

- Agenda -



Sauk County Board Of Supervisors

Tuesday, May 15, 2007

6:00 p.m.

West Square Building, 505 Broadway, Rm. #326
Baraboo, Wisconsin 53913

- Special Meetings:

Finance Committee: 5:50 p.m., @ Gallery of County Board Room #326A, to consider:

- 1.) Approval of County vouchers.

- **Call to order, and certify compliance with Open Meeting Law.**
- **Roll call.**
- **Invocation and pledge of allegiance.**
- **Adoption of agenda.**
- **Approval of minutes of previous meetings of April 17, 2007 and April 19, 2007.**
- **Scheduled appearances:**
 - 1.) Jennifer Erickson, Sauk County UW-Extension Community Development Educator, and Karna Hanna, Executive Director of Sauk County Development Corporation: Presentation of Sauk County Institute of Leadership Award to Dr. Robert Mortimore.
 - 2.) Debra Dewitt, Senior Risk Management Consultant, Wisconsin County Mutual: Supervisory Sexual Harassment Training.
- **Public comment.**
- **Communications.**

Letter from State of Wisconsin, Department of Natural Resources, regarding upcoming gypsy moth aerial spraying in Sauk County. **(pages 5-10)**
- **Bills & referrals.**
- **Claims.**

- **Appointments.**
 - 1.) Re-appointment of David Ament on the **Ethics Inquiry Board**. 3 year term expires April 20, 2010.
 - 2.) Re-appointment of Terry Turnquist on the **Baraboo Range Commission**. 3 year term expires May 31, 2010.
 - 3.) Re-appointment of Roman Statz on the **Baraboo Range Commission**. 3 year term expires May 31, 2010.
 - 4.) Re-appointment of Marcus Wenzel on the **Baraboo Range Commission**. 3 year term expires May 31, 2010.
 - 5.) Re-appointment of Gary Kowalke, North Freedom, on the **Baraboo Range Commission**. 3 year term expires May 31, 2010.
 - 6.) Re-appointments to **Long Term Support Planning Committee**, 3 year terms to expire May 01, 2010:
 - Betty Irwin - Representing persons who are elderly
 - Bert Vaillancourt - Representing persons who are seriously mentally ill
 - Carie Pieper - Hospital representative
 - 7.) Appointment to **Long Term Support Planning Committee**, 3 year term to expire May 01, 2010: Charlotte Taylor as the nursing home representative
 - 8.) **Central Wisconsin Community Action Council (CWCAC):**
Relative to reduction in size, Supervisor Fordham will remain as the Board of Supervisors representative, and Supervisor Halsey Sprecher will be leaving same.
 - 9.) Appointment of Phyllis Johnson, Reedsburg, to the **Commission On Aging Committee**. 3 year term to expire May 18, 2010. (Replaced expired term of LaVon Puttkamer.)
- **Unfinished Business.**
- **Reports** (informational - no action required):
 1. Beverly J. Mielke, Sauk County Clerk, rezoning petitions received per Wisconsin State Statutes 59.69(5)(e): None.
 2. Sauk County Financial Report. (**pages 11 & 12**)
 3. Planning Zoning and Land Records Committee: Presentation of a proposed Private On Site Waste Management System (POWTS) Maintenance Record Keeping Fee.
 4. Supervisor Stevens, Chair, Law Enforcement & Judiciary Committee: Opening of Unit A at the Sauk County Jail.
 5. Supervisor Fordham, Chair, Continuum of Care Committee.
 6. Supervisor Ashford, Vice-Chair, Executive & Legislative Committee.
 7. Marty Krueger, County Board Chair
 8. Kathryn Schauf, Administrative Coordinator

• **Consent Agenda:**

- Page #** **Committee:**
COMMISSION ON AGING COMMITTEE:
- 13 Resolution No. 53-07 Commending Darlene Hill for 7 Years Of Faithful Service To The People Of Sauk County.
- 14 Resolution No. 54-07 Commending La Von Puttkamerl for 6 Years Of Faithful Service To The People Of Sauk County.

• **Resolutions & Ordinances:**

- Page #** **Committee:**
EXECUTIVE & LEGISLATIVE COMMITTEE:
- 15 Resolution No. 55-07 Denying Claim Of Daniel J. LeDesma, Jr.
- 16 & 17 Resolution No. 56-07 Declaring Sauk County's Support Of A Moratorium On Establishing Off Reservation Casino Gambling In Beloit, Wisconsin.
- FINANCE COMMITTEE:**
- 18 & 19 Resolution No. 57-07 Designating Unreserved Funds As Of December 31, 2006.
- 20 & 21 Resolution No. 58-07 Authorizing Adjustments To The 2006 Budget.
- FINANCE COMMITTEE, LAW ENFORCEMENT & JUDICIARY COMMITTEE, and PERSONNEL COMMITTEE:**
- 22 - 26 Resolution No. 59-07 To Eliminate One (1) Full Time Clerk Position And Create One (1) Full Time Financial Analyst Position For The Sauk County Sheriff's Department Outside Of The 2007 Budget Process.
- HEALTH CARE CENTER BOARD OF TRUSTEES:**
- 27 - 28 Resolution No. 60-07 Authorization to Contract For Food Provision At Sauk County Health Care Center.
- 29-29a Resolution No. 61-07 Authorization To Contract For Physical And Speech Therapy Services At Sauk County Health Care Center.
- 30 & 31 Resolution No. 62-07 To Contract For Housekeeping Supplies At Sauk County Health Care Center.
- 32 & 33 Resolution No. 63-07 To Replace Water Heater At Sauk County Health Care Center.

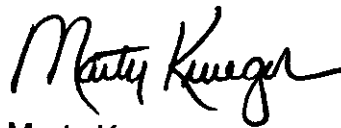
34 & 35

TRANSPORTATION & PARKS COMMITTEE:

Resolution No. 64-07 Expressing Support For Continuation Of Rail Service Through The Badger Army Ammunition Plant and For Preservation Of A Contiguous Rail Corridor Serving The Sauk Prairie Communities and Support For A Trail along The Existing Rail Alignment Through The Villages Of Sauk City And Prairie du Sac and Expressing Support For The Continuation Of Rail Service To Sauk County.

- Adjournment to a date certain.

Respectfully submitted,



Marty Krueger
County Board Chair

✓ **Reminder to County Board members** regarding reservation forms due August 24, 2007 for the WCA Conference October 7, 8 & 9, 2007. Sauk County Financial Policy does not allow for reimbursement of meals or lodging for events held within the County; per diem and mileage will only be paid for meetings held on Monday and Tuesday, October 8 & 9, 2007. Supervisors will personally be responsible for reserving and paying for lodging accommodations.

✓ **Reminder to County Board members:** Stop in the County Clerk's Office prior to each Board meeting to sign original resolutions/ordinances approved by committees to be brought to the full County Board.

Any person who has a qualifying disability that requires the meeting or materials at the meeting to be in an accessible location or format should contact Sauk County at 608.355.3269, or TTY at 608.355.3490, between the hours of 8:00 A.M. and 4:30 P.M., Monday through Friday, exclusive of legal holidays, at least 48 hours in advance of the meeting so that reasonable arrangements can be made to accommodate each request.

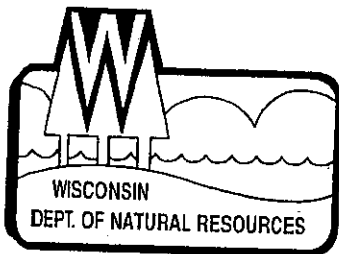
www.co.sauk.wi.us

Agenda mail date via United States Postal Service: Wednesday, May 08, 2007

Agenda preparation: Marty Krueger, County Board Chairman, with the assistance of Kathryn Schauf, Administrative Coordinator and Beverly J. Mielke, County Clerk

s:/everyone/admin/agdraft.lwp

gym



State of Wisconsin \ DEPARTMENT OF NATURAL RESOURCES

Jim Doyle, Governor
Scott Hassett, Secretary

101 S. Webster St.
Box 7921
Madison, Wisconsin 53707-7921
Telephone 608-266-2621
FAX 608-267-3579
TTY Access via relay - 711

RECEIVED

MAY - 7 2007

SAUK COUNTY CLERK
BARABOO, WISCONSIN

COPY

May 3, 2007

Dear Sir or Madam:

The purpose of this communication is to share important information about upcoming gypsy moth aerial spraying that will be taking place in your community within the next few weeks.

The Wisconsin Department of Natural Resources, in coordination with local governments and property owners, will soon begin an aerial treatment program to control the gypsy moth in your community. Your local gypsy moth suppression coordinator (a city or county employee or a volunteer) has supplied the DNR with your name and address and has specifically requested that you receive the information in this letter.

Aerial spraying could begin as early as the week of May 7. Counties where specific parcels of land will be treated include: Adams, Brown Dane, Door, Fond du Lac, Green Lake, Sauk, and Waushara. Spraying will start in the southern portion of the state and spread northward. Spraying typically is done in the morning beginning at dawn, but it is possible afternoon or evening spraying may also occur. You, as well as area residents, may see yellow airplanes flying low any day of the week including weekends, and pilots will continue to apply the material for as long as the weather will allow that day.

The goal of the DNR's Suppression Program is to safely control the gypsy moth, an insect that defoliates and can kill trees. When the population of gypsy moths rises to high numbers, it can also cause allergic reactions and contribute to asthma in sensitive individuals.

Spray planes are guided using a Global Positioning System (GPS) in order to ensure an area is treated as accurately as possible. The spray material used will be either the bacterial insecticide *Bacillus thuringiensis var. kurstaki* (Btk) or the viral insecticide Gypchek. Included with this letter is information on the spray material that will be used on the treatment area near you. The spray materials are not harmful to the vast majority of the public. Some individuals who are immune-compromised or who have severe allergies may wish to avoid areas to be sprayed on the day spraying occurs or to stay inside and avoid exposure until the spray dries (about 20 minutes after application). The material sprayed will come down as a fine mist and will stick to surfaces. Anyone who happens to be outside when spraying takes place can avoid having contact with the spray by wearing a hat and a jacket or slicker or using an umbrella. Washing the exposed skin or clothing with soap and water is all that is required to remove the spray material.

It is possible your agency/organization will receive calls from members of the public who will have questions about why airplanes are in your area. Material included with this letter will allow you and your staff to provide accurate information and to guide the caller to resources that will address their concerns.

The DNR's Suppression Program is relatively small this year, and once spraying begins, the work should be completed fairly quickly. Because spraying is contingent on a number of factors, such as the weather and the development of the gypsy moth caterpillar in a particular area, it is not possible in this letter to provide specific dates and times when your area will be treated. But you have a number of options for receiving the latest information.



If you want to know when spraying is taking place, you can call the free Gypsy Moth Information Line at 800-642-6684 (800-642-MOTH). The line is available 24 hours a day, 7 days a week. The Information Line will be regularly updated starting the week of May 7 and will be updated daily once spraying begins.

You also have the option to sign up for e-mail notification of spraying at this Internet page: http://dnr.wi.gov/org/land/forestry/fh/GM/spray_areas/index.htm. An e-mail will be sent out whenever the Gypsy Moth Information Line is updated. You will continue to receive e-mails while spraying is taking place, until the end of the suppression spray program in late May or June. Or you can unsubscribe at any time.

In addition to the information materials included with this letter, there are other resources you may want to consult.

The DNR's Gypsy Moth Internet pages
<http://dnr.wi.gov/org/land/forestry/fh/gm/index.htm>

The 2007 Gypsy Moth Suppression Spray Areas page, which includes maps of the specific areas to be sprayed this year
http://dnr.wi.gov/org/land/forestry/fh/GM/spray_areas/index.htm

The Wisconsin Gypsy Moth Program portal page
<http://gypsymoth.wi.gov/>

These and other Internet sites that can be accessed from these pages will offer a wealth of information about the 2007 program, gypsy moths, and management options.

Please share the information in this note and the enclosed materials not only with your staff but with members of the public as well. And if you still have any questions, feel free to call the Gypsy Moth Information Line and leave a voice mail. Someone will return your call as soon as possible.

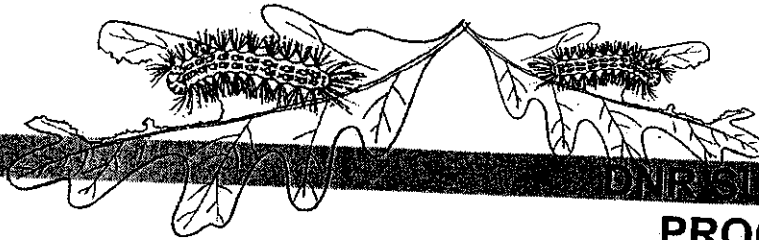
Sincerely,



Andrea Diss-Torrance
DNR Gypsy Moth Program Coordinator

ADT:vmb

Enclosures: DNR Suppression Program – 2007
Gypsy Moth Backgrounder
Aerial Pesticide Applications
Btk or Gypchek fact sheet



PROGRAM - 2007

- The Wisconsin Department of Natural Resources Gypsy Moth Suppression Program
- Benefits to landowners and communities
- DNR suppression program history
- 2007 Spray Sites
- Treatment method
- Timing of treatment
- Requirements of treatment blocks
- How to designate treatment blocks to have to be sprayed
- For more information

- At the request of landowners and communities, to reduce outbreak populations below the level at which they can cause heavy defoliation
- Administer federal cost sharing funds for aerial spray treatments as available
- Provide technical information about the gypsy moth
- Introduce natural enemies (e.g., wasps and fungi)
- Reduced cost of aerial spraying (lowered price based on large acreage contracted by the state)
- Up to 50% reimbursement for the cost of spraying and preparatory administrative costs as available from the federal government

Suppression spraying was first conducted in 2001 in Appleton and Brookfield. The program peaked in 2004 with 51,250 acres treated. That spring, populations dropped dramatically due a combination of weather, introduced diseases and suppression spraying. In 2006, only 1,502 acres were treated and populations remained low.

Approximately 1,237 acres are scheduled in eight counties: Adams (207 acres at 4 sites), Brown (141 acres at 5 sites), Dane (538 acres at 8 sites), Door (149 acres at 2 sites), Fond du Lac (25 acres at 1 site), Green Lake (23 acres at 1 site), Sauk (75 acres at 2 sites), Waushara (79 acres at 1 site).

A single aerial application of the microbial insecticide Btk. Gypchek, a viral insecticide specific to gypsy moth caterpillars, will be applied where endangered or threatened moths or butterflies are present.

It is weather dependent, but generally starts by middle to late May in southern Wisconsin; later further north. Caterpillars are targeted when they are less than 1/2 inch long and when leaves on host trees are less than half size.

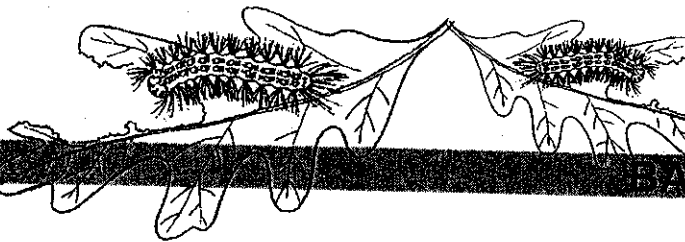
- At least 50% of the ground is covered by trees, and at least 50% of the trees present are preferred hosts (such as oak, aspen, and birch)
- At least 20 acres in size
- At least 500 gypsy moth egg masses per acre in residential areas

No, the DNR gypsy moth suppression program is voluntary. Anyone residing in a proposed spray block can request to have their property and a buffer zone excluded from treatment if an objection is filed prior to the county deadline.

Contact your local DNR gypsy moth suppression coordinator:

Eau Claire: Bria Radtke	715-831-3278
Madison / Milwaukee: Mark Guthmiller	608-275-3223
Green Bay: Bill McNee	920-662-5430

**For additional help, call 1-800-642-MOTH
or visit Wisconsin Gypsy Moth on the Web at <http://gypsymoth.wi.gov>**



Exotic pests

- Native to Europe and Asia
- Introduced to North America in 1869 near Boston
- Now infests Maine south to North Carolina and northwest through Wisconsin
- Eastern Wisconsin is generally, and in some cases, highly infested and counties are under quarantine

Damage

- Caterpillars feed on leaves of up to 500 species of trees and shrubs, favoring oak
- Capable of defoliating several million acres in the United States each year
- Defoliated trees grow a new set of leaves, but are weakened and may be killed by other pests

The first defoliation occurred in Wisconsin in 1999. Approximately 65,000 acres were defoliated in 2003, primarily in Marinette, Portage, and Waupaca counties. Gypsy moth populations have been low since 2004.

Impact on people

- Expense to homeowners of removing and replacing dead trees
- Potential decline in property values from tree loss
- Allergic reactions to caterpillar hair
- Nuisance of having thousands of caterpillars in the backyard

Costs to businesses

- Inspections and treatments for nursery and Christmas tree growers, timber interests, a paper companies shipping materials to non-infested areas
- Lost tourism dollars
- Environmental damage

Life cycle

- Caterpillars emerge in mid-May to early June and begin feeding
- Stop feeding and pupate, forming a cocoon-like shell in late June to mid-July
- Adult moths emerge from pupae, mate and die in mid-July to early August
- Eggs over-winter, protected in a blanket of hair from the female moth

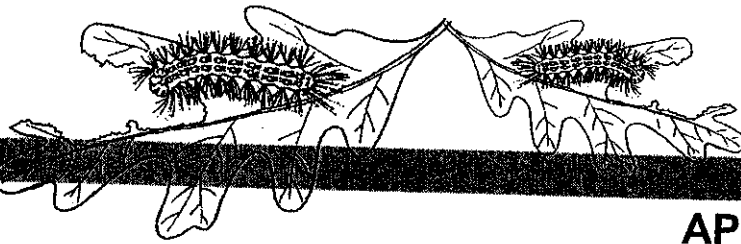
Rapid spread

- Each female lays an average of 600 eggs
- Gypsy moths thrive in many habitats because they are not picky eaters
- Because they're not native to North America, they have few natural enemies
- Egg masses are often deposited on man-made objects and moved into new areas

Goals of Wisconsin
Cooperative Gypsy
Moth Program

- Reduce gypsy moth populations and help prevent defoliation
- Facilitate cost sharing for the suppression treatments
- Slow the spread of the gypsy moth in the western part of the state
- Eradicate isolated populations in the western part of the state

**For more information, call 1-800-642-MOTH
or visit Wisconsin Gypsy Moth on the Web at <http://gypsymoth.wi.gov>**



Why planes are used

Gypsy moth caterpillars feed on tree leaves. The most efficient and effective way to apply products to the tree canopy is by airplane. Aerial application uses less than a gallon of pesticide per acre, puts it in the tree canopy where the insects feed, and is far less expensive per acre than ground-based pesticide application.

The pilots

Professional pilots who fly the pesticide spray planes are licensed and certified by the Federal Aviation Administration. They are also licensed and certified by the State of Wisconsin as commercial pesticide applicators. Wisconsin also accepts applicator licensing and certification from qualified states.

The companies

Businesses that provide aerial application of pesticides are also licensed by the State of Wisconsin. The companies that were awarded the spray contracts for the Gypsy Moth Program meet all of Wisconsin's strict requirements as pesticide applicators and as application businesses.

The planes

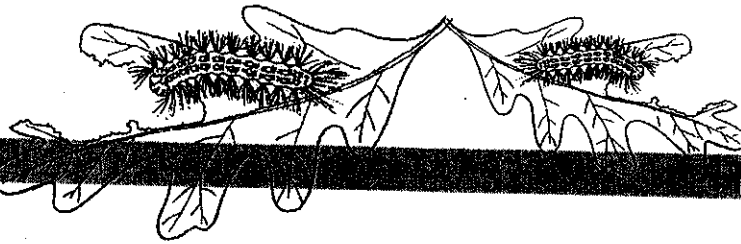
- Spray planes require special flight training
- The planes carry global positioning systems (GPS) for computer-controlled spraying precision
- While the spray planes are flying, they are monitored by observers in planes flown by pilots with the Wisconsin DNR

Security and Insures

In recent years, public concern has increased about the possible use of spray planes as instruments of terrorism. The pilots and the Wisconsin Cooperative Gypsy Moth Program are aware of this concern and take extra precautions during gypsy moth treatments including:

- An established chain of custody from the product manufacturers to Wisconsin for all of the biological pesticides
- Securing pesticides according to the current pesticide law
- Identification requirements and restricted access to planes
- On-site security
- Notification of local law enforcement, local officials and local media
- Planes are secured or disabled when not in use

**For more information, call 1-800-642-MOTH
or visit Wisconsin Gypsy Moth on the Web at <http://gypsymoth.wi.gov>**



Actual name

Bacillus thuringiensis var. kurstaki

Type of product

Bacterial insecticide

How Btk is made

Btk is grown from soil bacteria that occur naturally worldwide. It is cultured by fermenting grains and potatoes with fish or corn meal, similar to brewing beer. The final product contains 90% water, the leftover growth medium, carbohydrates, inert ingredients approved as food additives, and the active ingredient.

How Btk works

The active ingredient is a toxic protein produced by bacteria when the product is fermented. The protein destroys the caterpillar's gut, causing the insect to stop feeding and also allowing bacteria to infect it. The caterpillar typically dies within a few days.

What Btk affects

Different strains of Bt affect different species of insects. The kurstaki strain affects the caterpillars of moths and butterflies that ingest it. Not all species of caterpillar are affected by Btk but gypsy moth, tent caterpillars, and Karner blue butterflies are all susceptible. We do not use Btk where we know there are Karner blue butterflies or other threatened or endangered species of moths and butterflies that could be harmed. Numerous studies have documented no serious harm to humans, pets, wild animals, birds or fish. As a commonsense precaution, people with compromised immune systems or those with chemical sensitivities or allergies should avoid exposure.

Application rate

Btk is applied at the rate of 3/4 gallon per acre.

Application timing

Most effective if applied when gypsy moth caterpillars have hatched and begun feeding, usually mid-May in southern Wisconsin through early June further north.

Duration of Program

In 2007, Btk is proposed to be applied to roughly 950 acres in four Wisconsin counties as part of the DNR Suppression Program. Those counties are: Adams, Brown, Dane, Door, Fond du Lac, Green Lake, Sauk, and Waushara.

Why we use Btk

- Breaks down in sunlight within days
- Highly effective; around 90% mortality of gypsy moth caterpillars in treated areas
- Generally harmless to people, animals, and insects other than caterpillars
- Readily available

**For more information, call 1-800-642-MOTH
or visit Wisconsin Gypsy Moth on the Web at <http://gypsymoth.wi.gov>**

SAUK COUNTY FINANCIAL REPORT (Unaudited)

March 31, 2007

Percent of Year Complete 25.00%

Department / Account Title	2007 Expense Budget Excluding Addn to Fund Balance	Year-to-Date Expenses	% of Budget	2007 Revenue Budget Excluding Carryforwards, Tax Levy or Fund Bal Use	Year-to-Date Revenues Excluding Tax Levy	% of Budget	Amount (Over)/Under Budget
Miscellaneous Sales Tax	-	-	-	140	41	29.58%	-
County Sales Tax	-	-	-	7,071,429	894,098	12.64%	-
Shared Revenue	-	-	-	863,286	-	-	-
Computer Aid	-	-	-	86,160	-	-	-
Indirect Cost Reimbursement	-	-	-	101,722	25,430	25.00%	-
Interest on Loan Payments	-	-	-	1,070	546	51.06%	-
Rent of County Buildings	-	-	-	46,693	10,773	23.07%	-
Sale of County-Owned Property	-	-	-	-	926	-	-
Miscellaneous Revenues	-	-	-	400	-	-	-
Transfer from Health Care Center	-	-	-	592,540	-	-	-
Use of Fund Balance	-	-	-	-	-	-	-
Miscellaneous Expenses	-	-	-	-	-	-	-
Charitable / Penal Fines	1,168	-	-	-	-	-	-
Contingency Fund	350,000	-	-	-	-	-	-
Disabled Parking Enforcement	1,000	-	-	-	-	-	-
Baraboo-Dells Airport	5,000	5,000	100.00%	-	-	-	-
Reedsburg Airport	4,100	4,100	100.00%	-	-	-	-
Sauk-Prairie Airport	4,000	4,000	100.00%	-	-	-	-
Tri-County Airport	13,792	13,792	100.00%	-	-	-	-
Wisconsin River Rail Transit	26,000	-	-	-	-	-	-
Animal Shelter Operations	120,000	60,000	50.00%	-	-	-	-
Hope House	25,000	25,000	100.00%	-	-	-	-
Sauk County Libraries	793,573	791,981	99.80%	-	-	-	-
Arts & Humanities	57,750	9,135	15.82%	-	-	-	-
Sauk County Fair Board	20,000	20,000	100.00%	-	-	-	-
UW-Baraboo / Sauk County	75,000	75,000	100.00%	-	-	-	-
Conservation Congress	1,100	-	-	-	-	-	-
Sauk County Development Corp	62,763	62,763	100.00%	-	-	-	-
Central Wisc. Community Action Council	7,500	7,500	100.00%	-	-	-	-
Transfer to Debt Service Fund	2,848,239	712,060	25.00%	-	-	-	-
Transfer to Health Care Center	888,000	888,000	100.00%	-	-	-	-
TOTAL GENERAL FUND NON-DEPARTMENTAL	5,303,985	2,678,331	50.50%	8,763,440	931,816	10.63%	(5,205,970)
County Board	138,138	34,622	25.06%	-	-	-	103,516
Clerk of Courts	1,093,802	232,798	21.28%	849,967	146,805	17.27%	157,842
Board of Adjustment	76,431	17,114	22.39%	16,800	3,500	20.83%	46,017
Circuit Courts	567,151	150,838	26.60%	225,892	112,946	50.00%	303,367
Court Commissioner	191,879	43,431	22.63%	28,436	7,296	25.66%	127,307
Register in Probate	140,581	31,017	22.06%	39,500	1,651	4.18%	71,715
Accounting	456,170	86,041	18.86%	2,150	743	34.54%	368,722
Family Court Counseling Service	16,524	2,693	16.30%	16,500	2,145	13.00%	(524)
County Clerk / Elections	321,789	57,446	17.85%	36,160	523	1.45%	228,706
Personnel	387,323	88,389	22.82%	48,507	8,608	17.75%	259,034
Treasurer	415,977	87,831	21.11%	1,089,025	584,501	53.67%	(176,378)
Register of Deeds	238,594	53,009	22.22%	591,400	126,569	21.40%	(279,247)
District Attorney / Victim Witness	468,761	106,206	22.66%	52,512	750	1.43%	310,793
Corporation Counsel	531,542	118,407	22.28%	172,384	39,731	23.05%	280,483
Surveyor	79,475	12,572	15.82%	-	-	-	66,903
Building Services	2,452,947	660,132	26.91%	281,016	31,497	11.21%	1,543,296
Mapping	134,869	31,004	22.99%	2,000	547	27.37%	102,412
Sheriff	12,095,129	2,655,295	21.95%	2,497,597	338,819	13.57%	7,281,057
Coroner	110,265	30,035	27.24%	-	4,788	-	85,017
Emergency Management	306,694	127,032	41.42%	89,470	9,083	10.15%	99,274
Administrative Coordinator	281,890	36,983	13.12%	-	-	-	244,907
Management Information Systems	1,661,547	403,128	24.26%	769,801	222,791	28.94%	711,409
Public Health	722,554	136,432	18.88%	281,455	42,613	15.14%	347,280
Home Nursing	779,643	174,825	22.42%	779,643	(44,450)	-5.70%	(219,276)
WIC	206,856	50,202	24.27%	206,856	44,623	21.57%	(5,579)
Environmental Health	286,255	57,354	20.04%	263,546	49,376	18.74%	14,730
Bioterrorism	67,208	15,846	23.58%	67,208	20,596	30.65%	4,750
Child Support	782,922	171,726	21.93%	641,831	131,254	20.45%	100,619
Veterans Service	219,667	48,698	22.17%	18,900	3,695	19.55%	155,763
Parks	290,899	41,264	14.18%	135,743	5,630	4.15%	119,522
Planning & Zoning	1,298,655	142,627	10.98%	729,000	44,494	6.10%	471,522
Land Conservation	1,045,184	179,199	17.15%	484,127	5,822	1.25%	407,680
UW Extension	267,897	59,305	22.14%	14,023	17,044	121.54%	211,613
County Farm	7,440	-	-	36,693	19,847	54.09%	(9,406)
TOTAL GENERAL FUND	33,446,643	8,821,832	26.38%	19,211,582	2,915,650	15.18%	8,328,879
Commission on Aging	1,062,065	226,371	21.31%	737,100	11,787	1.60%	110,382
Human Services	21,630,586	4,170,135	19.28%	15,046,412	3,389,601	22.53%	5,803,641
Jail Fund	113,000	28,250	25.00%	113,000	24,031	21.27%	(4,219)
Land Records Modernization	111,185	8,582	7.72%	130,000	29,900	23.00%	2,503
Landfill Remediation	316,515	44,547	14.07%	324,320	40,283	12.42%	(12,070)
Forest Management	7,000	-	-	-	-	-	7,000
Baraboo Range	651,648	305,398	46.87%	608,000	4,563	0.75%	(257,187)
Drug Seizures	6,500	-	-	6,500	-	-	-
Parkland Development	-	-	-	-	-	-	-
Community Development Block Grant	-	-	-	-	-	-	-
Rental Properties	36,635	6,091	16.63%	54,240	2,677	4.94%	(51,563)
TOTAL SPECIAL REVENUE FUNDS	23,935,134	4,789,374	20.01%	17,056,207	3,512,358	20.59%	5,601,910

COPY

SAUK COUNTY FINANCIAL REPORT (Unaudited)

March 31, 2007

Percent of Year Complete	25.00%	2007 Expense Budget Excluding Addn to Fund Balance	Year-to-Date Expenses	% of Budget	2007 Revenue Budget Excluding Carryforwards, Tax Levy or Fund Bal Use	Year-to-Date Revenues Excluding Tax Levy	% of Budget	Amount (Over)/Under Budget
BUILDING PROJECTS FUND		125,000	37,970	30.38%	-	2,354	-	89,384
DEBT SERVICE FUND		3,351,239	195,109	5.82%	3,031,239	762,131	25.14%	887,022
Health Care Center		26,064,581	2,089,982	8.02%	22,554,873	2,214,721	9.82%	3,634,447
Tri-County Airport		490,172	43,869	8.95%	392,810	82,957	21.12%	136,450
TOTAL ENTERPRISE FUNDS		26,554,753	2,133,851	8.04%	22,947,683	2,297,678	10.01%	3,770,897
Highway Insurance		8,294,610	1,471,636	17.74%	4,435,054	1,188,325	26.79%	3,576,244
		119,131	12,762	10.71%	151,000	8,384	5.55%	(36,247)
TOTAL INTERNAL SERVICE FUNDS		8,413,741	1,484,398	17.64%	4,586,054	1,196,709	26.09%	3,539,998
Alice in Dairyland		500	-	-	100	76	75.97%	476
Dog License		32,000	623	1.95%	32,000	16,524	51.64%	15,901
Officers' Range Association		18,135	555	3.06%	22,282	8,325	37.36%	3,623
TOTAL TRUST & AGENCY FUNDS		50,635	1,177	2.32%	54,382	24,925	45.83%	20,000
TOTAL COUNTY		95,877,145	17,463,712	18.21%	66,887,147	10,711,805	16.01%	22,238,092

GENERAL FUND BALANCE AS OF...	as of 5/8/07 PRELIM December 31, 2006	Including Tax Levy March 31, 2007
Reserved for Inventories	17,676	17,676
Reserved for Prepaid Items	202,214	202,214
Reserved for Long-Term Receivable (Delinquent Taxes)	1,340,791	1,340,791
Reserved for Long-Term Receivable (Loan to Tri-County Airport)	16,187	15,512
Reserved for Encumbrances	140,470	-
Unreserved, Designated for Working Capital	6,103,988	5,972,050
Unreserved, Designated for Carryforward Funds	1,024,005	1,024,005
Unreserved, Designated for Subsequent Year Budgeted Use of Fund Balance	1,447,791	1,447,791
Unreserved, Designated for Health Care Center	965,000	77,000
Unreserved, Undesignated	8,287,792	6,517,511
TOTAL GENERAL FUND BALANCE	19,545,915	16,614,551

SAUK COUNTY FUND BALANCES
March 31, 2007

	as of 5/8/07 PRELIM December 31, 2006	2007 Net Income/Adj	Current Fund Balance
General	19,545,915	5,993,088	25,539,004
Commission on Aging	392,085	(45,339)	346,746
Human Services	1,102,196	5,803,641	6,905,837
Jail Assessment	22,152	(4,219)	17,933
Land Records	452,845	21,318	474,162
Landfill Remediation	2,302,390	(4,265)	2,298,126
Forest Management	72,988	-	72,988
Baraboo Range	295,904	(300,835)	(4,931)
Drug Seizures	203,222	-	203,222
Parkland Development	15,020	-	15,020
Community Development Block Grant	18,262	2,677	20,939
Rental Properties	18,787	3,423	22,210
Building Projects	954,226	(35,616)	918,611
Debt Service	129,170	817,022	946,192
Health Care Center	2,943,290	2,764,845	5,708,135
Tri-County Airport	1,437,192	39,088	1,476,280
Solid Waste	571,029	-	571,029
Highway Insurance	6,583,644	2,976,244	9,559,888
Alice in Dairyland	547,040	(4,378)	542,663
Dog License	9,728	76	9,804
Officers Range	3,004	15,901	18,905
	3,820	7,770	11,591
TOTAL	37,623,911	18,050,444	55,674,354

CURRENT DEBT PRINCIPAL BALANCE	
Communications Notes	2,790,000
Huber/West Square Refunding Bonds	1,115,000
Law Enforcement Center Bonds	5,655,000
2004 Law Enforcement Refunding Bonds	6,455,000
2005 Law Enforcement Refunding Bonds	9,865,000
TOTAL	25,880,000

RESOLUTION NO. 53-07

Commending Darlene Hill for 7 Years of Faithful Service To the People of Sauk County

WHEREAS, it is the custom of the Sauk County Board of Supervisors to recognize those who have served the people of Sauk County with distinction; and

WHEREAS, DARLENE HILL has since 2000 faithfully served the people of Sauk County acting as an advocate for Sauk County residents as a citizen member of the Sauk County Commission on Aging; and

NOW, THEREFORE, BE IT RESOLVED, that the Sauk County Board of Supervisors hereby expresses its appreciation and commends DARLENE HILL for her 7 year commitment to the governance of Sauk County's programs and services for older adults;

AND BE IT FURTHER RESOLVED, that the Chairman of the Sauk County Board of Supervisors is hereby directed to present to DARLENE HILL an appropriate certificate and commendation as a token of our esteem.

For consideration by the Sauk County Board of Supervisors on May 15, 2007,

Respectfully submitted,

SAUK COUNTY COMMISSION ON AGING

COUNTY BOARD MEMBERS:

Joan Wheeler
JOAN WHEELER, Chair

Scott K. Alexander
SCOTT ALEXANDER

CATHERINE HORENBERGER

Rose C White
ROSE WHITE

CITIZEN MEMBERS:

Betty Durst
BETTY DURST

Darrell McCluskey
DARRELL McCLUSKEY

Lavon Puttkamer
LAVON PUTTKAMER

Ralph Soeldner
RALPH SOELDNER

No Fiscal Impact
No Information System Impact

COPY

RESOLUTION NO. 54-07

Commending LaVon Puttkamer for 6 Years of Faithful Service To the People of Sauk County

WHEREAS, it is the custom of the Sauk County Board of Supervisors to recognize those who have served the people of Sauk County with distinction; and

WHEREAS, LAVON PUTTKAMER has since 2001 faithfully served the people of Sauk County acting as an advocate for Sauk County residents as a citizen member of the Sauk County Commission on Aging; and

WHEREAS, LAVON PUTTKAMER has since 2001 steadfastly represented the Sauk County Commission on Aging as a member of the AgeAdvantAge Area Agency Regional Board; and

NOW, THEREFORE, BE IT RESOLVED, that the Sauk County Board of Supervisors hereby expresses its appreciation and commends LAVON PUTTKAMER for her 6 year commitment to the governance of Sauk County's programs and services for older adults;

AND BE IT FURTHER RESOLVED, that the Chairman of the Sauk County Board of Supervisors is hereby directed to present to LAVON PUTTKAMER an appropriate certificate and commendation as a token of our esteem.

For consideration by the Sauk County Board of Supervisors on May 15, 2007,

Respectfully submitted,

SAUK COUNTY COMMISSION ON AGING

COUNTY BOARD MEMBERS:

Joan Wheeler
JOAN WHEELER, Chair

Scott K. Alexander
SCOTT ALEXANDER

Catherine Horenberger
CATHERINE HORENBERGER

Rose C. White
ROSE WHITE

CITIZEN MEMBERS:

Betty Durst
BETTY DURST

Darlene Hill
DARLENE HILL

Darrell McCluskey
DARRELL McCLUSKEY

Ralph Soeldner
RALPH SOELDNER

No Fiscal Impact
No Information System Impact

COPY

RESOLUTION NO. 55-07

DENYING CLAIM OF DANIEL J. LeDESMA, JR.

WHEREAS, Daniel J. LeDesma, Jr., has filed a Notice of Claim, pursuant to Wis. Stats. § 893.80, dated March 22, 2007, against Sauk County for \$50,000.00 damages allegedly arising due to damage caused to an antique safe by Detective Kim Wasilewski of the Sauk County Sheriff's Department during an investigation of a residential fire on December 2, 2006; and

WHEREAS, your Executive & Legislative Committee has had this claim under advisement and would recommend that it be denied.

NOW, THEREFORE, BE IT RESOLVED, by the Sauk County Board of Supervisors, met in regular session, that the above-described claim be and hereby is denied.

For consideration by the Sauk County Board of Supervisors on May 15, 2007.

Respectfully submitted,

EXECUTIVE & LEGISLATIVE COMMITTEE

MARTIN F. KRUEGER, CHAIRPERSON

JUDY ASHFORD

JOAN FORDHAM

DONALD STEVENS

WILLIAM F. WENZEL

COPY

FISCAL NOTE: Adoption of this resolution is anticipated to have no direct fiscal impact.

MIS NOTE: No MIS impact.

CRT

s:\ccounsel\8686ledesma7res

RESOLUTION 56-07

**DECLARING SAUK COUNTY'S SUPPORT OF A MORATORIUM
ON ESTABLISHING OFF RESERVATION CASINO GAMBLING IN
BELOIT, WISCONSIN**

WHEREAS, the St. Croix and Bad River Bands of the Lake Superior Chippewa have partnered together and are seeking an off-reservation casino in Beloit, Wisconsin; and,

WHEREAS, the casino would be located more than 300 miles from their respective reservations in northwestern Wisconsin; and,

WHEREAS, the Bureau of Indian Affairs is required to measure the net economic impact of any off reservation casino to all Native Americans within the same marketplace; and,

WHEREAS, Section 4.7 of BIA's Environmental Impact Statement on the proposed Beloit Casino state that: "...the impact of competition on revenues of nearby tribal casino should not be discounted and could potentially be significant. This could translate to significant impacts to the abilities of competing tribes to provide government services to their members"; and,

WHEREAS, the Ho-Chunk Nation would experience a negative fiscal impact of \$32.7 million in addition to the loss of tens of millions of dollars in revenue and hundreds of jobs, many of those jobs being located in Sauk County; and,

WHEREAS, the Beloit Casino will further saturate an already saturated gaming economy in and around the Beloit area where there are currently 27 gaming facilities offering 33,240 slot and video machines and almost 1,130 table games within a 200 mile radius of the proposed Beloit Casino; and,

WHEREAS, the United States Department of the Interior is currently developing new regulations that will affect the processing of requests for new off reservation gambling casinos, and your undersigned Committee does believe that a moratorium should be adopted until the adoption of these new regulations to ensure that any application for off reservation casino gaming receives an appropriate level of scrutiny.

NOW, THEREFORE, BE IT RESOLVED, by the Sauk County Board of Supervisors, met in regular session, that Sauk County supports a moratorium on establishment of off-reservation casino gaming in Beloit, Wisconsin until such time as the Federal Government has promulgated new regulations concerning the establishment of new off reservation casino gaming facilities; and,

COPY

BE IT FURTHER RESOLVED, that this resolution be forwarded to Governor James Doyle and other appropriate officials at the federal, state, county and local levels.

For consideration by the Sauk County Board of Supervisors on May 15, 2007.

Respectfully submitted:

EXECUTIVE & LEGISLATIVE COMMITTEE

MARTY KRUEGER

JUDY ASHFORD

JOAN FORDHAM

DONALD STEVENS

WILLIAM WENZEL

FISCAL NOTE: No direct fiscal impact.

CRT

MIS NOTE: No MIS impact.

s:\ccounsel\01gambling7res.doc

RESOLUTION 57 - 07

Designating Unreserved Funds as of December 31, 2006

WHEREAS, certain accounts are required by Wisconsin State Statute, grant rules, or by action of the Sauk County Board or its committees, to be expended for specific purposes and any excess funds cannot lapse to fund balance at year-end for general County use; similarly, these types of accounts which may be in a deficit position at year-end because of the timing of the receipt of grant reimbursements, are not to receive transfers from the General Fund pending completion of the grant or activity, and;

WHEREAS, your Finance Committee does believe that the below-described purposes and amounts shall be designated from the Unreserved General Fund balance for future use and/or reimbursement; such accounts and amounts as of December 31, 2006 preliminary unaudited financial statements are as follows:

Circuit Courts - Alternative Court Reporting	10,000 *
Accounting - Relief Worker for Scanning	23,950
Family Court Counseling	2,083 *
Personnel - Office Supplies for Restructure	3,000
Personnel - Advertising	4,000
Personnel - Training for Department Heads	5,000
Personnel - Section 125 Forfeitures/Employee Recognition	12,789
District Attorney - Victim/Witness Program	20,161
Sunshine Fund - Half of Vending Profits	1,400
Building Services - Carpet Replacement	12,810
Building Services - Wireless E911 Outlay	135,581
Building Services - Phone System Upgrades	9,939
Emergency Management - Truck and Plow	25,000
Management Information Systems Continuing Projects	381,654
Public Health - Book Fair	151
Home Care	163,629
Women, Infants and Children	23,602
Environmental Health Programs	71,582 *
Bioterrorism	39,110
Veterans Service - Special Purpose Levy	4,244
Parks - White Mound House Maintenance	8,602
Parks - Fish and Game Project Funds	4,536
Planning & Zoning - Natural Beauty Council	4,280 *
Planning & Zoning - Planning - County Comprehensive Plan	80,000 *
Planning & Zoning - Planning - Local Communities	13,597 *
Planning & Zoning - Purchases of Development Rights - County Appropriation	199,732 *
Planning & Zoning - Badger Army Ammunition Plant	5,500 *
Land Conservation - Narrows Cost Share	12,590 *
Land Conservation - Narrows Cost Share - Project Evaluation	9,375
Land Conservation - Dell Creek Cost Share	84,272 *
Land Conservation - Youth Day Donation	2,007
Land Conservation - Dam Inspection/Maintenance	85,000 *
UW-Extension - Pesticide Training	5,083
UW-Extension - Child Care Grant	3,201
UW-Extension - Latino Programming	1,480
UW-Extension - Community Garden	435
UW-Extension - Drinking Water Testing Program	60
Arts, Humanities & Historic Preservation - Continuing Grant Projects	3,845
Total Appropriations Using General Fund Balance	1,473,276
	=====

COPY

WHEREAS, your Finance Committee further believes the following purposes and amounts that are not in the General Fund are appropriate for re-appropriation in 2007.

Commission on Aging Programs	86,681 *
Human Services - Institutional Expense	100,000
Human Services - Homelessness Project Contract with CWCAC	10,000
Human Services - Long-Term Care Redesign Start-up	186,522
Human Services - Challenging Child and Family Pilot	20,000
Human Services - Small Equipment-Cordless Headsets	1,500
Human Services - Small Equipment-Refrigerator	1,000
Building Projects - Communications Infrastructure Upgrades	37,833
Building Projects - UW-Baraboo/Sauk County Living Learning Center	87,729
Health Care Center - Continuum of Care Committee	6,641
Health Care Center - Sedan Vehicle	20,000
Health Care Center - Vehicle	18,000
 Total of Other Funds	 <hr/> 575,906 =====

*Denotes items previously approved for carryforward wholly or in part through the 2007 budget process

NOW, THEREFORE BE IT RESOLVED, by the Sauk County Board of Supervisors, met in regular session, that the above-described accounts, totaling \$2,049,182 be and hereby are designated as of December 31, 2006 for the above-described activities in accordance with Wis. Stats. s. 65.90(5);

AND, BE IT FURTHER RESOLVED that this designation be amended by annual audit adjustments, the addition of grants or other non-lapsing programs, the deletion of completed grants and programs, State Statutes, or by actions of the County Board; a designation based upon unaudited year-end results shall be presented annually by the Finance Committee for County Board approval;

AND, BE IT FURTHER RESOLVED that the affected departments' 2007 budgets be amended to include the additional appropriations approved herein.


For consideration by the Sauk County Board of Supervisors on May 15, 2007.

SAUK COUNTY FINANCE COMMITTEE


TOMMY LEE BYCHINSKI, CHAIR


MARTY KRUEGER


THOMAS KRIEGL


WILLIAM F. WENZEL


JOAN FORDHAM

Fiscal Note: The remaining unaudited, unreserved, undesignated General Fund Balance as of December 31, 2006 after the \$1,473,276 designation is well above the amount required by Sauk County's working capital policy. Of the \$1,473,276 designated, \$447,791 was already included in the 2007 budget at its original adoption. *KPB*

Information Systems Note: Many of the above-described projects impact the MIS budget and staff. These projects, however, are continuations of projects already started or planned for 2006.

RESOLUTION 58 - 07

Authorizing Adjustments to the 2006 Budget

WHEREAS, throughout the year, various additional funds become available that require no additional County matching funds or are expansions of existing grant funding and programs; and,

WHEREAS, throughout the year, additional expenditures are incurred for which funding is available; and,

WHEREAS, expenditure of these additional funds sometimes causes a department to exceed their expenditure appropriations, while not exceeding their net budget, as summarized below:

<u>Amount</u>	<u>Department</u>	<u>Reason for Variance</u>	<u>Revenue Source</u>
\$5,599	Clerk of Courts	Appointed counsel costs.	Attorneys fees reimbursed to the County.
\$359	Register of Deeds	Computer systems maintenance.	Recording fees collected.
\$21,704	Public Health	Purchase of vaccines for use by other medical facilities in the County.	Charges to the other facilities.
\$2,098	UW-Extension	Additional grants for agriculture diversification and development.	Grant proceeds.
\$1,371,544	Human Services	\$369,316 is transfer of favorable fund balance over a set level back to the General Fund. The remaining is increased use of high cost services and institutional care.	\$369,316 use of fund balance. Remainder is additional Medicaid and other state funding.
\$15,667	Drug Seizures	Use of seized funds to purchase equipment.	Seized funds and interest on investments.
\$2,534	Rental Properties	Repair and maintenance costs at Health Care Center properties.	Rents collected.
\$685	Dog License Fund	Payment of prior year receipts to animal shelter.	Fund balance.

WHEREAS, certain General Fund department net budgets, expenses less revenues to be received, were exceeded in 2006 due to either expenses being greater than anticipated or revenues being less than anticipated; and

WHEREAS, the following departments exceeded their 2006 appropriations:

<u>Amount</u>	<u>Percent of Budget</u>	<u>Department</u>	<u>Reason for Variance</u>
\$18,497	14.10%	Register in Probate	Appointed counsel costs.
\$4,034	3.93%	Coroner	Number of death investigation higher than historical average.

NOW, THEREFORE, BE IT RESOLVED that the 2006 budgets of the above-described departments that did not exceed their net appropriations be amended to appropriate the additional funds received or fund balances as proper; and,

BE IT FURTHER RESOLVED, that \$22,531 be transferred from the 2006 contingency fund to the above-described departments' 2006 budgets that were exceeded.

COPY

Resolution 58 - 07 Authorizing Adjustments to the 2006 Budget

For consideration by the Sauk County Board of Supervisors on May 15, 2007.

SAUK COUNTY FINANCE COMMITTEE


TOMMY LEE BYCHINSKI, Chairman

MARTIN KRUEGER

JOAN FORDHAM

THOMAS KRIEGL


WILLIAM F. WENZEL

FISCAL NOTE: \$461,209 is available in the 2006 Contingency Fund to fund these departments' overdrawn appropriations. *plb*

INFORMATION SYSTEMS NOTE: No information systems impact.

RESOLUTION TO ELIMINATE ONE (1) FULL TIME CLERK POSITION AND CREATE ONE (1) FULL TIME FINANCIAL ANALYST POSITION FOR THE SAUK COUNTY SHERIFF'S DEPARTMENT OUTSIDE OF THE 2007 BUDGET PROCESS

WHEREAS, the Sauk County Sheriff's Department has experienced a realignment of duties as they relate to budget preparation and monitoring; and,

WHEREAS, the Sauk County Sheriff's Department has a need for additional supervisory administrative support for the Sheriff, the Chief Deputy and the Office Manager; and

WHEREAS, the elimination of one (1), Clerk position and the creation of one (1) Financial Analyst position will better suit the administrative needs of the Sauk County Sheriff's Department; and,

WHEREAS, the Law Enforcement, Personnel and Finance Committees, as established in §13.19 (4)(d) of the Sauk County Code of Ordinances, have reviewed the position request and determined that the need for this position and funding exist.

NOW, THEREFORE, BE IT RESOLVED, by the Sauk County Board of Supervisors, met in regular session, that one (1) full-time Clerk position be eliminated and one (1) full-time Financial Analyst position for the Sauk County Sheriff's Department be created effective upon passage.

For consideration by the Sauk County Board of Supervisors on May 15, 2007.

Respectfully submitted,

SAUK COUNTY FINANCE COMMITTEE

SAUK COUNTY LAW ENFORCEMENT COMMITTEE

Tommy Lee Bychinski
TOMMY LEE BYCHINSKI - CHAIR
Thomas Kriegl
THOMAS KRIEGL - VICE-CHAIR
William Wenzel
WILLIAM WENZEL
Marty Krueger
MARTY KRUEGER
Joan Fordham
JOAN FORDHAM

Donald Stevens
DONALD STEVENS - CHAIR
Joan Wheeler
JOAN WHEELER - VICE-CHAIR
Robert Sinklair
ROBERT SINKLAIR
Charles Montgomery
CHARLES MONTGOMERY
Peter Tollaksen
PETER TOLLAKSEN

COPY

SAUK COUNTY PERSONNEL COMMITTEE

TIM MEISTER - CHAIR

PETER TOLLAISEN - VICE-CHAIR

SCOTT ALEXANDER - SECRETARY

JUDITH STOECKMANN

HENRY NETZINGER

Fiscal Note: The 2007 budget already includes funding for one Clerk position. This elimination and creation will add an additional \$4,513 for wages and \$835 for benefits, for a total of \$5,348 for the remainder of 2007. The additional 2007 cost can be absorbed within the existing 2007 budget from unspent wages and benefits due to vacant positions.

**Sauk County
Position Description**

Name:		Department:	Sheriff Department		
Position Title:	Financial Analyst	Pay Grade:	11	FLSA:	E
Date:	May 2007	Reports To:	Chief Deputy		

Purpose of Position

The purpose of this position is to administer the financial functions and supervise clerical support for the Sauk County Sheriff's Department.

Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Preparation of the annual budget for the Sauk County Sheriff's Department.
- Reviews Divisions' billings for accuracy and authorization. Sorts bills, enter into appropriate account and into computer. Reviews revenue records and give to County Treasurer. Prepares monthly revenue account balance report from computer database.
- Develops and researches grant applications, provides assistance with grants administration.
- Tracks Department account activity on ongoing basis. Monitors overall Department budget and reports to Department management.
- Coordinates work activities by assigning clerical staff for all functions related to data entry or payroll processing, tracking sick leave, overtime, vacation, holidays hours and compensatory time.
- Assigns work duties to clerical staff. Reviews clerical work and prepares clerical staff performance evaluations. Assists in recruiting and selecting clerical employees.
- Maintains required agency files.
- Acts as point of contact for the Personnel Department and Safety/Risk Manager for FMLA and workers compensation claims.
- Oversees vehicle registration program and maintains applicable records.
- Updates vendor lists.
- Prepares vouchers.
- Schedules administrative meetings, prepares agendas and minutes.
- Drafts County Board resolutions under supervision of Sheriff and Department officers.

- Prepares equipment and vehicle bid-letting notices and specifications in consultation with Department management.
- Maintains and updates Department vehicle maintenance and repair records.
- Enrolls officers in required training sessions.
- Develops, updates and implements clerical policies and procedures.

Additional Tasks and Responsibilities

While the following tasks are necessary for the work of the unit, they are not an essential part of the purpose of this position and may also be performed by other unit members.

- Performs reception tasks. Greets Department visitors, answers telephones, takes messages, etc.
- Assists transcribing reports and interviews.
- Acts as backup for civil process clerical tasks.
- Sets up Law Enforcement Committee meeting room.
- Procures necessary employment forms for new officers.
- Acts as contact person for other County agencies.
- Acts as EMS dispatcher when needed.
- Transcribes confidential internal investigation/discipline documents.

Minimum Training and Experience Required to Perform Essential Job Functions

Vocational/technical training in office management or related area, Bachelors Degree preferred. Four years responsible office support experience with bookkeeping and computer use required, or any combination of education and experience that provides equivalent knowledge, skills, and abilities.

Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication

- Ability to analyze data and information using established criteria, in order to define consequences and to consider and select alternatives. Ability to compare, count, differentiate, measure and/or sort data and information. Ability to assemble, copy, record and transcribe data. Ability to classify, compute, tabulate, and categorize data.
- Ability to counsel, mediate and provide first line clerical supervision. Ability to persuade and convince others. Ability to advise and interpret how to apply policies, procedures and standards to specific situations.
- Ability to use advisory data and information such as, computer software operating manuals, Department procedures and guidelines, invoices, news releases, E-mail messages, squad car maintenance lists, dog pound reports, performance appraisals, revenue and expense reports, personnel files, non-routine correspondence and laws.

- Ability to communicate effectively with Department personnel, vendor representatives, dog pound manager, other law enforcement personnel, financial auditors, jail inmates/detainees, the general public.

Mathematical Ability

- Ability to add and subtract, multiply and divide, and calculate percentages, fractions, and decimals. Ability to interpret graphs, compute discount and interest.

Judgment and Situational Reasoning Ability

- Ability to apply situational reasoning ability by exercising judgment, decisiveness and creativity in situations involving the evaluation of information against sensory or judgmental criteria.
- Ability to use functional reasoning development in performing functions within influence systems such as associated with supervising, managing, leading, teaching, directing and controlling.

Physical Requirements

- Ability to coordinate eyes, hands, feet and limbs in performing skilled movements such as rapid keyboard use. Ability to operate computer keyboard/typewriter, telephone, calculator, photocopier, transcriber, Notary seal, paper cutter, rubbers stamps.
- Ability to exert light physical effort in sedentary to light office work.
- Ability to recognize and identify degrees of similarities or differences between characteristics of colors, forms, sounds, associated with video monitors, voice recognition and transcription of recorded sound.

Environmental Adaptability

- Ability to work under moderately safe and comfortable conditions with exposure to potential violence.

Sauk County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

.....
Employee's Signature

.....
Supervisor's Signature

.....
Date

.....
Date

RESOLUTION NO. 60 - 07

**Authorization to Contract for Food Provision
at Sauk County Health Care Center**

WHEREAS, the food provision at Sauk County Health Care Center is in need of periodical review and evaluation to ensure the continuation of high quality and economical meals at SCHCC; and,

WHEREAS, as a licensed long-term care provider, the Health Care Center is required to provide nutritious meals to meet the dietary requirements of our Residents; and,

WHEREAS, a food provision request for bid was prepared and issued for information gathering, and evaluation for guidance for the successful continuation of high quality and economical provision of food for the Residents at the Health Care Center; and,

WHEREAS, a list of standard items was developed on which vendors were requested to provide pricing per item, and following careful evaluation of the submitted bids for this list of food items used in the Dietary Department, your Board of Trustees recommends as being in the best interest of Sauk County, acceptance of the proposal presented by Sysco Food Services, Baraboo, Wisconsin.

NOW THEREFORE BE IT RESOLVED, by the Sauk County Board of Supervisors, met in regular session, that the Sauk County Health Care Center Board of Trustees be and hereby is authorized and directed to contract with Sysco Food Services for food provision at the Sauk County Health Care Center for the term of May 2007 to May 2009; and

BE IT FURTHER RESOLVED, that the Health Care Center Administrator is authorized to sign contracts necessary for the provision of this service.

For Consideration by the Sauk County Board of Supervisors on May 15, 2007.

Respectfully submitted,

SAUK COUNTY HEALTH CARE CENTER BOARD OF TRUSTEES

Paul Endres, Chairman

Henry Netzing

William Higgins

Larry Schroeder

Linda Borleske

Art Carlson

Terri Langer

COPY

Fiscal Note: The bid for a list of standard items totaling \$6,691.78 is the basis for purchasing with a monthly average purchase of \$17,600, or \$211,200 annually. *KAB*

Information System Note: No information system impact.

FOOD BIDS

Due: 4-30-2007

Opened: 5-1-2007

Company	Bid	Location	Sales Rep.	Recommendation
Martin Brothers	\$ 6,145.90	Cedar Falls IA	Excellent	
H & H Foods	\$ 6,237.14	Union Grove IA	Excellent	
Reinhart Foods	\$ 6,411.28	LaCrosse WI	Excellent	
Sysco Foods	\$ 6,691.78	Baraboo WI	Excellent	Recommended

Recommendation: The four (4) bids for food product are relatively close. These bids represent the cost of all the food items used in the Dietary Dept. Using these cost figures we have an average food cost of about \$17,600 per month. There is a difference of \$546 between the high and low bids.

My recommendation of Sysco Foods is based on location to some degree. It is the only Sauk Co. vendor and is a strong company. It has the capability of delivering items quickly and meeting our requirements. This requirement would have to be drafted into our agreement if awarded to them. Verbally, they have agreed to respond positively to our orders and indicated that they have employees in the Reedsburg area who could make a delivery of small items to us as needed. We are also looking for quality without substituting and charging a higher price.

My recommendation is also based on Sysco Foods being a Sauk Co. vendor that pays taxes in our County. They are part of the tax base that shares in the cost of meeting our financial needs. With such a small difference in cost, I believe that consideration should be given to Sysco Foods.

RESOLUTION NO. 61 - 07

**Authorization to Contract for Physical and Speech Therapy Services
at Sauk County Health Care Center**

WHEREAS, the contract for provision of Physical and Speech Therapy Services will expire between the current provider and the Sauk County Health Care Center in mid-June; and,

WHEREAS, as a licensed long-term care provider, the Health Care Center is required to provide Physical and Speech Therapy services to meet the needs of the Residents; and,

WHEREAS, following careful evaluation of the two submitted proposals, your Board of Trustees recommends as being in the best interest of Sauk County, acceptance of the following: SYNERTX REHABILITATION of Phoenix, AZ for \$1.25/minute of Therapy.

NOW THEREFORE BE IT RESOLVED, by the Sauk County Board of Supervisors, met in regular session, that the Sauk County Health Care Center Board of Trustees be and hereby is authorized and directed to contract with SYNERTX REHABILITATION for provision of Physical and Speech Therapy services at Sauk County Health Care Center for the term of June 2007 to June 2009; and

BE IT FURTHER RESOLVED, that the Health Care Center Administrator is authorized to sign contracts necessary for the provision of these services.

For Consideration by the Sauk County Board of Supervisors on May 15, 2007.

Respectfully submitted,

SAUK COUNTY HEALTH CARE CENTER BOARD OF TRUSTEES

Paul Endres
Paul Endres, Chairman

Henry Netzinger
Henry Netzinger

William Higgins
William Higgins

Larry Schroeder
Larry Schroeder

Linda Borleske
Linda Borleske

Art Carlson
Art Carlson

Terri Langer
Terri Langer

Fiscal Note: see attached *KPB*

Information System Note: No information system impact.

COPY

Sauk County Health Care Center
Physical and Speech Therapy

Aegis Therapies:

Payment for all patients shall be paid at a rate equal to \$.98 cents per delivered minute

Synertx Rehabilitation:

Pricing:

- * Medicare Part B: 74% of the Area Adjusted Physician's Fee Schedule by CPT Code
- * All Other Payors, Including Medicare Part A: \$1.25 per billable treatment minute
- * With the exception of Part B pricing, per minute rate shall increase by 3% on the contract anniversary date to partially cover therapist wage inflation.

A review of the most common services provided to Medicare B patients reveals that costs will be very similar between the two companies. The noticeable difference in price appears with patients who are not covered by Medicare B. Those services are all billed on a per minute basis and Synertx's rate is \$.27 cent per minute higher. In 2006, approximately 70% of the services were provided to patients who were covered by Medicare A. Using 2006 information, we expect that 171,000 minutes of physical and speech therapy will be provided to Medicare A patients in 2007. Aegis will charge us \$167,580 for that service. Synertx will charge us \$213,750 for the same number of minutes. The revenue we will receive from Medicare A will not change based on the expenses we incur.

Our past experience with Aegis Therapies has put us under a Medicare/Medicaid review whereas Synertx claims that they are not under a Medicare/Medicaid review in any of their locations.

Medicare reported that after reviewing the fourth quarter of 2006, we have a denial rate of 55%. Synertx claims that their denial rate is less than 1% of billings.

**Authorization to Contract for Housekeeping Supplies
at Sauk County Health Care Center**

WHEREAS, the housekeeping supply provision at Sauk County Health Care Center is in need of periodical review and evaluation to ensure the continuation of a clean environment for the residents and staff at SCHCC through the use of economical and effective cleaning supplies; and,

WHEREAS, as a licensed long-term care provider, the Health Care Center is required to provide a clean environment for the residents and staff; and,

WHEREAS, a housekeeping supplies request for bid was prepared and issued for information gathering, and evaluation for guidance for the successful continuation of a clean environment and economic supplies; and,

WHEREAS, a list of standard items was developed on which vendors were requested to provide pricing per item, and following careful evaluation of the submitted bids for this list of housekeeping supply items used in the Housekeeping Department, your Board of Trustees recommends as being in the best interest of Sauk County, acceptance of the proposal presented by Dalco of LaCrosse, Wisconsin.

NOW THEREFORE BE IT RESOLVED, by the Sauk County Board of Supervisors, met in regular session, that the Sauk County Health Care Center Board of Trustees be and hereby is authorized and directed to contract with Dalco of LaCrosse, Wisconsin for housekeeping supplies at the Sauk County Health Care Center for the term of May 2007 to May 2009; and

BE IT FURTHER RESOLVED, that the Health Care Center Administrator is authorized to sign contracts necessary for the provision of this service.

For Consideration by the Sauk County Board of Supervisors on May 15, 2007.
Respectfully submitted,

SAUK COUNTY HEALTH CARE CENTER BOARD OF TRUSTEES

Paul Endres
Paul Endres, Chairman

Linda Borleske
Linda Borleske

Henry Netzinger
Henry Netzinger

Art Carlson
Art Carlson

William Higgins

Terri Langer
Terri Langer

Larry Schroeder
Larry Schroeder

COPY

Fiscal Note: The bid for a list of standard items totaling \$1,616.65 is the basis for purchasing with a yearly budget of approximately \$35,000. *KPB*

Information System Note: No information system impact.

BID TABULATION FORM
Purchase of Housekeeping Supplies
May 5, 2007

The HCC recently send out a Request for Bids for Housekeeping Supplies. Two bids were received and carefully reviewed by the Administrator and Environmental Services Manager.

<u>NAME AND ADDRESS</u> <u>OF</u> <u>SOLICITED BIDDER</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
Dalco LaCrosse, Wisconsin RECOMMENDED BID	Housekeeping Supplies - \$1616.65	This was a bid for specific products. Yearly budget is approximately \$35,000. This company has shown superior service and knowledge of products. Great problem solving ability.
Schilling Paper Co. LaCrosse, Wisconsin	Housekeeping Supplies - \$1563.48	

RESOLUTION NO. 63 - 07

**Authorization to Replace Water Heater
at Sauk County Health Care Center**

WHEREAS, the water heater at Sauk County Health Care Center is no longer functioning in a reliable or repairable fashion and a new one needs to be purchased; and

WHEREAS, as a licensed long-term care health care provider, the Health Care Center is required to maintain a comfortable water temperature at all times; and

WHEREAS, Riberich, Inc. has a history of good workmanship and service; and

WHEREAS, this replacement was not originally budgeted for in the 2007 budget and falls in the category of unforeseen emergency repairs. Sufficient funds are available through the 2007 Capital outlay account; and

WHEREAS, following careful evaluation of the four submitted bids, your Board of Trustees recommends as being in the best interest of Sauk County, acceptance of the bid presented by Riberich, Inc. MECHANICAL CONTRACTORS, Reedsburg, Wisconsin in the amount of \$15,915.

NOW THEREFORE BE IT RESOLVED, by the Sauk County Board of Supervisors, met in regular session, that the Sauk County Health Care Center Board of Trustees be and hereby is authorized and directed to accept the bid of Riberich, Inc. of Reedsburg, Wisconsin for replacing the water heater at Sauk County Health Care Center.

For Consideration by the Sauk County Board of Supervisors on May 15, 2007.

Respectfully submitted,

SAUK COUNTY HEALTH CARE CENTER BOARD OF TRUSTEES

Paul Endres

Paul Endres, Chairperson

Arthur Carlson

Arthur Carlson

William Higgins

Larry Schroeder
Larry Schroeder

Linda Borleske

Linda Borleske, Vice-Chairperson

Henry Netzinger

Henry Netzinger

Terri Langer

Terri Langer

COPY

Fiscal Note: Adequate funds are available in the Health Care Center capital outlay account to fund this purchase. *KAS*
Information System Note: No information system impact.

BID TABULATION FORM
Purchase of Hot Water Heater
May 3, 2007

The building domestic water heater at the HCC has stopped working in a reliable manner and is in need of replacement. The water heater is approximately 7 years old and is not repairable. Money is available in a special emergency repair fund under capital outlay for this purchase.

<u>NAME AND ADDRESS</u> <u>OF</u> <u>SOLICITED BIDDER</u>	<u>AMOUNT</u>	<u>COMMENTS</u>
Riberich, Inc. 2160 East Main Street Reedsburg, WI	Water Heater - \$15,915	Includes start up and one year warranty on parts and labor. Also includes installation.
RECOMMENDED BID		
Hottmann Plumbing 269 Hoxie Court Spring Green, WI	Water Heater - \$15,750	Includes freight, piping and labor to install and electrical to the unit.
DeMars Plumbing, Inc S8441 Denzer Road North Freedom, WI	Water Heater - \$17,855	Installation included, electrical by owner
Prairie Plumbing and Heating, Inc. Sauk City, WI	Water Heater - \$19,550	Installation and electrical included,

RESOLUTION NO. 64 - 07

EXPRESSING SUPPORT FOR CONTINUATION OF RAIL SERVICE THROUGH THE BADGER ARMY AMMUNITION PLANT AND FOR PRESERVATION OF A CONTIGUOUS RAIL CORRIDOR SERVING THE SAUK PRAIRIE COMMUNITIES AND SUPPORT FOR A TRAIL ALONG THE EXISTING RAIL ALIGNMENT THROUGH THE VILLAGES OF SAUK CITY AND PRAIRIE DU SAC AND EXPRESSING SUPPORT FOR THE CONTINUATION OF RAIL SERVICE TO SAUK COUNTY

WHEREAS, continuation of active rail service is vital to the Sauk County economy, and economic development in the County is dependent upon rail freight service; and,

WHEREAS, Sauk County has consistently supported the continuation of rail service and the preservation of rail alignments where it is no longer feasible to continue active rail service; and,

WHEREAS, the uncertain future of energy sources makes rail a vital option for the future transportation needs of Sauk County; and,

WHEREAS, Sauk County has frequently been requested to state its position on the future of rail service through the Badger Army Ammunition Plant, the former railroad bridge at Sauk City, and a variety of other issues that are currently under study and consideration; and,

WHEREAS, the Villages of Sauk City and Prairie du Sac are desirous of converting the current unused rail line through the villages to a trail and the villages have also expressed concern regarding the return of active rail service through the center of the villages; and,

WHEREAS, the rail line through the Badger Army Ammunition Plant completes a through link between the mainline running from Madison to Reedsburg and State of Wisconsin owned right-of-way from Mazomanie to the Sauk Prairie community, and this link could become vital if the bridge at Merrimac was removed from service for whatever reason; and,

WHEREAS, your undersigned Committee does believe it is imperative to maintain the option of future rail service to the Sauk Prairie communities as well as northern Sauk County; and,

WHEREAS, the reconstruction of U.S. Highway 12 presents an ideal time to consider the future alignment of rail to permit this through route to exist and that future rail service remains a viable option for the Villages of Sauk City and Prairie du Sac.

NOW, THEREFORE, BE IT RESOLVED, by the Sauk County Board of Supervisors, met in regular session, that Sauk County hereby expresses its support for the following concepts:

- A. Sauk County desires to go on record as supporting the preservation of the option of through rail service through Badger and around the edge of the Sauk Prairie communities that links the current mainline between Madison and Reedsburg through Merrimac and Baraboo and State of Wisconsin owned right-of-way running between Mazomanie to the Sauk Prairie communities; and,
- B. Sauk County encourages the acquisition by WisDOT of the rail line through Badger as a rail easement over WDNR land, but is opposed to the transfer of this rail line from public ownership, and is opposed to the storage of rail cars at Badger or along this right-of-way,

COPY

or use of any rail facilities in Badger that are incompatible with the conservation vision for the property and the Badger Reuse Plan, with the expectation that the rail right-of-way will be utilized for the current and potential through transit of trains; and,

- C. Sauk County believes that the existing rail line through the Villages of Prairie du Sac and Sauk City is not the ideal location for a railroad right-of-way in the event that the bridge at Merrimac needs to be removed from service for some period of time, or it is otherwise desirable to return rail service to the Sauk Prairie area, and Sauk County urges that provisions be made to provide for a rail relocation as part of the Highway 12 bypass around the Villages or that some other plan for preservation of a contiguous line connecting northern Sauk County to State owned right-of-way be made as part of this planning process consistent with the comprehensive master plan of the Villages of Prairie du Sac, Sauk City and the Town of Prairie du Sac; and,
- D. Sauk County supports the creation of a trail through the Sauk Prairie communities on the current railroad right-of-way, with the retention of the right-of-way through the villages until such time that an alternate right-of-way is located around the Sauk Prairie communities, so as not to jeopardize the future of rail service to the Sauk Prairie area or through the Sauk Prairie area to northern Sauk County; and,

BE IT FURTHER RESOLVED, that Sauk County makes the general statement that it supports the continuation of rail service to Sauk County where it currently exists and declares that continued rail service is vital to the communities of Baraboo, North Freedom, Rock Springs, Reedsburg and Spring Green and every effort needs to be made to ensure there is no disruption of this service in the future.

For consideration by the Sauk County Board of Supervisors on May 15, 2007.

Respectfully submitted,

TRANSPORTATION AND PARKS COMMITTEE

VIRGIL HARTJE, Chairperson

TIM MEISTER

HALSEY SPRECHER

DONALD STEVENS

LARRY VOLZ

FISCAL NOTE: The preservation of rail service is essential to many taxpaying businesses and enterprises in Sauk County, and privately owned railroad real estate is taxable and provides revenue to Sauk County. *CPT*

MIS NOTE: No MIS impact.