



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 12/14/2022
Amended Post Date: 12/18/2022

The following documents are included in the packet for the County Board meeting on December 20, 2022:

- 1) Agenda
- 2) Draft minutes from the 11/08/2022 meeting
- 3) Resolution 32-2022 Resolution Adopting Policy for Courthouse Facility Dogs
- 4) Resolution 33-2022 Resolution to Dissolve the Green Lake County Fair Promotions Committee
- 5) Ordinance 20-2022 Amending Chapter 74 – Record Retention to Amend Fox River Industries Record Retention
- 6) Ordinance 21-2022 Amending Ordinance 855-06 to Adopt the Wisconsin County Highway Association Utility Accommodation Policy
- 7) Budget Adjustment – snowmobile bridge DNR grant



Green Lake County Board of Supervisors
Meeting Notice

The Green Lake County Board of Supervisors will meet in person and via virtual communication in Room #0902 in the City of Green Lake, Wisconsin on Tuesday, the **20th day of December, 2022 at 6:00 PM** for the regular meeting of the Board. Business to be transacted include:

Amended AGENDA*

County Board of Supervisors

- Dist. 1 Nancy Hoffmann*
- Dist. 2 Charles Buss*
- Dist. 3 Curtis Talma*
- Dist. 4 David Abendroth*
- Dist. 5 Ken Bates*
- Dist. 6 Brian Floeter*
- Dist. 7 Bob Schweder*
- Dist. 8 Nancy Hiestand*
- Dist. 9 Bill Boutwell*
- Dist. 10 Sue Wendt*
- Dist. 11 Harley Reabe*
- Dist. 12 Charlie Wielgosh*
- Dist. 13 Don Lenz*
- Dist. 14 Dennis Mulder*
- Dist. 15 Nita Krenz*
- Dist. 16 Joe Gonyo*
- Dist. 17 Luke Dretske*
- Dist. 18 Richard Trochinski*
- Dist. 19 Gene Thom*

**GREEN LAKE COUNTY
MISSION:**

- 1) *Fiscal Responsibility*
- 2) *Quality Service*
- 3) *Innovative Leadership*
- 4) *Continual Improvement in County Government*

Virtual attendance at meetings is optional. If technical difficulties arise, there may be instances when remote access may be compromised. If there is a quorum attending in person, the meeting will proceed as scheduled.

- 1. Call to Order**
- 2. Roll Call**
- 3. Reading of the Call**
- 4. Pledge of Allegiance**
- 5. Minutes of 11/08/22 meeting**
- 6. Announcements**
- 7. Public Comment (3 min. limit)**
- 8. Appearances**
 - * Sheriff Mark Podoll – Lifesaving Awards
 - Monthly update from County Administrator Cate Wylie
 - Katie Gellings, UWEX Human Development and Relationships Educator – Financial Wellness workshops in the Correctional Facility
- 9. Resolutions**
 - Res. 32-2022 Resolution Adopting Policy for Courthouse Facility Dogs
 - * Res. 33-2022 Resolution to Dissolve the Green Lake County Fair Promotions Committee
- 10. Ordinances**
 - Ord. 20-2022 Amending Chapter 74 – Record Retention to Amend Fox River Industries Record Retention
 - Ord. 21-2022 Amending Ordinance 855-06 to Adopt the Wisconsin County Highway Association Utility Accommodation Policy
- 11. Budget Adjustment**
 - Snowmobile bridge DNR grant
- 12. Committee Appointments**
- 13. Departments to Report on February 21, 2023**
- 14. Future Agenda Items for Action & Discussion**
- 15. Adjourn**

Given under my hand and official seal at the Government Center in the City of Green Lake, Wisconsin, this 18th day of December, 2022.
 Elizabeth A. Otto, Green Lake County Clerk

This meeting will be conducted and available through in person attendance or audio/visual communication. Remote access can be obtained through the following link:

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 292 393 544 280

Passcode: exSqhd

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 920-515-0745](tel:+19205150745), United States, Green Bay

Phone Conference ID: 463 076 443#

To be approved at the December 20, 2022 meeting

GREEN LAKE COUNTY

BOARD PROCEEDINGS

ANNUAL MEETING

November 8, 2022

The Green Lake County Board of Supervisors met in annual session, Tuesday, November 8, 2022 at 6:00 PM via remote access and in person access for the regular meeting of the Board.

The Board was called to order by Chair David Abendroth. Roll call taken – Present - 17, Absent – 2 (Curt Talma-District 3, Brian Floeter-District 6)

<u>Supervisor</u>	<u>Supervisor Districts</u>
Nancy Hoffmann	1
Charles Buss	2
David Abendroth	4
Ken Bates	5
Bob Schweder	7
Nancy Hiestand	8
Bill Boutwell	9
Sue Wendt	10
Harley Reabe	11
Charlie Wielgosh	12
Don Lenz	13
Dennis Mulder	14
Nita Krenz	15
Joe Gonyo	16
Luke Dretske	17
Richard Trochinski	18
Gene Thom	19

READING OF THE CALL

The Green Lake County Board of Supervisors will convene via virtual communication and in person at the Government Center in the City of Green Lake, Wisconsin on Tuesday the 8th day of November, 2022 at 6:00 PM for the annual meeting of the Board. Business to be transacted includes:

CALL TO ORDER
ROLL CALL
READING OF THE CALL
PLEDGE OF ALLEGIANCE
MINUTES OF 10/18/2022 AND 10/31/2022 MEETINGS

To be approved at the December 20, 2022 meeting

ANNOUNCEMENTS

PUBLIC COMMENT (3 minute limit)

APPEARANCES

- Monthly Update from County Administrator Cathy Schmit

RESOLUTIONS

- Resolution 30-2022 Relating to Cancellation of Outstanding Checks

PUBLIC HEARING – 6:30 PM

- Recess for Public Hearing on 2023 Budget and 2022 Property Tax Levy at 6:30 PM. Regular business will resume at the conclusion of the Public Hearing.

RESOLUTIONS (continued)

- Resolution 31-2022 Relating to 2023 Budget and 2022 Property Tax Levy

DISCUSSION AND POTENTIAL REMOVAL OF BOARD OF ADJUSTMENT MEMBER UNDER WI §17.10(2)

COMMITTEE APPOINTMENTS

DEPARTMENTS TO REPORT ON December 20, 2022

FUTURE AGENDA ITEMS FOR ACTION & DISCUSSION

ADJOURN

Given under my hand and official seal at the Government Center in the City of Green Lake, Wisconsin this 3rd day of November, 2022

Elizabeth A. Otto

Green Lake County Clerk

PLEDGE OF ALLEGIANCE

1. The Pledge of Allegiance to the Flag was recited.

MINUTES OF 10/18/2022 and 10/31/2022 MEETINGS

2. **Motion/second (Lenz/Buss)** to approve the minutes of the October 18, 2022 and October 31, 2022 County Board meetings with no additions or corrections. Motion carried with no negative vote.

ANNOUNCEMENTS

3. The next meeting of the County Board will take place on December 20, 2022 at 6:00 PM.

PUBLIC COMMENT (3 minute limit)

4. None

APPEARANCES

5. County Administrator Cathy Schmit provided her monthly update including countywide ambulance service quarterly reports, ARPA funding update, transitioning to a Medical Examiner on 01/01/2023, personnel updates, and the finalization of the 2023 budget.

To be approved at the December 20, 2022 meeting

RESOLUTIONS

6. Resolution 30-2022 Relating to Cancellation of Outstanding Checks. County Clerk Liz Otto stated that one check in the amount of \$20.69 has been cashed so the total needs to be adjusted to \$2,770.32. **Motion/second (Dretske/Boutwell)** to adopt Resolution 30-2022 in the amount of \$2,770.32. Roll call vote on motion to adopt Resolution 30-2022 – Ayes – 17, Nays – 0, Abstain – 0, Absent – 2 (Talma, Floeter). Resolution 30-2022 passed as adopted.
7. **Motion/second (Thom/Wendt)** to move Item #12 on the agenda up to #7. Motion carried with no negative vote.

DISCUSSION AND POTENTIAL REMOVAL OF BOARD OF ADJUSTMENT MEMBER UNDER WI §17.10(2)

8. Corporation Counsel Dawn Klockow stated this has been taken care of by the Administrative Committee so there is no need to discuss this item.
9. **Motion/second (Buss/Schweder)** to recess at 6:12 and reconvene at 6:30 PM. Motion carried with no negative vote.

PUBLIC HEARING – 6:30 PM

10. **Motion/second (Schweder/Buss)** to dissolve as a County Board of Supervisors at 6:30 PM and arise as a Committee of the Whole for the purpose of conducting a Public Hearing on the proposed 2023 budget. All ayes. Motion carried.
11. Finance Committee Chairman Harley Reabe conducted the Public Hearing. County Administrator Cathy Schmit briefly summarized the 2023 Budget. Discussion held.
12. **Motion/second (Thom/Buss)** to dissolve at 6:49 PM as a Committee of the Whole and arise as a County Board of Supervisors for the purpose of continuing the meeting and that Dave Abendroth be seated as County Board Chairman. All ayes. Motion carried.

RESOLUTIONS (continued)

13. Resolution 31-2022 Relating to 2023 Budget and 2022 Property Tax Levy. **Motion/second (Buss/Wendt)** to adopt Resolution 31-2022. Roll call vote on motion to adopt Resolution 31-2022 – Ayes – 17, Nays – 0, Abstain – 0, Absent – 2 (Talma, Floeter). Resolution 31-2022 passed as adopted.

COMMITTEE APPOINTMENTS

14. None

DEPARTMENTS TO REPORT ON December 20, 2022

To be approved at the December 20, 2022 meeting

15. Katie Gellings, UWEX Family Living Agent, will give a report to the Board.

FUTURE AGENDA ITEMS FOR ACTION AND DISCUSSION

16. None

ADJOURN

17. Chairman Abendroth adjourned the meeting at 6:53 PM.

Respectfully Submitted,

Elizabeth Otto
County Clerk

DRAFT

RESOLUTION NUMBER 32-2022

Resolution Adopting Policy for Courthouse Facility Dogs

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting on this 8th day of November 2022, does resolve as follows:

- 1 **WHEREAS**, courthouse facility dogs are able to assist anyone during stressful stages of
- 2 criminal justice proceedings and in family and treatment courts; and,
- 3 **WHEREAS**, research has shown that there is strong evidence that the presence of an
- 4 animal can produce short-term positive effects on psychological health and social
- 5 communication; and,
- 6 Fiscal note is not applicable.
- 7 Majority vote is needed to pass.

Roll Call on Resolution No. 32-2022

Submitted by Judicial/Law
Enforcement & Emergency
Management Committee

Ayes , Nays , Absent , Abstain

/s/ Joe Gonyo

Joe Gonyo, Chair

Passed and Adopted/Rejected this 20th
day of December 2022.

Sue Wendt

/s/ Ken Bates

Ken Bates

County Board Chairman

ATTEST: County Clerk
Approve as to Form:

Don Lenz

Corporation Counsel

Gene Thom

8 **WHEREAS**, the presence of an appropriately trained dog can significantly reduce the
9 anxiety that individuals face when faced with testifying in criminal or other court
10 proceedings which can often increase trauma of victims.

11 **WHEREAS**, a courthouse facility dog receives professional training similar to that of a
12 service animal; and,

13 **WHEREAS**, according to the Michigan State University College of Law Animal Legal &
14 Historical Center, as of 2022, 18 states have laws that allow the use of
15 facility/courthouse dogs in some legal proceedings. Wisconsin does not have any such
16 laws.

17 **WHEREAS**, the Appleton Police Department, Safe Harbor Child Advocacy Center and
18 the Sauk County Office of the District Attorney have a courthouse facility dog.

19 **NOW THEREFORE BE IT RESOLVED**, the Green Lake County Board of Supervisors
20 adopts the attached policy for courthouse facility dogs.

21 **FISCAL NOTE:** no fiscal impact

Policy for Courthouse Facility Dogs

According to www.courhousedogs.org a courthouse facility dog is “a professionally trained assistance dog, suitable for providing quiet companionship to vulnerable individuals in legal settings without causing any disruption of the proceeding. Further, “facility dogs are working dogs that are specially chosen because of their calm demeanor and ability to work in a high-stress environment thereby decreasing the risk of creating legal issues.”

1. Green Lake County will allow courthouse facility dogs in county facilities, including but not limited to the Green Lake County Justice Facility, subject to the circuit court’s inherent authority to direct courtroom protocol and decorum, including the mode of examining and protecting witnesses from harassment and embarrassment. The court has the sole discretion to permit whether a facility dog may accompany a victim or a vulnerable witness in the courtroom. The District Attorney has discretion to utilize a courthouse facility dog for witness preparation, interview or for victim witness purposes which is separate from the court’s inherent authority to allow the dog in the courtroom. The Corporation Counsel has discretion to utilize a courthouse facility dog for witness preparation or interview which is separate from the court’s inherent authority to allow the dog in the courtroom.
2. The facility dog must be a highly trained graduate of an assistance dog organization that is a member of the International Association of Assistance Dog Partners or a comparable organization whose main purpose is to grant accreditation to assistance dog organizations based on standards of excellence in assistance dog acquisition, training, and placement. The facility dog must have successfully completed the organization's training curriculum and retain any required certifications. Proof of training and certification must be provided upon request.
3. The facility dog’s handler should be trained by the assistance dog organization that placed the facility dog and should be someone with professional training and experience working in the legal system such as a victim advocate, investigator, forensic interviewer or other individuals that the justice system deems appropriate.
4. The dog must be clearly identifiable as a facility dog such. Identification should include, at a minimum, a laminated ID card with a photo(s) and names of the dog and handler. In public the dog must wear a cape, harness, backpack or other similar piece of equipment or clothing with a log that is clear and easy to read and identifiable as a courthouse facility dog.
5. The trainer must accompany the facility dog in the courtroom.

6. The organization responsible for the facility dog shall provide proof of insurance to the court, if requested.
7. The dog must be suited to work in a variety of environments and shall be accustomed to interacting with many different types of people.
8. Emotional support animals are not considered courtroom facility dogs and are not allowed in county buildings.
9. Nothing in this policy shall abrogate the legal requirements of the County to allow Service Animals under the Americans with Disabilities Act.

RESOLUTION NUMBER 33-2022

Resolution to Dissolve the Green Lake County Fair Promotions Committee

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting on this 20th day of December 2022, does resolve as follows:

- 1 **WHEREAS**, The Green Lake County Fair Promotions Committee was created to
- 2 provide leadership in marketing, to promote the Green Lake County Fair, to coordinate
- 3 the Fairest of the Fair program and to assist with the coordination of the Green lake
- 4 County Fair Awards program; and,
- 5 **WHEREAS**, the Green Lake County Fair Promotions Committee serves at the pleasure
- 6 of the Green Lake County Agriculture, Extension, Education and Fair Committee; and,
- 7 Fiscal note is not applicable.
- 8 Majority vote is needed to pass.

Roll Call on Resolution No. 33-2022

Submitted by Ag & Extension
Education and Fair Committee

Ayes , Nays , Absent , Abstain

/s/ Ken Bates

Ken Bates, Chair

Passed and Adopted/Rejected this day of
20th day of December, 2022.

Nita Krenz, Vice Chair

County Board Chairman

Nancy Hiestand

ATTEST: County Clerk
Approve as to Form:

Nancy Hoffmann

Corporation Counsel

Don Lenz

9 **WHEREAS**, the members of the Green Lake County Fair Promotions Committee voted
10 at its October 3, 2022, meeting to dissolve the Fair Promotions Committee effective
11 January 31, 2023; and,

12 **WHEREAS**, the Agriculture, Extension, Education and Fair Committee has considered
13 the vote of the Fair Promotions Committee and agrees that the Fair Promotions
14 Committee should be dissolved and that the Agriculture, Extension, Education and Fair
15 Committee will take up the duties of the Fair Promotions Committee.

16 **NOW THEREFORE BE IT RESOLVED:** by the Green Lake County Board of
17 Supervisors, that the Green Lake County Fair Promotions Committee is dissolved
18 effective January 31, 2023.

19 **BE IT FURTHER RESOLVED:** that the Agriculture, Extension, and Fair Committee
20 shall perform the duties of the dissolved Fair Promotions Committee.

21 **BE IT FURTHER RESOLVED:** that any funds held by Green Lake County for the
22 benefit of the Fair Promotions Committee shall be placed in a non-lapsing account to
23 be used solely for the benefit of the Green Lake County Fair.

ORDINANCE NO. 20-2022

Amending Chapter 74 – Record Retention to Amend Fox River Industries Record Retention.

The County Board of Supervisors of Green Lake County, Green Lake Wisconsin, duly assembled at its regular meeting begun on the 20th day of December 2022, does ordain as follows:

- 1 **WHEREAS**, the Health and Human Services Department has reviewed the records kept
- 2 by Fox River Industries and has determined that the records retention ordinance for FRI
- 3 should be amended to include additional records.

Roll Call on Ordinance No. 20-2022

Submitted by Health & Human Services Committee:

Ayes , Nays , Absent , Abstain

Passed and Enacted/Rejected this 20th of December 2022.

Joe Gonyo, Chair

/s/ Harley Reabe
Harley Reabe, Vice-chair

/s/ Richard Trochinski
Richard Trochinski

County Board Chairman

Katie Hesel-Thiem

ATTEST: County Clerk
Approve as to Form:

Brian Floeter
/s/ Nancy Hoffmann

Corporation Counsel
/s/ Christine Schapfel

Nancy Hoffmann
/s/ Joanne Guden

Christine Schapfel

Joanne Guden

Joy Waterbury

5 NOW, THEREFORE, THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF
6 GREEN LAKE DOES ORDAIN AS FOLLOWS:

7 Section 1. Green Lake County Ordinance, No. 800-04 adopted on August 17, 2004 and as
8 amended from time to time, is hereby amended as follows (additions are in underline,
9 deletions are in ~~strikeout~~):

§74-21 Fox River Industries records.

Record	Retention	Authority
Annual Audit of FRI Inc. Books (W)	<u>7 years</u>	
Billing of DVR monthly billing (W)	<u>7 years</u>	
<u>Invoicing</u>	<u>7 years</u>	
<u>Client treatment/service-related records</u>	<u>7 years</u>	
<u>Representative Payee records</u>	<u>7 years</u>	
<u>Year-end financials</u>	<u>7 years</u>	
<u>Payroll</u>	<u>3 years</u>	
<u>FRI/DSI articles of incorporation/board policies</u>	<u>Permanent</u>	
<u>FRI/DSI IRS application/tax exempt status</u>	<u>Permanent</u>	
<u>DSI Real Estate Records</u>	<u>Permanent</u>	

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

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

14 Section 4. All ordinances and parts of ordinances in conflict herewith are hereby
15 repealed.

ORDINANCE NO. 21-2022

Amending Ordinance 855-06 to Adopt the Wisconsin County Highway Association Utility Accommodation Policy

The County Board of Supervisors of Green Lake County, Green Lake Wisconsin, duly assembled at its regular meeting begun on the 20th day of December 2022, does ordain as follows:

- 1 **WHEREAS**, Green Lake County does not currently have a policy regulating utility
- 2 companies installing facilities in the county highway right-of-way; and,
- 3 **WHEREAS**, the State recently adopted a Utility Accommodation plan that utility
- 4 companies must follow in the State right-of-way; and,

Roll Call on Ordinance No. 21-2022

Submitted by Highway Committee:

Ayes , Nays , Absent , Abstain

/s/ Dennis Mulder

Dennis Mulder, Chair

Passed and Enacted/Rejected this 20th of December, 2022.

/s/ Charlie Wielgosh

Charlie Wielgosh, Vice-chair

County Board Chairman

/s/ Bill Boutwell

Bill Boutwell

ATTEST: County Clerk
Approve as to Form:

/s/ Charles Buss

Charles Buss

Corporation Counsel

/s/ Bob Schweder

Bob Schweder

6 **WHEREAS**, the Wisconsin County Highway Association has drafted a highway utility
7 accommodation policy that other counties have adopted; and,

8 **WHEREAS**, consistency between counties will assist utility companies when they wish to
9 install facilities in county highway right-of-way.

10 **WHEREAS**, the Highway Committee has reviewed the Wisconsin County Highway
11 Association Utility Accommodation Policy and recommends that Green Lake County adopt
12 and codify the policy to allow for the highway commissioner to have broader authority to
13 cite violations of the policy.

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

16 Section 1. Green Lake County Ordinance, No. 855-06, adopted on March 21, 2006 and
17 as amended from time to time is hereby amended as follows (additions are in underline,
18 deletions are in ~~strikeout~~):

§159-11 (~~Reserved~~) The Wisconsin County Highway Association Utility Accommodation
Policy (and as amended from time to time) is hereby adopted in its entirety. The policy is
available from the Green Lake County Highway Commissioner.

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

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

23 Section 4. All ordinances and parts of ordinances in conflict herewith are hereby
24 repealed.

GREEN LAKE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: November 22, 2022
 Department: DNR Snowmobile Grant - Bridge
 Amount: \$25,587.00
 Budget Year Amended: 2022

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

Remaining amount of 2021 Snowmobile Bridge Rehab Grant that needs to be carried over to 2022.

2021 Grant Award: \$39,587.00 ; Advanced \$21,043.50 ; Advance Amount Expended: \$14,000

Remaining balance of 2021 Advance to Carryover \$7043.50

Balance of Grant due from DNR in 2022 \$18,543.50

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
22-100-12-43571-001-000	Snow Bridge Grant	\$ -	\$ 18,543.50	\$ 18,543.50
22-100-12-43571-001-000	Snow Bridge Grant Carryover	\$ -	\$ 7,043.50	\$ 7,043.50
				\$ -
				\$ -
Total Adjustment			\$ 25,587.00	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
22-100-12-55200-246-001	Snow Bridge Grant Expense	\$ -	\$ 25,587.00	\$ 25,587.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 25,587.00	

Department Head Approval: 
 Date Approved by Committee of Jurisdiction: _____

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

Date Approved by Finance Committee: 11/22/22
 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: _____