



AGENDA  
OZAUKEE COUNTY BOARD  
REGULAR MEETING  
**WEDNESDAY, SEPTEMBER 7, 2022 – 9:00 AM**  
**ADMINISTRATION CENTER - ROOM A-204**  
121 W. MAIN STREET, PORT WASHINGTON, WI 53074

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THE FOLLOWING BUSINESS WILL BE BEFORE THE COUNTY BOARD FOR INITIATION, DISCUSSION, CONSIDERATION, DELIBERATION AND POSSIBLE FORMAL ACTION:

*The public can access the meeting by viewing the live stream at the link which will be opened five minutes before the call to order:*

[County Board Live Stream](#)

*The public can submit comments here: [Public Comment Form](#)  
[Public Comment Policy](#) & [Instructions For Submitting Public Comments Online](#)*

**1. CALL TO ORDER**

Roll Call

**2. PLEDGE OF ALLEGIANCE TO THE FLAG**

**3. APPROVAL OF MINUTES**

August 3 & 17, 2022

**4. PUBLIC COMMENT**

Legislative Update

Chairperson's Proclamation

**5. COMMUNICATIONS**

**6. CLAIMS**

**7. REPORT OF COUNTY ADMINISTRATOR**

2023 Budget

Wage and Benefit Study

Land & Water Management Director Recruitment

Lasata Campus Update

American Recovery Plan Act (ARPA) Projects Update

Process to Fill County Treasurer Position

Property Appraisal for Insurance Bids

Express Bus Service Termination

Clay Bluffs Cedar Gorge Update

2021 Popular Annual Financial Report

**8. RESOLUTIONS**

RES.22-13: Transfer of Funds for Highland Interchange Project

RES.22-14: Application and Acceptance of a Wisconsin Department of Natural Resources Regular Urban Forestry Grant for Forest Management Planning, Native Tree Planting and Inventory, Emerald Ash Borer Management and Education/Outreach Activities in Clay Bluffs Cedar Gorge Nature Preserve

RES.22-15: Application and Acceptance of a Wisconsin Department of Natural Resources County Conservation Aids Grant for Prairie Restoration Activities in Hawthorne Hills County Park

RES.22-16: Appointment of County Treasurer

**9. COMMITTEE APPOINTMENTS/REAPPOINTMENTS**

**10. COMMITTEE REPORTS AND SUPERVISOR ANNOUNCEMENTS**

**11. ADJOURNMENT**

## Ozaukee County Board

### AGENDA INFORMATION SHEET

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|                     |                          |
|---------------------|--------------------------|
| <b>AGENDA DATE:</b> | <b>September 7, 2022</b> |
| <b>DEPARTMENT:</b>  | <b>County Clerk</b>      |
| <b>DIRECTOR:</b>    | <b>Julie Winkelhorst</b> |
| <b>PREPARER:</b>    | <b>Julie Winkelhorst</b> |

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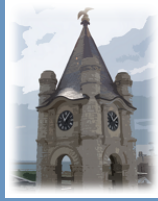
#### Agenda Summary August 3 & 17, 2022

August 3, 2022

[<https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/\\_08032022-3119>](https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_08032022-3119)

August 17, 2022

[<https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/\\_08172022-3126>](https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_08172022-3126)



# County Administrator's Report

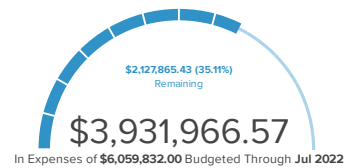
September 7, 2022

## FINANCE

- Approved expansion of recruitment bonus program to other difficult to fill positions
- June sales tax on pace with budget - currently \$200,000 over 2022 adopted

### Finance Committee

Data Updated 3 days ago | Prorated Budget

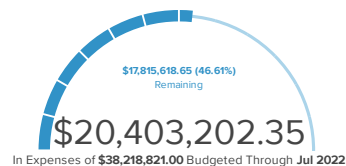


## HUMAN SERVICES

- No July meeting

### Human Services

Data Updated 3 days ago | Prorated Budget

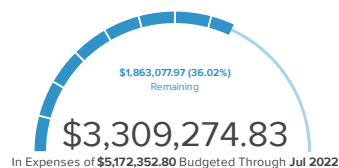


## NATURAL RESOURCES

- Clay Buffs Cedar Gorge acquisition complete
- Paving and Pavilion at Lion's Den both substantially complete
- Covered Bridge repairs delayed

### Natural Resources

Data Updated 3 days ago | Prorated Budget

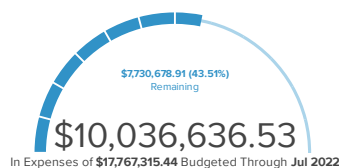


## PUBLIC SAFETY -

- No July Meeting

### Public Safety

Data Updated 3 days ago | Prorated Budget

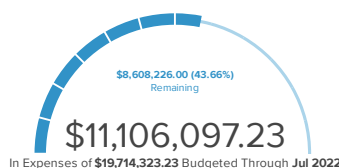


## PUBLIC WORKS

- Public Hearing to discuss termination of Express Bus Service on August 10 at 6:30 at Administration Center
- Plan to bid bus service with express buss, mini bus and flex bus options.

### Public Works

Data Updated 3 days ago | Prorated Budget



RESOLUTION NO. 22-13

TRANSFER OF FUNDS FOR HIGHLAND INTERCHANGE PROJECT

RESOLVED, by the Ozaukee County Board of Supervisors, that funds be transferred as follows:

*Department / Program*

|                | <u>Account Number</u> | <u>Account Name</u>    | <u>AMOUNT</u> | <u>AMOUNT</u> |
|----------------|-----------------------|------------------------|---------------|---------------|
| <b>Expense</b> | 205.1.01.81100.405    | County Roads & Bridges | \$425,000     |               |
| <b>Revenue</b> | 405.2.09.71100.205    | Capital Project Fund   |               | \$425,000     |

Dated at Port Washington, Wisconsin, this 7th day of September 2022.

*SUMMARY: Transfer of Funds for Highland Interchange Project.*

*VOTE REQUIRED: Two-Thirds of Members Elect*

PUBLIC WORKS COMMITTEE  
FINANCE COMMITTEE

**08/18/22                      Public Works Committee                      APPROVE AND FORWARD**

|                  |                                        |                                |
|------------------|----------------------------------------|--------------------------------|
| <b>RESULT:</b>   | <b>APPROVE AND FORWARD [UNANIMOUS]</b> | <b>Next: 8/25/2022 8:00 AM</b> |
| <b>MOVER:</b>    | T. Grabow, Vice-Chairperson            |                                |
| <b>SECONDER:</b> | J. Strom, Supervisor District 21       |                                |
| <b>AYES:</b>     | Wolf, Grabow, Richart, Strom, Godden   |                                |

**08/25/22                      Finance Committee APPROVED**

|                  |                                            |
|------------------|--------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                |
| <b>MOVER:</b>    | T. Winker, Supervisor District 1           |
| <b>SECONDER:</b> | D. Larson, Vice-Chairperson                |
| <b>AYES:</b>     | P. Melotik, D. Larson, T. Winker, J. Hagen |
| <b>EXCUSED:</b>  | E. Stelter                                 |

**Public Works Committee**  
**AGENDA INFORMATION SHEET**

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|                     |                          |
|---------------------|--------------------------|
| <b>AGENDA DATE:</b> | <b>September 7, 2022</b> |
| <b>DEPARTMENT:</b>  | <b>Finance</b>           |
| <b>DIRECTOR:</b>    | <b>Jay McMahon</b>       |
| <b>PREPARER:</b>    | <b>Julie Winkelhorst</b> |

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**Agenda Summary** Transfer of Funds for Highland Interchange Project

**BACKGROUND INFORMATION:** The County is obligated to fund \$1,725,000 of the Highland Interchange project with the City of Mequon and the State of Wisconsin. In 2021, the County Borrowed \$1,300,000 to fund this project along with funding set aside in the County Roads & Bridges Fund in the amount of \$488,250.

**ANALYSIS:** The project is in progress and to date the County has paid \$1,323,996.67. The Finance Department would like to transfer the available funds in the County Roads & Bridges fund to the Capital Project Fund (405) where the debt proceeds were recorded and the expenditures are being tracked. It will be easier track the total cost of the Highland Interchange Project if all the Expenditures are recorded in one fund.

**FISCAL IMPACT:** N/A      **FUNDING SOURCE:** N/A

Indicate source: County Roads & Bridges (Fund 205) Reserves sitting in a Committed Fund Balance Account for the purpose of funding this project.

**RECOMMENDED MOTION:** Approve Transfer from Fund 205 to Fund 405

**ATTACHMENTS:**

- Transfer for Highland Interchange (PDF)



# Budget Amendment Request Committee Approval Form

8.a

TO: **Finance Committee**FROM: **Finance Department**

Department Name

Date of Request: **7/28/2022**

Resolution No: \_\_\_\_\_

Period Transfer Recorded: \_\_\_\_\_

Type of Budget Amendment (check one)

Increase of Revenue: \_\_\_\_\_

Fund Transfer: **X**

Supplemental Appropriations: \_\_\_\_\_

**Debit / Expense****Credit / Revenue**Acct # **205-1-01-81100-405** \$ **425,000***Pre-request Account's Budget* | *Changed To*Cost Ctr & A/C Desc **County Roads & Bridges**

Acct # \$ -

*Pre-request Account's Budget* | *Changed To*

Cost Ctr &amp; A/C Desc

Acct # \$ -

*Pre-request Account's Budget* | *Changed To*

Cost Ctr &amp; A/C Desc

Acct # \$ -

*Pre-request Account's Budget* | *Changed To*

Cost Ctr &amp; A/C Desc

Acct # \$ -

*Pre-request Account's Budget* | *Changed To*

Cost Ctr &amp; A/C Desc

Acct # \$ -

*Pre-request Account's Budget* | *Changed To*

Cost Ctr &amp; A/C Desc

Acct # \$ -

*Pre-request Account's Budget* | *Changed To*

Cost Ctr &amp; A/C Desc

Total Debits: 425,000

A/C # **405-2-09-71100-205** \$ **425,000***Pre-request Account's Budget* | *Changed To*Cost Ctr & A/C Desc **Capital Project Fund**

A/C # \$ -

*Pre-request Account's Budget* | *Changed To*

Cost Ctr &amp; A/C Desc

A/C # \$ -

*Pre-request Account's Budget* | *Changed To*

Cost Ctr &amp; A/C Desc

A/C # \$ -

*Pre-request Account's Budget* | *Changed To*

Cost Ctr &amp; A/C Desc

A/C # \$ -

*Pre-request Account's Budget* | *Changed To*

Cost Ctr &amp; A/C Desc

A/C # \$ -

*Pre-request Account's Budget* | *Changed To*

Cost Ctr &amp; A/C Desc

A/C # \$ -

*Pre-request Account's Budget* | *Changed To*

Cost Ctr &amp; A/C Desc

Total Credits: 425,000

**Reason for Request (Be Specific).** Also fill out Support Document for County Board.

Transfer funds set aside in County Roads & Bridges fund 205 for the Highland Interchange Project to the Capital Projects fund where the 2021 debt proceeds for various capital projects are being tracked. One of the Projects includes \$1,300,000 for the Highland Interchange as part of the debt issue. The transfer is to get all the funding for the project in one fund.

**Paul Melotik**

Department Head Signature

TYPE IN Oversight Committee Chairperson's Name

**Oversight Committee Members****Finance Committee Members**

Date of Meeting

Date of Meeting

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

Budget Amended By: \_\_\_\_\_

RESOLUTION NO. 22-14

APPLICATION AND ACCEPTANCE OF A WISCONSIN DEPARTMENT OF NATURAL  
RESOURCES REGULAR URBAN FORESTRY GRANT FOR FOREST MANAGEMENT  
PLANNING, NATIVE TREE PLANTING AND INVENTORY, EMERALD ASH BORER  
MANAGEMENT AND EDUCATION/OUTREACH ACTIVITIES IN CLAY BLUFFS  
CEDAR GORGE NATURE PRESERVE

WHEREAS, the Ozaukee County Planning and Parks Department is interested in obtaining a cost-share grant from the Wisconsin Department of Natural Resources for the purpose of funding urban and community forestry projects specified in s. 23.097(1g) and (1r), Wis. Stats.; and

WHEREAS, this project will improve the local ecology, aesthetics and native vegetation in Clay Bluffs Cedar Gorge Nature Preserve, in the City of Port Washington, by developing a forest management plan, removing ash trees impacted by Emerald Ash Borer, planting and inventorying native trees, and conducting education and outreach efforts to Ozaukee County residents to encourage native tree planting and on private property; and

WHEREAS, this funding will support employment of conservation corps (e.g., AmeriCorps NCCC, Milwaukee Community Service Corps, Great Lakes Community Conservation Corps, Wisconsin Youth Conservation Corps) for assistance and will support education, training and outreach to adjacent neighbors, neighboring communities and conservation corps members; and

WHEREAS, this project will continue the Department's goal to maintain the high-quality County Parks System reflective of the local ecology by preserving, protecting and restoring the natural resources inclusive of the native plant communities, particularly through tree planting activities; and

WHEREAS, this effort will assist in taking the steps to manage Clay Bluffs Cedar Gorge Nature Preserve for Emerald Ash Borer and provide related ecological education to adjacent landowners through volunteer workdays; and

WHEREAS, continuation of the Department's management of forestry resources will benefit Ozaukee County residents, visitors and local ecosystems, as well as restore habitat for fish and wildlife, provide for stormwater management, and enhance natural resources and recreational opportunities for County residents and visitors; and

WHEREAS, the required matching funds (50% local match) would be provided by in-kind County staff time and equipment, volunteer time and supplies and contractual items as funded under other grant funds; and

WHEREAS, this grant is for the 2022 calendar year and is consistent with the adopted *Multi-jurisdictional Comprehensive Plan for Ozaukee County: 2035* and *Park and Open Space Plan for Ozaukee County*.

NOW, THEREFORE, BE IT RESOLVED, by the Ozaukee County Board of Supervisors that the Ozaukee County Planning and Parks Department attests to the validity and veracity of the statements and representations contained in the grant application, requests a grant agreement to carry out the project, has budgeted a sum sufficient to fully and satisfactory complete the

project, and authorizes the Director of the Planning and Parks Department to act on its behalf to sign and submit a Wisconsin Department of Natural Resources Regular Urban Forestry Grant application, sign a grant agreement between Ozaukee County and the Wisconsin Department of Natural Resources, submit interim and/or final reports to the Wisconsin Department of Natural Resources to satisfy the grant agreement, submit grant reimbursement requests to the Wisconsin Department of Natural Resources, and sign and submit other required documentation and take necessary actions to initiate, direct, and complete the approved project within the provided funding timeline.

BE IT FURTHER RESOLVED that Ozaukee County will comply with all local, state, and federal rules, regulations and ordinances relating to this project and the cost-share agreement, may perform force account work, and will maintain complete and accurate project accounting according to the Wisconsin Department of Natural Resources project agreement for these funds.

Dated at Port Washington, Wisconsin, this 7th day of September 2022.

*SUMMARY: Acceptance of a Wisconsin Department of Natural Resources Regular Urban Forestry Grant for Forestry Planning, Tree Planting and Inventory, Emerald Ash Borer Management and Education/Outreach Activities in the Clay Bluffs Cedar Gorge Nature Preserve.*

*VOTE REQUIRED: Majority*

NATURAL RESOURCES COMMITTEE

08/04/22

Natural Resources Committee

APPROVED

|                  |                                        |
|------------------|----------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>            |
| <b>MOVER:</b>    | T. Matera, Supervisor District 7       |
| <b>SECONDER:</b> | B. Ross, Supervisor District 19        |
| <b>AYES:</b>     | Holyoke, Jobs, Ross, Matera, Schoessow |

**Natural Resources Committee**  
**AGENDA INFORMATION SHEET**

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|                     |                           |
|---------------------|---------------------------|
| <b>AGENDA DATE:</b> | <b>September 7, 2022</b>  |
| <b>DEPARTMENT:</b>  | <b>Planning and Parks</b> |
| <b>DIRECTOR:</b>    | <b>Andrew Struck</b>      |
| <b>PREPARER:</b>    | <b>Matt Aho</b>           |

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**Agenda Summary** Application and Acceptance of a Wisconsin Department of Natural Resources Regular Urban Forestry Grant for Forest Management Planning, Native Tree Planting and Inventory, Emerald Ash Borer Management and Education/Outreach Activities in Clay Bluffs Cedar Gorge Nature Preserve

BACKGROUND INFORMATION: The Planning and Parks Department (Department) proposes to submit a grant application to the Wisconsin Department of Natural Resources (WDNR) Regular Urban Forestry (UF) Grant program to support forestry and ecological projects in the Clay Bluffs Cedar Gorge Nature Preserve (CBCGNP) in the City of Port Washington. This grant will fund improvements to the local ecology, aesthetics and native vegetation in the CBCGNP by developing a forest management plan, removing ash trees impacted by emerald ash borer (EAB), planting and inventorying native trees, and conducting education and outreach efforts to Ozaukee County residents to encourage native tree planting and on private property. Specifically, this grant will provide funding for Department staff operations, contracting with conservation corps (e.g., AmeriCorps NCCC, Milwaukee Community Service Corps, Great Lakes Community Conservation Corps, Wisconsin Youth Conservation Corps) for assistance, purchase of native tree stock and education/outreach events and materials. Improving the native tree diversity and canopy at the CBCGNP will assist the Department in developing the County Park to be reflective of the local ecology by preserving, protecting and restoring the natural resources inclusive of the native plant communities. Furthermore, this effort will assist in taking steps to manage CBCGNP for EAB and hazard trees, provide education to the public, support volunteer activities, and improve Ozaukee County's tree species diversity and canopy coverage.

This project is supported by the [County Park and Open Space Plan](https://www.co.ozaukee.wi.us/645/Park-Open-Space) <<https://www.co.ozaukee.wi.us/645/Park-Open-Space>> <https://www.co.ozaukee.wi.us/645/Park-Open-Space> within the standards set for the preservation and management of open spaces including natural areas, critical species habitats, primary and secondary environmental corridors and isolated natural resource areas to maintain their natural value (pages 77 - 92, 111) and the [Comprehensive Plan for Ozaukee County: 2035](http://www.sewrpc.org/SEWRPCFiles/Publications/CAPR/capr-285-comp-plan-for-ozaukee-co.pdf) <<http://www.sewrpc.org/SEWRPCFiles/Publications/CAPR/capr-285-comp-plan-for-ozaukee-co.pdf>> <<http://www.sewrpc.org/SEWRPCFiles/Publications/CAPR/capr-285-comp-plan-for-ozaukee-co.pdf>> “Agricultural, Natural, and Cultural Resources Issue” with the objective of preserving and enhancing the park and open space system within Ozaukee County (pages 318 - 326) and the [County Strategic Plan 2020-2024](https://www.co.ozaukee.wi.us/DocumentCenter/View/14493/Ozaukee-County-Strategic-Plan-2020-2024) <[https://www.co.ozaukee.wi.us/DocumentCenter/View/14493/Ozaukee-County-Strategic-Plan-](https://www.co.ozaukee.wi.us/DocumentCenter/View/14493/Ozaukee-County-Strategic-Plan-2020-2024)

[2020-24](https://www.co.ozaukee.wi.us/DocumentCenter/View/14493/Ozaukee-County-Strategic-Plan-2020-24) <<https://www.co.ozaukee.wi.us/DocumentCenter/View/14493/Ozaukee-County-Strategic-Plan-2020-24>> (page 10) related to the enhance quality of life assets strategic goal.

ANALYSIS: Proposals for the WDNR Regular Urban Forestry grant program are due October 3, 2022. The total grant request is \$25,000. The grant requires a 50% local match, which would be provided by other private foundation support (pending), in-kind County staff time, mileage, supplies, equipment and contractual and volunteer time for a total project cost of \$50,000. The grant is for the 2023 calendar year, starting on January 1, 2023.

**FISCAL IMPACT:**

Balance Current Year: NONE

Next Year's Estimated Cost: NONE (\$25,000 Additional Revenue)

**FUNDING SOURCE:**

County Levy: X

Non-County Levy: X

Indicate source: WDNR UF grant, other private foundation support (pending), and in-kind County staff time, supplies, equipment and contractual and volunteer time.

RECOMMENDED MOTION: Approve and recommend to the Ozaukee County Board of Supervisors the resolution for submittal and acceptance of a grant by the Planning & Parks Department to the Wisconsin Department of Natural Resources Regular Urban Forestry Grant program for forest management planning, tree planting and inventory activities, emerald ash borer management and education/outreach activities in the Clay Bluffs Cedar Gorge Nature Preserve.

**ATTACHMENTS:**

- P&P\_Dept\_Grant Application Summary\_WDNRUF\_CBCGNPForestry (PDF)
- P&P\_Dept\_CBCGNP\_Map (PDF)
- P&P\_Dept\_WDNRUF\_RFP (PDF)

**GRANT APPLICATION SUMMARY**

**Project Name:** Forest Planning and Management in the Clay Bluffs Cedar Gorge Nature Preserve  
**Grant Name/Agency:** WDNR Urban Forestry **CFDA/State ID:**  
**Department:** Planning and Parks  
**Total Project Amount:** \$50,000 **Grant Match Required:** 50%

**Exp Acct.**  
**Rev Acct.**

**Preparer:** Tina Kroening  
**Approver:** Andrew Struck

|                                                                                                                                                                                                                                                                            |                                     |                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------------------|
| <b>Strategy: (Linkages to other planning efforts)</b> <ul style="list-style-type: none"> <li>Comprehensive Plan for Ozaukee County: 2035 (P. 318-326)</li> <li>POSP for Ozaukee County (P. 77-92, 111)</li> <li>Ozaukee County Strategic Plan 2020-2024 (P. 10)</li> </ul> |                                     |                                                 |
| <b>Project Scope and Expectations</b> <ul style="list-style-type: none"> <li>EAB Mgmt, Native Tree Planting/Inventory and Education/Outreach</li> </ul>                                                                                                                    |                                     |                                                 |
| <b>Other Grants Supporting Project</b> <ul style="list-style-type: none"> <li>Other Private Foundations</li> <li>Volunteer Time</li> </ul>                                                                                                                                 | <b>Status</b><br>Pending<br>Pending | <b>Amount</b><br>\$6,000<br>\$850<br>\$0<br>\$0 |
| <b>Project Partners:</b> <ul style="list-style-type: none"> <li>Americorps NCCC, GLCCC, MCSC, WisCorps</li> </ul>                                                                                                                                                          |                                     |                                                 |
| <b>Project Landowner Upon Completion:</b> <ul style="list-style-type: none"> <li>Ozaukee County</li> </ul>                                                                                                                                                                 |                                     |                                                 |

| GRANT EXPENSE             |                 |
|---------------------------|-----------------|
| Operational Expense       | \$              |
| Salaries/Fringe Benefits  | \$14,383        |
| Travel/Mileage            | \$141           |
| Supplies                  | \$4,476         |
|                           |                 |
|                           |                 |
| Capital Expense           | \$              |
| Contractual (Cons. Corps) | \$6,000         |
|                           |                 |
|                           |                 |
|                           |                 |
|                           |                 |
| <b>TOTAL</b>              | <b>\$25,000</b> |
| <b>% PROJECT</b>          | <b>50%</b>      |

| GRANT/PROJECT MATCH       |                 |
|---------------------------|-----------------|
| Operational Match         | \$              |
| Salaries/Fringe Benefits  | \$10,565        |
| Travel/Mileage            | \$77            |
| Supplies                  | \$1,508         |
| Contractual               | \$6,000         |
|                           |                 |
|                           |                 |
| Other Grants              | \$              |
| Other Private Foundations | \$6,000         |
| Volunteer Time            | \$850           |
|                           |                 |
|                           |                 |
|                           |                 |
| <b>TOTAL</b>              | <b>\$25,000</b> |
| <b>% MATCH</b>            | <b>50%</b>      |

| GRANT SUPPORTED STAFF  |            |
|------------------------|------------|
| Position               | \$         |
| Conservation Biologist |            |
| Senior Planner         |            |
| Program Asst II - Eco  |            |
| Department Interns     |            |
|                        |            |
| <b>TOTAL</b>           | <b>\$0</b> |

| DEPARTMENT REVENUES          |                 |
|------------------------------|-----------------|
| Department                   | \$              |
| Salaries/Fringe Benefits     | \$14,383        |
| Travel/Mileage               | \$141           |
| Supplies (Trees, Protection) | \$4,476         |
| Contractual (Corps, Etc)     | \$6,000         |
|                              |                 |
| <b>TOTAL</b>                 | <b>\$25,000</b> |

| Project Risks:                                                                                                                                                                                        | Comments                                                                         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>Weather/site conditions</li> <li>Contractor availability</li> <li>Timelines</li> <li>Volunteer Availability</li> <li>Tree stock/supply availability</li> </ul> | <ul style="list-style-type: none"> <li>Serve as match to other grants</li> </ul> |

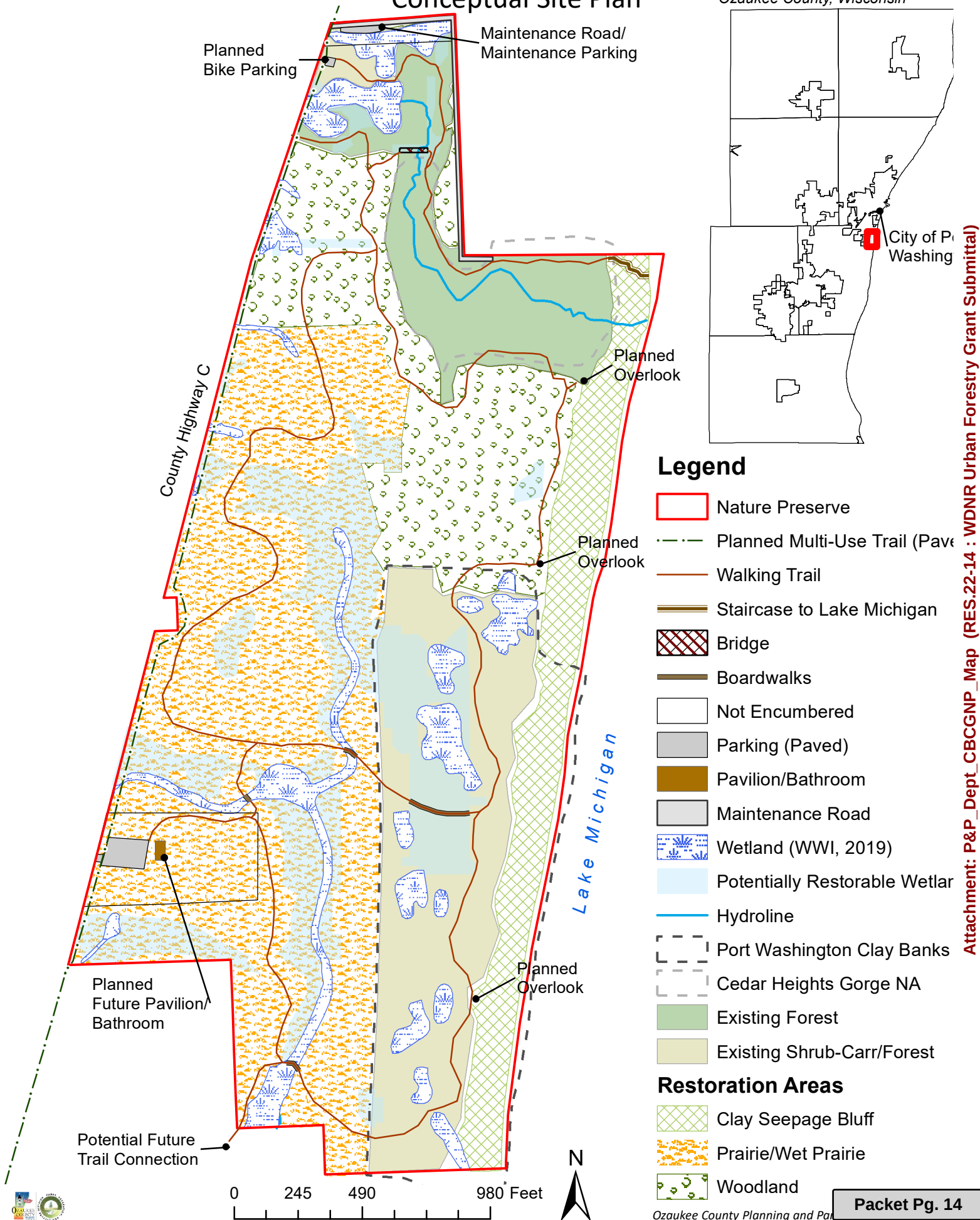
| Major Milestones                  |        | Date                 |
|-----------------------------------|--------|----------------------|
| Tree Planting / Inventory         |        | Nov-23               |
| Education/Outreach/Staff Training |        | Nov-23               |
| EAB Management                    |        | Dec-23               |
| Final Reporting                   |        | Mar-24               |
| <b>Duration:</b>                  | 1 Year | <b>Extension:</b> NA |

# Clay Bluffs Cedar Gorge Nature Preserve (132 +/- Acres)

8.b

## Conceptual Site Plan

Ozaukee County, Wisconsin





# REGULAR URBAN FORESTRY GRANTS

Regular urban forestry grants support projects that improve a community's capacity to manage its trees. Cities, villages, towns, counties, tribes and 501(c)(3) nonprofit organizations in or conducting their project in Wisconsin may apply for a regular urban forestry grant.

**Application deadline is Oct. 3** for projects to be completed between Jan. 1 and Dec. 31 of the coming year. Resolution required with application.

## ABOUT

Grants range from \$1,000 to \$25,000 and require a 50–50 match (total project cost range is \$2,000 to \$50,000).

The project sponsor must initially fund 100% of project costs with cash, in-kind contributions and/or donations. Upon completion, the project sponsor requests reimbursement for 50% of eligible costs (501(c)(3) nonprofit organizations may request an advance when a grant is awarded).

Projects begin Jan. 1 and must be completed within one calendar year.

## ELIGIBLE PROJECTS AND COSTS

Projects must relate to community tree management, maintenance or education within Wisconsin cities, villages or other areas of concentrated development.

Eligible project components include, but are not limited to:

- tree inventory or canopy assessment;
- urban forestry strategic or management plan;
- urban forest pest response, storm response or risk reduction plan;
- tree ordinance development/revision;
- public outreach;
- staff or volunteer training;
- tree board or volunteer group development; and
- tree planting, maintenance and removal.

RESOLUTION NO. 22-15

APPLICATION AND ACCEPTANCE OF A WISCONSIN DEPARTMENT OF NATURAL  
RESOURCES COUNTY CONSERVATION AIDS GRANT FOR PRAIRIE RESTORATION  
ACTIVITIES IN HAWTHORNE HILLS COUNTY PARK

WHEREAS, the Ozaukee County Planning and Parks Department was invited to apply for Wisconsin Department of Natural Resources County Conservation Aids grant funding under a competitive request for proposals; and

WHEREAS, the Wisconsin Department of Natural Resources has grant funding available through the County Conservation Aids program specifically for the installation of fish and game projects under s. 23.09(12), Wis. Stats; and

WHEREAS, Ozaukee County desires to participate in county fish and game projects pursuant to provisions of s. 23.09(12) of the Wisconsin Statutes; and

WHEREAS, the primary project goal is to restore 2.5 acres of old-field into a native warm-season prairie in Hawthorne Hills County Park, an Ozaukee County Park, in the Town of Saukville; and

WHEREAS, this project is consistent with the adopted *Multi-Jurisdictional Comprehensive Plan for Ozaukee County: 2035*, the adopted *Park and Open Space Plan for Ozaukee County: 2035*, and the *Ozaukee County Land and Water Resource Management Plan*; and

WHEREAS, this project will assist with invasive species management and improve habitat for native and imperiled species of insects (pollinators), birds and other wildlife in the park, by restoring a 2.5-acre native warm-season prairie; and

WHEREAS, the legislature of the State of Wisconsin enacted legislation providing for allocation to the respective counties in that state on an acreage basis for county fish and game projects on the condition that the counties match the state allocation; and

WHEREAS, Ozaukee County has budgeted an amount equal to the local share of project costs and the required match funds would be provided by in-kind staff time, travel/mileage, and equipment and contractual and supplies items as funded under other grants; and

NOW, THEREFORE, BE IT RESOLVED, by the Ozaukee County Board of Supervisors that the Director of the Ozaukee County Planning and Parks Department is authorized on behalf of Ozaukee County to sign and submit a Wisconsin Department of Natural Resources County Conservation Aids grant application, accept the grant funding award, take necessary actions to initiate, direct, and complete the approved project within the provided funding timeline, submit to WDNR reimbursement claims along with necessary supporting documentation within one (1) year of project end date, and will obtain approval in writing from the WDNR before any change is made in the use of the project site; and

BE IT FURTHER RESOLVED that Ozaukee County will comply with all the federal and state laws related to the County Conservation Aids program, may perform force account work, and will maintain complete and accurate project accounting according to the WDNR project agreement for these funds.

Dated at Port Washington, Wisconsin, this 7th day of September, 2022.

*SUMMARY: Acceptance by the Planning and Parks Department of a Wisconsin Department of Natural Resources County Conservation Aids grant for prairie restoration activities in Hawthorne Hills County Park.*

*VOTE REQUIRED: Majority*

NATURAL RESOURCES COMMITTEE

08/04/22

Natural Resources Committee

APPROVED

|                  |                                        |
|------------------|----------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>            |
| <b>MOVER:</b>    | B. Ross, Supervisor District 19        |
| <b>SECONDER:</b> | K. Schoessow, Supervisor District 23   |
| <b>AYES:</b>     | Holyoke, Jobs, Ross, Matera, Schoessow |

**Natural Resources Committee**  
**AGENDA INFORMATION SHEET**

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|                     |                           |
|---------------------|---------------------------|
| <b>AGENDA DATE:</b> | <b>September 7, 2022</b>  |
| <b>DEPARTMENT:</b>  | <b>Planning and Parks</b> |
| <b>DIRECTOR:</b>    | <b>Andrew Struck</b>      |
| <b>PREPARER:</b>    | <b>Matt Aho</b>           |

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**Agenda Summary** Application and Acceptance of a Wisconsin Department of Natural Resources County Conservation Aids Grant for Prairie Restoration Activities in Hawthorne Hills County Park

BACKGROUND INFORMATION: The Ozaukee County - Planning and Parks Department (Department) proposes to submit a grant application to the Wisconsin Department of Natural Resources (WDNR) County Conservation Aids (CCA) grant program to support County-sponsored fish and wildlife habitat restoration projects. Specifically, this grant will support County activities to restore 2.5 acres of old-field into a native warm-season prairie in Hawthorne Hills County Park, an Ozaukee County Park, in the town of Saukville. The Department has been intensely managing the Hawthorne Hills County Park and Golf Course for invasive species, restoring woodlands and wetlands with native vegetation and providing bird habitat through bird box installation. The WDNR CCA grant will support additional Department activities to purchase seed and restore old field to native prairie in order to provide habitat for grassland bird species and pollinators (e.g. bees and butterflies) within Hawthorne Hills County Park. The diversity of plant species will also provide an attractive display of flowers and grasses along the park road, further beautifying the park space. Project activities will be completed by Department staff.

This project is supported by the [County Park and Open Space Plan](https://www.co.ozaukee.wi.us/645/Park-Open-Space) <<https://www.co.ozaukee.wi.us/645/Park-Open-Space>> <https://www.co.ozaukee.wi.us/645/Park-Open-Space> within the standards set for the preservation and management of open spaces including natural areas, critical species habitats, primary and secondary environmental corridors and isolated natural resource areas to maintain their natural value (pages 77 - 92, 111) and the [Comprehensive Plan for Ozaukee County: 2035](http://www.sewrpc.org/SEWRPCFiles/Publications/CAPR/capr-285-comp-plan-for-ozaukee-co.pdf) <<http://www.sewrpc.org/SEWRPCFiles/Publications/CAPR/capr-285-comp-plan-for-ozaukee-co.pdf>> <<http://www.sewrpc.org/SEWRPCFiles/Publications/CAPR/capr-285-comp-plan-for-ozaukee-co.pdf>> “Agricultural, Natural, and Cultural Resources Issue” with the objective of preserving and enhancing the park and open space system within Ozaukee County (pages 318 - 326) and the [County Strategic Plan 2020-2024](https://www.co.ozaukee.wi.us/DocumentCenter/View/14493/Ozaukee-County-Strategic-Plan-2020-24) <<https://www.co.ozaukee.wi.us/DocumentCenter/View/14493/Ozaukee-County-Strategic-Plan-2020-24>> <<https://www.co.ozaukee.wi.us/DocumentCenter/View/14493/Ozaukee-County-Strategic-Plan-2020-24>> (page 10) related to the enhance quality of life assets strategic goal.

ANALYSIS: Proposals to the WDNR CCA grant program are due October 1, 2022. The CCA grant program revenue comes from sale of hunting and fishing licenses and state sales tax on hunting and fishing equipment. Funding allocations for Wisconsin's southeast region typically totals approximately \$8,457, and the total grant award is dependent on the number of awarded grants. Total funding requested under this grant is \$2,000. The RFP requires a 50% match, which will be provided by a pending USFWS Partners in Wildlife Grant and the County through in-kind staff time, equipment and supplies and mileage for a total project cost of \$5,080.

**FISCAL IMPACT:**

Balance Current Year: NONE (Additional Program Revenue - \$2,000)

Next Year's Estimated Cost: NONE

**FUNDING SOURCE:**

Non-County Levy: X

Indicate source: WDNR CCA grant, USFWS Partners in Wildlife Grant (pending) and in-kind staff time, travel/mileage, equipment and supplies

RECOMMENDED MOTION: Approve and recommend to the Ozaukee County Board of Supervisors the resolution for submittal and acceptance of a grant by the Planning and Parks Department to the Wisconsin Department of Natural Resources - County Conservation Aids Program to support prairie restoration activities in Hawthorne Hills County Park in the Town of Saukville.

**ATTACHMENTS:**

- P&P\_Dept\_Grant Application  
Summary\_WDNRCCA\_HawthorneHills\_PrairieRestoration (PDF)
- P&P\_Dept\_HawthorneHills\_PrairieRestoration\_Map (PDF)
- P&P\_Dept\_CCAProgramGuidance\_2022 (PDF)

**GRANT APPLICATION SUMMARY****Project Name:** Prairie Restoration in Hawthorne Hills County Park**Grant Name/Agency:** WDNR County Conservation Aids**CFDA/State ID:****Department:** Planning and Parks**Total Project Amount:** \$5,080**Grant Match Required:**

50%

**Exp Acct.****Rev Acct.****Preparer:** Tina Kroening**Approver:** Andrew Struck**Strategy: (Linkages to other planning efforts)**

- Comprehensive Plan for Ozaukee County: 2035 (P. 318-326)
- POSP for Ozaukee County (P. 77-92, 111)
- Ozaukee County Strategic Plan 2020-2024 (P. 10)

**Project Scope and Expectations**

- Native Prairie Restoration
- Enhanced pollinator habitat and park aesthetics

**Other Grants Supporting Project**

- USFWS

| Status  | Amount  |
|---------|---------|
| Pending | \$2,000 |
|         | \$0     |
|         | \$0     |
|         | \$0     |

**Project Partners:**

- USFWS

**Project Landowner Upon Completion:**

- Ozaukee County

**GRANT EXPENSE**

| Operational Expense    | \$             |
|------------------------|----------------|
| Supplies               | \$2,000        |
|                        |                |
|                        |                |
|                        |                |
|                        |                |
|                        |                |
| <b>Capital Expense</b> | <b>\$</b>      |
|                        |                |
|                        |                |
|                        |                |
|                        |                |
|                        |                |
| <b>TOTAL</b>           | <b>\$2,000</b> |
| <b>% PROJECT</b>       | <b>39%</b>     |

**GRANT/PROJECT MATCH**

| Operational Match        | \$             |
|--------------------------|----------------|
| Salaries/Fringe Benefits | \$665          |
| Travel/Mileage           | \$64           |
| Equipment Use            | \$351          |
|                          |                |
|                          |                |
| <b>Other Grants</b>      | <b>\$</b>      |
| USFWS                    | \$2,000        |
|                          |                |
|                          |                |
|                          |                |
| <b>TOTAL</b>             | <b>\$3,080</b> |
| <b>% MATCH</b>           | <b>61%</b>     |

**GRANT SUPPORTED STAFF**

| Positon      | \$         |
|--------------|------------|
|              |            |
|              |            |
|              |            |
|              |            |
|              |            |
| <b>TOTAL</b> | <b>\$0</b> |

**DEPARTMENT REVENUES**

| Department   | \$             |
|--------------|----------------|
| Supplies     | \$2,000        |
|              |                |
|              |                |
|              |                |
|              |                |
| <b>TOTAL</b> | <b>\$2,000</b> |

**Project Risks:**

- Weather/site conditions
- Timelines
- Pending grant funding
- Supply cost fluctuations and availability

**Comments**

- Serve as match to other grants
- Continuation of native vegetation restoration efforts

**Major Milestones**

| Major Milestones    |           | Date                 |
|---------------------|-----------|----------------------|
| Grant Award         |           | Oct-22               |
| Prairie Restoration |           | Jun-24               |
| Final Reporting     |           | Jun-24               |
|                     |           |                      |
| <b>Duration:</b>    | 21 months | <b>Extension:</b> NA |

# Hawthorne Hills County Park and Golf Course - Prairie Restoration



## Legend

 Proposed Prairie Restoration Area (2.5 acres)

Attachment: P&P\_Dept\_HawthorneHills\_PrairieRestoration\_Map (RES.22-15 : WDNR County Conservation Aids Grant Application)



0 150 300 600 Feet



Map Produced By: Ozaukee County  
Planning and Parks Department  
7/25/2022

# Program Guidance: County Conservation Aids Program

## Overview

County Conservation Aids program is authorized under s. 23.09(12), Wis. Stats., and provides financial assistance to counties and tribal governing bodies to enhance county fish and wildlife programs. The Department of Natural Resources (DNR) administers this grant program with the assistance of s. NR 50.14, Wis. Adm. Code.

The program was established by the Wisconsin Legislature in 1965 as an alternative to bounty payments on coyote, foxes, and bobcats. Every year since the bounty program ended, the Legislature has appropriated funding for the program equal to the average annual bounty payment.

These funds are provided as a cost share grant program to counties and tribal governing bodies for fish and wildlife habitat projects. Funds appropriated in the current Biennial Budget, are offered on an annual basis in proportion to the ratio of the area of each county (less reservation lands) or area of reservation lands, to the total area of the state.

## Eligible Applicants

Counties and tribal governing bodies ("county") are eligible to apply for County Conservation Aids for eligible projects.

## Application Deadline

Applications must be received by the DNR grant program manager by 11:59 p.m. on October 1.\*

\*NOTE: Per s. 990.001(4)(c), Wis. Stats., if any application deadline falls on a Saturday, Sunday, or state holiday, the deadline is moved to the next state working day.

## Funding Process

Counties have the option to: 1) accept their award; 2) accept their award and request additional funds; or 3) decline their award. To accept the award amount or accept and request additional funds, the county's authorized representative must sign, date, and return the application form 8700-045A (which is also considered the **grant agreement**), to the DNR grant program manager via email no later than October 1 (see Application and Request for Additional Funding Section on page 3). Failure to formally accept the award amount by the October 1 deadline is equivalent to the county declining their grant award.

By affixing a signature on the grant agreement, the county's authorized representative has entered into a binding legal agreement with the DNR. The DNR grant program manager will send a final award notification letter to the grantee.

Any grant amount not claimed by a county will become available for the DNR to award to other counties that have requested additional funding above what is their prescribed share under Wis. Stats.

Counties have two years from the date they receive their final award notification letter from the DNR grant program manager to complete their project and request reimbursement from the DNR. ***Project costs incurred by a county prior to this date are not eligible for reimbursement by the DNR.***

RESOLUTION NO. 22-16

APPOINTMENT OF COUNTY TREASURER

WHEREAS, Joshua H. Morrison has resigned from the position of County Treasurer effective October 28, 2022; and

WHEREAS, Wisconsin Statutes 17.21(3) authorizes the county board to appoint a successor for the residue of the unexpired term.

NOW, THEREFORE, BE IT RESOLVED, by the Ozaukee County Board of Supervisors to authorize the County Administrator to seek applications for the position of the County Treasurer; and

FURTHER RESOLVED, that the applicants be reviewed and two, or more, qualified finalists be presented to the Executive Committee for interview; and

FURTHER RESOLVED, that a finalist may be selected by the Executive Committee and presented for appointment by the Ozaukee County Board of Supervisors at the October 5, 2022 County Board Meeting;

Dated at Port Washington, Wisconsin, this 7th day of September, 2022.

*SUMMARY: County Treasurer Appointment.*

*VOTE REQUIRED: Majority*

EXECUTIVE COMMITTEE

08/29/22

Executive Committee

APPROVED

|                  |                                                   |
|------------------|---------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                       |
| <b>MOVER:</b>    | R. Nelson, Supervisor District 6                  |
| <b>SECONDER:</b> | R. Holyoke, Supervisor District 22                |
| <b>AYES:</b>     | Schlenvogt, Melotik, Wolf, Nelson, Holyoke, Irish |

**Executive Committee**  
**AGENDA INFORMATION SHEET**

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|                     |                          |
|---------------------|--------------------------|
| <b>AGENDA DATE:</b> | <b>September 7, 2022</b> |
| <b>DEPARTMENT:</b>  | <b>Administrator</b>     |
| <b>DIRECTOR:</b>    | <b>Jason Dzwinel</b>     |
| <b>PREPARER:</b>    | <b>Jason Dzwinel</b>     |

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**Agenda Summary** Appointment of County Treasurer

BACKGROUND INFORMATION: This resolution directs the County Administrator to seek applications for the County Treasurer opening and authorizes the Executive Committee to interview and select a candidate for appointment to the position.

**ATTACHMENTS:**

- Filling Vacancy in the Elected Office of the Treasurer (PDF)


**OFFICE OF THE CORPORATION COUNSEL**

**Rhonda K. Gorden**  
Corporation Counsel

**Rik Kluessendorf**  
Assistant Corporation Counsel

To: Jason Dzwinel

From: Rhonda Gorden  
Corporation Counsel

Date: July 12, 2022

Re: Filling Vacancy in Elective Office of County Treasurer

You requested an opinion on filling the upcoming vacancy of the office of County Treasurer due to the incumbent filing his resignation.

Chapter 17 of the Wisconsin Statutes provides clear direction on filling a vacancy in the office of County Treasurer as follows:

17.21 Vacancies in elective county offices; how filled; term. Vacancies in elective county offices shall be filled in the manner and for terms as follows:

(3) COUNTY CLERK, TREASURER, AND SURVEYOR. In the office of county clerk, treasurer, or surveyor, by appointment by the county board for the residue of the unexpired term unless a special election is ordered by the county board, in which case the person appointed shall serve until his or her successor is elected and qualified. The county board may, if a vacancy occurs before June 1 in the year preceding expiration of the term of office, order a special election to fill the vacancy. If the county board orders a special election during the period beginning on June 1 and ending on November 30 of any year, the special election shall be held concurrently with the succeeding spring election. If the county board orders a special election during the period beginning on December 1 and ending on May 31 of the succeeding year, the special election shall be held on the Tuesday after the first Monday in November following the date of the order. A person so elected shall serve for the residue of the unexpired term.

(6) APPOINTMENTS, HOW REPORTED. . . . (1) Appointments of the county board under sub. (3) shall be reported by the county clerk to the secretary of state. . .

The above provision provides two options for filling this vacancy, 1) appointing a treasurer to fill the vacancy until the next election or 2) hold a special election depending on the timing of the vacancy. In this case, a special election is an option because the office is being vacated “before June 1 in the year preceding expiration of the term of office.” The incumbent’s term will not expire until January 2025.

A provision in Chapter 59 also addresses vacancies in the office of County Treasurer as follows:

59.25 Treasurer. (2) DEPUTIES; OATH; SALARY; TEMPORARY VACANCY.

(a) The treasurer shall appoint one deputy to aid the treasurer, under the treasurer's direction, in the discharge of the duties of the office of treasurer. . . Such deputy, in the absence of the treasurer from the treasurer's office or in case of a vacancy in said office or any disability of the treasurer to perform the duties of the office of treasurer, unless another is appointed therefor as provided in par. (b), shall perform all of the duties of the office of treasurer until such vacancy is filled or such disability is removed. . .

(b) If any treasurer is incapable of discharging the duties of the office of treasurer, the board may, if it sees fit, appoint a person treasurer who shall serve until such disability is removed. A person so appointed or appointed to fill a vacancy in the office of treasurer, upon giving an official bond with like sureties as are required of such treasurer, shall perform all the duties of such office, and thereupon the powers and duties of any deputy performing the duties of the last treasurer shall cease.

As indicated, the Chapter 59 provision applies only to temporary vacancies. As this vacancy is permanent due to the incumbent treasurer resigning, it is Chapter 17 that applies to filling the vacancy; the Chapter 59 provision applies only to the time between the incumbent vacating the office and the time that the County Board either appoints a treasurer or elects a new treasurer who assumes office under Chapter 17.

Based on the above, the County Board has a decision to make as to how they wish to fill this vacancy, by appointment or special election. I recommend that a discussion/potential action item be placed on the next Executive Committee agenda and then County Board agenda for the Board to provide direction for filling this vacancy. If by appointment, a committee or staff could be directed to advertise the position, interview and vet candidates and present the results to the Executive Committee and Board at a subsequent meeting.