

NOTICE OF MEETING

SHEBOYGAN COUNTY EXECUTIVE COMMITTEE

February 29, 2024 3:00 P.M.

Administration Building
508 New York Ave
Sheboygan WI 53081
Room 302

AGENDA

Call to Order

Certification of Compliance with Open Meeting Law

Correspondence

Approval of Minutes for the January 25, 2024 Executive Committee Meeting

Consideration of Resolution No. 25 - Approving Municipal Access, Storm Sewer, Lighting, Camera & Safety Equipment Easement with Village of Elkhart Lake

Consideration of 4th Quarter Variance Reports

Discussion of Fire and Emergency Medical Services Study in Sheboygan County

Discussion of American Rescue Plan Act Subrecipient Reports

County Administrator's Report

(The County Administrator's Report is a summary of key activities. No action will be taken by the Executive Committee resulting from the report, unless it is a specific item on the agenda.)

Closed Session

Consideration of Annual Performance Evaluation for County Administrator-Contemplated Closed Session: It is contemplated that a motion will be made to consider the above agenda item in closed session pursuant to Wis. Stat. §19.85(1)(c) which states that a closed session may be held for the following purpose: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. The Committee will reconvene in OPEN SESSION immediately after the closed session is concluded to vote on matters discussed in closed session requiring decisions if any action is deemed necessary and to conclude work on any other items listed in this meeting.

Open Session

Consideration and Approval of Attendance at Other Meetings/Functions

Review and Approve Vouchers

Next Meeting Date: To Be Determined

Adjournment

Prepared by:
Peggy Osthelder
Recording Secretary

Vern Koch
Committee Chairperson

NOTE: Members of the public are invited to offer comments on topics which may or may not appear on the Agenda, and Committee members may discuss such matters, but no action may be taken by the Committee on non-Agenda topics. Individual speakers may be limited to no more than five minutes.

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.

SHEBOYGAN COUNTY EXECUTIVE COMMITTEE MINUTES

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

January 25, 2024

Called to Order: 3:00 PM

Adjourned: 3:32 PM

MEMBERS PRESENT: Vernon Koch, Keith Abler, William Goehring, Curt Brauer, and Edward Procek

ALSO PRESENT: Supervisor Roger Te Stroete, Supervisor Jerry Jorgensen, Jeremy Fetterer, Stefanie Albrecht, Crystal Fieber, Bryan Olson, Matt Grenoble, Alayne Krause, and Peggy Osthelder

Chairman Koch called the meeting to order at 3:00 PM. Peggy Osthelder certified compliance with the open meeting law. The meeting notice was posted at 1:30 PM on January 23, 2024.

There was no correspondence to present to the Committee.

Supervisor Brauer made a motion to approve the minutes of the December 21, 2023 Executive Committee Meeting. Motion seconded by Supervisor Goehring. Supervisor Procek requested the addition of 'County Administrator' to clarify the approved compensation adjustment. Motion carried.

The Committee reviewed Resolution No. 24 - Carryover of Unexpended 2023 Appropriations to 2024. Financial Analyst Stefanie Albrecht gave an overview and answered questions. Supervisor Procek made a motion to approve the resolution. Motion seconded by Supervisor Abler. Motion carried.

The Committee reviewed Ordinance No. 13 - Amending Chapters 61, 62, 63, 64 and 65 related to Airport Minimum Standards, Safety and the Airport Advisory Committee, and Naming of Sheboygan County Memorial International Airport. Airport Superintendent Matt Grenoble gave an overview and answered questions. Supervisor Brauer made a motion to approve the ordinance. Motion seconded by Supervisor Abler. Motion carried.

County Administrator Alayne Krause reported on recent County events and initiatives such as the Opioid Roundtable Discussion with Senator Baldwin hosted at the Detention Center and the status of the request for proposal (RFP) for the UW-Green Bay, Sheboygan Campus housing project. Administrator Krause then provided an update on the Fixed Base Operator transition at the Sheboygan County Airport and the status of the Deputy County Administrator position. Administrator Krause also reported on recent webinars offered by ETF on the changes to corrections officer's retirement classifications resulting from Act 4. Additionally, Administrator Krause reported that the Families + Neighbors Together program is moving forward with programming and have two open houses scheduled in February 2024 to which she welcomed the Committee to attend. The Sheboygan County Chamber of Commerce is also kicking off their Workforce Recruitment Campaign with an event in February to engage with local human resources professionals to help bridge the gaps in our County's open positions. Similarly, all American Rescue Plan Act subrecipients are obligated to submit progress reports by January 30, 2024 after which an update will be provided to the Executive Committee. Further, Administrator Krause reported on recent tours and events she attended with community partners including: The Chamber's Economic Outlook Breakfast, a tour of the Rogers Behavioral Health Facility, and 2024 Winter Seasonal Reception held at UW-Green Bay. Administrator Krause also recently met with Allen Nohl of the Veterans Memorial to introduce him to

the new Building Services Director and discuss the status of their expansion project. Looking ahead, Administrator Krause will be attending the Wisconsin Counties Association Legislative Exchange with Chairman Koch and Vice-Chairman Abler in Madison, and then will travel to Washington DC for the National Counties Association Legislative Conference. Lastly, Administrator Krause reported that the County will host a table at the upcoming Chamber Champions Gala and invited the Executive Committee to attend.

Vouchers were reviewed. Supervisor Goehring made a motion to approve the vouchers. Motion seconded by Supervisor Brauer. Motion carried.

The next Executive Committee meeting is scheduled for Thursday, February 29 at 3 PM.

Supervisor Brauer made a motion to adjourn. Motion seconded by Supervisor Procek. Motion carried.

Peggy Osthelder, Recording Secretary

William Goehring, Secretary

COMMITTEE REPORT TO THE COUNTY BOARD

WE, THE EXECUTIVE COMMITTEE

TO WHOM WAS REFERRED RESOLUTION NO: 25

RE: **Approving Municipal Access, Storm Sewer, Lighting, Camera & Safety Equipment Easement with Village of Elkhart Lake**

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 March 2024

EXECUTIVE COMMITTEE

OPPOSED TO THE REPORT:

CONCURRING IN THE REPORT:

VERNON KOCH

VERNON KOCH

KEITH ABLER

KEITH ABLER

WILLIAM C. GOEHRING

WILLIAM C. GOEHRING

CURT BRAUER

CURT BRAUER

EDWARD PROCEK

EDWARD PROCEK

SHEBOYGAN COUNTY RESOLUTION NO. 25 (2023/24)

Re: Approving Municipal Access, Storm Sewer, Lighting, Camera & Safety Equipment Easement with Village of Elkhart Lake.

WHEREAS, Sheboygan County owns certain real estate located in the Village of Elkhart Lake, as described in the legal description and map attached hereto as Exhibit A; and

WHEREAS, the Village of Elkhart Lake desires access over and across Outlot 1 of the County's real estate by way of a 20 foot wide easement for Municipal Access.

NOW, THEREFORE, BE IT RESOLVED that Sheboygan County approves the Municipal Access, Storm Sewer, Lighting, Camera and Safety Equipment easement with the Village of Elkhart Lake on file with the County Clerk.

BE IT FURTHER RESOLVED that the County Board Chairperson and the County Clerk be authorized to sign said easement on behalf of Sheboygan County.

Respectfully submitted this 20th day of February, 2024.

TRANSPORTATION COMMITTEE

Thomas Wegner /cs
Thomas Wegner, Chairperson

Al Bosman
Al Bosman, Secretary

Roger Te Stroete
Roger Te Stroete, Vice-Chairperson

Jacqueline Veldman
Jacqueline Veldman

Jon Kuhlow
Jon Kuhlow

Opposed to Introduction:

EXHIBIT A



226 W. WISCONSIN AVE.
APPLETON, WI 54911
kapurinc.com

SHEET 1 OF 2

MUNICIPAL ACCESS, STORM SEWER, LIGHTING, CAMERA & SAFETY EQUIPMENT EASEMENT EXHIBIT (FOR ACCESS TO THE PUBLIC)

That part of Outlot 1, of Certified Survey Map as recorded within Volume 27, on Pages 312-313, of Certified Survey Maps of the Sheboygan County Registry, as Document No. 2034749, being part of the SE 1/4 of the NE 1/4 of Section 29, Township 16 North, Range 21 East, situated within the Village of Elkhart Lake, Sheboygan County, Wisconsin.

LEGAL DESCRIPTION:

That part of Outlot 1, of Certified Survey Map as recorded within Volume 27, on Pages 312-313, of Certified Survey Maps of the Sheboygan County Registry, as Document No. 2034749, being part of the SE 1/4 of the NE 1/4 of Section 29, Township 16 North, Range 21 East, situated within the Village of Elkhart Lake, Sheboygan County, Wisconsin, and described as follows:

Commencing at the southeast corner of said Outlot 1; thence North 89°28'23" West, along the south line of said Outlot 1, 26.85 feet to the Point of Beginning; thence continuing North 89°28'23" West along said south line, 275.18 feet to the southwest corner of said Outlot 1; thence North 00°21'26" West, along the west line of said Outlot 1, 27.18 feet; thence South 89°28'21" East, 74.92 feet; thence South 00°31'39" West, at a right angle, 10.00 feet; thence South 89°28'21" East, at a right angle, 160.75 feet to a point of curvature; thence Southeasterly along the arc of said curve to the right, 44.58 feet, said curve having a radius of 55.00 feet and a chord bearing South 66°11'59" East, 43.46 feet to the Point of Beginning. Containing 5,264 square feet / 0.121 acres of land, more or less.

FILENAME: S:\Draws\Drawings\Drawings\2023\General_Engineering_Services\100 - Municipal Path\Access\Access_Legal_Draft.dwg
LAST SAVED DATE: 1/1/2024
PLOT DATE/TIME: 1/1/2024 9:51 AM
PLOTTER BY: ERK A. OUSTAFSON, P.E.

EXHIBIT A



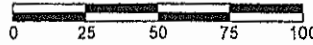
226 W. WISCONSIN AVE.
APPLETON, WI 54911
kapurinc.com

SHEET 2 OF 2

MUNICIPAL ACCESS, STORM SEWER, LIGHTING, CAMERA & SAFETY EQUIPMENT EASEMENT EXHIBIT (FOR ACCESS TO THE PUBLIC)

That part of Outlot 1, of Certified Survey Map as recorded within Volume 27, on Pages 312-313, of Certified Survey Maps of the Sheboygan County Registry, as Document No. 2034749, being part of the SE 1/4 of the NE 1/4 of Section 29, Township 16 North, Range 21 East, situated within the Village of Elkhart Lake, Sheboygan County, Wisconsin.

SCALE: 1"=50'



LEGEND

P.O.B. = Point of Beginning

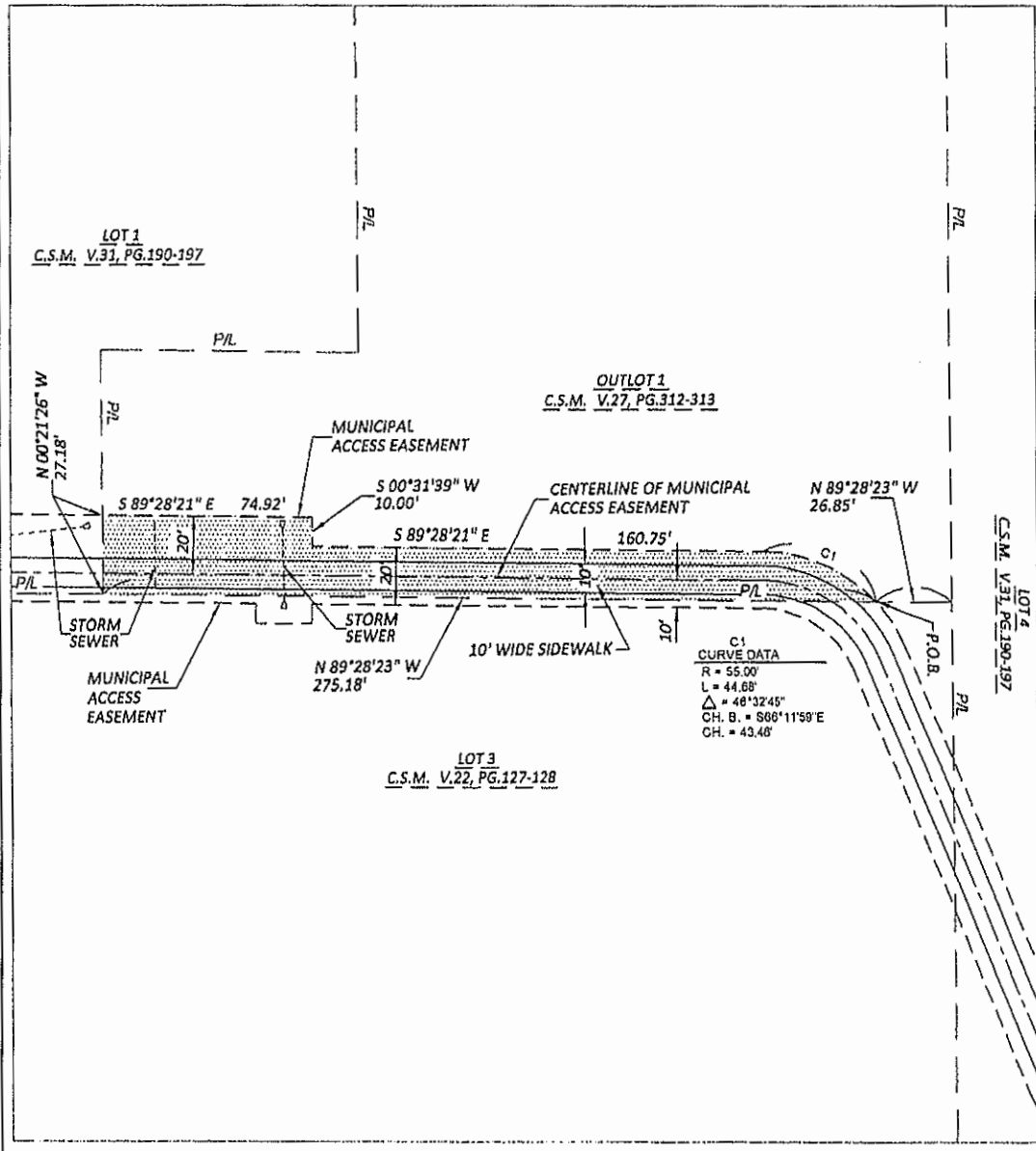
P/L = Property Line

= Easement Area Within Outlot 1

NORTH REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, SHEBOYGAN COUNTY. THE EAST LINE OF THE NE 1/4 OF SECTION 29 T.16N., R.21E. BEARING N00°18'11"W.



PLOT DATE: 1/17/2024
 PLOTTED BY: ERIC A. OUSHEVSON, P.S.
 LAST SALES DATE: 1/17/2024
 PLOT DATE/TIME: 1/17/2024 9:53 AM
 FILE NAME: S:\Shop\CO\Bknet_L\CA\Con\20241018_2023_General_Eng\mwp\Survey\20240116_ACCESS_L\04_02.dwg



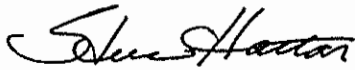
FISCAL NOTE
February 2024

Resolution No. 25 (2023/24) RE: Approving Municipal Access, Storm Sewer, Lighting, Camera & Safety Equipment Easement with Village of Elkhart Lake.

Funding:

No additional funding needs are anticipated as a result of the resolution.

Respectfully Submitted,



Steve Hatton, Finance Director
February 20, 2024

**VARIANCE REPORT FOR DEPARTMENT -- COUNTY BOARD
FOR THE QUARTER ENDING 12/31/2023**

TIMING	G/L CATEGORY	VARIANCE FROM BUDGET	EXPLANATION OF VARIANCE
	Interest and Other Revenue		
	Other Misc. Revenue	5,160.57	Unbudgeted retirement contribution refund from WRS
	Personnel Related Expenditure		
	Wages	6,903.79	Less than budgeted per diems
	Operating Expenses		
	General Operating	46,815.87	Optional year 2 of Discover WI Contract not executed. Less than budgeted expenses for travel and training.
	Variances Less Than Justification Threshold	(37,385.63)	Optional year 2 of Discover WI Contract not executed so ARPA revenue was not transferred.
	TOTAL	21,494.60 Positive	

**VARIANCE REPORT FOR DEPARTMENT -- COUNTY ADMINISTRATOR
FOR THE QUARTER ENDING 12/31/2023**

TIMING	G/L CATEGORY	VARIANCE FROM BUDGET	EXPLANATION OF VARIANCE
	Personnel Related Expenditure		
	Wages	171,934.63	Less than budgeted expenditures due to vacant positions
	Benefits	25,400.43	Less than budgeted expenditures due to vacant positions
	Operating Expenses		
	Purchased Services	1,021.52	Less than budgeted cell phone costs due to vacant positions
	General Operating	3,458.21	Less than budgeted expenditures for travel/training and vehicle related expenses
	Interdepartmental Charges		
	Employee Related Insurance	51,904.90	Less than budgeted expenditures due to vacant positions
	Variances Less Than Justification Threshold	(96,116.18)	ARPA Revenue not transferred in due to vacant position
	TOTAL	157,603.51 Positive	

SHEBOYGAN COUNTY SHERIFF'S DEPARTMENT
OFFICE OF THE SHERIFF

Cory L. Roeseler, Sheriff
Chad Broeren, Inspector

Phone: (920) 459-3112 FAX: (920) 459-4305

TO: Members of the Executive Committee
FROM: Steve Steinhardt, Director of Emergency Management
DATE: February 9, 2024
RE: Study of Fire and EMS Services in Sheboygan County

Fire Departments and Emergency Medical Services in Sheboygan County are encountering issues with both staffing and funding. This is not a new issue but it is growing significantly without a plan on how to best deal with the issues facing the agencies and the local officials that oversee the funding. Sheboygan County has lost Batavia Fire Department and First Responders, Franklin Fire Department, Plymouth Ambulance Service, and Oostburg Ambulance Service in recent years due to funding and staffing issues.

In order to continue to provide these essential services to the communities within Sheboygan County a committee was formed to develop a request for proposal to perform a study of the services in Sheboygan County. The committee is made up of representatives of response agencies and elected officials. Proposals were received in early 2024 but we will require funding to hire a consultant and move forward.

The estimated cost to perform the study is \$49,600. The funding source for this study will be determined with cooperation from the County Administrator and Finance Director.