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3 **RESOLUTION: Amend Section 24 of the Rules of the Winnebago County Board of Supervisors**

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5 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

6 **WHEREAS**, the Ad Hoc Structure Review Task Force (hereafter "Task Force") was established in March  
7 2023 to propose a right-sized suite of solutions for structure of the Winnebago County Board; and

8 **WHEREAS**, the Task Force members have spoken with other counties and asked for feedback from  
9 Winnebago County Board Supervisors and Winnebago County Department heads in the form of questionnaires; and

10 **WHEREAS**, the Task Force has reviewed the responses; and

11 **WHEREAS**, the Task Force recommends that Winnebago County have eight standing committees and major  
12 boards.

13 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it amends  
14 Sections 24.0 through 24.12 of the Rules of the Winnebago County Board of Supervisors by deleting the sections in  
15 their entirety and replacing them with Sections 24.0 through 24.8 and the language set forth below.

16 **24.0 GENERAL DUTIES OF STANDING COMMITTEES AND MAJOR BOARDS**

17 **24.1 NATURAL RESOURCES COMMITTEE**

18 Natural Resources includes UW Education, Extension, and Agriculture Committee, Parks and Recreation  
19 Committee, and Land Conservation Committee. See Wis. Stats. 59.56(3), 92.06, 92.07, 92.09. The committee  
20 consists of seven members, five who are Winnebago County Board Supervisors, one who is the Chairperson of the  
21 County Farm Service Agency committee created under 16 USC 590h (b) or other County Farm Service Agency  
22 committee member designated by the Chairperson of the County Farm Service Agency committee, and one citizen  
23 member. The terms of the members who are not Winnebago County Board Supervisors shall expire on June 30 of all  
24 even numbered years.

25 A. At least two members of this Committee are members of the Land and Water Conservation Committee.  
26 Two members of this committee are members of the UW Education Extension and Agriculture  
27 Committee.

28 B. The committee reviews policy issues relating to the Winnebago County University Extension Program,  
29 Winnebago County Library Services, and the Winnebago County Fair and shall revise and recommend  
30 appropriate policy goals and legislative actions to be taken by the Winnebago County Board.

31 C. The committee establishes procedure and makes recommendations to the Winnebago County Board of  
32 Supervisors as to the award of college scholarships from the College Scholarship Fund to students who  
33 are Winnebago County residents.

34 D. The committee is responsible for policies and development of all Winnebago County parks and  
35 recreation areas, including boat landings, recreational greenways, general parkland, Sunnyview  
36 Exposition Center, and associated programs and wildlife preservation areas. It recommends to the  
37 Winnebago County Board the necessary rules and regulations for all Winnebago County owned  
38 recreational areas.

39 E. The committee:

40 1. Develops and adopts standards and specifications for management practices to control erosion,  
41 sedimentation and nonpoint source water pollution throughout the county.

- 42 2. Distributes and allocates federal, state and county funds made available to the committee for cost  
43 sharing programs or other incentive programs for improvements and practices relating to soil and water  
44 conservation on private or public lands.
- 45 3. Carries out prevention and control measures and works of improvement for flood prevention and for  
46 conservation, development, utilization and control of water within Winnebago County. These preventative  
47 and control measures and works of improvement may be carried out on lands owned or controlled by the  
48 state or any of its agencies, with the cooperation of the agency administering and having jurisdiction over  
49 the land, and on any other lands within Winnebago County upon obtaining the consent of the landowner  
50 or the necessary rights or interests in the land.
- 51 4. Prepares long-range plans which include inventories of natural resources in Winnebago County, a  
52 description of present natural resource uses and a projection of future trends, an assessment of resource  
53 conservation problems in relation to use practices and actions necessary to correct those problems  
54 including specific goals and provisions for the development, management and conservation of soil, water  
55 and related natural resources.
- 56 5. Enters into agreements with, or furnishes financial, technical, planning, or other assistance to any  
57 agency, governmental or otherwise, or any landowner, or land user, within the incorporated or  
58 unincorporated parts of Winnebago County, in carrying out resource conservation operations and  
59 works of improvement for flood prevention or for the conservation, development, utilization and  
60 protection of soil and water resources within Winnebago County.
- 61 6. Encourages soil and water conservation research and educational information and public service  
62 outreach programs.

63 The committee is a policy-making body determining the broad outlines and principles governing  
64 administration of Winnebago County soil and water conservation.

65 The committee reviews policy issues relating to the Winnebago County soil and water conservation  
66 programs and advises and recommend appropriate policy goals and legislative action to be taken by the Winnebago  
67 County Board.

#### 68 **24.2 AVIATION COMMITTEE**

69 The Aviation committee consists of five Winnebago County Board Supervisors. The committee reviews  
70 policy issues relating to Wittman Regional Airport and other aviation matters of concern to Winnebago County and  
71 advises and recommends appropriate policy goals and legislative action to be taken by the Winnebago County  
72 Board.

#### 73 **24.3 PUBLIC WORKS COMMITTEE**

74 Public Works includes the Highway Committee and Facilities and Property Management Committee. See  
75 Wis. Stat. 83.015. The committee consists of five Board Supervisors. The committee:

- 76 1. Reviews policy issues related to buildings, grounds, office equipment, furniture and fixtures in all  
77 Winnebago County owned or leased facilities;
- 78 2. Develops long range plans for buildings and office space;
- 79 3. Reviews policy goals relating to the Facilities and Property Management Department;
- 80 4. Recommends appropriate goals and legislative action to be taken by the Winnebago County Board;

- 81 5. Determines the broad outlines and principles governing administration of Winnebago County Highway  
82 programs;
- 83 6. Reviews policy issues relating to the Winnebago County Highway Department and other highway  
84 matters of concern to Winnebago County and advises and recommends appropriate policy goals and  
85 legislative action to be taken by the Winnebago County Board.

86 **24.4 PLANNING AND ZONING COMMITTEE**

87 Planning and Zoning includes the Winnebago County Planning Department, Winnebago County Zoning  
88 Department, Winnebago County GIS Department, Winnebago County Property Lister, Winnebago County Zoning  
89 Board of Adjustment, and the Register of Deeds. See Wis. Stats. 59.43, 59.694, 59.69. The committee consists of  
90 five Winnebago County Board Supervisors, at least one but not more than two from an incorporated area. The  
91 committee:

- 92 1. Determines the broad outlines and principles governing the administrative powers and duties, See Wis.  
93 Stat. 59.69, and is a quasi-judicial body with decision-making power including, but not limited to  
94 conditional use, planned unit development and rezoning.
- 95 2. Bears responsibility for all matters of procedure relating to the Winnebago County Zoning Ordinance  
96 including but not limited to basic zoning provisions, floodplain/shoreland provisions and airport zoning  
97 provisions, except those designated to Zoning Board of Adjustment's jurisdiction.
- 98 3. Creates and maintains Winnebago County's development plan.
- 99 4. Reviews policy issues relating to the Winnebago County Zoning Department, Winnebago County  
100 Planning Department, and Winnebago County Register of Deeds and advises and recommends  
101 appropriate policy goals and legislative action to be taken by the Winnebago County Board.

102 **24.5 JUDICIARY & PUBLIC SAFETY COMMITTEE**

103 Judiciary and Public Safety includes the offices of Clerk of Courts, Sheriff, District Attorney, Medical  
104 Examiner, Corporation Counsel, Family Court Commissioner, Court Commissioner, Emergency Management and  
105 Child Support. See Wis. Stat. 323.14. The committee consists of five Winnebago County Board supervisors. The  
106 committee:

- 107 1. Reviews policy issues and advises and recommends appropriate policy goals and legislative action to be  
108 taken by the Winnebago County Board relating to departments under its jurisdiction.
- 109 2. Submits recommendations for Winnebago County Board rules to be considered at the Winnebago  
110 County Board organization meeting or at other Winnebago County Board meetings.
- 111 3. Submits recommendations for apportionment of supervisory districts in Winnebago County.

112 **24.6 HEALTH AND HUMAN SERVICES BOARD**

113 Health and Human Services Board includes the Winnebago County Human Services Board, the Winnebago  
114 County Board of Health, Park View Health Center, and Veteran Services. See Wis. Stats. 46.23(4), 45.81 and  
115 251.03. The committee consists of nine members, six of whom are Winnebago County Board Supervisors and three  
116 members who are citizens, all appointed by the Winnebago County Executive and confirmed by the Winnebago  
117 County Board of Supervisors. The Chair of the Health and Human Services board shall be a Winnebago County  
118 Board Supervisor. At least one member of the Board should be a physician and registered nurse, and if unable to  
119 locate, a good faith effort to appoint a physician assistant and nurse practitioner, or both. Additionally, one member  
120 shall be an individual who receives or has received services from the Human Services departments or a family

121 member of the same. The Board determines the broad outlines, principles and policies governing the administration  
122 and scope of the Health and Human Services array of public health, human services, nursing home services, veteran  
123 services, and recommends budgetary and legislative action to be taken by the Winnebago County Board as it relates  
124 to the departments under its jurisdiction.

#### 125 **24.7 FINANCE AND ADMINISTRATION COMMITTEE**

126 Finance and Administration includes the Winnebago County Department of Administration, Winnebago  
127 County Treasurer, Winnebago County Finance Department, Winnebago County Human Resources Department,  
128 Winnebago County Clerk, and Information Technologies. The committee consists of five Winnebago County Board  
129 Supervisors. The committee reviews policy issues and advises and recommends appropriate policy goals and  
130 legislative action relating to the aforementioned departments. The committee:

- 131 1. Receives all personnel requests for study and recommendation.
- 132 2. Reviews proposed personnel policies and amendments as submitted by the Director of Human Resources  
133 and Winnebago County Executive and submits recommendations to the Winnebago County Board for consideration  
134 and legislative action.
- 135 3. Reviews personnel actions in all Winnebago County departments as reported by the Director of Human  
136 Resources.
- 137 4. Recommends to the Winnebago County Board, prior to the earliest time for filing nomination papers, a  
138 salary schedule for elected officials, appointed officials and other employees of Winnebago County unless otherwise  
139 determined by agreement or law.
- 140 5. Authorizes budgetary alterations as permitted in Wis Stat. 65.90(5). in either of the following  
141 situations:
  - 142 a. A transfer of funds between budgeted items of an individual county department if such budgeted  
143 items have been separately appropriated, and
  - 144 b. Supplementation of appropriations for a particular office or department by transfer from the  
145 Contingency Fund. The limitation on the dollar amount set aside in the budgetary alteration  
146 shall be the amount set aside in the Contingency Fund or the sum of \$40,000.00, whichever  
147 is the lesser sum, and
  - 148 c. Notwithstanding subsection (b), above, to accept gifts from the Oshkosh Area Community  
149 Foundation's Park View Health Center Pass-Through Fund into the Contingency Fund and  
150 to appropriate monies received from said gifts to the Park View Health Center construction  
151 project for additions, enhancements, landscaping or furnishings in relationship to said  
152 project, provided that the total amount of said appropriation does not exceed 10% of the total  
153 amount of funds budgeted for said project for that budgetary year.

154 The committee may refuse to authorize a budgetary alteration in whole or in part or may grant any such  
155 alteration conditionally as it deems appropriate.

- 156 6. Reviews all financial reports submitted to the Winnebago County Board by the County Executive, by  
157 County officials and by auditors retained by Winnebago County. (The County Executive is charged with the  
158 responsibility to examine, settle and allow all general accounts against Winnebago County and to have issued  
159 Winnebago County orders therefor.)

160 7. Advises the Winnebago County Director of Finance and Winnebago County Executive in the matter of  
161 investment of county funds and reports to the Winnebago County Board from time to time regarding county finances.

162 8. Examines all claims filed against the Winnebago County for illegal taxes of any kind and shall make a  
163 report to the Winnebago County Board and submit a recommendation on all matters pertaining to illegal taxes.

164 9. Performs such responsibilities as are indicated in Sec. 3.03 of the General Code of Winnebago County  
165 Ordinances concerning properties taken by Winnebago County on tax deeds.

166 10. Advises with the Winnebago County Insurance Administrator and Winnebago County Executive in  
167 matters establishing appropriate insurance coverages for Winnebago County.

168 11. Reviews all claims filed against Winnebago County pursuant to Wis Stats. 59.76 and Sec. 893.80 and  
169 submits its recommendation to the Winnebago County Board for consideration and legislative action. Submits an  
170 annual report on the disposition of all claims.

171 12. Reviews and adopts affirmative action plans submitted by the Affirmative Action Committee.

172 13. Studies, recommends, and forwards all grant applications to County Board.

173 14. Reviews all proposals and needs relating to Winnebago County's present and future information systems  
174 and technologies related thereto.

#### 175 **24. 8 SOLID WASTE MANAGEMENT BOARD**

176 This Board consists of nine members, five of whom are Winnebago County Board Supervisors and four  
177 citizen members, all appointed by the Winnebago County Executive and confirmed by the Winnebago County Board  
178 of Supervisors. See Wis. Stat. 59.70 and Winnebago County General Code 15.04. The terms are staggered for  
179 three-years length. Membership includes: two members from the Neenah-Menasha area, two members from the  
180 Oshkosh area, one member from the North/Central area, one member from the South/Central area, one member  
181 from the Western area, two members at large. The Board:

182 a) Develops a plan for a solid waste management system.

183 b) Collects, transports, disposes of, destroys or transforms wastes, including without limitation because of  
184 enumeration, garbage, ashes or incinerator residue, municipal, domestic, agricultural, industrial and commercial  
185 rubbish, waste or refuse material, including explosives, pathological wastes, chemical wastes, herbicide and  
186 pesticide wastes.

187 c) Acquires lands within Winnebago County by purchase, lease, donation or eminent domain for use in the  
188 solid waste management system.

189 d) Authorizes employees or agents to enter upon lands to conduct reasonable and necessary investigations  
190 and tests to determine the suitability of sites for solid waste management activities whenever permission is obtained  
191 from the property owner.

192 e) Acquires by purchase, lease, donation or eminent domain such easements or other limited interests in  
193 lands as are desired or needed to assure compatible land uses in the environs of any site that is part of the solid  
194 waste disposal system.

195 f) Establishes operations and methods of waste management that are considered appropriate. Waste burial  
196 operations shall be in accordance with sanitary landfill methods and the sites shall, insofar as is practicable, be  
197 restored and made suitable for attractive recreational or productive use upon completion of waste disposal  
198 operations.

- 199 g) Acquires necessary equipment, uses equipment and facilities of the Winnebago County Highway  
200 Department; and constructs, equips and operates incinerators or other structures to be used in the solid waste  
201 management system.
- 202 h) Adopts and enforces ordinances necessary for the conduct of the solid waste management system and  
203 provides forfeitures for violations.
- 204 i) Contracts with private collectors or transporters or municipalities to receive and dispose of wastes.
- 205 j) Engages in, sponsors or co-sponsors research and demonstration projects intended to improve the  
206 techniques of solid waste management or to increase the extent of reuse or recycling of materials and resources  
207 included within the wastes.
- 208 k) Accepts funds derived from state or federal grant or assistance programs and enters into necessary  
209 contracts or agreements.
- 210 l) Appropriates funds and levy taxes to provide funds for acquisition or lease of sites, easements, necessary  
211 facilities and equipment and for all other costs required for the Solid Waste Management System except that no  
212 municipalities which operates its own solid waste collection management program under Wis. Stat. 287.09(2)(a) or  
213 waste collection and disposal facility or property therein shall be subject to any tax levied hereunder to cover the cost  
214 of operation of these functions. Such appropriations may be treated as a revolving capital fund to be reimbursed from  
215 proceeds of the system.
- 216 m) Makes payments to any municipality in which Winnebago County disposal sites or facilities are located to  
217 cover the reasonable costs of services rendered to such sites or facilities.
- 218 n) Charges or assesses reasonable fees, approximately commensurate with the costs of services rendered  
219 to persons using the services of the Winnebago County Solid Waste Management System. Fees may include a  
220 reasonable charge for depreciation which shall create a reserve for future capital outlays for waste disposal facilities  
221 or equipment. All assessments for liquid waste shall be assessed by volume.
- 222 o) Creates service districts which provides different types of solid waste collection or disposal services.  
223 Different regulations and cost allocations may be applied to each service district. Costs allocated to such service  
224 districts may be provided by general tax upon the property of the respective districts or by allocation of charges to the  
225 municipalities whose territory is included within such districts.
- 226 p) Utilizes or disposes of by sale or otherwise any and all products or by-products of the solid waste  
227 management system.
- 228 q) Imposes fees, in addition to the fees imposed under Wis. Stat. 289, upon persons who dispose of solid  
229 waste at publicly owned solid waste disposal sites in Winnebago County for the purpose of cleaning up closed or  
230 abandoned solid waste disposal sites within Winnebago County, subject to all of the following conditions:
- 231 1. The fees are based on the amount of solid waste that is disposed of by each person.
- 232 2. The fees may not exceed 20 percent of the amount that is charged for the disposal of the solid waste.
- 233 3. The effective date of the fees and any increase in the fees is January 1 and such effective date is at least  
234 120 days after the date on which the board adopts the fee increase.
- 235 4. The cleanup of the site is conducted under the supervision of the department of natural resources.
- 236 5. The board may prevent the implementation of, or may terminate, fees imposed by the solid waste  
237 management board.
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239 Fiscal Note:

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241 Respectfully submitted by:

242 **JUDICIARY AND PUBLIC SAFETY COMMITTEE**

243 Committee Vote: \_\_\_\_\_

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245 Vote Required for Passage: **Majority of Members Present**

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248 Approved by the Winnebago County Executive this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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Jonathan D. Doemel  
Winnebago County Executive

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