

\*\* MINUTES \*\*  
\* \* OUTAGAMIE COUNTY BOARD \* \*

Office of the County Clerk, September 8, 2020.

The Board met pursuant to adjournment, and was called to order by Chairperson Nooyen at 7:00 p.m. by teleconference.

ROLL CALL: 32 present, 4 absent. Members present: Miller, Renteria, Patience, Gabrielson, Konetzke, Hammen, N. Thyssen, Krueger, Lamers, Fallona, McCabe, J. Thyssen, Peterson, Schroeder, Croatt, Spears, Marcks, Thomas, T. Thyssen, Hagen, Klemp, Iverson, Nooyen, Davidson, Culbertson, Buchman, Woodzicka, Clegg, VanderHeiden, O'Connor-Schevers, Rettler, and Suprise. Members absent: Thompson, Wegand, Monfils, and Melchert.

The Board Chairperson requested the Board's confirmation to excuse Supervisor Monfils. No objections; so ordered.

MINUTES OF THE AUGUST 11, 2020 COUNTY BOARD MEETING

Supervisor Fallona moved, seconded by Supervisor McCabe, to approve the minutes of the August 11, 2020, County Board meeting.

VOICE VOTE CARRIED UNANIMOUSLY. MINUTES OF THE AUGUST 11, 2020, BOARD MEETING ARE APPROVED.

Supervisor Melchert joined the meeting at 7:05 pm.

SPECIAL ORDER OF BUSINESS

2019 Year End Audit Presentation -- Dave Maccoux, CLA

Mr. Maccoux noted the audit report was reviewed with the Finance Committee last week, and he covered the highlights of the presentation as follows:

- Outagamie County continued to receive the Government Finance Officers Association Certificate for Excellence in Financial Reporting. This is a high standard of financial reporting which indicates the County does a good job of preparing reports.
- The audit report is comprehensive in that there are a number of items included in the report. These include statistical reports and introductory sections that take the County significant time to prepare. The auditors believe the audit report that was presented continues to meet the high standards of financial reporting and will receive the award again.
- The audit opinion is the contribution of the auditors. The auditor opinion was unmodified which means the auditors would not make any modifications to the financial reports that were presented. The auditors feel the reports accurately reflects the financial position, as a result of operations, of the County.
- There is one new accounting standard related to fiduciary activities. Outagamie County was one of the few clients the auditors worked with to implement the new standard and the County did a nice job accumulating the data.
- The Management Discussion and Analysis provides a high level review of what happened in 2019 and how it compared to prior years.
- The remaining financial statements, as previously stated, were reviewed with the Finance Committee. There were no concerns from a financial perspective and the County continues to be in a strong position as the 2020 budget year began.

- The Management Communications document is an auditor communication to the County that discusses any significant deficiencies, material weaknesses, or other recommendations of which there were none.
- This was one of the first engagements the auditors performed remotely due to COVID-19. The County did an excellent job of providing the requested information and the support is appreciated.
- The final report covered was the report on the Federal and State financial awards. That report was unqualified, meaning the auditors would not make any modifications. The auditors believe the County accurately complied with all laws and regulations. Furthermore, the auditors did not identify any deficiencies related to compliance meaning there are no additional items the County is required to comply with.
- From an audit perspective, the County is well run and the audit went very well.

#### ESTABLISH ORDER OF THE DAY

Chairperson Nooyen noted that Ordinance No. B—2020-21 will continue to be held in committee (Highway, Recycling and Solid Waste). No objections; so ordered.

#### COMMUNICATIONS

Chairperson Nooyen briefly summarized an update sent from County Executive Nelson. The update included thanks to Brian Massey and the Finance Department for putting together the 2020-21 Executive budget. Airport has recently added a new connection to Charlotte, NC—the 12<sup>th</sup> airport destination, doubling its connections over the past nine years. Across County facilities, operations remain in good order.

Chairperson Nooyen reported:

- Email training – Board members were reminded that the second round of email training is currently active and must be completed by October 8.
- WCA Convention - The physical WCA Convention in Wisconsin Dells has been canceled and is being replaced with virtual workshops. Supervisors should contact Legislative Services office for more information if interested in viewing the workshops (no charge for workshops).
- Budget Books - If Board members would like a hard copy of budget book (cost \$35), requests should be made to Legislative Services by Monday, Sept. 14. The budget book is also available on thumb drive, which is less expensive than hard copy.

Chairperson Nooyen noted that along with appointments, Resolutions Nos. Z-14, Z-15, 36, 39, and Ordinance Z-3—2020-21 need to be locked in, and combined motions would be held to reconsider and then adopt/lock in the resolutions at the end of the meeting (later in the meeting, Resolution No. 38—2020-21 was also added to be locked in). No objection; so ordered.

#### APPOINTMENTS

County Executive Nelson nomination for re-appointments of Thomas Nelson, Kevin Pullen and appointments of Gene Wallis, Matt McHugh and Paula Rieder to the Local Emergency Planning Committee; said terms expiring June 30, 2023.

Supervisor T. Thyssen moved, seconded by Supervisor Spears, for confirmation of the above-listed re-appointments and appointments.

VOICE VOTE CARRIED UNANIMOUSLY. RE-APPOINTMENTS OF NELSON, PULLEN AND APPOINTMENTS OF WALLIS, MCHUGH, AND RIEDER TO THE LOCAL EMERGENCY PLANNING COMMITTEE ARE CONFIRMED.

County Executive Nelson nomination for re-appointment of Robert Schuh to the Board of Adjustment-Zoning Ordinance; said term expiring July 1, 2023.

Supervisor Konetzke moved, seconded by Supervisor Woodzicka, for confirmation of the above-listed re-appointments.

VOICE VOTE CARRIED UNANIMOUSLY. RE-APPOINTMENT OF ROBERT SCHUH TO THE BOARD OF ADJUSTMENT ZONING ORDINANCE IS CONFIRMED.

County Executive Nelson nomination for appointments of Melissa Ludin and Philip Bennett as alternates to the Criminal Justice Coordinating Council.

Supervisor Renteria moved, seconded by Supervisor Lamers, for confirmation of the above-listed appointment.

VOICE VOTE CARRIED UNANIMOUSLY, EXCEPT SUPERVISOR PATIENCE ABSTAIN. APPOINTMENTS OF LUDIN AND BENNETT AS ALTERNATES TO THE CRIMINAL JUSTICE COORDINATING COUNCIL ARE CONFIRMED.

County Executive Nelson nomination for appointment of Tim Neuman as Brewster Village Administrator.

Supervisor Gabrielson moved, seconded by Supervisor Krueger, for confirmation of the above-listed appointment.

VOICE VOTE CARRIED. SUPERVISOR LAMERS AS NAY. APPOINTMENT TIM NEUMAN AS BREWSTER VILLAGE ADMINISTRATOR IS CONFIRMED.

County Executive Nelson nomination for appointment of Paula Rieder as Outagamie County Emergency Management Director.

Supervisor T. Thyssen moved, seconded by Supervisor Spears, for confirmation of the above-listed appointment.

VOICE VOTE CARRIED UNANIMOUSLY. APPOINTMENT PAULA RIEDER AS EMERGENCY MANAGEMENT DIRECTOR IS CONFIRMED.

#### UNFINISHED BUSINESS

Ordinance No. B—2020-21 – Highway, Recycling and Solid Waste Committee. Create Outagamie County Ordinance Section 50-353 as pertains to All-Terrain Vehicles and Utility Terrain Vehicles.

At the July 14 and August 11, 2020 County Board Meetings, Ordinance No. B—2020-21 was held in the Highway, Recycling and Solid Waste Committee.

At the September 8, 2020 Meeting, Ordinance No. B—2020-21 was held in committee; see Establish Order of the Day.

#### NEW BUSINESS

Resolution No. Z-14—2020-21 -- Agriculture, Extension Education, Zoning and Land Conservation Committee. Approve the rezoning request by Bellile Building & Roofing of WI, Inc. (agent), for James

and Amy Kuhnke (owners), for parcel 110028705, 1.72 acres, from General Agriculture to R-1 Single Family Residential District in the Town of Greenville, as noted on the attachments.

Supervisor Suprise moved, seconded by Supervisor Rettler, for adoption.

VOICE VOTE CARRIED UNANIMOUSLY. RESOLUTION NO. Z-14—2020-21 IS ADOPTED.

Resolution No. Z-15—2020-21 -- Agriculture, Extension Education, Zoning and Land Conservation Committee. Approve the rezoning request by Forward Development Group (agent), for School Road at 76, LLC (owner), for parcel 110064201, 6.1 acres, from R-1 Single Family Residential to R-2 Two Family Residential in the Town of Greenville, as noted on the attachments.

Supervisor VanderHeiden moved, seconded by Supervisor O'Connor-Schevers, for adoption.

VOICE VOTE CARRIED UNANIMOUSLY. RESOLUTION NO. Z-15—2020-21 IS ADOPTED.

Ordinance No. Z-3—2020-21 -- Agriculture, Extension Education, Zoning and Land Conservation Committee. Approve the petition of Amy Sedlar, Martenson & Eisele, Inc. (agent) for Gary and Virginia Athey (owners), to rezone part of parcel 050026301, 2.0 acres, from AED Exclusive Agriculture District to AGD General Agriculture District in the Town of Cicero, as noted on the attachments.

Supervisor Suprise moved, seconded by Supervisor Rettler, for adoption.

VOICE VOTE CARRIED UNANIMOUSLY. ORDINANCE NO. Z-3—2020-21 IS ADOPTED.

Resolution No. 35—2020-21 – Finance Committee. Approve accepting and expending CARES ACT pass-through funding through the State of Wisconsin's Routes to Recovery Program in the maximum amount of \$3,041,655, as noted on the attachments.

Supervisor Miller moved, seconded by Supervisor Croatt, for adoption.

VOICE VOTE CARRIED UNANIMOUSLY. RESOLUTION NO. 35—2020-21 IS ADOPTED.

Resolution No. 36—2020-21 – Public Safety Committee. Approve the County Sheriff's Office to apply for, accept, and expend the 2020 Justice Assistance Grant issued by the US Department of Justice in order to purchase five radar units and one handheld remote control replacement unit and increasing the Patrol cost centers of Intergovernmental Revenue and Supplies by \$9,298, as noted on the attachment.

Supervisor Patience moved, seconded by Supervisor Davidson, for adoption.

VOICE VOTE CARRIED UNANIMOUSLY. RESOLUTION NO. 36—2020-21 IS ADOPTED.

Resolution No. 37—2020-21 -- Finance Committee. Approve the Village of Wrightstown Project Plan Amendment to Tax Incremental District (TID) No. 4, attached and dated August 3, 2020 and recommend that the County representative on the Village of Wrightstown TID Board of Review vote in favor of the proposed amendment.

Supervisor Marcks moved, seconded by Supervisor Iverson, for adoption.

VOICE VOTE CARRIED UNANIMOUSLY. RESOLUTION NO. 37—2020-21 IS ADOPTED.

Resolution No. 38—2020-21 – Finance Committee. Approve a 2020 County Election Security Subgrant awarded by the Wisconsin Elections Commission for \$77,562.50; wave Section 22.66 of the County Code of Ordinances and instead authorize county Administration to obtain three or more quotes, if available for such services relating to election security enhancements related to this grant; and increase the Elections cost centers for Intergovernmental Revenue and Purchased Services by \$77,562, as detailed in the attached fiscal note.

Supervisor Thomas moved, seconded by Supervisor Miller, for adoption.

VOICE VOTE CARRIED UNANIMOUSLY. RESOLUTION NO. 38—2020-21 IS ADOPTED.

Resolution No. 39—2020-21 – Property, Airport, Recreation and Economic Development Committee. It is desirous of making application for US Economic Development Administration CARES Act recovery assistance funding in order for the Appleton International Airport to construct roadway and utility infrastructure to expand the current airport business park. Approve the Appleton International Airport Director to act on behalf of the County by submitting an application to the US Economic Development Administration for any financial aid that may be available, and take any necessary action to direct and complete approved projects, and the County will meet the financial obligation of accepted grants, as noted in the attached fiscal note.

Supervisor Culbertson moved, seconded by Supervisor Hammen, for adoption.

VOICE VOTE CARRIED UNANIMOUSLY. RESOLUTION NO. 39—2020-21 IS ADOPTED.

Resolution No. 40—2020-21 -- Agriculture, Extension Education, Zoning and Land Conservation Committee. Accept and expend \$4,680 over a 3-year period (January 1, 2020 through January 1, 2023) as part of the Agreement between the County Land Conservation Department and the Green Bay Metropolitan Sewerage District (GBMSD), also known as NEW Water, with no budget adjustment needed as staffing costs have been incorporated into the 2020 budget, and accept and expend \$14,900 from the GBMSD, also known as NEW Water, to purchase a Utility Task Vehicle and trailer to assist in ongoing services provided by Land Conservation Department staff in the watersheds supported by GBMSD, and increase the TMDL-NEW Water cost centers for Capital Outlay and the Intergovernmental Revenue by \$14,900, as detailed in the attached fiscal note.

Supervisor Suprise moved, seconded by Supervisor Melchert, for adoption.

VOICE VOTE CARRIED UNANIMOUSLY. RESOLUTION NO. 40—2020-21 IS ADOPTED.

Resolution No. 41—2020-21 -- Agriculture, Extension Education, Zoning and Land Conservation Committee. Accept and expend a multi-year Great Lakes Restoration Initiative grant from the Fox-Wolf Watershed Alliance in the maximum amount of \$781,945 with no additional county funding or match required, as detailed in the attached fiscal note.

Supervisor VanderHeiden moved, seconded by Supervisor O'Connor-Schevers, for adoption.

VOICE VOTE CARRIED UNANIMOUSLY. RESOLUTION NO. 41—2020-21 IS ADOPTED.

Chairperson Nooyen asked for a motion to reconsider for the purposes of lock in, the following appointments, ordinance, and resolutions: Appointments of Tim Neuman as Brewster Village Administrator; Paula Rieder as Emergency Management Director; Ordinance Z-3--2020-21; Resolution Nos. Z-14, Z-15, 36, 38 & 39—2020-21.

Supervisor Culbertson moved, seconded by Supervisor Gabrielson, to reconsider the appointments, ordinance, and resolutions listed above.

VOICE VOTE CARRIED UNANIMOUSLY. APPOINTMENTS OF TIM NEUMAN AS BREWSTER VILLAGE ADMINISTRATOR; PAULA RIEDER AS EMERGENCY MANAGEMENT DIRECTOR; ORDINANCE Z-3—2020-21; RESOLUTION NOS. Z-14, Z-15, 36, 38 & 39—2020-21 ARE RECONSIDERED.

Supervisor T. Thyssen moved, seconded by Supervisor Patience, to lock in the appointments of Tim Neuman as Brewster Village Administrator; Paula Rieder as Emergency Management Director; Ordinance Z-3--2020-21; Resolution Nos. Z-14, Z-15, 36, 38 & 39—2020-21.


VOICE VOTE CARRIED UNANIMOUSLY. APPOINTMENTS OF TIM NEUMAN AS BREWSTER VILLAGE ADMINISTRATOR; PAULA RIEDER AS EMERGENCY MANAGEMENT DIRECTOR; ORDINANCE Z-3—2020-21; RESOLUTION NOS. Z-14, Z-15, 36, 38 & 39—2020-21 ARE LOCKED IN.

Chairperson Nooyen reminded the Board that if they would like a printed hard copy of the Budget Book (635 pages), they should email Sara in Legislative Services--or call the Legislative Services office-- by Monday. Additionally, if Supervisors would prefer to receive a hard printed copy of only their committee of jurisdiction, that option is also available. Only electronic copies will be provided, unless Legislative Services is contacted.

#### ADJOURNMENT

Supervisor Klemp moved, seconded by Supervisor Melchert, to adjourn until September 22, 2020, at 7:00 p.m. VOICE VOTE CARRIED UNANIMOUSLY.

The meeting adjourned at 7:46 p.m.

  
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Jeff King, Deputy County Clerk