



**ROCK COUNTY BOARD OF SUPERVISORS' MEETING  
THURSDAY, MAY 26, 2016 – 6:00 P.M.**

**COUNTY BOARD ROOM/COURTROOM H  
FOURTH FLOOR/COURTHOUSE EAST**

**Agenda**

1. CALL TO ORDER
2. INVOCATION & PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPTION OF AGENDA
5. APPROVAL OF MINUTES – May 12, 2016
6. PUBLIC HEARING
7. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS
8. NOMINATIONS, APPOINTMENTS AND CONFIRMATION

- A. Appointments to Coordinated Services Team (CST) Advisory Committee
- B. Confirmation of Appointment of Human Services Director

NOTE: Item 8.B. will be considered by the County Board Staff Committee on May 24, 2016 and Human Services Board on May 25, 2016

- C. Confirmation of Appointment of Facilities Management Director

NOTE: Item 8.C. will be considered by the County Board Staff Committee on May 24, 2016

9. RECOGNITION OF COUNTY EMPLOYEES OR OTHERS

- A. Recognizing Honorable Richard Werner for Service to Drug Court
- B. Proclaiming May 2016 Drug Court Month
- C. To Recognize Rock County Foster Families

NOTE: Item 9.C. will be considered by the Human Services Board on May 25, 2016

- D. To Recognize Lee Peterson
- E. To Recognize Micaela Broetzmann

NOTE: Items 9.D. and 9.E. will be considered by the County Board Staff Committee on May 24, 2016 and the Human Services Board on May 25, 2016

**ROCK COUNTY BOARD OF SUPERVISORS**

**MAY 26, 2016**

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9. RECOGNITION OF COUNTY EMPLOYEES OR OTHERS (Continued)

F. Recognizing Michele McMahon

NOTE: Item 9.F. will be considered by the County Board Staff Committee on May 24, 2016

10. INTRODUCTION OF NEW RESOLUTIONS OR ORDINANCES BY SUPERVISORS FOR REFERRAL TO APPROPRIATE COMMITTEE

11. REPORTS

12. NEW BUSINESS

A. Supplementary Appropriations and Budget Changes - Roll Call

1. Transferring Central Duplicating and Mail Functions and Staff from the Facilities Management Department to the Finance Department and Amending the 2016 Budget

NOTE: Item 12.A.1. will be considered by the County Board Staff Committee on May 24, 2016

B. Contracts – Roll Call

C. Authorizing Accounting Office Position Changes for the Department of Public Works

NOTE: Item 12.C. will be considered by the Public Works Committee on May 24, 2016 and the County Board Staff Committee on May 24, 2016

D. Requesting the State Legislature to Take Steps to Enact a Constitutional Amendment Regarding Unfunded Mandates

13. ADJOURNMENT

**APPOINTMENTS TO THE COORDINATED SERVICES TEAM (CST)  
ADVISORY COMMITTEE**

**POSITION:** Members of the Coordinated Services Team (CST)  
Advisory Committee

**AUTHORITY:** County Board Resolution 12-4A-642

**TERM:** Terms Ending April 30, 2019  
and Unexpired Term Ending April 30, 2018

**PER DIEM:** For County Board Supervisors Only  
(Per Board Rule IV.J.)

**PRESENT MEMBERS:** Cheri Salava  
Mike Czerwonka  
Lance Horozewski  
Jennifer Patridge (2018 Exp.)

**CONFIRMATION:** Yes, by County Board of Supervisors

**APPOINTMENTS:** Chad Sullivan  
Janesville Police Department  
100 N. Jackson St.  
Janesville, WI 53548

Mike Czerwonka  
Evansville School District  
307 S. First Street  
Evansville, WI 53536

Lance Horozewski  
CYF Division Manager  
Rock County Human Services

John Weber – (Term Expiring 4/30/18)  
DD Contract Compliance Specialist  
Rock County Human Services

**EFFECTIVE DATE:** May 26, 2016

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Staff  
INITIATED BY

County Board Staff  
SUBMITTED BY



Amy Spoden, Human Resource Manager  
DRAFTED BY

May 16, 2016  
DATE DRAFTED

**CONFIRMATION OF APPOINTMENT OF  
HUMAN SERVICES DIRECTOR**

- 1 **WHEREAS**, the most recent Human Services Director, Charmain Klyve will be retiring on July 1,
- 2 2016; and,
- 3
- 4 **WHEREAS**, the County has conducted a recruitment effort to fill the job of Human Services Director;
- 5 and,
- 6
- 7 **WHEREAS**, the candidates were screened with the most qualified being interviewed; and,
- 8
- 9 **WHEREAS**, the County Administrator has appointed Katherine Flanagan, and,
- 10
- 11 **WHEREAS**, providing an overlap position starting May 30, 2016 ensures a smooth transition; and,
- 12
- 13 **WHEREAS**, the Human Services Department has sufficient funds to pay for the overlap position.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors assembled
- 16 this \_\_\_\_\_ day of \_\_\_\_\_, 2016, confirms the appointment of Katherine Flanagan, as Human
- 17 Services Director in accordance with the attached conditions of employment.

16-5B-030

Respectfully Submitted,

COUNTY BOARD STAFF COMMITTEE

\_\_\_\_\_  
J. Russell Podzilini, Chair

\_\_\_\_\_  
Mary Mawhinney

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Louis Peer

\_\_\_\_\_  
Eva Arnold

\_\_\_\_\_  
Alan Sweeney

\_\_\_\_\_  
Henry Brill

\_\_\_\_\_  
Terry Thomas

\_\_\_\_\_  
Betty Jo Bussie

CONFIRMATION OF APPOINTMENT OF HUMAN SERVICES DIRECTOR

Page 2

HUMAN SERVICES BOARD

\_\_\_\_\_  
Brian Knudson, Chair

\_\_\_\_\_  
Ashley Kleven

\_\_\_\_\_  
Sally Jean Weaver-Landers, Vice Chair

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Kathy Schulz

\_\_\_\_\_  
Karl Dommershausen

\_\_\_\_\_  
Terry Thomas

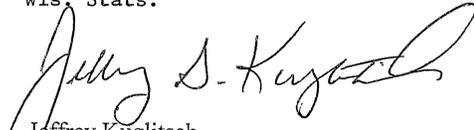
\_\_\_\_\_  
Terry Fell

\_\_\_\_\_  
Shirley Williams

\_\_\_\_\_  
Linda Garrett

LEGAL NOTE:

The County Board is authorized to take this action pursuant to §59.22(2), Wis. Stats.

  
Jeffrey Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommend

  
Josh Smith  
County Administrator

FISCAL NOTE:

Sufficient funds are available in the 2016 budget for this position as well as for the one month overlap.

  
Sherry Oja  
Finance Director

# COUNTY OF ROCK, WISCONSIN

## Employment Services Agreement

THIS AGREEMENT, made and entered into by and between the County of Rock (hereinafter referred to as "EMPLOYER") and Katherine Flanagan (hereinafter, "EMPLOYEE"),

### WITNESSETH:

WHEREAS EMPLOYER whose address is c/o County Administrator, 51 South Main Street, Janesville, WI 53545, desires to obtain the services of Katherine Flanagan to serve as Human Services Director,

WHEREAS EMPLOYEE, whose current address is 6466 Edgewood Rd, Machesney Park, IL, 61115 is able and willing to serve as Human Services Director;

NOW, THEREFORE, in consideration of the promises and the mutual covenants of the parties hereinafter set forth, the receipt and sufficiency of which is acknowledged by each party for itself, EMPLOYER and EMPLOYEE do agree as follows:

1. CONDITIONS OF EMPLOYMENT; GENERAL PROVISIONS. Employment of EMPLOYEE is subject to the general supervision and shall be conducted pursuant to the orders, advice and direction of the County Administrator and be governed by the terms and conditions of Chapter 18 of the Rock County Ordinance, except as to the terms and conditions that are herein modified. Employment is further subject to EMPLOYEE's compliance with and implementation of policies established from time to time by EMPLOYER in the exercise of its lawful authority. EMPLOYEE shall perform such other duties as are customarily performed by one holding the same or similar positions in other governmental organizations or businesses which provide similar services. EMPLOYER reserves to the County Administrator the right to require EMPLOYEE to render such other and unrelated services and duties as may be assigned from time to time by the County Administrator.

2. DUTIES OF EMPLOYEE; GENERAL PROVISIONS. EMPLOYEE agrees to perform lawfully, faithfully, industriously, competently, dutifully and to the best of EMPLOYEE's ability, all of the duties that may be required of EMPLOYEE pursuant to the express or implied terms of this agreement, to the level of satisfaction that the County Administrator may reasonably require.

3. DUTIES OF EMPLOYEE; JOB DESCRIPTION. The duties of EMPLOYEE shall include but not be limited to those expressly stated or implied in the job description for the position, as may be revised from time to time by EMPLOYER as circumstances change, and as set forth in applicable state statutes. This paragraph is further subject to the right of assignment reserved to the County Administrator, as set forth in paragraph 1 hereof.

4. DUTIES OF EMPLOYEE; OFFICIAL ACTS OF COUNTY BOARD. The duties of EMPLOYEE shall also include but not be limited to those expressly stated or implied in the ordinances, resolutions or motions of EMPLOYER's county board or any of its committees acting within the scope of their lawful authority.

5. DUTIES OF EMPLOYEE; DIRECTIVES OF COUNTY ADMINISTRATOR. The duties of EMPLOYEE shall also include but not be limited to those expressly stated or implied in orders, directives, or rules of the County Administrator.

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53 6. TERM OF AGREEMENT. The term of this agreement shall be a period of 1 year,  
54 commencing at 8:00 a.m., Monday, May 30, 2016, and expiring as of Midnight, May 29, 2017, unless  
55 earlier terminated under other provisions of this agreement or by operation of law.  
56

57 7. NONRENEWAL OF AGREEMENT. At its expiration this agreement shall not be considered  
58 renewed unless extended in writing by mutual agreement of the parties. If it is the County  
59 Administrator's intention not to renew this agreement, the County Administrator will attempt to give  
60 EMPLOYEE three (3) months advance written notice of the intent not to renew this agreement,  
61 provided, however, that failure to give such notice shall create no obligation on EMPLOYER to  
62 continue EMPLOYEE's employment beyond the expiration date of this agreement. The County  
63 Administrator may extend EMPLOYEE's employment on a month-to-month basis for a period not to  
64 exceed 3 months, pending renewal of this agreement.  
65

66 8. EMPLOYEE'S RESPONSIBILITIES; ETHICAL CONSIDERATIONS. EMPLOYEE shall at  
67 all times observe and comply with all ethical obligations imposed or required by constitution, statute,  
68 ordinance or other provision of law and shall at all times conduct EMPLOYEE's personal affairs in  
69 such a manner as to avoid a conflict of interest or appearance of conflict and in accordance with the  
70 duties and responsibilities of public officials. During normal work hours EMPLOYEE shall at all times  
71 devote all of EMPLOYEE's time, attention, knowledge and skills solely to the interests of the  
72 EMPLOYER, and EMPLOYEE shall never use EMPLOYEE's position or confidential information  
73 gained in such work position for EMPLOYEE's personal gain, either directly or indirectly.  
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75 9. EMPLOYEE'S RESPONSIBILITIES; CONFIDENTIAL INFORMATION. EMPLOYEE shall  
76 not at any time or in any manner, either during the term of this agreement or thereafter, either directly  
77 or indirectly divulge, disclose or communicate to any person any confidential information gained in  
78 the performance of EMPLOYEE's duties except as otherwise required or compelled by law.  
79

80 10. EMPLOYEE'S RESPONSIBILITIES; EXCLUSIVE EMPLOYMENT. EMPLOYEE agrees to  
81 remain in the exclusive employ of EMPLOYER throughout the term of this agreement. The term  
82 "exclusive employ" shall not be construed to prohibit occasional teaching, writing or consulting which  
83 is performed on EMPLOYEE's time off and which does not affect EMPLOYEE's job performance,  
84 subject to prior approval of the County Administrator.  
85

86 11. HOURS OF WORK. The usual and customary hours of business of EMPLOYER are from  
87 8:00 a.m. to 5:00 p.m., Monday through Friday, however, as a managerial employee, EMPLOYEE  
88 shall have as a condition of employment a job to perform and shall work such hours as are  
89 necessary to accomplish the tasks assigned to EMPLOYEE.  
90

91 12. EVALUATION AND GOALS. At least annually, the County Administrator or his or her  
92 designee shall meet with EMPLOYEE to discuss job performance and to define goals and objectives  
93 for both EMPLOYEE and EMPLOYER.  
94

95 13. EMPLOYEE'S DUTIES; LIMITED CONTRACTING AUTHORITY. EMPLOYEE shall not  
96 have the right to make contracts or commitments for or on behalf of EMPLOYER except as expressly  
97 authorized in advance by statute, ordinance, or express written consent of EMPLOYER.  
98

99 14. COMPENSATION OF EMPLOYEE; BASE COMPENSATION. EMPLOYER shall pay  
100 EMPLOYEE, and EMPLOYEE shall accept from EMPLOYER in payment for EMPLOYEE's services,  
101 direct compensation at a rate provided for in the Unilateral Pay Plan for the position occupied by the  
102 EMPLOYEE.  
103

104 15. COMPENSATION OF EMPLOYEE; COMPENSATION FOR EXPENSES. EMPLOYER  
105 shall reimburse EMPLOYEE for all necessary expenses incurred in the service of EMPLOYER, in  
106 accordance with Rock County ordinances and regulations on reimbursement of expenses, provided  
107 that EMPLOYEE complies with all applicable provisions of law and Rock County ordinances and  
108 procedures prior to incurring or claiming reimbursement for such expenses. It is expressly

109 understood that prior approval of the County Administrator is required for attendance at conferences  
110 held outside of Wisconsin and that attendance is further subject to the rules, regulations and  
111 ordinances applicable to managerial employees employed by the EMPLOYER.  
112

113 16. COMPENSATION OF EMPLOYEE; FRINGE BENEFITS. Except as otherwise set forth in  
114 this agreement, and in addition to the monetary compensation set forth above EMPLOYEE shall  
115 receive fringe benefits as are enumerated from time to time in resolutions and general ordinances of  
116 EMPLOYER, on the same terms as these are made available to non-represented managerial and  
117 professional employees of EMPLOYER.  
118

119 17. VACATION. EMPLOYEE shall receive vacation based on the terms of the Rock County  
120 Personnel Ordinance. Carry-over of unused vacation shall be allowed under such conditions as are  
121 contained in the Rock County Personnel Policy.  
122

123 18. COMPENSATION OF EMPLOYEE; TREATMENT OF DIRECT COMPENSATION FOR  
124 TAX PURPOSES. The direct financial compensation paid EMPLOYEE under this Agreement shall  
125 be treated as wages for federal and state tax purposes and for purposes of allowing EMPLOYEE to  
126 participate in the Wisconsin retirement system. EMPLOYEE recognizes that EMPLOYER will  
127 withhold taxes, Social Security and the like from direct compensation. EMPLOYEE shall be allowed  
128 to participate in EMPLOYER's deferred compensation program(s) and Section 125 Flexible  
129 Spending Account, at EMPLOYEE's option and to the extent permitted by law.  
130

131 19. TERMINATION OF AGREEMENT BY EMPLOYEE; NOTICE REQUIRED FOR  
132 RESIGNATION. This agreement may be terminated by EMPLOYEE on 30-days' written notice to  
133 the County Administrator. Any such notice, once accepted by the County Administrator, may not be  
134 withdrawn or rescinded. The fact that the County Administrator has asked EMPLOYEE for  
135 EMPLOYEE's resignation shall not invalidate any such resignation once tendered to, and accepted  
136 by, the County Administrator. Accrued but unused vacation and holiday time shall be paid out to  
137 EMPLOYEE upon resignation, provided sufficient notice as required above is received.  
138

139 20. TERMINATION OF AGREEMENT BY EMPLOYER; EMPLOYER'S RIGHT TO  
140 TERMINATE AT WILL. This agreement may be terminated, or any obligation of EMPLOYER under  
141 this agreement may be suspended, by the County Administrator at any time during its term, in the  
142 sole discretion of the County Administrator. EMPLOYEE shall be deemed to be an at-will employee  
143 of EMPLOYER who shall have no remedy or recourse in the event of disciplinary action, up to and  
144 including discharge.  
145

146 21. TERMINATION OF AGREEMENT BY EMPLOYER; DISCIPLINARY ACTION;  
147 PROCEDURE FOR DISCIPLINARY ACTION. All disciplinary action shall originate from the County  
148 Administrator and be accomplished by the County Administrator.  
149

150 22. EMPLOYER TO INDEMNIFY AND DEFEND EMPLOYEE FOR OFFICIAL ACTS.  
151 EMPLOYER shall indemnify, defend and hold harmless EMPLOYEE, in accordance with the  
152 requirements of s. 895.46, Wis. Stats. EMPLOYER reserves the right to compromise or settle any  
153 such litigation in any fashion deemed advantageous to EMPLOYER, regardless of whether  
154 EMPLOYEE consents thereto.  
155

156 23. CONSTRUCTION OF AGREEMENT; NO ASSIGNMENT. EMPLOYEE shall not assign or  
157 transfer any interest or obligation in this Agreement, whether by assignment or novation. It is  
158 expressly understood EMPLOYER will not consent to any assignment of EMPLOYEE's duties and  
159 obligations.  
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161 24. CONSTRUCTION OF AGREEMENT; SEVERABILITY. All parts of this agreement are  
162 severable from all other parts and invalidity of any part shall not operate to invalidate any other part.  
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25. CONSTRUCTION OF AGREEMENT; WISCONSIN LAW CONTROLS. It is expressly understood and agreed that in the event of any dispute between the parties, arising under this agreement, Wisconsin law shall control to the extent that it is not superseded by any applicable federal law.

26. CONSTRUCTION OF AGREEMENT; ENTIRE AGREEMENT. This Agreement constitutes the entire agreement of the parties and supersedes any and all negotiations of the parties relating to the subject matter hereof. Any prior employment agreement between the parties, together with any extension or renewal of such agreement, is likewise terminated and superseded by this Agreement. All of EMPLOYEE's rights, of any nature whatsoever, arising from, by or under any prior employment agreement between the parties are hereby compromised in their entirety.

IN WITNESS WHEREOF, EMPLOYER and EMPLOYEE have executed this agreement effective as of the day and date by which EMPLOYER's authorized representative and EMPLOYEE have affixed their respective signatures, as indicated below.

**FOR EMPLOYER:**

Date: \_\_\_\_\_

\_\_\_\_\_  
Josh Smith, Rock County Administrator

**BY EMPLOYEE:**

Date: \_\_\_\_\_

\_\_\_\_\_  
Katherine Flanagan, Human Services Director

**WITNESS:**

Date: \_\_\_\_\_

\_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee  
INITIATED BY

General Services Committee  
SUBMITTED BY



Annette Mikula, HR Director  
DRAFTED BY

May 6, 2016  
DATE DRAFTED

**CONFIRMATION OF APPOINTMENT OF  
FACILITIES MANAGEMENT DIRECTOR**

- 1 **WHEREAS**, the former General Services Director retired on April 29, 2016; and,
- 2
- 3 **WHEREAS**, the position of General Services Director was re-structured and re-named the Facilities
- 4 Management Director; and,
- 5
- 6 **WHEREAS**, the County has conducted a recruitment effort to fill the job of Facilities Management Director;
- 7 and,
- 8
- 9 **WHEREAS**, the candidates were screened with the most qualified being interviewed; and,
- 10
- 11 **WHEREAS**, the County Administrator has appointed Brent S. Sutherland, who has been recommended by the
- 12 General Services Committee; and,
- 13
- 14 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors assembled this
- 15 \_\_\_\_\_ day of \_\_\_\_\_, 2016, confirms the appointment of Brent Sutherland, as Facilities Management
- 16 Director in accordance with the attached conditions of employment.

16-5B-031

Respectfully Submitted,

GENERAL SERVICES COMMITTEE

Henry Brill  
Henry Brill, Chair

Jason Heidenreich  
Jason Heidenreich, Vice Chair

David Homan  
David Homan

Bob Yeomans  
Bob Yeomans

Jeremy Zajac  
Jeremy Zajac

COUNTY BOARD STAFF COMMITTEE

\_\_\_\_\_  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Eva Arnold

\_\_\_\_\_  
Henry Brill

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Betty Jo Bussie

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Mary Mawhinney

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Louis Peer

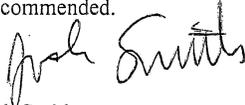
\_\_\_\_\_  
Alan Sweeney

\_\_\_\_\_  
Terry Thomas

CONFIRMATION OF APPOINTMENT OF FACILITIES MANAGEMENT DIRECTOR  
Page 2

**ADMINISTRATIVE NOTE:**

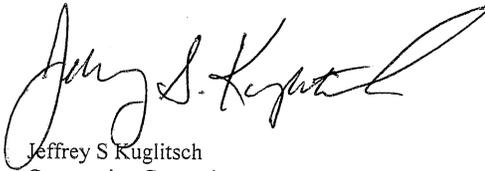
Recommended.



Josh Smith  
County Administrator

**LEGAL NOTE:**

County Board is authorized to take this action pursuant to §59.22(1), Wis. Stats.



Jeffrey S Kuglitsch  
Corporation Counsel

**FISCAL NOTE:**

Sufficient funds are available in the budget for the cost of this position.



Sherry Oja  
Finance Director

# COUNTY OF ROCK, WISCONSIN

## Employment Services Agreement

THIS AGREEMENT, made and entered into by and between the County of Rock (hereinafter referred to as "EMPLOYER") and Brent Sutherland (hereinafter, "EMPLOYEE"),

### WITNESSETH:

WHEREAS EMPLOYER whose address is c/o County Administrator, 51 South Main Street, Janesville, WI 53545, desires to obtain the services of Brent Sutherland to serve as Facilities Management Director,

WHEREAS EMPLOYEE, whose current address is 4306 S. Warlance Lane, Janesville, WI 53548 is able and willing to serve as the Facilities Management Director;

NOW, THEREFORE, in consideration of the promises and the mutual covenants of the parties hereinafter set forth, the receipt and sufficiency of which is acknowledged by each party for itself, EMPLOYER and EMPLOYEE do agree as follows:

1. **CONDITIONS OF EMPLOYMENT; GENERAL PROVISIONS.** Employment of EMPLOYEE is subject to the general supervision and shall be conducted pursuant to the orders, advice and direction of the County Administrator and be governed by the terms and conditions of Chapter 18 of the Rock County Ordinance, except as to the terms and conditions that are herein modified. Employment is further subject to EMPLOYEE's compliance with and implementation of policies established from time to time by EMPLOYER in the exercise of its lawful authority. EMPLOYEE shall perform such other duties as are customarily performed by one holding the same or similar positions in other governmental organizations or businesses which provide similar services. EMPLOYER reserves to the County Administrator the right to require EMPLOYEE to render such other and unrelated services and duties as may be assigned from time to time by the County Administrator.

2. **DUTIES OF EMPLOYEE; GENERAL PROVISIONS.** EMPLOYEE agrees to perform lawfully, faithfully, industriously, competently, dutifully and to the best of EMPLOYEE's ability, all of the duties that may be required of EMPLOYEE pursuant to the express or implied terms of this agreement, to the level of satisfaction that the County Administrator may reasonably require.

3. **DUTIES OF EMPLOYEE; JOB DESCRIPTION.** The duties of EMPLOYEE shall include but not be limited to those expressly stated or implied in the job description for the position, as may be revised from time to time by EMPLOYER as circumstances change, and as set forth in applicable state statutes. This paragraph is further subject to the right of assignment reserved to the County Administrator, as set forth in paragraph 1 hereof.

4. **DUTIES OF EMPLOYEE; OFFICIAL ACTS OF COUNTY BOARD.** The duties of EMPLOYEE shall also include but not be limited to those expressly stated or implied in the ordinances, resolutions or motions of EMPLOYER's county board or any of its committees acting within the scope of their lawful authority.

5. **DUTIES OF EMPLOYEE; DIRECTIVES OF COUNTY ADMINISTRATOR.** The duties of EMPLOYEE shall also include but not be limited to those expressly stated or implied in orders, directives, or rules of the County Administrator.

53 6. TERM OF AGREEMENT. The term of this agreement shall be a period of 1 year,  
54 commencing at 8:00 a.m., Monday, June 6, 2016, and expiring as of Midnight, June 5, 2017, unless  
55 earlier terminated under other provisions of this agreement or by operation of law.  
56

57 7. NONRENEWAL OF AGREEMENT. At its expiration this agreement shall not be considered  
58 renewed unless extended in writing by mutual agreement of the parties. If it is the County  
59 Administrator's intention not to renew this agreement, the County Administrator will attempt to give  
60 EMPLOYEE three (3) months advance written notice of the intent not to renew this agreement,  
61 provided, however, that failure to give such notice shall create no obligation on EMPLOYER to  
62 continue EMPLOYEE's employment beyond the expiration date of this agreement. The County  
63 Administrator may extend EMPLOYEE's employment on a month-to-month basis for a period not to  
64 exceed 3 months, pending renewal of this agreement.  
65

66 8. EMPLOYEE'S RESPONSIBILITIES; ETHICAL CONSIDERATIONS. EMPLOYEE shall at  
67 all times observe and comply with all ethical obligations imposed or required by constitution, statute,  
68 ordinance or other provision of law and shall at all times conduct EMPLOYEE's personal affairs in  
69 such a manner as to avoid a conflict of interest or appearance of conflict and in accordance with the  
70 duties and responsibilities of public officials. During normal work hours EMPLOYEE shall at all times  
71 devote all of EMPLOYEE's time, attention, knowledge and skills solely to the interests of the  
72 EMPLOYER, and EMPLOYEE shall never use EMPLOYEE's position or confidential information  
73 gained in such work position for EMPLOYEE's personal gain, either directly or indirectly.  
74

75 9. EMPLOYEE'S RESPONSIBILITIES; CONFIDENTIAL INFORMATION. EMPLOYEE shall  
76 not at any time or in any manner, either during the term of this agreement or thereafter, either directly  
77 or indirectly divulge, disclose or communicate to any person any confidential information gained in  
78 the performance of EMPLOYEE's duties except as otherwise required or compelled by law.  
79

80 10. EMPLOYEE'S RESPONSIBILITIES; EXCLUSIVE EMPLOYMENT. EMPLOYEE agrees to  
81 remain in the exclusive employ of EMPLOYER throughout the term of this agreement. The term  
82 "exclusive employ" shall not be construed to prohibit occasional teaching, writing or consulting which  
83 is performed on EMPLOYEE's time off and which does not affect EMPLOYEE's job performance,  
84 subject to prior approval of the County Administrator.  
85

86 11. HOURS OF WORK. The usual and customary hours of business of EMPLOYER are from  
87 8:00 a.m. to 5:00 p.m., Monday through Friday, however, as a managerial employee, EMPLOYEE  
88 shall have as a condition of employment a job to perform and shall work such hours as are  
89 necessary to accomplish the tasks assigned to EMPLOYEE.  
90

91 12. EVALUATION AND GOALS. At least annually, the County Administrator or his or her  
92 designee shall meet with EMPLOYEE to discuss job performance and to define goals and objectives  
93 for both EMPLOYEE and EMPLOYER.  
94

95 13. EMPLOYEE'S DUTIES; LIMITED CONTRACTING AUTHORITY. EMPLOYEE shall not  
96 have the right to make contracts or commitments for or on behalf of EMPLOYER except as expressly  
97 authorized in advance by statute, ordinance, or express written consent of EMPLOYER.  
98

99 14. COMPENSATION OF EMPLOYEE; BASE COMPENSATION. EMPLOYER shall pay  
100 EMPLOYEE, and EMPLOYEE shall accept from EMPLOYER in payment for EMPLOYEE's services,  
101 direct compensation at a rate provided for in the Unilateral Pay Plan for the position occupied by the  
102 EMPLOYEE.  
103

104 15. COMPENSATION OF EMPLOYEE; COMPENSATION FOR EXPENSES. EMPLOYER  
105 shall reimburse EMPLOYEE for all necessary expenses incurred in the service of EMPLOYER, in  
106 accordance with Rock County ordinances and regulations on reimbursement of expenses, provided  
107 that EMPLOYEE complies with all applicable provisions of law and Rock County ordinances and  
108 procedures prior to incurring or claiming reimbursement for such expenses. It is expressly

109 understood that prior approval of the County Administrator is required for attendance at conferences  
110 held outside of Wisconsin and that attendance is further subject to the rules, regulations and  
111 ordinances applicable to managerial employees employed by the EMPLOYER.  
112

113 16. COMPENSATION OF EMPLOYEE; FRINGE BENEFITS. Except as otherwise set forth in  
114 this agreement, and in addition to the monetary compensation set forth above EMPLOYEE shall  
115 receive fringe benefits as are enumerated from time to time in resolutions and general ordinances of  
116 EMPLOYER, on the same terms as these are made available to non-represented managerial and  
117 professional employees of EMPLOYER.  
118

119 17. VACATION. EMPLOYEE shall receive fifteen (15) days of vacation commencing with  
120 County hire date, June 6. Carry-over of unused vacation shall be allowed under such conditions as  
121 are contained in the Rock County Personnel Policy.  
122

123 18. COMPENSATION OF EMPLOYEE; TREATMENT OF DIRECT COMPENSATION FOR  
124 TAX PURPOSES. The direct financial compensation paid EMPLOYEE under this Agreement shall  
125 be treated as wages for federal and state tax purposes and for purposes of allowing EMPLOYEE to  
126 participate in the Wisconsin retirement system. EMPLOYEE recognizes that EMPLOYER will  
127 withhold taxes, Social Security and the like from direct compensation. EMPLOYEE shall be allowed  
128 to participate in EMPLOYER's deferred compensation program(s) and Section 125 Flexible  
129 Spending Account, at EMPLOYEE's option and to the extent permitted by law.  
130

131 19. TERMINATION OF AGREEMENT BY EMPLOYEE; NOTICE REQUIRED FOR  
132 RESIGNATION. This agreement may be terminated by EMPLOYEE on 30-days' written notice to  
133 the County Administrator. Any such notice, once accepted by the County Administrator, may not be  
134 withdrawn or rescinded. The fact that the County Administrator has asked EMPLOYEE for  
135 EMPLOYEE's resignation shall not invalidate any such resignation once tendered to, and accepted  
136 by, the County Administrator. Accrued but unused vacation and holiday time shall be paid out to  
137 EMPLOYEE upon resignation, provided sufficient notice as required above is received.  
138

139 20. TERMINATION OF AGREEMENT BY EMPLOYER; EMPLOYER'S RIGHT TO  
140 TERMINATE AT WILL. This agreement may be terminated, or any obligation of EMPLOYER under  
141 this agreement may be suspended, by the County Administrator at any time during its term, in the  
142 sole discretion of the County Administrator. EMPLOYEE shall be deemed to be an at-will employee  
143 of EMPLOYER who shall have no remedy or recourse in the event of disciplinary action, up to and  
144 including discharge.  
145

146 21. TERMINATION OF AGREEMENT BY EMPLOYER; DISCIPLINARY ACTION;  
147 PROCEDURE FOR DISCIPLINARY ACTION. All disciplinary action shall originate from the County  
148 Administrator and be accomplished by the County Administrator.  
149

150 22. EMPLOYER TO INDEMNIFY AND DEFEND EMPLOYEE FOR OFFICIAL ACTS.  
151 EMPLOYER shall indemnify, defend and hold harmless EMPLOYEE, in accordance with the  
152 requirements of s. 895.46, Wis. Stats. EMPLOYER reserves the right to compromise or settle any  
153 such litigation in any fashion deemed advantageous to EMPLOYER, regardless of whether  
154 EMPLOYEE consents thereto.  
155

156 23. CONSTRUCTION OF AGREEMENT; NO ASSIGNMENT. EMPLOYEE shall not assign or  
157 transfer any interest or obligation in this Agreement, whether by assignment or novation. It is  
158 expressly understood EMPLOYER will not consent to any assignment of EMPLOYEE's duties and  
159 obligations.  
160

161 24. CONSTRUCTION OF AGREEMENT; SEVERABILITY. All parts of this agreement are  
162 severable from all other parts and invalidity of any part shall not operate to invalidate any other part.  
163

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199

25. CONSTRUCTION OF AGREEMENT; WISCONSIN LAW CONTROLS. It is expressly understood and agreed that in the event of any dispute between the parties, arising under this agreement, Wisconsin law shall control to the extent that it is not superseded by any applicable federal law.

26. CONSTRUCTION OF AGREEMENT; ENTIRE AGREEMENT. This Agreement constitutes the entire agreement of the parties and supersedes any and all negotiations of the parties relating to the subject matter hereof. Any prior employment agreement between the parties, together with any extension or renewal of such agreement, is likewise terminated and superseded by this Agreement. All of EMPLOYEE's rights, of any nature whatsoever, arising from, by or under any prior employment agreement between the parties are hereby compromised in their entirety.

IN WITNESS WHEREOF, EMPLOYER and EMPLOYEE have executed this agreement effective as of the day and date by which EMPLOYER's authorized representative and EMPLOYEE have affixed their respective signatures, as indicated below.

**FOR EMPLOYER:**

Date: \_\_\_\_\_

\_\_\_\_\_  
Josh Smith, Rock County Administrator

**BY EMPLOYEE:**

Date: \_\_\_\_\_

\_\_\_\_\_  
Brent Sutherland, Facilities Management Director

**WITNESS:**

Date: \_\_\_\_\_

\_\_\_\_\_

RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS

Criminal Justice Coordinating Council  
INITIATED BY

Public Safety & Justice Committee  
SUBMITTED BY



Elizabeth Pohlman McQuillen  
DRAFTED BY

April 18, 2016  
DATE DRAFTED

RECOGNIZING HONORABLE RICHARD WERNER FOR SERVICE TO DRUG COURT

- 1 WHEREAS, on May 13, 1996, Judge Werner was sworn in as judge of Branch 6 of the Rock County
- 2 Circuit Court; and,
- 3
- 4 WHEREAS, Rock County started its Drug Treatment Court in April 2007; and,
- 5
- 6 WHEREAS, Judge Werner became the Drug Court Judge in November 2007; and,
- 7
- 8 WHEREAS, with Judge Werner's dedication and leadership, the Rock County Drug Court has saved
- 9 lives and improved public safety by stopping the cycle of addiction for participants and helping them
- 10 become productive members of society; and,
- 11
- 12 WHEREAS, while presiding over Drug Court, Judge Werner saw 243 individuals successfully complete
- 13 the program and 20 drug free babies born to mothers going through the program; and,
- 14
- 15 WHEREAS, in March 2015, Judge Werner became the Presiding Judge for Rock County; and,
- 16
- 17 WHEREAS, Judger Werner stepped down from being the Drug Court Judge on December 31, 2015.
- 18
- 19 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled
- 20 this \_\_\_\_\_ day of \_\_\_\_\_, 2016, does hereby recognize the Honorable Richard Werner for his
- 21 eight years of service and leadership to Rock County's Drug Treatment Court.

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

Mary Beaver  
Mary Beaver, Chair

Henry Brill  
Henry Brill, Vice Chair

Phil Owens  
Phil Owens

Brian Knudson  
Brian Knudson

Terry Fell  
Terry Fell

16-5B-032

RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS

Criminal Justice Coordinating Council  
INITIATED BY

Public Safety & Justice Committee  
SUBMITTED BY



Elizabeth Pohlman McQuillen/National Association  
of Drug Court Professionals (NADCP)  
DRAFTED BY

April 18, 2016  
DATE DRAFTED

PROCLAIMING MAY 2016 DRUG COURT MONTH

- 1 WHEREAS, drug courts and other treatment courts have served over 1.4 million individuals; and,
- 2
- 3 WHEREAS, they are now recognized as the most successful criminal justice intervention in our nation's
- 4 history; and,
- 5
- 6 WHEREAS, they save up to \$27 for every \$1 invested and produce up to \$13,000 for every individual
- 7 they serve; and,
- 8
- 9 WHEREAS, 75% of treatment court graduates will never see another pair of handcuffs; and,
- 10
- 11 WHEREAS, treatment courts significantly improve substance-abuse treatment outcomes, substantially
- 12 reduce drug abuse and crime, and do so at less expense than any other justice strategy; and,
- 13
- 14 WHEREAS, treatment courts facilitate community-wide partnerships, bringing together public safety
- 15 and public health professionals in the fight against drug abuse and criminality; and,
- 16
- 17 WHEREAS, there are now 2,966 drug courts and other treatment courts nationwide; and,
- 18
- 19 WHEREAS, drug courts and other treatment courts are the cornerstone of criminal justice reform
- 20 sweeping the nation; and
- 21
- 22 WHEREAS, treatment courts demonstrate that when one person rises out of substance use and crime, we
- 23 all rise; and,
- 24
- 25 WHEREAS, the time has come to put a Drug Court within reach of every eligible person in need; and,
- 26
- 27 WHEREAS, Rock County started its Drug Court in April 2007, and has had 518 total participants and
- 28 250 successful graduates as of April 15, 2016; and,
- 29
- 30 WHEREAS, Rock County started its Veterans Court in September 2009, and has had 59 total
- 31 participants and 33 successful graduates as of April 15, 2016.
- 32
- 33 WHEREAS, Rock County started its OWI Court in October 2012, and has had 53 total participants and
- 34 21 successful graduates as of April 15, 2016.
- 35
- 36 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled
- 37 this \_\_\_\_\_ day of \_\_\_\_\_, 2016, does hereby declare that a "Drug Court Month" be established
- 38 during the month of May 2016.

16-5B-033

Respectfully submitted,

**PUBLIC SAFETY & JUSTICE COMMITTEE**

Mary Beaver  
Mary Beaver, Chair

Brian Knudson  
Brian Knudson

Henry Brill  
Henry Brill, Vice-Chair

Terry Fell  
Terry Fell

Phil Owens  
Phil Owens

RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS

Charmian Klyve  
INITIATED BY



Charmian Klyve  
DRAFTED BY

Human Service Board  
SUBMITTED BY

April 20, 2016  
DATE DRAFTED

**TO RECOGNIZE ROCK COUNTY FOSTER FAMILIES**

1   **WHEREAS**, the family, serving as the primary source of love, learning, self-esteem and  
2   nurturing, is the very foundation of our communities; and,  
3  
4   **WHEREAS**, being a Foster Parent requires specialized training, the ability to work  
5   cooperatively with service providers, and personal qualities which include: flexibility,  
6   tolerance, patience, humor and an understanding of the unique challenges of working within  
7   the child welfare system; and,  
8  
9   **WHEREAS**, in Rock County there are more than 125 children and youth in foster care being  
10   provided with a safe, secure and stable home due to the compassion and nurturing of a Foster  
11   Family or Relative Care Provider; and,  
12  
13   **WHEREAS**, 61 Rock County Foster Families, who open their homes and hearts to children  
14   and families who are in crisis, play a vital role in helping them heal and reunify or launching  
15   children into successful adulthood; and,  
16  
17   **WHEREAS**, Foster Families also frequently adopt and offer permanency to foster children,  
18   resulting in a continuous need for more Foster Families; and,  
19  
20   **WHEREAS**, there are numerous individuals, and public and private organizations who work  
21   to increase public awareness of the needs of children in and leaving foster care, in addition to,  
22   the enduring and valuable contribution of foster parents, and the foster care "system" is only  
23   as good as those who choose to be a part of it; and,  
24  
25   **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock  
26   County, wishes to recognize the significance of Foster Families in our county for their  
27   dedication to the families and children of Rock County.  
28  
29   **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors,  
30   duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2016, does hereby recognize Rock  
31   County Foster Families for the dedicated and compassionate service they provide.  
32  
33   **BE IT FURTHER RESOLVED** that the County Clerk be authorized and directed to furnish  
34   a copy of this resolution to the Rock County Foster Care Unit Supervisor for sharing with  
35   Licensed Rock County Foster Families and with staff.

16-5B-034

To Recognize Rock County Foster Care Families  
Page 2

Respectfully Submitted,

HUMAN SERVICES BOARD

\_\_\_\_\_  
Brian Knudson, Chair

\_\_\_\_\_  
Ashley Kleven

\_\_\_\_\_  
Sally Jean Weaver-Landers

\_\_\_\_\_  
Kathy Schulz

\_\_\_\_\_  
Karl Dommershausen

\_\_\_\_\_  
Terry Thomas

\_\_\_\_\_  
Terry Fell

\_\_\_\_\_  
Shirley Williams

\_\_\_\_\_  
Linda Garrett

RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS

Phil Boutwell  
INITIATED BY



Stacey Speich  
DRAFTED BY

Human Service Board  
SUBMITTED BY

May 9, 2016  
DATE DRAFTED

**TO RECOGNIZE LEE PETERSON**

1 **WHEREAS**, Lee Peterson has served the citizens of Rock County for over eighteen (18) years as a  
2 dedicated and valued employee of Rock County; and,  
3

4 **WHEREAS**, Ms. Peterson began her career on May 26, 1998 as a Social Worker in the Child  
5 Protective Services Division. She started in a float position and within three months was hired as an  
6 ongoing worker. During her time served, she has enjoyed working with families as she liked  
7 developing professional relationships with the families that she served and was truly amazed by her  
8 client's abilities to make the changes that were needed despite the tremendous obstacles they were  
9 faced with. She found herself developing a great deal of respect for the families she worked with as  
10 they were very adaptable to making the needed changes to ensure their children's safety. Ms. Peterson  
11 found that her work in Ongoing was a "leveling experience." Practicing in Ongoing was likely Ms.  
12 Peterson's greatest passion. She worked in Ongoing for approximately 10 years and was promoted to  
13 an Ongoing Supervisor in 2008. She became a leader within her team and within the division. She  
14 found that the art of supervising CPS staff was having the ability to promote professional growth while  
15 always pointing out her staff's strengths as well as areas of needed improvement. Ms. Peterson  
16 transitioned to an Access/Initial Assessment Supervisor in 2014. She thought of this transition as  
17 "moving out of her comfort zone as a comfort zone can be a dead zone." She believed it was never too  
18 late to learn a new set of skills. She indicated that she found this type of work to be "fascinating,  
19 difficult and rich work." She enjoyed her supervisory team which brought all sorts of knowledge and  
20 skills to the table. In this supervisory role, Ms. Peterson showed a high degree of adaptability and  
21 willingness to assist her colleagues as much as she possibly could. She had a commitment to her  
22 colleagues and she will be remembered for her kindness and her willingness to assist others throughout  
23 CPS; and,  
24

25 **WHEREAS**, Ms. Peterson went into the Profession of Social Work after raising her own children.  
26 She attended college as a nontraditional student as she wanted to advocate for those that did not have a  
27 voice. Ms. Peterson also had spent a lot of time volunteering in her community which also sparked her  
28 interest with going into the Social Work field. Ms. Peterson has always felt a strong need to challenge  
29 herself and has definitely demonstrated her ability to master many areas within CPS; and,  
30

31 **WHEREAS**, Ms. Peterson has demonstrated through her actions her belief in the mission of the Social  
32 Work profession; rooted in core values to include: service delivery, social justice, dignity & self-worth,  
33 importance of human relationships, integrity and competence; and,  
34

35 **WHEREAS**, Ms. Peterson has proven herself to be a dedicated and outstanding employee, serving on  
36 behalf of Rock County residents, and will be retiring from Rock County Department of Human  
37 Services on Friday, June 3, 2016; and,  
38

39 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes  
40 to recognize Lee Peterson for her achievements and significant contributions to the citizens of Rock  
41 County and her lifelong and faithful service.  
42

43 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors, duly  
44 assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2016, does hereby recognize Lee Peterson for her 18 years  
45 of service and extend best wishes to her in her future endeavors; and,  
46

47 **BE IT FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a copy  
48 of this resolution to Lee Peterson.

16-5B-035

Resolution to Recognize Lee Peterson  
Page 2

HUMAN SERVICES BOARD

\_\_\_\_\_  
Brian Knudson, Chair

\_\_\_\_\_  
Sally Jean Weaver-Landers, Vice Chair

\_\_\_\_\_  
Karl Dommershausen

\_\_\_\_\_  
Terry Fell

\_\_\_\_\_  
Linda Garrett

\_\_\_\_\_  
Ashley Kleven

\_\_\_\_\_  
Kathy Schulz

\_\_\_\_\_  
Terry Thomas

\_\_\_\_\_  
Shirley Williams

COUNTY BOARD STAFF COMMITTEE

\_\_\_\_\_  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Eva Arnold

\_\_\_\_\_  
Henry Brill

\_\_\_\_\_  
Betty Jo Bussie

\_\_\_\_\_  
Mary Mawhinney

\_\_\_\_\_  
Louis Peer

\_\_\_\_\_  
Alan Sweeney

\_\_\_\_\_  
Terry Thomas

RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS

Phil Boutwell  
INITIATED BY



Merebeth Rye  
DRAFTED BY

Human Service Board  
SUBMITTED BY

May 11, 2016  
DATE DRAFTED

**TO RECOGNIZE MICAELA BROETZMANN**

1 **WHEREAS**, Micaela Broetzmann has served the citizens of Rock County for over fifteen (15) years as  
2 a dedicated and valued employee of Rock County; and,  
3

4 **WHEREAS**, Ms. Broetzmann began her career on February 19, 2001 as an Ongoing Case Manager in  
5 the Child Protective Services Division where she worked for three years. While in that role Ms.  
6 Broetzmann maintained an ongoing caseload with the goal of achieving permanency and safety for  
7 families. Then in 2004, she began providing case management services in the Economic Support  
8 Division. While in that role, she assisted residents with accessing resources and benefits, and provided  
9 case management services to promote and maintain her client's wellbeing. She worked there for five  
10 years before returning to the Child Protective Services Division. For the last seven years, Ms.  
11 Broetzmann has worked within the Access and Initial Assessment Units establishing relationships with  
12 community members, other professionals and families to influence and promote positive change within  
13 Rock County; and,  
14

15 **WHEREAS**, Ms. Broetzmann initially entered into the social work field with a desire to work with the  
16 juvenile population, however, her career quickly evolved into working with entire families, including  
17 their formal and informal support systems. She embraces the concept of establishing relationships to  
18 empower others with the ultimate goal of influencing better outcomes for not only our families, but our  
19 community as a whole; and,  
20

21 **WHEREAS**, Ms. Broetzmann is resigning from Rock County, but will continue in the field of social  
22 work by providing training and support to her colleagues' throughout the state of Wisconsin; and,  
23

24 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes  
25 to recognize Ms. Broetzmann for her achievements and significant contributions to the citizens of Rock  
26 County and faithful service.  
27

28 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors, duly  
29 assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2016, does hereby recognize Micaela Broetzmann for her  
30 15 years of service and extend best wishes to her in her future endeavors; and,  
31

32 **BE IT FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a copy  
33 of this resolution to Micaela Broetzmann.

16-5B-036

To Recognize Micaela Broetzmann  
Page 2

HUMAN SERVICES BOARD

\_\_\_\_\_  
Brian Knudson, Chair

\_\_\_\_\_  
Sally Jean Weaver-Landers, Vice Chair

\_\_\_\_\_  
Karl Dommershausen

\_\_\_\_\_  
Terry Fell

\_\_\_\_\_  
Linda Garrett

\_\_\_\_\_  
Ashley Kleven

\_\_\_\_\_  
Kathy Schulz

\_\_\_\_\_  
Terry Thomas

\_\_\_\_\_  
Shirley Williams

COUNTY BOARD STAFF COMMITTEE

\_\_\_\_\_  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Eva Arnold

\_\_\_\_\_  
Henry Brill

\_\_\_\_\_  
Betty Jo Bussie

\_\_\_\_\_  
Mary Mawhinney

\_\_\_\_\_  
Louis Peer

\_\_\_\_\_  
Alan Sweeney

\_\_\_\_\_  
Terry Thomas

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Kathren Sukus  
INITIATED BY



Kathren Sukus, Director  
DRAFTED BY

Public Safety and Justice  
SUBMITTED BY

May 4, 2016  
DATE DRAFTED

**RECOGNIZING MICHELE MCMAHON**

- 1 **WHEREAS**, Michele McMahon has been a loyal and dedicated employee for Rock County for over
- 2 twenty-two (22) years; and,
- 3
- 4 **WHEREAS**, Michele McMahon was hired as a telecommunicator for the newly formed county-wide
- 5 consolidated 911 Center on December 27, 1993; and,
- 6
- 7 **WHEREAS**, Michele was promoted to the position of shift supervisor on February 11, 2008; and,
- 8
- 9 **WHEREAS**, during her career, Michele received several commendations from her supervisors and
- 10 user agencies for her calm, professional demeanor during critical incidents as well as her impeccable
- 11 work ethic; and,
- 12
- 13 **WHEREAS**, Michele took also took it upon herself to make the Communications Center an enjoyable
- 14 place to work by coordinating various activities during National Telecommunicator Week and the
- 15 holiday seasons; and,
- 16
- 17 **WHEREAS**, Michele McMahon will retire from public service on May 25, 2016; and,
- 18
- 19 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes
- 20 to recognize Michele McMahon for her valuable contributions to the citizens and public safety user
- 21 agencies of Rock County.
- 22
- 23 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 24 this \_\_\_\_\_ day of \_\_\_\_\_, 2016, does hereby recognize Michele McMahon for her twenty-two
- 25 (22) years of service and wishes to express their sincere appreciation on behalf of Rock County along
- 26 with best wishes for the future.

16-5B-037

Respectfully submitted,

PUBLIC SAFETY AND JUSTICE COMMITTEE

Mary Beaver  
Mary Beaver, Chair

Henry Brill  
Henry Brill, Vice Chair

Terry Fell  
Terry Fell

Brian Knudson  
Brian Knudson

Phillip Owens  
Phillip Owens

RECOGNIZING MICHELE MCMAHON

Page 2

COUNTY BOARD STAFF COMMITTEE

\_\_\_\_\_  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Eva Arnold

\_\_\_\_\_  
Henry Brill

\_\_\_\_\_  
Betty Jo Bussie

\_\_\_\_\_  
Mary Mawhinney

\_\_\_\_\_  
Louis Peer

\_\_\_\_\_  
Alan Sweeney

\_\_\_\_\_  
Terry Thomas

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Josh Smith  
INITIATED BY



Randy Terronez  
DRAFTED BY

General Services Committee  
SUBMITTED BY

May 10, 2016  
DATE DRAFTED

**TRANSFERRING CENTRAL DUPLICATING AND MAIL FUNCTIONS  
AND STAFF FROM THE FACILITIES MANAGEMENT DEPARTMENT  
TO THE FINANCE DEPARTMENT AND AMENDING THE 2016 BUDGET**

1 WHEREAS, the General Services Department was renamed the Facilities Management  
2 Department per Resolution 16-3B-517 in order to reflect an increased focus on facilities  
3 management; and,  
4  
5 WHEREAS, transferring the central duplicating and mail operations from the Facilities  
6 Management Department to the Finance Department are logical next steps towards the focus of the  
7 Facilities Management Department on its role of managing facilities.  
8  
9 NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly  
10 assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2016 does hereby approve the transfer of the  
11 central duplicating and mail operation functions from the Facilities Management Department to the  
12 Finance Department effective June 6, 2016.  
13  
14 BE IT FURTHER RESOLVED, that 1.0 FTE Administrative Assistant and 0.4 FTE Printing  
15 Services Coordinator be transferred from the Facilities Management Department to the Finance  
16 Department.  
17  
18 BE IT FINALLY RESOLVED, that the Facilities Management Department and Finance  
19 Department 2016 budgets be amended as follows:  
20

21	<u>ACCOUNT/ 22 DESCRIPTION</u>	<u>BUDGET AT 5/1/16</u>	<u>AMOUNT OF INCREASE</u>	<u>AMENDED BUDGET</u>
23	<b>Source of Funds:</b>			
24	18-1810-0000-61100	723,143	(49,805)	673,338
25	Wages			
26	18-1810-0000-61400	56,314	(3,810)	52,504
27	FICA			
28	18-1810-0000-61510	47,727	(2,301)	45,426
29	Retirement			
30	18-1810-0000-61610	216,912	(12,768)	204,144
31	Health Insurance			
32	18-1810-0000-61620	4,967	(647)	4,320
33	Dental Insurance			
34	18-1810-0000-61630	516	(16)	500
35	Life Insurance			
36	18-1810-0000-62210	5,000	(250)	4,750
37	Telephone			
38	18-1810-0000-62400	88,892	(38,040)	50,852
39	Repair & Maint Services			
40	18-1810-0000-63100	3,000	(1,000)	2,000
41	Office Supplies			
42	18-1810-0000-63104	25,000	(25,000)	-0-
43	Printing and Duplicating			
44	05-1560-0000-68000	-0-	(40,555)	(40,555)
45	Cost Allocations			
46				

16-5B-038

Transferring Central Duplicating and Mail Functions and Staff from the Facilities  
Management Department to the Finance Department and Amending the 2016 Budget

Page 2

47	ACCOUNT	BUDGET AT	AMOUNT OF	AMENDED
48	<u>DESCRIPTION</u>	<u>1/1/16</u>	<u>INCREASE</u>	<u>BUDGET</u>
49				
50	<u>Use of Funds:</u>			
51	<u>Mailroom:</u>			
52	05-1500-0000-61100	604,422	34,863	639,285
53	Wages			
54	05-1500-0000-61400	47,041	2,667	49,708
55	FICA			
56	05-1500-0000-61510	40,322	2,301	42,623
57	Retirement			
58	05-1500-0000-61610	174,468	12,768	187,236
59	Health Insurance			
60	05-1500-0000-61620	5,614	647	6,261
61	Dental Insurance			
62	05-1500-0000-61630	396	16	412
63	Life Insurance			
64	05-1500-0000-62210	1,900	175	2,075
65	Telephone			
66	05-1500-0000-65331	-0-	8,350	8,350
67	Equipment Lease			
68	05-1500-0000-63109	-0-	1,000	1,000
69	Other Supplies & Expenses			
70				
71	<u>Central Duplicating:</u>			
72	05-1560-0000-61100	-0-	14,942	14,942
73	Wages			
74	05-1560-0000-61400	-0-	1,143	1,143
75	FICA			
76	05-1560-0000-62210	-0-	75	75
77	Telephone			
78	05-1560-0000-62400	-0-	24,000	24,000
79	Repair & Maint Services			
80	05-1560-0000-62420	-0-	8,000	8,000
81	Machine & Equip R&M			
82	05-1560-0000-62424	-0-	3,245	3,245
83	Office Equip R&M			
84	05-1560-0000-63104	-0-	60,000	60,000
85	Printing & Duplicating			

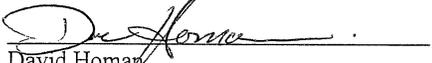
Transferring Central Duplicating and Mail Functions and Staff from the Facilities Management Department to the Finance Department and Amending the 2016 Budget  
Page 3

Respectfully submitted,

GENERAL SERVICES COMMITTEE

  
Henry Brill, Chair

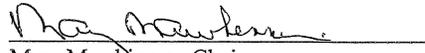
  
Jason Heidenreich, Vice Chair

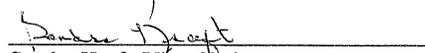
  
David Homan

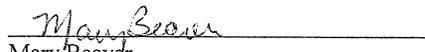
  
Bob Yeomans

  
Jeremy Zajac

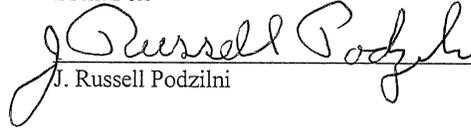
FINANCE COMMITTEE

  
Mary Mawhinney, Chair

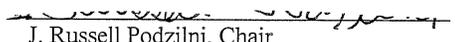
  
Sandra Kraft, Vice Chair

  
Mary Beaver

  
Brent Fox

  
J. Russell Podzilni

COUNTY BOARD STAFF COMMITTEE

  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Betty Jo Bussie

\_\_\_\_\_  
Eva Arnold

\_\_\_\_\_  
Mary Mawhinney

\_\_\_\_\_  
Alan Sweeney

\_\_\_\_\_  
Henry Brill

\_\_\_\_\_  
Louis Peer

\_\_\_\_\_  
Terry Thomas

**Transferring Central Duplicating and Mail Functions and Staff from the Facilities Management Department to the Finance Department and Amending the 2016 Budget**

Page 4

FISCAL NOTE:

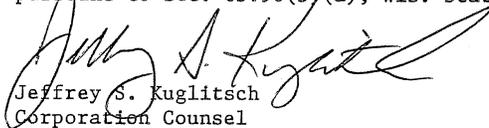
This resolution approves moving the Central Duplicating and Mail functions and staff as well as the applicable budget from the Facilities Management Department to the Finance Department. No fiscal impact to the County's bottom line.



Sherry Oja  
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to §§ 59.01, 59.51 and 59.22(2), Wis. Stats. As an amendment to the adopted 2016 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith  
County Administrator

**Transferring Central Duplicating and Mail Functions and Staff from the Facilities Management Department to the Finance Department and Amending the 2016 Budget**

Page 5

**Transfer of Central Duplicating and Mail Functions  
From the Facilities Management Department to the Finance Department  
And Amending the 2016 Budget**

**Executive Summary**

In March, the County Board of Supervisors approved the name change of the General Services Department to the Facilities Management Department and aided the department director recruitment process by making it clearer to potential applicants, the responsibilities of the department.

The March resolution noted that the County's investment in its facilities is significant. The department manages nearly 1.2 million square feet of space valued at about \$285 million. In 2016 the department's budget totaled nearly \$5 million and included 22.6 FTE staff.

This resolution continues the focus of the department on facilities by transferring the functions of central duplicating and mail to the Finance Department. This action would also transfer 1.0 FTE Administrative Assistant and 0.40 FTE Printing Services Coordinator positions.

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee  
INITIATED BY

Public Works Committee  
SUBMITTED BY



Ben Coopman, Director of Public Works  
DRAFTED BY

May 17, 2016  
DATE DRAFTED

### AUTHORIZING ACCOUNTING OFFICE POSITION CHANGES FOR THE DEPARTMENT OF PUBLIC WORKS

- 1    **WHEREAS**, the Department of Public Works (DPW) is analyzing its operations for creating
- 2    efficiencies and improvements; and,
- 3
- 4    **WHEREAS**, the Department has engaged a consultant, Matrix Consulting Group (Matrix) to assist
- 5    in that task; and,
- 6
- 7    **WHEREAS**, Matrix and DPW management staff have identified and recommended changes to
- 8    accounting processes and accounting staff to improve the operation; and,
- 9
- 10   **WHEREAS**, it is recommended to create a new Cost Allocation Specialist position and delete an
- 11   existing Account Clerk II position in the DPW accounting office and the Account Clerk II position
- 12   is now vacant; and,
- 13
- 14   **WHEREAS**, there have been vacancies in the administrative portion of the DPW resulting in
- 15   salary cost savings enough to cover the additional costs of the new, higher paid position.
- 16
- 17   **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 18   assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2016 does hereby authorize creation of a Cost
- 19   Allocation Specialist and deletion of the current Account Clerk II position at DPW; and,
- 20
- 21   **BE IT FURTHER RESOLVED**, that the Department may hire sufficient temporary staff to
- 22   accomplish the work of the accounting office until such time as the processes and duties are being
- 23   reconfigured and a new employee is hired.

16-5B-039

Respectfully submitted,

PUBLIC WORKS COMMITTEE

\_\_\_\_\_  
Betty Jo Bussie, Chair

\_\_\_\_\_  
Brent Fox, Vice Chair

\_\_\_\_\_  
Eva Arnold

\_\_\_\_\_  
Brenton Driscoll

\_\_\_\_\_  
Rick Richard

**COUNTY BOARD STAFF COMMITTEE**

\_\_\_\_\_  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Sandra Kraft, Vice-Chair

\_\_\_\_\_  
Eva Arnold

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Henry Brill

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Betty Jo Bussie

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Mary Mawhinney

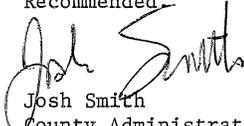
\_\_\_\_\_  
Louis Peer

\_\_\_\_\_  
Allan Sweeney

\_\_\_\_\_  
Terry Thomas

ADMINISTRATIVE NOTE:

Recommended

  
Josh Smith  
County Administrator

FISCAL NOTE:

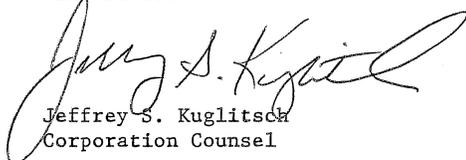
This resolution authorizes the deletion of a 1.0 FTE Account Clerk II position, creation of a 1.0 FTE Cost Allocation Specialist position and the hiring of temporary staff as necessary before the new position is filled. There are sufficient funds in the DPW's budget due to vacancies to fund these changes.



Sherry Oja  
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to §59.22(2), Wis. Stats.

  
Jeffrey S. Kuglitsch  
Corporation Counsel

**- Executive Summary -**

The 2016 budget for the Department of Public Works included money to study the Department's operations and hire a consultant. Matrix Consulting Group (Matrix) was hired for that assignment. Matrix has released its report and recommendations. In the administration area, Matrix has recommended several process improving suggestions, including changing the duties of the Department's Account Clerk II once an automated time reporting process is put into place. Department staff have been working on either improving current computer systems or finding new programs for that function.

The Account Clerk II position's duties involve extensive data entry of employee time sheets. It also backs up the Department's existing Cost Allocation Specialist's duties as needed. Matrix has recommended elevating the Account Clerk to a Cost Allocation Specialist with higher level tasks and responsibilities. Management staff, including the County Administrator, have reviewed these recommendations with the Public Works Committee and it was the consensus to proceed with this position change. The Account Clerk II position is currently vacant, so it appears that this is a good time to make any adjustments. The former Account Clerk II is now the DPW's Secretary.

While the functions of the accounting office of DPW have not been fully studied and decided, the duties of the position in question will not likely change in the short term. However, if there were to be someone in this position at the lower level at the time of implementation of the recommended upgrade, that person would have to be laid off and compete for the new position, if interested. If this new position is authorized by this resolution, there is a possibility that it will be left unfilled for a while and the Department would hire outside temporary help to do the data input functions of the Account Clerk II position. Other duties of the position will be temporarily redistributed among other administrative staff.

This resolution authorizes creation of a new higher level Cost Allocation Specialist position and eliminating an existing Account Clerk II position. It also authorizes DPW to hire temporary help, if deemed necessary, to complete the time sheet data entry portion of the Clerk's duties until such time as new automated time reporting processes and software are in place. No additional funds are being requested at this time due to salary savings for other positions in the administrative area of the Department.

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

SUPERVISOR RICK RICHARD  
INITIATED BY

JEFFREY S. KUGLITSCH  
DRAFTED BY



COUNTY BOARD STAFF  
COMMITTEE  
SUBMITTED BY

JUNE 24, 2015  
REVISED: APRIL 25, 2016  
DATE DRAFTED

REQUESTING THE STATE LEGISLATURE TO TAKE STEPS TO ENACT A CONSTITUTIONAL AMENDMENT REGARDING UNFUNDED MANDATES

1 WHEREAS, the County of Rock is concerned with the negative impacts unfunded state mandates  
2 have on the services provided by local governments, including counties, and with the fiscal impacts they  
3 have on local taxpayers; and

4  
5 WHEREAS, the priorities and programs of citizens of local government are often curtailed when  
6 limited local funds must be diverted to pay for unfunded state mandates; and

7  
8 WHEREAS, many in state government rightly oppose unfunded federal mandates on the states,  
9 yet the state continues to provided new unfunded mandates on local governments; and

10  
11 WHEREAS, with the current levy limits imposed upon counties, these unfunded mandates put an  
12 oppressive burden on county budgets; and

13  
14 WHEREAS, some other states have enacted laws that if a proposed mandate increases costs to the  
15 local governments, before the legislature approves that act, a new funding source to pay for the new  
16 mandate must be provided; and

17  
18 WHEREAS, such action would improve accountability to taxpayers and voters and represents a  
19 common sense reform that both statewide and local constituents are demanding.

20  
21 NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors in session  
22 this 12th day of May, 2016 that they encourage the Wisconsin State Legislature to take steps to adopt a  
23 constitutional amendment to restrict the power of the legislature to mandate requirements upon local  
24 governments.

25  
26 BE IT FURTHER RESOLVED THAT a provision similar to the following be proposed as a state  
27 constitutional amendment:

28  
29 No bill enacted by the legislature requiring a local government to establish, expand or  
30 modify a duty or activity that requires the expenditure of revenue by the local government  
31 shall be effective until and unless the legislature appropriates or otherwise provides for the  
32 payment or reimbursement, from a source other than the revenue of the local government,  
33 for the costs incurred for the biennium by the local government in complying with this  
34 requirement.

35  
36 BE IT FURTHER RESOLVED THAT for the purposes of this constitutional amendment, local  
37 government would include county, city, town, village, technical college or school districts.

38  
39 BE IT FURTHER RESOLVED THAT a copy of this resolution be sent to all Rock County state  
40 legislators, the Governor of the State of Wisconsin and the Wisconsin Counties Association.

16-5B-040

Respectfully submitted:

COUNTY BOARD STAFF COMMITTEE

\_\_\_\_\_  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Eva Arnold

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Henry Brill

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Betty Jo Bussie

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Mary Mawhinney

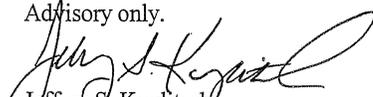
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Louis Peer

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Alan Sweeney

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Terry Thomas

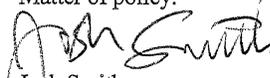
LEGAL NOTE:

Advisory only.

  
Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Matter of policy.

  
Josh Smith  
County Administrator

FISCAL NOTE:

No fiscal impact in and of itself.

  
Sherry Oja  
Finance Director