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County Board Agenda

DATE: Tuesday, June 20, 2023
TIME: 7:00 PM
PLACE: Room 019 - County Board Room, Calumet County Courthouse

TO THE MEMBERS OF THE CALUMET COUNTY BOARD OF SUPERVISORS:

The County Board of Supervisors of Calumet County, Wisconsin, will meet pursuant to Section 59 of the Wisconsin Statutes in an adjourned session at the Courthouse in the County Board Room - 019 to transact any and all business as may properly come before said meeting. You, as a member, are requested to be present.

TO THE MEMBERS OF THE PUBLIC:

If you wish to attend the County Board Meeting, you can do so in person or via WebEx. The telephone number to call is **1-844-992-4726**. You will be asked to enter the following access code: **2493 612 9007**. You will then be asked for a password and you can press the # key on your phone. Please note that all call-in users will be muted upon entering the meeting.

Page

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA

4. APPROVAL OF MINUTES

4 - 6 4.1. May 16, 2023 Minutes
[20230516 CB Minutes](#)

5. COMMUNICATIONS

6. PUBLIC PARTICIPATION

7. SPECIAL BUSINESS

Calumet County housing presentation by Chris Meuer, Director of Planning, Zoning and Farmland Preservation.

8. RESOLUTIONS

7 - 9

- 8.1. **RES 2023-05**
RESOLUTION AMENDING THE 2023 BUDGET FOR THE EXPENDITURE OF AMERICAN RESCUE PLAN ACT FUNDS
[20230620 RES 2023-05 Budget Amendment Resolution - ARPA Projects with attachment](#)

9. SUPERVISOR REPORTS

Supervisors' Reports of Meetings and Seminars attended

10. COUNTY ADMINISTRATORS REPORT & APPOINTMENTS

10 - 13

- 10.1. Monthly Report
[County Administrator's Report.06-20-23](#)
- 10.2. **Reappointment to Zoning Board of Adjustment.** Recommend the reappointment of Jon Cousins, whose term will expire 6/30/2023. The new term will expire 6/30/2026.
- 10.3. **Reappointment to Zoning Board of Adjustment.** Recommend the reappointment of Kevin Fischer, whose term will expire 6/30/2023. The new term will expire 6/30/2026.

11. NEXT REGULAR MEETING DATE

July 18, 2023 at 7:00 PM

12. ADJOURNMENT

So as not to disturb the meeting, all cell phones should be placed on vibrate, and all calls should be taken outside the meeting room.

Any person wishing to attend who, because of a disability, requires special accommodations, should contact the County Clerk at 920-849-1458 at least 24 hours before the scheduled meeting time so appropriate arrangements can be made.



County Board Meeting Minutes

Tuesday, May 16, 2023

County Clerk

The County Board of Calumet County was called to order on Tuesday, May 16, 2023 at 7:00 PM by Chair Connors.

1 ROLL CALL

Roll call was taken and all members reported present.

Staff and others present: John Anderson, IT Director; Beth Hauser, County Clerk; Adam Hernke, Facilities Director; David Maccoux, Finance Director; Joanne Metzen, Director of Special Education; Chris Meuer, Director of Planning, Zoning and Farmland Preservation; Matt Payette, Director of Operations; Tony Reali, County Conservationist; Todd Romenesko, County Administrator; Kimberly Tenerelli, Corporation Counsel; and Michelle Wright, Human Resources Director.

2 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3 APPROVAL OF AGENDA

Moved by Supervisor Budde and seconded by Supervisor Stier to approve the agenda as presented. Motion carried unanimously.

4 APPROVAL OF MINUTES

Moved by Supervisor Dietrich and seconded by Supervisor Stier to approve the minutes of the April 18, 2023 meeting as presented. Motion carried unanimously.

5 COMMUNICATIONS

5a. Disclosure of Interest letter from Nicholas Kesler, District 12 Supervisor. Received and placed on file.

6 SPECIAL BUSINESS

6a. David Maccoux, Finance Director, presented the 2022 Sales Tax Annual Report. General discussion.

7 RESOLUTIONS

7a. **RES 2023-03
RESOLUTION TO CREATE THE AGING AND DISABILITY RESOURCE CENTER (ADRC) OF
CALUMET COUNTY**

Moved by Supervisor Schwalenberg and seconded by Supervisor Voight to adopt Resolution 2023-03 as presented. Motion carried unanimously. Roll call vote was taken and motion carried unanimously.

7b. RES 2023-04

RESOLUTION TO CREATE 50 FULL-TIME EQUIVALENTS (FTE) IN THE POSITIONS OF AUTISM SPECTRUM DISORDER CONSULTANT, OCCUPATIONAL THERAPIST, PARAPROFESSIONAL, SPEECH LANGUAGE PATHOLOGIST, SCHOOL TO WORK TRANSITION COORDINATOR, AND SPECIAL EDUCATION TEACHER IN THE CALUMET COUNTY DEPARTMENT OF ADMINISTRATION

Moved by Supervisor Schwalenberg and seconded by Supervisor Dietrich to adopt Resolution 2023-04 as presented. General discussion. Roll call vote was taken and motion carried unanimously.

8 ORDINANCES

8a. ORD 2023-01

ORDINANCE TO AMEND CHAPTER 82 - ZONING CODE ON CERTAIN PROPERTY IN THE TOWN OF BRILLION PROPERTY OF NICHOLAS STEFFES

Moved by Supervisor Clark and seconded by Supervisor Stier to enact ORD 2023-01 as presented. Roll call vote was taken and motion carried unanimously.

8b. ORD 2023-02

ORDINANCE TO AMEND CHAPTER 82 - ZONING CODE ON CERTAIN PROPERTY IN THE TOWN OF CHARLESTOWN PROPERTY OF KYLE MOSCHEL

Moved by Supervisor Stier and seconded by Supervisor Clark to enact ORD 2023-02 as presented. Roll call vote was taken and motion carried unanimously.

9 SUPERVISOR REPORTS

Supervisors' Reports of Meetings and Seminars attended

10 COUNTY ADMINISTRATORS REPORT

10a. The County Administrator's Monthly Report was provided with the agenda packet.

11 NEXT REGULAR MEETING DATE

June 20, 2023 at 7:00 PM

12 CLOSED SESSION

12a. At 7:28 PM, **moved** by Supervisor Dietrich and seconded by Supervisor Stier to go into closed session according to Sec. 19.85(1)(e) of the Wisconsin Statutes for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; specifically, discussion of a new Appleton office location and purchase. Roll call vote was taken and motion carried unanimously.

13 RETURN TO OPEN SESSION

Moved by Supervisor Stier and seconded by Supervisor Voight to return to open session. Motion carried unanimously.

13a. Moved by Supervisor Gentz and seconded by Supervisor Irwin to authorize the County Administrator to make an offer to purchase the property identified in closed session in the amount not to exceed what was identified in closed session with the contingency that final approval for the purchase must be approved by the full County Board. Motion carried with 20 supervisors voting aye and one nay (Schwalenberg).

Moved by Supervisor Gentz and seconded by Supervisor Cleveland to schedule a virtual or in-person special board meeting on Wednesday, May 24 at 4 PM to formally accept the Offer to Purchase if one exists. Motion carried unanimously.

14 ADJOURNMENT

Chair Connors adjourned the meeting at 9:00 PM.

State of Wisconsin)
Calumet County)

I, Beth A. Hauser, do hereby certify that the foregoing is a true and correct record of proceedings of the County Board Meeting.

/s/ Beth A. Hauser, Calumet County Clerk

RESOLUTION 2023-05

RESOLUTION AMENDING THE 2023 BUDGET FOR THE EXPENDITURE OF AMERICAN RESCUE PLAN ACT FUNDS

To the Honorable Chair and Board of Supervisors of Calumet County, Wisconsin:

Motion:	Adopted: <input type="checkbox"/>
1 st _____	Lost: <input type="checkbox"/>
2 nd _____	Tabled: <input type="checkbox"/>
Yes: _____ No: _____	Absent: _____
Number of votes required:	
<input type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds
Reviewed by: _____	Kimberly Tenerelli Corp Counsel

WHEREAS, In 2022, the County Board approved a plan to remodel and relocate departments currently located on the second floor of the Courthouse into the space vacated by the Sheriff's Office using \$1,500,000 in uncommitted sales tax and \$1,750,000 in American Rescue Plan Act (ARPA); and

WHEREAS, The County Board included \$500,000 in the 2023 Budget to replace a small chiller which was included as a bid alternate to the Courthouse Remodel Project in an effort to generate cost savings; and

WHEREAS, The project was competitively bid and the lowest responsible bid received as a base bid for the Courthouse Remodel Project exceeded original estimates by \$509,420, while the alternate bid for the chiller was below original estimates by \$324,860; and

WHEREAS, The County retained Kueny Architects at a cost of \$209,625 to establish a schematic design, develop construction documents, and oversee project bidding and construction related to the courthouse remodeling; and

WHEREAS, The County desires to allocate the cost savings on the chiller project to fund architect fees and partial furnishings cost associated with the project; and

WHEREAS, Once complete, this project will allow all Health and Human Services business units to occupy the second floor in a coordinated fashion and streamline service delivery; and

WHEREAS, The COVID-19 public health emergency highlighted and exacerbated the physical layout of the courthouse and the fragmentation of services in the Health and Human Services Department; and

WHEREAS, Calumet County has expressed a desire to fund capital projects with funding sources other than bonding; and

WHEREAS, The remaining amount of unobligated American Rescue Plan Act funds is \$1,703,057.

NOW, THEREFORE, BE IT RESOLVED, That the Calumet County Board of Supervisors authorize the County Administrator to execute the additional expenditures for the Courthouse Interior Remodel Project.

	YES	NO	A
1 <u>BUDDE</u>			
2 <u>CLARK</u>			
3 <u>CLEVELAND</u>			
4 <u>CONNORS</u>			
5 <u>DIETRICH</u>			
6 <u>DORAN</u>			
7 <u>GENTZ</u>			
8 <u>HANDSCHKE</u>			
9 <u>HOFBERGER</u>			
10 <u>IRWIN</u>			
11 <u>JOHNSTON</u>			
12 <u>KESLER</u>			
13 <u>KLECKNER</u>			
14 <u>LAUGHRIN</u>			
15 <u>MUELLER</u>			
16 <u>PAGEL-HOLZSCHUH</u>			
17 <u>SCHWALENBERG</u>			
18 <u>STIER</u>			
19 <u>STOFFEL</u>			
20 <u>STUCKMANN</u>			
21 <u>VOIGHT</u>			

BE IT FURTHER RESOLVED, That the Finance Director be authorized to amend the 2023 budget to reflect the additional expenditure of \$554,185 in American Rescue Plan Act funding for the aforementioned project.

Dated this 20th day of June 2023.

INTRODUCED BY THE ADMINISTRATIVE SERVICES COMMITTEE

Merlin Gentz, Chair

Tom Stoffel, Vice Chair

Ronald Dietrich

Pete Stier

Mary Schwalenberg

Ken Irwin

Chad Doran

COUNTERSIGNED BY

Alice Connors, County Board Chair

<p align="center">All Bids Received</p> <p align="center">Courthouse Interior Remodel - Base Bid with Alternates</p>						
Company	Base Bid	Alt 1 - Conference Room	Alt 2 - Restrooms	Alt 3 - 2nd Floor Reception	Alt 4 - Chiller	Total
Capelle Bros. & Diedrich, Inc	\$3,580,400	\$180,880	\$89,400	\$158,400	\$166,800	\$4,175,880
Mike Koenig Construction	\$3,716,000	\$219,940	\$95,850	\$158,860	\$224,100	\$4,414,750
Howard Immel Construction	\$3,572,900	\$177,500	\$65,000	\$136,000	\$244,900	\$4,196,300

<p align="center">Selected Option - Base Bid with Chiller (Alternate 4)</p>			
	Base Bid	Chiller	Total
Lowest Qualified Bid (Capelle)	3,580,400	166,800	3,747,200
Contingency	179,020	8,340	187,360
Subtotal (Base Bid and Chiller)	3,759,420	175,140	3,934,560
Original Budget Estimate	3,250,000	500,000	3,750,000
Variance from Budget Estimate	(509,420)	324,860	(184,560)
Furnishings			(160,000)
Kueny Architects			(209,625)
Total ARPA Request			(554,185)



Department of Administration

Todd M. Romenesko, County Administrator

206 Court Street, Chilton, WI 53014

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Toll Free: (833) 620-2730

Fax: (920) 849-1620

Email: county.admin@calumetcounty.org

County Administrator’s Monthly Report
June 2023

Hiring Updates

Sourcing/Accepting Applications (Open until filled, unless noted):

Full-time/Part-time:

- Accounting Technician (HHC/Hospice Billing Specialist)
- Correctional Officer (Female)
- Dispatcher
- HHC/Hospice RN (2 openings)
- Human Services Professional (SAC/IDP Assessor)

Casual/Limited-term:

- Correctional Officer (Casual)(Male)
- HHC/Hospice Aide (Casual)
- HHC/Hospice RN (Casual)
- Meal Site Manager (Casual)
- Transport Officer (Casual)
- Watercraft Inspector/Conservation Intern (Seasonal)

Hired:

Full-time/Part-time:

- Administrative Assistant (Planning and Zoning) – 6/5/23
- Correctional Officer (Female) – 5/30/23
- Correctional Officer (Male) – 6/12/23
- Economic Development & Tourism Specialist – 6/5/23
- Emergency Mental Health Supervisor – 6/1/23
- Human Services Professional (BHU Case Manager) – 6/5/23
- Human Services Professional (Child Welfare) – 7/5/23
- Recruit Officer (Internal) – 6/6/23

Casual:

- 4-H Leadership Development Assistant (Intern) – 5/30/23
- Bailiff – 5/31/23
- Correctional Officer (Male) – 5/30/23

County Financial Report

The following report is attached:

- May 2023 Investment Report



www.calumetcounty.org

Page 1 of 4

Strategic Plan Updates

Calumet County Selected for \$1M EPA Brownfield Coalition Grant

Calumet County has been selected as one of only six communities in Wisconsin to receive one of eight EPA grants totaling \$6.5 million, funded by the Bipartisan Infrastructure Law. The Calumet County 2023 Brownfield Coalition Assessment Grant, totaling \$1,000,000 will primarily be used to conduct Phase I and Phase II environmental site assessments on brownfield sites with a focus on sites that can be redeveloped or turned into other public amenities such as trails, to help spur economic development activity. Calumet County is the lead agency and will be responsible for administering the grant and reporting back to the EPA. There are two grant coalition members: Outagamie County and the Fox Cities Greenways, Inc. The geographic boundary of grant activities will be Calumet County, Outagamie County, and the service area of Fox Cities Greenways, Inc. A Brownfield Advisory Committee will likely be formed to inform and involve the community and other coalition stakeholders during the planning, implementation, and other Brownfield assessment activities.

County Hires New Economic Development and Tourism Specialist

Rick Sense, the new Economic Development and Tourism Specialist, began his employment with Calumet County on June 5. He is a lifelong resident of northeast Wisconsin and has a diverse background, including work for the Green Bay Chamber, the financial industry, and working as chief of staff for two members of Congress. He also hosts a weekly local BizTalk radio show through the Fox Cities SCORE chapter. Rick is working to become more familiar with Calumet County, promoting the county as a destination, and other local economic development needs.

Calumet County Communities Selected for Child Care Dream UP Grant

Calumet County, in partnership with local child care leaders and advocates, was recently awarded a \$75,000 grant from the Wisconsin Dream Up! Child Care Supply-Building Program. Child care is an economic driver for communities, and many Calumet County communities are facing shortages of high-quality child care. The grant is designed to engage local stakeholders to address the challenges of child care capacity and plan for solutions. The planning efforts will focus on Chilton, Stockbridge, Hilbert, and New Holstein, where businesses and families are most impacted by lack of child care options.

Finance and Human Resources Management System(s) Update

Calumet County has finalized agreements for a best of breed solution that includes three companies, Tyler Technologies for financials and payroll, UKG for scheduling and time and attendance, and NEOGOV for talent attraction, applicant tracking, onboarding, performance management, and learning management. We have officially begun deployment and implementation with Tyler Technologies which will take approximately a year and a half. The remaining two companies, UKG and NEOGOV, will phase into this implementation timeframe in the near future.

Calumet County Aging and Disability Resource Center (ADRC)

As approved at the May 16, 2023, Calumet County Board Meeting, we are proceeding with the steps necessary to create a Calumet County Aging and Disability Resource Center (ADRC) effective Jan. 1, 2024. To aid in the transition from the Calumet, Outagamie, and Waupaca ADRC that will terminate effective Dec. 31, 2023, Calumet County will be assuming the positions of Jenny Guarisco, Disability Benefit Specialist and Nancy Krueger, Health, Wellness, and Dementia Care Coordinator effective July 10, 2023.

Supervisor Budde elected Vice Chair of Wisconsin County Highway Association (WCHA)

Calumet County Board Supervisor Matthew Budde has been elected the new WCHA Vice Chair. Upon election, the Vice Chair begins a progressive, "3-office" period of service where, as the Vice Chair, Matthew will fill in the

role of Chair of the WCHA Board of Directors in the absence of the Chair. After one year as Vice Chair, he will then assume the role of Chair, and then Past Chair. The Board of Directors is the main governing body of WCHA. As an elected officer of WCHA, the Vice Chair is a member of the WCHA Executive Committee, which provides administrative support to the Association.

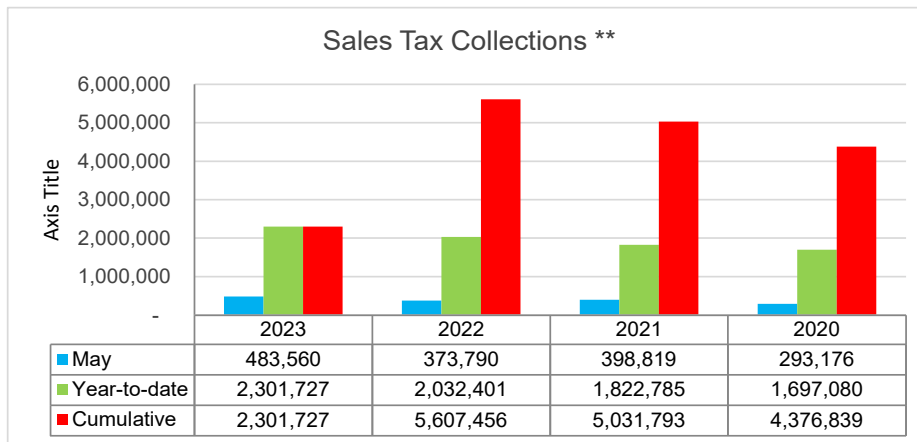
Assembly Bill 245, Shared Revenue Reform Legislation

Last week, an announcement was made that Shared Revenue legislation has received bipartisan support. The package of bills will provide historic investment into local governments and the Wisconsin School Choice Program. Since shared revenue is tied to the sales tax in this plan, shared revenue would grow with inflation.

If Calumet County Board Supervisors have any questions, concerns or desire additional information on these or any other topics, please do not hesitate to call 920-849-1448 or email me todd.romenesko@calumetcounty.org.

**CALUMET COUNTY
INVESTMENT REPORT
May 31, 2023**

Financial Inst.	Int Rate	Amount
General Investments		
Nicolet National Bank - MM Acct	0.50%	\$ 146,079.78
Nicolet National Bank - ICS Account	4.85%	3,664,633.57
Local Gov Invest Pool	5.01%	21,010,286.34
Associated Bank MM Acct*	0.75%	526,821.53
BMO CDBG Planning Grant	0.00%	100.00
BMO Savings Account*	1.00%	372,702.80
BMO Harris Financial Advisors	0.70%	4,489,326.64
Sub-Total General Investments		<u>30,209,950.66</u>
ARPA Investments		
Local Gov Invest Pool	5.01%	7,371,068.47
Sub-Total ARPA Investments		<u>7,371,068.47</u>
Bond Proceed Investments		
BMO Harris Savings Account*	1.00%	207,231.20
Total County Investments		<u><u>\$ 37,788,250.33</u></u>



* Collateralized investment

** Represent a cash basis collection