

**NOTICE OF MEETING**  
**FINANCE COMMITTEE**  
**June 27, 2018 - 3:15 PM**

Administration Building  
508 New York Avenue  
Sheboygan, WI 53081  
Conference Room 302

**\*Agenda\***

Call to Order

Certification of Compliance with Open Meeting Law

Approval of Minutes

Finance Committee - Regular Meeting - June 13, 2018 3:30 PM  
Correspondence

3:30P.M. Budget Kick Off

County Administrator Report

Finance Director Report

County Board Referrals

Consideration of Resolution No. 5 –Informing City of Sheboygan of County Board's  
Rationale in Property Sale

Consideration of Resolution No. 8 –Authorizing Application for Runoff Management  
Grant

Consideration of Resolution No. 9 –Petitioning the Secretary of Transportation for Airport  
Improvement Aid

Transportation—Highway Division

Consideration of Use of Transportation Fund Balance to Purchase Two Dump Trucks

Corporation Counsel

Consideration of Transfer of 2117 Indiana Avenue Property

Information Technology

Consideration of Review of 5 Year Capital Plan Projects

County Clerk

Consideration of Ordinance No.-- –Changing Supervisory District Boundaries (15 and  
17) to Reflect Annexation (Plymouth Annexations – .86 acre parcel)

Consideration of Staffing Options in the County Clerk's Office

Update on Training Local Election Officials on New Election Equipment

Finance Director

Additional Finance Committee Meetings for Budget Review

Approval of Vouchers

Approval of Attendance at Other Meetings or Functions

Adjourn

Next Scheduled Meeting-July 11, 2018 at 3:30 PM in Room 119, Administration Building

Prepared by:  
Ashley Meyer  
Recording Secretary

William Goehring  
Committee Chairperson

NOTE: If listed as an agenda item – The Administrator's Report, Finance Director's Report, and Information Technology Director's Report is a summary of key activities. No action will be taken by the Finance Committee resulting from the reports unless it is a specific item on the agenda.

The Committee welcomes all visitors to listen and observe, but only Committee members and those invited to speak will be permitted to speak.

A majority of the members of the County Board of Supervisors or of any of its committees may be present at this meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

Wis. Stat. § 19.84 requires that each meeting of a governmental body be preceded by a public notice setting forth the time, date, place, and subject matter of the meeting. This Notice and Agenda is made in fulfillment of this obligation. Electronic versions of this Notice and Agenda may hyperlink to documents being circulated to members in anticipation of the meeting and are accessible to the public for viewing. Additions, subtractions, or modifications of the hyperlinked materials do not constitute an amendment to the meeting agenda unless expressly set forth in an Amended Notice and Agenda. Members of the public are encouraged to check from time to time before the meeting to see whether the hyperlinked content has been changed from what was originally posted.

Persons with disabilities needing assistance to attend or participate are asked to notify the County Clerk's Office, 920-459-3003 prior to the meeting so that accommodations may be arranged.

## **SHEBOYGAN COUNTY FINANCE COMMITTEE MINUTES**

Administration Building  
508 New York Avenue  
Sheboygan WI 53081

**June 13, 2018**

**Called to Order: 3:30 P.M.**

**Adjourned: 4:50 P.M.**

**MEMBERS PRESENT:** William Goehring, Vernon Koch, Roger Te Stroete

**MEMBERS ABSENT:** Greg Weggeman

**VACANCY:** 1 Member

**ALSO PRESENT:** Adam Payne, Alyssa VanEngen, Ashley Meyer, Chris Lewinski, Ed Harvey, Jeremy Fetterer, Jessica Huss, Laura Henning-Lorenz, MaiKa Her, Mary Fetterer, Shannon Otten, Wendy Charnon

Chairperson Goehring called the meeting to order. He verified that the meeting notice was posted on June 8, 2018 at 11:00 A.M.

Supervisor Te Stroete moved to approve the minutes of May 16, 2018. Motion seconded by Supervisor Koch. Carried

Correspondence – None

County Administrator Report – County Administrator, Adam Payne informed the committee that the new transportation complex open house is Friday June 15. Administrator Payne also discussed the Amsterdam Dunes and the budget instructions. He also mentioned UW-Sheboygan will be getting a new logo as part the merger with UW-Green Bay.

Finance Director Report – Finance Director, Wendy Charnon updated the committee on the status of the Comprehensive Annual Financial Report (CAFR). She informed the committee that budget kick off will take place at the next Finance Committee meeting, June 27. Wendy also informed the committee that at the June 7 Law Committee meeting, the Law Committee voted to move the Detention Center Expansion up one year and with this she will have to re-evaluate its impact on debt service.

Shannon Otten presented a request for several budget adjustments for Health and Human Services. Supervisor Koch moved to approve the request. Motion seconded by Supervisor Te Stroete. Carried

Surveyor/Highway Engineer, Ed Harvey presented a draft ordinance – Amending Section 6.01 and 6.02 of the County Code to Update Membership and Officers of the Land Information Council. Discussion ensued, an addition to line 8 was proposed “and serves in an advisory capacity to Finance Committee”. Supervisor Te Stroete moved to approve the ordinance with the change and forward the draft ordinance to Corporation Counsel to update, and then introduce the updated ordinance to the County Board in June. Motion seconded by Supervisor Koch. Carried

Information Technology Director, Chris Lewinski presented a request for Pay Policy Exception. Supervisor Koch moved to approve the request. Motion seconded by Supervisor Te Stroete. Carried

# **FINANCE COMMITTEE FINAL LISTING FOR TAX FORECLOSURE APPROVAL**

IN REM #44 - 2014 Delinquents and Older

| <b>NO</b> | <b>PARCEL</b> | <b>SITUS ADDRESS</b>          | <b>Parcel to be removed from the in Rem List*</b> |
|-----------|---------------|-------------------------------|---|
| 1         | 59010126803   | W5102 County Road F           |   |
| 2         | 59010128110   | W6273 Harbor Lights Circle    |   |
| 3         | 59024355290   | 820 Greendale Road            |   |
| 4         | 59026383250   | N6708 State Road 32           |   |
| 5         | 59111521320   | 209 Milwaukee Avenue          |   |
| 6         | 59271811400   | 231 Egan Street               |   |
| 7         | 59281101930   | 1332 & 1332A N 7th Street     | Yes   |
| 8         | 59281203660   | 1118B St Clair Avenue         | Yes   |
| 9         | 59281204200   | N 10th Street (formerly 1106) |   |
| 10        | 59281204210   | N 10th Street (formerly 1110) |   |
| 11        | 59281204220   | N 10th Street (formerly 1114) |   |
| 12        | 59281204390   | Erie Avenue (formerly 1118)   |   |
| 13        | 59281301306   | 1127 S 7th Street             |   |
| 14        | 59281301540   | 1227 S 8th Street             | Yes   |
| 15        | 59281304940   | 1812 S 10th Street            | Yes   |
| 16        | 59281320070   | 730 Union Avenue              | Yes   |
| 17        | 59281400750   | 1131 & 1131A Swift Avenue     | Yes   |
| 18        | 59281508740   | 1218 & 1220 S 17th Street     |   |
| 19        | 59281511910   | 2117 Indiana Avenue           | Yes   |
| 20        | 59281618875   |                               |   |
| 21        | 59281623310   | 1904 N 20th Street            | Yes   |
| 22        | 59281702340   | N 9th Street (formerly 1714)  |   |
| 23        | 59281713580   | 917 & 917A St James Court     | Yes   |
| 24        | 59282910190   | 411 State Street              | Yes   |

\*If cell is left blank the parcel is intended to be foreclosed on.

Treasurer Laura Henning-Lorenz presented a request to remove Parcel Nos: 59281101930, 59281203660, 59281301540, 59281304940, 59281320070, 59281400750, 59281511910, 59281623310, 59281713580, 59282910190 from the List for Tax Foreclosure Approval and to move forward with the foreclosure process with the remaining parcels with the ability to remove any additional parcels from the list if they are placed on the market before the scheduled court date. Supervisor Koch moved to approve the request. Motion seconded by Supervisor Te Stroete. Carried

Finance Director, Wendy Charnon presented a request for a Capital Project—Replacement of JDEdwards. Supervisor Te Stroete moved to approve the request. Motion seconded by Supervisor Koch. Carried

The Committee reviewed the 2019 Liability and Property Insurance budget. Supervisor Koch moved to approve the budget as presented. Motion seconded by Supervisor Te Stroete.

Deputy Finance Director, Jeremy Fetterer presented the Financial Statements for April.

Finance Director, Wendy Charnon presented the Investment Statements for April.

Vouchers were reviewed. Supervisor Te Stroete moved to approve the expenditures. Motion seconded by Supervisor Koch. Carried

There were no requests for approval of attendance at other meetings or functions.

Supervisor Koch moved to adjourn. Motion seconded by Supervisor Te Stroete. Carried

The next scheduled meeting will be Wednesday, June 27, 2018 at 3:15 p.m.

Vernon Koch  
Secretary

Ashley Meyer  
Recording Secretary

## COMMITTEE REPORT TO THE COUNTY BOARD

WE, THE FINANCE COMMITTEE

TO WHOM WAS REFERRED RESOLUTION NO: 05

RE: **Informing City of Sheboygan of County Board's Rationale in Property Sale**

HAVE CONSIDERED THE SAME AND RECOMMEND:

- ☐ ADDITIONAL TIME BE GRANTED TO CONSIDER THE MATTER
- ☐ THE RESOLUTION BE ADOPTED
- ☐ FILING WITH THE CLERK
- ☐ AMENDING THE RESOLUTION AS FOLLOWS:

RESPECTFULLY SUBMITTED THIS 17th DAY OF July 2018

### FINANCE COMMITTEE

#### OPPOSED TO THE REPORT:

\_\_\_\_\_  
WILLIAM C. GOEHRING

\_\_\_\_\_  
GREG WEGGEMAN

\_\_\_\_\_  
VERNON KOCH

\_\_\_\_\_  
KEITH ABLER

\_\_\_\_\_  
ROGER TE STROETE

#### CONCURRING IN THE REPORT:

\_\_\_\_\_  
WILLIAM C. GOEHRING

\_\_\_\_\_  
GREG WEGGEMAN

\_\_\_\_\_  
VERNON KOCH

\_\_\_\_\_  
KEITH ABLER

\_\_\_\_\_  
ROGER TE STROETE

SHEBOYGAN COUNTY RESOLUTION NO. 05 (2018/19)

Re: **Informing City of Sheboygan of County Board's Rationale in Property Sale**

**WHEREAS**, on May 16, 2017, the Sheboygan County Board adopted Resolution No. 4 (2017/18) wherein it approved the sale of certain property owned by the County on the northeast corner of Pennsylvania Avenue and North Seventh Street in the City of Sheboygan to Cardinal Capital Management, and

**WHEREAS**, the buyer indicated that its intention would be to use the property to build a multi-family housing structure with an anticipated construction investment in the \$8–10 Million range, and

**WHEREAS**, the buyer indicated that its intention would be for the project not to be subject to Tax Incremental Financing or similar public incentives thereby making the parcel fully subject to property tax obligations, and

**WHEREAS**, upon completion of the project, the County estimated that a multi-family housing structure with a fully-assessed value of \$8,000,000 would yield the County additional property tax revenue of as much as \$45,000 annually, as much as \$76,400 annually to the City of Sheboygan, and as much as \$87,400 annually to the Sheboygan Area School District, and

**WHEREAS**, part of the decision by the County Board to adopt Resolution No. 4 (2017/18) was the anticipated additional tax revenue to local units of government that would accrue from the development of the project, and


**WHEREAS**, the County Board wishes to put Sheboygan City leadership on notice of the County Board's rationale in the adoption of Resolution 4 (2017/18) as the City of Sheboygan considers its own options and prerogatives with respect to the subject parcel;

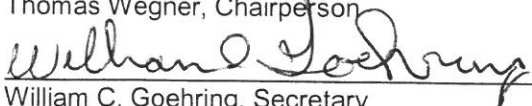
**NOW, THEREFORE, BE IT RESOLVED** that the Sheboygan County Board respectfully requests that the Sheboygan Mayor, Common Council, and City Administrator take into consideration the County Board's rationale in the adoption of Resolution 4 (2017/18) as the City of Sheboygan considers its own options and prerogatives to the subject parcel.

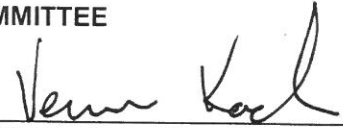
**BE IT FURTHER RESOLVED** that the County Clerk is directed to send a copy of this Resolution and Resolution 4 (2017/18) to the City of Sheboygan Mayor, the President of the Common Council, the City Administrator, and the City Clerk.

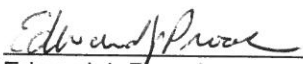
Respectfully submitted this 19th day of June, 2018.

**EXECUTIVE COMMITTEE**

  
Thomas Wegner, Chairperson

  
William C. Goehring, Secretary

  
Vernon Koch, Vice-Chairperson

  
Edward J. Procek

  
Robert Ziegelbauer

Opposed to Introduction:

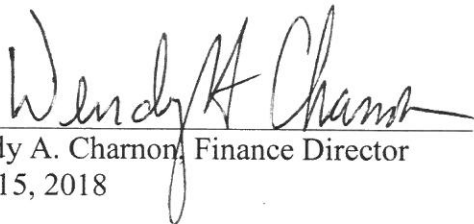
**FISCAL NOTE**  
**June 2018**

**Resolution No. 05 (2018/19) RE: Informing City of Sheboygan of County Board's  
Rationale in Property Sale**

**Funding:**

No additional funding is required.

Respectfully Submitted,

A handwritten signature in black ink, reading "Wendy A. Charnon". The signature is written in a cursive, flowing style. The first name "Wendy" is prominent, followed by "A." and "Charnon". The signature is positioned above a horizontal line.

Wendy A. Charnon, Finance Director  
June 15, 2018



## COMMITTEE REPORT TO THE COUNTY BOARD

WE, THE FINANCE COMMITTEE

TO WHOM WAS REFERRED RESOLUTION NO: 08

RE: **Authorizing Application for Runoff Management Grant**

HAVE CONSIDERED THE SAME AND RECOMMEND:

       ADDITIONAL TIME BE GRANTED TO CONSIDER THE MATTER  
       THE RESOLUTION BE ADOPTED  
       FILING WITH THE CLERK  
       AMENDING THE RESOLUTION AS FOLLOWS:

RESPECTFULLY SUBMITTED THIS 17th DAY OF July 2018

### FINANCE COMMITTEE

#### OPPOSED TO THE REPORT:

WILLIAM C. GOEHRING

GREG WEGGEMAN

VERNON KOCH

KEITH ABLER

ROGER TE STROETE

#### CONCURRING IN THE REPORT:

WILLIAM C. GOEHRING

GREG WEGGEMAN

VERNON KOCH

KEITH ABLER

ROGER TE STROETE

SHEBOYGAN COUNTY RESOLUTION NO. 08 (2018/19)

Re: **Authorizing Application for Runoff Management Grant**

**WHEREAS**, Sheboygan County is interested in acquiring a grant from the Wisconsin Department of Natural Resources for the purpose of implementing measures to control an agricultural runoff pollution source in the Town of Holland (pursuant to Wis. Stat. §§ 281.65 or 281.66 and Wis. Admin. Code Chs. NR151, 153, and 155), and

**WHEREAS**, a cost-sharing grant is required to carry out the project, and

**WHEREAS**, it is in the best interest of Sheboygan County to apply for the grant and to bind itself to the terms and conditions of the grant;

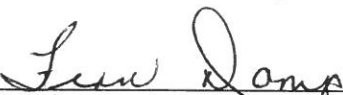
**NOW, THEREFORE, BE IT RESOLVED** that the Sheboygan County Board of Supervisors hereby authorizes its Planning and Conservation Director to act on behalf of Sheboygan County to:

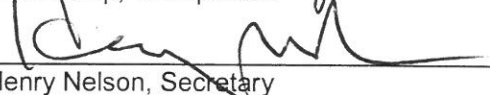
- sign and submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;
- sign a grant agreement between Sheboygan County and the Department of Natural Resources;
- sign and submit reimbursement claims along with necessary supporting documentation;
- sign and submit interim and final reports and other documentation as required by the grant agreement;
- sign and submit an Environmental Hazards Assessment form if required, and
- take necessary action to undertake, direct, and complete the approved project.

**BE IT FURTHER RESOLVED** that the Sheboygan County Planning and Conservation Department shall comply with all state and federal laws, regulations, and permit requirements pertaining to implementation of this project and to fulfillment of the grant document provisions.

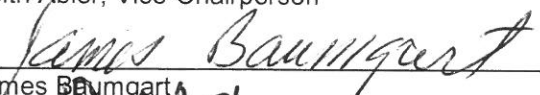
Respectfully submitted this 19th day of June, 2018.

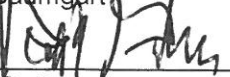
**PLANNING, RESOURCES, AGRICULTURE, AND EXTENSION COMMITTEE\***

  
\_\_\_\_\_  
Fran Damp, Chairperson

  
\_\_\_\_\_  
Henry Nelson, Secretary

  
\_\_\_\_\_  
Keith Abler, Vice-Chairperson

  
\_\_\_\_\_  
James Baumgart

  
\_\_\_\_\_  
Paul A. Gruber

Opposed to Introduction:

\*County Board members signing only

**FISCAL NOTE**  
**June 2018**

**Resolution No. 08 (2018/19) RE: Authorizing Application for Runoff Management Grant**

**Funding:**

No additional funding is required.

Respectfully Submitted,

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

Wendy A. Channon, Finance Director  
June 15, 2018

## COMMITTEE REPORT TO THE COUNTY BOARD

WE, THE FINANCE COMMITTEE

TO WHOM WAS REFERRED RESOLUTION NO: 09

RE: **Petitioning the Secretary of Transportation for Airport Improvement Aid**

HAVE CONSIDERED THE SAME AND RECOMMEND:

☐ ADDITIONAL TIME BE GRANTED TO CONSIDER THE MATTER  
☐ THE RESOLUTION BE ADOPTED  
☐ FILING WITH THE CLERK  
☐ AMENDING THE RESOLUTION AS FOLLOWS:

RESPECTFULLY SUBMITTED THIS 17th DAY OF July 2018

### FINANCE COMMITTEE

#### OPPOSED TO THE REPORT:

\_\_\_\_\_  
WILLIAM C. GOEHRING

\_\_\_\_\_  
GREG WEGGEMAN

\_\_\_\_\_  
VERNON KOCH

\_\_\_\_\_  
KEITH ABLER

\_\_\_\_\_  
ROGER TE STROETE

#### CONCURRING IN THE REPORT:

\_\_\_\_\_  
WILLIAM C. GOEHRING

\_\_\_\_\_  
GREG WEGGEMAN

\_\_\_\_\_  
VERNON KOCH

\_\_\_\_\_  
KEITH ABLER

\_\_\_\_\_  
ROGER TE STROETE

1                                **SHEBOYGAN COUNTY    RESOLUTION NO. 09 (2018/19)**

2  
3                Re:    **Petitioning the Secretary of Transportation for Airport Improvement**  
4                                **Aid**

5  
6  
7                **WHEREAS**, Sheboygan County, Wisconsin, also hereinafter referred to as "Sponsor,"  
8 being a municipal body corporate of the State of Wisconsin, is authorized pursuant to Wis. Stat.  
9 § 114.11 to acquire, establish, construct, own, control, lease, equip, improve, maintain, and  
10 operate an airport, and

11  
12                **WHEREAS**, Sponsor desires to develop or improve its Sheboygan County Memorial  
13 Airport, Sheboygan County, Wisconsin,

14  
15                **WHEREAS**, Airport users have been consulted in formulation of the proposed  
16 improvements identified in this Resolution, and

17  
18                **WHEREAS**, a public hearing was held on May 21, 2018, in accordance with Wis. Stat.  
19 § 114.33(2), and

20  
21                **WHEREAS**, Sheboygan County is required by Wis. Stat. § 114.32(5) to designate the  
22 Secretary as its agent to accept, receive, receipt for, and disburse any funds granted by the  
23 United States under the Federal Airport and Airway Improvement Act and is authorized by law  
24 to designate the Secretary as its agent for other purposes;

25  
26    **"Petition"**

27  
28                **NOW, THEREFORE, BE IT RESOLVED** that the Sheboygan County Board of  
29 Supervisions, as Sponsor, petitions for Federal and/or State aid as follows:

30  
31                        Sheboygan County, desiring to sponsor an Airport Development Project  
32 with Federal and State aid, or State aid only, in accordance with the applicable  
33 State and Federal laws respectfully represents and states:

- 34  
35                        1.        That the Airport, which it is desired to develop, should generally  
36 conform to the requirements for a general aviation-type airport as  
37 defined by the Federal Aviation Administration;
- 38  
39                        2.        The character, extent, and kind of improvements desired under  
40 the project are as follows: Sheboygan County Ryder Cup and  
41 PGA events; facilitate to support temporary mobile air traffic  
42 control service; temporary airport rescue and firefighting (ARFF)  
43 service; airside and landside guidance approaches; land  
44 acquisition in runway approaches and for airport development;  
45 and to purchase snow removal equipment and necessary related  
46 work; and
- 47  
48                        3.        The Airport project which Sheboygan County desires to sponsor is  
49 necessary to meet the existing and future needs of the Airport.

50  
51 **BE IT FURTHER RESOLVED** that the County Board recognizes that the improvements  
52 petitioned for will be funded individually or collectively as funds are available with specific  
53 project costs to be approved as work is authorized; the proportionate cost of the Airport  
54 Development Projects described above shall be paid by the Sponsor to the Secretary of the  
55 Wisconsin Department of Transportation (hereinafter referred to as the Secretary) to be held in  
56 trust for the purposes of the Project; any unneeded and unspent balance after the Project is  
57 completed shall be returned to the Sponsor by the Secretary; the Sponsor will make available  
58 any additional monies that may be found necessary upon request of the Secretary to complete  
59 the Project as described above; the Secretary shall have the right to suspend or discontinue the  
60 Project at any time additional monies are found to be necessary by the Secretary and the  
61 Sponsor does not provide the same; and in the event the sponsor unilaterally terminates the  
62 Project, all reasonable federal and state expenditures related to the Project shall be paid by the  
63 Sponsor.

64  
65 **"Designation of Secretary Of Transportation as Sponsor's Agent"**  
66

67 **THEREFORE BE IT FURTHER RESOLVED** that the Secretary is hereby designated as  
68 Sheboygan County's agent and is requested to agree to act as such in matters relating to the  
69 Airport Development Project described above and is hereby authorized as its agent to make all  
70 arrangements for the development and final acceptance of the completed project whether by  
71 contract, agreement, force account, or otherwise; and particularly to accept, receive, receipt for  
72 and disburse federal monies or other monies, either public or private, for the acquisition,  
73 construction, improvement, maintenance, and operation of the Airport; and to acquire property  
74 or interests in property by purchase, gift, lease, or eminent domain under Chapter 32 of the  
75 Wisconsin Statutes; and to supervise the work of any engineer, appraiser, negotiator,  
76 contractor, or other person employed by the Secretary; and to execute any assurance or other  
77 documents required or requested by any agency of the federal government and to comply with  
78 all federal and state laws, rules, and regulations relating to Airport Development Projects.  
79

80 **BE IT FURTHER RESOLVED** that Sheboygan County requests that the Secretary  
81 provide pursuant to Wis. Stat. § 114.33(8)(a) that Sheboygan County may acquire certain parts  
82 of the required land or interests in land that the Secretary shall find necessary to complete the  
83 aforesaid project.  
84

85 **"Airport Owner Assurances"**  
86

87 **BE IT FURTHER RESOLVED** that Sheboygan County agrees to maintain and operate  
88 the airport in accordance with certain conditions established in Chapter Trans 55, Wisconsin  
89 Administrative Code, or in accordance with Sponsor assurances enumerated in a Federal Grant  
90 Agreement.  
91

92 **BE IT FURTHER RESOLVED** that the County Administrator and County Clerk be  
93 authorized and directed to sign and execute the Agency Agreement and Federal Block Grant  
94 Owner Assurances authorized by this Resolution.  
95

96 **BE IT FURTHER RESOLVED** that the Airport Superintendent is authorized and directed  
97 to forward copies of this petitioning resolution for the Secretary of Transportation and such other

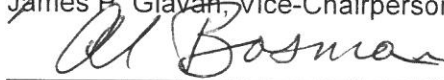
99 agency officials as may be necessary together with such necessary supporting documents  
100 including a transcript of the public hearing referred to herein.  
101  
102

103 Respectfully submitted this 19th day of June, 2018.  
104  
105

106 **TRANSPORTATION COMMITTEE**

107   
108 \_\_\_\_\_  
109 Roger Te Stroete, Chairperson

110   
111 \_\_\_\_\_  
112 James P. Glavan, Vice-Chairperson

113   
114 \_\_\_\_\_  
115 Al Bosman, Secretary

116   
117 \_\_\_\_\_  
118 Richard C. Bemis

119   
120 \_\_\_\_\_  
121 Curt A. Brauer  
122

123  
124 Opposed to Introduction:  
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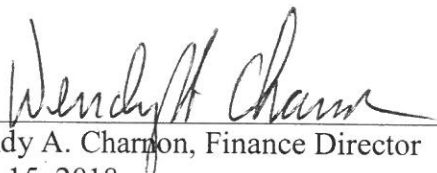
**FISCAL NOTE**  
**June 2018**

**Resolution No. 09 (2018/19) RE: Petitioning the Secretary of Transportation for  
Airport Improvement Aid**

**Funding:**

No additional funding is required at this time. The Airport projects would be incorporated into the Five Year Capital Projects and brought forward during the budget approval process.

Respectfully Submitted,

  
\_\_\_\_\_  
Wendy A. Charnon, Finance Director  
June 15, 2018



# Memo

**To:** Finance Committee Members

**From:** Greg Schnell, Transportation Director

**Date:** June 25, 2018

**Re:** Purchase of Two Trucks – Transportation Fund Balance (Capital Project Fund)



---

This item is on the June 25, 2018 Transportation Committee agenda for consideration.

**Action Requested:** Authorize the Transportation Department – Highway Division to utilize funds from the departments capital project fund balance to purchase two new trucks fully equipped with snow removal equipment.

**Rational:** We have a series of eight (8) plow trucks which were purchased during 2004 and 2005. These trucks continue to nickel and dime us to the point some of these trucks cannot be utilized for winter or summer operations. Problems include, but are not limited to, improper sealing of the windshields leading to rusting of the cabs and water seepage where we are unable to clean or repair. We caught some of these cab issues early and attempted to patch until we no longer could. Attempts were made to order new parts, however, were told Sterling was no longer supporting the parts needed for repair. Our trucks are dual use for summer and winter operation and the unfortunate side is, they typically breakdown when they are in use and the inconvenience is magnified depending on the season. We cannot rent a truck off the lot to support snow removal operations thus ordering these trucks in June should allow delivery prior to winter operations and use.

**Fiscal Impact:** Cost of two dump trucks with snow removal equipment is \$620,000. I would utilize \$28,000 from our capital outlay fund, leaving a balance of \$592,000 for both trucks. Our current unrestricted capital project fund balance is \$1.79 M. I am requesting to utilize \$592,000 from the capital project fund balance to purchase these two trucks.

It is vital for us to provide the tools and resources to our staff to complete the projects in a safe and efficient manner. These pieces of equipment are very important to the maintenance and rebuilding of our infrastructure.

Thank you for your consideration of this request.

1 **FINANCE COMMITTEE RESOLUTION – June 27, 2018**

2  
3 Re: ***In Rem* 44 Parcel Assignment to City of Sheboygan**  
4  
5

6 **WHEREAS**, as part of *In Rem* 44, submitted to the Court as 18 GF 9, Sheboygan  
7 County was granted until August 1, 2018 to submit proof of compliance with the requirements of  
8 Wis. Stat. § 75.106 for parcel No. 59281511910 (street address of 2117 Indiana Avenue, City of  
9 Sheboygan) to assign the interests in parcel No. 59281511910 to an assignee; and  
10

11 **WHEREAS**, the Finance Committee of the County Board, pursuant to Section  
12 2.12(2)(m) and (n) of the County Code has been delegated the authority and jurisdiction for the  
13 County as to properties subject to *in rem* proceedings; and  
14

15 **WHEREAS**, the Finance Committee believes that it is in the best interest of Sheboygan  
16 County, Wisconsin to assign its interest in parcel No. 59281511910 to the City of Sheboygan;  
17 and  
18

19 **WHEREAS**, the City of Sheboygan by the enactment of R.O. 206-17-18 on November  
20 20, 2017 has indicated that it would accept the subject parcel,  
21

22 **NOW, THEREFORE, BE IT RESOLVED** the Sheboygan County Finance Committee  
23 approves the assignment of Sheboygan County's rights to parcel No. 59281511910 from *In*  
24 *Rem* 44 to the City of Sheboygan and directs the County Treasurer and Corporation Counsel to  
25 complete such tasks as are necessary to assign the County's interests to the City.  
26

27 Approved this 27th day of June, 2018.  
28  
29

30 **FINANCE COMMITTEE**  
31

32  
33 \_\_\_\_\_  
34 William C. Goehring, Chairperson  
35

\_\_\_\_\_

Gregory Weggeman, Vice-Chairperson

36 \_\_\_\_\_  
37 Vernon Koch, Secretary  
38

\_\_\_\_\_

Keith Abler

39 \_\_\_\_\_  
40 Roger L. TeStroete  
41

42 Opposed to Introduction:  
43  
44 \_\_\_\_\_

## Sheboygan County Capital Project Funding Request

|                            |  |
|----------------------------|--|
| <b>Project Name:</b>       | Replace redundant Storage Area Networks (SANs) |
| <b>Department:</b>         | Information Technology                         |
| <b>Project Manager(s):</b> | Chris Lewinski                                 |
| <b>Committee:</b>          | Finance Committee                              |
| <b>Project Number</b>      | <b>3007</b>                                    |

### 1 Project Case

#### 1.1 Project Overview

This project provides for the replacement of the County's (2) Storage Area Networks (SANs) that were implemented in February 2014. Viable life expectancy of a typical SAN is 3-5 years, while Sheboygan County depreciates IT equipment on a 6 year basis. As such, this project is being planned for completion in 2020.

#### 1.2 Project Purpose

Sheboygan County IT has utilized Storage Area Networks since 2004 to deliver high availability of its network resources while streamlining data storage management. Further, it employs redundant Storage Area Networks to allow for offsite replication and reduced disaster recovery times. The Storage Area Networks that were deployed in 2014 have an approximate life expectancy of 3 - 5 years, after which time drive failures increase dramatically and hardware support costs escalate substantially after year 5. These two trends typically warrant replacement at or around years 5 or 6, which maximizes the investment in equipment while controlling costs. Replacement of the Storage Area Networks will also provide for increased storage capacity and storage array performance.

### 2 Primary Project Objectives

- maximize investment of current Storage Area Networks
- replace existing Storage Area Networks before drive failures and/or maintenance costs become excessive
- meet the data storage needs of the County's departments

### 3 Project Identification and Alternatives

This project was identified per standard data center refresh practices. Any on premise alternatives would involve outdated technologies (tape backup; Network Attached Storage) that would greatly reduce performance and efficiency.

### 4 Project Issues

There are two foreseeable issues with this project waiting until 2020 for implementation. First is the reliability/viability of the hardware itself. We currently pay for hardware support for 4 hour replacement if a drive or controller should fail. The second issue is the explosive data growth the County is experiencing and the capacity of the current SANs. To date, we have been able to manage this through storage reallocation and the addition of extra hard drives.

## 5 Project Cost Worksheet

| Funding                          | Expenditure | Other Funding | Bonding   | Source(s) of Other Funding |
|----------------------------------|-------------|---------------|-----------|----------------------------|
| Prior years                      |             |               | \$0       |                            |
| 2019 - 1st quarter               |             |               |           |                            |
| 2019 - 2nd Quarter               |             |               |           |                            |
| 2019 - 3rd Quarter               |             |               |           |                            |
| 2019 - 4th Quarter               |             |               |           |                            |
| 2019 Total                       | \$0         | \$0           | \$0       |                            |
| 2020 - 1st Quarter               | \$304,000   |               |           |                            |
| 2020 - 2nd quarter               | \$16,000    |               |           |                            |
| 2020 - 3rd quarter               |             |               |           |                            |
| 2020 - 4th Quarter               |             |               |           |                            |
| 2020 Total                       | \$320,000   | \$0           | \$320,000 |                            |
| 2021 - 1st Quarter               |             |               |           |                            |
| 2021 - 2nd Quarter               |             |               |           |                            |
| 2021 - 3rd Quarter               |             |               |           |                            |
| 2021 - 4th Quarter               |             |               |           |                            |
| 2021 Total                       | \$0         | \$0           | \$0       |                            |
| 2022 - 1st Quarter               |             |               |           |                            |
| 2022 - 2nd Quarter               |             |               |           |                            |
| 2022 - 3rd Quarter               |             |               |           |                            |
| 2022 - 4th Quarter               |             |               |           |                            |
| 2022 Total                       | \$0         | \$0           | \$0       |                            |
| 2023 - 1st Quarter               |             |               |           |                            |
| 2023 - 2nd Quarter               |             |               |           |                            |
| 2023 - 3rd Quarter               |             |               |           |                            |
| 2023 - 4th Quarter               |             |               |           |                            |
| 2023 Total                       | \$0         | \$0           | \$0       |                            |
| SUB TOTAL 2019-2023              | \$320,000   | \$0           | \$320,000 |                            |
| Later Years                      |             |               | \$0       |                            |
|                                  |             |               |           |                            |
| TOTAL                            | \$320,000   | \$0           | \$320,000 |                            |
| Check                            | \$0         | \$0           | \$0       |                            |
| Additional details Other Funding |             |               |           |                            |
|                                  |             |               |           |                            |

## 5 Project Cost Worksheet (continued)

| Departmental cost |                  | DEPARTMENT | DEPARTMENT | ASSET LIFE |
|-------------------|------------------|------------|------------|------------|
|                   | TOTAL            |            |            | YEARS      |
| Land              | \$ -             |            |            |            |
| Buildings         | \$ -             |            |            |            |
| Infrastructure    | \$ -             |            |            |            |
| Improvements      | \$ -             |            |            |            |
| Equipment         | \$ -             |            |            |            |
| Computer Hardware | \$ 304,000       |            |            |            |
| Computer Software | \$ -             |            |            |            |
| Consulting        | \$ 16,000        |            |            |            |
| Other             | \$ -             |            |            |            |
| <b>TOTAL</b>      | <b>\$320,000</b> | <b>\$0</b> | <b>\$0</b> |            |
| Check             | \$0              |            |            |            |

## 5 Project Cost Summary

| Year             | Total Cost           | Other Funding | Bonding              |
|------------------|----------------------|---------------|----------------------|
| Prior Years      | \$ -                 | \$ -          | \$ -                 |
|                  |                      |               |                      |
| 2019             | \$ -                 | \$ -          | \$ -                 |
| 2020             | \$ 320,000.00        | \$ -          | \$ 320,000.00        |
| 2021             | \$ -                 | \$ -          | \$ -                 |
| 2022             | \$ -                 | \$ -          | \$ -                 |
| 2023             | \$ -                 | \$ -          | \$ -                 |
| <b>SUB Total</b> | <b>\$ 320,000.00</b> | <b>\$ -</b>   | <b>\$ 320,000.00</b> |
| Later Years      | \$ -                 | \$ -          | \$ -                 |
| <b>TOTAL</b>     | <b>\$ 320,000.00</b> | <b>\$ -</b>   | <b>\$ 320,000.00</b> |

| 6 Project Priority   | Check all that | Enter minimum amount required in |
|--|----------------|----------------------------------|
| 1 Legally binding contract full sum payment in 1st year?   |                |                                  |
| 2 A statutory or other requirement to spend all of Year 1 money?   |                |                                  |
| 3 Legally binding contract but flexibility in 1st year payments?   |                | \$                               |
| 4 A statutory or other requirement with flexibility in 1st year payments?  |                | \$                               |
| 5 Operationally viewed essential-give reason:<br><b>Drive failure rates increase significantly after (5) years of service, and this renders ongoing support agreements cost prohibitive. Additionally, our data creation is rapidly outpacing our current ability to store it.</b> | X              | \$320,000.00                     |
| 6 Other Priority reason: Please detail   |                | \$                               |
| 7 Project desirable, either improving service or efficiency  |                | \$                               |

3007

## 7 Project Critical Success Factors (Key Performance Indicators)

| Project Critical Success Factors   |       |
|--|-------|
| -SANs deployed on time and within budget.<br>deployed with minimum amount of planned downtime and no unplanned downtime. | -SANs |

## 8 Project Duration Estimates

| Project Milestone                     | Date Estimate |
|---------------------------------------|---------------|
| Project Start Date                    | 1/1/2020      |
| Vendor Bids Solicited                 | 1/15/2020     |
| Vendor selected and SANS procured     | 2/15/2020     |
| SANs configured and deployed          | 3/1/2020      |
| Cutover to new SAN environment        | 3/15/2020     |
| Final Payments for Project completion | 3/31/2020     |

| 9 Project Users              | Impacts and Interface  |
|------------------------------|--|
| <b>External</b>              |  |
| Road Users                   |  |
| Business/Residences on route |  |
| <b>Internal</b>              | All County computer users and County systems will be impacted during planned network outage to deploy new Storage Area Networks. |
|                              |  |

| 10 Project Tolerances |  |
|-----------------------|--|
| TIME                  |  |
| COST                  | Delaying project will result in high maintenance costs for SANs in years 6 and beyond.   |
| RISK                  | Delaying project increases risk of drive failure, unplanned network downtime and data loss. Additionally, we may run out of storage capacity for County data if this project is delayed. |
| BENEFICIARIES         |  |
| SCOPE                 |  |
| QUALITY               |  |

## Sheboygan County Capital Project Funding Request

|                            |  |
|----------------------------|--|
| <b>Project Name:</b>       | Microsoft Office Upgrade to version 2016 |
| <b>Department:</b>         | Information Technology                   |
| <b>Project Manager(s):</b> | Chris Lewinski                           |
| <b>Committee:</b>          | Finance                                  |
| <b>Project Number</b>      |  |

### 1 Project Case

#### 1.1 Project Overview

This project is to complete a County wide upgrade of Microsoft Office (Word, Excel, PowerPoint, Access, Visio, Project) from version 2010 to version 2016.

#### 1.2 Project Purpose

The current version of Microsoft Office (Word, Excel, PowerPoint, etc.) version 2010 is currently out of mainstream support (10/13/2015) and will be out of extended support on 10/13/2020. This means that after that date in 2020, Microsoft will no longer develop or make available any security patches or updates for this version of software. Hackers know this and will attempt to identify and exploit vulnerabilities in the software, knowing it will not be patched.

### 2 Primary Project Objectives

Be in compliance with MS Office version support  
Upgrade vulnerable software to more current version  
Complete software upgrade and employee training of standard Office prior to December 2019

### 3 Project Identification and Alternatives

This project was identified in our software lifecycle process. Alternatives to upgrading Microsoft Office to a newer version would be to use Google G Suite Drive - Docs, Sheets, Slides as the primary solution. In using G Suite Drive, additional project planning is required from IT to manage support and storage including consideration of employee training. Microsoft Visio and Project version upgrades may still be required for users who have that software installed.

### 4 Project Issues

Capital Project Fund Approval  
If not upgraded in time, the County will be vulnerable to security exploits with current software version.

## MS Office 2016

## 5 Project Cost Worksheet

| Funding             | Expenditure | Other Funding | Bonding   | Source(s) of Other Funding |
|---------------------|-------------|---------------|-----------|----------------------------|
| Prior years         |             |               | \$0       |                            |
| 2019 - 1st quarter  | \$208,586   |               |           |                            |
| 2019 - 2nd Quarter  | \$20,000    |               |           |                            |
| 2019 - 3rd Quarter  |             |               |           |                            |
| 2019 - 4th Quarter  |             |               |           |                            |
| 2019 Total          | \$228,586   | \$0           | \$228,586 |                            |
| 2020 - 1st Quarter  |             |               |           |                            |
| 2020 - 2nd quarter  |             |               |           |                            |
| 2020 - 3rd quarter  |             |               |           |                            |
| 2020 - 4th Quarter  |             |               |           |                            |
| 2020 Total          | \$0         | \$0           | \$0       |                            |
| 2021 - 1st Quarter  |             |               |           |                            |
| 2021 - 2nd Quarter  |             |               |           |                            |
| 2021 - 3rd Quarter  |             |               |           |                            |
| 2021 - 4th Quarter  |             |               |           |                            |
| 2021 Total          | \$0         | \$0           | \$0       |                            |
| 2022 - 1st Quarter  |             |               |           |                            |
| 2022 - 2nd Quarter  |             |               |           |                            |
| 2022 - 3rd Quarter  |             |               |           |                            |
| 2022 - 4th Quarter  |             |               |           |                            |
| 2022 Total          | \$0         | \$0           | \$0       |                            |
| 2023 - 1st Quarter  |             |               |           |                            |
| 2023 - 2nd Quarter  |             |               |           |                            |
| 2023 - 3rd Quarter  |             |               |           |                            |
| 2023 - 4th Quarter  |             |               |           |                            |
| 2023 Total          | \$0         | \$0           | \$0       |                            |
| SUB TOTAL 2019-2023 | \$228,586   | \$0           | \$228,586 |                            |
| Later Years         |             |               | \$0       |                            |
|                     |             |               |           |                            |
| TOTAL               | \$228,586   | \$0           | \$228,586 |                            |
| Check               | \$0         | \$0           | \$0       |                            |

Additional details Other Funding



MS Office 2016

5 Project Cost Worksheet (continued)

| Departmental cost |                  | DEPARTMENT | DEPARTMENT | ASSET LIFE |
|-------------------|------------------|------------|------------|------------|
|                   | TOTAL            |            |            | YEARS      |
| Land              | \$ -             |            |            |            |
| Buildings         | \$ -             |            |            |            |
| Infrastructure    | \$ -             |            |            |            |
| Improvements      | \$ -             |            |            |            |
| Equipment         | \$ -             |            |            |            |
| Computer Hardware | \$ -             |            |            |            |
| Computer Software | \$ 208,586       |            |            |            |
| Consulting        | \$ 20,000        |            |            |            |
| Other             | \$ -             |            |            |            |
| <b>TOTAL</b>      | <b>\$228,586</b> | <b>\$0</b> | <b>\$0</b> |            |

Check \$0

5 Project Cost Summary

| Year               | Total Cost    | Other Funding | Bonding       |
|--------------------|---------------|---------------|---------------|
| Prior Years        | \$ -          | \$ -          | \$ -          |
|                    |               |               |               |
| <b>2019</b>        | \$ 228,586.38 | \$ -          | \$ 228,586.38 |
| <b>2020</b>        | \$ -          | \$ -          | \$ -          |
| <b>2021</b>        | \$ -          | \$ -          | \$ -          |
| <b>2022</b>        | \$ -          | \$ -          | \$ -          |
| <b>2023</b>        | \$ -          | \$ -          | \$ -          |
| <b>SUB Total</b>   | \$ 228,586.38 | \$ -          | \$ 228,586.38 |
| <b>Later Years</b> | \$ -          | \$ -          | \$ -          |
| <b>TOTAL</b>       | \$ 228,586.38 | \$ -          | \$ 228,586.38 |

| 6 Project Priority  | Check all that | Enter minimum amount required in |
|---|----------------|----------------------------------|
| 1 Legally binding contract full sum payment in 1st year?  |                |                                  |
| 2 A statutory or other requirement to spend all of Year 1 money?  |                |                                  |
| 3 Legally binding contract but flexibility in 1st year payments?  |                | \$                               |
| 4 A statutory or other requirement with flexibility in 1st year payments?                                     |                | \$                               |
| There are safety issues, maintenance issues, efficiency issues as well as odor issues in the current facility |                |                                  |
| <b>Software support is at end of life in 2020</b>   | x              | \$228,586.38                     |
| 6 Other Priority reason: Please detail  |                | \$                               |
| 7 Project desirable, either improving service or efficiency   |                | \$                               |

7 Project Critical Success Factors (Key Performance Indicators)

| Project Critical Success Factors            |
|---|
| Project completed on time and within budget |

### 8 Project Duration Estimates

| Project Milestone           | Date Estimate |
|-----------------------------|---------------|
| Project Start Date          | 1/1/2019      |
| Software Procured           | 2/1/2019      |
| Software Deployed           | 7/1/2019      |
| Employee training completed | 7/15/2019     |
| Project complete            | 7/31/2019     |

| 9 Project Users              | Impacts and Interface  |
|------------------------------|--|
| <b>External</b>              | Microsoft Office employee training   |
| Road Users                   |  |
| Business/Residences on route |  |
| <b>Internal</b>              | All County employees will have an updated version of Microsoft Office and require training on new version. |
|                              |  |

| 10 Project Tolerances |   |
|-----------------------|---|
| TIME                  | Delaying this project will result in software that is vulnerable to security exploits because no new security patches or updates will be developed for it after October 2020. |
| COST                  |   |
| RISK                  | After October 2020, no new security patches or updates will be made available for Office 2010, leaving this software vulnerable to security exploits.                         |
| BENEFICIARIES         |   |
| SCOPE                 |   |
| QUALITY               |   |

## Sheboygan County Capital Project Funding Request

|                            |                                       |
|----------------------------|---------------------------------------|
| <b>Project Name:</b>       | Upgrade Rocky Knoll VoIP Phone System |
| <b>Department:</b>         | Information Technology                |
| <b>Project Manager(s):</b> | Chris Lewinski                        |
| <b>Committee:</b>          | Finance                               |
| <b>Project Number</b>      |                                       |

### 1 Project Case

#### 1.1 Project Overview

This project is to replace the aged, unsupported Cisco VoIP telephone system at Rocky Knoll Health Care Center with a new ShoreTel(Mitel) VoIP system.

#### 1.2 Project Purpose

The current VoIP phone system is 8 years old and out-of-support and has proven increasingly unreliable within the last 6-8 months. Examples of issues include external calls lost while being transferred, as well as the inability to call nurses on their wireless phones. Sheboygan County IT has been contracting with a third party engineer to troubleshoot and resolve these issues with limited success, primarily due to the age of the hardware, which does not support the latest software version/code base.

### 2 Primary Project Objectives

Replace unsupported VoIP phone system with new VoIP system.  
Connect the new Rocky Knoll VoIP system to the Sheboygan County data center for ease of administration and support.  
Complete VoIP phone system deployment prior to December 2019.

### 3 Project Identification and Alternatives

The need for this phone system replacement has been known for the last few years but has been escalated recently due to numerous instances in which the phone system is malfunctioning, despite efforts by third party consultants to resolve these issues.  
An alternative would be to install traditional analog phone lines at Rocky Knoll to replace the existing system. It is likely this will be more costly in analyzing the 8-10 year total cost of ownership (TCO), and technical support would rely on the phone provider and not Sheboygan County IT.

### 4 Project Issues

Capital Project Fund Approval: If not replaced soon, Rocky Knoll will likely continue to struggle with phone system issues and potential system failure.  
To connect the new VoIP system to the Sheboygan County data center in the Courthouse, a broadband fiber connection will need to be installed at Rocky Knoll.

Rocky Knoll VoIP

5 Project Cost Worksheet

| Funding                          | Expenditure | Other Funding | Bonding   | Source(s) of Other Funding |
|----------------------------------|-------------|---------------|-----------|----------------------------|
| Prior years                      |             |               | \$0       |                            |
| 2019 - 1st quarter               |             |               |           |                            |
| 2019 - 2nd Quarter               |             |               |           |                            |
| 2019 - 3rd Quarter               | \$85,250    |               |           |                            |
| 2019 - 4th Quarter               | \$15,000    |               |           |                            |
| 2019 Total                       | \$100,250   | \$0           | \$100,250 |                            |
| 2020 - 1st Quarter               |             |               |           |                            |
| 2020 - 2nd quarter               |             |               |           |                            |
| 2020 - 3rd quarter               |             |               |           |                            |
| 2020 - 4th Quarter               |             |               |           |                            |
| 2020 Total                       | \$0         | \$0           | \$0       |                            |
| 2021 - 1st Quarter               |             |               |           |                            |
| 2021 - 2nd Quarter               |             |               |           |                            |
| 2021 - 3rd Quarter               |             |               |           |                            |
| 2021 - 4th Quarter               |             |               |           |                            |
| 2021 Total                       | \$0         | \$0           | \$0       |                            |
| 2022 - 1st Quarter               |             |               |           |                            |
| 2022 - 2nd Quarter               |             |               |           |                            |
| 2022 - 3rd Quarter               |             |               |           |                            |
| 2022 - 4th Quarter               |             |               |           |                            |
| 2022 Total                       | \$0         | \$0           | \$0       |                            |
| 2023 - 1st Quarter               |             |               |           |                            |
| 2023 - 2nd Quarter               |             |               |           |                            |
| 2023 - 3rd Quarter               |             |               |           |                            |
| 2023 - 4th Quarter               |             |               |           |                            |
| 2023 Total                       | \$0         | \$0           | \$0       |                            |
| SUB TOTAL 2019-2023              | \$100,250   | \$0           | \$100,250 |                            |
| Later Years                      |             |               | \$0       |                            |
| TOTAL                            | \$100,250   | \$0           | \$100,250 |                            |
| Check                            | \$0         | \$0           | \$0       |                            |
| Additional details Other Funding |             |               |           |                            |

It is important to note other necessary but non-capital costs that will impact the total cost of this project. Vendor support and maintenance of this system is \$2,000 per year, and integrating this system with the main Sheboygan County phone system will require a broadband internet (i.e. fiber) connection that will cost \$10,800 per year. These costs are not included in this capital project funding request, but must be incorporated in the County's operational budget.

5 Project Cost Worksheet (continued)

| Departmental cost |           | DEPARTMENT | DEPARTMENT | ASSET LIFE |
|-------------------|-----------|------------|------------|------------|
|                   | TOTAL     |            |            | YEARS      |
| Land              | \$ -      |            |            |            |
| Buildings         | \$ -      |            |            |            |
| Infrastructure    | \$ 250    |            |            |            |
| Improvements      | \$ -      |            |            |            |
| Equipment         | \$ -      |            |            |            |
| Computer Hardware | \$ 50,000 |            |            |            |
| Computer Software | \$ 35,000 |            |            |            |
| Consulting        | \$ 15,000 |            |            |            |
| Vendor Support    |           |            |            |            |
| TOTAL             | \$100,250 | \$0        | \$0        |            |
| Check             | \$0       |            |            |            |

## Rocky Knoll VoIP

### 5 Project Cost Summary

| Year        | Total Cost    | Other Funding | Bonding       |
|-------------|---------------|---------------|---------------|
| Prior Years | \$ -          | \$ -          | \$ -          |
| 2019        | \$ 100,250.00 | \$ -          | \$ 100,250.00 |
| 2020        | \$ -          | \$ -          | \$ -          |
| 2021        | \$ -          | \$ -          | \$ -          |
| 2022        | \$ -          | \$ -          | \$ -          |
| 2023        | \$ -          | \$ -          | \$ -          |
| SUB Total   | \$ 100,250.00 | \$ -          | \$ 100,250.00 |
| Later Years | \$ -          | \$ -          | \$ -          |
| TOTAL       | \$ 100,250.00 | \$ -          | \$ 100,250.00 |

| 6 Project Priority   | Check all that | Enter minimum amount required in |
|--|----------------|----------------------------------|
| 1 Legally binding contract full sum payment in 1st year?                           |                |                                  |
| 2 A statutory or other requirement to spend all of Year 1 money?                   |                |                                  |
| 3 Legally binding contract but flexibility in 1st year payments?                   |                | \$                               |
| 4 A statutory or other requirement with flexibility in 1st year payments?          |                | \$                               |
| 5 Phone system is aged and no longer supported.                                    | x              | \$100,250.00                     |
| 6 Other Priority reason: <b>Phone system is malfunctioning on a regular basis.</b> | X              | \$                               |
| 7 Project desirable, either improving service or efficiency                        |                | \$                               |

### 7 Project Critical Success Factors (Key Performance Indicators)

| Project Critical Success Factors            |
|---|
| Project completed on time and within budget |

### 8 Project Duration Estimates

| Project Milestone                                      | Date Estimate |
|--|---------------|
| Broadband fiber installed to facility                  | 9/1/2019      |
| VoIP software and hardware configured and deployed     | 11/1/2019     |
| Employee training completed                            | 12/1/2019     |
| Phone numbers ported to new system and system is live. | 12/15/2019    |

**Rocky Knoll VoIP**

| <b>9 Project Users</b>       | <b>Impacts and Interface</b>   |
|------------------------------|--|
| <b>External</b>              |  |
| Road Users                   |  |
| Business/Residences on route |  |
| <b>Internal</b>              | Rocky Knoll employees will have a new phone system and require training. |
|                              |  |

| <b>10 Project Tolerances</b> |   |
|------------------------------|---|
| TIME                         | Before new VoIP phone system can be implemented, a broadband fiber circuit must be installed to allow for connection to Sheboygan County data center. |
| COST                         |   |
| RISK                         | Delaying phone system replacement risks system failure of current phone platform, which would negatively impact Rocky Knoll operations.               |
| BENEFICIARIES                |   |
| SCOPE                        |   |
| QUALITY                      |   |

SHEBOYGAN COUNTY ORDINANCE NO. \_\_\_\_\_ (2018/19)

Re: **Changing Supervisory District Boundaries (15 and 17) to Reflect Annexation (Plymouth Annexations – .86 acre parcel)**

**WHEREAS**, the Sheboygan County Board established its current supervisory district boundaries by enactment of Ordinance No. 3 (2011/12) on September 20, 2011, subject to certain subsequent amendments, and

**WHEREAS**, on May 29, 2018, by the enactment of City of Plymouth Ordinance No. 11 of 2018, the City of Plymouth annexed certain territory into the City from the Town of Plymouth, and

**WHEREAS**, on June 4, 2018, the City of Plymouth Clerk/Treasurer, on behalf of the City, requested that the newly-annexed territory be included into Supervisory District No. 17 respectively and excluded from Supervisory District No. 15, and

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

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

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

**SUPERVISORY DISTRICT NO. 15:**

**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. 13 of 2016, City Ordinance No. 18 of 2016, City Ordinance Nos. 1, 3, and 4 of 2017, City Ordinance No. 2 of 2018, City Ordinance No. 11 of 2018, and the entire **Village of Cascade**.

**SUPERVISORY DISTRICT NO. 17:**

**City of Plymouth Wards 7 through 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 that portion annexed by City Ordinance No. 13 of 2016, City Ordinance No. 4 of 2017, ~~and~~ that portion annexed by City Ordinance No. 2 of 2018, that is assigned to Ward 12 of the City, and that portion annexed by City Ordinance No. 11 of 2018.

55 Section 2. **Effective Date.** The herein Ordinance shall take effect upon enactment.  
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58 Respectfully submitted this \_\_\_\_\_ day of June, 2018.  
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61 **FINANCE COMMITTEE**  
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65 \_\_\_\_\_  
66 William C. Goehring, Chairperson

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Greg Weggeman, Vice-Chairperson

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68 \_\_\_\_\_  
69 Vernon Koch, Secretary

\_\_\_\_\_

Keith Abler

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71 \_\_\_\_\_  
72 Roger Te Stroete

73 Opposed to Introduction:  
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79 Countersigned by:  
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83 Thomas Wegner, Chairperson  
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June 21, 2018, draft



## 2018 Finance Committee Meeting Schedule: Additional Meetings for Budget Review

|           | Sunday | Monday         | Tuesday | Wednesday                                       | Thursday | Friday | Saturday |
|-----------|--------|----------------|---------|---|----------|--------|----------|
| AUGUST    |        |                |         | 1   | 2        | 3      | 4        |
|           | 5      | 6              | 7       | 8<br>Finance Committee<br>302                   | 9        | 10     | 11       |
|           | 12     | 13             | 14      | 15  | 16       | 17     | 18       |
|           | 19     | 20             | 21      | 22<br>Finance Committee<br>302                  | 23       | 24     | 25       |
|           | 26     | 27             | 28      | 29<br>Budget Review<br>Finance Committee<br>302 | 30       | 31     | 1        |
| SEPTEMBER | 2      | 3<br>Labor Day | 4       | 5<br>Budget Review<br>Finance Committee<br>302  | 6        | 7      | 8        |
|           | 9      | 10             | 11      | 12<br>Finance Committee<br>302                  | 13       | 14     | 15       |
|           | 16     | 17             | 18      | 19<br>Budget Review<br>Finance Committee<br>302 | 20       | 21     | 22       |
|           | 23     | 24             | 25      | 26<br>Finance Committee<br>302                  | 27       | 28     | 29       |