

PIERCE COUNTY BOARD OF SUPERVISORS

Tuesday, July 25, 2017 – 7:00 p.m.
Courthouse – County Board Room
414 W. Main St., Ellsworth, WI 54011

1.	Call to order
2.	Call of the roll by the Clerk 2a) Establish Quorum 2b) Adopt Agenda
3.	Pledge of Allegiance to the flag
4.	Public Comment: County Board will receive public comments on any issue not related to agenda items, discussion by board members may take place but no action will be taken on any item raised.
5.	Resolutions for consideration: First reading: 5a) Resolution No. 17-07 Amend Personnel Policy to Amend Official County Normal Business Hours 5b) Resolution No. 17-08 Authorization to use Undesignated Fund Balance & Jail Assessment Fund to Purchase Equipment for the New Jail/Sheriff's Office Facility
6.	Resolutions for consideration: Second reading: 6a) Resolution No. 17-04 Amend Personnel Policy to Reimburse Eligible Maintenance Dept. Employees for Prescription safety Glasses & Include Them in the Protective Footwear Program 6b) Resolution No. 17-05 Amend Personnel Policy Regarding the Employee Security Policy 6c) Resolution No. 17-06 To Order Issuance of Deed to Pierce County for Property Subject to Tax Certificate
7.	Ordinances for consideration: First reading: 7a) Ordinance No. 17-04 Amend Chapter 232 of the Pierce County Code – Comprehensive Plan
8.	Ordinances for consideration: Second reading: 8a) None
9.	Appointments: None
10.	Future agenda items:
11.	Next meeting: August 22, 2017; 7 p.m., County Board Room, Courthouse
12.	Adjourn
Questions regarding this agenda may be made to Jamie Feuerhelm at 715-273-6744. Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities requiring special accommodations for attendance at the meeting. For additional information or to make a request, contact the Administrative Coordinator at 715-273-6851.	

jrf 07/14/2017

5a.

Resolution for First Reading:

**Resolution No. 17-07 Amend
Personnel Policy to Amend
Official County Normal Business
Hours**



Jamie Feuerhelm <jamie.feuerhelm@co.pierce.wi.us>

F&P Action Request

rodney.webb@co.pierce.wi.us <rodney.webb@co.pierce.wi.us>

Tue, Jun 13, 2017 at 7:13 AM

To: jamie.feuerhelm@co.pierce.wi.us, joann.miller@co.pierce.wi.us, julie.brickner@co.pierce.wi.us,
brad.lawrence@co.pierce.wi.us

The following information was submitted on June 13, 2017 @ 7:13 am:

Meeting Date: July 10, 2017**Agenda Item:** Resolution NO 17- XX Amend Personnel Policy to Amend Official County Normal Business Hours**Requesting Agency:** Administration and Land Conservation Department

Background: Members of the Land Conservation Committee, during the May 25, 2017 LCC meeting discussed official County office hours, which are set in the Personnel Policy as 8:00 a.m. to 5:00 p.m. Land Conservation Director explained staff schedules and the time during the work day that have the highest volume of office visits and phone calls. Administrative Coordinator, JoAnn Miller explained to the LCC that normal office hours are set by Personnel Policy, so any modification of office hours will require an amendment. Miller added that the topic was discussed at a Department Head meeting in October of 2016 and that the staff response was neutral. Miller also added offices that serve clients after official hours may continue to do so. Upon conclusion of the discussion, a motion and second was made to recommend to Finance and Personnel Committee to amend the official County normal business hours to 8:00 a.m. to 4:30 p.m.

Staff Recommendation: Land Conservation Committee motioned and seconded to forward a recommendation to Finance and Personnel Committee to amend the official County normal business hours to be 8:00 a.m. to 4:30 p.m.

Recommended Motion: Motion and second to approve Resolution 17-_____ Amend Personnel Policy to Amend Official County Normal Business Hours

RESOLUTION NO. 17-07
AMEND PERSONNEL POLICY TO AMEND
OFFICIAL COUNTY NORMAL BUSINESS HOURS

WHEREAS, §4-21 of the Pierce County Code addresses amendments to the Pierce County Personnel Policy as follows:

“The Pierce County Personnel Code shall be maintained under the guidance, direction and policymaking supervision of the Finance and Personnel Committee, which shall have the authority to amend the code from time to time, to conform its provisions with current personnel policies as devised by the Board and Finance and Personnel Committee, collective bargaining agreements and other contracts. Amendment to the Pierce County Code shall require approval of the Board.”; and

WHEREAS, the Personnel Policy further states in Article III, Section B, that the County Board shall authorize, by resolution, any amendments to the Personnel Policy; and

WHEREAS, the purpose of a code of personnel policies and procedures, as set forth in Article I, Section A of the Personnel Policy, is to create a guide for the effective administration of both supervisory and non-supervisory staff, with the goal of advancing understanding between the County and its employees; and

WHEREAS, the hours of operation are being amended to 8:00 a.m. to 4:30 p.m. in order to maximize the use of employee work time and conserve county resources while still keeping its commitment to serve the public; and

WHEREAS, the Finance and Personnel Committee, at its meeting on July 10, 2017, reviewed the proposed policy revision and recommended that the County Board amend the Personnel Policy as set forth in the attached Exhibit A.

NOW THEREFORE, BE IT RESOLVED, that the Pierce County Board of Supervisors hereby amends the Pierce County Personnel Policy as recommended by the Finance and Personnel Committee, set forth in the attached Exhibit A.

Dated this 25th day of July, 2017.

Jeffrey A. Holst, Chair
Pierce County Board of Supervisors

ATTESTED TO BY:

APPROVED AS TO FORM AND LEGALITY BY:

Jamie Feuerhelm, County Clerk

Bradley D. Lawrence, Corp. Counsel
BDC

Adopted: _____

EXHIBIT A

Article IX – Conditions of Employment

A. Hours of Work and Rest Periods

1. The County's normal business hours are 8:00 a.m. to ~~5:00~~ 4:30 p.m., Monday through Friday. Specific work hours, lunch period, and breaks shall be scheduled by Department Heads. All lunch periods and breaks MUST be staggered to allow offices to REMAIN OPEN during normal business hours.

In the Highway Department, the normal work week in the summer may consist of four (4) ten (10) hour days at the Highway Commissioner's discretion.

2. Policy on Absence Due to Bad Weather Conditions

- a. If an employee does not report to work due to bad weather conditions, the employee may charge lost time to:
 1. Accumulated vacation time
 2. Comp time
 3. Time off without pay
 4. Agreement with Department Head to make up lost time
- b. Sheriff's Department employees must report to work.

5b.

Resolution for First Reading:

Resolution No. 17-08

Authorization to use

Undesignated Fund Balance &

Jail Assessment Fund to

Purchase Equipment for the New

Jail/Sheriff's Office Facility

RESOLUTION NO. 17-08
AUTHORIZATION TO USE UNDESIGNATED FUND BALANCE
AND JAIL ASSESSMENT FUND TO PURCHASE EQUIPMENT
FOR THE NEW JAIL / SHERIFF'S OFFICE FACILITY

WHEREAS, the Sheriff's Office seeks to purchase equipment for the new Sheriff's Office, and to improve the new jail facility; and

WHEREAS, the Sheriff's Office is requesting authorization for said equipment, as follows:

- microwave link from current tower site to the new jail and upgrade current radios (ANCOM) - \$258,365 from the undesignated fund balance;
- replace existing servers, utilized for full in-house software suite for daily operations and record keeping, at new dispatch center (CIS)[25% utilized by jail] - \$33,055.72 from Jail Assessment Fund and \$99,167.16 from undesignated fund balance;
- new dispatch furniture (Xybix) - \$69,130.04 from the undesignated fund balance; and

WHEREAS, the Finance Director has submitted documentation confirming that there are sufficient funds within the General Fund Undesignated Fund Balance and the Jail Assessment Fund to cover the portions of the requested expenditures set forth above; and

WHEREAS, the Corporation Counsel has conducted legal research with regard to the Jail Assessment Fund, and concluded that in accordance with §302.46 and 59.25(3)(g) Wis. Stats., the Jail Assessment Fund can be used with respect to the specifically requested expenses set forth herein, and further concluded that use of the jail assessment funds requires authorization by the County Board of Supervisors; and

WHEREAS, the Law Enforcement Committee, at its meeting on June 7, 2017, and the Finance and Personnel Committee, at its meeting on July 10, 2017, authorized the expenditures and recommended that they be paid from the Undesignated Fund Balance and the Jail Assessment Fund, as set forth above.

NOW THEREFORE, BE IT RESOLVED, that the Pierce County Board of Supervisors hereby authorizes the purchases and expenditures and source of funds for the Jail and Sheriff's Office as set forth herein, and that the funds above be transferred from the General Fund Undesignated Fund and Jail Assessment Fund to the appropriate Sheriff's Office budget line item.

Dated this 25th day of July, 2017.

Jeffrey A. Holst, Chair
Pierce County Board of Supervisors

ATTESTED TO BY:

APPROVED AS TO FORM AND LEGALITY BY:

Jamie Feuerhelm, County Clerk

Bradley D. Lawrence, Corp. Counsel

Adopted: _____

BDC



Jamie Feuerhelm <jamie.feuerhelm@co.pierce.wi.us>

F&P Action Request

jmatthys@co.pierce.wi.us <jmatthys@co.pierce.wi.us>

Tue, Jun 27, 2017 at 1:47 PM

To: jamie.feuerhelm@co.pierce.wi.us, joann.miller@co.pierce.wi.us, julie.brickner@co.pierce.wi.us, brad.lawrence@co.pierce.wi.us

The following information was submitted on June 27, 2017 @ 1:47 pm:

Meeting Date: July 10, 2017

Agenda Item: Discuss and take action to approve a proposal from ANCOM for a microwave link to the new dispatch center an upgrade current microwave radios.

Requesting Agency: Sheriff's Office

Background: The Sheriff's Office has received authorization to complete the dispatch space at the new Jail/Sheriff's Office facility. In an effort to establish connectivity to the radio equipment located at the current tower site from the new facility, a microwave link will need to be purchased and installed.

Staff Recommendation: It is the recommendation of the Sheriff's Office and the Law Enforcement Committee to approve the proposal from ANCOM which includes a new microwave link from the current radio tower in Ellsworth to the new Sheriff's Office Dispatch center and upgrade current microwave radios and equipment.

Recommended Motion: Motion to approve the proposal from ANCOM Communications in the amount of \$258,365 and the undesignated fund balance to be the funding source.

ANCOM

COMMUNICATIONS INC
TECHNICAL CENTER INC

1800 EAST CLIFF ROAD, SUITE 17A BURNSVILLE, MINNESOTA 55337

SALES 952-808-0033 SERVICE 952-808-7699 FAX 952-808-0034

Prepared for:
Pierce County Sheriff's Office
432 West Main St.
Ellsworth, WI 54011
Attn: Philip Meixner
4/28/2017

Budgetary quote for Microwave project to include:

MNI equipment sufficient to create a new link between existing facility and new build, as well as upgrade radios at
Ellsworth- Prescott link, and Ellsworth – Elmwood link.

Labor, programming, and training sufficient to complete project.

Thank you,
Brett Edstrom
Ancom Communications Inc.
507-993-6413





COMMUNICATIONS INC
TECHNICAL CENTER INC

1800 EAST CLIFF ROAD, SUITE 17A BURNSVILLE, MINNESOTA 55337

SALES 952-808-0033 SERVICE 952-808-7699 FAX 952-808-0034

QUOTE

PREPARED FOR: Pierce County Sheriff Department
Attn: Phil Meixner
432 W Main Street
Ellsworth, WI 54011
phil.meixner@co.pierce.wi.us
May 8, 2017

STATEMENT OF WORK

Budgetary quote for new Microwave Hop from Old Ellsworth Courthouse to new Public Safety Building. Using existing tower at courthouse for dish antenna. Providing non-penetrating roof mount for dish at new building location. Quotation includes equipment, installation and extended warranty.

QTY	DESCRIPTION	UNIT PRICE	TOTAL
1	Budgetary Quote 11GHz Microwave Hop	\$ 127,479.00	\$127,479.00
EQUIPMENT TOTAL			\$127,479.00
TAX			\$0.00
SHIPPING			\$0.00
PROGRAMMING			\$0.00
INSTALLATION			\$0.00
TOTAL			\$127,479.00

QUOTATION GOOD FOR 30 DAYS

Rollie Frank
Project Manager





COMMUNICATIONS INC
TECHNICAL CENTER INC

1800 EAST CLIFF ROAD, SUITE 17A BURNSVILLE, MINNESOTA 55337

SALES 952-808-0033 SERVICE 952-808-7699 FAX 952-808-0034

QUOTE

PREPARED FOR: Pierce County Sheriff Department
Attn: Phil Meixner
432 W Main Street
Ellsworth, WI 54011
phil.meixner@co.pierce.wi.us
May 8, 2017

STATEMENT OF WORK

Budgetary quote for Microwave radio replacement. Two hops of 6GHz radio equipment: Old Ellsworth to Prescott and Old Ellsworth to Elmwood. Quotation includes equipment, installation and extended warranty.

QTY	DESCRIPTION	UNIT PRICE	TOTAL
1	Budgetary Quote 6GHz Microwave radio replacement	\$ 144,929.00	\$144,929.00
EQUIPMENT TOTAL			\$144,929.00
TAX			\$0.00
SHIPPING			\$0.00
PROGRAMMING			\$0.00
INSTALLATION			\$0.00
TOTAL			\$144,929.00

QUOTATION GOOD FOR 30 DAYS

Rollie Frank
Project Manager



ANCOMDELIVERS
SOLUTIONS**ANCOM Communications**Suite 120
Rochester MN 55901
(507) 281-1917 Fax: (507) 281-3341**QUOTATION**

QUOTE NO.: 30647 - 00 EC

DATE: 4/27/17

TERMS: NET 30

DELIVERY:

BILL TO: 898

Pierce County Sheriff's Office

432 West Main St.

PO Box 9

Ellsworth, WI 54011

SHIP TO: 1

Pierce County Sheriff's Office

Attn: Phil Melxner

432 West Main

Ellsworth, WI 54011

Please reference Quote No. on

Correspondence & purchase orders.

Quote expires: 06/26/2017

WE ARE PLEASED TO QUOTE YOU THE FOLLOWING:

QTY	DESCRIPTION	UNIT PRICE	DISC%	TOTAL
1	MNI Microwave radios and Equipment	198,500.00		198,500.00
1	Mounting Structure for new building	4,220.00		4,220.00
1	MNI Training	12,500.00		12,500.00
1	Tower Work La Crescent	8,400.00		8,400.00
1	Installation including trip charges.	8,120.00		8,120.00
1	Design and PM	5,000.00		5,000.00
1	Contingency	5,000.00		5,000.00
1	7 Year Warranty	9,925.00		9,925.00
	Continued on following page			

ORDERS SUBJECT TO SHIPPING & HANDLING AND SALES TAX IF APPLICABLE

TERMS SUBJECT TO CREDIT REVIEW

BY

Brett Edstrom

25

THIS QUOTATION DOES NOT CONSTITUTE A SALES ORDER UNLESS SIGNED BY YOU, OUR CLIENT. SEE TERMS AND CONDITIONS OF SALE ATTACHED.

Accepted

by

P.O. No. _____

LEGAL NAME OF PURCHASER

Date _____

AUTHORIZED SIGNATURE

**MOTOROLA**

Authorized Two-Way Radio Dealer

QUOTE NO. 30647 - 00
Pierce County Sheriff's Office

Pierce County Sheriff's Office

PAGE 2
DATE 4/27/17

QTY	DESCRIPTION	UNIT PRICE	DISC%	TOTAL
		Item summary		251,665.00
		Subtotal		251,665.00
		Inbound Frt		6,700.00
		Sales Tax		.00
		GRAND TOTAL:		258,365.00



Jamie Feuerhelm <jamie.feuerhelm@co.pierce.wi.us>

F&P Action Request

jmatthys@co.pierce.wi.us <jmatthys@co.pierce.wi.us>

Tue, Jun 27, 2017 at 2:20 PM

To: jamie.feuerhelm@co.pierce.wi.us, joann.miller@co.pierce.wi.us, julie.brickner@co.pierce.wi.us,
brad.lawrence@co.pierce.wi.us

The following information was submitted on June 27, 2017 @ 2:20 pm:

Meeting Date: July 10, 2017

Agenda Item: Discuss and take action to approve a proposal from CIS to replace existing servers and installation at the new dispatch center.

Requesting Agency: Sheriff's Office

Background: In 2012 the Sheriff's Office procured a full in-house software suite for daily operations and record keeping. This purchase also included racks, servers and related equipment. The servers are recommended to be replaced after 5 years of 24/7 use. The Sheriff's Office has received a proposal from CIS to replace the existing servers and install new equipment at the new dispatch center.

Staff Recommendation: It is the recommendation of the Sheriff's Office and the Law Enforcement Committee to fund a portion of this proposal from the Jail Assessment Fund as 1/4 of the software and equipment is used specifically for jail purposes.

Recommended Motion: Motion to approve the proposal from CIS in the amount \$132,222.88 with \$33,055.72 to be funded from Jail Assessment Fund and the remaining \$99,167.16 to be funded from the Undesignated fund balance.

computer information systems inc.

October 11, 2016

Chief Deputy Jason Matthys
Pierce County Sheriff's Department
414 West Main Street
Ellsworth, WI 54011

Subject: Server System Cost Proposal

Dear Chief Deputy Matthys:

Computer Information Systems, Inc. (CIS) is pleased to present the attached Cost Proposal to replace the Pierce County Sheriff's Office Server System. The costs are summarized as follows:

Server System Hardware	\$ 62,476.00	
System Software	\$ 32,313.00	
Services	<u>\$ 24,160.00</u>	
	Total	\$ 118,949.00
	Project Management Fee	<u>\$ 14,273.88</u>
	Grand Total	\$ 132,222.88

Please call me directly at 877-673-7800 with any questions.

Very truly yours,
Computer Information Systems, Inc.

Michael Yefsky
Senior Vice President

SERVER SYSTEM

HARDWARE

1. VM Servers (2)	\$ 28,096.00
<ul style="list-style-type: none"> • Lenovo x3550 Xeon M5 2U 8C E5-2620 v4 2.1GHz Processor (2) • Lenovo 240 GB Memory • Lenovo X3550 M5 PCIe Riser 2 with (2x) LP x16 (CPU1 + CPU0) • Emulex 8 GB FC Single Port HBA for System X • Lenovo N2225 SAS/SATA HBA for System x • Lenovo 900 Watt HE Platinum Redundant Power Supply • Lenovo x3550 M5 Front IO Cage Advanced • Lenovo Integrated Management Module Advanced Upgrade • USB Memory Key 4G VMWare SX16.0U2 • Lenovo COM Port Bracket • Lenovo X ENT 1U Cable Management Arm • Lenovo 5 Year 24x7, 4 Hour Response Maintenance 	
2. Storage Area Network (1)	\$ 15,228.00
<ul style="list-style-type: none"> • Lenovo S3200 SFF Dual FC/iSCSI Chassis • Lenovo Storage S200 /S3200 8G Fc SFP+ Module – 1 Pack (8) • IBM 400 GB 3DWD 2.5" Internal Solid State Drive (4) • Lenovo 900 GB SAS 10K 2.5" Hot Swap Hard Drive for S2200 SFF Chassis & E1024 Expansion Enclosure (9) • Lenovo LC-LC OM3 Multimode Fiber Optic Cable – 3m (8) • Lenovo Storage S200 /S3200 8G Fc SFP+ Module – 1 Pack • Lenovo 5 Year 24x7, 4 Hour Response Maintenance 	
3. Tape Drives (2)	\$ 13,484.00
<ul style="list-style-type: none"> • Lenovo TS2260 Tape Drive Model H6S • Lenovo HD-SAS to Mini-SAS Cable • Lenovo x86 6160 Rack Mount Shelf Kit • Lenovo 6.25 TB LTO-6 Ultrium Tape Cartridges (10) • Lenovo Ultrium Cleaning Cartridge • Lenovo 5 Year 24x7, 4 Hour Response Maintenance 	
4. Switches (2)	\$ 4,788.00
<ul style="list-style-type: none"> • Cisco Catalyst 2960 Switch • Cisco 2960 XFlexStack Plus Module • SMARTnet 24x7x4 Maintenance – 1 Year 	
5. UPS Batteries (2)	\$ 680.00
<ul style="list-style-type: none"> • Battery Module for 6000VA 4u Rack UPS 	
6. Shipping	\$ 200.00
Hardware Total	\$ 62,476.00

SYSTEM SOFTWARE

1. Windows Server 2016	\$ 9,976.00
• Windows Server Standard Edition 2 Core License (32 @\$ 98.00)	
• Windows ServerDevice CAL (60 @ \$ 25.00)	
• Windows Remote Desktop Services (60 @ \$ 89.00)	
2. SQL 2012	\$ 10,256.00
• SQL 2012 Standard Edition (1 @ \$ 776.00)	
• SQL 2012 Client Access License (60 @ \$ 158.00)	
3. Backup Exec 2012	\$ 2,832.00
• Veritas Backup Exec 2012 Server Bundle (2 @ \$ 708.00)	
• Veritas Exec 2012 Agent for Apps and Databases (2 @ \$ 708.00)	
4. VMWare	\$ 5,961.00
• vSphere 6.0 Esentials Plus Kit 3 Hosts Max 2 Processors (1 @ \$ 4,876.00) per Host	
• vSphere Basic SnS for vSphere 6.0 Essentials Plus Kit 1 Year (1 @ \$ 1,085.00)	
5. Backup & Replication	\$ 2,980.00
• Veeam Corp Backup & Replication Enterprise for VMware (2 @ \$ 1,490.00)	
6. Antivirus	\$ 308.00
• Govt Express Endpoint Protection Version 12.1 Std (7 @ \$ 44.00)	
System Software Total	<u>\$ 32,313.00</u>

SERVICES

1. Build Server System at CIS (3 Days @ \$1,500.00/Day)	\$ 4,500.00
2. Install Server System at Jefferson County (4 Days @ \$1,500.00/Day)	\$ 6,000.00
3. Work Station Migration (4 Days @ \$1,500.00/Day)	\$ 6,000.00
4. System Cutover (2 Days @ \$1,500.00/Day)	\$ 3,000.00
5. Travel Expenses	
• Travel Days (2 @ \$ 800.00)	\$ 1,600.00
• Hotel (12 @ \$150.00/Day)	\$ 1,800.00
• Auto (7 @ \$80.00/Day)	\$ 560.00
• Diem (14 @ \$50.00/Day)	<u>\$ 700.00</u>
	<u>\$ 4,660.00</u>
Services Total	\$ 24,160.00



Jamie Feuerhelm <jamie.feuerhelm@co.pierce.wi.us>

F&P Action Request

jmatthys@co.pierce.wi.us <jmatthys@co.pierce.wi.us>

Tue, Jun 27, 2017 at 2:30 PM

To: jamie.feuerhelm@co.pierce.wi.us, joann.miller@co.pierce.wi.us, julie.brickner@co.pierce.wi.us,
brad.lawrence@co.pierce.wi.us

The following information was submitted on June 27, 2017 @ 2:30 pm:

Meeting Date: July 10, 2017

Agenda Item: Discuss and take action to approve a proposal from Xybix for new dispatch furniture to be installed at the new facility

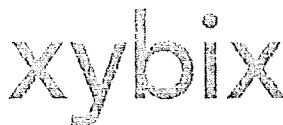
Requesting Agency: Sheriff's Office

Background: The Sheriff's Office has received authorization to complete the new dispatch center at the new facility. As part of this completion it will be necessary to purchase and install new dispatch console furniture that was not included in the original scope of space completion.

Staff Recommendation: It is the recommendation of the Sheriff's Office, Law Enforcement Committee and Jail Ad Hoc to approve the proposal from Xybix for a 4 position, dispatch console furniture to be installed at the new site.

Recommended Motion: Motion to approve the proposal from Xybix for dispatch, console furniture to be installed at the new dispatch center in the amount of \$69,130.04 and the Undesignated Fund Balance to be the funding source.

Xybix Systems, Inc.
8207 SouthPark Circle
Littleton, CO 80120
Phone:303-683-5656
Fax:303-683-5454
AllisonT



Quote Number: 20477

Quote Date: 2/20/2017

Revision: A

Orig Create Date: 2/20/2017

Expires: 5/21/2017

Opp #: 0015605

Page: 1 of 3

Quote

Terms: 50% DEP;40% INSTALL;10% PUNCH

Quote To:

Acct: PIERCE
Phil Meixner
Pierce County Sheriff
432 W. Main
P.O. Box 9
Ellsworth WI 54011
USA

Phone: (715) 273-5051

Ship To: Pierce County Sheriff
432 W. Main

Ellsworth
WI 54011

Sales Person: HEATHER BROWN
Rep Phone: 720-326-1165
Email: heatherb@xybix.com

02-20-17-Drawing R1-AT

PLEASE NOTE: OPTIONAL ITEMS ARE NOT INCLUDED IN THE TOTAL PRICE.

PLEASE CONTACT XYBIX TO HAVE ANY OPTIONAL ITEMS INCLUDED IN THE FINAL PRICE.

FREIGHT & INSTALLATION CHARGES WILL BE ADJUSTED ACCORDINGLY.

Xybix is not registered to collect sales tax in the state of Wisconsin, and any sales tax due on your transaction will need to be paid directly by you to your State agency (this is commonly referred to as USE Tax).

Line	Part Number	Description	Qty	U/M	List Ea	Disc%	DiscPrice	Net Price
1.00	12343.	Panel System Priced by the Linear Foot: Grade 2Fabric 12343-1-SS - 42-48in - 0 LF @ 176 12343-1-DS - 42-48in - 52 LF @ 238 12344-1-SS - 65in - 0 LF @ 236 12344-1-DS - 65in - 0 LF @ 329 Upper Tiles Fabric Color: TBD Grade 2 G2 Lower Tiles Fabric Color: TBD Grade 2 G2 Panel Trim Color: Black	1	1.0 EA	\$12,376.00	36	\$7,920.64	\$7,920.64
1.01	14145-BLK	Cable Pole 96" - Alum Black	2	8.0 EA	\$85.00	36	\$54.40	\$435.20
1.02	15335	Cable Pole Trim Kit Top and Bottom Aluminum Black	4	4.0 EA	\$20.00	36	\$12.80	\$51.20
2.00	14486.	Adj. Table Worksurface - Corner Dual Surface - 72L x 72R 10 RV - Cable Management Included	4	4.0 EA	\$1,848.00	50	\$924.00	\$3,696.00
2.01	15203	Anti-Microbial Laminate Upgrade	5	0.0 EA	\$600.00	50	\$300.00	\$0.00
OPTIONAL QTY X 4								
3.00	15844	T5S Table Base for 72X72 Corner Worksurface	6	4.0 EA	\$6,024.00	50	\$3,012.00	\$12,048.00
4.00	12056.	Monitor Mount - Rollervision - - 2HI - Corner - Dual Surface - 72L x 72R 10 RV - 12076 - Std VESA Monitor Mount Qty = 8	7	4.0 EA	\$4,486.00	50	\$2,243.00	\$8,972.00

Xybix Systems, Inc.
 8207 SouthPark Circle
 Littleton, CO 80120
 Phone:303-683-5656
 Fax:303-683-5454
 AllisonT



Quote

Quote Number: 20477

Quote Date: 2/20/2017

Revision: A

Orig Create Date: 2/20/2017

Expires: 5/21/2017

Opp #: 0015605

Page: 2 of 3

Terms: 50% DEP;40% INSTALL;10% PUNCH

5.00	12904	DataDock - Keyboard Surface Cable Organizer Cables Sold Separately	⁶	4.0 EA	\$393.00	50	\$196.50	\$786.00
5.01	11677	Ext Cable USB Type A to Type A Panel Mount for DataDock Male/Female 5M (16.4')	⁹	32.0 EA	\$29.00	50	\$14.50	\$464.00
5.02	15408	DataDock RJ-45 Cat6 Coupler with 25' Cable Kit	¹⁰	8.0 EA	\$70.00	50	\$35.00	\$280.00
5.03	15532	Ext. Monitor Replacement Cable DVI-D Male/Male 8M (25')	¹³	32.0 EA	\$75.00	50	\$37.50	\$1,200.00
5.04	11132	Ext Audio Cable 3.5mm Jack Male/Female 25'	¹⁴	8.0 EA	\$34.00	50	\$17.00	\$136.00
6.00	11792	Power Bar - 10 Outlet	¹⁵	8.0 EA	\$135.00	50	\$67.50	\$540.00
6.01	14976	6 Outlet Power Strip 25'	¹⁶	4.0 EA	\$144.00	50	\$72.00	\$288.00
6.02	15848	Grounding Kit Full Station R56 Compliant	³⁴	4.0 EA	\$1,250.00	50	\$625.00	\$2,500.00
7.00	15618MCC	Task Light Pair LUX LED My Climate	¹⁸	4.0 EA	\$467.00	50	\$233.50	\$934.00
7.01	12605MCC	Light - LED Status Indicator 56MM 2 HI Red-Green-24VAC/DC For MyClimate	¹⁹	4.0 EA	\$945.00	50	\$472.50	\$1,890.00
8.00	15476	Shelf Under Surface USB Charging Upgrade	²¹	4.0 EA	\$105.00	50	\$52.50	\$210.00
8.01	15463	Shelf Under Surface 19W x 9D - Metal	²⁰	4.0 EA	\$127.00	50	\$63.50	\$254.00
9.00	15620MCC	MyClimate Personal Climate Control With Forced Air Heat 250W X2 = 500W	²²	4.0 EA	\$1,999.00	50	\$999.50	\$3,998.00
10.00	12033	Return Worksurface - 36Wx36D	²³	2.0 EA	\$410.00	50	\$205.00	\$410.00
11.00	13632	CPU Cabinet - ERGO ACCESS Tech Tower 57.25Wx48H Side By Side	²⁴	4.0 EA	\$2,695.00	50	\$1,347.50	\$5,390.00
11.01	15707	Cable Bridge Corner Left Side	²⁵	2.0 EA	\$200.00	50	\$100.00	\$200.00
11.02	15708	Cable Bridge Corner Right Side	²⁶	2.0 EA	\$200.00	50	\$100.00	\$200.00
11.03	c-15709	Cable Bridge Side by Side	²⁷	4.0 EA	\$200.00	50	\$100.00	\$400.00
2.00	10997	Drawer Pedestal - Mobile - Single - 16W - 6-12 Drawers 22D -	²⁸	12.0 EA	\$838.00	50	\$419.00	\$5,028.00

Xybix Systems, Inc.
8207 SouthPark Circle
Littleton, CO 80120
Phone:303-683-5656
Fax:303-683-5454
AllisonT



Quote

Quote Number: 20477

Quote Date: 2/20/2017

Revision: A

Orig Create Date: 2/20/2017

Expires: 5/21/2017

Opp #: 0015605

Page: 3 of 3

Terms: 50% DEP;40% INSTALL;10% PUNCH

18.00	11099.	Panel Frame End Support	30	4.0 EA	\$237.00	50	\$118.50	\$474.00
19.00	10176	Cup Holder - Blk	31	4.0 EA	\$90.00	50	\$45.00	\$180.00
90.00	12356	Installers Kit	32	4.0 EA	\$-		\$0.00	\$0.00
99.00	OTHER	Other Charges & Services	33	1.0 EA	\$-		\$0.00	\$0.00

Line(33) - Miscellaneous Charge -

Freight - FullTruck NonTaxable \$2,145.00

Installation - Non-Taxable \$8,100.00

List Price Total \$114,092.00

Lines Total: \$58,885.04

Line Miscellaneous Charges Total: \$10,245.00

Quote Total: \$69,130.04

Note 1:

All quoted taxes are estimated. Any applicable taxes, fees, permits, etc. must be added to this quote.

Note 2:

Where installation is listed on quote it is based in non-union labor and on one trip for installation only. Client is responsible for coordination of Technicians and other Vendors/Contractors. Waiting time will be charged at the rate of \$75 per man hour straight time and \$115 per man hour for OT plus subsistence expenses. Additionally, this quote is based upon a remodel in an existing space and/or new building - completely finished with a Certificate of Occupancy. Any project where the General Contractor is still on the job is subject to additional charges.

We appreciate this opportunity to provide this quote. Our goal is to substantially improve working conditions for your valuable staff. We look forward to meeting with you to review this proposal in detail. In the meantime please don't hesitate to call us with any questions.

6a.

Resolution for Second Reading:

**Resolution No. 17-04 Amend
Personnel Policy to Reimburse
Eligible Maintenance Dept.
Employees for Prescription
safety Glasses & Include Them
in the Protective Footwear
Program**

RESOLUTION NO. 17-04
AMEND PERSONNEL POLICY TO REIMBURSE ELIGIBLE
MAINTENANCE DEPARTMENT EMPLOYEES FOR PRESCRIPTION SAFETY GLASSES
AND INCLUDE THEM IN THE PROTECTIVE FOOTWEAR PROGRAM

WHEREAS, §4-21 of the Pierce County Code addresses amendments to the Pierce County Personnel Policy as follows:

“The Pierce County Personnel Code shall be maintained under the guidance, direction and policymaking supervision of the Finance and Personnel Committee, which shall have the authority to amend the code from time to time, to conform its provisions with current personnel policies as devised by the Board and Finance and Personnel Committee, collective bargaining agreements and other contracts. Amendment to the Pierce County Code shall require approval of the Board.”; and

WHEREAS, the Personnel Policy further states in Article III, Section B, that the County Board shall authorize, by resolution, any amendments to the Personnel Policy; and

WHEREAS, the purpose of a code of personnel policies and procedures, as set forth in Article I, Section A of the Personnel Policy, is to create a guide for the effective administration of both supervisory and non-supervisory staff, with the goal of advancing understanding between the County and its employees; and

WHEREAS, the Pierce County Maintenance Department, in order to provide a safe work environment, is requesting that eligible Maintenance Department employees be reimbursed for prescription safety glasses up to \$200.00 and to be included in the protective footwear program currently offered to eligible Highway Department employees, which would reimburse them up to \$55.00 annually for protective footwear; and

WHEREAS, the Finance and Personnel Committee, at its meeting on June 5, 2017, reviewed the proposed policy revisions and recommended that the County Board amend the Personnel Policy as set forth in the attached Exhibit A.

NOW THEREFORE, BE IT RESOLVED, that the Pierce County Board of Supervisors hereby amends the Pierce County Personnel Policy as recommended by the Finance and Personnel Committee, set forth in the attached Exhibit A.

Dated this 27th day of June, 2017.

Jeffrey A. Holst, Chair
Pierce County Board of Supervisors

ATTESTED TO BY:

APPROVED AS TO FORM AND LEGALITY BY:

Jamie Feuerhelm, County Clerk

Bradley D. Lawrence, Corp. Counsel

Adopted: _____

EXHIBIT A

Article IX – Section N: Uniforms and Tools

N. Uniforms and Tools

1. The County shall provide a uniform service of its choice to Recycling Laborers/Drivers, Shop Mechanics and Welders.
2. The County shall reimburse any Highway or Maintenance Department employee required to wear safety glasses up to a maximum of two hundred (\$200) per year toward the purchase of prescription safety glasses upon submission of a receipt.
3. Classified Mechanics and Welders shall receive a tool allowance of one hundred twenty-five dollars (\$125.00) per year.
4. Protective Footwear Program
 - a. The Pierce County Highway and Maintenance Departments ~~is~~ are committed to providing a safe work environment for its employees. All field, supervisor, ~~and~~ shop and Maintenance Technicians are required to wear protective footwear that has a minimum 6" boot height and otherwise meets the requirements of OSHA CFR 1910.136.
 - b. Once each calendar year, the County will reimburse Highway and Maintenance Department employees who are required to wear protective footwear up to \$55.00 for protective footwear upon submission of a proper receipt. If the receipt for the protective footwear is less than \$55.00, reimbursement will be for the amount shown on the receipt. The reimbursement will be added to the next available payroll check, subject to office workload.
 - c. Protective footwear purchased using the program shall be the property of the employee and may be used outside the workplace, but must be in suitable condition to be worn during working hours. Suitable condition shall be determined by the employee's superintendent.
 - d. Authorized Limited Term Employees (LTE) and seasonal Highway Department employees are eligible to receive a reimbursement.
5. The Sheriff will provide uniforms of his/her choice to 911 Dispatchers and certified Corrections Officers.



Jamie Feuerhelm <jamie.feuerhelm@co.pierce.wi.us>

F&P Action Request

jerry.forss@co.pierce.wi.us <jerry.forss@co.pierce.wi.us>

Mon, May 15, 2017 at 10:34 AM

To: jamie.feuerhelm@co.pierce.wi.us, joann.miller@co.pierce.wi.us, julie.brickner@co.pierce.wi.us,
brad.lawrence@co.pierce.wi.us

The following information was submitted on May 15, 2017 @ 10:34 am:

Meeting Date: June 5th, 2017

Agenda Item: Personnel Policy Change

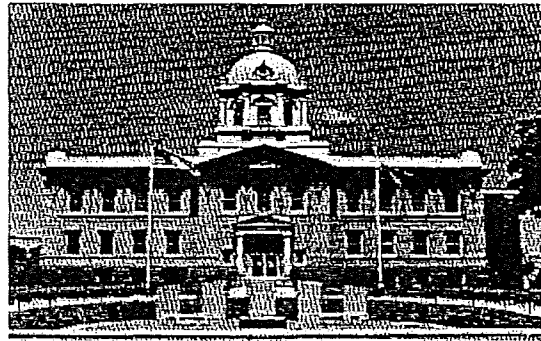
Requesting Agency: Maintenance

Background: Hello, There are currently 2 Maintenance Dept. employees who wear prescription glasses. They both do work that requires them to wear safety glasses. They are supplied with safety glasses that go over their prescription glasses, but I am told by them that they cause more problems than they cure. Also, currently there are 2 Maintenance Technicians that do enough different jobs that they should be wearing safety toed footwear. I would like to make that part of their job requirement. In the County's Personnel Policy there are provisions for the Highway Department employees, who are required to wear safety glasses and/or protective footwear, to receive a once a year reimbursement of \$200 for glasses and up to \$55 for footwear once a receipt has been turned in. On May 9, 2017 I took this request to the Building Committee, and it was approved by them to take it to F&P. There was some discussion that maybe F&P should consider having the verbiage changed in the personnel policy to cover all County employees who are required to wear safety glasses and/or protective footwear so they too can get reimbursements. I am asking please that at a minimum; that changes in the Personnel Policy be made to allow the Maintenance Dept. employees to be eligible for the same reimbursements that are available for the Highway workers and to be able to take this request onto the County Board. The reimbursements would come from the Janitorial and Supplies account.

Staff Recommendation: Supervisor M. Kahlow questioned whether there might be other department employees that should be considered to be added to the Policy as well. He suggested that perhaps discussions with the Corp. Counsel's Office may be in order before drafting the final document that would eventually be brought before the whole County Board

Recommended Motion: Motion by M. Kahlow/S. Bjork to approve adding Maintenance Dept. employees to the sections of the Pierce Co. Personnel Policy that allow reimbursement to employees for safety equipment; motion carried unanimously.

JERRY FORSS
MAINTENANCE SUPERVISOR
PIERCE COUNTY
428 W. GROVE ST, PO BOX 119
ELLSWORTH, WI 54011
Phone: 715-273-6875 Fax: 715-273-6861
Cell: 715-307-2587
Email: jerry.forss@co.pierce.wi.us



05/15/2017

Hello,

There are currently 2 Maintenance Dept. employees who wear prescription glasses. They both do work that requires them to wear safety glasses. They are supplied with safety glasses that go over their prescription glasses, but I am told by them that they cause more problems than they cure. Also, currently there are 2 Maintenance Technicians that do enough different jobs that they should be wearing safety toed footwear. I would like to make that part of their job requirement. In the County's Personnel Policy there are provisions for the Highway Department employees, who are required to wear safety glasses and/or protective footwear, to receive a once a year reimbursement of \$200 for glasses and up to \$55 for footwear once a receipt has been turned in.

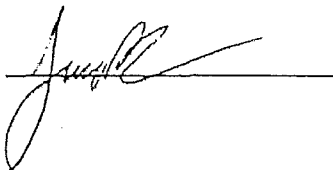
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I am asking please that at a minimum, that changes in the Personnel Policy be made to allow the Maintenance Dept. employees to be eligible for the same reimbursements that are available for the Highway workers and to be able to take this request onto the County Board.

The reimbursements would come from the Janitorial and Supplies account.

Thank You,

Jerry Forss



6b.

Resolution for Second Reading:

**Resolution No. 17-05 Amend
Personnel Policy Regarding the
Employee Security Policy**

**RESOLUTION NO. 17-05
AMEND PERSONNEL POLICY REGARDING
THE EMPLOYEE SECURITY POLICY**

WHEREAS, §4-21 of the Pierce County Code addresses amendments to the Pierce County Personnel Policy as follows:

“The Pierce County Personnel Code shall be maintained under the guidance, direction and policymaking supervision of the Finance and Personnel Committee, which shall have the authority to amend the code from time to time, to conform its provisions with current personnel policies as devised by the Board and Finance and Personnel Committee, collective bargaining agreements and other contracts. Amendment to the Pierce County Code shall require approval of the Board.”; and

WHEREAS, the Personnel Policy further states in Article III Section B that the County Board shall authorize by resolution any amendments to the Personnel Policy; and

WHEREAS, the purpose of a code of personnel policies and procedures, as set forth in Article I, Section A of the Personnel Policy, is to create a guide for the effective administration of both supervisory and non-supervisory staff, with the goal of advancing understanding between the County and its employees; and

WHEREAS, the opinion regarding an appropriate employee reaction to a potentially dangerous situation or individual has evolved and current training instructs a more comprehensive response to an active shooter / violent intruder. As a result, the Pierce County Personnel Policy needs to be amended to reflect these changes; and

WHEREAS, the Ad Hoc Courthouse Security Workgroup, at its meeting on April 24, 2017, and the Finance and Personnel Committee, at its meeting on June 5, 2017, reviewed the proposed policy revisions and recommended that the County Board amend the Personnel Policy as set forth in the attached Exhibit A.

NOW THEREFORE, BE IT RESOLVED, that the Pierce County Board of Supervisors hereby amends the Pierce County Personnel Policy as recommended by the Finance and Personnel Committee, set forth in the attached Exhibit A

Dated this 27th day of June, 2017.

Jeffrey A. Holst, Chair
Pierce County Board of Supervisors

ATTESTED TO BY:

APPROVED AS TO FORM AND LEGALITY BY:

Jamie Feuerhelm, County Clerk

Bradley D. Lawrence, Corp. Counsel

BDC

Adopted: _____

EXHIBIT A

ARTICLE XI: Conditions of Employment

L. Lockdown Policy

~~Lockdown: A situation involving potentially dangerous circumstances or individuals that may create a safety concern for employees and citizens on County property (i.e. unruly subject, person with weapon, threats)~~

- ~~1. In case of a lockdown, the following guidelines should be followed by staff:~~
 - ~~a. Report any safety concerns that possibly require lockdown to the sheriff's dispatch or supervisor AS SOON AS YOU ARE AWARE OF IT.~~
 - ~~b. Dispatch or supervisor may determine if the County should implement the lockdown.~~
 - ~~c. If it is your department with the problem, push the duress alarm (panic button) or call 911 immediately. When you push the duress alarm (panic button), this brings up the cameras in the dispatch center. This will assist the responding law enforcement agencies.~~
 - ~~d. The following announcement will be made:~~

~~"ATTENTION STAFF, WE ARE IN A LOCKDOWN."~~
 - ~~e. Doors with magnetic locks should be over-ridden as soon as possible by dispatch and they will bring up the area of the threat on cameras if possible.~~
- ~~2. All County staff should do the following within their departments:~~
 - ~~a. Advise staff and visitors throughout the building that we are in an emergency situation and they need to stay with your staff and lockdown the office area.~~
 - ~~b. If you are in the bathroom or hallway, return with staff and visitors to your office or the closest office for safety.~~
 - ~~c. Lock all doors.~~
 - ~~d. Turn off lights and pull the shades.~~
 - ~~e. Turn off all audio equipment, such as radios, etc., and turn your cell phone to vibrate.~~
 - ~~f. Find a safe area to sit on the floor away from windows and doors.~~

- ~~g. — Maintain silence unless you need to call the dispatch center.~~
 - ~~h. — Keep all occupants there until an announcement of "ALL CLEAR" is received or law enforcement evacuation assistance is received. Discontinuation of the audible announcement that we are in a lockdown DOES NOT constitute an "ALL CLEAR".~~
 - ~~i. — DO NOT call ANYONE unless it is to report vital information to the dispatch center.~~
- ~~3. — We have a responsibility to the public visitors in our building to use reasonable effort to assist them to a safe location during a lockdown.~~

L. Procedures for Active Shooter / Violent Intruder Events

1. Preface

An active shooter / violent intruder event is an individual or group of individuals actively engaged in killing or attempting to kill people in a confined and populated area. Active shooter / violent intruder situations are unpredictable and evolve quickly. An active shooter / violent intruder in your workplace may be a current or former employee, or an acquaintance of a current or former employee. Intuitive managers and coworkers may notice characteristics of potentially violent behavior. Immediately alert your Department Head / Manager and the Pierce County Sheriff's Department if you believe an employee or coworker exhibits such characteristics.

2. Responding to an Active Shooter / Violent Intruder Event

Once it is discovered that there is an active shooter / violent intruder event, employees must quickly determine the most reasonable way to protect their life and use their own discretion as to how to respond. Employees have a responsibility to the public visitors in our building to use reasonable effort to assist them, especially young children, the elderly and individuals with special needs and/or disabilities. Remember: run when it is safe to run, hide when it is safe to hide and fight when there are no other options.

If possible, press the duress button to activate security cameras. Call 911 when it is safe to do so or use any means necessary to pass along real time information to law enforcement. Information that should be provided:

- Last known location of the active shooter(s) / violent intruder(s).
- Number of active shooter(s) / violent intruder(s).
- Physical description of the active shooter(s) / violent intruder(s).
- Number and type of weapons held by the active shooter(s) / violent intruder(s).
- Number of potential victims at the location.
- If you cannot speak, leave the line open and allow the dispatcher to listen.

Law Enforcement will make an announcement over the emergency speaker system stating 'THERE IS AN ACTIVE SHOOTER / VIOLENT INTRUDER EVENT. PLEASE INITIATE PROCEDURES FOR AN ACTIVE SHOOTING / VIOLENT INTRUDER EVENT.'

a. Run

1) If there is an accessible escape path, attempt to evacuate the premises. Be sure to:

- a) Have an escape route and plan in mind.
- b) Evacuate regardless of whether others agree to follow.
- c) Leave your belongings behind (grab your phone if you have time).
- d) Help others escape, if possible.
- e) Prevent individuals from entering the area where the active shooter / violent intruder may be.
- f) Keep your hands visible.

2) Situations where running may not be an option:

- a) You cannot physically run.
- b) You have young children and/or individuals with special needs who will slow you down.
- c) The power has been cut and running in the dark may be hazardous.
- d) You are wearing clothes or footwear that makes running impossible.
- e) When running towards the building's exit will take you in the path of the shooter.
- f) When you are within a very close distance of the killer.

b. Hide (Lockdown)

1) If running is not possible, find a place to hide where the active shooter / violent intruder is less likely to find you.

2) Your hiding place should:

- a) Be out of the active shooter / violent intruder's view. Find a safe area to sit on the floor away from windows and doors.
- b) Provide protection if shots are fired in your direction.
- c) Not trap you or restrict your options for movement or escape.

3) To prevent an active shooter / violent intruder from entering your hiding place:

- a) Lock the door.
- b) Blockade the door with heavy items or furniture.

4) If the active shooter / violent intruder is nearby:

- a) Silence your cell phone.
- b) Turn off any source of noise.
- c) Hide behind large objects.
- d) Remain very quiet.

5) If you decide to hide, remain until you can safely escape, until law enforcement directs you to clear from the building or until a second announcement is made by law enforcement over the emergency speaker system that the situation is 'ALL CLEAR'.

c. Hostage Situation

In the event you are hiding and an active shooter / violent intruder enters the room, it could become a hostage barricade incident. Areas adjacent to the location would be evacuated by law enforcement when safe to do so.

1) What to expect in the event you are taken hostage.

- a) Do not be a hero.
 - 1. Accept / recognize the role of hostages.
 - 2. Do not underestimate the active shooter / violent intruder as he/she is rushing with adrenaline.
- b) Follow instructions.
 - 1. The active shooter / violent intruder is highly agitated.
 - 2. Resistance or hesitation is viewed as a threat – do not threaten him/her.
- c) Do not attempt to escape unless you are sure you can get away. If you fail, your life is at risk.

2) Accept the situation.

- a) Do not become argumentative.
- b) Do not speak unless spoken to.
- c) Do as you are told, no more and no less.
- d) Do not make suggestions in case the suggestion does not work out.

3) Stay calm.

- a) The calmer the active shooter / violent intruder is, the safer you are.
- b) Do not lose hope and avoid display of emotion.
- c) Remain positive.
- d) Do not make comments that may add to the depression of the active shooter / violent intruder.

- e) Make them think that a solution may be worked out.
- f) Be observant. If you are released, the police will need as much help as possible about the active shooter / violent intruder and the location.

4) If law enforcement enters the room, get on the floor. You should expect to:

- a) Hear a lot of noise.
- b) See bright lights.
- c) To be handcuffed and treated as a prisoner until everything is secure as hostage takers have been known to switch clothes with hostages.

d. Fight

1) As a last resort, and only when your life is in imminent danger, take action against the active shooter / violent intruder. Attempt to disrupt and/or incapacitate the shooter by:

- a) Yelling and screaming.
- b) Attempting to create a noise, movement, distraction or disruption in order to incapacitate the active shooter / violent intruder.
- c) Improvising weapons and throwing items (examples: fire extinguishers, chairs, pepper spray).

2) Whether alone or working together as a group, coordinate an effective ambush.

- a) Notice when the shooter has a weapon malfunction or is reloading.
- b) Commit to your actions.
- c) Act as aggressively as possible against the active shooter / violent intruder.

e. Emergency Responders

1) Law enforcement officers first to arrive on the scene are not there to evacuate or tend to the injured. They are well trained and are there to stop the active shooter / violent intruder. When law enforcement officers arrive:

- a) Remain calm and follow officers' instructions.
- b) Keep your hands visible at all times. Put down any items in your hands.
- c) Avoid pointing, screaming or yelling.
- d) Do not stop the officers and ask them for help, directions, or cling to them for safety.

2) Rescue teams comprised of additional law enforcement officers and emergency medical personnel follow the initial officers and will evacuate those still in the

building and treat and remove any injured. Do not attempt to move the injured unless directed to do so by law enforcement officers or emergency medical personnel.

f. Post Evacuation

1) Once you have reached a safe location or the assembly point, you will likely be held by law enforcement until the situation is under control and all witnesses have been identified and questioned. Do not leave until law enforcement has instructed you to do so.

2) Department Heads / Managers should:

- a) Account for all individuals in their department and report to Law Enforcement.
- b) Notify the emergency contacts of any employees affected by the active shooter / violent intruder.
- c) Assess the psychological state of individuals and refer them to the appropriate assistance.

Pierce County Request for Action
Finance and Personnel Committee – Meeting Date: June 5, 2017
County Board – Meeting Date: June 27, 2017

Agenda Item:

Discuss and take action to approve the Resolution amending Article XI, Section L: Lockdown Policy of the Pierce County Personnel Policy to replace the Lockdown Policy with Procedures for Active Shooter / Violent Intruder Events

Requesting Agency:

Ad Hoc Courthouse Security Workgroup via Gary Brown, Committee Chair

Background:

Lockdown policies were developed years ago as a reaction to school shootings. Pierce County adopted a Lockdown Policy via Resolution 10-26 on March 22, 2011 and incorporated the same into the Personnel Policy [Article XI, Section (L)]. It is also part of the Crisis Response Plan provided to employees. Certain provisions of the Lockdown Policy mandate an employee to remain in their locked office area, or, if in the hallway or bathroom, return to their office. Shortly after the policy passed, office-by-office training was provided to Courthouse and PCOB employees.

Since that time, attitudes regarding the appropriate employee response to an active shooter / violent intruder event have evolved. Each security incident is viewed as unique and situations should be independently assessed by the employee so that reactions are based on comfortability and common sense. Last year, substantial information regarding 'Run, Hide, Fight', the training method widely preferred by law enforcement and security officials, was provided to all Pierce County employees at mandatory security training sessions.

Because the current policy is somewhat antiquated, procedures consistent with the training employees received were developed and are being considered for adoption. If approved, the Personnel Policy would be amended to replace the Lockdown Policy with the proposed Procedures for Active Shooter / Violent Intruder Events.

Staff Recommendation:

To approve the Resolution amending the Pierce County Personnel Policy as set forth above.

Recommended Motion:

Motion by ____, seconded by ____, to approve the Resolution amending Article XI, Section L: Lockdown Policy of the Pierce County Personnel Policy to replace the Lockdown Policy with Procedures for Active Shooter / Violent Intruder Events and forward to the County Board.

6c.

Resolution for Second Reading:

**Resolution No. 17-06 To Order
Issuance of Deed to Pierce
County for Property Subject to
Tax Certificate**

RESOLUTION 17-06
To Order Issuance of Deed to Pierce County
for Property Subject to Tax Certificate

WHEREAS, pursuant to WI STATS §75.14 (1) the following described real property has been subject of a tax certificate for unpaid real estate taxes:

File #433 (151-01020-0600) – A part of Block 20 of the Original Plat of the Village of Maiden Rock described as Lots 1, 2, 6, 7, and 8, and the SEly 45 feet of Lot 5 Except all that part of Lots 6, 7, and 8 lying southerly of Centerline of Second Street, more particularly described as: All of Lots 1, 2, 6, 7, and 8 and all that part of Lot 5 bounded by a line described as follows: Commencing at the Northeastern most corner of said Lot 5, thence Westerly on the Northern most line of said Lot a distance of 45 feet; thence Southerly in a line parallel with the western line of said lot to the southernmost line of said Lot 5; thence Easterly on said last mentioned line to the Southeastern most corner of said Lot 5; thence North on the Eastern most line of said Lot 5 to the place of beginning EXCEPT all that part of Lots 6, 7, and 8 lying southerly of the centerline of Second Street described as Beginning at the most Southerly corner of said Lot 8; thence North 44°01'88"West (assumed bearings referenced to the East-West ¼ section line Section 15, T24N, R16W, assumed to bear North 86°36'26"West) a distance of 150 feet along the Northeasterly right of way line of Main Street (State Trunk Highway 35); thence North 45°58'22" East 78.22 feet along the Northwesterly line of said Lot 6; thence South 47°29'38" East 63.40 feet along the centerline of Second Street; thence Southeasterly 97.91 feet along a 118.31 foot radius curve concave Northeasterly whose chord bears South 71°12'08" East 95.14 feet along said centerline; thence North 85°05'22" East 3.30 feet along said centerline; thence South 45°58'22"West 128.06 feet, along the Southeasterly line of said Lot 8 to the point of beginning and except that part conveyed to the Village of Maiden Rock in V 235 P 448.

- Tax certificates were issued on Sept. 1, 2011, Sept. 1, 2012, Sept. 1, 2013 & Sept. 1, 2014 indicating taxes are unpaid for the years 2010 – 2013.
- A Notice of Application for Tax Deed was served on owner by the County Treasurer on May 12, 2016 via certified mail as provided for in WI STATS §75.12. Proof of returned certified mail receipt on file with County Treasurer. Also via publication in Pierce County Herald as provided for in WI STATS §75.12 on Jan. 18, 25, & Feb. 01, 2017.

WHEREAS, the redemption period is two years from the date that said Tax Certificates were issued listing all of the tax years identified above as being unpaid;

WHEREAS, the County is entitled to take a tax deed to said properties on or after September 1 two years after issuance of said Tax Certificates, if all of the procedures of WI STATS Chapters 74 and 75 are followed;

WHEREAS, WI STATS §75.14 (1) requires that the County Board order issuance of the Deeds;

NOW THEREFORE BE IT RESOLVED, that the Pierce County Board of Supervisors hereby orders the County Clerk to issue Tax Deeds in favor of the County after confirmation by the County Treasurer and Corporation Counsel that all statutory procedures have been followed.

DATED this 27TH day of June, 2017.

Jeffrey A. Holst, Chair
Pierce County Board of Supervisors

ATTESTED TO BY:

APPROVED AS TO FORM AND LEGALITY BY:

Jamie Feuerhelm, County Clerk

Bradley D. Lawrence, Corp. Counsel

BDL

Adopted: _____

Finance/Personnel & County Board

Meeting Date: June 5th & June 27th, 2017; respectfully.

Date of Request: May 16, 2017

Agenda Item: Discuss/take action on resolution to order issuance of tax deed on following parcel: File #433 (151-01020-0600) – John H. & Jane D. Buxell; Village of Maiden Rock.

Requesting Agency: County Clerk.

Requested Action: Approve the issuance of a tax deed on parcel so listed below & in resolution.

Background: Pursuant to WI STATS 75.14 the County Board must adopt a resolution approving the taking of a tax deed on properties due to an excess of delinquent taxes. The Clerk can not file this tax deed until the County Board has approved such.

File #433 (121-01020-0600) – A part of Block 20 of the Original Plat of the Village of Maiden Rock described as Lots 1, 2, 6, 7, and 8, and the SEly 45 feet of Lot 5 Except all that part of Lots 6, 7, and 8 lying southerly of Centerline of Second Street, more particularly described as: All of Lots 1, 2, 6, 7, and 8 and all that part of Lot 5 bounded by a line described as follows: Commencing at the Northeastern most corner of said Lot 5, thence Westerly on the Northern most line of said Lot a distance of 45 feet; thence Southerly in a line parallel with the western line of said lot to the southernmost line of said Lot 5; thence Easterly on said last mentioned line to the Southeastern most corner of said Lot 5; thence North on the Eastern most line of said Lot 5 to the place of beginning EXCEPT all that part of Lots 6, 7, and 8 lying southerly of the centerline of Second Street described as Beginning at the most Southerly corner of said Lot 8; thence North 44°01'88"West (assumed bearings referenced to the East-West ¼ section line Section 15, T24N, R16W, assumed to bear North 86°36'26"West) a distance of 150 feet along the Northeasterly right of way line of Main Street (State Trunk Highway 35); thence North 45°58'22" East 78.22 feet along the Northwesterly line of said Lot 6; thence South 47°29'38" East 63.40 feet along the centerline of Second Street; thence Southeasterly 97.91 feet along a 118.31 foot radius curve concave Northeasterly whose chord bears South 71°12'08" East 95.14 feet along said centerline; thence North 85°05'22" East 3.30 feet along said centerline; thence South 45°58'22"West 128.06 feet, along the Southeasterly line of said Lot 8 to the point of beginning and except that part conveyed to the Village of Maiden Rock in V 235 P 448.

- Tax certificates were issued on Sept. 1, 2011, 2012, 2013, & 2014. Amount of delinquent taxes due at that time was \$986.24. This is the delinquent tax amount on the certificates only, not including interest, penalties, special charges, or expenses.
- There are also delinquent taxes for tax years 2014 through 2016 in the amount of \$640.31. The 2017 taxes have not yet been calculated. Total delinquent tax amount for years 2010-2016 is \$1,626.55, not including interest or penalties.
- The parcel is nearly six village lots. Lots 5-8 are 50' x 150' each. Lots 1 & 2 are approx. 150' x 150' each. Property is vacant & mostly wooded, *extremely* steep terrain but part may be suitable building sites. The lots have public road frontage; I don't know that it makes them any more "accessible" however.
- Owner has not been responsive to the notices served.

Staff Recommendation: My recommendation is to approve the resolution that allows for the issuance of a tax deed on the parcel listed therein. This is how the County becomes the legal owner of property; then to precede with tax deed procedures pursuant to PCC 40-19.

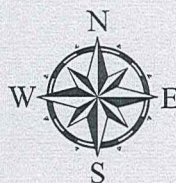
Recommended Motion: Motion to approve Resolution 17-_____ To Order Issuance of Deed to Pierce County for Property Subject to Tax Certificate in the Village of Maiden Rock; & forward to County Board for approval & authorization of sale of said property.



TDF 433



Prepared by the Department of Land Management
May - 2017



Legend

-  Location
-  Parcels

PIN: 151-01020-0600

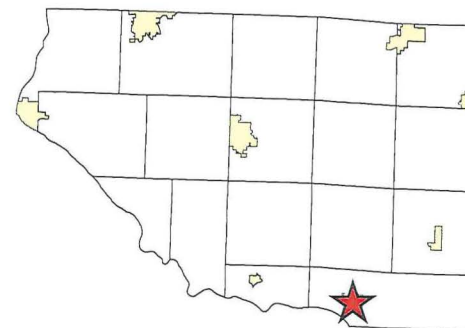
50 25 0 50 Feet



Orthophotography - 2015

Site Location

PIN: 151-01020-0600
Village of Maiden Rock



7a.

Ordinances for First Reading:

**Ordinance No. 17-04 Amend Chapter 232
of the Pierce County Code –
Comprehensive Plan**

(Entire Comp Plan included under separate cover)



Jamie Feuerhelm <jamie.feuerhelm@co.pierce.wi.us>

F&P Request Form

sgustafs@co.pierce.wi.us <sgustafs@co.pierce.wi.us>

Wed, Jun 28, 2017 at 3:35 PM

To: jamie.feuerhelm@co.pierce.wi.us, joann.miller@co.pierce.wi.us, julie.brickner@co.pierce.wi.us, brad.lawrence@co.pierce.wi.us, sgustafs@co.pierce.wi.us

Thank you for submitting request

Response summary

Timestamp

Wed Jun 28 2017 16:35:35 GMT-0400 (EDT)

Username

apichott@co.pierce.wi.us

Meeting Date

2017-07-10

Agenda Item

Discuss take action on Ordinance 17-XX to amend Chapter 232 of the Pierce County Code – Comprehensive Plan

Requesting Agency

Land Management Department and Committee

Background

Pierce County adopted a "smart growth" compliant comprehensive plan in August of 2009. Typically, a comprehensive plan is revisited every 5 to 10 years to determine whether changes are warranted. The LMC began a review of the Comprehensive Plan in late 2015. A series of 10 meetings were held over the course of the next year where updated demographic and economic data relating to each of the 9 elements was reviewed and the goals, objectives, and policies of each element discussed and if warranted, updated. Meeting materials were provided, in advance of meetings, to all towns and also posted on the County's website. An informal community attitudes survey was also conducted. The plan was finalized in late 2016 and several public informational meetings to solicit additional input were held this spring. The LMC, at their June 21, 2017 meeting, held a public hearing to consider adoption of the updated Comprehensive Plan. At that meeting the draft document was approved and a recommendation that the County Board of Supervisors adopt the plan was made.

Staff Recommendation

Staff recommends that the Finance and Personnel Committee review the draft Comprehensive Plan and, if appropriate, recommend approval by the County Board of Supervisors.

Recommended Motion: (Motion by seconded by to approve and authorize)

Motion by _____ seconded by _____ to approve Ordinance 17-XX amending Chapter 242 and to recommend approval by the County Board of Supervisors.

Requestor's email address

apichott@co.pierce.wi.us

ORDINANCE NO. 17-04
Amend Chapter 232 of the Pierce County Code – Comprehensive Plan

PIERCE COUNTY BOARD OF SUPERVISORS DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1: That Chapter 232 of the Pierce County Code is hereby revised as follows:

§ 232-1. Purpose.

The purpose of this chapter is for Pierce County to lawfully adopt an updated Comprehensive Plan, to aid the Land Management Committee and the County Board in the performance of their duties in respect to planning future development and use of County facilities and services.

§ 232-2. Pierce County Comprehensive Plan Steering Committee (PCCPSC) recommendation.

~~With professional assistance, the Pierce County Comprehensive Plan has been prepared and has been adopted by resolution of the Pierce County Comprehensive Plan Steering Committee (PCCPSC) by the affirmative vote of not less than a majority of all the members of the PCCPSC at a meeting thereof held January 23, 2009, whereupon a copy of said plan was recommended to the County Board for adoption.~~

The updated Pierce County Comprehensive Plan has been prepared and adopted by resolution by the Pierce County Land Management Committee by the affirmative vote of not less than a majority of all of the members of the Land Management Committee at a meeting thereof held July 5, 2017 whereupon a copy of said plan was recommended to the County Board for adoption.

§ 232-3. Adoption of County Comprehensive Plan.

- A. The County Board of Pierce County, Wisconsin, does, by the enactment of this chapter, formally adopt the updated document entitled “Pierce County Comprehensive Plan”, a copy of which is attached hereto and incorporated by reference, including all maps, descriptive matter and other matters contained therein.
- B. The extent to which, and the schedule according to which, the Pierce County Comprehensive Plan may be implemented shall be determined from time to time, in the future, by further action of the County Board.
- C. Copies of the Pierce County Comprehensive Plan shall be prepared and made available for use in the development of the facilities and services of Pierce County.

SECTION 2: That this Ordinance shall become effective upon its adoption and publication as required by law.

Dated this ____ day of _____, 2017.

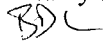
Jeffrey A. Holst, Chair
Pierce County Board of Supervisors

ATTESTED TO BY:

APPROVED AS TO FORM AND LEGALITY BY:

Jamie Feuerhelm, County Clerk

Bradley D. Lawrence, Corp. Counsel



Adopted: