

**SPECIAL ORDERS SESSION
COUNTY BOARD MEETING
TUESDAY, JANUARY 8, 2008**

Chairman David Albrecht called the meeting to order at 6:00 p.m. in the County Board Room, Fourth Floor, Courthouse, 415 Jackson Street, Oshkosh, Wisconsin.

The meeting was opened with the Pledge of Allegiance.

The following Supervisors were present: Sevenich, Barker, Griesbach, Hotynski, Ramos, Maehl, Koziczowski, Pollnow, Widener, Hamblin, Albrecht, Anderson, Thompson, Lohry, Lennon, Hall, Wingren, Jacobson, Norton, Warnke, Drexler, Robl, Schmuhl, Kline, Locke, Eisen, Schaidler, Farrey, Sievert, Arne, Diakoff, Brennand, Ellis and Rengstorf.

Excused: Finch, Egan and O'Brien. Absent: Lang

Motion by Supervisor Robl and seconded to approve the amended agenda for this evening's meeting. CARRIED BY VOICE VOTE.

PUBLIC HEARING

No one addressed the Board.

COMMITTEE REPORTS

Supervisor Schaidler apologized to the Board and anyone who was offended by comments he made at the December meeting during the discussion of the Personnel Function Review Committee's recommendations.

CHAIRMAN'S REPORT

Chairman Albrecht reported that Supervisor O'Brien, Egan and Finch are excused from tonight's meeting. Chairman Albrecht thanked Supervisor Jacobson for his donation to the county's scholarship fund.

**JULIE PAGEL, WINNEBAGO COUNTY REGISTER OF DEEDS OFFICE
PERSONNEL FUNCTION REVIEW COMMITTEE PRESENTATION**

Julie Pagel, Winnebago County Register of Deeds, presented the report she gave to the Personnel Function Review Committee outlining the programs/functions of her department:

They are, in priority order:

1. LAND RECORDS: Index and maintain the history of all lands located in Winnebago County and provide public access to those records.
2. VITAL RECORDS: Index all vital records including births, deaths, marriages and military discharges.
3. UCC: File and provide copies of all realty related Uniform Commercial Code documents; maintain and provide copies and searches for all additional filings prior to July 1, 2001.
4. INTER DEPARTMENT SERVICES
5. CHILD SUPPORT LIEN DOCKET: Provide public access information and search assistance for all child support arrears information.
6. PRESERVATION: Preserve information contained in old record books through filming, scanning, and back entry of information into the automated data bank.

After her presentation, J. Pagel took questions from the Committee.

**JOHN HAESE, WINNEBAGO COUNTY HIGHWAY COMMISSIONER
PERSONNEL FUNCTION REVIEW COMMITTEE PRESENTATION**

John Haese, Winnebago County Highway Commissioner, presented the report he gave to the Personnel Function Review Committee outlining the programs/functions of his department in priority order:

1. COUNTY ROAD MAINTENANCE – Provides winter, routine and special road maintenance. Provide services including but not limited to snow plowing, salting/sanding, chip sealing, paving, drainage, mowing and various traffic control activities. Maintaining high standard road related services to insure safe, expedient travel along the County Trunk Highway System.
2. COUNTY ROAD MAJOR IMPROVEMENTS AND BRIDGE CONSTRUCTION – Provides expertise in the development of needed reconstruction of County Roads utilizing maximum Federal and State funding. Consists of reconstruction of Bridges and Roadways. Milling existing road surface, structure replacements.

3. DEPARTMENT BUILDINGS/GROUNDS/OPERATIONS – Maintenance, repair and storage of department equipment. Maintain material inventories and account for all assets. Maintain and repair all department-related buildings and grounds.
4. TOWN BRIDGE/CULVERT CONSTRUCTION AND REPAIR, COUNTY AID – Administer and coordinate cost share program for the replacement or repair of bridges and culverts on town, city or village roadways.
5. STATE ROAD MAINTENANCE – Provides winter, routine, special road maintenance and assists with construction projects. Works with the Wisconsin Department of Transportation in maintaining the State Trunk Highway System. Activities include routine maintenance, winter maintenance, construction projects and emergency response to hazardous road conditions that may change rapidly at times.
6. MUNICIPAL ROAD MAINTENANCE – Provides winter, routine, special road maintenance. Provides assistance in planning road improvements/maintenance. Provides routine and winter maintenance activities as required. Maintenance and construction services provided to 16 towns, 3 cities and 1 village.
7. INTERDEPARTMENTAL SERVICES – Maintenance and construction services to other County departments for routine and capital projects.

Mr. Haese took questions from the Board.

Mr. Haese then discussed what the future needs of the Winnebago County Highway Department might be once a number of state highway projects are completed. In addition to two large upcoming projects—6-lane portion of US Highway 41 from State Highway 26 to the City of Neenah and a 4-lane portion of US Highway 45 from County Road T to US Highway 10—there has already been expansions to state and county roads. Because of these expansions, additional highway personnel and equipment will be needed to service and maintain these roads. Mr. Haese explained that once all these projects are completed, he will need approximately six additional employees, four new pieces of equipment, additional materials and an additional building to house the equipment.

Supervisory personnel to provide 24 hour emergency and maintenance operations on the new state highways will be needed. Mr. Haese explained that the State of Wisconsin will pay 40% of the patrol superintendent's salary and benefits.

Mr. Haese stated that any road work Winnebago County does for the State of Wisconsin is reimbursed at 100% for time and materials. He stated that maintaining a good working relationship with the state is important and that will require us to have enough personnel and equipment.

These issues and how to address them will be discussed with the County Executive and the Highway Committee.

At approximately 7:10 p.m., Chairman Albrecht called for a brief recess.

TOM DAVIES, LAND & WATER CONSERVATION DEPARTMENT PERSONNEL FUNCTION REVIEW COMMITTEE PRESENTATION

Tom Davies, Land & Water Conservation Department Director, presented the report he gave to the Personnel Function Review Committee outlining the programs/functions of his department in priority order:

1. Design & Construction Management (DCM): Design, cost estimations, layout and construction management services for “best management” practices installed to improve and protect surface and ground water quality; prevent soil erosion; manage stormwater runoff; protect and expand woodland resources; restore and enhance wetlands and upland habitat and protect and restore stream banks and shorelands. This includes the administration and delivery of the USDA/WI Conservation Reserve Enhancement Program and the Agricultural Performance Standards and Prohibitions.
2. Land & Water Resource Management (LWRM): Land and water resource assessments, inventories, management plans, training and information and education services provided to landowners on individual land parcels and units of government for site specific and regional concerns. Complete, maintain and revise as State mandated, the Winnebago County Land and Water Resource Management Plan.
3. Resource Plan Reviews (RPR): Review stormwater management, surface drainage, and erosion control plans related to residential and agricultural land development projects and issue erosion control and livestock waste management permits and conduct onsite inspections or installed practices. These services are provided in accordance with the County Livestock Waste Management ordinance and state-mandated Stormwater/Erosion Control ordinance. Provide state-mandated stormwater compliance permit and stormwater credit service for all required county-owned properties.
4. Farmland Preservation Program (FPP): Administration, landowner certification and compliance monitoring with the Winnebago County Soil Conservation Standards for eligibility in the Wisconsin Farmland Preservation Tax Credit Program.

5. Wildlife Damage Abatement and Claims Program (WDACP): Administration, financial accounting, policy control and compliance review and appeal process oversight.

Following his presentation, T. Davies took questions from the Committee.

Motion by Supervisor Robl and seconded to adjourn until the Board's next meeting on Tuesday, January 15, 2008. CARRIED BY VOICE VOTE.

The meeting was adjourned at approximately 7:50 p.m.

Respectfully submitted,
Susan T. Ertmer
Winnebago County Clerk

State of Wisconsin)
County of Winnebago) ss

I, Susan T. Ertmer, do hereby certify that the foregoing is a true and correct copy of the Journal of the Winnebago County Board of Supervisors for their Special Orders Session held January 8, 2008.

Susan T. Ertmer
Winnebago County Clerk