

NOTICE OF MEETING

SHEBOYGAN COUNTY BOARD OF SUPERVISORS

Sheboygan County Courthouse
615 North 6th Street, 5th Floor
Sheboygan WI

TUESDAY, AUGUST 15, 2017 at 6:00 P.M.

In compliance with Rule V under the Rules of Order of the Sheboygan County Board of Supervisors, as County Clerk of Sheboygan County, I herewith submit the following AGENDA.

AGENDA

CALL TO ORDER – Chairperson Thomas G. Wegner

CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF JULY 18, 2017 JOURNAL

CONSIDERATION OF APPOINTMENTS BY COUNTY ADMINISTRATOR

Aging & Disability Advisory Committee (Re-Appointments)
Gerald DuMonthier, 2807 South 12th Street, Sheboygan
Carol Zoran, 5528 South Business Drive, Sheboygan

Transportation Coordinating Committee (Re-Appointment)
Derek Muench, 608 Commerce Street, Sheboygan (*Citizen Member*)

PRESENTATIONS – NONE

PUBLIC ADDRESSES

As of the preparation of this Agenda no one has requested to speak. County Board rules allow interested persons to register to speak until 5:00 pm on the Monday before the County Board Meeting.

LETTERS, COMMUNICATIONS AND ANNOUNCEMENTS

Items introduced under this heading are either referred to a Committee for action, or received for information. No action is taken at this meeting.

COUNTY ADMINISTRATOR'S REPORT

The County Administrator's Report is a monthly report by the Administrator in which noteworthy activities of County government are highlighted. In addition, the Administrator's Report presents the Administrator's perspective on the Resolutions and Ordinances being considered or introduced at this meeting. The Administrator's Report is not an action item, and no debate or deliberation arises from the Report.

CONSIDERATION OF COMMITTEE REPORTS - EXECUTIVE COMMITTEE

Ordinance No. 03 (2017/18) Re: Amending County Operational Provisions Relating to Office Hours
Committee Recommendation: Enact
Signed in Opposition: None

CONSIDERATION OF COMMITTEE REPORTS - FINANCE COMMITTEE

Ordinance No. 01 (2017/18) Re: Repealing and Re-creating Chapter 3 and Repealing Chapter 55
Committee Recommendation: Enact
Signed in Opposition: None

Ordinance No. 02 (2017/18) Re: Amending Chapter 50 of the County Code Establishing County Purchasing Procedures
Committee Recommendation: Enact
Signed in Opposition: None

RESOLUTIONS INTRODUCED

Items introduced under this heading are referred to a Committee for recommendation. No formal action is taken at this meeting unless noted.

Resolution No. 09 (2017/18) (From Finance Committee)
Re: 2018 Five-Year Capital Plan

ORDINANCES INTRODUCED

Items introduced under this heading are referred to a Committee for recommendation. No formal action is taken at this meeting unless noted.

Ordinance No. 04 (2017/18) (From Finance Committee)
Re: Changing Supervisory District Boundaries (15, 16, and 17) to Reflect Annexation (Plymouth Annexation)

ADJOURNMENT

Respectfully submitted this 11th day of August, 2017.



JON DOLSON, COUNTY CLERK

NOTES: Reminder: Expense sheets for the period ending August 15, 2017 are due in the County Clerk's Office on Tuesday, August 15, 2017. Please bring to the County Board meeting if possible.

Persons with disabilities needing assistance to attend or participate are asked to notify the County Clerk's Office at 920.459.3003 prior to the meeting so that accommodations may be arranged.

**JOURNAL OF THE MEETING OF THE
SHEBOYGAN COUNTY BOARD OF SUPERVISORS**

July 18, 2017

Pursuant to Wis. Stat. § 59.11, the July 18, 2017 session of the Sheboygan County Board was called to order by Chairperson Thomas Wegner at 6:00 p.m. Chairperson Wegner noted that the notice of meeting was posted on July 14, 2017 at 4:30 p.m. in compliance with the open meeting law. The meeting opened with the Pledge of Allegiance by all present.

The roll call was taken and recorded with 24 Supervisors present; Absent: 1, Supervisor Ogea.

Supervisor Winkel moved for approval of the June 20, 2017 Journal, which was distributed to all supervisors prior to the meeting. The motion was seconded by Supervisor Glavan and carried on unanimous roll call vote of the board.

PRESENTATION

Bryan Grunewald, Schenck & Associates – 2016 Comprehensive Annual Financial Report for Sheboygan County.

LETTERS AND COMMUNICATIONS

The Clerk presented a resolution from the Shawano County Board of Supervisors regarding Wisconsin unemployment compensation. By Chairperson received for information.

The Clerk presented a resolution from the Door County Board of Supervisors supporting legislation regarding aggrieved parties and election recounts. By Chairperson received for information.

The Clerk presented resolutions from the Chippewa, Forest, and Portage County Boards of Supervisors regarding redistricting. By Chairperson received for information.

The Clerk presented a resolution from the Outagamie County Board of Supervisors opposing legislation proposing the sale of the Green Bay Correctional Institution. By Chairperson referred to the Law Committee.

COUNTY ADMINISTRATOR'S REPORT

County Administrator Adam Payne thanked Bryan Grunewald, Schenck & Associates for the annual financial audit and stated the positive report is a direct result of our strong team. Mr. Payne thanked the Finance Department, staff and the County Board for their hard work and collaboration. Mr. Payne noted that we are in the midst of the 2018 budget development process, reviewed key challenges, and also reviewed two key resolutions on the agenda regarding the sale of the Plymouth shed property and the Transportation Department headquarters property. Mr. Payne then concluded by thanking Transportation Director Greg Schnell for his work on the new Transportation Complex, and asked him to come forward to give a brief slide presentation update on the building progress.

COMMITTEE REPORTS

The Clerk read the report of the Finance Committee regarding **Resolution No. 07 (2017/18) Authorizing Sale of Plymouth Shed Property** recommending adoption.

Supervisor Winkel moved to adopt the resolution. The motion was seconded by Supervisor Te Stroete and carried on unanimous roll call vote of the board.

The Clerk read the report of the Finance Committee regarding **Resolution No. 08 (2017/18) Authorizing Sale of Transportation Department Headquarters Property** recommending adoption.

Supervisor Weggeman moved to adopt the resolution. Supervisor Te Stroete seconded the motion which carried on unanimous roll call vote of the board.

(Vice-Chairperson Marthenze presiding)

Pursuant to Rule IV of the Rules of Order, the following ordinances were introduced by the Clerk and referred by the Vice-Chairperson as indicated:

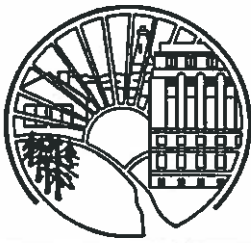
Ordinance No. 01 (2017/18) Re: Repealing and Re-creating Chapter 3 and Repealing Chapter 55 referred to the Finance Committee.

Ordinance No. 02 (2017/18) Re: Amending Chapter 50 of the County Code Establishing County Purchasing Procedures referred to the Finance Committee.

Ordinance No. 03 (2017/18) Re: Amending County Operational Provisions Relating to Office Hours referred to the Executive Committee.

ADJOURNMENT

Supervisor Bemis moved to adjourn. Supervisor Winkel seconded the motion which carried on unanimous roll call vote of the board. The meeting was adjourned at 6:41 p.m. **The next scheduled meeting is Tuesday, August 15, 2017 at 6:00 p.m.**



SHEBOYGAN COUNTY

Adam N. Payne
County Administrator

TO THE HONORABLE MEMBERS OF THE SHEBOYGAN COUNTY BOARD:

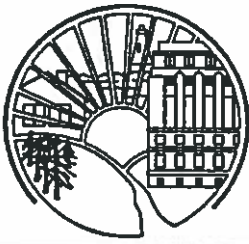
I, Adam Payne, Sheboygan County Administrator, pursuant to Section 43.05 and Ordinance No. 6 (2006/07) of the Sheboygan County Code, having conferred with the County Board Chairperson and the appropriate standing Committee of the County Board, hereby submit for your confirmation the following re-appointments to the Aging & Disability Advisory Committee for the remainder of a three-year term expiring July 2019:

Gerald DuMonthier, 2807 South 12th Street, Sheboygan, WI 53081
Carol Zoran, 5528 South Business Drive, Sheboygan, WI 53081

Respectfully submitted this 15th day of August, 2017.

A handwritten signature in blue ink, appearing to read "Adam N. Payne", is written over a horizontal line.

Adam N. Payne, County Administrator



SHEBOYGAN COUNTY

Adam N. Payne
County Administrator

TO THE HONORABLE MEMBERS OF THE SHEBOYGAN COUNTY BOARD:

I, Adam Payne, Sheboygan County Administrator, pursuant to Section 43.05 and Ordinance No. 6 (2006/07) of the Sheboygan County Code, having conferred with the County Board Chairperson and the appropriate standing Committee of the County Board, hereby submit for your confirmation the following re-appointment to the Sheboygan County Transportation Coordinating Committee for a two-year term expiring April, 2019:

Derek Muench, 608 Commerce Street, Sheboygan, WI 53081
(Citizen Member)

Respectfully submitted this 15th day of August, 2017.


Adam N. Payne, County Administrator

1 SHEBOYGAN COUNTY ORDINANCE NO. 01 (2017/18)

2
3 Re: **Repealing and Re-creating Chapter 3 and Repealing Chapter 55**
4

5
6 **WHEREAS**, Sheboygan County aspires to the highest level of transparency in the operation
7 and administration of County government, and
8

9 **WHEREAS**, in order to better focus on the responsibilities of County government to be open,
10 it is prudent to update and collect in one Chapter of the County Code all of the applicable provisions
11 which deal with open government;
12

13 **NOW, THEREFORE**, the County Board of Supervisors of the County of Sheboygan does
14 ordain as follows:
15

16 Section 1. **Repealing and Re-creating Chapter 3**. Chapter 3 of the Sheboygan
17 County Code of Ordinances is hereby repealed and re-created as follows:
18

19 OPERATIONAL TRANSPARENCY
20

21 3.01 **OPEN MEETINGS**. All meetings of the County Board and its Committees shall be in
22 conformity with Wisconsin's Open Meetings Laws at Wis. Stat. ch. 19, Subchapter V.
23

24 3.02 **PUBLIC RECORDS**. All records of County government shall be available to the
25 public pursuant to Wisconsin Public Records laws at Wis. Stat. ch. 19, Subchapter II.
26

27 3.03 **ANNUAL REPORTS**. Each Department Head shall prepare an annual report of the
28 Department activities over the previous year which shall include a summary of the
29 Department's goals and objectives, budget performance, anticipated issues for the
30 upcoming year, and such other items as determined by the County Administrator in
31 such format as determined by the County Administrator. The reports shall be
32 received within a timeframe as determined by the County Administrator for the
33 County Administrator to prepare an executive summary and for the County
34 Administrator to use in preparing an annual message to the County Board pursuant
35 to Wis. Stat. § 59.18(5). The annual reports and executive summary shall be held by
36 the County Clerk for public inspection and shall be posted on the County web site.
37

38
39 3.04 **OFFICIAL COUNTY NEWSPAPER**. The County Clerk shall prepare a list of
40 newspapers that comply with the requirements of Wis. Stat. ch. 985 so as to be
41 eligible for use as the publisher of the County's legal notices. The list shall include
42 current charges for publication of notices and audited paid circulation figures and
43 shall be updated every two (2) years. The County Clerk shall present the list to the
44 Finance Committee prior to the Finance Committee's first regular meeting after its
45 organizational meeting. The Finance Committee shall at that meeting designate the
46 official County newspaper, which designation shall be reviewed at the first regular
47 meeting following each organizational meeting thereafter. Whenever possible,
48 Sheboygan County shall use the posting method of notification deemed most
49 appropriate by the Count Clerk as allowed under Wis. Stat. § 985.02 and shall only
50 publish proceedings as required by Wis. Stat. § 985.05(1) as otherwise required by
51 law.

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3.05 COUNTY RECORDS RETENTION.

- (1) RECORDS TO BE RETAINED BY DEPARTMENTS. County records shall be retained by the Department that generated the record, or that received the record, provided that no record need be retained by more than one Department. The Department that is the primary custodian of the record shall be responsible for its retention. The determination as to which Department is the primary custodian of a particular record shall be made through cooperation of the Departments and the Committees. If there is uncertainty as to which Department is primary, the Executive Committee shall determine the matter. If a statute states that a particular record shall be filed with the County Clerk but the record has been retained by another Department with consent of the County Clerk, the record shall be deemed to have been retained in accordance with the statutes.
- (2) AUTHORITY TO ADOPT SPECIFIC RULES. The standing Committees of the County Board (Liaison Committees) may adopt specific record retention rules for the Departments under their supervision, provided that such departmental retention rules have been reviewed and approved by the County Clerk and Corporation Counsel for compliance with statutes. After Committee approval, a copy of the departmental retention rules shall be filed with the County Clerk.
- (3) DESTRUCTION AUTHORIZED. Whenever necessary to gain needed vault and filing space, County Department Heads or court officers and the custodian of the records of all courts of record may destroy such records as they deem obsolete, subject to the provisions of this Chapter.
- (4) RECORDS RETENTION/DISPOSITION SCHEDULE. Sheboygan County shall retain and dispose of all records pursuant to the *County Records Retention/Disposition Schedule – 2010*, including the Addenda thereto, a copy of which is on file with the County Clerk. If the Schedule does not identify a particular record, the minimum retention and time limits set forth in any applicable state or federal statutes shall apply. If the Schedule does not identify a particular record and no other state or federal statute is applicable, then such record shall be kept a minimum of seven (7) years as required by Wis. Stat. § 19.21(5)(c).
- (5) NOTICE TO HISTORICAL SOCIETY. Prior to the destruction of any public records, a written offer shall be made to the Historical Society for preservation of such records as it determines to be of permanent historical valuation, all pursuant to the provisions of Wis. Stat. § 44.09. This does not apply to patient health care records as defined in Wis. Stat. § 146.81(4) that are in the custody or control of the Health and Human Services Department, or to records to be destroyed to which the Historical Society has waived notice, including those records identified in the *County Records Retention/Disposition Schedule – 2010* referred to in Section 3.05(4) of this Code.

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(6) DETERMINATION BY EXECUTIVE COMMITTEE. In the event there is uncertainty as to whether a record should be preserved or other need for interpretation of this Chapter, the matter shall be referred to the Executive Committee which, in its judgment and in consultation with the Corporation Counsel, shall determine the appropriate procedure, all, however, to be consistent with the provisions of this Chapter.

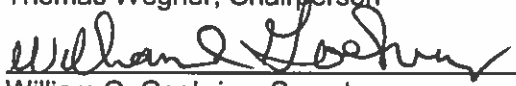
Section 2. **Repealing Chapter 55.** Chapter 55, Retention of County Records, of the Sheboygan County Code of Ordinances is hereby repealed inasmuch as Chapter 55 has been incorporated into the re-created Chapter 3.

Section 3. **Effective Date.** The herein Ordinance shall take effect upon enactment.


Respectfully submitted this 18th day of July, 2017.

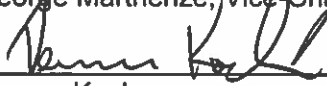
EXECUTIVE COMMITTEE




Thomas Wegner, Chairperson


William C. Goehring, Secretary



George Marthenze, Vice-Chairperson


Vernon Koch


Edward J. Procek

Opposed to Introduction:

Countersigned by:

Thomas Wegner, Chairperson

FISCAL NOTE
July 2017

Ordinance No. 01 (2017/18) RE: Repealing and Re-creating Chapter 3 and Repealing Chapter 55

Funding:

No additional funding is required.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Wendy A. Channon". The signature is written in a cursive style and is positioned above a horizontal line.

Wendy A. Channon, Finance Director
July 14, 2017

1 SHEBOYGAN COUNTY ORDINANCE NO. 02 (2017/18)

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3 Re: **Amending Chapter 50 of the County Code Establishing County**
4 **Purchasing Procedures**

5
6
7 **WHEREAS**, recent changes in Wisconsin State law regarding prevailing wages and its
8 implications for County procurement provide an opportunity to review the County's current
9 purchasing procedures, and

10
11 **WHEREAS**, in many instances, Chapter 50 of the County Code has requirements which
12 are antiquated or unnecessary and which provide little benefit to the public, and

13
14 **WHEREAS**, it is appropriate to reorganize and modernize Chapter 50 so that the public
15 can be assured that the County's procurement practices are as efficient and beneficial to the
16 taxpayers as possible;

17
18 **NOW, THEREFORE**, the County Board of Supervisors of the County of Sheboygan
19 does ordain as follows:

20
21 Section 1. **Amending Chapter 50.** Chapter 50 of the Sheboygan County
22 Code of Ordinances is hereby amended as follows (only those sections or portions of
23 sections affected appear)(additions indicated by redlining; deletions by strikeouts):

24
25 50.02 (1) Public works construction projects, including construction, repair,
26 remodeling, or improving any structure or road when the estimated cost
27 thereof shall exceed Twenty-five Thousand Dollars (\$25,000.00) and as
28 required by Wis. Stat. §§ 59.52(29) and 66.0901. ~~Such projects shall~~
29 ~~comply with the provisions of Wis. Stat. § 66.0901.~~

30
31 (2) Purchase of equipment, materials, and supplies when the
32 estimated cost thereof shall exceed ~~Twenty-five~~Fifty Thousand
33 Dollars (\$25,000.00\$50,000.00), except when purchasing unique
34 one-of-a-kind items or when compatibility with existing equipment
35 is a required condition.

36
37 (3) When entering into a group purchasing service contract (that is,
38 where the group is an entity which obtains prices from multiple
39 vendors and passes the best price on to its members for
40 "supplies" [as defined above]) and the quarterly expenditures
41 thereunder shall exceed ~~Ten~~Fifty Thousand Dollars
42 (\$10,000.00\$50,000.00), then compliance with this section shall be
43 had by advertising for bids or quotes for such service from any
44 vendor or group service provider.

45
46 ~~(6) Whenever utilizing Subsections (c), (d), and (e), above, prior~~
47 ~~thereto the County shall first submit the proposed purchase to~~
48 ~~public bids so that it may determine whether the non-bid purchase~~
49 ~~is competitive; and where group purchase service contracts are~~

50 utilized, at least every two (2) years renewal of the service shall
51 require the bid testing process.

52
53 (76) ~~If the~~The County Board, ~~by a three-fourths (3/4) vote of all the~~
54 ~~members entitled to a seat, provides that~~ declares that whenever
55 it is in the best interests of the County, as determined by the
56 County Administrator, any class of public work or any part thereof
57 may be done directly by the County, ~~it may do so~~ without
58 submitting the same for bids.

59
60 (87) Public bidding is not required for highway contracts which the
61 County Transportation Committee or the County Highway
62 Commissioner ~~Transportation~~ Director is authorized by law to let or
63 make.

64
65 50.03 WHEN PUBLIC BIDDING OPTIONAL. Any contracts or purchases not
66 included under Section 50.02, above, or unique one-of-a-kind items may
67 be accomplished either through public bids or solicited quotations,
68 requests for proposals or negotiated price, or any other procedure as the
69 County Committee shall deem appropriate, all subject to Section
70 50.1350.11 of this Code. ~~and the following:~~

71
72 (1) ~~When the estimated cost thereof is between Five Thousand~~
73 ~~Dollars (\$5,000.00) and Twenty five Thousand Dollars~~
74 ~~(\$25,000.00), a notice (in the form of a display advertisement)~~
75 ~~shall be published in the official County newspaper at least one (1)~~
76 ~~week before the contract is entered into, notifying of the County's~~
77 ~~intent to acquire the item(s) or to enter into the work.~~

78
79 (2) ~~Such advertisement shall in summary fashion describe the~~
80 ~~proposed purchase and invite any interested party to submit~~
81 ~~competitive price quotes for the County Committee's~~
82 ~~consideration.~~

83
84 50.04 CONTRACTS FOR SERVICES. Contracts for services shall be let in the
85 manner approved by the Committee signing them, subject to Section
86 50.1350.11, below. Every effort shall be made to ensure competitive
87 pricing and fair and open dealing with regard to such contracts.

88
89 50.05 BIDDING PROCEDURE. Where public bidding is required, the procedure
90 set forth in Wis. Stat. § 66.2966.0901 shall be followed and the following
91 requirements shall also be met:

92
93 (1) Advertisement. A display advertisement shall be published in the
94 official County newspaper, and an ~~Additional publications~~
95 ~~additional publication may be utilized if deemed appropriate by the~~
96 County Committee. The ~~optional~~ advertisement shall be
97 published as directed by the Committee.

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~~(a) The required display advertisement shall be published twice, with the first publication preceding the bidding deadline by at least ten (10) days and the second publication preceding the bidding deadline by at least three (3) days. Where complex or voluminous specifications are involved the lead time shall be enlarged to permit adequate time to properly respond to the request for bids. The County Committee involved may vary the above time frame by unanimous vote of the entire Committee but when doing so, the basis for such action shall be set forth in detail in the Committee Meeting Minutes.~~

~~(b) The display advertisement shall consist of an appropriate sized block newspaper ad sufficient to give interested vendors notice of the anticipated expenditure.~~

~~(c) The advertisement may include the exact specifications upon which the bids are to be prepared or it may indicate the general nature of the anticipated expenditure and indicate where exact specifications can be obtained if any are available.~~

50.06 RESPONSIBLE BIDDERS. In purchase situations where state law does not require bidders' proof of financial responsibility, the County may nevertheless require bidders to submit proof of their financial ability, equipment, and experience for the anticipated expenditures proposed for the public contract. The Committee may consider past workmanship, business dealings, and performance of the bidder in addition to financial aspects when determining the bidder's responsibility. Whenever the Committee is not satisfied with the bidder's responsibility, it may reject said bid or disregard the same, but whenever practical, if the County intends to reject a bid under this SectionChapter, it should be done prior to opening the bid.

~~**50.08 USED EQUIPMENT PURCHASES.** If the County proposes to purchase used equipment, a notice of such intent complying with the procedures and the time and content requirements set forth in Section 50.03, above, shall be published.~~

50.0908 EXTREME EMERGENCY. The County Board is empowered to declare, by ordinance or resolution, adopted in formal session by 2/3 vote, an emergency existing within the County which shall eliminate the required bidding procedure set forth above.

50.4009 INTERNAL PURCHASING PROCEDURES. The provisions of this Section are for internal procedural purposes and vendors may not challenge the procedure, but such matters are reserved to the County Board:

- 148 (1) Operational Material and Supplies. Under the direction of the
149 County Administrator, each ~~Each~~ Department Head is authorized
150 to acquire non-capital items for the operation of the involved
151 Department within the limits of the approved budget for that office,
152 Department, or function, subject to the audit of the County Board
153 Committee acting as liaison for that office, Department, or
154 function. Where a County or Committee policy has established a
155 group purchasing procedure, it shall be followed except when the
156 involved Committee shall have in advance authorized the
157 departure from such procedure. Uniform "requisition" or "invoice"
158 forms, where appropriate, shall be provided by the Finance
159 Department for payment and audit purposes.
160
- 161 (2) Capital Outlay Items. All approved and budgeted capital outlay
162 ~~purchases~~ items shall ~~first~~ be deemed as approved by the involved
163 Committee. (Approval of budget requests for such items is not the
164 same as purchase approval.)
165
- 166 (3) Purchase of Non-Budgeted Capital Outlay Items. If purchase of
167 an outlay item is required which was not included in the current
168 budget, after having obtained the approval of the County
169 Administrator, the Department Head shall ~~first~~ then obtain the
170 approval of the involved Committee. After this approval is
171 obtained, the Finance Committee shall be contacted to provide the
172 funds through substitution if substitute funds are available. If the
173 current request is a substitution for an item already in the budget,
174 the Finance Committee may authorize that the funds provided for
175 the original budget item be used for the requested purpose. If no
176 funds are available in the current budget, the involved Committee
177 ~~shall~~ may present a Resolution to the Board to appropriate or
178 transfer funds for said purchase but only in the event of
179 compelling urgency. Appropriation of funds through the budgetary
180 process shall be the preferred method.
181

182 50.44-10 INTERPRETATION. The herein Ordinance shall be liberally
183 interpreted to permit the County to exercise broad discretion in ensuring
184 that the County obtains the "best" price when spending public funds. It is
185 hereby recognized that the lowest bid may not be the "best" price to the
186 County as maintenance costs, life of the equipment, and other factors
187 may result in the lowest price at the time of purchase becoming the
188 highest price over the life of the product or project. When exercising its
189 discretion as to which bid or quote to accept, the "best" price should be
190 sought, and if such price is not the "lowest," then justification of
191 non-purchase of the low bid shall be set forth in detail in the Committee
192 Minutes. The provisions of this Ordinance are not intended to supersede
193 any requirements of the Wisconsin Statutes.
194

195 ~~50.12 OFFICIAL COUNTY NEWSPAPER. The County Clerk shall prepare a list~~
196 ~~of newspapers that comply with the requirements of Wis. Stat. ch. 985 so~~

197 as to be eligible for use as the publisher of the County's legal notices.
198 The list shall include current charges for publication of notices and
199 audited paid circulation figures and shall be updated every two (2) years.
200 The County Clerk shall present the list to the Finance Committee prior to
201 the Finance Committee's first regular meeting after its organizational
202 meeting. The Finance Committee shall at that meeting designate the
203 official County newspaper, which designation shall be reviewed at the first
204 regular meeting following each organizational meeting thereafter.
205

206 50.4311 CONTRACT CLAUSES REGARDING LIABILITY. No contract
207 with any contractor, professional, consultant, supplier, or other vendor to
208 Sheboygan County may include any provision limiting or shifting the
209 vendor's potential liability to Sheboygan County. By way of illustration but
210 not limitation, this Section prohibits contract provisions that:

- 211 (1) limit liability to the amount of the purchase price, or any other
212 amount;
- 213 (2) disallow claims for indirect, incidental, special or consequential
214 damages;
- 215 (3) require the County to indemnify the vendor in any circumstance;
- 216 (4) establish the venue for litigation as any situs other than
217 Sheboygan County Circuit Court or, if applicable, the United
218 States District Court, Eastern District of Wisconsin;
- 219 (5) define the substantive and procedural law to be applied in any
220 dispute as the law of any jurisdiction other than Wisconsin;
- 221 (6) shift any vendor's liability to third parties from the vendor to the
222 County;
- 223 (7) shorten the statute of limitations;
- 224 (8) disclaim or waive warranties by the vendor;
- 225 (9) require the County to hold the vendor harmless from third party
226 claims; or
227
- 228 (10) place responsibility on the County in any circumstance for any part
229 of the vendor's attorneys' fees or other costs.
230

231 ~~Liaison Committees~~ Department Heads wishing to enter into such
232 contracts shall first work with the County Purchasing Agent and the
233 Corporation Counsel to negotiate for the elimination of the foregoing
234 language.
235

236 If a prospective vendor insists on inclusion of contract language that does
237 not comply with this Section, and if the ~~Liaison Committee~~ Department
238 Head still wishes to enter into such contract because of the unavailability
239 of comparable and competitive vendors, the contract may be entered into
240 only if approved by the Corporation Counsel, or the Executive Committee,
241 or the full County Board.
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243 50.4412 PRINTING SERVICES. No expenditure for commercial
244 printing, duplicating, or publishing may be made if the project could be
245 produced by the County Printing Department internally as economically as


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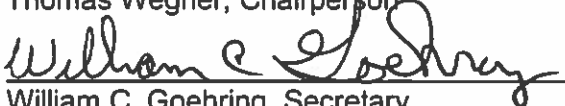
~~they by a commercial printer.—Exceptions may be authorized by the Information Systems Director.—Exceptions may also be authorized by the Liaison Committee if the Information Systems Director declines to authorize an exception, provided that Liaison Committee authorizations must be reported to the Finance Committee in a written report that justifies the reason for the exception.~~

Section 2. **Effective Date.** The herein Ordinance shall take effect upon enactment.


Respectfully submitted this 18th day of July, 2017.

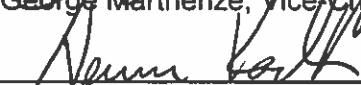
EXECUTIVE COMMITTEE




Thomas Wegner, Chairperson


William C. Goehring, Secretary



George Marthenze, Vice Chairperson


Vernon Koch


Edward J. Procek

Opposed to Introduction:

Countersigned by:

Thomas Wegner, Chairperson

FISCAL NOTE
July 2017

**Ordinance No. 02 (2017/18) RE: Amending Chapter 50 of the County Code
Establishing County Purchasing Procedures**

Funding:

No additional funding is required.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Wendy A. Charnon", written over a horizontal line.

Wendy A. Charnon, Finance Director
July 14, 2017

1 SHEBOYGAN COUNTY ORDINANCE NO. 03 (2017/18)

2
3 Re: Amending County Operational Provisions Relating to Office Hours

4
5 WHEREAS, Section 56.01 of the County Code establishes the County policy for when County
6 offices are open to the public, and

7
8 WHEREAS, one of the provisions relating to holidays is no longer applicable as a consequence
9 of changes to Wisconsin collective bargaining laws, and

10
11 WHEREAS, it is appropriate to amend the Code to conform to current County practice;

12
13 NOW, THEREFORE, the County Board of Supervisors of the County of Sheboygan does ordain
14 as follows:

15
16 Section 1. Amending Operational Provisions Relating to Office Hours. Section
17 56.01 of the Sheboygan County Code of Ordinances is hereby amended as follows (additions
18 indicated by redlining, deletions by strikeouts):

19
20 56.01 ADMINISTRATION BUILDING AND COURTHOUSE REGULAR OFFICE HOURS. The
21 offices located in the Administration Building and the Courthouse and its Annex shall be
22 open for business to the general public from 8:00 a.m. to 5:00 p.m. Monday through
23 Friday except on those legal holidays recognized by the County ~~through its applicable~~
24 ~~labor agreements~~ or as established by the Human Resources Committee and
25 incorporated into the Sheboygan County Human Resources Policy Manual.
26 Notwithstanding the foregoing, pursuant to Wis. Stat. § 59.20(3), the cut-off reception
27 time for the filing and recording of documents in the Office of the Register of Deeds shall
28 be 4:30 p.m. in order to complete the processing, recording, and indexing to conform to
29 the day of reception. For all other purposes, the Register of Deeds' Office shall remain
30 open to the public until 5:00 p.m.


31
32 Section 2. Effective Date. The herein Ordinance shall take effect upon enactment.


33
34 Respectfully submitted this 18th day of July, 2017.


35
36 HUMAN RESOURCES COMMITTEE

37
38 
39 _____
40 Edward J. Procek, Chairperson

41
42 
43 _____
44 Keith Abler, Vice-Chairperson

45
46 
47 _____
48 Charles W. Conrardy, Secretary

49
50 
51 _____
52 Fran Damp

53
54 
55 _____
56 Roger Te Stroete

57
58 Opposed to Introduction:

59
60 _____
61
62 Countersigned by:
63
64 _____
65 Thomas Wegner, Chairperson

FISCAL NOTE
July 2017

Ordinance No. 03 (2017/18) RE: Amending County Operational Provisions Relating to Office Hours

Funding:

No additional funding is required.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Wendy A. Charbon", with a long horizontal flourish extending to the right.

Wendy A. Charbon, Finance Director
July 14, 2017

1 SHEBOYGAN COUNTY RESOLUTION NO. 09 (2017/18)

2
3 Re: 2018 Five-Year Capital Plan
4
5

6 WHEREAS, Section 5.06(9)(b) of the County Code requires the Finance Committee to
7 propose a Five-Year Capital Plan for submission to the County Board at its August monthly
8 meeting, and
9

10 WHEREAS, the Finance Committee has considered the capital projects of \$100,000.00
11 or more included in the budget requests of the Liaison Committees and has placed each project
12 which it endorses into the upcoming budget year or into any budget year for the following four
13 (4) years of the Five-Year Capital Plan, and
14

15 WHEREAS, the attached Exhibit A is the proposed Five-Year Capital Plan of the
16 Finance Committee;
17

18 NOW, THEREFORE, BE IT RESOLVED, that the attached Exhibit A be adopted as the
19 Five-Year Capital Plan for Sheboygan County and that pursuant to Section 5.06(9)(b)(6) of the
20 County Code of Ordinances, that portion of the Five-Year Capital Plan as adopted by the Board
21 at its September meeting which identifies the capital projects approved for the upcoming budget
22 year shall constitute the capital projects portion of the full budget for 2018.
23
24

25 Respectfully submitted this 15th day of August, 2017.
26
27

28 FINANCE COMMITTEE
29
30

31 _____
32 Greg Weggeman, Chairperson
33

_____ George J. Marthenze, Vice-Chairperson
34

35 _____
36 Mark S. Winkel, Secretary
37

_____ William C. Goehring
38

_____ Roger L. TeStroete
39

40 Opposed to Introduction:
41
42 _____
43 _____
44
45
46

County of Sheboygan, Wisconsin
Five Year Capital Plan
Years 2018 through 2022

PROJECT NAME	Proj #	Proj Status	2018		2019		2020		2021		2022		2018-2022 County Bonded Cost			
			Budget	Reimburse-ment	Budget	Reimburse-ment	Budget	Reimburse-ment	Budget	Reimburse-ment	Budget	Reimburse-ment				
PUNNING & CONSERVATION	1	Amsterdams Dunes	198,400	(198,400)	432,000	(432,000)	326,200	(326,200)	63,200	(63,200)	43,200	(43,200)	33,200	(33,200)	\$ -	
	2	Marsh Multi-Purpose Building & Storage	130,000	-	70,000	-	-	-	-	-	-	-	-	-	-	70,000
	3	Facilities	60,000	(30,000)	-	-	200,000	-	150,000	-	3,500,000	(400,000)	-	-	-	3,450,000
	4	Crystal Lake to Elkhart Lake bke/prd connection	-	-	-	-	75,000	(37,500)	300,000	(150,000)	-	-	-	-	-	187,500
	5	OPRT new construction from Greenbush to FDI County Line	-	-	-	-	-	-	-	-	50,000	(27,500)	350,000	(175,000)	-	197,500
	6	OUT Extension from Wilson-Lima Road to CTH EE/Weeden Creek	-	-	-	-	-	-	-	-	80,000	(64,000)	725,000	(580,000)	-	161,000
	7	OUT Extension from OPRT to Manitowish/Calumet County Line	-	-	-	-	-	-	-	-	249,375	(24,688)	1,662,500	(837,249)	-	955,938
BUILDING SERVICES	1	Courthouse Maintenance Garage	-	-	367,000	(236,000)	-	-	-	-	-	-	-	-	-	111,000
	2	Fire Alarm System Upgrades	363,000	-	25,000	-	148,000	-	-	-	-	-	-	-	-	173,000
	3	Key Card Upgrade	201,000	-	95,000	-	-	-	-	-	-	-	-	-	-	95,000
	4	University of Wisconsin Sheboygan Fine Arts Addition & Remodel	35,000	(14,000)	-	-	1,895,000	(720,000)	2,865,000	(801,000)	639,000	(639,000)	-	-	-	3,240,000
	5	HVAC Control Upgrade	1,198,000	-	350,500	-	223,700	-	-	-	-	-	-	-	-	574,200
	6	Elevator Upgrades	92,600	(20,000)	-	-	-	-	29,500	-	84,400	-	-	-	-	113,900
	7	Roof Replacement	2,630,688	-	497,500	(10,000)	349,000	-	135,000	-	51,000	-	-	-	-	1,023,500
	8	HBHS Parking Lot Replacement	-	-	-	-	-	-	250,000	-	-	-	-	-	-	250,000
	9	Courthouse Boiler Replacement	-	-	-	-	76,125	(17,385)	73,500	(12,000)	77,300	-	6,700	-	-	204,740
SHERIFF	1	Expansion of Sheboygan County Detention Center	-	-	-	-	-	-	-	-	-	-	-	-	1,726,200	
	2	Building (B) Exterior Renovation	-	-	110,000	-	-	-	-	-	-	-	-	-	110,000	
	4	Building C (Woodland Village) Boilers	-	-	-	-	120,000	-	-	-	-	-	-	-	120,000	
	1	Replace Redundant SANS	-	-	-	-	-	-	210,000	-	-	-	-	-	210,000	
ROCKY MOUNTAIN	1	Reconstruct GA hanger area & ramps	-	-	2,030,000	(1,928,500)	-	-	-	-	-	-	-	-	101,500	
	2	Terminal Building Development	-	-	-	-	1,200,000	(800,000)	1,200,000	(800,000)	600,000	(400,000)	-	-	1,000,000	
	3	Reconstruct Tauxway B Center Lane	-	-	-	-	85,000	(60,000)	954,000	(954,000)	-	-	-	-	25,000	
AIRPORT & HIGHWAY	1	Transportation Complex	13,683,353	(4,607,120)	10,137,053	(4,307,880)	-	-	-	-	-	-	-	-	5,829,173	
	TOTAL		18,592,041	(4,869,520)	14,114,053	(6,934,380)	4,698,025	(1,961,085)	6,231,200	(2,780,200)	5,375,275	(1,698,388)	4,503,600	(1,619,449)	19,928,651	
NET COUNTY BONDED COST			\$13,722,521		\$7,179,673		\$2,736,940		\$3,451,000		\$3,676,887		\$2,884,151		\$19,928,651	

Priority: Established by Department Head and Liaison Committee
Project Status Key:
N - New project
C - Continuation of a funded project
P - Previously included in last year's plan (2017 - 2021)

1 **SHEBOYGAN COUNTY ORDINANCE NO. 04 (2017/18)**
2

3 **Re: Changing Supervisory District Boundaries (15, 16, and 17) to Reflect**
4 **Annexation (Plymouth Annexation)**
5

6
7 **WHEREAS**, the Sheboygan County Board established its current supervisory district boundaries
8 by enactment of Ordinance No. 3 (2011/12) on September 20, 2011, and
9

10 **WHEREAS**, the boundaries provided that the entire City of Plymouth as it existed on September
11 20, 2012, was to be in Supervisory Districts 16 and 17, and
12

13 **WHEREAS**, by the enactment of Ordinance No. 12 (2015/16) and Ordinance No. 3 (2016/17), the
14 district boundaries were amended to include certain territory that was annexed by the City of Plymouth,
15 and
16

17 **WHEREAS**, on December 13, 2016, January 12, 2017, and March 31, 2017, the City of Plymouth
18 enacted Ordinance No. 18 of 2016 and Ordinance Nos. 1, 3, and 4 of 2017 in which it annexed certain
19 additional territory from the Town of Plymouth into the City of Plymouth, and
20

21 **WHEREAS**, on January 16, 2017, and March 31, 2017, the City of Plymouth Administrator, on
22 behalf of the City, requested that the newly-annexed territory be included into Supervisory District Nos. 16
23 and 17 respectively and excluded from Supervisory District No. 15, and
24

25 **WHEREAS**, Wis. Stat. § 59.10(3)(c) authorizes county boards to amend their supervisory district
26 plans to reflect municipal annexations, and such an amendment to address the City of Plymouth
27 annexation would be in the best interests of Sheboygan County;
28

29 **NOW, THEREFORE**, the County Board of Supervisors of the County of Sheboygan does ordain
30 as follows:
31

32 Section 1. **Amending Supervisory Districts No. 15, 16, and 17.** Section 1.02 of
33 the Sheboygan County Code of Ordinances is hereby amended as follows (additions indicated by
34 redlining):
35

36 **SUPERVISORY DISTRICT NO. 15:**
37

38 **Town of Lyndon Ward 1** – That portion of the Town of Lyndon North and West
39 of the line commencing at the Western boundary of the Town of Lyndon and
40 State Highway 28, Northeast on State Highway 28 to County Road E, North on
41 County Road E to County Road N, East on County Road N to Blueberry Lane,
42 North on Blueberry Lane to the Northern boundary of the Town of Lyndon. The
43 entire **Town of Plymouth**, less that portion annexed to the City of Plymouth by
44 City Ordinance No. 2 of 2015, City Ordinance No. 18 of 2016, and City
45 Ordinance Nos. 1, 3, and 4 of 2017, and the entire **Village of Cascade**.
46

47 **SUPERVISORY DISTRICT NO. 16:**
48

49 **City of Plymouth Wards 1 through 6** – That portion of the City of Plymouth
50 North of the line commencing at the Western boundary of the City of Plymouth
51 and Summit Street, East on Summit Street to North Plymouth Pleasant Street,
52 North on North Pleasant Street to West/East Mill Street, East on Mill Street to
53 Eastern Avenue, East on Eastern Avenue to South Pleasantview Road, South on
54 South Pleasantview Road to Valley Road, East on Valley Road to the Eastern

55 boundary of the City of Plymouth, and including that portion annexed by City
56 Ordinance No. 2 of 2015, City Ordinance No. 18 of 2016, and City Ordinance
57 Nos. 1 and 3 of 2017.
58

59 **SUPERVISORY DISTRICT NO. 17:**
60

61 **City of Plymouth Wards 7 through 12** – That portion of the City of Plymouth
62 South of the line commencing at the Western boundary of the City of Plymouth
63 and Summit Street, East on Summit Street to North Pleasant Street, North on
64 North Pleasant Street to West/East Mill Street, East on Mill Street to Eastern
65 Avenue, East on Eastern Avenue to South Pleasantview Road, South on South
66 Pleasantview Road to Valley Road, East on Valley Road to the Eastern boundary
67 of the City of Plymouth and that portion annexed by City Ordinance No. 13 of
68 2016 and City Ordinance No. 4 of 2017.
69

70 Section 2. **Effective Date.** The herein Ordinance shall take effect upon enactment.
71

72
73 Respectfully submitted this 15th day of August, 2017.
74

75
76 **FINANCE COMMITTEE**
77

78
79
80 _____
81 Gregory Weggeman, Chairperson

80 _____
81 George Marthenze, Vice-Chairperson

82
83 _____
84 Mark S. Winkel, Secretary

83 _____
84 William C. Goehring

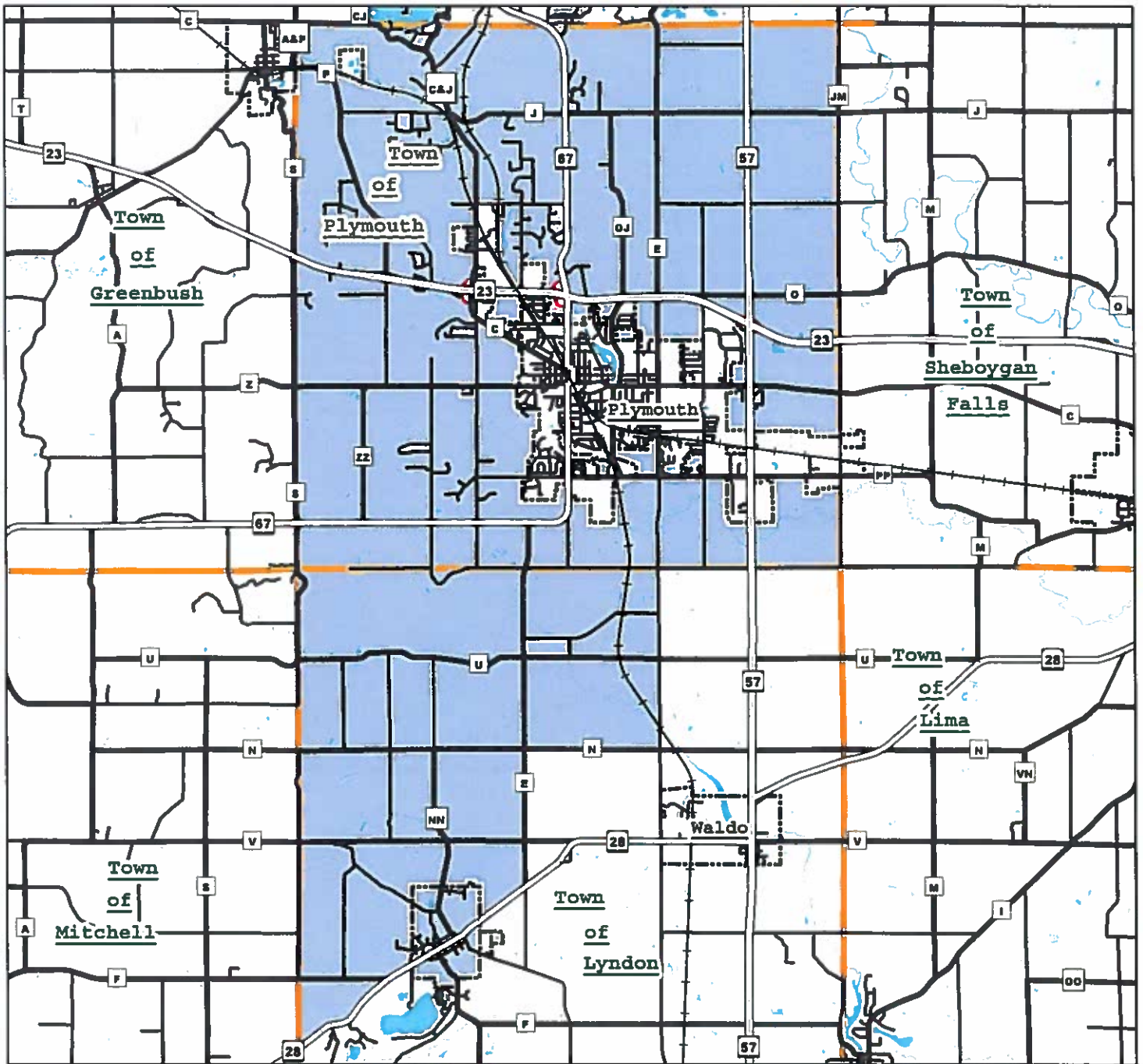
85
86 _____
87 Roger Te Stroete

88 Opposed to Introduction:
89

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94 Countersigned by:
95

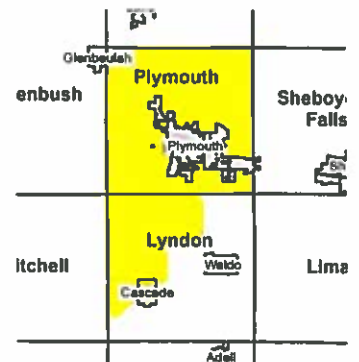
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97 _____
98 Thomas Wegner, Chairperson
99

Sheboygan County Supervisory District No 15



District Description :

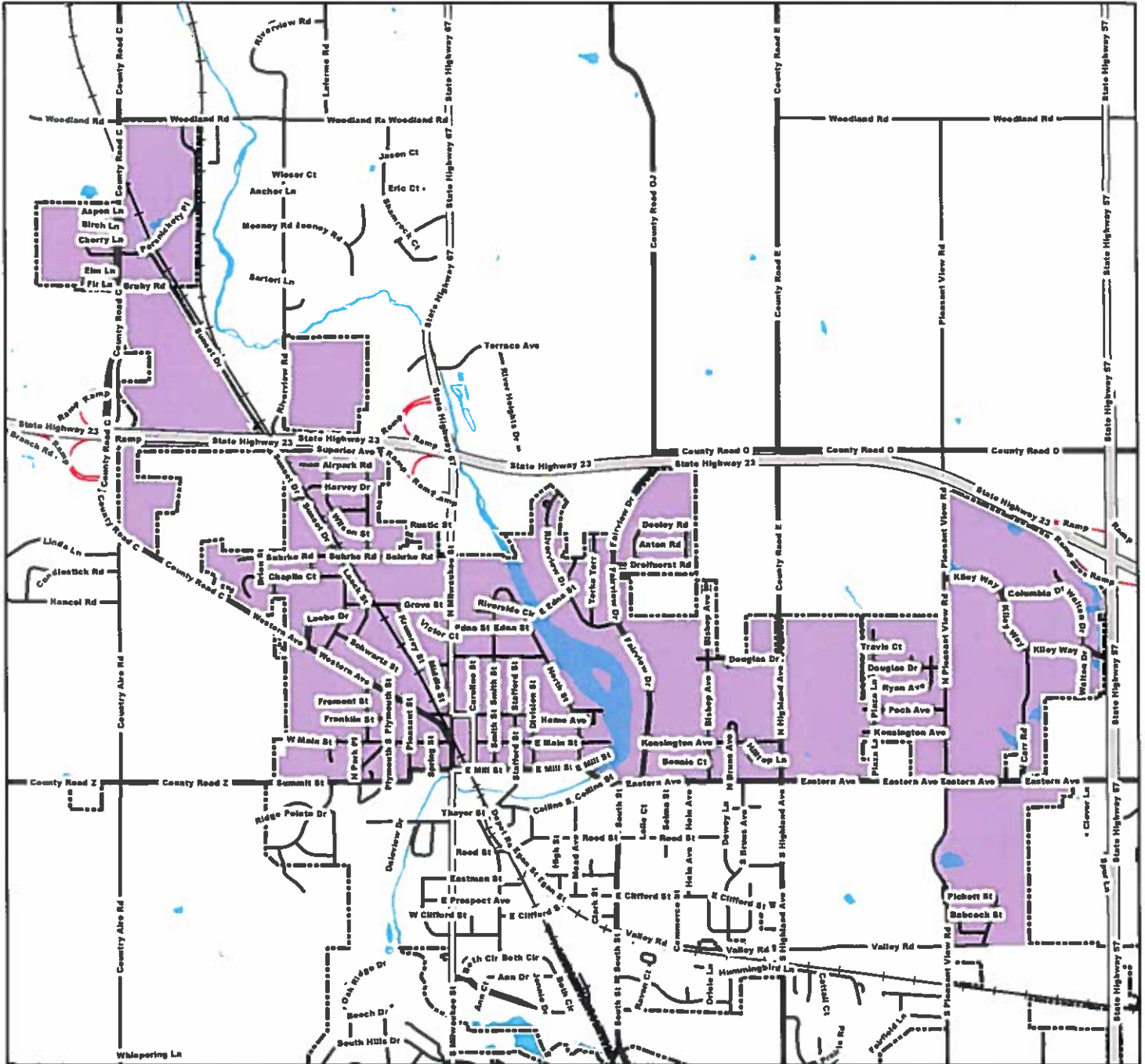
Town of Lyndon Ward 1 - That portion of the Town of Lyndon North and West of the line commencing at the Western boundary of the Town of Lyndon and State Highway 28, Northeast on State Highway 28 to County Road E, North on County Road E to County Road N, East on County Road N to Blueberry Lane, North on Blueberry Lane to the Northern boundary of the Town of Lyndon. The entire Town of Plymouth, less that portion annexed to the City of Plymouth by City Ordinance No. 2 of 2015, City Ordinance No. 18 of 2016, and by City Ordinance Nos. 1, 3, & 4 of 2017, and the entire Village of Cascade.



All boundary lines are intended to follow the center of streets or highways or rivers unless otherwise specifically designated. All references to City or Village limits refer to the boundaries in effect as of August 16, 2011. Annexations taking place after this date, except for annexations of vacant land, may constitute new wards and as such will not affect the districts described.

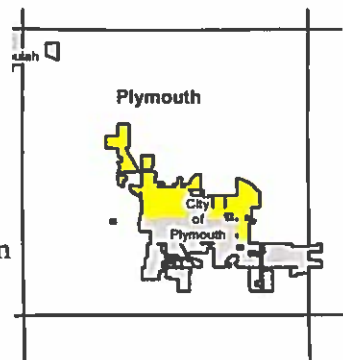


Sheboygan County Supervisory District No 16



District Description :

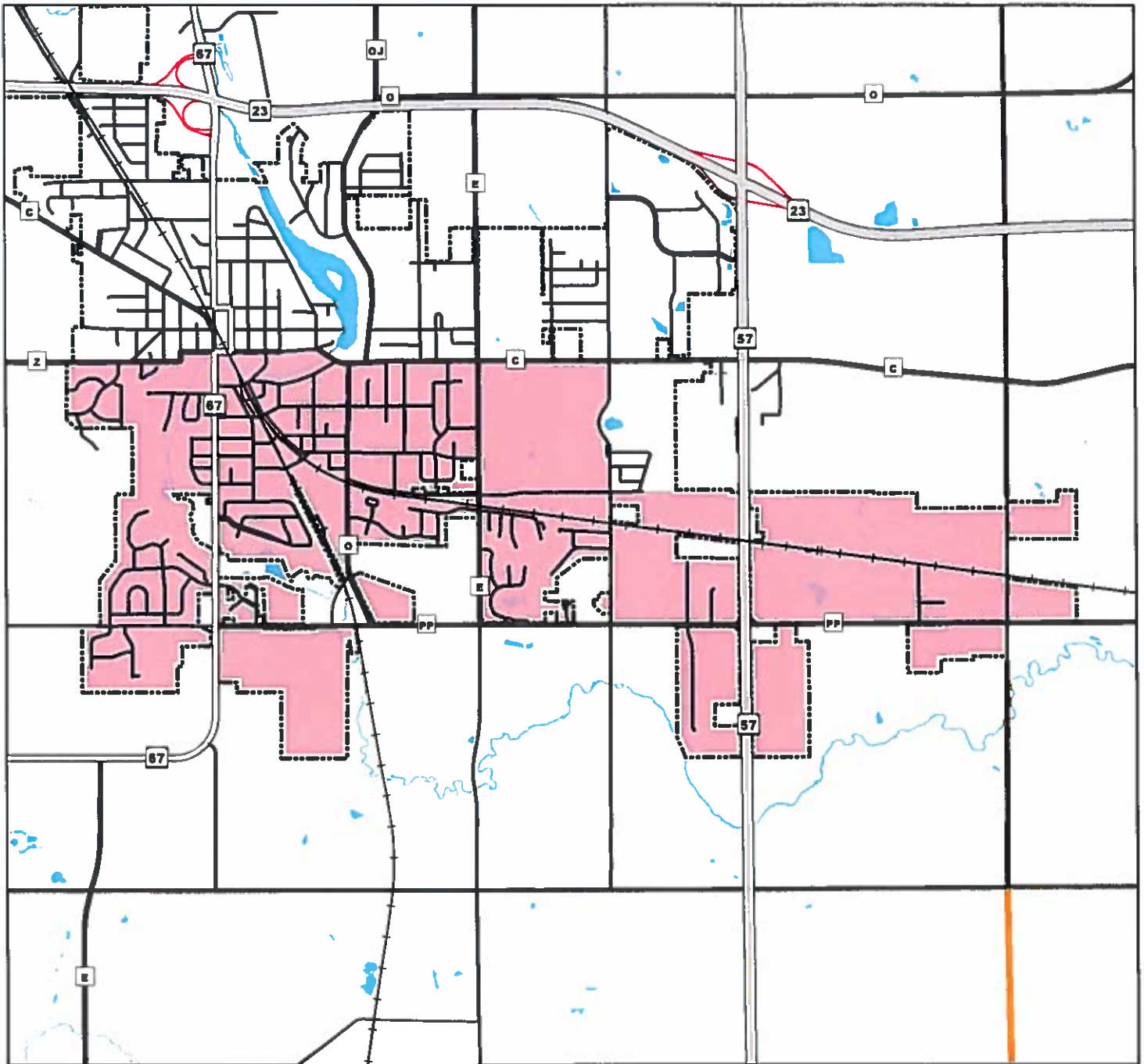
City of Plymouth Wards 1-6 - That portion of the City of Plymouth North of the line commencing at the Western boundary of the City of Plymouth and Summit Street, East on Summit Street to North Pleasant Street, North on North Pleasant Street to West / East Mill Street, East on Mill Street to Eastern Avenue, East on Eastern Avenue to South Pleasantview Road, South on South Pleasantview Road to Valley Road, East on Valley Road to the Eastern boundary of the City of Plymouth, and including that portion annexed by City Ordinance No. 2 of 2015, City Ordinance No. 18 of 2016 and City Ordinance Nos. 1 & 3 of 2017.



All boundary lines are intended to follow the center of streets or highways or rivers unless otherwise specifically designated. All references to City or Village limits refer to the boundaries in effect as of August 16, 2011. Annexations taking place after this date, except for annexations of vacant land, may constitute new wards and as such will not affect the districts described.

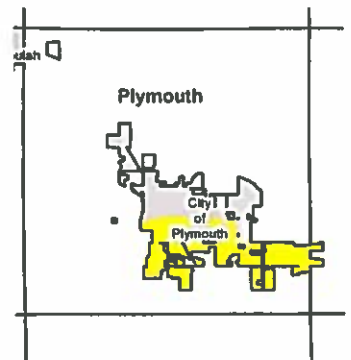


Sheboygan County Supervisory District No 17



District Description :

City of Plymouth Wards 7-12 - That portion of the City of Plymouth South of the line commencing at the Western boundary of the City of Plymouth and Summit Street, East on Summit Street to North Pleasant Street, North on North Pleasant Street to West / East Mill Street, East on Mill Street to Eastern Avenue, East on Eastern Avenue to South Pleasantview Road, South on South Pleasantview Road to Valley Road, East on Valley Road to the Eastern boundary of the City of Plymouth, and include that portion annexed by City Ordinance No. 13 of 2016, and City Ordinance No. 4 of 2017.



All boundary lines are intended to follow the center of streets or highways or rivers unless otherwise specifically designated. All references to City or Village limits refer to the boundaries in effect as of August 16, 2011. Annexations taking place after this date, except for annexations of vacant land, may constitute new wards and as such will not affect the districts described.



FISCAL NOTE
August 2017

Ordinance No. 04 (2017/18) RE: Changing Supervisory District Boundaries (15, 16 and 17) to Reflect Annexation

This ordinance is in regards to the Plymouth Annexation.

Funding:

No additional funding is required.

Respectfully Submitted,



Wendy A. Channon, Finance Director
August 10, 2017