



REVISED
AGENDA
OZAUKEE COUNTY BOARD
REGULAR MEETING
WEDNESDAY, NOVEMBER 1, 2023 – 9:00 AM
ADMINISTRATION CENTER - ROOM A-204
121 W. MAIN STREET, PORT WASHINGTON, WI 53074

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

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. APPROVAL OF MINUTES

- a. October 4 & 18, 2023

4. PUBLIC COMMENT

Legislative Update

Chairperson's Proclamation

5. COMMUNICATIONS

6. CLAIMS

- a. Notice of Claim - Jody Silverberg

7. REPORT OF COUNTY ADMINISTRATOR

County Administrator's Report November 2023

Express Bus Service Termination

Lasata CBRF Update

ACT 4 - Protected Service for County Jailors

Employee Engagement Survey

8. RESOLUTIONS

RES.23-29: Increase of Revenue 2023 - Planning and Parks; Public Health

RES.23-30: Salaries of County Supervisors 2024-2026

RES.23-31: Authorizing Agreement for the Transfer of Public Safety Answering Service
Between Ozaukee County, the City of Cedarburg as Revised

RES.23-32: 2024 Budget as Revised

RES.23-33: Amending Chapter 3 of the Ozaukee County Policy and Procedure Manual -
Personnel Changes in the 2024 Adopted Budget

RES.23-34: Amending Chapter 3 of the Ozaukee County Policy and Procedure Manual -
2024 Budget Wage Increases

RES.23-35: 2024 County Tax Levy and Rate

RES.23-36: Approve the Sale of an Option to Purchase +/- 6.67-Acres of STH 33 & CTH LL Excess Right-Of-Way, Tax Key #16-030-13-017.00 (Lot 2, CSM 3995) to the City of Port Washington

RES.23-37: Amending Section 4.03(36) of the Ozaukee County Policy & Procedure Manual - Residency Requirements - Sheriff Deputies

9. ORDINANCES

ORD.23-6: CTH P Jurisdictional Transfer

10. COMMITTEE APPOINTMENTS/REAPPOINTMENTS

November 2023 Committee Appointments/Reappointments

11. COMMITTEE REPORTS AND SUPERVISOR ANNOUNCEMENTS

12. ADJOURNMENT

Ozaukee County Board**AGENDA INFORMATION SHEET**

AGENDA DATE:	November 1, 2023
DEPARTMENT:	County Clerk
DIRECTOR:	Karen Niemuth
PREPARER:	Tyler Quaas

Agenda Summary October 4 & 18, 2023

October 4, 2023

[<https://ozaukeecounty.gov/AgendaCenter/ViewFile/Minutes/_10042023-3311>](https://ozaukeecounty.gov/AgendaCenter/ViewFile/Minutes/_10042023-3311)

October 18, 2023

[<https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_10182023-3316>](https://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_10182023-3316)

OZAUKEE COUNTY BOARD

Ozaukee County Board**AGENDA INFORMATION SHEET**

AGENDA DATE:	November 1, 2023
DEPARTMENT:	Corporation Counsel
DIRECTOR:	Rhonda Gorden
PREPARER:	Beth Esselman

Agenda Summary Notice of Claim - Jody Silverberg

ATTACHMENTS:

- Silverberg.Notice.of.Claim (PDF)

OZAUKEE COUNTY BOARD



DOMNITZ & DOMNITZ

Injury Attorneys

PROCESS SERVER
 TIME _____ A/M/PM DATE _____
☐ PERSONAL ☐ SUBSTITUTE
☐ POSTED ☒ CORPORATE
 10-20-23 1025A

Merrick R. Domnitz
 Board Certified Trial Lawyer

Noah D. Domnitz
 Attorney At Law

Corinne R. Dulak
 Paralegal

Angie M. Verre
 Paralegal

To: Mee-Kwon Park Golf Course, Ozaukee County Park System, and Ozaukee County
 c/o Karen J. Niemuth, County Clerk for Ozaukee County
 121 W. Main Street, Room 128
 Port Washington, WI 53074

**NOTICE OF CIRCUMSTANCES GIVING RISE TO A CLAIM PURSUANT TO
 SECTION 893.80(1)(a), WIS. STATS.**

Please be advised that we have been retained by and represent, Jody Silverberg, 7233 N. Redwood Road, Glendale, WI 53209, and hereby give notice of injury and claim in all matters concerning the injuries and damages Jody Silverberg sustained while exiting the restaurant of the clubhouse at the Mee-Kwon Park Golf Course, located at 6333 W. Bonniwell Road, Mequon, WI 53097. The details are as follows:

DATE AND TIME: June 22, 2021, at approximately 12:15 p.m.

LOCATION: Mee-Kwon Park Golf Course Clubhouse
 6333 W. Bonniwell Road
 Mequon, WI 53097

CIRCUMSTANCES: Our investigation reveals that Ozaukee County and/or its employees, agents, or representatives were negligent by failing to inspect, maintain, and/or perform reasonable safeguards and maintenance to the subject doorway. That as a result of said negligence Jody Silverberg sustained a laceration to her leg

The negligence on the part of Ozaukee County and/or its employees was a proximate cause of the injuries sustained by Jody Silverberg. This Notice of Injury is provided to Ozaukee County pursuant to the dictates of Sections 893.80(1)(a), WIS. STATS.

Please send the undersigned a written acknowledgment of this Notice of Injury.

Attachment: Silverberg.Notice.of.Claim (Notice of Claim - Jody Silverberg)

Dated this 16TH day of October, 2023.

DOMNITZ & DOMNITZ, S.C.
Attorneys for Plaintiff

By: _____

Noah D. Domnitz
State Bar No. 1070826

P.O. ADDRESS:

825 N. Jefferson Street
Milwaukee, WI 53202
Phone: (414) 289-0909
Fax: (414) 289-9490
noah@domnitzlaw.com

Attachment: Silverberg.Notice.of.Claim (Notice of Claim - Jody Silverberg)



DOMNITZ & DOMNITZ
Injury Attorneys

Merrick R. Domnitz
 Board Certified Trial Lawyer

Noah D. Domnitz
 Attorney At Law

Corinne R. Dulak
 Paralegal

Angie M. Verre
 Paralegal

October 16, 2023

To: Mee-Kwon Park Golf Course, Ozaukee County Park System, and Ozaukee County
 c/o Karen J. Niemuth, County Clerk for Ozaukee County
 121 W. Main Street, Room 128
 Port Washington, WI 53074

NOTICE OF CLAIM PURSUANT TO SECTION 893.80(1d)(b), WIS. STATS.

Please be advised that we have been retained by and represent, Jody Silverberg, 7233 N. Redwood Road, Glendale, WI 53209, and hereby give notice of injury and claim in all matters concerning the injuries and damages Jody Silverberg sustained while patronizing the restaurant of the clubhouse at the Mee-Kwon Park Golf Course, located at 6333 W. Bonniwell Road, Mequon, WI 53097. The details are as follows:

DATE AND TIME: June 22, 2021, at approximately 12:15 p.m.

LOCATION: Mee-Kwon Park Golf Course Clubhouse
 6333 W. Bonniwell Road
 Mequon, WI 53097

CIRCUMSTANCES: Our investigation reveals that Mee-Kwon Park Golf Course Clubhouse, Ozaukee County Park System, and/or Ozaukee County and/or its employees, agents, or representatives were negligent by failing to inspect, maintain, and/or perform reasonable safeguards and maintenance to the subject doorway.

As a result of the said negligence, Jody Silverberg sustained personal injuries and incurred substantial damages, including but not limited to a laceration to her leg, medical expenses to care for and treat the same, and associated pain and suffering. (Photos enclosed)

Jody Silverberg hereby notifies the Mee-Kwon Park Golf Course, Ozaukee County Parks System, and/or Ozaukee County, through its agents, servants, and employees, that she is making a claim against Mee-Kwon Park Golf Course, Ozaukee County Parks System, and/or Ozaukee

County to recover money damages in the total amount of \$50,000.00 as compensation for her damages (see attached itemization), the damage amount sought includes amounts for medical expenses as well as for associated pain and suffering.

Please send the signor a written acknowledgment of this Notice of Claim.

Dated this 16th day of October, 2023.

DOMNITZ & DOMNITZ, S.C.

Attorneys for Plaintiff

By: _____

Noah D. Domnitz

State Bar No. 1070826

P.O. ADDRESS:

825 N. Jefferson Street

Milwaukee, WI 53202

Phone: (414) 289-0909

Fax: (414) 289-9490

noah@domnitzlaw.com

Attachment: Silverberg.Notice.of.Claim (Notice of Claim - Jody Silverberg)

Specials By Date

Case: Silverberg, Jody

6871.230

#	From	Thru	Provider	Type	Med?	Description	Amount
1	06/22/21		Aurora Health Care - Billing	Miscellaneous	☒	ER Physician & Wound Repair	1,268.00
2	06/22/21		Aurora Health Care - Billing	Hospital	☒	ER at Aurora Medical Center Grafton	1,162.72
3	07/11/21		Froedtert & Medical College Clinics	Miscellaneous	☒	Urgent Care	473.00
4	07/14/21		Aurora Health Care - Billing	Miscellaneous	☒	Wound Care Consult w/Leslie Mueller-Grady, APNP	550.00
5	07/14/21		Aurora Health Care - Billing	Hospital	☒	Wound Care Consult w/Leslie Mueller-Grady, APNP	625.35
6	07/26/21		Aurora Health Care - Billing	Miscellaneous	☒	Wound Care OV w/Charlotte N. Lim, MD	295.00
7	07/26/21		Aurora Health Care - Billing	Hospital	☒	Wound Care OV w/Charlotte N. Lim, MD	315.00
8	08/12/21		Aurora Health Care - Billing	Miscellaneous	☒	Wound Care OV w/Leslie Mueller-Grady, APNP & Cauterization of Right Leg Wound	678.00
9	08/12/21		Aurora Health Care - Billing	Hospital	☒	Wound Care OV w/Leslie Mueller-Grady, APNP & Cauterization of Right Leg Wound	558.00
10	08/26/21		Aurora Health Care - Billing	Miscellaneous	☒	Wound Care OV w/Leslie Mueller-Grady, APNP	295.00
11	08/26/21		Aurora Health Care - Billing	Hospital	☒	Wound Care OV w/Leslie Mueller-Grady, APNP	280.00
12	09/09/21		Aurora Health Care - Billing	Miscellaneous	☒	Wound Care OV w/Charlotte N. Lim, MD	295.00
13	09/09/21		Aurora Health Care - Billing	Hospital	☒	Wound Care OV w/Charlotte N. Lim, MD	250.00
14	12/20/21		Aurora Health Care - Billing	Miscellaneous	☒	OV w/Jolene Andryk, MD & V-beam laser	250.00
15	03/07/22		Aurora Health Care - Billing	Miscellaneous	☒	OV w/Jolene Andryk, MD & V beam laser treatment	250.00

Attachment: Silverberg.Notice.of.Claim (Notice of Claim - Jody Silverberg)

Specials By Date

Case: Silverberg, Jody

6871.230

#	From	Thru	Provider	Type	Med?	Description	Amount
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Report Total:							\$7,545.07
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Attachment: Silverberg.Notice.of.Claim (Notice of Claim - Jody Silverberg)



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Ozaukee County Board

AGENDA INFORMATION SHEET

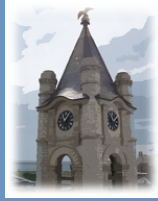
AGENDA DATE: November 1, 2023
DEPARTMENT: Administrator
DIRECTOR: Jason Dzwinel
PREPARER: Jason Dzwinel

Agenda Summary County Administrator's Report November 2023

ATTACHMENTS:

- County Administrator's Report November 2023 (PDF)

OZAUKEE COUNTY BOARD



County Administrator's Report

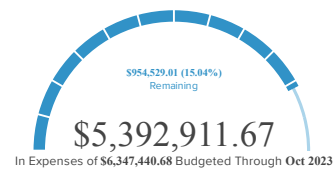
November 1, 2023

FINANCE

- Approved five-percent increase in Health Insurance premium for 2024

Finance Committee

Data Updated Oct 22, 2023, 2:59 PM | [Prorated Budget](#)

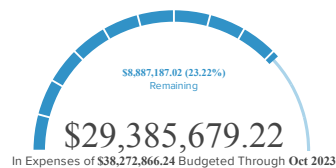


HUMAN SERVICES

- Approved grant acceptance for Harm Reduction Vending Machines
- Approved resolution establishing budget for the construction of Lasata CBRF and the release of RFPs for architectural and construction management proposals

Human Services

Data Updated Oct 22, 2023, 2:59 PM | [Prorated Budget](#)

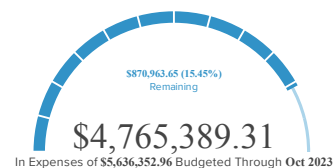


NATURAL RESOURCES

- \$100,000 of Grants Accepted for Clean Farm Families
- \$247,000 for prairie restoration at Clay Bluffs

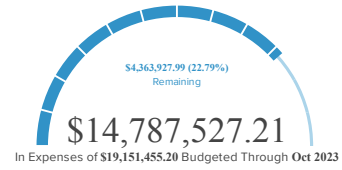
Natural Resources

Data Updated Oct 22, 2023, 2:59 PM | [Prorated Budget](#)

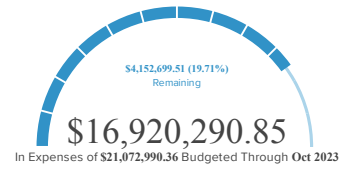


PUBLIC SAFETY

- No October meeting

Public SafetyData Updated Oct 22, 2023, 2:59 PM | [Prorated Budget](#)**PUBLIC WORKS**

- Approved terminaiton fo Express Bus Service

Public WorksData Updated Oct 22, 2023, 2:59 PM | [Prorated Budget](#)

RESOLUTION NO. 23-29

INCREASE OF REVENUE 2023 - PLANNING AND PARKS; PUBLIC HEALTH

RESOLVED, by the Ozaukee County Board of Supervisors, that budgets be increased in the accounts as follows:

<i>Department / Program</i>					
		<u>Account Number</u>	<u>Account Name</u>	<u>AMOUNT</u>	<u>AMOUNT</u>
<i>Planning & Parks</i>					
	Expense	221-1-01-55103-000	Highway - Grounds Maintenance / Construction	\$40,000	
	Revenue	221-1-01-42310-000	State Aid - WDNR STEW LMRFWPCP Improvements		\$40,000
	Expense	221-1-01-51101-000	Regular Salaries and Wages	\$20,000	
	Expense	221-1-01-54106-000	Professional Services	21,000	
	Expense	221-1-01-55103-000	Highway - Grounds Maintenance / Construction	55,000	
	Revenue	221-1-01-42110-000	Fed Aid - WCMP Virmond Stormwater Wetland		\$96,000
	Expense	222-1-01-51101-000	Regular Salaries and Wages	\$75,000	
	Expense	222-1-01-52002-000	Travel/Mileage	500	
	Expense	222-1-01-53601-000	Other Material Supplies	1,500	
	Expense	222-1-01-54106-000	Professional Services	35,000	
	Expense	221-1-01-55103-000	Highway - Grounds Maintenance / Construction	188,000	
	Revenue	222-1-01-42110-000	Fed Aid - WDNR/GLRI - Sucker Creek Impediments		\$300,000
	Expense	221-1-01-51101-000	Regular Salaries and Wages	\$25,000	
	Expense	221-1-01-53601-000	Other Material Supplies	22,000	
	Expense	221-1-01-54106-000	Professional Services	4,000	
	Expense	221-1-01-54533-000	Contracted Outside Employment	13,000	
	Expense	221-1-01-55103-000	Highway - Grounds Maintenance / Construction	183,000	
	Revenue	221-1-01-42310-000	State Aid - WDNR STEW CBCGNP Improvements		\$247,000
<i>Public Health</i>					
	Expense	204-2-12-51101-000	Grants - Salaries & Wages	\$336,000	
	Expense	204-2-12-52500-000	Grants - Conferences &	80,000	

			Meetings		
	Expense	204-2-12-59101-000	Grants - Other Expenses	111,427	
	Revenue	204-2-12-42335-000	Grants - Infrastructure		\$527,427
	Expense	204-2-14-59101-000	Grants - Other Expenses	\$70,180	
	Revenue	204-2-14-42335-000	Grants - Opioid Grant		\$70,180

Dated at Port Washington, Wisconsin, this 1st day of November 2023.

SUMMARY: Wisconsin Department of Natural Resources Knowles-Nelson Stewardship Local Assistance Grant for Public Access Improvements at Little Menomonee River Fish and Wildlife Preserve County Park-\$40,000; Wisconsin Coastal Management Program Grant for Groundwater Investigation and Stormwater Wetland Improvements at Virmond County Park-\$96,000; Wisconsin Department of Natural Resources Office of Great Waters Grant for Fish Passage Activities on Sucker Creek-\$300,000; Wisconsin Department of Natural Resources Knowles-Nelson Stewardship Local Assistance Grant for Public Access Improvements and Wetland, Forest and Prairie Restoration at Clay Bluffs Cedar Gorge Nature Preserve-\$247,000; Wisconsin Department of Health Services Infrastructure Grant-\$527,427; Wisconsin Department of Health Services Opioid Grant-\$70,180.

VOTE REQUIRED: Two-Thirds of Members Elect

10/26/23

Finance Committee APPROVED

RESULT: APPROVED [UNANIMOUS]

MOVER: E. Stelter, Supervisor District 18

SECONDER: D. Larson, Vice-Chairperson

AYES: P. Melotik, D. Larson, E. Stelter, J. Hagen

EXCUSED: T. Winker

FINANCE COMMITTEE

Finance Committee
AGENDA INFORMATION SHEET

AGENDA DATE:	November 1, 2023
DEPARTMENT:	County Clerk
DIRECTOR:	Karen Niemuth
PREPARER:	Karen Niemuth

Agenda Summary Increase of Revenue 2023 - Planning and Parks; Public Health

ATTACHMENTS:

- Planning & Parks (PDF)
- Public Health (PDF)

Natural Resources Committee

AGENDA INFORMATION SHEET

AGENDA DATE: October 3, 2023
DEPARTMENT: Planning and Parks
DIRECTOR: Andrew Struck
PREPARER: Andrew Struck

Agenda Summary Increase of Revenue Budget Amendment for a Wisconsin Department of Natural Resources Knowles-Nelson Stewardship Local Assistance Grant for Public Access Improvements at Little Menomonee River Fish and Wildlife Preserve County Park

BACKGROUND INFORMATION: The Ozaukee County - Planning and Parks Department (Department) was awarded a grant from the Wisconsin Department of Natural Resources (WDNR) Knowles-Nelson Stewardship Local Assistance Grant to fund County activities to improve public access at the Little Menomonee River Fish and Wildlife Preserve County Park (Preserve). The Department acquired the 56-acre Preserve in spring 2021 and is completing master planning for the Preserve in conjunction with implementing a comprehensive ecological restoration project supported by multiple federal, state, and private foundation grants. The Preserve, located in the City of Mequon, is undeveloped and there is significant public interest in improving public access both throughout the new park and to the Little Menomonee River. In addition, public access improvements and habitat restoration projects are part of the goals and requirements of several of the ecological restoration grants inclusive of the Park Master Plan and Milwaukee Metropolitan Sewerage District conservation easement. The Park Master Plan includes native prairie and wetland restoration, management of invasive species, public use improvements, and passive recreational use and access to the Little Menomonee River. WDNR Stewardship and matching funding would support design and construction of a split rail fence around the public parking lot, picnic tables, trail development, invasive vegetation management, a multi-use bridge across Little Menomonee River, a shelter for portable bathrooms, and entrance, boundary, rules and directional signage.

ANALYSIS: The WDNR Knowles-Nelson Stewardship Local Assistance grant award is \$40,000. The Ozaukee County Natural Resources Committee unanimously approved the submittal and acceptance of the WDNR grant at its March 2, 2023 meeting (Ayes: Holyoke, Jobs, Ross; Excused: Matera, Schoessow) and the Ozaukee County Board of Supervisors unanimously approved Resolution 22-52 at its April 5, 2023 meeting (Ayes - 23, Nays - 0, Absent - 3). The required 1:1 matching funding will be provided by in-kind Department contractual (conservation corps), staff time, materials and supplies (\$40,000) for a total project cost of \$80,000. There have been no changes to the project or budget since grant submittal.

FISCAL IMPACT: Balance Current Year: NONE

Next Year's Estimated Cost: \$40,000 (Additional Revenue \$40,000)

FUNDING SOURCE: County Levy: X Non-County Levy: X

Indicate source: Awarded WDNR Knowles-Nelson Stewardship Local Assistance grant

Attachment: Planning & Parks (RES.23-29 : INC REV)

and in-kind County contractual (conservation corps), staff time, equipment, materials and supplies.

8.a

RECOMMENDED MOTION: Approve and recommend to the Ozaukee County Board of Supervisors the budget amendment for the Wisconsin Department of Natural Resources Knowles-Nelson Stewardship Local Assistance Program grant to fund public access improvements at the Little Menomonee River Fish and Wildlife Preserve County Park.

NATURAL RESOURCES COMMITTEE

RESULT: **APPROVED AND FORWARDED [UNANIMOUS]** **Next: 10/26/2023**
 8:00 AM

MOVER: B. Ross, Supervisor District 19

SECONDER: T. Matera, Supervisor District 7

AYES: Holyoke, Jobs, Ross, Matera, Schoessow

Attachment: Planning & Parks (RES.23-29 : INC REV)

Little Menomonee River Fish and Wildlife Preserve County Park - Future Master Plan Map

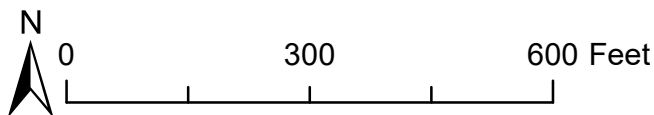
8.a

9104 W Mequon Road, Mequon, WI



- LMRFWP Boundary
- 6ft Trails (Grass and/or Woodchip)
- 10ft Paved Multi-Use Path
- LMR Trail Corridor Planned Connection
- Gravel Parking, E W Entrances, Restroom Pad
- Service Road (Seeded) & Future Multi-use Trail
- Gate
- Park Entrance Sign
- Bridge
- Boardwalk
- Viewing Deck
- X Culvert (Future)
- Portable Restroom
- Information Kiosk
- Split Rail Fence
- Screech Owl Box
- Wood Duck Box
- Kestrel Box
- Bluebird Box
- Stream
- Stream Realignment
- Hydroline and Abandoned Channel
- Restored Wetland
- Savannah
- Emergent Wetland
- Mesic Prairie
- Wet Prairie/Riparian Forest
- Mesic Woods

Attachment: Planning & Parks (RES.23-29 : INC REV)



Map produced by Ozaukee County
Planning and Parks Department
11/1/2022

Packet Pg. 21



Park Entrance Sign. *Source, Lion's Den Gorge Nature Preserve*



Park Rules Signage and Split Rail Fence. *Source, Garrison's Glen (City of Mequon Park)*



Wooden Bridge with Railings. *Source, MeeKwon County Park*



Wooden Bridge with Railings. *Source, Waubedonia County Park*



6 ft Mowed Trail. *Source, Tendick Nature Park*



Boardwalk. *Source, Tendick Nature Park*



Informational Kiosk. *Source, Ozaukee Interurban Trail*

Kestrel/Owl Box. Source, Hawthorne Hills County Park

8.a



Bluebird Box. Source, Tendick Nature Park



Wood Duck Box. Source, Little Menomonee River Fish and Wildlife Preserve



10 ft Paved Multi-use Trail. *Source, Ozaukee Interurban Tr*



Gravel parking Lot with Split Rail Fence. *Source, Garrison's Glen (City of Mequon Park)*



Portable Bathrooms with Cover. *Source, Lemke Park (City of Mequon Park)*



Viewing Deck. *Source, Harborview County Park*



Viewing Deck. *Source, Harborview County Park*



Gate. *Source, Tendick Nature Park*

Little Menomonee River Fish and Wildlife Preserve –Future Master Plan Map Appendix B, Floodplain and Wetland

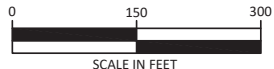
8.a

PLAN LEGEND

- EXISTING 1 FT CONTOUR
- PROPOSED 1 FT CONTOUR
- EXISTING CHANNEL ALIGNMENT
- PROPOSED CHANNEL ALIGNMENT
- LIMIT OF GRADING
- ⊕ BENCHMARK
- WETLAND DELINEATION LINE
- ▨ SOIL REUSE AREA
- ⊕ EXISTING DELINEATED WETLANDS

SOIL REUSE NOTES

1. THE GRADING SHOWN ON THE PLANS REPRESENTS THE MAXIMUM QUANTITY OF SOIL THAT MAY BE REUSED ON THE SITE. A PORTION OF THE EXCAVATED MATERIAL WILL BE HAULED OFF SITE.
2. ALL FILL REUSED ON SITE OTHER THAN THAT REQUIRED TO PARTIALLY FILL THE EXISTING CHANNEL AND THAT REQUIRED TO CREATE THE EMBANKMENT FOR THE CROSSING WILL BE PLACED OUTSIDE OF THE REGULATORY FLOODWAY.
3. THE MAXIMUM DEPTH TO WHICH FILL MAY BE PLACED WITHIN EXISTING DELINEATED WETLANDS IS 12 INCHES. THE ELEVATION OF THE FINAL GROUND SURFACE IN THOSE AREAS SHALL BE VARIABLE.
4. THE MAXIMUM DEPTH TO WHICH FILL MAY BE PLACED OUTSIDE OF THE EXISTING DELINEATED WETLANDS IS 3 FT.



SCALE IN FEET



Attachment: Planning & Parks (RES.23-29 : INC REV)

MBW, ATS
DESIGNED
9/19/19
DATE

MBW
CHECKED

OZAUKEE COUNTY PLANNING AND PARKS DEPARTMENT
LITTLE MENOMONEE RIVER CORRIDOR ECOSYSTEM RESTORATION
MEQUON ROAD PARCEL



SOIL REUSE PLAN

SHEET
7 of 2

Natural Resources Committee

AGENDA INFORMATION SHEET

AGENDA DATE: October 3, 2023
DEPARTMENT: Planning and Parks
DIRECTOR: Andrew Struck
PREPARER: Andrew Struck

Agenda Summary Increase of Revenue Budget Amendment for a Wisconsin Coastal Management Program Grant for Groundwater Investigation and Stormwater Wetland Improvements at Virmond County Park

BACKGROUND INFORMATION: The Ozaukee County - Planning and Parks Department (Department) was awarded a grant from the Wisconsin Coastal Management Program (WCMP) grant program to fund County activities to investigate groundwater and improve stormwater/wetland drainage through a wetland restoration at Virmond County Park. A WCMP Coastal Resiliency grant was awarded in 2020 to support development of a Master Plan for Virmond County Park, and a subsequent WCMP Coastal Resiliency grant was awarded in 2021 to complete a stormwater/surface water and groundwater study for Virmond County Park as part of the Master Plan, which considers the relationship between wetlands, drainage patterns, stormwater, existing and planned infrastructure (parking lot areas) and other facilities (public access stairway to Lake Michigan). The Master Plan and stormwater and groundwater analysis study, completed in coordination with a private consultant and the Southeastern Wisconsin Regional Planning Commission (SEWRPC), includes a summary of current conditions and proposed recommendations for improving surface water and stormwater drainage. Historically, drainage (of wetlands) within the northeast section of the park discharged to the north and to a ravine down the bluff to Lake Michigan. Neighboring residential properties to the north have prevented the continued discharge of surface water from these wetlands and has caused ponding on park property adjacent to the neighbors. In the 2000s, drainage improvements (directional bore pipe installation and sump crock) were constructed to aid in the discharge of the ponding water to the toe of the bluff; however, over the years, the construction and pipe has failed (due to shifts/erosion in the bluff) and the system is no longer functioning. Neighbors to the north have expressed concern about this ponded water and potential impacts to their home and structures. Proposed solutions as included in the stormwater and groundwater study include capturing drainage (from existing wetlands) and stormwater within this area and discharging it to the west in an expanded wetland. The expanded wetland would provide additional storage prior to discharging off-site to the north, away from the affected neighboring properties and consistent with the original drainage and would fit the aesthetics of the site and overall restoration goals for the park. WCMP and matching funding (including awards from the Fund for Lake Michigan (FFLM), Brookby Foundation (BF) and Wisconsin Energies Foundation (WEF)) would support design, engineering, and construction and restoration activities for this expanded wetland area. Additional project activities would also include completion of additional wetland delineations, installation of a groundwater monitoring well, and additional stormwater runoff management near the parking lot and public access stairway to Lake Michigan.

ANALYSIS: The total grant award is \$96,000. The Ozaukee County Natural Resources Committee unanimously approved the submittal and acceptance of the WCMP grant application

A 60% (\$144,000) non-federal match is required, which will be provided by secured FFLM (\$134,000), BF (\$3,000) and WEF (\$2,500) grants, the Parks Division Virmond County Park contractual budget (\$2,000) and in-kind County staff time, travel and supplies (\$2,500) for a total project cost of approximately \$240,000. There have been no changes to the project or budget since grant submittal.

FISCAL IMPACT:

Balance Current Year: NONE (Additional Program Revenue \$96,000)

Next Year's Estimated Cost: \$2,000 (Additional Program Revenue \$96,000)

FUNDING SOURCE:

County Levy: X

Non-County Levy: X

Indicate source: WCMP, FFLM, BF, WEF grants, Parks Department contractual budget and in-kind County Department staff time, travel and supplies.

RECOMMENDED MOTION: Approve and recommend to the Ozaukee County Board of Supervisors the budget amendment for the Wisconsin Coastal Management Program grant for groundwater investigation and stormwater wetland improvements at Virmond County Park.

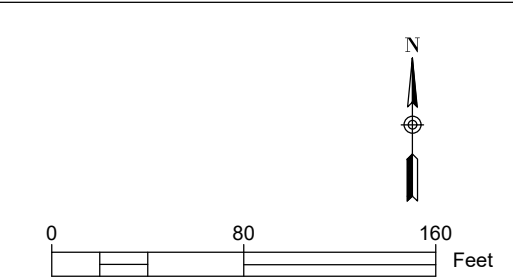
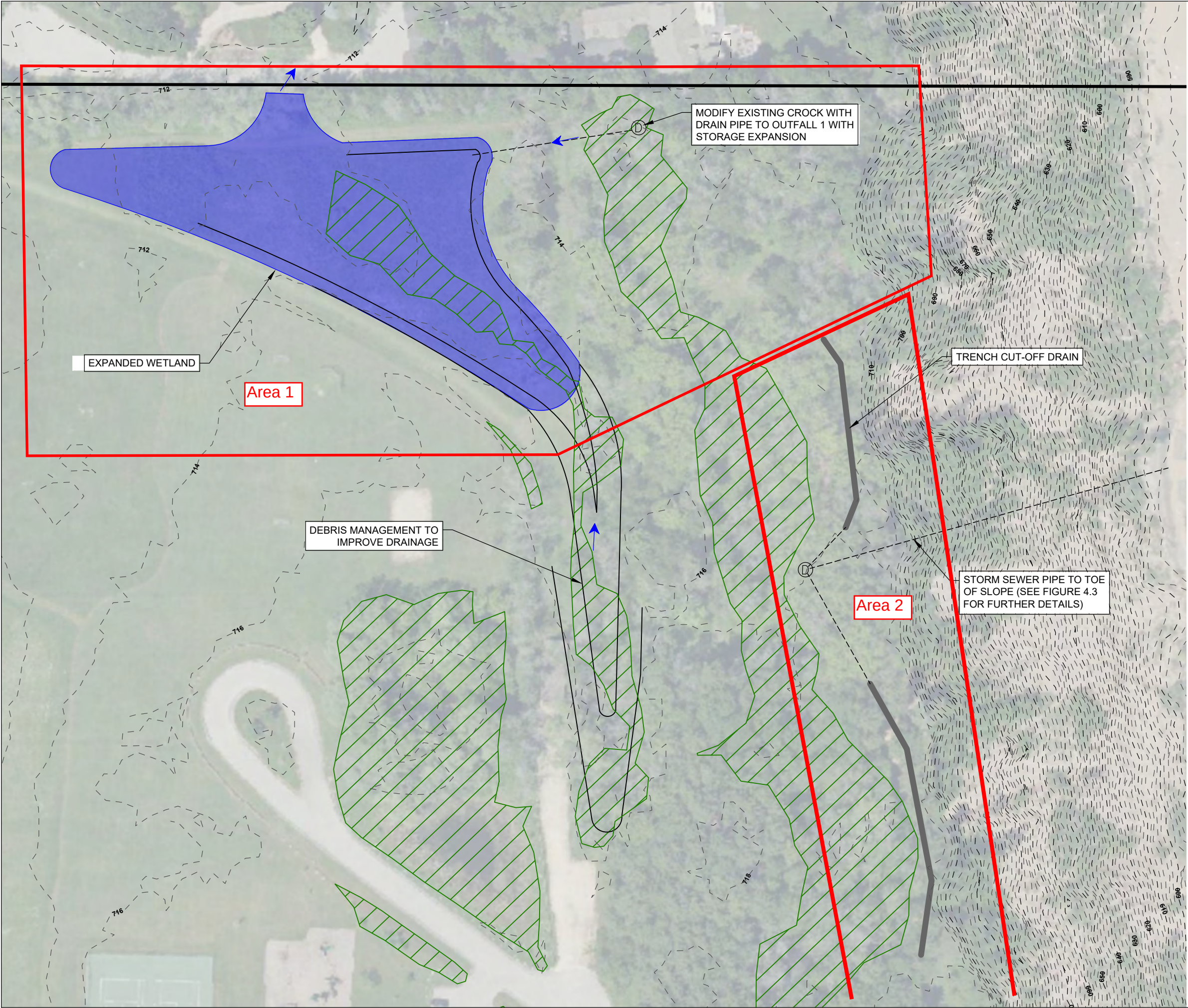
NATURAL RESOURCES COMMITTEE

RESULT: **APPROVED AND FORWARDED [UNANIMOUS]** **Next: 10/26/2023 8:00 AM**

MOVER: B. Ross, Supervisor District 19

SECONDER: K. Schoessow, Supervisor District 23

AYES: Holyoke, Jobs, Ross, Matera, Schoessow



- LEGEND:**
- PROPERTY BOUNDARY
 - EXISTING CONTOURS (MAJOR - 10' INTERVAL)
 - EXISTING CONTOURS (MINOR - 2' INTERVAL)
 - MAPPED WETLANDS (WISCONSIN WETLAND INVENTORY)
 - PREVIOUSLY DELINEATED WETLAND
 - CONCEPTUAL CATCH BASIN
 - CONCEPTUAL STORM SEWER PIPE
 - CONCEPTUAL TRENCH CUT-OFF DRAIN
 - PROPOSED GRADING CONTOURS
 - CONCEPTUAL EXPANDED WETLAND
 - STORMWATER FLOW DIRECTION

- GENERAL NOTES:**
- AERIAL BASE MAP WAS OBTAINED FROM AUTOCAD CIVIL 3D ONLINE IMAGERY (2011).
 - DRAINAGE AREAS WERE DELINEATED UTILIZING A BASE MAP OF EXISTING TOPOGRAPHY OBTAINED FROM OZAUKEE COUNTY AND ON-SITE OBSERVATIONS.
 - CULVERT LOCATIONS WERE OBTAINED FROM VISUAL OBSERVATIONS, COUNTY PROVIDED, AND CITY OF MEQUON DATA.

8.a

247 W. FRESHWATER WAY, SUITE 410
MILWAUKEE, WI 53204
PHONE: (414) 810-1245
WWW.STORMWATER-SOLUTION-ENGINEERING.COM

GZA GeoEnvironmental
Engineers and Scientists
www.gza.com

17975 WEST SARAH LANE, SUITE
BROOKFIELD, WI 53045
PHONE: (262) 754-2560
WWW.GZA.COM

OZAUKEE COUNTY

OZAUKEE COUNTY
PLANNING AND PARKS DEPARTMENT
121 W MAIN ST, #220
PORT WASHINGTON, WI 53074

SHEET NAME:	CONCEPTUAL DRAINAGE DESIGN - AREA 1		
	PROJECT NAME:	SURFACE WATER AND GROUNDWATER STUDY FOR VIRMOND PARK	
PROJECT ADDRESS:	10606 NORTH LAKESHORE DRIVE		
	Attachment: Planning & Parks (RES.23-29 : INC R		

ISSUED FOR:	REV:	DA

DRAWN BY:	KLK
REVIEWED BY:	ARC
APPROVED BY:	CBG
DATE:	July 2021
SEAL AND SIGNATURE	

PROJECT NUMBER:
SITE NUMBER:

Natural Resources Committee

AGENDA INFORMATION SHEET

AGENDA DATE: October 3, 2023
DEPARTMENT: Planning and Parks
DIRECTOR: Andrew Struck
PREPARER: Andrew Struck

Agenda Summary Increase of Revenue Budget Amendment for a Wisconsin Department of Natural Resources Office of Great Waters Grant for Fish Passage Activities on Sucker Creek

BACKGROUND INFORMATION: The Ozaukee County - Planning and Parks Department (Department) was awarded a grant from the Wisconsin Department of Natural Resources (WDNR) Office of Great Waters (OGW) grant program (funding provided by the USEPA GLRI). Specifically, the Department will complete design, engineering, construction and restoration activities at three additional fish passage remediation projects on Sucker Creek in the Town of Belgium as a continuation of ongoing fish passage and restoration work on Sucker Creek supported by existing WDNR OGW grant funding. The Department is also coordinating with the Ozaukee County Watershed Coalition (OCWC) and Lakeshore Natural Resource Partnership (LNRP) on fish passage remediation work in conjunction with overall watershed restoration planning. Remediation supported by this grant may include culvert replacement, in-stream grade controls, and bank and in-stream structure restoration completed by the Department and Ozaukee County Highway Department.

ANALYSIS: The WDNR OGW grant award is \$300,000. The Ozaukee County Natural Resources Committee unanimously approved the submittal and acceptance of the WDNR OGW grant application at its January 5, 2023 meeting (Ayes: Holyoke, Jobs, Matera, Schoessow; Excused: Ross). No formal match is required. There have been no changes to the project scope or budget since grant submittal.

FISCAL IMPACT: Balance Current Year: NONE (Additional Revenue \$10,000)

Next Year's Estimated Cost: NONE (Additional Revenue \$290,000)

FUNDING SOURCE: County Levy: Non-County Levy: X

Indicate source: WDNR OGW grant.

RECOMMENDED MOTION: Approve and recommend to the Ozaukee County Board of Supervisors the budget amendment for the Wisconsin Department of Natural Resources Office of Great Waters grant program (funding through USEPA GLRI) for fish passage activities on Sucker Creek.

Attachment: Planning & Parks (RES.23-29 : INC REV)

NATURAL RESOURCES COMMITTEE

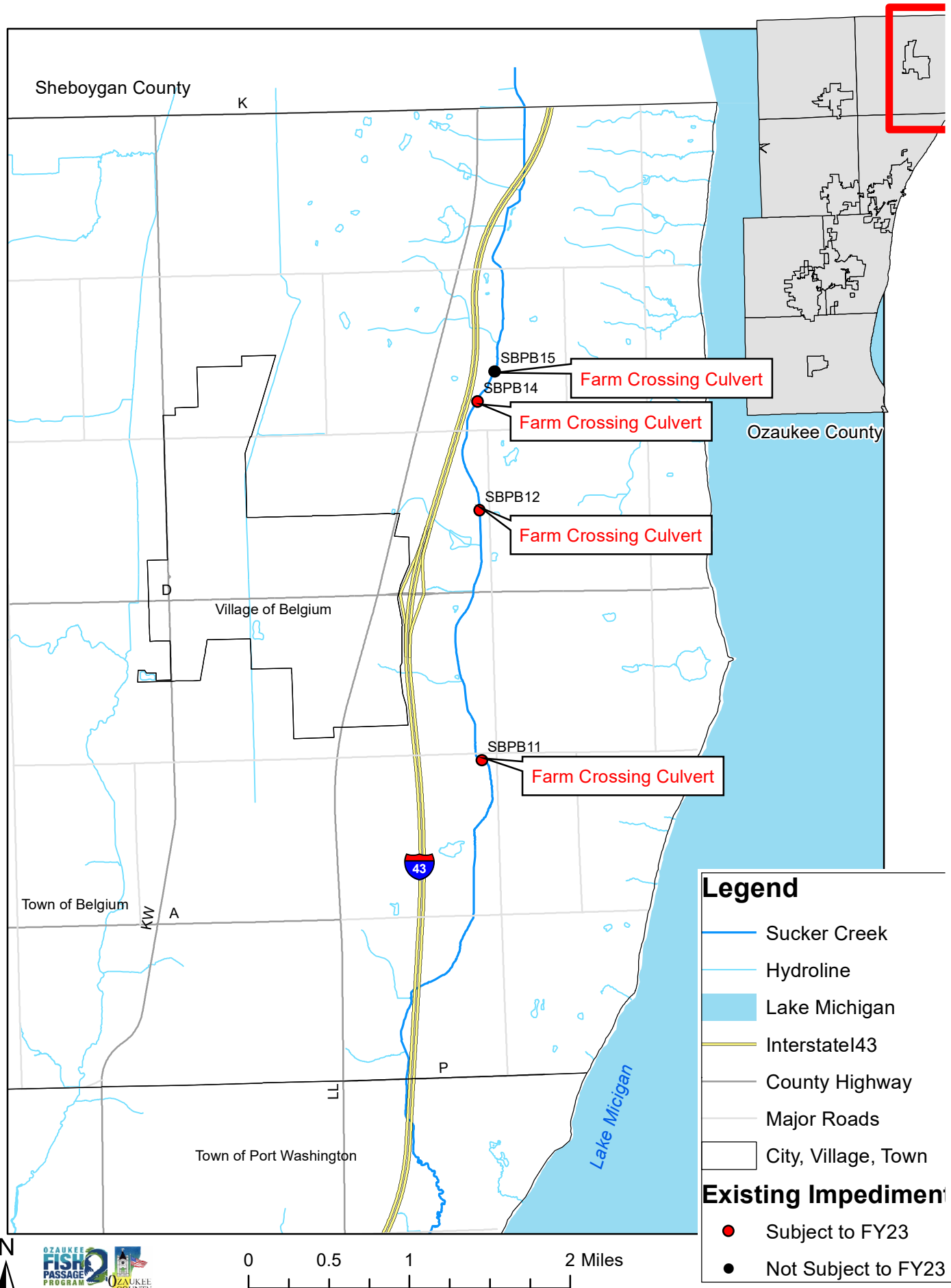
RESULT: **APPROVED AND FORWARDED [UNANIMOUS]** **Next: 10/26/2023**
 8:00 AM

MOVER: T. Matera, Supervisor District 7

SECONDER: B. Ross, Supervisor District 19

AYES: Holyoke, Jobs, Ross, Matera, Schoessow

Sucker Creek Existing Impediments



Attachment: Planning & Parks (RES.23-29 : INC REV)

Natural Resources Committee

AGENDA INFORMATION SHEET

AGENDA DATE: October 3, 2023
DEPARTMENT: Planning and Parks
DIRECTOR: Andrew Struck
PREPARER: Andrew Struck

Agenda Summary Increase of Revenue Budget Amendment for a Wisconsin Department of Natural Resources Knowles-Nelson Stewardship Local Assistance Grant for Public Access Improvements and Wetland, Forest and Prairie Restoration at Clay Bluffs Cedar Gorge Nature Preserve

BACKGROUND INFORMATION: The Ozaukee County - Planning and Parks Department (Department) was awarded a grant from the Wisconsin Department of Natural Resources (WDNR) Knowles-Nelson Stewardship Local Assistance Grant program to fund County activities to improve public access and begin habitat restoration activities at Clay Bluffs Cedar Gorge Nature Preserve County Park (Nature Preserve). The Department and the Ozaukee Washington Land Trust recently acquired the 134-acre Clay Bluffs Nature Preserve in fall 2022 with the support of Ozaukee County, multiple federal, state and local grants and contributions from local partners and private donors. The Nature Preserve, located on the Lake Michigan shoreline, is undeveloped and there is significant public interest in improving public access both throughout the new park and to Lake Michigan. In addition, public access improvements and habitat restoration projects are part of the goals and requirements of several of the acquisition grants inclusive of the Park Master Plan and OWLT conservation easement. A WCMP Coastal Resiliency grant was awarded in 2020 to support development of a Master Plan for the Nature Preserve. The master plan includes native restoration of the existing marginal farmland to prairie/grassland, forest (e.g., coastal lake forest) and wetlands, addressing Lake Michigan bluff erosion and stability through restoration, management of invasive species, passive recreational use and access to Lake Michigan, and enhancement and restoration of the existing coastal forest and wetland habitat. WDNR Stewardship and associated match grant funding would support design and construction of a public paved parking lot, a pedestrian trail loop with boardwalks, and wetland, forest and native prairie restoration on the southern third acreage of the Nature Preserve.

ANALYSIS: The WDNR Knowles-Nelson Stewardship Local Assistance grant award is \$247,000. The Ozaukee County Natural Resources Committee unanimously approved the submittal and acceptance of the WDNR grant at its March 2, 2023 meeting (Ayes: Holyoke, Jobs, Ross; Excused: Matera, Schoessow) and the Ozaukee County Board of Supervisors unanimously approved Resolution 22-51 at its April 5, 2023 meeting (Ayes - 23, Nays - 0, Absent - 3). The required 1:1 matching funding will be provided by tentatively awarded Wisconsin Coastal Management Program (WCMP) (\$166,700), pending U.S. Fish and Wildlife Service (USFWS) Partners for Fish and Wildlife (Partners) (\$5,000), pending WDNR County Conservation Aids (CCA) (\$3,500), pending Wisconsin Energies Foundation (WEF) (\$5,000), pending Wisconsin Bird Conservation Partnership (WBCP) (\$10,000) grant funding, secured private donations (\$10,000), and in-kind Department contractual (conservation corps), staff time, equipment, materials and supplies (\$46,800) for a total project cost of \$494,000. There have been

no changes to the project or budget since grant submittal.

FISCAL IMPACT: Balance Current Year: NONE (Additional Revenue \$7,000)

Next Year's Estimated Cost: \$46,800 (Additional Revenue \$240,000)

FUNDING SOURCE: County Levy: X Non-County Levy: X

Indicate source: Awarded WDNR Knowles-Nelson Stewardship Local Assistance grant, tentatively awarded WCMP, pending USFWS Partners, pending WDNR CCA and pending WEF grants, secured private donations, and in-kind County contractual (conservation corps), staff time, equipment, materials and supplies.

RECOMMENDED MOTION: Approve and recommend to the Ozaukee County Board of Supervisors the budget amendment for the Wisconsin Department of Natural Resources Knowles-Nelson Stewardship Local Assistance Program grant to fund public access improvements and prairie, forest and wetland restoration at Clay Bluffs Cedar Gorge Nature Preserve County Park.

NATURAL RESOURCES COMMITTEE

RESULT: **APPROVED AND FORWARDED [UNANIMOUS]** **Next: 10/26/2023 8:00 AM**

MOVER: T. Matera, Supervisor District 7

SECONDER: B. Ross, Supervisor District 19

AYES: Holyoke, Jobs, Ross, Matera, Schoessow

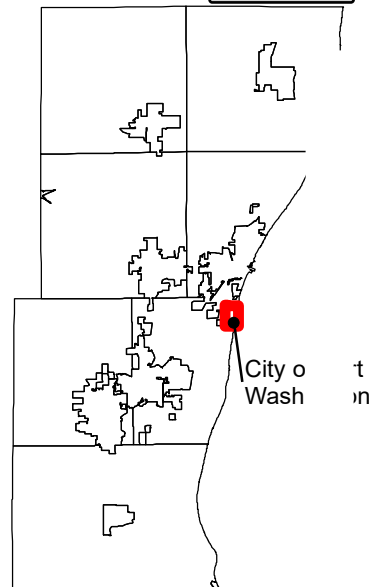
Clay Bluffs Cedar Gorge Nature Preserve (134 +/- Acres)

8.a

REVISED Conceptual Site Plan

Planned
Bike Parking

Maintenance Road/
Maintenance Parking



City of Wash
t on

Legend

- Nature Preserve
- Planned Multi-Use Trail (Paved)
- Paved Trail (Universally Accessible)
- Gravel Trail (Universally Accessible)
- Woodchip/Grass Trail
- Boardwalks
- Deck Overlook
- Bridge
- Staircase to Lake Michigan
- ⊗ Future Observation Tower
- Parking (Paved)
- Pavilion/Bathroom
- Native Landscaping/Wooded
- Minimal Protection Area
- Maintenance Road
- Hydroline
- Wetland (WWI, 2019)
- Potentially Restorable Wetland
- Port Washington Clay Banks N
- Cedar Gorge NA
- Existing Forest
- Existing Shrub-Carr/Forest

Restoration Areas

- Clay Seepage Bluff
- Prairie/Wet Prairie
- Woodland

Attachment: Planning & Parks (RES.23-29 : INC REV)

Planned
Future Pavilion/
Bathroom

Potential Future
Trail Connection

Lake Michigan

0 250 500 1,000 Feet



Health and Human Services Committee

AGENDA INFORMATION SHEET

AGENDA DATE:	October 24, 2023
DEPARTMENT:	Public Health
DIRECTOR:	Kim Buechler
PREPARER:	Tyler Quaas

Agenda Summary Increase of Revenue Budget Amendment Public Health Infrastructure Grant

BACKGROUND INFORMATION: The COVID-19 pandemic emphasized the critical importance of a robust public health system, accentuated long-standing weaknesses and created new challenges to existing public health infrastructure. DHS is providing funding to local health departments through 2027 to support core infrastructure improvements that will arm public health departments with the resources needed to provide all foundational public health capabilities to our communities. Health departments are to use funds for recruitment of new staff, retention of existing staff, implementation of policies and practices that improve workplace culture and work-life balance for staff, support and sustain the workforce, training new and existing staff, and supporting the implementation of foundational capability work with a focus on current gaps. Funding is available for use immediately and can be spent at any time between now and the end of 2027.

ANALYSIS: The health department intends to use a portion of these grant dollars to fund an update to our Port Washington office, which was previously identified as a capital project goal for the next five years. This project will include purchase of new furniture for waiting rooms and staff offices, redesign of the main office, equipment upgrades in clinic rooms, and new conference room furniture to revitalize our small meeting space for a more collaborative work environment.

WOPHD recently participated in a comprehensive DHS-led workforce infrastructure assessment. The initial results of stage one of this assessment indicate that our department could benefit long-term from additional FTE's in several program areas (communicable disease, environmental, health strategy, business management). Public Health has seen significant staff turnover in recent years and while we have plans to add more staff in areas of need over time, our existing workforce could also benefit significantly in the short term through unique professional development opportunities such as participation in trainings and attendance at national conferences, which our annual budget otherwise would not be able to support. We will also be losing fiscal support from the state WIC program for an online practice management system (IntakeQ) within the next year and will allocate a small amount of funding to continue using this program.

The department requests support from the committee to use these infrastructure funds to invest in our current staff, which will in turn strengthen our foundational capabilities and department's service delivery and assist us with determining what program areas really do need to expand in the future. Funding will also be set aside for support of at least one new position for 2025- 2027.

FISCAL IMPACT: \$527,427

Attachment: Public Health (RES.23-29 : INC REV)

Balance Current Year: \$527,427

Next Year's Estimated Cost: \$0

FUNDING SOURCE:

County Levy: \$0

Non-County Levy: \$527,427

Indicate source: Wisconsin DHS

RECOMMENDED MOTION: Approve

HEALTH AND HUMAN SERVICES COMMITTEE

Strengthening Wisconsin's Governmental Public Health Infrastructure, Workforce, and Data Systems Funding: Local Health Department Scope of Work

Funding Summary

The COVID-19 pandemic emphasized the critical importance of a robust public health system. The pandemic also accentuated long-standing weaknesses and created new challenges to the U.S. public health infrastructure. Moreover, COVID-19 affected nearly every aspect of healthcare and public health, laying bare disparities and gaps in some conditions and worsening others. Public health partners need the capacity to regain their footing in these areas and then accelerate their efforts.

CDC's [*Strengthening U.S. Public Health Infrastructure, Workforce, and Data Systems \(PHI\) funding*](#) is meant to help address these needs by providing support for core infrastructure improvements in the public health workforce (A1), capacity to implement the Foundational Capabilities (A2), and data infrastructure (A3). Investments in these three strategy areas will have sustained effects that position recipient agencies to better meet ongoing and future public health needs of the communities they serve. The Wisconsin Division of Public Health (DPH) has received PHI Grant funding from the CDC and is passing through 40% of A1 Workforce funding to local and Tribal health department (LTHD) partners.

Wisconsin DPH Vision for PHI Grant

DPH's long-term goal is for our statewide governmental public health system to be equipped with the financial and human resources needed to provide all Foundational Capabilities¹ to every community in Wisconsin. Realizing this vision will be dependent on articulating both the anticipated positive human and economic impacts to investing in public health, and the exact type of investments required to realize those impacts across the State.

The Foundational Capabilities are the basic set of core functions that underlie the successful execution of governmental public health programs. They align with the Ten Essential Services and with accreditation; and they include the administrative, organizational, and operational skills and resources required to identify public health needs, design and evaluate programs to meet them, and manage the resources and diverse community partnerships required to implement those programs. Health departments that are equipped to provide the Foundational Capabilities will be more capable of meeting the unique population health needs of all people in Wisconsin.

DPH plans to achieve this goal include: (1) refining our definition of core public health services more concretely in FPHS terms; (2) quantifying the resources and staff

¹ "Foundational Capabilities" is a term developed by the Foundational Public Health Services model to describe the cross-cutting skills and functions required for successful operation of governmental public health agencies and the programs they implement. Please see [this overview of the FPHS model](#) for more information.

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required to implement them through a robust assessment of the governmental public health system; and (3) addressing identified gaps through strategic positions and actions that provide needed training, skills development, and application opportunities at both the State and local levels.

Available Funding

From Wisconsin's PHI award, the Department of Health Services (DHS) is allocating 40% of A1 (Workforce) funding to Wisconsin local and Tribal health departments, including \$16.8 million to local health departments (LHDs) and \$344,152 to Tribal health departments.

Local Health Departments: The State used a distribution formula for local health departments that includes 25% of the allocation as a base of \$50,189 per jurisdiction, 25% based on jurisdiction population, and 50% based on the Census Bureau's [Community Resilience Estimate](#) (CRE) score of individuals with three or more risk factors within the population. This adjustment serves to help direct additional resources towards areas with greater need. A spreadsheet of allocations by jurisdiction has been distributed via email and is available on the [COVID-19 Resources PHHS SharePoint site](#).

Tribal Health Departments: Since there is no CRE data available for Tribes, developing plans for allocating the designated funds will be a collaborative process with Tribal partners. A separate Scope of Work will be made for Tribes, following that collaborative process. The remainder of this Scope of Work will therefore focus on LHDs.

Each jurisdiction is allowed to partner with other jurisdictions and redirect any portion of their funding to a different LHD if both/all parties desire to do so. In such circumstances, all involved jurisdictions should connect with the PHI Grant Manager prior to submitting their work plan or signing their contract and should ensure that the arrangement was approved by the PHI Grant Manager or designated contact and is reflected in all pertinent workplans. Should a jurisdiction wish to redirect any portion of their funding to a different entity after signing their contract, they will be able to do so but will be responsible executing and reporting to DPH on that subcontracting.

Over and above the A1 funding detailed above, all LTHDs that submitted a costing and capacity assessment by the September 8, 2023 deadline as set by WALHDAB and Rede Group will see an additional \$2,400 allocation to help offset that effort.

Funding Periods

Allocated funding is available for expenses incurred from December 1, 2022 through November 30, 2027. The funding will be made available through a single five-year agreement but split across two funding periods. The first funding period will be for December 1, 2022 through November 30, 2025. After this first funding period,

Attachment: Public Health (RES.23-29 : INC REV)

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remaining funds will be de-obligated from the first funding profile in the Grant Enrollment, Application, and Reporting System (GEARS) and re-obligated to a second funding profile; this second funding period will run through November 30, 2027. The PHI Grant Manager and Specialists will be in touch during year three as we navigate the transition and confirm details for the final funding period.

Funding Purpose

The key expected outcomes of this funding include: (1) the hiring, retention, and training of diverse staff with improved wages and protections, ideally in positions that directly support the Foundational Capabilities; and (2) the increased capacity of public health agencies to implement the Foundational Capabilities.

Optional Redirecting of Funds

In May 2023, LHDs were provided the opportunity to submit memoranda of understanding (MOUs) to the PHI Grant Manager indicating the intention to have DPH redirect PHI Grant funds to another LHD for the first funding period (12/1/2022 - 11/30/2025). LHDs will still have the opportunity to contract out with PHI Grant funds if they did not submit MOUs, but will need to direct those funds themselves rather than having DPH do so. As the transition to the second funding period approaches (Fall 2025), LHDs will have the opportunity to redirect all or a portion of their remaining PHI Grant funds; they will not, however, be able to decrease any previously redirected amounts (i.e., taking back a portion DPH had already redirected to another agency).

Allowable Expenses

In preparation for this grant opportunity, DPH received significant input from health officers and other public health partners across Wisconsin that informed the development of DPH's proposal. Options provided below for LHD consideration are aligned with the DPH's PHI A1. Workforce and A2. Foundational Capability strategies and are designed to be mutually reinforcing.

Although LHDs are encouraged to pick from these options where feasible, DPH intends to be as flexible as possible with the allocated funds to ensure maximum utility and impact. As such, LHDs that feel a desired activity cannot fit within the options outlined below may either: (1) visit the full spectrum of activity options provided by the CDC in the Notice of Funding Opportunity (NOFO) [Appendix 1: Sample Activities](#), or (2) create their own activity, so long as it clearly aligns with the stated Funding Purpose. In these cases, when providing the requested workplan, the LHD should choose "other CDC-provided activity" or "other LHD created activity" and then follow the prompts to provide an overview of the activity and, where applicable, how it aligns with the Funding Purpose.

NOTE: "Public health staff" as referenced throughout this document refers to any staff employed by or contracted with a local health department. Furthermore, activities included in eventual work plans could be delegated to or carried out by any type of public health staff, be they existing staff or new/contracted staff funded by PHI Grant

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dollars. Please note, however, that all recipients will be asked to report on the number and type of positions supported by PHI Grant dollars in any way (including sub-contracts); please incorporate this reporting need into the development of staff-planning.

Recruit and hire new public health staff

- ☐ Expand and improve recruitment efforts
- ☐ Improve hiring systems, practices, and support structures (e.g., create new or revise existing job descriptions, revise job pay scales, offer hiring incentives, establish or expand internships, fellowships, and related programs, including but not limited to the [Area Health Education Centers \(AHEC\) Community Health Internship Program](#))
- ☐ Implement policies and practices that increase the diversity of applicant pools and the hiring, training, and retention of a diverse workforce

Retain public health staff

- ☐ Implement practices and policies that improve workplace culture and work-life balance for staff (e.g., hybrid work opportunities, retention incentives, sabbatical programs, promotional opportunities, leadership tracks, changing job classifications, etc.)
- ☐ Support existing staff time spent on Foundational Capabilities work (see objective, "Support the implementation of Foundational Capability work")
- ☐ Create/expand availability of leadership development opportunities
- ☐ Provide supplemental support to temporary staff (e.g., AmeriCorps members, etc.)
- ☐ Improve or establish retention practices

Support and sustain the public health workforce

- ☐ Expand employee well-being programs
- ☐ Strengthen employee engagement programs and methods
- ☐ Support staff participation in activities like strategic planning
- ☐ Expand staff involvement in professional networks

Train new and existing public health staff

- ☐ Support staff time to participate in DPH PHI Workforce Assessment; note that this is an individual-level staff assessment that will be implemented in mid- to late summer of 2023, and is separate from the agency-level costing and capacity assessment
- ☐ Cover staff time to participate in training related to Foundational Capabilities, including the development of leadership skills (e.g., covering the cost of a training course or offering tuition reimbursement, etc.)
- ☐ Support time and training costs for staff seeking to build deeper skill sets in strategic areas connected to the Foundational Capabilities, (e.g., data visualization, performance management/quality improvement, communications, partnership development, health equity/social determinants of health, etc.)

Strengthen workforce planning, systems, processes, and policies

Attachment: Public Health (RES.23-29 : INC REV)

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- ☐ Create or revise workforce development plan/strategies
- ☐ Create or modify staff positions or position descriptions to focus on key crosscutting workforce issues and/or Foundational Capabilities
- ☐ Support infrastructure needed to facilitate policy, systems, and environmental change work (e.g., human resource and other information systems, online recruitment and hiring portal, workforce training system, etc.)
- ☐ Support staff time to participate in the agency-level Costing and Capacity Assessment (above and beyond the amount afforded through the \$2,400 as described above), as well as other state and national assessments

Support the implementation of Foundational Capability work, focusing on areas of need or current gaps:

- ☐ Support time for staff to participate in accreditation or reaccreditation activities
- ☐ Support time for staff to strengthen or develop community partnerships
- ☐ Use evidence-based methods of garnering and integrating community voice, particularly in community health assessment and improvement plan processes
- ☐ Support efforts to align and/or integrate State Health Assessment and Improvement Plan priorities with local efforts, including the Community Health Assessment and Improvement Plan where relevant
- ☐ Support time for staff to implement community health improvement plan priorities
- ☐ Support time for staff to implement other work that is directly connected to implementing the Foundational Capabilities, and/or the capacity of the agency to implement the Foundational Capabilities in the long-term; grantees are encouraged to be innovative in identifying mechanisms to promote the development of these foundational skills within their workforce and agency as a whole
- ☐ Support the infusion of diversity, equity, and inclusion in programs, policies, or approaches; may include staff time required to review and revise these efforts, staff time required to implement these approaches, the implementation of a training program or paying for a consultant to provide related training, or other innovative approaches designed to infuse DEI within public health practice, as suggested by the FPHS model

Other objectives:

- ☐ Objective set by LHD that supports grant implementation
- ☐ Other LHD created activity that supports Funding Purpose
- ☐ Other CDC-provided activity (please specify from NOFO)

NOTE: In recognition of equity as a central component of the FPHS model and the State Health Assessment and Improvement Plan (SHA/SHIP), DPH also encourages jurisdictions to identify mechanisms to incorporate equity, the social determinants of health, and alignment with the SHA/SHIP within their PHI Grant activities where

Attachment: Public Health (RES.23-29 : INC REV)

08/30/2023

possible. DPH is available upon request to support jurisdictions in intentionally considering how to incorporate such an approach.

Important Notes Regarding Allowable Expenses

Per the NOFO, “recipients may use funds only for reasonable program purposes, including personnel, travel, supplies and services.” Some costs associated with recruitment and hiring are allowable, including supplies and equipment needed to perform their jobs, personal protective equipment, data management, and other necessary supplies. The parameters related to allowable costs that might be implicated in proposed activities are outlined in [45 CFR part 75](#).

Additionally, please note that payments under this award will be subject to the provisions of:

- the [Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards \(2 CFR part 200\)](#), including the cost principles and restrictions on general provisions for selected items of cost.
- CDC General Terms and Conditions for Non-research awards at <https://www.cdc.gov/grants/federal-regulations-policies/index.html>

Payments from the PHI Funds may be used only to cover costs incurred by the LHD between December 1, 2022 and November 30, 2025 for this first funding period, and through November 30, 2027 overall.

Unallowable Expenses

Per the NOFO, funds may not be used for any of the following:

- Funds may not be used for research ([detailed definition here](#)).
- Funds may not be used for clinical care except as allowed by law.
- Generally, funds may not be used to purchase furniture or equipment ([detailed definition here](#)). Any such proposed spending must be discussed with DPH for review by CDC.

Additionally, funds may not be duplicative and supplanting grantee funds by replacing or releasing available local grantee funds for alternative uses is not allowed.

Reporting Requirements

Recipient LHDs will be required to submit the following reports by the dates specified below.

- Just as is required in current version of the DPH Consolidated Contract, the PHI Grant program requires that LHDs complete a quarterly reconciliation process to ensure that they are tracking their remaining balances and previously submitted expenses. In lieu of a detailed financial report, the PHI Grant Management Team

Attachment: Public Health (RES.23-29 : INC REV)

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will request a copy of the result of this reconciliation each quarter. This will allow us to ensure alignment and that LHDs are monitoring spenddown regularly.

- **Activity Selection and Project Workplan**

Within 60 days of initial contract receipt, the grantee will submit a response to the [LTHD Workplan Development Survey here](#). This response will constitute the workplan, which need not be lengthy but should provide a sufficient overview of intended plans and any anticipated needs for the 5-year duration of the contract. DPH will seek to use this information to ensure alignment with the NOFO and DPH workplans and to identify potential statewide needs for technical assistance (TA), consultation, or support. Please note that we are aware that plans are likely to change multiple times over the course of these two funding periods. Revisions to activities and workplans are acceptable and expected.

- **Progress Reports**

Required project reporting will occur semiannually through completion of a form provided by DPH. The template will ask for the following information:

- **Project Update:** This will be a short narrative description of progress made on workplan objectives/activities and staff (new or existing) supported by grant funds. This will include the requirement to attribute expenses submitted during the previous period to the objectives/activities in the workplan.
- **Needed Technical Assistance (TA):** Any request for support, consultation, and/or technical assistance to mitigate challenges and/or develop activities and concepts in support of grant objectives.
- **Annual Updates:** In every other semiannual report, jurisdictions will be asked to share examples of impacts, and will also be asked to identify any major changes in their intended use of funds for the upcoming year.

Reporting deadlines through the full five-year agreement:

- Year 1 Report A – *not required based on timing of release of funds*
- Year 1 Report B – due on 12/29/2023
- Year 2 Report A – due on 06/28/2024
- Year 2 Report B – due on 12/30/2024
- Year 3 Report A – due on 06/27/2025
- Year 3 Report B – due on 12/30/2025
- Year 4 Report A – due on 06/26/2026
- Year 4 Report B – due on 12/30/2026
- Year 5 Report A – due on 06/29/2027
- Year 5 Report B – due on 12/30/2027

- **Monthly GEARS Expenditure Reporting**

Attachment: Public Health (RES.23-29 : INC REV)

08/30/2023

- Just as is required in current version of the DPH Consolidated Contract, the PHI Grant program requires that LHDs submit monthly expenditure reports by the end of the month following the reporting period. See detailed instructions for submitting expenditure reports on [this page](#). Please note that reports should be submitted via email to DHS600CARS@dhs.wisconsin.gov and we ask that you copy DHSDPHPHIGrant@wi.gov on each submission.

Contacts

If you have any questions regarding this funding including allowable uses of funding, requests for purchasing of equipment, GEARS reporting requirements, or other questions, please send them to the shared PHI Grant Management Team inbox, DHSDPHPHIGrant@wi.gov.

Resources

[Quality Training Standards | Training Development | CDC](#) – All trainings should strive to adhere to CDC's Quality Training Standards and, when appropriate, to be made available through [CDC TRAIN](#).

Required Disclosures

Violations

Consistent with 45 CFR 75.113 LHDs must disclose, in a timely manner in writing to DHS and the US HHS OIG, all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Disclosures must be sent in writing to the CDC and to the HHS OIG at addresses available from DHS.

Disclose, in a timely manner in writing to the prime recipient (pass through entity, WI DHS) and the HHS OIG, all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Disclosures must be sent in writing to the CDC and to the HHS OIG at the following addresses:

CDC, Office of Grants Services
 Judith Davis, Grants Management Specialist
 Centers for Disease Control and Prevention
 Office of Financial Services
 2939 Flowers Rd
 Atlanta, GA 30341
 Email: xxg6@cdc.gov (Include "Mandatory Grant Disclosures" in subject line)

-- AND --

U.S. Department of Health and Human Services

Attachment: Public Health (RES.23-29 : INC REV)

08/30/2023

Office of the Inspector General
ATTN: Mandatory Grant Disclosures, Intake Coordinator
330 Independence Avenue, SW
Cohen Building, Room 5527
Washington, DC 20201
Fax: (202)-205-0604 (Include "Mandatory Grant Disclosures" in subject line)

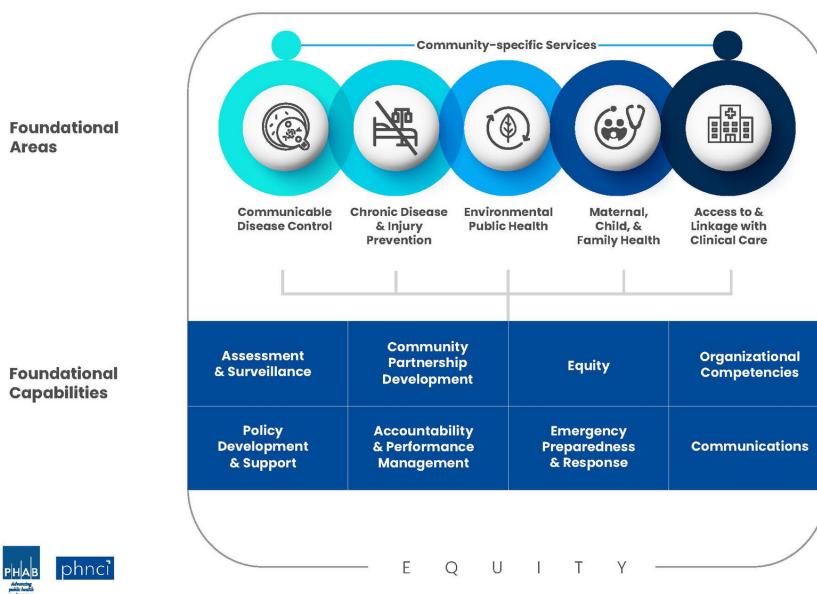
Attachment: Public Health (RES.23-29 : INC REV)

Health departments have a fundamental responsibility to provide public health protections and services in a number of areas, including: preventing the spread of communicable disease; ensuring food, air, and water quality are safe; supporting maternal and child health; improving access to clinical care services; and preventing chronic disease and injury. In addition, public health departments provide local protections and services specific to their community's needs.

The infrastructure needed to fulfill these responsibilities works to provide fair and just opportunities for all to be healthy and includes eight capabilities: 1) Assessment & Surveillance, 2) Community Partnership Development, 3) Equity, 4) Organizational Competencies, 5) Policy Development & Support, 6) Accountability & Performance Management, 7) Emergency Preparedness & Response, and 8) Communications. Health departments serve their communities 24/7 and require access to a wide range of critical data sources, robust laboratory capacity, preparedness and policy planning capacity, partnerships with community, and expert staff to leverage them in support of public health protections.

Foundational Public Health Services

The Foundational Public Health Services framework outlines the unique responsibilities of governmental public health and defines a minimum set of foundational capabilities and foundational areas that must be available in every community.



February 2022

Community-specific Services are local protections and services that are unique to the needs of a community. These services are essential to that community's health and vary by jurisdiction.

Foundational Areas

Public health programs, or Foundational Areas, are basic public health, topic-specific programs and services aimed at improving the health of the community.. The Foundational Areas reflect the minimum level of service that should be available in all communities.

Foundational Capabilities

Public health infrastructure consists of Foundational Capabilities that are the cross-cutting skills and capacities needed to support basic public health protections, programs, and activities key to ensuring community health, well-being and achieving equitable outcomes.

Foundational Capabilities

There are eight Foundational Capabilities that are needed in Public Health Infrastructure.

Assessment & Surveillance

- Ability to collect timely and sufficient foundational data to guide public health planning and decision making at the state and local level, including the personnel and technology that enable collection.
- Ability to collect, access, analyze, interpret, and use data from a variety of sources including granular data and data disaggregated by geography (e.g., census tract, zip code), sub-populations, race, ethnicity, and other variables that fully describe the health and well-being of a community and the factors that influence health.
- Ability to assess and analyze disparities and inequities in the distribution of disease and social determinants of health, that contribute to higher health risks and poorer health outcomes
- Ability to prioritize and respond to data requests and translate data into information and reports that are valid, complete, statistically accurate, and accessible to the intended audiences.
- Ability to conduct a collaborative community or statewide health assessment and identify health priorities arising from that assessment, including analysis of root causes of health disparities and inequities.
- Ability to access 24/7 laboratory resources capable of providing rapid detection.
- Ability to participate in or support surveillance systems to rapidly detect emerging health issues and threats.
- Ability to work with community partners to collect, report and use public health data that is relevant to communities experiencing health inequities or ability to support community-led data processes

Community Partnership Development

- Ability to create, convene, support, and sustain strategic, non-program specific relationships with key community groups or organizations representing populations experiencing health disparities or inequities; private businesses and health care organizations; relevant federal, Tribal, state, and local government agencies; elected and non-elected officials.
- Ability to leverage and engage partnerships and community in equity solutions.
- Ability to establish and maintain trust with and authentically engage community members and populations most impacted by inequities in key public health decision-making and use community-driven approaches
- Ability to convene across governmental agencies, such as departments of transportation, aging, substance abuse/mental health, education, planning and development, or others, to promote health, prevent disease, and protect community members of the health department's jurisdiction.
- Ability to engage members of the community and multi-sector partners in a community health improvement process that draws from community health assessment data and establishes a plan for addressing priorities. The community health improvement plan can serve as the basis for coordination of effort and resources across partners.

Equity

- Ability to strategically address social and structural determinants of health through policy, programs, and services as a necessary pathway to achieve equity.
- Ability to systematically integrate equity into each aspect of the FPHS, strategic priorities, and include equity-related accountability metrics into all programs and services.
- Ability to work collaboratively across the department and the community to build support for and foster a shared understanding of the critical importance of equity to achieve community health and well-being.
- Ability to develop and support staff to address equity
- Ability to create a shared understanding of what creates health including structural and systemic factors that produce and reproduce inequities

Organizational Competencies

- **Leadership & Governance:** Ability to lead internal and external stakeholders to consensus, with movement to action, and to serve as the face of governmental public health in the department's jurisdiction. Ability to directly engage in health policy development, discussion, and adoption with local, state, and national policymakers, and to define a strategic direction for public health initiatives, including the advancement of equity. Ability to prioritize and implement diversity, equity, inclusion within the organization. Ability to engage with appropriate governing entities about the department's public health legal authorities and what new laws and policies might be needed. Ability to ensure diverse representation on public health boards and councils.
- **Information Technology Services, including Privacy & Security:** Ability to maintain and procure the hardware and software needed to access electronic health information to support the department's operations and analysis of health data. Ability to support, use, and maintain communication technologies and systems needed to interact with community members. Ability to have the proper systems and controls in place to keep health and human resources data confidential and maintain security of IT systems.
- **Workforce Development & Human Resources:** Ability to develop and maintain a diverse and inclusive workforce with the cross-cutting skills and competencies needed to implement the FPHS effectively and equitably. Ability to manage human resource functions including recruitment, retention, and succession planning; training; and performance review and accountability.
- **Financial Management, Contract, & Procurement Services, including Facilities and Operations:** Ability to establish a budgeting, auditing, billing, and financial system and chart of expense and revenue accounts in compliance with federal, state, and local standards and policies. Ability to secure grants or other funding (governmental and not) and demonstrate compliance with an audit required for the sources of funding utilized. Ability to procure, maintain, and manage safe facilities and efficient operations. Ability to leverage funding and ensure resources are allocated to address equity and social determinants of health.
- **Legal Services & Analysis:** Ability to access and appropriately use legal services in planning, implementing, and enforcing, public health initiatives, including relevant administrative rules and due process.

Policy Development & Support

- Ability to serve as a primary and expert resource for establishing, maintaining, and developing basic public health policy recommendations that are evidence-based and grounded in law. This includes researching, analyzing, costing out, and articulating the impact of such policies and rules where appropriate, as well as the ability to organize support for these policies and rules and place them before an entity with the legal authority to adopt them.
- Ability to effectively inform and influence policies being considered by other governmental and non-governmental agencies that can improve the physical, environmental, social, and economic conditions affecting health but are beyond the immediate scope or authority of the governmental public health department.
- Ability to effectively advocate for policies that address social determinants of health, health disparities and equity.
- Ability to issue, promote compliance with or, as mandated, enforce compliance with public health regulations.

Accountability & Performance Management

- Ability to perform according to accepted business standards in accordance with applicable federal, state, and local laws and policies and assure compliance with national and Public Health Accreditation Board Standards.
- Ability to maintain a performance management system to monitor achievement of organizational objectives.
- Ability to identify and use evidence-based or promising practices when implementing new or revised processes, programs and/or interventions.
- Ability to maintain an organization-wide culture of quality and to use quality improvement tools and methods.
- Ability to create accountability structures and internal and external equity-related metrics to measure the equity impact of a department's efforts and performance.

Emergency Preparedness & Response

- Ability to develop, exercise, and maintain preparedness and response strategies and plans, in accordance with established guidelines, and to address a range of events including natural or other disasters, communicable disease outbreaks, environmental emergencies, or other events, which may be acute or occur over time.
- Ability to integrate social determinants of health, and actions to address inequities, including ensuring the protection of high-risk populations, into all plans, programs, and services.
- Ability to lead the Emergency Support Function 8 – Public Health & Medical for the county, region, jurisdiction, and state.

- Ability to activate the emergency response personnel and communications systems in the event of a public health emergency; coordinate with federal, state, and local emergency managers and other first responders, and private sector and non-profit partners; and operate within, and as necessary lead, the incident management system.
- Ability to maintain and execute a continuity of operations plan that includes a plan to access financial resources to execute an emergency and recovery response.
- Ability to establish and promote basic, ongoing community readiness, resilience, and preparedness by enabling the public to take necessary action before, during, or after a disaster, emergency, or public health event.
- Ability to issue and enforce emergency health orders.
- Ability to be notified of and respond to events on a 24/7 basis.
- Ability to access and utilize a Laboratory Response Network (LRN) Reference laboratory for biological agents and an LRN chemical laboratory at a level designated by CDC.

Communications

- Ability to maintain ongoing relations with local and statewide media including the ability to write a press release, conduct a press conference, and use electronic communication tools to interact with the media.
- Ability to effectively use social media to communicate directly with community members.
- Ability to appropriately tailor communications and communications mechanisms for various audiences
- Ability to write and implement a routine communications plan and develop routine public health communications including to reach communities not traditionally reached through public health channels
- Ability to develop and implement a risk communication strategy for communicating with the public during a public health crisis or emergency. This includes the ability to provide accurate and timely information and to address misconceptions and misinformation, and to assure information is accessible to and appropriate for all audiences.
- Ability to transmit and receive routine communications to and from the public in an appropriate, timely, and accurate manner, on a 24/7 basis.
- Ability to develop and implement a proactive health education/health communication strategy (distinct from risk communication) that disseminates timely and accurate information to the public designed to encourage actions to promote health in culturally and linguistically appropriate formats for the various communities served, including using electronic communication tools.

Foundational Areas

There are five Foundational Areas, also known as Public Health Programs. **Social determinants of health and actions to address health inequities should be integrated throughout all activities.**

Communicable Disease Control

- Provide timely, statewide, and locally relevant and accurate information to the health care system and community on communicable diseases and their control.
- Identify statewide and local communicable disease control community partners and their capacities, develop, and implement a prioritized communicable disease control plan, and ability to seek and secure funding for high priority initiatives.
- Receive laboratory reports and other relevant data; conduct disease investigations, including contact tracing and notification; and recognize, identify, and respond to communicable disease outbreaks for notifiable conditions in accordance with local, national, and state mandates and guidelines.
- Assure the availability of partner notification services for newly diagnosed cases of communicable diseases according to Centers for Disease Control and Prevention (CDC) guidelines.
- Assure the appropriate treatment of individuals who have reportable communicable diseases, such as TB, STIs, and HIV in accordance with local and state laws and CDC guidelines.
- Support the recognition of outbreaks and other events of public health significance by assuring capacity for the identification and characterization of the causative agents of disease and their origin, including those that are rare and unusual.
- Coordinate and integrate categorically-funded communicable disease programs and services.

Chronic Disease & Injury Prevention

- Provide timely, statewide, and locally relevant, complete, and accurate information to the health care system and community on chronic disease and injury prevention and control.
- Identify statewide and local chronic disease and injury prevention community partners and their capacities, develop, and implement a prioritized prevention plan, and ability to seek and secure funding for high priority initiatives.
- Reduce statewide and community rates of tobacco use through a program that conforms to standards set by state or local laws and CDC's Office on Smoking and Health, including activities to reduce youth initiation, increase cessation, and reduce secondhand exposure to harmful substances.
- Work actively with statewide and community partners to increase statewide and community rates of healthy eating and active living through a prioritized approach focusing on best and promising practices aligned with national, state, and local guidelines for healthy eating and active living.
- Coordinate and integrate categorically-funded chronic disease and injury prevention programs and services.

Environmental Public Health

- Provide timely, statewide, and locally relevant, complete, and accurate information to the state, health care system, and community on environmental public health threats and health impacts from common environmental or toxic exposures.
- Identify statewide and local community environmental public health partners and their capacities, develop, and implement a prioritized plan, and ability to seek and secure action funding for high priority initiatives.
- Conduct mandated environmental public health laboratory testing, inspections, and oversight to protect food, recreation sites, and drinking water; manage liquid and solid waste streams safely; and identify other public health hazards related to environmental factors in accordance with federal, state, and local laws and regulations.
- Protect workers and the public from chemical and radiation hazards in accordance with federal, state, and local laws and regulations.
- Participate in broad land use planning and sustainable development to encourage decisions that promote positive public health outcomes and resilient communities (e.g., housing and urban development, recreational facilities, transportation systems and climate change).
- Coordinate and integrate categorically-funded environmental public health programs and services.

Maternal, Child, & Family Health

- Provide timely, statewide, and locally relevant, complete, and accurate information to the health care system and community on emerging and on-going maternal child health trends.
- Identify local maternal and child health community partners and their capacities; using life course expertise and an understanding of health disparities, develop a prioritized prevention plan; and ability to seek and secure funding for high priority initiatives.
- Identify, disseminate, and promote emerging and evidence-based early interventions in the prenatal and early childhood period that promote lifelong health and positive social-emotional development.
- Assure newborn screening as mandated by a state or local governing body including wraparound services, reporting back, following up, and service engagement activities.
- Coordinate and integrate categorically funded maternal, child, and family health programs and services.

Access to & Linkage with Care

- Provide timely, statewide, and locally relevant, complete, and accurate information to the health care system and community on access and linkage to clinical care (including behavioral health), healthcare system access, quality, and cost.
- Inspect and license healthcare facilities, and license, monitor, and discipline healthcare providers, where applicable.
- In concert with national and statewide groups and local providers of healthcare, identify healthcare partners and competencies, develop prioritized plans for increasing access to health homes and quality health care, and seek funding for high priority policy initiatives.

Health and Human Services Committee

AGENDA INFORMATION SHEET

AGENDA DATE:	October 24, 2023
DEPARTMENT:	Public Health
DIRECTOR:	Kim Buechler
PREPARER:	Tyler Quaas

Agenda Summary Increase of Revenue Budget Amendment Harm Reduction Vending Machines Grant

BACKGROUND INFORMATION: On September 8, 2022, the Joint Committee on Finance of the Wisconsin state legislature approved a plan for expenditure of the portion of the 2022 settlement funds allocated to Wisconsin Department of Health Services (DHS) by 2021 Wisconsin Act 57. The plan directs DHS to expand the Narcan Direct Program and establish and fund a program to distribute fentanyl testing strips. DHS is utilizing public health vending machines to expand both harm reduction efforts in Wisconsin. Early evaluation efforts are already demonstrating the machines as effective in engaging young people who use drugs and have not previously engaged in harm reduction or recovery services. These machines also increase access to public health and wellness supplies outside of traditional service providers' hours of operation and in locations previously not providing harm reduction tools.

The goals of Wisconsin's PHVM initiative include:

- Reduce overdoses and overdose deaths and improve the quality of life for people who use drugs by increasing low barrier access to naloxone and other public health and wellness supplies.
- Reach and engage communities, both geographic and demographic, disproportionately impacted by overdose.
- Avoid/reduce the cost of operating a brick-and-mortar location.
- Reduce stigma related to substance use.

ANALYSIS: The Washington Ozaukee Substance Use Coalition, through the Public Health Department, was awarded funding to support the purchase of two harm reduction vending machines, one for each county. In August 2022, Washington County declared a fentanyl crisis with over 80% of their fatal overdoses involving fentanyl. Ozaukee has also seen over 50% of cases involving fentanyl and the health department's most recent community health assessment identified substance use as one of the top three priority health concerns in both counties. This project allows the health department to support one machine in each county in areas with high traffic volume, increasing access to some of the harm reduction supplies that could help us to combat this epidemic and keep our communities healthy, safe and alive. In addition to funding the vending machines and supplies, this grant will also support data collection and substance use education. All items in the vending machines will include QR codes with links to our mental health and substance use campaign (changetheend.com) and a quick guide to substance use

resources in our counties. The Washington County vending machine will be located at Moraine Park Technical College. The coalition has not yet identified a specific location for the Ozaukee vending machine.

FISCAL IMPACT: \$70,180

Balance Current Year: \$70,180

Next Year's Estimated Cost: \$0

FUNDING SOURCE:

County Levy: \$0

Non-County Levy: \$70,180

Indicate source: Wisconsin DHS

RECOMMENDED MOTION: Approve

HEALTH AND HUMAN SERVICES COMMITTEE

RESOLUTION NO. 23-30

SALARIES OF COUNTY SUPERVISORS 2024-2026

WHEREAS, Section 59.10(3)(f) of the Wisconsin Statutes states that a county board may, at its annual meeting, by a two-thirds vote of all the members, fix the compensation of the board members to be next elected and may also provide additional compensation for the chairperson.

WHEREAS, Section 59.10(3)(i) of the Wisconsin Statutes states that a county board may, at its annual meeting, by a two-thirds vote of all the members, fix the compensation of the board members to be next elected at an annual salary for all their services for the county including all committee services, except the per diem allowance for services in acquiring highway rights-of-way, and in like manner allow additional salary for the members of the highway committee and for the chairperson of the board.

NOW, THEREFORE, BE IT RESOLVED, by the Ozaukee County Board of Supervisors with a new term of office for County Supervisor beginning on April 16, 2024, the salary of each Supervisor, except the County Board Chairperson, shall be set at \$5,796.00 per year in monthly installments of \$483.00 and effective April 15, 2025, the salary shall be set at \$5,796.00 per year in monthly installments of \$483.00; and

FURTHER RESOLVED, the salary of the County Board Chairperson is established at a rate of three times the annual salary of a Supervisor beginning on April 16, 2024, the salary of the County Board Chairperson, shall be set at \$17,388.00 per year in monthly installments of \$1,449.00, and effective April 15, 2025, the salary shall be set at \$17,388.00 per year in monthly installments of \$1,449.00; and

FURTHER RESOLVED, that any Supervisor, including the Chairperson, may reject any or all of his or her salary by giving proper written notice to the County Clerk.

NOW, THEREFORE, BE IT RESOLVED, by the Ozaukee County Board of Supervisors, that the above salaries be approved for the 2024-2026 term of office.

Dated at Port Washington, Wisconsin, this 1st day of November 2023.

SUMMARY: Resolution establishing County Board Salaries for the 2024-2026 term.

VOTE REQUIRED: Two-Thirds of Members Elect

10/30/23

Executive Committee

EXECUTIVE COMMITTEE

Executive Committee
AGENDA INFORMATION SHEET

AGENDA DATE:	November 1, 2023
DEPARTMENT:	Administrator
DIRECTOR:	Jason Dzwinel
PREPARER:	Jason Dzwinel

Agenda Summary Salaries of County Supervisors 2024-2026

ANALYSIS: The Executive Committee recommends an increase in wages for 2024-2026 to \$5,796.00 annually for County Board Supervisors and \$17,388.00 for the County Board Chairperson assumed in the 2024 Executive Committee Recommended Budget. Section 59.10 (3)(f) of the Wisconsin Statutes states that a county board may, at its annual meeting, by a two-thirds vote of all the members, fix the compensation of the board members to be next elected and may also provide additional compensation for the chairperson.

This resolution provides a 5.9% increase for the two-year term.

FISCAL IMPACT: \$9,108 per each year of the term.

FUNDING SOURCE:

County Levy: \$9,108 per each year of the term.

RECOMMENDED MOTION: Approve the 2024-2026 County Board Salaries as recommended by the Executive Committee.

RESOLUTION NO. 23-31

AUTHORIZING AGREEMENT FOR THE TRANSFER OF PUBLIC SAFETY ANSWERING SERVICE BETWEEN OZAUKEE COUNTY, THE CITY OF CEDARBURG AS REVISED

WHEREAS, Ozaukee County's mission is to provide quality services in a cost-effective manner and is heavily reliant on technology to drive efficiency throughout our organization along with our local government partners; and

WHEREAS, the Ozaukee County Board of Supervisors has a long-standing philosophy that it is of the benefit to all county citizens and taxpayers to provide consolidated service at the county level that achieves an economy of scale and improves service delivery; and

WHEREAS, the City Cedarburg approved the transfer its public safety answering services to Ozaukee County; and

WHEREAS, the consolidation of dispatching services countywide aligns with Ozaukee County's mission and philosophy and builds upon the recent dispatch consolidations with the Village of Grafton, City of Port Washington, Village of Saukville and the City of Mequon.

NOW, THEREFORE, BE IT RESOLVED, that the Ozaukee County Board of Supervisors authorizes the County Board Chairperson and County Clerk to execute the Agreement for the Transfer of Public Safety Answering Service Between Ozaukee County, the City of Cedarburg; and

FURTHER RESOLVED, that the Ozaukee County Board of Supervisors authorizes the creation of ~~three (3.0)~~ four (4.0) county-funded Dispatcher positions to support the assumption of all public safety answering services for the City of Cedarburg; and

FURTHER RESOLVED, that the transfer of all the City of Cedarburg public safety answering services shall occur at no cost to the city.

Dated at Port Washington, Wisconsin, this 1st day of November 2023.

SUMMARY: Approving the consolidation of the public safety answering services for the City of Cedarburg with Ozaukee County dispatch.

VOTE REQUIRED: Majority

10/30/23 **Public Safety Committee**

10/30/23 **Executive Committee**

PUBLIC SAFETY COMMITTEE

Public Safety Committee
AGENDA INFORMATION SHEET

AGENDA DATE:	November 1, 2023
DEPARTMENT:	Administrator
DIRECTOR:	Jason Dzwinel
PREPARER:	Jason Dzwinel

Agenda Summary Authorizing Agreement for the Transfer of Public Safety Answering Service Between Ozaukee County, the City of Cedarburg as Revised

BACKGROUND INFORMATION: The City Cedarburg recently approved an agreement for the transfer of public safety answering service to Ozaukee County Dispatch. This resolution approves the transfer by Ozaukee County.

ANALYSIS: The Agreement approves the transfer of Emergency Medical Dispatch Services effective January 1, 2024.

The transfer of all dispatching services requires the creation of four Dispatcher positions to support the call volume of City of Cedarburg Dispatch. The resolution authorizes the creation of these positions. The 2024 Budget assumes the creation of these. With the approval of the Agreement the county is obligated to provide the dispatch services. The State of Wisconsin's tax levy freeze provides for an exemption for the funding of positions and other costs for the assumption of a service by another municipality per 66.0602(3) of the Wis. Stats. The Board should consider this exemption in the context of the 2024 Budget approval process.

Historically, the county consolidated dispatch services with the City of Port Washington and Village of Saukville, Village of Grafton and City of Mequon. The county approved these consolidations at no cost to the municipalities. This aligns with the long-standing philosophy of the county that it is of benefit to all of our citizens and taxpayers when we are able to provide a service at the county level that achieves an economy of scale and improves the service. The provision of our wide area network for internet and network connectivity that all municipalities rely on throughout the county, the countywide radio system, and the ProPhoenix records management solution are prime examples of this approach.

The resolution approves the consolidation at no cost to the City of Cedarburg.

FISCAL IMPACT: The estimated impact of the creation of four Dispatcher positions to support the call volume of City of Cedarburg Dispatch is \$454,738 of county levy.

RECOMMENDED MOTION: Staff and the Sheriff respectfully request that the County Board approve the resolution approving the Agreement by and Between the City of Cedarburg and Ozaukee County Relating to the City of Cedarburg Dispatch Services and the creation of four Dispatcher positions at no cost to the City of Cedarburg.

The Executive Committee is asked to amend the 2024 Budget to include the \$454,738 of county levy.

ATTACHMENTS:

- Agreement to Transfer City of Cedarburg PSAP to Ozaukee Sheriff_DRAFT (PDF)
- 2023.10.09 Common Council minutes excerpt_Cedarburg Dispatch (PDF)

AGREEMENT FOR THE TRANSFER OF PUBLIC SAFETY ANSWERING SERVICE BETWEEN OZAUKEE COUNTY AND THE CITY OF CEDARBURG

RECITALS

I. Ozaukee County (the “County”) has operated a public safety answering point (“PSAP”) and dispatch center for the Sheriff’s Office and other public safety agencies within Ozaukee County.

II. The City of Cedarburg (the “City”) has operated a PSAP and dispatch center for the City’s fire and police departments.

III. The County will undertake PSAP and dispatch services for fire and emergency medical calls within the City of Cedarburg.

IV. The City and County find that the consolidation to a single PSAP and one dispatch center will provide numerous benefits to all Parties including provision of consistent and high quality emergency services call handling which benefits the residents.

V. The Parties are authorized under Wis. Stat. § 66.0301(2) to contract with each other for the receipt or furnishing of services or the joint exercise of any power or duty required or authorized by law and under Wis. Stat. § 256.35(2)(d) to combine to establish a basic or sophisticated system.

In consideration of these Recitals, the mutual agreements, benefits and responsibilities outlined herein, and other good and valuable consideration, receipt or sufficiency of which is hereby acknowledged, the parties agree:

A. Establishment of PSAP. As of the Effective Date of this Agreement, the County shall be the PSAP for all emergency services calls within the City of Cedarburg.

B. Dispatch Services. The County shall provide law enforcement, fire, and emergency medical services dispatch and enhanced 911 services (hereinafter “Dispatch Service”) to the City. The Dispatch Service provided by the County shall be the same or better service as the County provides to all other residents within the County for which it provides Dispatch Service, in all respects, including with regard to customer service, receipt of calls, and prompt response. The Dispatch Service provided by the County shall include but not be limited to the following:

1. Answer incoming calls on telephone lines designated by the City.

2. Receive and record information pertaining to requests for emergency services.
3. Alert the City's Police Department and/or Fire Department, as may be appropriate, and broadcast emergency information promptly.
4. Receive acknowledgment of alert and emergency information.
5. Refer non-emergency calls to a designated non-emergency telephone number.
6. Provide teletype service to City police officers while they are on duty.
7. Provide quality customer service to all callers.
8. Provide the foregoing services twenty-four hours per day, seven days per week, while this Agreement is in effect.

C. Equipment. The County shall provide at its sole cost and expense all Dispatch Services from a location that is owned and maintained by the County, on equipment that is owned and maintained by the County.

D. Personnel. The County shall at its sole cost and expense employ sufficient staff to perform the Dispatch Services required by this Agreement. All such staff shall be the sole responsibility of the County. No employment relationship shall exist between the City and said personnel.

E. City Obligations.

1. City shall, at City's sole cost and expense, provide and maintain non-emergency police department telephone lines.
2. City shall furnish County with any special instructions or other information required to effectively provide the Dispatch Services.
3. City shall return two of the County's radio dispatch consoles to the County.

F. Effective Date and Term. The Effective Date of this Agreement shall be January 1, 2024 and shall run for an indefinite term.

G. Termination. In recognition of the difficulty of adjusting the tax levy to reflect staffing changes necessitated by a termination, termination of this Agreement shall be as follows:

1. For Breach. Either party may terminate this agreement upon the breach of the other provided that the non-breaching party provides a notice of the breach and at least 30 days to cure the breach. If the breach was not the result of an intentionally wrongful act or omission of the breaching party and the breach or failure cannot be cured using commercially reasonable and diligent efforts within such 30-day period but could be cured with additional time, such 30-day cure period shall be extended for the period reasonably necessary to cure if (and for such period as) (i) the breaching party uses commercially reasonable and diligent efforts during such 30-day period; (ii) the breaching party continues to use all commercially reasonable and diligent efforts to cure after such 30-day period; and (iii) such efforts are adequate to ensure a cure. In the event of a termination for breach by the County or the City, the breaching party shall pay, as liquidated damages, the actual and reasonable dispatch personnel costs incurred by the non-breaching party. With respect to a breach by the County, the costs shall be the City's additional dispatch personnel costs until the City's next budget cycle so that the City is able to adjust its tax levy to pay for the same, and with respect to a breach by the City, reimbursement of the County's unemployment payments for personnel laid off due to reduced staffing needs.

2. For convenience. Either party may terminate this Agreement for convenience upon two year's written notice.

H. Levy Limit Adjustments. Notwithstanding the reference to Wis. Stat. § 66.0301 above, it is intended by the Parties that their respective levy limits for 2024 will be adjusted utilizing Lines J and K of Section D on the annual Municipal Levy Limit Worksheet. No adjustment should be made on Line H of the Worksheet without an amendment to this Agreement that redistributes costs between the Parties.

I. Notices. Notices required or deemed advisable under this Agreement shall be made in writing and delivered personally or by registered or certified mail upon the County at:

County Administrator
Ozaukee County
121 W. Main St.
Port Washington, WI 53074

and upon the City to:

City Administrator
City of Cedarburg
11333 N. Cedarburg Road
Cedarburg, WI 53092

J. Third-Party Liability. It is expressly understood by and between the parties that each party shall be responsible, in the event of a claim, or judgment by a court of competent jurisdiction, for liability to a third party, to the extent liability shall be found against that party. Nothing in this Agreement shall be construed to limit the right of any party to seek contribution against another in the event of liability to a third party. This Agreement is intended to be solely between the Parties hereto and no part shall be construed to add, supplement, or grant any rights, benefits or privileges of any kind whatsoever to any third party or parties. Nothing contained within this Agreement is intended to be a waiver or estoppel of any Party or their respective insurers to rely upon the limitations, defenses, and immunities contained within Wisconsin Statutes sections 893.80, 895.52, and 345.05 or common law, and the Parties or their respective insurers shall not be liable in indemnity, contribution or otherwise for an amount greater than the limits of liability under Wisconsin law.

K. Joint Powers Agreement. Pursuant to Section 256.35(9) of the Wisconsin Statutes, the Parties shall annually enter into a Joint Powers Agreement, which shall be applicable on a daily basis and which shall provide that if an emergency services vehicle is dispatched in response to a request through the County's emergency dispatch system, such vehicle shall render its services to the persons needing the services, regardless of whether the vehicle is operating outside the vehicle's normal jurisdictional boundaries. This Agreement shall constitute the required Joint Powers Agreement.

L. Dispute Resolution. The Parties agree that in the event of any dispute over the terms, performance, or administration of this Agreement they will submit first to mediation by a single mediator. In any litigation thereafter between the Parties, no costs shall be awarded to the prevailing party unless it shall appear to the court that the other party acted with gross negligence or in bad faith, or with malice, concerning the matter(s) that are the subject of such litigation.

M. Entire Agreement. The entire agreement of the parties is contained herein, except for the standard operating procedures which will be hereafter agreed to by the parties, and this Agreement supersedes all previous agreements, whether written or oral and all negotiations as well as any previous agreements presently in effect between the Parties relating to the subject matter.

N. Amendments. Any amendments to this Agreement shall be made in writing and be approved by the governing Board or Council of all of the Parties.

O. No Waiver. No waiver of any breaches of this Agreement shall be held to be a waiver of any other or any subsequent breaches. All remedies afforded in this Agreement shall be considered to be cumulative and in addition to any other remedies provided by law.

P. Severability. In the event any provisions of this contract shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties.

OZAUKEE COUNTY

CITY OF CEDARBURG

County Board Chairman

Mayor

County Clerk

City Clerk

Approved as to Form:

Approved as to Form:

Ozaukee County Corporation Counsel

Cedarburg City Attorney

**SOUTHERN OZAUKEE FIRE AND
EMERGENCY MEDICAL SERVICES DEPARTMENT**

Van A. Mobley, President

Andrew Nerbun, Vice President

COMMON COUNCIL
OCTOBER 9, 2023

CC20231009-4
UNAPPROVED

DISCUSSION AND POSSIBLE ACTION ON THE TRANSFER OF CITY OF CEDARBURG DISPATCH CENTER TO THE OZAUKEE COUNTY SHERIFF'S OFFICE EFFECTIVE JANUARY 1, 2024

Police Chief McNerney presented a plan for the future of the City of Cedarburg Dispatch Center. The City's Dispatch Center is the last remaining municipal dispatch center in Ozaukee County and currently has two employees pending retirement in 2024. The City is also facing a 911 system upgrade that will cost between \$60,000 - \$75,000 along with the yearly maintenance costs of \$35,200. With the impending costs to keep the Dispatch Center operational, and the difficulty of hiring additional qualified Dispatchers, the Police Chief is recommending transferring the entire Dispatch Center to Ozaukee County.

A motion was made by Council Member Fitzpatrick, seconded by Council Member Mueller, to transfer dispatch services to the Ozaukee County Sheriff's Office effective January 1, 2024. Motion carried with Council Member Simpson voting nay.

DISCUSSION AND POSSIBLE ACTION ON APPROVING ORDINANCE NO. 2023-22 TO REMOVE CLERK DEPARTMENT FEES FROM CURRENT CITY CODE AND ADD THEM TO THE NEW FEE SCHEDULE

A motion was made by Council Member Fitzpatrick, seconded by Council Member Thome, to approve Ordinance No. 2023-22. Motion carried without a negative vote.

DISCUSSION AND POSSIBLE ACTION ON APPROVING ORDINANCE NOS. 2023-13, 2023-19, AND 2023-21 TO REMOVE BUILDING CODE FEES FROM THE CURRENT CITY CODE AND ADD THEM TO THE NEW FEE SCHEDULE

A motion was made by Council Member Curley, seconded by Council Member Thome, to approve the amended version of Ordinance No. 2023-13, Ordinance No. 2023-19, and Ordinance No. 2023-21. Motion carried without a negative vote.

DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION NO. 2023-17 APPROVING THE NEW FEE SCHEDULE

A motion was made by Council Member Thome, seconded by Council Member Mueller, to approve Resolution No. 2023-17. Motion carried without a negative vote.

CONSENT AGENDA:

A motion was made by Council Member Thome, seconded by Council Member Mueller, to approve the following consent agenda items. Motion carried without a negative vote.

- September 25, 2023 Common Council meeting minutes
- New 2023-2024 Operator Licenses for period ending June 30, 2024 for Sarah O. Bloomquist, Susan Brill, Mary K. Creten, Sydney K. Gaskell, MaryLee Katzka, Kevin M. Pelkey, Katharine A. Shortreed

RESOLUTION NO. 23-32

2024 BUDGET AS REVISED

RESOLVED, by the Ozaukee County Board of Supervisors, that the following Budget for 2024 be approved and adopted:

The amounts listed in this resolution are the totals of line-items reflected in the 2024 Proposed Budget document as amended by the Executive Committee, which is hereby adopted by reference.

Dated at Port Washington, Wisconsin, this 1st day of November 2023.

SUMMARY: 2024 Budget

VOTE REQUIRED: Majority

10/30/23

Executive Committee

EXECUTIVE COMMITTEE

Executive Committee
AGENDA INFORMATION SHEET

AGENDA DATE:	November 1, 2023
DEPARTMENT:	Administrator
DIRECTOR:	Jason Dzwinel
PREPARER:	Jason Dzwinel

Agenda Summary 2024 Budget as Revised

BACKGROUND INFORMATION: This resolution approves the 2024 Ozaukee County Budget as recommended by the Executive Committee.

ANALYSIS: Please see the 2024 County Administrator's Executive Committee Budget Memo for details. The full 2024 Ozaukee County Budget can be found at the following link:
<https://www.co.ozaukee.wi.us/DocumentCenter/View/24653/FY2024-Recommended-Budget>

FISCAL IMPACT: The 2024 Ozaukee County Budget totals \$98.7 Million. Revenues of \$76.0 Million offset the expenses resulting in a 2024 Property Tax Levy of \$22.2 Million. Overall expenses increased 4.75 percent over 2023 and revenues increased 5.6 percent. The 2024 Ozaukee County Budget recommendation increases the county property tax levy 3.0 percent from 2023. The dollar increase totals \$669,455.

The table below compares the 2023 tax levy to the 2024 tax levy as recommended by the Executive Committee.

2024 RECOMMENDED BUDGET

	2023	2024	+/- \$	+/- %
TOTAL TAX LEVY	\$22,280,401	\$22,949,856	\$669,455	3.00%
COUNTY TAX LEVY	\$21,566,432	\$22,229,126	\$662,694	3.07%
LIBRARY LEVY	\$713,969	\$720,730	\$6,761	0.95%
TOTAL TAX RATE	\$1.6448	\$1.51749	-\$0.1273	-7.74%
COUNTY TAX RATE	\$1.3962	\$1.29845	-\$0.0977	-7.00%
LIBRARY TAX RATE	\$0.2486	\$0.21904	-\$0.0296	-11.90%

RECOMMENDED MOTION: The Executive Committee respectfully requests that the County Board approved the 2024 Ozaukee County Budget as presented.

ATTACHMENTS:

- 2024 County Administrator's Executive Committee Budget Memo (PDF)
- 2024 County Administrator's Budget Memo (PDF)



2024 Budget Message

DEPARTMENT OF ADMINISTRATION

COUNTY ADMINISTRATOR'S OFFICE

Jason Dzwinel, County Administrator

www.co.ozaukee.wi.us

October 11, 2023

Dear County Board Members:

It is my privilege to present the 2024 Executive Committee's Budget for your consideration.

The Executive Committee made \$112,549 of increases in the tax levy from the County Administrator's 2024 Budget. These \$112,549 of additional funds will be supported by tax levy available from 2024 net new construction, the total net new construction levy available in 2024 totals \$328,584. That net new construction amount of \$328,584 was originally included as a tax levy increase in the County Administrator's 2024 Budget recommendation, but the recommendation was amended to increase sales tax revenues of \$328,584 to offset the originally contemplated levy increase. The 2024 sales tax estimates were provided by the Wisconsin Counties Association after the publication of the County Administrator's 2024 Recommended Budget.

The net impact of the \$112,549 tax levy increase recommended by the Executive Committee changed the 2024 tax levy by 0.52% and increased the proposed tax rate by less than one cent or \$0.007.

The tables below compare the County Administrator's Recommended Budget and the Executive Committee's Recommended Budget.

COUNTY ADMINISTRATOR'S RECOMMENDED BUDGET

	2023	2024	+/- \$	+/- %
TOTAL TAX LEVY	\$22,280,401	\$22,382,569	\$102,168	0.46%
COUNTY TAX LEVY	\$21,566,432	\$21,661,839	\$95,407	0.44%
LIBRARY LEVY	\$713,969	\$720,730	\$6,761	0.95%
TOTAL TAX RATE	\$1.6448	\$1.48435	-\$0.1604	-9.75%
COUNTY TAX RATE	\$1.3962	\$1.26531	-\$0.1309	-9.37%
LIBRARY TAX RATE	\$0.2486	\$0.21904	-\$0.0296	-11.90%

EXECUTIVE COMMITTEE'S RECOMMENDED BUDGET

	2023	2024	+/- \$	+/- %
TOTAL TAX LEVY	\$22,280,401	\$22,495,118	\$214,717	0.96%
COUNTY TAX LEVY	\$21,566,432	\$21,774,388	\$207,956	0.96%
LIBRARY LEVY	\$713,969	\$720,730	\$6,761	0.95%
TOTAL TAX RATE	\$1.6448	\$1.49092	-\$0.1539	-9.36%
COUNTY TAX RATE	\$1.3962	\$1.27189	-\$0.1243	-8.90%
LIBRARY TAX RATE	\$0.2486	\$0.21904	-\$0.0296	-11.90%

EXECUTIVE COMMITTEE AMENDMENTS

The Executive Committee's Recommended 2024 Budget included the following amendments, the first four increased the county tax levy and will be funded by net new construction:

1. Land and Water Office Administrator - \$40,000

The Executive Committee approved the creation of a part-time Office Administrator position for the Land and Water Department. Following a retirement in the office in 2020 a hybrid technical and administrative position was created from a clerical position. This amendment will eliminate the administrative responsibilities of the Sanitation and Zoning Position and move them to the Office Administrator position.

2. Land and Water Sanitation and Zoning Position Upgrade - \$7,406

The Executive Committee approved the creation of a part-time Office Administrator position for the Land and Water Department. Following a retirement in the office in 2020 a hybrid technical and administrative position was created from a clerical position. This amendment will eliminate the administrative responsibilities of the Sanitation and Zoning Position and move them to the Office Administrator position.

3. Medical Examiner Hourly Increase - \$25,143

This amendment will increase the current Deputy Medical Examiner position from 0.6 FTE to 0.8 FTE. The Medical Examiner requested this increase in hours to continue the work to expand death investigation procedures to align with national standards, necessitating additional investigative and administrative support.

4. Human Resources Coordinator Position \$40,000

This amendment will create a part-time position in the Human Resources Department. To support roughly 775 employees, our Human Resources Department currently consists of three regular full-time team members: HR Director, HR Business Partner (HRBP),

and Benefits Manager. The department oversees all functions of Human Resources including: recruitment, selection, onboarding, employee development, employee engagement, benefits administration, leave administration, employee wellness, managerial support, employee relations, compliance, compensation administration, team recognition, and more. This position will further support the needs of Ozaukee County and long-term increased efforts around engagement in the workplace.

5. Human Services Upgrade Child and Family Position - \$6,947
6. Human Services Upgrade ADRC Position - \$6,918

These amendments will upgrade two positions in the Human Services Department for increased duties and certifications. Both upgrades are fully revenue supported and do not impact the 2024 tax levy.

7. Human Services ADRC Part-time New Position - \$49,301

This amendment will create a part-time Information and Assistance position in the ADRC. Based on current caseloads the part-time position is required to provide services to the county's adult disabled population. This position is fully revenue supported and do not impact the 2024 tax levy.

8. Parks Position Upgrade - \$9,087

This amendment will upgrade the Program Assistant II - Ecological / Fish Passage position to a Conservation Biologist – Fisheries to reflect the current duties of the role. This position is fully revenue supported and do not impact the 2024 tax levy.

9. Department Revenues - (\$72,253)

This amendment assumed the revenues to offset the expenditure increases for the positions in Human Services and Planning and Parks.

10. GTA Transportation Aid Revenue (no impact to expenditures) - \$75,241
Appropriated Highway Fund Reserves (no impact to expenditures) - (\$75,241)

The 2024 General Transportation Aid Estimate from the Wisconsin Department of Transportation was finalized in early October and increased the amount of transportation aid available to the county. The increase totaled \$75,241. The 2024 budget as recommended by the County Administrator assumed that \$620,000 of 2024 Highway Projects would be funded with a portion of the \$1.6M of Highway fund balance. This amendment reduced the \$620,000 by the amount of the increase of revenues. In addition, the City of Port Washington has submitted an offer to purchase the excess right-of-way at 33 and LL for \$275,000. If this purchase is approved it will further increase the fund balance available.

The Executive Committee amendments increased the tax levy \$112,549 for the positions in Land and Water, Human Resources, and the Medical Examiner's Office.

ADDITIONAL EXPANSION REQUESTS

The list below details the expansion requests that were not included in the 2024 Budget by the Executive Committee:

1. Corporation Counsel: Child Support Administrator - \$33,602 (Desired)
2. Corporation Counsel: Child Support Legal Assistant - \$17,778 (Desired)

These two expansion requests were intended to address workload in the Corporation Counsel's Office. The Corporation Counsel requested that the requests be reconsidered in the 2025 Budget after some additional analysis of workload and duties.

3. Human Resources: Tuition Reimbursement Program - \$40,000 (Desired)

This request will be reviewed by the Finance Committee and accompanied by a transfer of funds from county reserves to implement a pilot program to assess the demand for tuition reimbursement. The committee did not desire to increase the tax levy for this request.

4. Human Services: Increased funding for State Facilities - \$75,000 (Urgent)
5. Human Services: Increased funding for Non-Resident Client - \$125,000 (Urgent)

The committee did not fund these requests from net new construction opting to allow these expenses to be funded with Human Services Fund Balance.

6. Sheriff's Office: Rescue Boat Repaint - \$100,000 (Required)

This request will be presented to the Public Safety Committee in November and accompanied by a transfer from the county project fund, which will allow the boat to be painted during the winter. The committee did not desire to increase the tax levy for this request.

7. Sheriff's Office: Behavioral Health Deputy - \$119,645 (Desired)

This request will be considered for funding with opiate settlement funds. It will require some additional analysis by the Sheriff's and Human Services Department to determine duties and responsibilities to ensure that the use of opiate funds for this role will be appropriate under the terms of settlement.

8. Sheriff's Office: Deputy Sheriff 3rd Shift - \$215,924 (Desired)
9. Sheriff's Office: Court Officer - \$119,645 (Desired)
10. Sheriff's Office: Change Jailors to Protect WRS Status - \$141,471 (Desired)
11. *The committee did not fund these requests. The Sheriff's Department will receive a \$989,000 increase in tax levy in the 2024 Budget. Moreover, the expenditure analysis that will be required to meet the maintenance of effort requirements of Act 12 have yet to be finalized by the rule making process by the State Department of Revenue. If the*

county includes significant operational expenditures that will be subject to the maintenance of effort, the ability to fund these expenditures in future years is a budgetary risk.

12. UW- Extension: Marketing Specialist - \$9,049 (Desired)

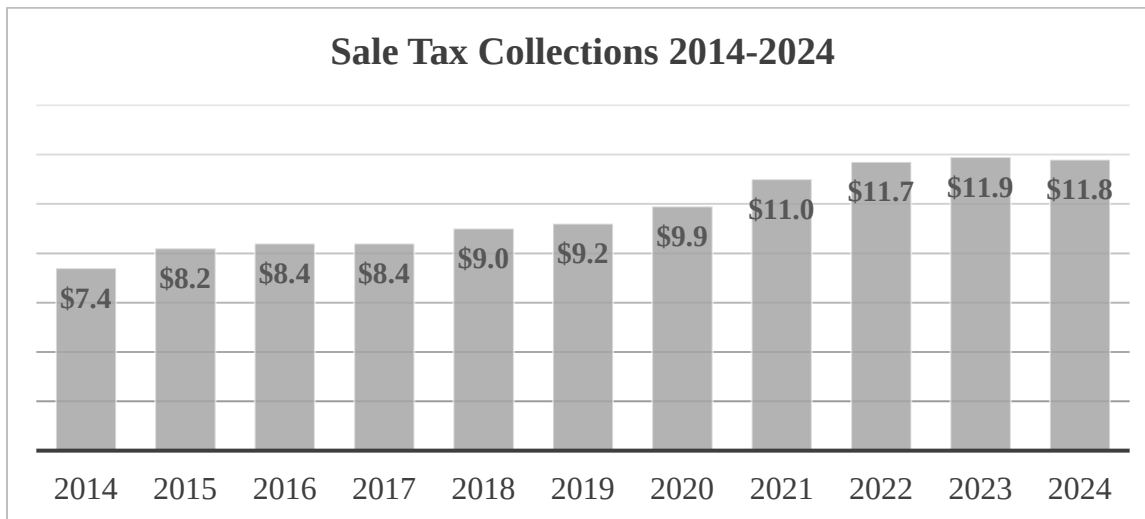
The committee did not fund this request.

FISCAL PLANNING 2025 BUDGET

New revenues from the State of Wisconsin in Act 12 total more than \$1 million in 2024. This legislation is welcomed and has allowed the county to maintain service levels in 2024. The likelihood that the county will receive an additional \$1 million of revenue in 2025 and future budgets is low. For this reason, the County Administrator and the Executive Committee made conservative estimates on sales tax revenues and only relied on a portion of the net new construction available. This approach will set aside additional funds for 2025 and future budgets.

Sales Tax Estimates 2024

The 2024 budgeted sales tax revenues total \$11,760,704. The Wisconsin Counties Association (WCA) estimate for 2024 is forecasted at \$12,082,013. The 2024 budgeted sales tax recommendation assumes approximately 50% of the WCA estimate. This recommendation is both a hedge against an economic downturn in 2024 and provides the county funds for future budgets if sales tax collections continue to outperform estimates. The chart below shows historic collections from 2014-2022 and estimated revenues for 2023 and 2024.



Net New Construction 2024

The Executive Committee's 2024 Budget Recommendation assumes the use of \$112,549 of the \$366,435 of 2024 net new construction, reserving \$253,886 for future years. This coupled with the \$264,222 reserved from 2020 and an estimated \$250,000 assumption for 2025 will make

approximately \$768,000 available for increased expenses. This is nearly equivalent to the \$787,727 of Act 12 revenues in 2024.

The conservative sales tax revenues and use of net new construction will provide more than \$1 million of 2025 revenues.

CITY OF CEDARBURG DISPATCH

On October 9, 2023, the City of Cedarburg approved the transfer of their dispatching services to the Sheriff's Department. This transfer will increase the county levy by the following amounts. The personnel costs will total \$323,791 and the county will incur \$130,947 of equipment and software costs. The total impact to the levy will be \$454,738. This amount is exempt from the net new construction calculations. The total 2024 county tax levy will total \$662,694, an increase of 3.07%. The tax rate will increase to \$1.30.

2024 RECOMMENDED BUDGET - CEDARBURG DISPATCH

	2023	2024	+/- \$	+/- %
TOTAL TAX LEVY	\$22,280,401	\$22,949,856	\$669,455	3.00%
COUNTY TAX LEVY	\$21,566,432	\$22,229,126	\$662,694	3.07%
LIBRARY LEVY	\$713,969	\$720,730	\$6,761	0.95%
TOTAL TAX RATE	\$1.6448	\$1.51749	-\$0.1273	-7.74%
COUNTY TAX RATE	\$1.3962	\$1.29845	-\$0.0977	-7.00%
LIBRARY TAX RATE	\$0.2486	\$0.21904	-\$0.0296	-11.90%

HUMAN SERVICES ADULT PROTECTIVE SERVICES

At the Executive Committee on October 30, 2023, the committee voted to revise Resolution 23-32 - 2024 Budget to increase the Community Based Residential Facility (CBRF) expense of the Adult Protective Services (APS) Budget in the Human Services Department by \$133,000 and increase the sales tax revenue in the general fund by \$133,000 for the purpose of caring for an individual protectively placed under guardianship.



2024 Budget Message

DEPARTMENT OF ADMINISTRATION

COUNTY ADMINISTRATOR'S OFFICE

Jason Dzwinel, County Administrator

www.co.ozaukee.wi.us

September 17, 2023

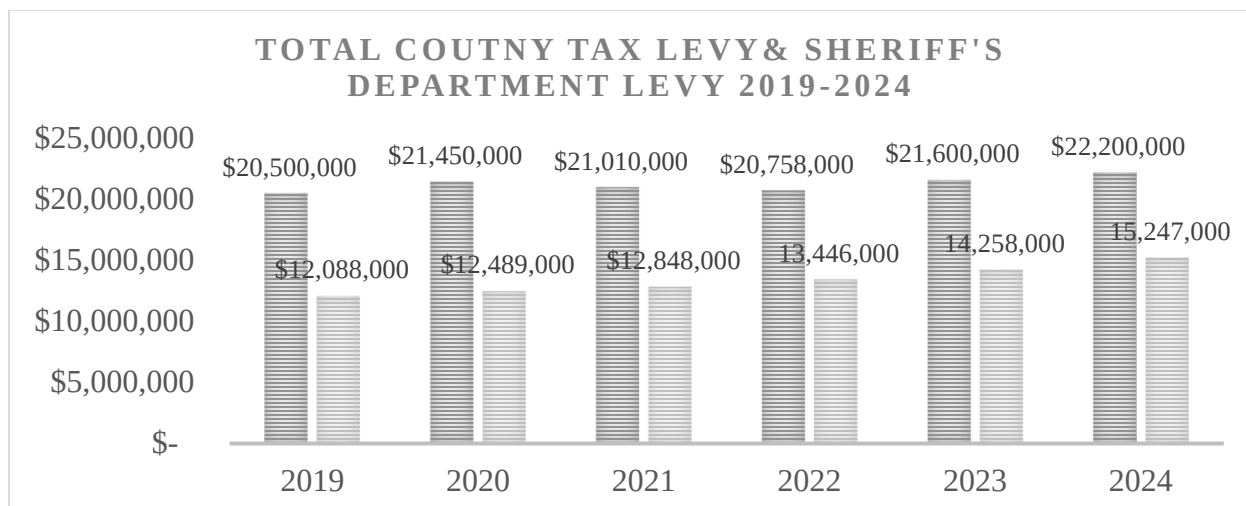
Dear Executive Committee Members:

It is my privilege to present the 2024 County Administrator's Budget for your consideration.

As always, I like to use major themes to tell the budget story. In 2024 the budget story is told in three parts; new revenues, a successful five-year blueprint and a stable future.

WISCONSIN ACT 12 – NEW REVENUES

The State of Wisconsin Act 12 Legislation, which altered the municipal shared revenue formula has a significant impact on the 2024 Budget. The legislation made \$68 million of additional revenue available to Wisconsin Counties and increased the Ozaukee County shared revenue by \$787,727. These shared revenue payments will be sustained in future state budgets and indexed to the percentage change in the state sales and use tax in the prior fiscal year. The new revenue must be expended on certain county services; law enforcement, fire protection, emergency medical services, dispatch, public works, circuit courts and/or transportation. These revenues will address a significant challenge in Ozaukee County, the cost of maintaining current service levels in the County Sheriff's Office. Public safety is a priority service to all Ozaukee County citizens. The tax levy support of the County Sheriff's Office is a considerable portion of the county budget.



As the chart above demonstrates, the total county tax levy has increased approximately \$1.7 million, or eight percent. The county tax levy increase includes the additional \$600,000 of levy for the assumption of dispatching services for the Village of Grafton and the City of Mequon. The levy that is allocated to support the County Sheriff's Office has increased more than \$3.1 million, or twenty-six percent. The additional state shared revenue of \$785,727 will fund only eighty percent of the levy increase required to maintain status quo operations in the County Sheriff's Office in 2024.

A SUCCESSFUL FIVE-YEAR BLUEPRINT

The 2018 Budget recommendation requested a 3.42% tax levy increase to fund operations with net new construction of \$330,000 and a debt levy increase of \$353,000 to fund debt payments on the upgrade to the countywide radio system. This was a considerable increase of property taxes in Ozaukee County, especially when compared to the austere history of the previous ten years, however, it allowed the county to reallocate tax levy set aside for the payment of debt into the County Project Fund. Estimates at the time of the recommendation envisioned that the County Project fund would make nearly \$3 million available for the completion of long deferred county capital projects.

The table below is an excerpt from the 2018 analysis.

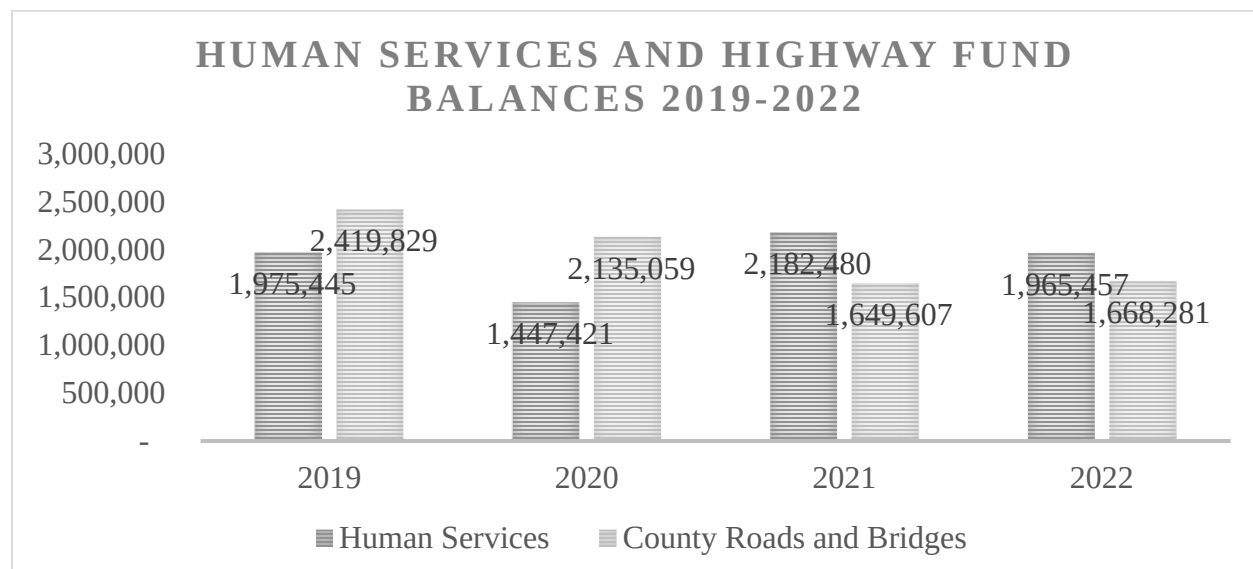
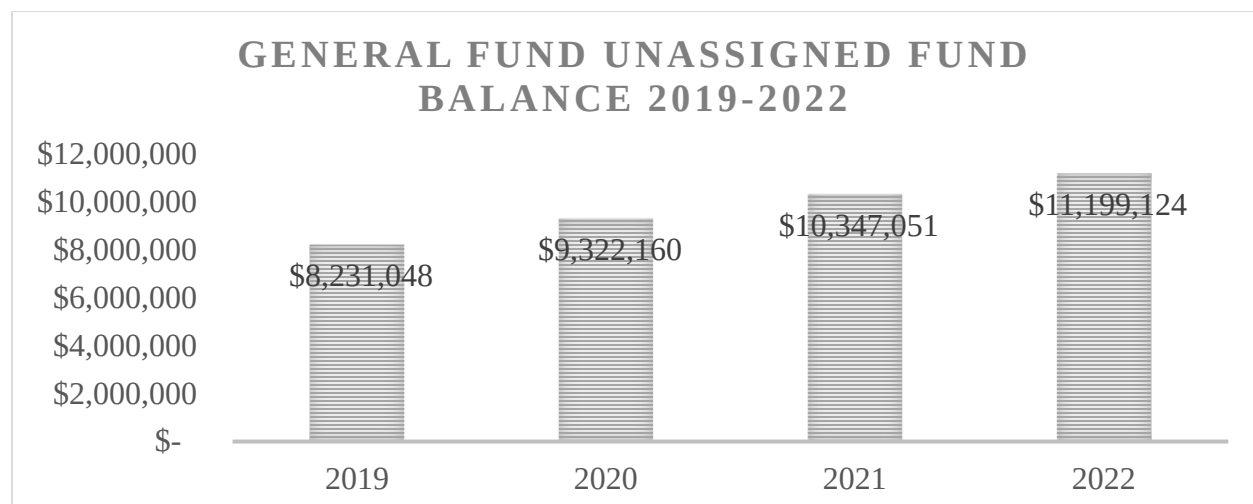
	2018	2019	2020	2021	2022	2023
Tax Levy	\$19,980,567	\$20,310,567	\$20,560,567	\$20,810,567	\$21,060,567	\$21,310,567
New Construction	330,000	250,000	250,000	250,000	250,000	250,000
Radio Project Payments	353,127	778,122	776,862	777,897	773,527	773,841
Total Levy	\$20,663,694	\$21,338,689	\$21,587,429	\$21,838,464	\$22,084,094	\$22,334,408
% Change in County Levy	3.42%	3.27%	1.17%	1.16%	1.12%	1.13%
	2018	2019	2020	2021	2022	2023
Funds Available for Capital	-	440,500	438,600	438,600	819,225	819,225
Funds Available for Capital	-	440,500	879,100	1,317,700	2,136,925	2,956,150

Two items to highlight from the 2018 plan. The analysis assumed an 11.27% tax levy increase from 2018-2023. The actual increase has been 5.36%. The plan also predicted that the county would have nearly \$3 million of capital funds available. Since its inception, the Project fund has funded nearly \$2,700,000 of projects including, technology upgrades to the County Board Room, the Boiler Replacement Study, Security Enhancements at the Administration Center, a Countywide Telephony Upgrade, Courtroom Technology Updates, Dispatch Center Technology Updates, Exterior Lighting at the Justice Center, Remodeling of the Jury Room, Uninterrupted

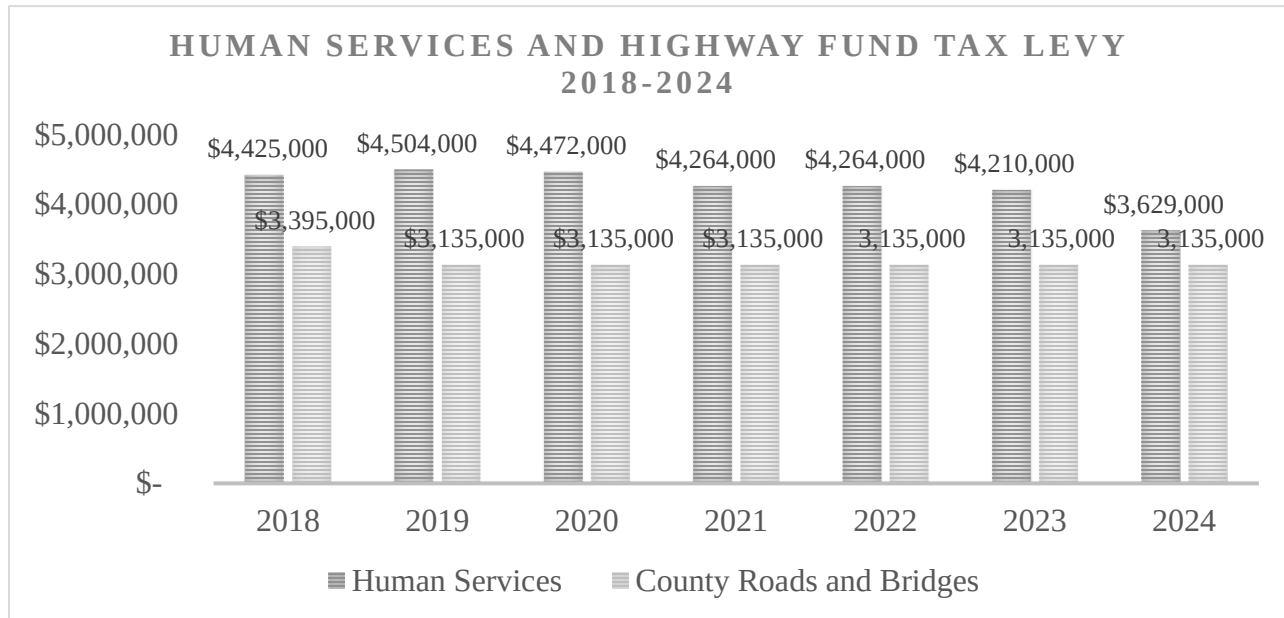
Power Supply Upgrades, an Employee Workout Facility, a Tractor for Clean Farm Families, Replacing the Lion's Den Boardwalk and Parking Lot, Roof Replacements at the Parks Caretaker's Homes, Upgrades to the County Network, a New ADRC Meal Delivery Van and Salad Bar Kiosks, 911 Upgrades, the Countywide Wage Study and other pieces of equipment.

A FISCALLY STABLE FUTURE

Ozaukee County is enjoying a significant period of fiscal stability and increasing financial strength. The County's General Fund has a 2022 unassigned fund balance of more than \$11 million dollars, in excess of the minimum fund balance percentage of 20% of the cost of operations by \$4.3 million. The County's Business Type Operations continued to fare well increasing their net position by more than \$750,000, the Lasata Campus ended the year in a positive position and the county golf courses increased their position by nearly \$300,000. Only the Highway Department experienced a loss of approximately \$500,000, but this loss is offset by a fund balance of nearly \$2 million dollars on County Roads and Bridges portion of Highway Operations.



This fiscal stability allows for conservative revenue and expenditure assumptions in the 2024 Budget recommendation that do not increase the tax levy to fund increases in operational cost, but rather hold the tax levy stable year over year allowing the fund balances to underpin budgetary estimates. This is most evident in the tax levy history for two of the county's major funds Human Services and Highway's County Road and Bridges Fund where the tax levies have held stable since 2018. The Human Services levy assumption for 2024 does decrease due to a shift of funding for the Adult Protective Services tax levy from Human Services to the Aging Disability Resource Center.



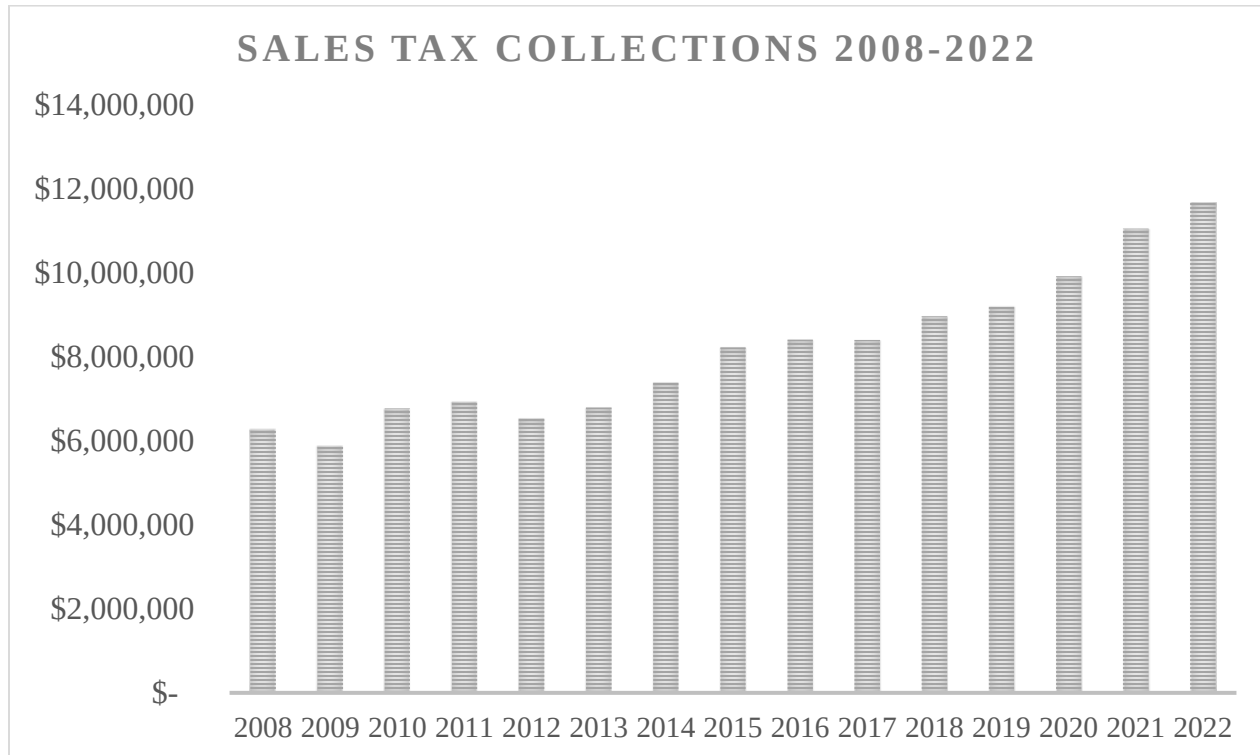
One aspect of fiscal stability is the county's ability to withstand economic instability in the national economy. Overall, most revenue sources that fund county operations are relatively stable. Historically, revenue sources from the State of Wisconsin remain unchanged even during the Great Recession of 2008. Examining the state aid in the Human Services and Highway Departments compared to available fund balances provides some evaluation of the county's ability to withstand revenue reductions in these major functions.

Compare Human Service & Highway Fund Balance to State Aid

Type	Total Aid	10% Reduction	Fund Balance	# Years at 10% Reduction
Human Services State Aid	\$6,800,000	\$680,000	\$1,965,000	2.88
Highway Transportation Aid	\$1,573,000	\$157,300	\$1,688,000	10.73

The fund balances in each of these major functions can withstand multiple years of reductions of 10 percent or more.

Sales tax collections are certainly susceptible to downturns in the economy. The county has experienced two reductions in sales tax collections in 2009 and 2012 of about six percent of collections. The county's undesignated fund balance of \$11,199,000 could withstand fifteen consecutive years of reductions of six percent.



Sales Tax Collections 2008-2022

2008	2009	2010	2011	2012
\$6,281,891	\$5,883,390	\$6,767,698	\$6,939,281	\$6,543,022
2013	2014	2015	2016	2017
\$6,796,393	\$7,393,658	\$8,227,604	\$8,406,950	\$8,401,337
2018	2019	2020	2021	2022
\$8,962,541	\$9,201,339	\$9,920,264	\$11,054,564	\$11,677,104

2024 Budget Summary

The 2024 County Administrator's Budget totals \$98.6 Million. Revenues of \$76.0 Million offset the expenses resulting in a 2024 Property Tax Levy of \$22.6 Million. Overall expenses increased 4.7 percent over 2023 and revenues increased 5.6 percent. The 2024 County Administrator's Budget recommendation increases the county property tax levy 1.8 percent from 2023. The dollar increase totals \$381,516.

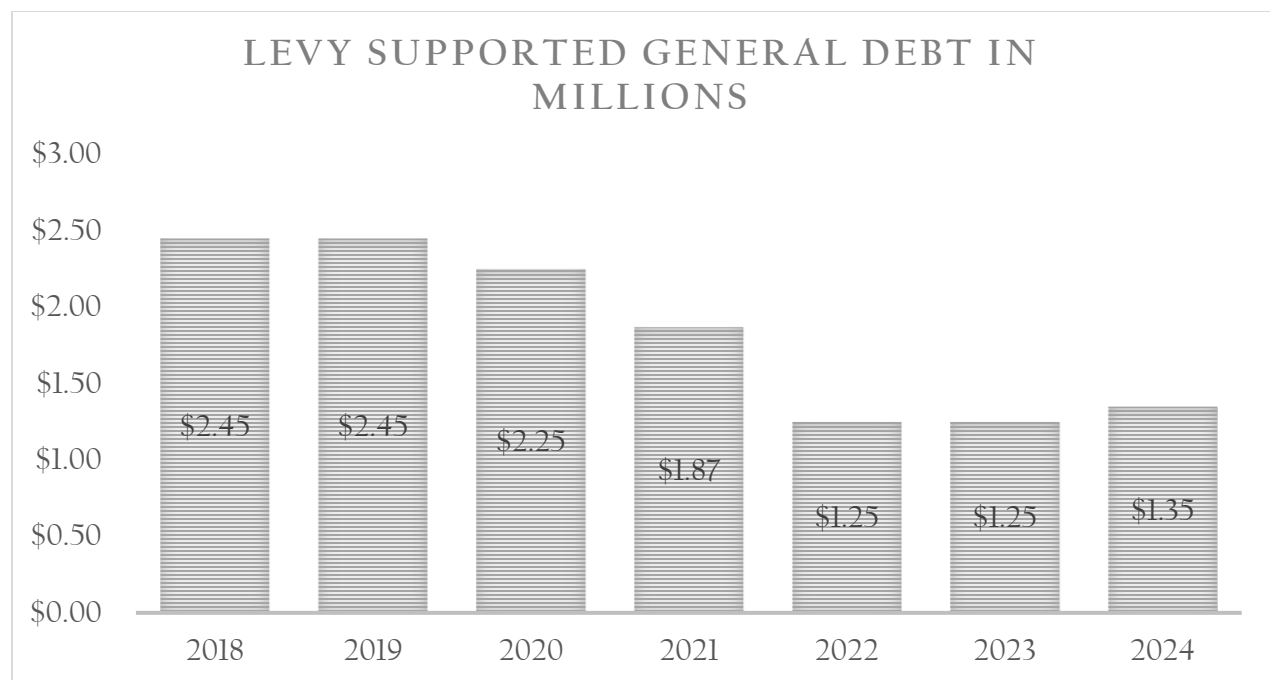
The table below compares the 2023 property tax levy to 2024.

	2023	2024	\$Incr/(Decr)	%Incr/(Decr)
Total Tax Levy	\$22,280,401	\$22,669,759	\$389,358	1.75%
County Tax Levy	\$21,566,293	\$21,947,809	\$381,516	1.77%
Fed. Library Levy	\$713,696	\$721,950	\$8,254	1.16%
Total Tax Rate	\$1.64	\$1.54	-\$0.10	-6.10%
County Tax Rate	\$1.39	\$1.32	-\$0.07	-5.04%
Fed. Library Rate	\$0.25	\$0.22	-\$0.03	-12.00%

Wages and Benefits: The 2024 County Administrator's Budget assumes a three percent cost of living increase for county employees and a five percent increase in insurance premiums. The 2024 health insurance renewal is 5 percent.

Net New Construction: The allowable increase of tax levy for 2024 is \$323,000. The 2024 County Administrator's Budget recommends increasing the levy for a portion of these funds to support operations.

General Obligation Debt: Total property tax supported debt payments in the 2023 County Administrator's Budget are \$1.35 Million a \$95,546 increase from 2023 for increased interest costs.



EXPANSION REQUESTS

In 2020, under the guidance of the Budget Manager, staff worked to provide the committee with a Current Service Level Budget. The purpose of the approach is to determine what the costs of

doing business at a status quo level year over year and to separate these costs from those budget proposals that expand, or in some cases contract the services provided by the County. Items that changed the current service level were considered separately as Expansion Requests. Expansion Requests enhance, improve or add service, increase or upgrade personnel levels and impact departmental mission, programs and service levels.

The 2024 Expansion Requests are summarized below:

Department	Item/ Request	Expense	Revenues	Tax Levy	Notes	Status
UW-Extension	Marketing Specialist	\$9,049	-	\$9,049	Funding for Marketing Services	Desired
Medical Examiner	Deputy Medical Examiner	\$66,168	-	\$25,143	0.60 FTE to 0.80 FTE	Desired
Land & Water	Sanitation & Zoning Tech	\$7,406	-	\$7,406	Retain employee/train for future opening	Urgent
Land & Water	Office Administrator	\$84,000	-	\$84,000	Position Filler for S&Z Expansion	Urgent
Planning & Parks	Upgrade for Program Assistant II to Conservation Biologist	\$9,087	\$9,087	-	Recognize employee qualifications (grant funded)	Required
Sheriff's Office	Rescue Boat Repaint	\$100,000	-	\$100,000	Paint job at end of life	Required
Sheriff's Office	Dispatch Staff Increase	\$323,791	-	\$323,791	increase dispatchers when Cedarburg dispatch consolidates	Required
Sheriff's Office	Behavioral Health Deputy	\$119,645	-	\$119,645	Provide higher level of care in mental health crisis	Desired
Sheriff's Office	Deputy Sheriff 3rd Shift	\$215,924	-	\$215,924	Increased number of calls during 3rd shift	Desired

Attachment: 2024 County Administrator's Budget Memo (RES.23-32 : 2024 Budget)

Sheriff's Office	Court Officer	\$119,645	-	\$119,645	Vastly growing workload	Desired
Sheriff's Office	Change Jailors to Protect WRS Status	\$141,471	-	\$141,471	increase employee retention/ protect jailors	Desired
Human Services	upgrade to C&F division assistant	\$6,947	\$6,947	-	Increased duties/ higher paygrade after job review	Required
Human Services	upgrade ADRC position	\$6,918	\$6,918	-	Change in duties/ growing workload	Desired
Human Services	part time ADRC position	\$49,301	\$49,301	-	part time to assist increasing workload	Urgent
Corp. Counsel	Child Support Administrator	\$101,823	\$68,221	\$33,602	oversee child support agency's day to day operations	Desired
Corp. counsel	Child Support Legal Assistant	\$53,874	\$36,096	\$17,778	aid in case preparation for court process	Desired
Human Resources	Human Resources Coordinator	\$81,503	-	\$81,503	Aid workload/focus on day-to-day operations	Desired
Human Resources	Tuition Reimbursement Program	\$40,000	-	\$40,000	increase retention/ better prepare employees for workplace duties	Desired

Attachment: 2024 County Administrator's Budget Memo (RES.23-32 : 2024 Budget)

RESOLUTION NO. 23-33

AMENDING CHAPTER 3 OF THE OZAUKEE COUNTY POLICY AND PROCEDURE MANUAL - PERSONNEL CHANGES IN THE 2024 ADOPTED BUDGET

RESOLVED, by the Ozaukee County Board of Supervisors, that Chapter 3 of the Ozaukee County Policy and Procedure Manual be amended, effective January 1, 2024, to read:

Current Job Title	Department	Division	FLSA	Grade	Head Count	FTE
~~Lead I&A Specialist~~ Information and Assistance Specialist Supervisor	Human Services	ADRC/Aging Services	~~Non-Exempt~~ Exempt	~~12-13~~	1	1
Division Assistant	Human Services	Children and Families	Non-Exempt	~~6~~ 7	1.0	1.0
I & A Specialist	Human Services	ADRC/Aging Services	Non-Exempt	11	~~4.0~~ 5.0	~~4.0~~ 4.5
~~Economic Support Program Specialist/Office Assistant IV~~	~~Human Services~~	~~Administrative & Fiscal Support~~	~~Non-Exempt~~	~~8~~	~~1.0~~	~~1.0~~
Office Assistant IV	Human Services	Administrative & Fiscal Support	Non-Exempt	8	~~1.0~~ 2.0	~~1.0~~ 2.0
Crisis Case Manager	Human Services	Behavioral Health	Non-Exempt	12	~~3~~ 4	3.0
~~SW2 Long Term Support~~ CLTS Service & Support Coordinator	Human Services	Children and Families	Non-Exempt	12	4.0	4.0
Long-Term Care Lead Worker	Human Services	Economic Support	Non-Exempt	11	1.0	1.0
Economic Support Specialist	Human Services	Economic Support	Non-Exempt	9	~~6.0~~ 5.0	~~6.0~~ 5.0
Human Resources Coordinator	Human Resources		Non-Exempt	10	~~1~~ 2	~~1~~ 1.6
Deputy Medical Examiner	Medical Examiner		Non-Exempt	~~11~~	1	~~0.6~~ 0.8
Office Administrator	Land and Water Management		Non-Exempt	8	1	0.6
Sanitation & Zoning Specialist	Land and Water Management		Non-Exempt	~~12~~	~~1~~ 2	~~1~~ 2
~~Technical Support Specialist~~	~~Land and Water Management~~		~~Non-Exempt~~	~~10~~	~~1~~	~~1~~
Accounts Payable Coordinator	Finance		Non-Exempt	~~9~~	1	~~0.7~~ 1.0
~~Contact Tracer~~ Coordinator Disease Intervention Specialist	~~TEMPORARY~~ Public Health		Non-Exempt	~~8-10~~	~~AS FUND~~ ~~ED~~ 1.0	~~AS FUND~~ ~~ED~~ 1.0
Conservation Biologist	Planning and Parks		Non-Exempt	12	~~1~~ 2	~~1~~ 2
~~Program Assistant II~~ ~~Ecological/Fish Passage~~	~~Planning and Parks~~		~~Non-Exempt~~	~~11~~	~~1~~	~~1~~
~~GSP Case Manager~~	Human Services	Behavioral	Non-Exempt	12	3	3

Behavioral Health Case Manager		Health				
Deputy Register of Deeds	Register of Deeds		Non-Exempt	~~9~~ <u>10</u>	1	1
Registered Nurse	Lasata Senior Living Campus	Lasata Crossings	Non-Exempt	13	~~1~~ <u>2</u>	~~1~~ <u>1.8</u>
Hospitality Aide	Lasata Senior Living Campus	Nursing	Non-Exempt	4	~~2~~ <u>13</u>	~~2~~ <u>7</u>
Certified Nurse Aide	Lasata Senior Living Campus	Nursing	Non-Exempt	7	67.0	~~35.0~~ <u>37.0</u>
Deputy Clerk III	Clerk of Courts		Non-Exempt	9	~~5.0~~ <u>6.0</u>	~~5.0~~ <u>6.0</u>
Deputy Clerk II	Clerk of Courts		Non-Exempt	8	~~3.0~~ <u>2.0</u>	~~3.0~~ <u>2.0</u>
~~Deputy Clerk I~~	~~Clerk of Courts~~		~~Non-Exempt~~	~~6~~	~~1.0~~	~~0.5~~

Department	Wage Differential
Lasata	Certified Nurse Aides acting as a medication aide shall receive differential pay of \$3.00/hour.

SUMMARY: Chapter 3 of the Ozaukee County Policy and Procedure Manual pertaining to positions and pay grades is amended.

VOTE REQUIRED: Majority

Dated at Port Washington, Wisconsin, this 1st day of November 2023.

10/30/23

Executive Committee

EXECUTIVE COMMITTEE

Executive Committee
AGENDA INFORMATION SHEET

AGENDA DATE:	November 1, 2023
DEPARTMENT:	Human Resources
DIRECTOR:	Chris McDonell
PREPARER:	Chris McDonell

Agenda Summary Amending Chapter 3 of the Ozaukee County Policy and Procedure Manual - Personnel Changes in the 2024 Adopted Budget

Information and Assistance Specialist Supervisor

The County provided job documentation for a newly created Information and Assistance Specialist Supervisor job classification. The County has added the position to the Aging and Disability Resource Center. The position oversees the activities of the Information and Assistance Specialist (I&A) staff. The position is expected to provide ongoing training and assess the I&A staff performance. The supervisor is also expected to function as an I&A Specialist, serving ADRC customers as needed.

A thorough review of the job documentation was performed and our point-factor job evaluation was applied using a number of factors including Thinking Challenges, Decision-Making, Interactions and Communications, and other job-related factors. Based on the job evaluation, it is our recommendation that the I&A Specialist Supervisor be placed in Pay Grade 13 of the County's salary plan.

Division Assistant

There has been an increase in duties since the JDQ was submitted and requested the position be re-evaluated by our wage study vendor. The position is expected to perform skilled administrative duties and provide program support to the Children and Families Division, with a primary focus on the execution of various regulatory requirements for the Child Protection, Youth Justice, Birth to Three, and CLTS programs. A large percentage of this position's time is spent working on billing.

The job documentation was reviewed and the CDC point-factor job evaluation system was applied. This system reviews a number of factors including Thinking Challenges, Decision-Making, Interactions and Communications, and other job-related factors. Based on this review, it is our recommendation that the Children and Families Division Assistant be placed in Pay Grade 7.

I & A Specialist

Currently, adults 65 years old and older make up nearly 21% of Ozaukee County's population

and adults with disabilities under the age of 65 make up 6%. Based upon these statistics, our I&A team of 4.5 workers is required to provide services for 27% of Ozaukee County's current population. That percentage is likely higher than 27% since the Census Bureau's estimate in this table does not include Ozaukee County residents between the ages of 60-64 years old who also fall within the target population served by our I&A team. The annual number of functional screens completed by I&A staff from 2019 - 2022 increased 133%. Since 2019, the state has expanded the role and responsibilities of I&As and requires additional training, certifications, more quality assurance measures and oversight of case work. Additionally, a 30-day timeline was implemented for completing LTCFS's. As a result, the workload of I&As has increased significantly as well as demand for their services. And with the inevitable growth of the senior population, we can expect the demands for I&A services to increase further and their workload to grow even more. For our I&A team to fully function and meet the current and projected needs of our aging community and maintain compliance with state requirements, our I&A team requires an additional .5 FTE I&A Specialist.

Economic Support Program Specialist/Office Assistant IV

Job title change only.

Crisis Case Manager

A full-time employee requested to move to 20 hours per week, and then the Human Services Department hired an additional 20 hour per week employee. The headcount will increase with this change but the FTE count will not.

SW2 Long Term Support/CLTS Service & Support Coordinator

Job title change only.

Long-Term Care Lead Worker/Economic Support Specialist

Upgrade one Economic Support Specialist position into a Long-Term Care Lead Worker. A Long-Term Care Lead Worker would provide guidance and support to the Long-Term Care Team, by ensuring consistency in process, helping to identify areas of policy in need of specialized shared process, performing quality assurance activities that will prevent errors, and supporting communications that will provide improved customer service to those applying for services.

Human Resources Coordinator

To support roughly 775 employees, our Ozaukee County HR Department currently consists of four regular full-time team members: HR Director, HR Business Partner (HRBP), Benefits Manager, and HR Coordinator. Our department oversees all functions of Human Resources including: recruitment, selection, onboarding, employee development, employee engagement, benefits administration, leave administration, employee wellness, managerial support, employee relations, compliance, compensation administration, team recognition, and more. While we have made strides in streamlining and simplifying our processes, our department still has a lot of transactional pieces to manage in addition to providing exceptional service to all departments. To further support the needs of Ozaukee County and long-term increased efforts around engagement

in the workplace, we are respectfully requesting one additional full-time team member in Human Resources. Departments have requested additional HR service to increase management comprehension of the recruitment/hiring process, ongoing support to set expectations for employees and supervisor, policy training, management training, counseling on policies and procedures, support to identify needs for disciplinary interventions, employee coaching, etc. When the HR Department upgraded its HR Generalist to a HR Business Partner position, the goal was to have this employee work closely on the strategic items listed in goal V. However, the HR Department has so much day-to-day transactional work to be accomplished the employee in this position did not have a significant amount of time to dedicate to strategic actions. An additional part-time HR Coordinator will take the transactional work off the HRBP to allow them to focus on accomplishing Strategic Goal V. Develop our Culture and Employees.

Deputy Medical Examiner

When Ozaukee County transitioned from a coroner system to the medical examiner system, due diligence was given to evaluate the needs of the office as it relates to the community. Death investigation procedures have been expanded to align with national standards, necessitating additional investigative and administrative support. Community health and wellness will benefit from real-time comprehensive, multi-disciplinary death investigation. The expansion of the .60 FTE deputy medical examiner to a .80 FTE will not only promote longevity in the position itself, but is a much-needed step in creating a continuity plan for the Medical Examiner's office.

Office Administrator

The Office Administrator provides technical support to facilitate sanitation and zoning permitting, Private On-site Wastewater Treatment Systems (POWTS) maintenance, Land & Water Conservation Programs and general office support. This requires a body of knowledge of these processes in order to work and meet expectations of public and staff professionals. Provides support for POWTS and Zoning for final documentation for project completion. This Office Administrator would be in charge of clerical, finance record keeping, submitting checks, mail, board meeting items, distribution of materials, handling permits etc. for all aspects of the dept. The department needs someone who can keep the permits organized and communicate professionally with the public when staff are out on inspections.

Sanitation & Zoning Specialist

Staff is recommending to promote the current Technical Support Specialist to a Sanitation & Zoning Specialist position. The employee currently in this role is overqualified for this role, therefore we propose to promote him and back fill his old position with the Office Administrator position that would be in charge of clerical, finance record keeping, submitting checks, mail, board meeting items, distribution of materials, and handling permits for all aspects of the department.

Accounts Payable Coordinator

Our current accounts payable coordinator is planning to retire in January. A restructuring of duties will require the position to be upgraded from 28 hours to 40 hours per week.

Disease Intervention Specialist

Under the direction of the Deputy Director, the Disease Intervention Specialist utilizes scientific health principles, inter-agency collaborations and health education programs to reduce the spread of communicable diseases in our communities based on WI State Statutes. Courses of action include assessment, investigation, surveillance, education and implementation of prevention control measures, as a support to the Community Health team.

Conservation Biologist

This request is to upgrade the Program Assistant II - Ecological / Fish Passage position to a Conservation Biologist - Fisheries position. This staff person is the only experienced personnel with fisheries expertise. This staff person has a Master's Degree from UWM - School of Freshwater Sciences and years of experience with the Department conducting fisheries work. This staff person started at the same time as the current Conservation Biologist, but due to going back to school for his Master's Degree has ended up "penalized" for lack of tenure with the County. This staff person was an intern and started at the same time as the current Conservation Biologist. He went on to get his Master's Degree and then came back as an intern. He moved up to the Program Assistant II position; however, has remained at this position even though his responsibilities match those of the current Conservation Biologist (although in Fisheries instead of Terrestrial). The budgetary impact of moving from a PG 11 to PG 12 is less than \$10,000 and will be funded by secured grants, particularly through the Fish Passage Program (which he has assisted in securing). The solution is to retain this staff's expertise (Master's Degree) and experience and recognize that with this upgrade.

Behavioral Health Case Manager

Title change only.

Deputy Register of Deeds

The County requested our wage study vendor to re-evaluate the position based on this additional information. The position was evaluated and the recommendation follows below.

In reviewing the job documentation, our point-factor job evaluation system was applied using a number of factors including Thinking Challenges, Decision-Making, Interactions and Communications, and other job-related factors. Based on the job evaluation it is our recommendation that the position be placed in Grade 10 of the salary plan.

Registered Nurse

A second RN (32 hours per week) was added to the Lasata Crossings campus in 2023 to provide oversight in the evenings and every other weekend.

Certified Nurse Aide

This update is a change to reflected actual FTE counts on the Lasata campus.

Hospitality Aide

This was a new position type added to Lasata for 2023. Assists in providing a positive physical, social, and psychological environment. Assist the Certified Nurse Aides with making beds,

passing meal trays/snacks to residents, collecting menu choices, answering lights, water pass, engaging residents with conversation, reading and other tasks as assigned by Supervising Nurse.

Deputy Clerk III, II, I

A Deputy Clerk II was upgrade to a DCIII position due to additional fiscal duties added to their position. In addition, a Deputy Clerk I position was eliminated in order to keep the reorganization budget neutral.

RESOLUTION NO. 23-34

AMENDING CHAPTER 3 OF THE OZAUKEE COUNTY POLICY AND PROCEDURE
MANUAL - 2024 BUDGET WAGE INCREASES

RESOLVED, by the Ozaukee County Board of Supervisors that Chapter 3 of the Ozaukee Policy & Procedure Manual be amended, effective January 1, 2024, to read:

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
23	\$74.03	\$76.09	\$78.15	\$80.20	\$82.26	\$84.32	\$86.37	\$88.43	\$90.49	\$92.54	\$94.60
22	\$68.68	\$70.59	\$72.50	\$74.41	\$76.31	\$78.22	\$80.12	\$82.04	\$83.95	\$85.85	\$87.76
21	\$63.70	\$65.47	\$67.23	\$69.00	\$70.77	\$72.54	\$74.31	\$76.08	\$77.85	\$79.62	\$81.39
20	\$59.07	\$60.71	\$62.35	\$63.99	\$65.63	\$67.27	\$68.92	\$70.56	\$72.19	\$73.84	\$75.48
19	\$54.77	\$56.29	\$57.81	\$59.33	\$60.85	\$62.38	\$63.89	\$65.42	\$66.94	\$68.46	\$69.98
18	\$50.77	\$52.18	\$53.59	\$55.00	\$56.41	\$57.82	\$59.24	\$60.65	\$62.06	\$63.47	\$64.88
17	\$47.05	\$48.36	\$49.67	\$50.97	\$52.28	\$53.59	\$54.90	\$56.21	\$57.52	\$58.82	\$60.12
16	\$43.57	\$44.78	\$45.99	\$47.20	\$48.41	\$49.63	\$50.83	\$52.05	\$53.25	\$54.47	\$55.67
15	\$40.32	\$41.45	\$42.57	\$43.68	\$44.81	\$45.93	\$47.05	\$48.16	\$49.29	\$50.41	\$51.53
14	\$37.32	\$38.35	\$39.39	\$40.42	\$41.46	\$42.50	\$43.53	\$44.57	\$45.61	\$46.64	\$47.68
13	\$34.53	\$35.48	\$36.44	\$37.40	\$38.36	\$39.32	\$40.27	\$41.23	\$42.19	\$43.16	\$44.11
12	\$31.91	\$32.80	\$33.68	\$34.57	\$35.45	\$36.34	\$37.22	\$38.11	\$39.00	\$39.88	\$40.77
11	\$29.48	\$30.30	\$31.12	\$31.94	\$32.75	\$33.58	\$34.39	\$35.22	\$36.03	\$36.85	\$37.67
10	\$27.22	\$27.99	\$28.74	\$29.50	\$30.25	\$31.00	\$31.77	\$32.52	\$33.28	\$34.03	\$34.79
9	\$25.15	\$25.85	\$26.54	\$27.24	\$27.94	\$28.64	\$29.34	\$30.03	\$30.74	\$31.44	\$32.14
8	\$23.23	\$23.88	\$24.52	\$25.16	\$25.81	\$26.46	\$27.10	\$27.75	\$28.40	\$29.04	\$29.68
7	\$21.42	\$22.02	\$22.61	\$23.21	\$23.80	\$24.40	\$25.00	\$25.59	\$26.18	\$26.78	\$27.38
6	\$19.75	\$20.29	\$20.85	\$21.39	\$21.94	\$22.48	\$23.04	\$23.59	\$24.13	\$24.68	\$25.24
5	\$18.18	\$18.68	\$19.19	\$19.69	\$20.20	\$20.70	\$21.21	\$21.71	\$22.22	\$22.72	\$23.23
4	\$16.74	\$17.20	\$17.66	\$18.13	\$18.59	\$19.06	\$19.52	\$19.98	\$20.46	\$20.92	\$21.38
3	\$15.39	\$15.82	\$16.24	\$16.68	\$17.10	\$17.53	\$17.95	\$18.39	\$18.81	\$19.24	\$19.66
2	\$14.13	\$14.52	\$14.91	\$15.31	\$15.70	\$16.09	\$16.48	\$16.87	\$17.26	\$17.66	\$18.06

Dated at Port Washington, Wisconsin, this 1st day of November 2023.

SUMMARY: Chapter 3 of the Ozaukee County Policy & Procedure Manual as it relates to county wage scales is amended.

VOTE REQUIRED: Majority

10/30/23 Executive Committee

EXECUTIVE COMMITTEE

Executive Committee
AGENDA INFORMATION SHEET

AGENDA DATE:	November 1, 2023
DEPARTMENT:	Human Resources
DIRECTOR:	Chris McDonell
PREPARER:	Chris McDonell

Agenda Summary Amending Chapter 3 of the Ozaukee County Policy and Procedure Manual - 2024 Budget Wage Increases

BACKGROUND INFORMATION: The 2024 Budget assumes a 3.0% wage increase effective January 1, 2024, for all non-represented employees.

ANALYSIS: Eligibility for the wage increase will require each non-represented employee or employee class to meet the performance measures based on the requirements of the position established during the 2023 review of performance.

FUNDING SOURCE: Tax levy and other non-levy revenues

RECOMMENDATION MOTION: Move to approve the 2024 Budget Wage Increase Resolution.

RESOLUTION NO. 23-35

2024 COUNTY TAX LEVY AND RATE

RESOLVED, by the County Board of Supervisors of Ozaukee County, Wisconsin, that the following sums of money be raised for the ensuing year, 2024 taxes:

STATE TAXES (FORESTATION TAX).....	\$0.00	\$0.00
COUNTY TAXES:		
State Charitable Penal Charges	1,855.83	
Federated Library System	720,730.00	
All Other County Taxes	22,227,270.17	22,949,856.00
	<u>\$22,949,856.00</u>	<u>\$22,949,856.00</u>

FURTHER RESOLVED, that the following be the rate per \$1,000.00 of equalized valuation on the various taxes:

State Tax	\$ 0.0000
Federated Library System	0.2190
All Other County Taxes	1.2985
TOTAL	<u>\$ 1.5175</u>

FURTHER RESOLVED, that the sum of \$720,730, the amount approved for the budget of the County Library System, be and hereby is levied against all taxable property in the townships, excluding the Town of Grafton, excluding the Villages of Bayside, Grafton, Saukville and Thiensville, and excluding the Cities of Cedarburg, Mequon and Port Washington.

FURTHER RESOLVED, that the County Clerk and the County Board Chairperson shall, pursuant to Section 70.63, of the Wisconsin Statutes, determine and apportion within ten (10) days of this date, the tax levy set forth for the respective municipalities, according and in proportion to the valuations for the towns, villages, and cities as submitted by the Wisconsin Department of Revenue.

Dated at Port Washington, Wisconsin this 1st day of November 2023.

SUMMARY: 2024 Ozaukee County Property Taxes and Rates.

VOTE REQUIRED: Majority

10/30/23

Executive Committee

EXECUTIVE COMMITTEE

Executive Committee
AGENDA INFORMATION SHEET

AGENDA DATE:	November 1, 2023
DEPARTMENT:	Administrator
DIRECTOR:	Jason Dzwinel
PREPARER:	Chad Balke

Agenda Summary 2024 County Tax Levy and Rate

BACKGROUND INFORMATION: This resolution sets the levy and rate for the taxes levied by Ozaukee County.

ANALYSIS: • The 2024 Budget as recommended by the Executive Committee is a 3.07% levy increase over 2023 for county taxes.

FISCAL IMPACT: • On the average Ozaukee County home, valued at \$3000,000, the County Tax Bill will increase \$6.50.

RECOMMENDED MOTION: Approve the 2024 Budget Levy and Tax Rate as recommended by the Executive Committee.

RESOLUTION NO. 23-36

APPROVE THE SALE OF AN OPTION TO PURCHASE +/- 6.67-ACRES OF STH 33 & CTH LL EXCESS RIGHT-OF-WAY, TAX KEY #16-030-13-017.00 (LOT 2, CSM 3995) TO THE CITY OF PORT WASHINGTON

WHEREAS, Ozaukee County obtained +/-13.1-Acres through the State Trunk Highway (STH) 33 Reconstruction and associated removal of the County Trunk Highway (CTH) LL Bridge and STH 33 Ramps; and

WHEREAS, Ozaukee County Public Works Committee declared the land as excess right-of-way on July 18th, 2013; and

WHEREAS, the City of Port Washington has provided Ozaukee County with a Letter of Intent regarding Option to Purchase Vacant Land (Tax Parcel # 160301301700) dated October 4, 2023, in which the City proposes specific terms for an Option to Purchase a +/- 6.67 acre portion of the excess right-of-way, known as Lot 2; and

WHEREAS, the development of the parcel would generate future tax-base; and

WHEREAS, the net proceeds deposited in the Highway Enterprise 601 fund for Highway use.

NOW, THEREFORE, BE IT RESOLVED, that the Ozaukee County Board of Supervisors authorizes the County Board Chairperson and County Clerk to sell an Option to Purchase Lot 2 of Certified Survey Map (CSM) #3995 to the City of Port Washington for \$5,000. The Option to Purchase shall include the proposed purchase price of \$275,000 for Lot 2 and all other terms specified in the Letter of Intent.

Dated at Port Washington, Wisconsin, this 1st day of November 2023.

SUMMARY: Approve the sale of an Option to Purchase Lot 2 of CSM #3995 located at STH 33 & CTH LL, Tax Key #16-030-13-017.00, to the City of Port Washington on terms proposed by the City of Port Washington.

VOTE REQUIRED: Majority

10/19/23

Public Works Committee

APPROVED

RESULT: APPROVED [UNANIMOUS]

MOVER: T. Grabow, Vice-Chairperson

SECONDER: J. Strom, Supervisor District 21

AYES: Wolf, Grabow, Richart, Strom, Godden

Public Works Committee
AGENDA INFORMATION SHEET

AGENDA DATE:	November 1, 2023
DEPARTMENT:	Administrator
DIRECTOR:	Jason Dzwinel
PREPARER:	Jason Dzwinel

Agenda Summary Approve the Sale of an Option to Purchase +/- 6.67-Acres of STH 33 & CTH LL Excess Right-Of-Way, Tax Key #16-030-13-017.00 (Lot 2, CSM 3995) to the City of Port Washington

BACKGROUND INFORMATION: In August of 2016, the Public Works Committee approved the sale of the northern half of the +/-13-acres on the northwest corner of STH 33 & CTH LL. The sale finally closed in August of 2017. Following the sale, Casey's made an offer for the parcel for \$500,000. This offer was withdrawn. Despite the fact that the State of Wisconsin donated the excess right-of-way to Ozaukee County for use or sale, the WIDOT did not grant access rights to the parcel from STH 33 or CTH LL. The cost to purchase the access rights was valued at \$287,000 by WIDOT. The City of Port Washington approached the county with an Offer to Purchase the 6.67 acres of \$275,000 for public use. City ownership will resolve the issue of access with WIDOT if the city constructs a public street on the parcel.

ANALYSIS: The resolution authorizes the sale of Lot 2 of Certified Survey Map (CSM) #3995 to the City of Port Washington for \$275,000.

FISCAL IMPACT: The funds will be deposited to the Highway County Road and Bridges Special Revenue Fund.

RECOMMENDED MOTION: Staff respectfully requests that the committee authorize the sale of an Option to Purchase Lot 2 of Certified Survey Map (CSM) #3995 to the City of Port Washington on the terms proposed.

ATTACHMENTS:

- Ltr of Intent re Option to Purchase_REVISED_(02)_2023-10-04 (PDF)



CITY OF PORT WASHINGTON | OFFICE OF CITY ADMINISTRATOR

Anthony Brown, City Administrator

October 4, 2023

Jason Dzwinel
County Administrator
Ozaukee County
121 W. Main Street, P.O. Box 994
Port Washington, WI 53074

Re: Letter of Intent regarding Option to Purchase Vacant Land (Tax Parcel # 160301301700)

Dear Mr. Dzwinel,

The City of Port Washington, Wisconsin, (the “Buyer”) submits this Letter of Intent outlining the main terms and conditions of an Option to Purchase (the “Option”) under which it would consider purchasing the Property described below from the County of Ozaukee County, Wisconsin (the “Seller”), for the primary purpose of constructing municipal public safety facilities.

- **Property:** A parcel consisting of approximately 6.67 acres (290,567 sq. ft.) of vacant land located at the northwest corner of the intersection of STH 33 (W. Grand Avenue) and CTH LL in the City of Port Washington, Wisconsin, Tax Parcel # 160301301700 (the “Property”). The Property description will be subject to verification by a title insurance commitment and a survey.
- **Initial Option Fee:** Five Thousand Dollars (\$5,000), deliverable within five (5) business days of the granting and delivery of the executed Option by Seller (a “business day” is a calendar day, other than a Saturday, Sunday, and any legal public holiday under Wisconsin or Federal law).
- **Exercise Deadline:** The Option may only be exercised if Buyer delivers written notice to Seller no later than midnight on the third anniversary of the date of granting of the Option by Seller unless such deadline is extended as provided hereinbelow.
- **Exercise:** To exercise the Option, Buyer will sign and deliver a written notice which states that Buyer exercises the Option. If the Option is exercised, the entire \$5,000 initial option fee shall be a credit against the Purchase Price at closing.
- **Extended Option Term:** The deadline to exercise the Option may be extended for an additional ninety (90) days after the third anniversary of the date of granting of the Option by Seller upon Buyer’s payment of an option extension fee of Five Hundred Dollars (\$500) to Seller on or before midnight on said third anniversary date. If the Option is exercised, the \$500 option extension fee shall be a credit against the Purchase Price at closing.

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- **Option Fees:** Unless otherwise provided in the Option, the option fee and the option extension fee shall be nonrefundable to Buyer.
- **Purchase Price:** Two Hundred and Seventy-Five Thousand Dollars (\$275,000) (the “Purchase Price”).
- **Compensation for Sale of Purchased Land to Private Developer:** If Buyer sells a portion or all the purchased land to a private developer during the term of this transaction or within five (5) years of the closing date, the Seller shall be entitled to receive prorated compensation at a rate of \$41,230 per acre, calculated based on the acreage that has been sold.
- **Property Condition Representations:** Notwithstanding any exceptions to disclosure set forth in Wis. Stats. § 709.01, Seller will provide Buyer with a fully completed and signed written Vacant Land Disclosure Report in the form set forth in Wis. Stats. § 709.033.
- **Inspections and Testing:** The Option will provide that Buyer is authorized, and Seller consents, to have the Property appraised by a certified appraiser and to have inspections and testing (including, but not limited to soil borings) of the Property performed by qualified inspectors or experts, all at Buyer’s expense, prior to Buyer’s exercising the Option.
- **Title Evidence; Conveyance of Title:** Seller will deliver a title commitment to Buyer’s City Attorney not more than fifteen (15) days after Seller grants the Option. Seller also will give evidence of title in the form of an owner’s policy of title insurance in the amount of the Purchase Price on a current ALTA form, together with a “gap” endorsement. Seller will pay all costs of providing title evidence to Buyer. Buyer will pay the costs of providing any title evidence required by Buyer’s lender and recording the deed. Seller will convey the Property by warranty deed.
- **Closing Date:** Within ninety (90) days after Buyer exercises the Option.
- **Approval and Recording:** Buyer may record the fully executed Option in the office of the Ozaukee County Register of Deeds, at Buyer’s expense.
- **Form of Option to Purchase; Conflicts; Effect of Letter of Intent:** The Option contemplated by this Letter of Intent will be provided on Wisconsin Real Estate Examining Board Form WB-24 (7-1-22 version). It will contain specific, additional terms and conditions which may not be included in this general Letter. If there is a conflict between the terms and conditions of the WB-24 Option to Purchase and this Letter, the terms and conditions of the Option to Purchase will control. This Letter of Intent sets forth the general terms and conditions of a possible sale and is not binding on either party. There are other material terms and conditions that the parties must agree upon, and no party has any obligation to the other party by virtue of this Letter of Intent or otherwise, until an Option to Purchase is executed by authorized representatives of both parties.

If the terms and conditions of this Letter of Intent are acceptable, please sign and date a copy of this Letter and return it to me at the address or email address shown on the first page by 4:30 p.m. CDT on Friday, November 3, 2023, otherwise this Letter shall be deemed withdrawn at that time. Upon receipt of the signed Letter, the City Attorney will promptly draft an Option to Purchase for your review. Please call me with any questions.

Attachment: Ltr of Intent re Option to Purchase_REVISED_(02)_2023-10-04 (RES.23-36 : Approve the Sale of +/- 6.67-Acres of STH 33 & CTH LL

October 4, 2023

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Sincerely,

CITY OF PORT WASHINGTON (Buyer)

APPROVED:
COUNTY OF OZAUKEE (Seller)

By: _____
Anthony Brown, City Administrator

By: _____
Jason Dzwinel, County Administrator

Date: _____

Date: _____

Attachment: Ltr of Intent re Option to Purchase REVISED (02)_2023-10-04 (RES.23-36 : Approve the Sale of +/- 6.67-Acres of STH 33 & CTH LL

RESOLUTION NO. 23-37

AMENDING SECTION 4.03(36) OF THE OZAUKEE COUNTY POLICY & PROCEDURE
MANUAL - RESIDENCY REQUIREMENTS - SHERIFF DEPUTIES

RESOLVED, by the Ozaukee County Board of Supervisors that section 4.03(36) of the Ozaukee County Policy and Procedure Manual be amended to read:

4.03 TERMS AND CONDITIONS OF EMPLOYMENT

(36) Residency Requirements - Sheriff Deputies (18-65)

- (a) Full-time sworn deputies of the Ozaukee County Sheriff's Office are required to reside within [Ozaukee County or](#) counties adjacent to Ozaukee County. These counties include Sheboygan, Washington, Milwaukee, and Waukesha.
- (b) All deputies hired or promoted to full-time sworn status must establish and maintain residency within [Ozaukee County or](#) adjacent counties in compliance with subsection (a) by the end of 6 months after completion of any probationary period.
- (c) Full-time sworn deputies failing to comply with this residency requirement will be deemed to have resigned from their position.

Dated at Port Washington, Wisconsin, this 1st day of November 2023.

SUMMARY: Amending section 4.03(36) of the Ozaukee County Policy and Procedure Manual pertaining to Residency for Sheriff's Office Deputies.

VOTE REQUIRED: Majority

OZAUKEE COUNTY BOARD

Ozaukee County Board
AGENDA INFORMATION SHEET

AGENDA DATE:	November 1, 2023
DEPARTMENT:	Administrator
DIRECTOR:	Jason Dzwinel
PREPARER:	Jason Dzwinel

Agenda Summary Amending Section 4.03(36) of the Ozaukee County Policy & Procedure Manual - Residency Requirements - Sheriff Deputies

BACKGROUND INFORMATION: This resolution corrects a scrivener's error in the resolution passed October 4, 2023.

ORDINANCE NO. 23-6

CTH P JURISDICTIONAL TRANSFER

An Ordinance amending Section 6.01(1)(m) of the Ozaukee County Code of Ordinances pertaining to County Trunk Highway System.

The County Board of Supervisors of the County of Ozaukee does ordain that Section 6.01(1)(m) of the Ozaukee County Code of Ordinances be amended as follows:

6.01 COUNTY TRUNK HIGHWAY SYSTEM

(1) The following highways constitute the County Trunk Highway System of Ozaukee County.

~~(m) COUNTY TRUNK HIGHWAY "P". A highway commencing at C.T.H. "LL" between the Towns of Belgium and Port Washington, thence Easterly on the South line of Sections 35 and 36 in the Town of Belgium. A total distance of 1.27 miles.~~

(~~n~~ m) COUNTY TRUNK HIGHWAY "Q"...

(~~o~~ n) COUNTY TRUNK HIGHWAY "W"...

(~~p~~ o) COUNTY TRUNK HIGHWAY "T"...

(~~q~~ p) COUNTY TRUNK HIGHWAY "Y"...

(~~r~~ q) COUNTY TRUNK HIGHWAY "KW".

(~~s~~ r) COUNTY TRUNK HIGHWAY "LL"...

(~~t~~ s) COUNTY TRUNK HIGHWAY "Z"...

(~~u~~ t) COUNTY TRUNK HIGHWAY "NN"...

(~~v~~ u) COUNTY TRUNK HIGHWAY "V"...

This Ordinance shall take effect upon enactment and publication.

Dated at Port Washington, Wisconsin, this 1st day of November, 2023.

SUMMARY: Amending Section 6.01(1)(m) of the Ozaukee County Code of Ordinances pertaining to County Trunk Highway System.

VOTE REQUIRED: Majority

09/21/23

Public Works Committee

APPROVED

RESULT: **APPROVED [UNANIMOUS]**
MOVER: T. Grabow, Vice-Chairperson
SECONDER: T. Richart, Supervisor District 12
AYES: Wolf, Grabow, Richart, Strom, Godden

PUBLIC WORKS COMMITTEE

Public Works Committee
AGENDA INFORMATION SHEET

AGENDA DATE:	November 1, 2023
DEPARTMENT:	Highway
DIRECTOR:	Jon Edgren
PREPARER:	Jon Edgren

Agenda Summary CTH P Jurisdictional Transfer

BACKGROUND INFORMATION: Currently, County Trunk Highway (CTH) P starts at CTH LL and proceeds east 1.27-miles, and then turns north and transitions into Country Club Beach Road in the Town of Belgium.

As County Highways are expected to see higher levels of traffic and act as thoroughfares between population centers, CTH P acts more as a local roadway. Therefore, I approached the Towns of Belgium & Port Washington to seek their willingness to take over jurisdiction of the Highway.

Attached are Resolutions from both Towns stating their willingness to accept the Jurisdictional Transfer of CTH P to local control as shown on Exhibit A (attached).

ANALYSIS: Based upon traffic patterns and future land uses, CTH P is more logical as a Town road with the jurisdictional ownership by the bordering Towns. We did explore transferring ownership entirely to the Town of Belgium, but the Wisconsin Department of Transportation (WisDOT) requires that border roads are split between the local municipalities.

If approved by the Ozaukee County Public Works Committee, the jurisdictional transfer will be forwarded to the WisDOT for their approval. If approved, then the ordinance change would go before the County Board to revise the ordinance as shown on the attached sheet.

FISCAL IMPACT: Balance Current Year: -- Next Year's Estimated Cost: --

FUNDING SOURCE: County Levy: -- Non-County Levy: Indicate source: --

RECOMMENDED MOTION: Approve the jurisdictional transfer of CTH P to the Towns of Belgium and Port Washington as shown on Exhibit A, and if approved by WisDOT, forward the ordinance revision to the County Board.

ATTACHMENTS:

- CTH P Juris Txfr - Attachments (PDF)

Resolution No. 2023-03
Town of Belgium
County of Ozaukee

**A Resolution to approve the Jurisdictional Transfer of
County Trunk Highway (CTH) P
to the Town of Belgium**

WHEREAS, Ozaukee County and the Town of Belgium in the State of Wisconsin have determined it to be mutually beneficial to jurisdictionally transfer the entirety of CTH P as outlined on Exhibit A, totaling 1.27 miles; and

WHEREAS, Section 83.025, Wisconsin Statutes, enables Ozaukee County to enter into jurisdictional transfer agreements with the Town of Belgium, thereby facilitating alterations in jurisdictional highway systems; and

WHEREAS, CTH P serves local traffic only as a dead-end County Highway eventually transitioning to Country Club Beach Road in the Town of Belgium; and

WHEREAS, Ozaukee County recently fully reconstructed CTH P; and

WHEREAS, the Town of Belgium will receive future mileage reimbursements from the Wisconsin Department of Transportation (WisDOT); and

WHEREAS, the Town acknowledges that consent and approval of Ozaukee County and the WisDOT is required for the jurisdictional transfer;

NOW THEREFORE BE IT RESOLVED that the Town Board hereby approves the jurisdictional transfer of the entirety of CTH P as depicted on Exhibit A from Ozaukee County to the Town of Belgium.

Adopted at a regular meeting of the Town Board of the Town of Belgium, Ozaukee County, Wisconsin this 7TH day of August, 2023.

TOWN OF BELGIUM
OZAUKEE COUNTY

By: THOMAS WINKER

Thomas Winker, Town Chairman

TOWN CHAIRMAN

Attest:

Anne Nord Town Clerk

Attachment: CTH P Juris Txfr - Attachments (ORD.23-6 : CTH P Juris Transfer)

**Resolution No. 2023-03
Town of Port Washington
County of Ozaukee**

**A Resolution to approve the Jurisdictional Transfer of
County Trunk Highway (CTH) P
to the Town of Port Washington**

WHEREAS, Ozaukee County and the Towns of Belgium and Port Washington in the State of Wisconsin have determined it to be mutually beneficial to jurisdictionally transfer the entirety of CTH P to the Towns of Belgium and Port Washington; and

WHEREAS, Ozaukee County would transfer the western portion of CTH P to the Town of Port Washington as shown on Exhibit A, totaling 0.64-miles; and

WHEREAS, Section 83.025, Wisconsin Statutes, enables Ozaukee County to enter into jurisdictional transfer agreements with the Town of Port Washington, thereby facilitating alterations in jurisdictional highway systems; and

WHEREAS, CTH P serves local traffic only as a dead-end County Highway; and

WHEREAS, Ozaukee County recently fully reconstructed CTH P; and

WHEREAS, the Town of Port Washington will receive future mileage reimbursements from the Wisconsin Department of Transportation (WisDOT); including but not limited to General transportation aids under Section 86.30

WHEREAS, the Town acknowledges that consent and approval of Ozaukee County and the WisDOT is required for the jurisdictional transfer;

NOW THEREFORE BE IT RESOLVED that the Town Board hereby accepts the jurisdictional transfer of CTH P as depicted on Exhibit A from Ozaukee County to the Town of Port Washington. It is further understood CTH P will revert to a Town Highway and no longer be a part of the County Highway System

Adopted at a regular meeting of the Town Board of the Town of Port Washington, Ozaukee County, Wisconsin this 5 day of September, 2023.

TOWN OF PORT WASHINGTON
OZAUKEE COUNTY

By: _____

Mike Didier, Town Chairman

Attest: _____

Heather Krueger, Town Clerk

Attachment: CTH P Juris Txfr - Attachments (ORD.23-6 : CTH P Juris Transfer)

OZAUKEE COUNTY JURISDICTIONAL TRANSFER OF CTH P TO TOWN OF BELGIUM AND TOWN OF PORT WASHINGTON



Ozaukee County Board

AGENDA INFORMATION SHEET

AGENDA DATE: November 1, 2023
DEPARTMENT: County Clerk
DIRECTOR: Karen Niemuth
PREPARER: Tyler Quaas

Agenda Summary November 2023 Committee Appointments/Reappointments

RADIO SYSTEM USER GROUP

Appoint Bill Rice to replace Dan Birenbaum.

OZAUKEE COUNTY BOARD