920-294-4009*

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June 11, 2020

The first months of the year in this office always seem to fly by. Below is a recap of the activities from January to May of 2020.

- ✓ Completed first installment collections for 10 of our 16 municipalities. Below is an outline of what this entails:
  - Taxpayers can pay their taxes in multiple ways directly to the Treasurer's office.
    - In person, mail, drop box or online
  - Daily, if not multiple times a day, we balance the tax payments and we keep a spreadsheet of exactly what amount was collected for each municipality separately.
  - Every Friday, the funds collected for the week for each municipality are then transferred from the county account into the specific municipality accounts.
  - This process starts around the third week in December and goes thru the fifth business day in February.
- ✓ The January Settlement was completed by January 15<sup>th</sup>. This is the process where we settle with each municipality on the total funds collected in their municipality as of 12/31/2019. The responsibility of this task lies mainly with the municipal Treasurer to pay each district within their municipality by the January 15<sup>th</sup> deadline.
- ✓ The February Settlement was completed by February 20<sup>th</sup>. This year's collections were 66.78% of the total tax roll. We have from February 8<sup>th</sup> until the 20<sup>th</sup> to complete this process.
- ✓ Bond Payment was made on March 1<sup>st</sup> for the Government Center.
- ✓ First quarter interest rates have dropped due to COVID-19. I was able to invest some of the January and February settlement funds in short term CD's, Money Markets and the Local Government Investment Pool (LGIP) while the rates were still decent. We will need access to a large sum of money for August settlement, which explains why the funds are invested in shorter term CD's.
- ✓ Attended the WCCO Conference from March 2<sup>nd</sup> – March 4<sup>th</sup>.
  - Monday: UWGB Education Course. I attended the Developing a Functional Team and Keeping your Sanity on the Frontline courses.
  - Tuesday: Started with a trip to the DOR building, followed by the WCTA business meeting and then a trip to the Capital to meet with our Legislators.
  - Wednesday: WCTA business meeting including a presentation from Sarah Godlewski, Treasurer Task Force kick-off at the Capital and Task-Force kick-off meeting.
  - Planned and coordinated this conference as this responsibility falls on the WCCO Treasurer
- ✓ The 2019 assessment rolls are slowly coming in. Stef has been working on importing these figures.
- ✓ Continue to manage the credit card portfolio.
- ✓ Lindsey's last day was on March 16, 2020.
- ✓ Continued to keep our office open and provide services to the public during the months the building was closed due to COVID-19.
- ✓ Researched and shared information on ACT 185 with the Finance Committee
- ✓ Completed my portion of the audit requirements from CLA and participated in the daily meetings.
- ✓ Showed in-rem properties to potential buyers and we have successfully sold two of the six properties.
- ✓ Started and continue to process annual and daily boat launch pass requests since March.

Respectfully submitted,

*Amanda R Toney*

County Treasurer/Real Property Lister

# GREEN LAKE COUNTY

## Notice of Budgetary Adjustment

### Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: March 11, 2020  
 Department: Corporation Counsel  
 Amount: \$376.00  
 Budget Year Amended: 2020

Source of Increase / Decrease and affect on Program:  
 (If needed attached separate brief explanation.)

Corporation Counsel budgeted for teaching at two seminars for UW-BG Behavioral Health Training Partnership. A contract was signed for teaching four seminars. This adds the additional two seminars' compensation and adjusts travel to accommodate the use of Corporation Counsel's personal vehicle to travel from home to all the training locations.

**Revenue Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
20-100-03-48181-000-000	Training Revenue	\$ 1,960.00	\$ 1,960.00	\$ 3,920.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 1,960.00	

**Expenditure Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
20-100-03-51320-330-000	Travel	\$ 565.00	\$ 376.00	\$ 941.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 376.00	

Department Head Approval: *Dawn Klockow* 3/12/20  
 Date Approved by Committee of Jurisdiction: \_\_\_\_\_

*Following this approval please forward to the County Clerk's Office.*

Date Approved by Finance Committee: \_\_\_\_\_

Date Approved by County Board: \_\_\_\_\_

*Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.*

Date of publication of Class 1 notice of budget amendment: \_\_\_\_\_