



**DOOR COUNTY**

**Resolution No. 2015 -14**

**PURCHASE OF FUEL TANK AND TRUCK CHASSIS  
Highway Department**

**TO THE DOOR COUNTY BOARD OF SUPERVISORS:**

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD	X		
BRANN	X		
BUR	X		
ENGLEBERT	X		
ENIGL	X		
FISHER			X
GUNNLAUGSSON	X		
HAINES	X		
HALSTEAD	X		
KOCH	X		
KOHOUT			X
LIENAU			X
MEYER			X
MOELLER	X		
NEINAS	X		
O'CONNOR	X		
RUNQUIST	X		
SCHULTZ	X		
SITTE			X
VIRLEE	X		
ZIPPERER	X		
	16	0	5

1           **WHEREAS**, The Door County Highway Committee deems it  
2 necessary to purchase one new fuel tank and truck chassis for the  
3 Highway Department fueling system operations; and

4           **WHEREAS**, On February 16, 2015, the Highway Committee  
5 reviewed bids for the purchase of the equipment with the following  
6 recommendation for award,  
7

8  
9 Truck Country – Freightliner Truck and Seneca Tank \$137,121.00;  
10 and

11           **WHEREAS**, Funds are available, within the Highway  
12 Department's budget, to use for this purpose.

13           **NOW, THEREFORE, BE IT RESOLVED**, That the Door County  
14 Board of Supervisors does hereby authorize the Door County  
15 Highway Committee to purchase a new Fuel Tank and Truck Chassis  
16 from Truck Country for a price of \$137,121 FOB Sturgeon Bay, WI.  
17  
18  
19

**BOARD ACTION**

Vote Required: Majority Vote of a Quorum.

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Motion to Approve      Adopted

1st Fisher      Defeated

2nd Gunnlaugsson

Yes: 16      No: 0      Exc: 5

Reviewed by: [Signature] Corp. Counsel

Reviewed by: \_\_\_\_\_, Administrator

**FISCAL IMPACT:** The fuel tank and truck chassis was included in the adopted 2015 Door County Budget on page 97. The budgeted amount was \$138,000. MEJ

**SUBMITTED BY:  
HIGHWAY COMMITTEE**

[Signature]      [Signature]  
John Neinas, Chairman      Joel Gunnlaugsson

[Signature]      [Signature]  
Leo Zipperer      Roy Englebert

**Certification:**  
I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 24<sup>th</sup> day of February, 2015 by the Door County Board of Supervisors.

[Signature]  
Jill M. Lau  
County Clerk, Door County

Ken Fisher



**DOOR COUNTY**

**Resolution No. 2015-15**

**DOUBLE CELLING - WRITTEN JOINT DETERMINATION**

**TO THE DOOR COUNTY BOARD OF SUPERVISORS:**

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD	X		
BRANN	X		
BUR	X		
ENGLEBERT	X		
ENIGL	X		
FISHER			X
GUNNLAUGSSON	X		
HAINES	X		
HALSTEAD	X		
KOCH	X		
KOHOUT			X
LIENAU			X
MEYER			X
MOELLER	X		
NEINAS	X		
O'CONNOR	X		
RUNQUIST	X		
SCHULTZ	X		
SITTE			X
VIRLEE	X		
ZIPPERER	X		
	16	0	5

1 **WHEREAS**, A county jail may use cells for double occupancy if  
2 the conditions set forth in § DOC 350.20 Wis. Adm. Code are met;  
3 and

4 **WHEREAS**, These conditions include that the county board and  
5 sheriff shall jointly determine the adequate staffing needs (including  
6 support staff and services) that are required to ensure the health,  
7 safety and security of the jail staff and inmates when using double  
8 occupancy; and

9 **WHEREAS**, These proposed joint determinations have been  
10 reduced to writing in the form of a *Staffing Agreement Double Celling*,  
11 which is attached hereto and incorporated herein by reference.

12 **NOW, THEREFORE, BE IT RESOLVED**, That the Door County  
13 Board of Supervisors does hereby approve the *Staffing Agreement*  
14 *Double Celling*.

15 **BE IT FURTHER RESOLVED**, That the *Staffing Agreement*  
16 *Double Celling* shall be in effect from and after January 18, 2015,  
17 until rescinded or amended by mutual agreement of the County  
18 Board and Sheriff.

19 **BE IT FURTHER RESOLVED**, That, unless there is adequate  
20 staff, as agreed upon by the County Board and Sheriff, double celling  
21 may not occur.

**BOARD ACTION**

Vote Required: Majority Vote of a Quorum

Motion to Approve Adopted

1st Brann Defeated

2nd Schultz

Yes: 16 No: 0 Exc: 5

Reviewed by: \_\_\_\_\_ Corp. Counsel

Reviewed by: \_\_\_\_\_ Administrator

**FISCAL IMPACT:** There is no additional fiscal implication with the adoption of this resolution. MEJ

**Certification:**

I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 24th day of February, 2015 by the Door County Board of Supervisors.

Jill M. Lau  
Jill M. Lau  
County Clerk, Door County

**SUBMITTED BY:  
Law Enforcement Committee**

Charles Brann  
Charles Brann, Chairman

John Bur  
John Bur

Ken Fisher  
Ken Fisher  
Richard Haines  
Richard Haines

Tim O'Connor  
Tim O'Connor

Kathy Schultz  
Kathy Schultz

Don Sitte  
Don Sitte

**STAFFING AGREEMENT DOUBLE CELLING**  
**[§ DOC 350.20 Wis. Adm. Code]**

This agreement is the “written joint determination” by and between Sheriff Steven G. Delarwelle and the Door County Law Enforcement Committee (a sub-unit, and acting on behalf, of the Door County Board of Supervisors) contemplated by § DOC 350.20(1) Wis. Adm. Code, which provides as follows:

*“The county board and sheriff shall determine jointly the adequate staffing needs, including support staff and services that are required to ensure the health, safety, and security of the jail staff and inmates when using cells for double occupancy. The joint determinations shall be in writing and signed by the representatives of the county board and the sheriff and shall be filed with the department. The written joint determination shall remain in effect until rescinded or amended by mutual written agreement of the county board and sheriff. Unless there is adequate staff as agreed upon by the county board and sheriff, double celling may not occur.”*

The adequate staffing needs, including support staff and services that are required to ensure the health, safety, and security of the jail staff and inmates when using cells for double occupancy per § DOC 350.20 Wis. Adm. Code follow:

1. Door County will have six (6) cells with double bunking in the B Pod.
2. Staffing levels: One (1) Jail Lieutenant/Administrator, three (3) Security Sergeants, fifteen (15) Full-Time Security Deputies, six (6) On-Call Security Deputies and one (1) Jail Clerk to staff the Door County Jail.
3. There will be a minimum staff of four (4) Security Deputies on duty, per shift, 24 hours per day.

This agreement shall be in effect from and after January 18, 2015, until rescinded or amended by mutual written agreement of the County Board and Sheriff.

\_\_\_\_\_  
Sheriff Steven G. Delarwelle  
Door County Sheriff's Department

\_\_\_\_\_  
Date

\_\_\_\_\_  
Daniel R. Austad, Chairperson  
Door County Board of Supervisors

\_\_\_\_\_  
Date

\_\_\_\_\_  
Grant P. Thomas, Corporation Counsel &  
Interim County Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Charles G. Brann, Chairperson  
Law Enforcement Judiciary Committee

\_\_\_\_\_  
Date



**DOOR COUNTY**

**Resolution No. 2015-16**

**TRANSFER OF NON-BUDGETED FUNDS  
EXERCISE OF OPTION TO PURCHASE CHERRY SCHOOL  
PROPERTY (P.I.N. 022-02-32282623A1)**

**TO THE DOOR COUNTY BOARD OF SUPERVISORS:**

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD			
BRANN			
BUR			
ENGLEBERT			
ENIGL			
FISHER			
GUNNLAUGSSON			
HAINES			
HALSTEAD			
KOCH			
KOHOUT			
LIENAU			
MEYER			
MOELLER			
NEINAS			
O'CONNOR			
RUNQUIST			
SCHULTZ			
SITTE			
VIRLEE			
ZIPPERER			

*Post Poned*

**BOARD ACTION**

Vote Required: Two Thirds of Entire Membership

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Motion to Approve      Adopted

1st \_\_\_\_\_      Defeated

2nd \_\_\_\_\_

Yes: \_\_\_\_\_ No: \_\_\_\_\_ Exc: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Corp. Counsel

Reviewed by: \_\_\_\_\_, Administrator

**FISCAL IMPACT:** After this transfer, the balance in Account #100.32138 Committed for Park Lands will decrease from \$400,000 to \$362,000. MEJ

**Certification:**

I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 24<sup>th</sup> day of February, 2015 by the Door County Board of Supervisors.

\_\_\_\_\_  
Jill M. Lau  
County Clerk, Door County

1        **WHEREAS**, In accordance with Section 65.90(5)(a) Wisconsin Statutes  
2 and Rules of Order #19 the amounts of the various appropriations and the  
3 purposes for such appropriations stated in a budget may not be changed  
4 unless authorized by a vote of two-thirds of the entire membership of the  
5 County Board of Supervisors; and

6  
7        **WHEREAS**, The Door County Board of Supervisors, by adoption of  
8 Resolution No. 2015-13, on January 27, 2015, exercised Door County's option  
9 to purchase real property, i.e., P.I.N. 022-02-32282623A1, 3913 Cherry Road,  
10 Town of Sevastopol, Door County, Wisconsin (hereafter "subject property");

11  
12        **WHEREAS**, Written notice of Door County's election to purchase was  
13 given to Door County Community Child Care Services, Inc. on February 3,  
14 2015; and

15  
16        **WHEREAS**, Closing is to occur, and the option price of \$38,000 is to be  
17 paid by Door County, within thirty (30) days after written notice of the election  
18 to purchase is given; and

19  
20        **WHEREAS**, This expenditure could not reasonably have been anticipated  
21 and included in the 2015 budget; and

22  
23        **WHEREAS**, The Finance Committee is requesting a transfer of \$ 38,000  
24 for the purchase of the subject property. This amount is to be transferred from  
25 Account #100.32138 Committed for Park Lands to Account  
26 #100.06.1161.69908.6522 Land Acquisition Cherry School Property.

27  
28        **NOW, THEREFORE, BE IT RESOLVED**, That the Door County Board of  
29 Supervisors does hereby approve the transfer of \$38,000 from Account  
30 #100.32138 Committed for Park Lands to Account #100.06.1161.69908.6522  
31 Land Acquisition Cherry School Property for the purchase of real property,  
32 i.e., P.I.N. 022-02-32282623A1, 3913 Cherry Road, Town of Sevastopol, Door  
33 County, Wisconsin.

**SUBMITTED BY:  
Finance Committee**

\_\_\_\_\_  
David Lienau, Chairman

\_\_\_\_\_  
Susan Kohout

\_\_\_\_\_  
Kathy Schultz

\_\_\_\_\_  
Mark Moeller

\_\_\_\_\_  
Charles Brann

\_\_\_\_\_  
Leo Zipperer

\_\_\_\_\_  
David Enigl



**DOOR COUNTY**

**Resolution No. 2015-17**

**APPOINTMENT TO COMMITTEES, COMMISSIONS & BOARDS**

**TO THE DOOR COUNTY BOARD OF SUPERVISORS:**

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD			
BRANN			
BUR			
ENGLEBERT			
ENIGL			
FISHER			
GUNNLAUGSSON			
HAINES			
HALSTEAD			
KOCH			
KOHOUT			
LIENAU			
MEYER			
MOELLER			
NEINAS			
O'CONNOR			
RUNQUIST			
SCHULTZ			
SITTE			
VIRLEE			
ZIPPERER			

*Vote Voted*

1       **WHEREAS**, Pursuant to Section 59.18(2)(c) Wisconsin  
2 Statutes, the duties and powers of a County Administrator include  
3 appointment of "...the members of all boards and commissions  
4 where the statutes provide that such appointment shall be made by  
5 the county board or by the chairperson of the county board"; and

6  
7       **WHEREAS**, "All appointments to boards and commissions by  
8 the County Administrator shall be subject to the confirmation of the  
9 County Board" per Section 59.18(2)(c), Wisconsin Statutes; and

10  
11       **WHEREAS**, The Rules of Order confers the power to appoint  
12 the members of certain committees upon the Chairperson of the  
13 County Board, subject to the confirmation of the County Board; and

14  
15       **WHEREAS**, The appointments set forth on Exhibit A, attached  
16 hereto and incorporated herein by reference, are submitted for  
17 County Board confirmation.

18  
19       **NOW, THEREFORE, BE IT RESOLVED**, That the Door County  
20 Board of Supervisors hereby confirms the proposed appointments to  
21 boards, commissions, and committees as set forth on Exhibit A.  
22  
23

**SUBMITTED BY:**

*Daniel Austad*  
Daniel Austad, Chairman  
Door County Board of Supervisors

**BOARD ACTION**  
Vote Required: Majority Vote of a Quorum

---

Motion to Approve        Adopted

1st Brann        Defeated

2nd Koch

Yes: \_\_\_\_\_ No: \_\_\_\_\_ Exc: \_\_\_\_\_

Reviewed by: \_\_\_\_\_, Corp. Counsel

Reviewed by: \_\_\_\_\_, Administrator

**FISCAL IMPACT:** There is no additional fiscal implication with the adoption of this resolution. sms

**Certification:**  
I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 24th day of February, 2015 by the Door County Board of Supervisors.  
*Jill M. Lau*  
Jill M. Lau  
County Clerk, Door County



**County of Door  
CORPORATION COUNSEL**

County Government Center  
421 Nebraska Street  
Sturgeon Bay, WI 54235

**Grant P. Thomas, Esq.**  
Corporation Counsel  
Interim County Administrator  
(920) 746-2228  
Fax No. (920) 746-2339  
gthomas1@co.door.wi.us

**MEMORANDUM**

TO: Dan Austad, Chairman, County Board of Supervisors  
FROM: Grant P. Thomas  
Corporation Counsel / Interim County Administrator  
DATE: February 19, 2015  
RE: Appointments to Boards/Commissions

*GPT*  
*02-19-2015*

Subject to confirmation by the Door County Board of Supervisors, I respectfully submit the following nominations for appointment:

	<b>TERM BEGINS</b>	<b>TERM ENDS</b>
<b>DOOR COUNTY HOUSING AUTHORITY</b>		
Sandi Soik		December 2018
<i>(New appointee, filling the unexpired term of JoAnn Schley)</i>		

**February 2015 Door County Housing Authority Appointee Information**

**SANDI SOIK**

Sandi Soik has been employed with Lakeshore Community Action Program, Inc. for 22 years. During this time she has held the position of Youth Coordinator for the Door County Juvenile Restitution Program and Independent Living Skills Program for foster youth. She also supervises the Lakeshore CAP Food Pantry and works with the Emergency Rental Assistance Program and Project Hope. She has held the position of President of the Wisconsin Association of Restitution Programs and currently serves at the Board Secretary for the Legal Aid Society of Door County.





**DOOR COUNTY**

**Resolution No. 2015-19**

**Position Requests for Human Services Department**

**TO THE DOOR COUNTY BOARD OF SUPERVISORS:**

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD	X		
BRANN	X		
BUR	X		
ENGLEBERT	X		
ENIGL	X		
FISHER			X
GUNNLAUGSSON	X		
HAINES	X		
HALSTEAD	X		
KOCH	X		
KOHOUT			X
LIENAU			X
MEYER			X
MOELLER	X		
NEINAS	X		
O'CONNOR	X		
RUNQUIST	X		
SCHULTZ	X		
SITTE			X
VIRLEE	X		
ZIPPERER	X		
	16	0	5

**BOARD ACTION**  
Vote Required: Majority Vote of a Quorum

Motion to Approve Adopted  Defeated

1st Moeller Defeated

2nd Runquist

Yes: 16 No: 0 Exc: 5

Reviewed by: [Signature], Corp. Counsel

Reviewed by: \_\_\_\_\_, Administrator

**FISCAL IMPACT:** The fiscal implications are as noted on the attachment. MJ

**Certification:**  
I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 24<sup>th</sup> day of February, 2015 by the Door County Board of Supervisors.

Jill M. Lau  
Jill M. Lau  
County Clerk, Door County

1 **WHEREAS**, The 2015 expansion of Family Care (which is a redesign of Wisconsin's long-  
2 term care system) in Northeast Wisconsin, and its implementation in Door County effective  
3 August 1, 2015, will have a significant impact on the Door County Human Services Department  
4 ("HSD"); and

5  
6 **WHEREAS**, Family Care expansion involves (among other things) the transition of  
7 responsibility for comprehensive (long-term) care for people with physical, intellectual, and  
8 developmental disabilities from the DHS to Managed Care Organizations ("MCO's"). This will  
9 result in the concurrent elimination of the need for the following positions within DHS: three (3)  
10 Developmental Disabilities Case Manager positions, two (2) Long Term Care Case Manager  
11 positions, and two (2) 'contracted' Case Manager positions; and

12  
13 **WHEREAS**, To address unmet human services needs in Door County, the Human Services  
14 Director and Human Resources Director have recommended that two (2) full-time Social Worker  
15 Case Manager positions and one full-time Activities/Transportation Coordinator position be  
16 added, and two (2) Social Worker Case Manager positions be increased (one from .7 to .8 and  
17 one from .9 to full-time), in place of the seven (7) unneeded positions referenced in the preceding  
18 paragraph; and

19  
20 **WHEREAS**, The Interim County Administrator, Human Services Board, and Administrative  
21 Committee have expressed concurrence with the recommendations of the Human Services  
22 Director and Human Resources Director; and

23  
24 **WHEREAS**, The educated hypotheses of the Human Services Director and Interim Finance  
25 Director is that the foregoing will be fiscally neutral.

26  
27 **NOW, THEREFORE, BE IT RESOLVED**, That the Door County Board of Supervisors does  
28 hereby approve the recommendations that two (2) full-time Social Worker Case Manager  
29 positions and one (1) full-time Activities/Transportation Coordinator position be added, and two  
30 (2) Social Worker Case Manager positions be increased (one from .7 to .8 and one from .9 to  
31 full-time), in place of the seven (7) positions (enumerated above) that will no longer be needed  
32 as a result of Family Care implementation ... in order to address unmet human services needs  
33 in Door County.

34  
35 **BE IT FURTHER RESOLVED**, That these recommendations not be carried out unless and  
36 until Family Care is implemented in Door County.

**SUBMITTED BY: ADMINISTRATIVE COMMITTEE**

[Signature]  
Daniel Austad, Chair

[Signature]  
Roy Englebert

[Signature]  
John Neinas

[Signature]  
Leo Zipperer

\_\_\_\_\_  
David Lienau,

\_\_\_\_\_  
Ken Fisher

[Signature]  
Richard Virlee

**ATTACHMENT TO RESOLUTION 2015-19  
FISCAL IMPACT STATEMENT**

	<u>Estimated 12 Month Amounts</u>	<u>Estimated 5 Month Amounts (8/1/15-12/31/15)</u>
<b><u>Estimated Savings from Eliminating Five Current Positions</u></b>		
2015 Budgeted Salary & Benefit Costs for the Seven Positions to be Eliminated	\$ 602,581	\$ 251,075
Less: 2015 Budgeted Case Management Revenue for These Seven Positions	<u>\$ (313,442)</u>	<u>\$ (130,601)</u>
Net Cost to County That Would be Saved by Eliminating These Seven Positions	\$ 289,139	\$ 120,474
 <b><u>Estimated Additional Cost from Increased Hours and New Positions</u></b>		
2015 Cost to Increase One Social Worker Case Manager from .70 FTE to .80 FTE	\$ 8,145	\$ 3,394
2015 Cost to Increase One Social Worker Case Manager from .90 FTE to Full-Time	\$ 9,868	\$ 4,112
2015 Cost to Add One New Activities/Transportation Coordinator	\$67,669 (Min Step) to \$75,554 (Mid Step)	\$28,195 (Min Step) to \$31,481 (Mid Step)
2015 Cost to Add One New Social Worker Case Manager	\$71,031 (Min Step) to \$79,509 (Mid Step)	\$29,596 (Min Step) to \$33,129 (Mid Step)
2015 Cost to Add One New Social Worker Case Manager	\$71,031 (Min Step) to \$79,509 (Mid Step)	\$29,596 (Min Step) to \$33,129 (Mid Step)
Estimated Total Additional Costs from Increased Hours and New Positions	<u>\$227,744 (Min Step) to \$252,585 (Mid Step)</u>	<u>\$94,893 (Min Step) to \$105,245 (Mid Step)</u>
 <b><u>Summary</u></b>		
Estimated Total Additional Costs from Increased Hours and New Positions	\$227,744 (Min Step) to \$252,585 (Mid Step)	\$94,893 (Min Step) to \$105,245 (Mid Step)
Less: Net Cost to County That Would be Saved by Eliminating These Seven Positions	<u>\$ (289,139)</u>	<u>\$ (120,474)</u>
Estimated Total Net <u>Savings</u> from All Changes Proposed	\$61,395 (Min Step) to \$36,554 (Mid Step)	\$25,581 (Min Step) to \$15,229 (Mid Step)