

NOTICE OF MEETING

EXECUTIVE COMMITTEE

September 29, 2021 2:30 P.M.

Administrative Building
Room 119
508 New York Ave
Sheboygan WI 53081

AGENDA

Call to Order

Certification of Compliance with Open Meeting Law

Approval of Minutes – September 13, 2021 Executive Committee Meeting

Resolution No. 22 - Amending Land Records Modernization Plan

Resolution No. 23 - Authorizing Application for Department of Natural Resources Surface Water Grant

Resolution No. 24 - Approving Second Amendment to Lease of County Land at University of Wisconsin Green Bay-Sheboygan Campus for Bookworm

County Administrator's Report

Approval of Attendance at Other Meetings or Functions

Review and Approve Vouchers

Next Meeting Date: To Be Determined

Adjournment

Prepared by:
Peggy Osthelder, Recording Secretary

Approved by:
Vernon Koch, Committee Chairperson

NOTE: 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.

If listed as an agenda item, the "Administrator's Report" is a summary of key activities for the previous month and planned for upcoming months including performance evaluations, liaison committee issues and County Board issues. No action will be taken by the Executive committee resulting from the report unless it is a specific item on the agenda.

Persons with disabilities needing assistance to attend or participate are asked to notify the County Board Chairman/County Administrator's Office at 920-459-3103 prior to the meeting so that accommodations may be arranged.

Posted on 9/24/2021 at 2:00 pm

SHEBOYGAN COUNTY EXECUTIVE COMMITTEE MEETING MINUTES

Administrative Building, Room 302
508 New York Ave
Sheboygan, WI 53081

September 13, 2021

Called to Order: 3:00 P.M.

Adjourned: 4:21 P.M.

MEMBERS PRESENT: Vern Koch, William Goehring, Ed Procek, and Robert Ziegelbauer (arrived at 3:12 pm)

MEMBERS ABSENT: Keith Abler

ALSO PRESENT: Adam Payne, Alayne Krause, Crystal Fieber, Rebecca Clarke (attended remotely), Gerald Jorgensen, Jon Dolson, Brett Zemba, Suzanne Speltz, Stephanie Arndt, Judi Pool, and Peggy Osthelder

Chairman Koch called the meeting to order. Peggy Osthelder verified that the meeting notice was posted on September 10, 2021 at 2:30 P.M. in compliance with the open meeting law.

Supervisor Procek made a motion to approve the minutes of the August 31, 2021 Executive Committee meeting. Motion seconded by Supervisor Goehring. Motion carried unanimously.

The Committee discussed Resolution No. 17 - Supporting Legislation to Provide Increase in Criminal and Ordinance Violation Surcharges. Clerk of Courts Melody Lorge gave an overview and answered questions. Supervisor Goehring made a motion to approve the resolution. Motion seconded by Supervisor Procek. Motion carried unanimously.

The Committee discussed Resolution No. - Tentative County Supervisory District Plan. County Clerk Jon Dolson gave an overview of the district plan development process and the current tentative draft and answered questions. Supervisor Goehring made a motion to approve the tentative plan. Motion seconded by Supervisor Procek. Motion carried unanimously.

County Administrator Adam Payne reported on the status of the budget development process and the possibility of increasing the number of Judicial Assistants in the Clerk of Circuit Court Department. Additionally, Administrator Payne noted that he has been working with the Rocky Knoll Administration and HR Director and they will be coming forward with requests to alleviate staffing shortages. Administrator Payne reported on an ARPA regional panel event he attended last week in Green Bay, and spoke on some of the priorities other counties have earmarked for ARPA funding. Administrator Payne also reported on the recent announcement by President Biden regarding vaccinations and testing in the workplace. Currently, there isn't a timeline for the mandate so our legal team will monitor and provide status updates. Administrator Payne also stated that the Ryder Cup will be requiring masks in indoor settings. Finally, Administrator Payne noted that he has asked Planning & Conservation Director Aaron Brault to present at the upcoming County Board meeting on the wetland mitigation credits proposal and the overall status of this project.

There were no vouchers to review.

The next Executive Committee meeting is scheduled for Wednesday, September 29 at 3 PM.

Supervisor Goehring made a motion to adjourn. Motion seconded by Supervisor Ziegelbauer. Motion carried unanimously.

William Goehring, Secretary

Peggy Osthelder, Recording Secretary

COMMITTEE REPORT TO THE COUNTY BOARD

WE, THE EXECUTIVE COMMITTEE

TO WHOM WAS REFERRED RESOLUTION NO: 22

RE: **Amending Land Records Modernization Plan**

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 19th DAY OF October 2021

EXECUTIVE COMMITTEE

OPPOSED TO THE REPORT:

CONCURRING IN THE REPORT:

VERNON KOCH

VERNON KOCH

ROBERT ZIEGELBAUER

ROBERT ZIEGELBAUER

WILLIAM C. GOEHRING

WILLIAM C. GOEHRING

EDWARD J. PROCEK

EDWARD J. PROCEK

KEITH ABLER

KEITH ABLER

1 SHEBOYGAN COUNTY RESOLUTION NO. 22 (2021/22)

2
3 Re: Amending Land Records Modernization Plan

4
5
6 **WHEREAS**, Wis. Stat. § 59.72 provides that counties may establish a land information office or
7 may direct that the functions and duties of a land information office may be undertaken by an existing
8 board or office, and

9
10 **WHEREAS**, one of the responsibilities of a land information office is to prepare a land information
11 modernization plan for the county and obtain compliance with Wis. Stat. § 16.967 in order to obtain land
12 record modernization funding, and

13
14 **WHEREAS**, the Sheboygan County Board, through the adoption of Resolution No. 15 (1990/91),
15 established a Land Records Board, and

16
17 **WHEREAS**, the Sheboygan County Board, through the adoption of Ordinance No. 1 (2010/11),
18 changed the Land Records Board to become the Land Records Council and charged the Land Records
19 Council with maintaining and revising a Land Records Modernization Plan for the County, and

20
21 **WHEREAS**, Wis. Stat. § 59.72(3)(b) requires Land Records Modernization Plans to be updated
22 every three (3) years, and


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24 **WHEREAS**, through the adoption of Resolution No. 22 (2018/19), the County Board adopted the
25 current Land Records Modernization Plan which will expire on December 31, 2021, and

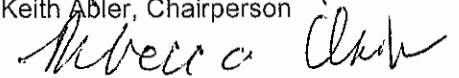
26
27 **WHEREAS**, the Land Records Council is proposing that the current Sheboygan County Land
28 Records Modernization Plan be updated with an expiration date of December 31, 2024;

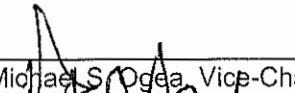
29
30 **NOW, THEREFORE, BE IT RESOLVED** that the proposed updated Land Records Modernization
31 Plan prepared by the Land Information Council on file with the Clerk be adopted as the County Plan with
32 an expiration date of December 31, 2024, and that the Plan be submitted to the Wisconsin Department of
33 Administration for approval.

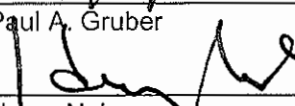
34
35 Respectfully submitted this 21st day of September, 2021.

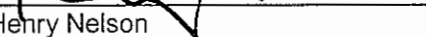
36
37 **PLANNING, RESOURCES, AGRICULTURE, AND EXTENSION COMMITTEE***

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41 Keith Adler, Chairperson

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44 Rebecca Clarke, Secretary

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48 Michael S. Odea, Vice-Chairperson

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52 Paul A. Gruber

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54 
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56 Henry Nelson

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58 Opposed to Introduction:

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62 *County Board members signing only

FISCAL NOTE
September 2021

Resolution No. 22 (2021/22) RE: Amending Land Records Modernization Plan

Funding:

No additional funding is required.

Respectfully Submitted,



Wendy A. Charnon, Finance Director
September 21, 2021

COMMITTEE REPORT TO THE COUNTY BOARD

WE, THE EXECUTIVE COMMITTEE

TO WHOM WAS REFERRED RESOLUTION NO: 23

RE: **Authorizing Application for Department of Natural Resources Surface Water 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 19th DAY OF October 2021

EXECUTIVE COMMITTEE

OPPOSED TO THE REPORT:

CONCURRING IN THE REPORT:

VERNON KOCH

VERNON KOCH

ROBERT ZIEGELBAUER

ROBERT ZIEGELBAUER

WILLIAM C. GOEHRING

WILLIAM C. GOEHRING

EDWARD J. PROCEK

EDWARD J. PROCEK

KEITH ABLER

KEITH ABLER

1 SHEBOYGAN COUNTY RESOLUTION NO. 23 (2021/22)

2
3 Re: **Authorizing Application for Department of Natural Resources Surface Water Grant**

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6 **WHEREAS**, the Sheboygan County Planning & Conservation Department is interested in
7 obtaining a grant from the Wisconsin Department of Natural Resources (WDNR) for the purpose
8 of the annual Clean Boats Clean Waters Program;

9
10 **WHEREAS**, the applicant attests to the validity and veracity of the statements and
11 representations contained in the grant application;

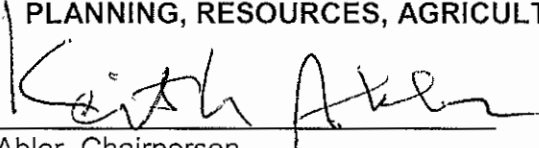
12
13 **WHEREAS**, a grant agreement is requested to carry out the project; and

14
15 **NOW, THEREFORE, BE IT RESOLVED**, that the Sheboygan County Planning &
16 Conservation Department will meet the obligations necessary to fully and satisfactorily complete
17 the project and hereby authorizes and empowers the Planning & Conservation Director to submit
18 and sign the grant application, enter into a grant agreement with the WDNR, submit necessary
19 reports, and submit appropriate reimbursement requests to the WDNR, and to sign and submit
20 other required documentation.

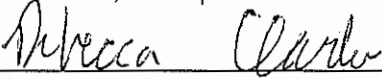
21
22 **BE IT FURTHER RESOLVED**, that the Sheboygan County Planning & Conservation
23 Department will comply with all local, state, and federal rules, regulations and ordinances relating
24 to this project and the agreement.

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26
27 Respectfully submitted this 21st day of September, 2021

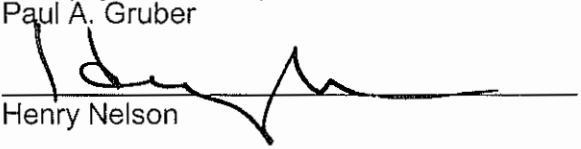
28
29
30 **PLANNING, RESOURCES, AGRICULTURE, AND EXTENSION COMMITTEE***

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34 Keith Abler, Chairperson

34 Michael S. Ogea, Vice-Chairperson

35
36 
37 Rebecca Clarke, Secretary

37 Paul A. Gruber

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39
40 
41 Henry Nelson

42 Opposed to Introduction:

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46 *County Board members signing only

FISCAL NOTE
September 2021

**Resolution No. 23 (2021/22) RE: Authorizing Application for Department of Natural
Resources Surface Water Grant**

This grant does not require matching funds.

Funding:

No additional funding is required.

Respectfully Submitted,



Wendy A. Charnon, Finance Director
September 21, 2021

COMMITTEE REPORT TO THE COUNTY BOARD

WE, THE EXECUTIVE COMMITTEE

TO WHOM WAS REFERRED RESOLUTION NO: 24

RE: **Approving Second Amendment to Lease of County Land at University of Wisconsin Green Bay - Sheboygan Campus for Bookworm Gardens Expansion Project**

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 19th DAY OF October 2021

EXECUTIVE COMMITTEE

OPPOSED TO THE REPORT:

CONCURRING IN THE REPORT:

VERNON KOCH

VERNON KOCH

ROBERT ZIEGELBAUER

ROBERT ZIEGELBAUER

WILLIAM C. GOEHRING

WILLIAM C. GOEHRING

EDWARD J. PROCEK

EDWARD J. PROCEK

KEITH ABLER

KEITH ABLER

SHEBOYGAN COUNTY RESOLUTION NO. 24 (2021/22)

Re: **Approving Second Amendment to Lease of County Land at University of Wisconsin Green Bay – Sheboygan Campus for Bookworm Gardens Expansion Project**

WHEREAS, pursuant to Resolution No. 25 (2007/08), Sheboygan County entered into a Lease Agreement with Bookworm Gardens dated April 2, 2008, in which Sheboygan County granted to Bookworm Gardens the right to establish a Children's Garden on land owned by Sheboygan County, and

WHEREAS, Sheboygan County and Bookworm Gardens amended the Lease Agreement on September 22, 2009, to enlarge Bookworm Gardens' leasehold interest.

WHEREAS, Bookworm Gardens now proposes additional development for educational purposes and has requested an expansion of its current leasehold interest to include an approximately 23.428-acre parcel for maintained trails, riverwalk and woodland educational opportunities, an administration and education building, designed gardens, and related facilities, and

WHEREAS, the parties desire to amend the existing original lease agreement to include this additional parcel of land and to provide for Property Committee approval of future development plans;


NOW, THEREFORE, BE IT RESOLVED that Sheboygan County enter into a Second Amendment to Lease Agreement with Bookworm Gardens, Inc., to allow for the enlargement of the property subject to the lease and to provide for approval of future development.

BE IT FURTHER RESOLVED that the County Board Chairperson and the County Clerk are directed and authorized to sign the Second Amendment with Bookworm Gardens, Inc.

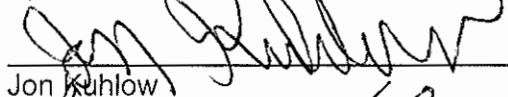
Respectfully submitted this 21st day of September, 2021.

PROPERTY COMMITTEE


Henry Nelson, Chairperson


Brian Smith, Secretary


Jacob Immel, Vice-Chairperson


Jon Kuhlow


George Kulow

Opposed to Introduction:

SECOND AMENDMENT TO LEASE AGREEMENT

THIS AGREEMENT is made and entered into on the _____ day of _____, 2021, between **BOOKWORM GARDENS, INC.** (Bookworm Gardens), a Wisconsin non-profit corporation, with its principal address as P.O. Box 883, Sheboygan, Wisconsin 53082-0883, and **SHEBOYGAN COUNTY**, a Wisconsin body corporate, with its principal place of business at 508 New York Avenue, Sheboygan, Wisconsin 53081-4126.

RECITALS

WHEREAS, Bookworm Gardens has entered into a Lease Agreement dated April 2, 2008, with Sheboygan County in which Sheboygan County granted to Bookworm Gardens the right to establish a Children's Garden on land owned by Sheboygan County, and

WHEREAS, Sheboygan County and Bookworm Gardens amended the Lease Agreement on September 22, 2009, to enlarge Bookworm Gardens' leasehold interest.

WHEREAS, Bookworm Gardens has proposed additional development for educational purposes and has requested an expansion of its current leasehold interest as shown by the bold hatch-marked areas of **Exhibit A**.

WHEREAS, the entire Bookworm Gardens leasehold interest as amended will be as depicted by all hatch-marked areas on **Exhibit A**.

AGREEMENT

1. Based on the foregoing, Bookworm Gardens and Sheboygan County agree to amend the Amendment to Lease Agreement dated September 22, 2009, to provide that the leasehold interest provision as set forth in Paragraph 1 of the Amendment to Lease Agreement is hereby replaced with the leasehold interest shown on **Exhibit A** attached hereto with the legal description as set forth on **Exhibit B** attached hereto.

2. Bookworm Gardens shall provide the Sheboygan County Property Committee with renderings of the construction, modification, and development of the portion of the Leased Premises shown on **Exhibit A** (the Expansion Plans). Before commencing construction, Bookworm Gardens shall obtain the Property Committee's approval of the Expansion Plans and final construction, modification, and development shall substantially comply with the approved Expansion Plans.

3. The parties agree that Bookworm Gardens shall be responsible for all parking lot paving, maintenance and snow removal of all paths, pedestrian bridges, trails, or other areas of the Leased Premises. The pedestrian bridges contemplated as part of the Expansion Plans shall be constructed at a height sufficient to allow school buses and public transportation to pass underneath.

(The rest of this page intentionally left blank.)

4. In all other respects, the Lease Agreement dated April 2, 2008, shall remain in full force and effect.

IN WITNESS WHEREOF, this Second Amendment to Lease Agreement is executed effective as of this date.

SHEBOYGAN COUNTY

By: _____
Vernon Koch, Chairperson

By: _____
Jon Dolson, County Clerk

State of Wisconsin)
) ss:
Sheboygan County)

Personally appeared before me this ____ day of _____, 2021, the above-named Vernon Koch and Jon Dolson, to me known to be the County Board Chairperson and County Clerk respectively, who executed the foregoing instrument and acknowledged the same.

Crystal H. Fieber
Notary Public, State of Wisconsin
My Commission is permanent

BOOKWORM GARDENS, INC.

By: _____
Karen Rhyan, President

By: _____
Elizabeth Wieland, Executive Director

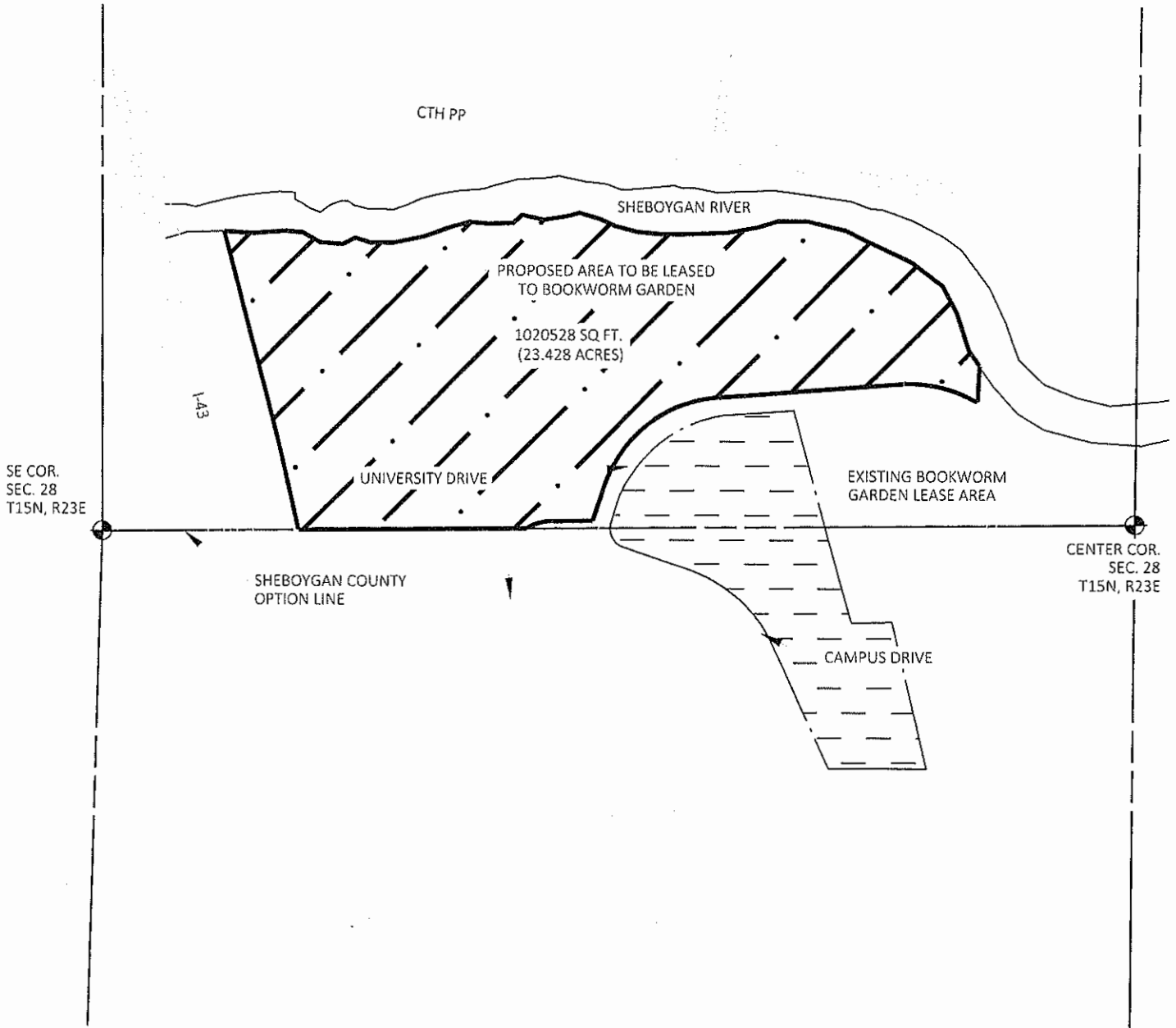
State of Wisconsin)
) ss:
Sheboygan County)

Personally appeared before me this ____ day of _____, 2021, the above-named Karen Rhyan and Elizabeth Wieland, to me known to be the President and Executive Director, respectively, of Bookworm Gardens, Inc., who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin
My Commission _____

PROPOSED LEASE SHEBOYGAN COUNTY TO BOOKWORM GARDENS

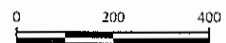
PART OF GOVERNMENT LOTS 5, AND 6, SECTION 28, T15N, R23E, CITY OF SHEBOYGAN,
SHEBOYGAN COUNTY, WISCONSIN



WISCONSIN

PARENT PARCEL ID:
PART OF 59281215891

SCALE FEET



FISCAL NOTE
September 2021

**Resolution No. 24 (2021/22) RE: Approving Second Amendment to Lease of County
Land at University of Wisconsin Green Bay –
Sheboygan Campus for Bookworm Gardens
Expansion Project**

Funding:

No additional funding is required.

Respectfully Submitted,



Wendy A. Charnon, Finance Director
September 21, 2021