

****AMENDED**

PIERCE COUNTY BOARD OF SUPERVISORS

Tuesday, August 28, 2018 – 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.	Discuss/Take Action on purchases of Highway Department equipment in excess of \$75,000 pursuant to §40-23(B) Pierce County Code: Track-type Tractor (bulldozer)
6.	<i>**Discuss/Take action to determine whether current county employees are qualified for the Administrative Coordinator position, and consider conducting internal recruitment only, rather than an external recruitment, for refill of Administrative Coordinator position, pursuant to Article V (D) of the Pierce County Personnel Policy</i>
7.	Resolutions for consideration: First reading: 7a) Resolution No. 18-15 Just Fix It – Transportation Funding *
8.	Resolutions for consideration: Second reading: 8a) Resolution No. 18-12 Authorizing the Borrowing of not to Exceed \$8,055,000; & Providing for the Issuance & Sale of General Obligation Promissory Notes therefor 8b) Resolution No. 18-13 Amend Personnel Policy to add Section Regarding County Owned Property 8c) Resolution No. 18-14 Transfer of Funds from the General Fund into the County Veterans Service Office Budget for the Purchase of a New Veterans Transportation Van
9.	Ordinances for consideration: First reading: 9a) None
10.	Ordinances for consideration: Second reading: 10a) Ordinance No. 18-02 Amend Chapter 240 (Zoning), Article III (Dimensional Requirements), §240-29 (Height Requirements) & §240-32 (Accessory Structures) of the Pierce County Code
11.	Appointments: 11a) ADRC Board: Mary Foster – term 08/2018 to 04/2019 completing term vacated by Wendy Wegerer. Ratification by County Board required.
12.	Future agenda items
13.	Next meeting: Sept. 25, 2018; 7 p.m., County Board Room, Courthouse
14.	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 08/16/2018

*Adoption requested on first reading.

**Amended 8/21/18 > 2:30 p.m.

5.

**Discuss/Take Action on
purchases of Highway**

**Department equipment in excess
of \$75,000 pursuant to §40-23(B)**

**Pierce County Code: Track-type
Tractor (bulldozer)**

Bid Opening for Pierce County Highway – 30,000 lb. Track Type Tractor
Tuesday, August 14th, 2018 @ 2:00 P.M. by Chad Johnson, Elliott Check and Pauline Kopp
Results are as follows

VENDOR	YEAR/MAKE MODEL	OUTRIGHT COST	TRADE ALLOWANCE	COST LESS TRADE	BUY BACK 5YR/5000 HR	DIFFERENCE	COMMENTS	COST PER HOUR OWNERSHIP 5000/HR
Fabick Equipment	2018 CAT D6K2 LGP	\$180,000	\$53,000	\$127,000	\$95,000	\$32,000	LOW BID	\$6.40
McCoy Group (Formally Nortrax)	2018 John Deere 700K Dozer	\$174,600	\$20,000	\$154,600	\$87,000	\$67,600	+\$35,600	\$13.52
Miller-Bradford & Risberg	2018 Case 1150M LGP	\$174,500	\$23,500	\$151,000	\$72,000	\$79,000	+\$47,000	\$15.80
Roland Machinery	2018 Komatsu D51PX-24	\$191,989	\$26,000	\$165,989	\$70,000	\$95,989	+\$63,989	\$19.20

6.

Discuss/Take action to determine whether current county employees are qualified for the Administrative Coordinator position, and consider conducting internal recruitment only, rather than an external recruitment, for refill of Administrative Coordinator position, pursuant to Article V (D) of the Pierce County Personnel Policy

**Pierce County
Position Description**

Name:	Department: Administration
Date: June 4, 2018	FLSA Status: Exempt
	Pay Grade: Set annually by County Board
Position Title: Administrative Coordinator	Reports To: Finance and Personnel Committee

Purpose of Position:

The purpose of this position is to coordinate the administration of all county activities as defined in State Statute and County Ordinance and supervise the Maintenance Supervisor's activities.

Essential Duties and Responsibilities

To perform this job successfully, an individual must be able to perform each essential function satisfactorily and in a timely manner. The following duties are normal for this position. These are not to be construed as exclusive or all inclusive. Other duties may be required or assigned.

- * Prepares Annual County Budget. Monitors annual budget expenses and revenues.
- * Plans and manages the County's Human Resources programs including:
 - Develops county human resource policy and recommends policy and changes to County Supervisors.
 - Develops compensation plan through employee wage and salary schedules and reports analysis, and available data for labor market.
 - Prepares employment needs forecasts.
 - Monitors human resource data gathering and drafts reports from data. Monitors human resource records maintenance, data communication for compliance with law and requests from County Departments and officials. Consults with Legal Counsel regarding employment practices.
- * Assists County management in collective bargaining, arbitration and personnel-related legal proceedings. Maintains knowledge of legislation, arbitration decisions and collective bargaining agreements to gauge industry trends and practices.
- * Supervises the Administrative Coordinator's clerical staff and activities. Prepares, submits and monitors Administrations budget. Maintains all employee records.
- * Supervises and/or participates in employee recruitment, interview, performance appraisals, discipline, assignment, reward, transfers, complaints and selection (with standing committee or its designee), except non-elected Department Heads and the Corporation Counsel. Reviews employee separation notices. Recommends procedures to reduce absenteeism and turnover and prepares related reports.

Administrative Coordinator

- * Attends and participates in Committee meetings as needed, required and/or requested.
- * Assists Department Heads, standing committees and County Board in the investigation and handling of employee related complaints. Develops and assists in the Human Resource training and remediation techniques for managers, supervisors and staff. Evaluates and advises on potential work related problems/issues.
- * Serves as the coordinator for external agency investigations.
- * Serves as County equal opportunity officer.
- * Serves as ADA manager and coordinator.
- * Plan, directs and manages the accounting payroll and purchasing function and staff.
- * Attends and participates in all County Board of Supervisors meetings. Reports on County activities to Board of Supervisors on regular basis and as requested.
- * Provides general direction, along with standing committees, of non-elected department heads, with the exception of the Corporation Counsel appointed by the County Board. Conducts performance reviews of all non-elected Department Heads, except Corporation Counsel. In doing evaluations, the Administrative Coordinator shall seek input from the standing committee.
- * Under the policy guidance of the Building Committee, supervises and advises the Maintenance Supervisor. In collaboration with the Maintenance Supervisor, reports maintenance and grounds activities to the Building Committee.
- * Monitors operations and actions of all County Board Committees, Boards and Commissions Department offices and agencies.
- * Prepares policy analysis reports and recommendations for County Board and Committees.
- * Conducts Department Head meetings, at a minimum of quarterly.
- * In conjunction with Corporation Counsel and standing committees, negotiates intergovernmental contracts on behalf of Pierce County
- * Recommends long-range capital improvements, work and performance standards.
- * Serves as County's contact representative.
- * Assists all Departments in grant opportunities and pursues, prepares or develops grants beneficial to the county but outside the scope of a department.
- * Coordinates interdepartmental and Ad Hoc Committees as directed by Board of Supervisors and County Board Chairperson.

Administrative Coordinator

- * Coordinates and develops risk management program.
- * Approves employee time sheets of the Administration Office Staff and Maintenance Supervisor.
- * In consultation with the appropriate Department Head, standing committee or County Board chair, provides information to members of the press, civic and social groups and the general public on County operations and activities.
- * Represents the County Board as directed.
- * Performs ministerial tasks necessary to perform the duties as Administrative Coordinator.

Minimum Qualifications:

- Master's degree in public or business administration or Human Resource management, or any combination of education and experience that provides equivalent knowledge, skills and responsibilities.
- Demonstrated ability to develop and oversee multiple and diverse budgets.
- Progressively responsible public sector management experience.
- Familiarity with legal issues relating to and typical of county government. Ability to reasonably anticipate legal problems and challenges.
- Demonstrable facilitation and/or mediation skills.
- Understands and appreciates the diverse nature and shared authority of Wisconsin's County Board and Committee structure.

Preferred Qualifications:

Knowledge, Skills, and Abilities

- Ability to predict and plan for future events impacting the organization, as well as the ability to make strategic and tactical decisions at the highest organizational levels. Ability to analyze data and information, in order to define consequences and to consider and select alternatives. Ability to decide the time, place and sequence of operations within a system or organizational framework, as well as the ability to oversee their execution. Ability to modify existing policies, strategies and/or methods to meet unusual conditions within the context of existing management principles.
- Ability to negotiate and engage in formal bargaining or litigation within legal guidelines. Ability to advise and interpret how to apply policies, procedures and standards to specific situations. Ability to persuade, convince, sell and train others. Ability to counsel and mediate. Ability to manage and direct a group of workers. Ability to develop materials and to teach others.
- Ability to use design and consulting data and information such as legal briefs, economic analysis, and organizational analysis, performance evaluations, agendas, memos and correspondence, a variety of Department reports, County and State budgets and guidelines, requests for proposals, personnel documents contracts, laws, resolutions, ordinances, pending legislation, computer software operating manuals, architectural/engineering documents, professional journals/publications, Wisconsin Administrative Code.

Administrative Coordinator

- Ability to communicate effectively verbally and in writing with County Department Heads and staff, County Board Supervisors, State Legislators, Municipal Officials, State and Federal agency personnel, business persons, attorneys, the general public, media representatives, vendor representatives, civic organizations, contractors and consultants, professional peers from other counties.
- An ability to handle stressful situations in a professional, effective, fair and diplomatic manner. An ability to recognize pending and future problems and to conduct conflict resolution techniques. An ability to communicate effectively, diplomatically and positively with citizens, employees, supervisors and elected officials and businesses. Possession of the business, supervisory and political skills to conduct county business. An ability to utilize common sense, judgement, discretion and the art of persuasion. An ability to think outside the box and to foresee coming trends and issues and to coordinate inter and intro governmental issues.
- Ability to establish and maintain effective working relationships with the County Board, committees, department heads, staff, and general public; ability to prepare and maintain records. Must be dependable, tactful, and maintain confidentiality. Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rates, ratios, and percentages. Must be able to read, write, and understand English.

Physical Requirements

- Ability to use computer keyboard/typewriter, telephone, calculator, photocopier, computer printer.
- Ability to exert light physical effort in sedentary to light work, involving lifting, carrying, pushing and pulling up to 20 pounds. Ability to handle, finger and feel.
- Ability to recognize and identify degrees of similarities or differences between characteristics of shape, sounds, associated with objects, materials, and ingredients.
- This work requires speaking and hearing, repetitive motions, frequently requires standing and reaching with hands and arms and occasionally requires sitting, walking, climbing stairs, balancing, stooping, kneeling, crouching or pushing, pulling and lifting. Work requires close vision, ability to adjust focus, color perception and peripheral vision, vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written computer data.

Special Requirements

Environmental Ability

Ability to work under generally safe and comfortable conditions where exposure to environmental factors poses little risk of injury.

Pierce County is an Equal Opportunity Employer. In compliance with the American Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

_____ Employee's signature	_____ Date	_____ Supervisor's signature	_____ Date
_____ Personnel Department			
_____ Date			

7a.

Resolutions for First Reading:

**Resolution No. 18-15 Just Fix It –
Transportation Funding**

***Adoption requested on First Reading**

RESOLUTION 18-15
JUST FIX IT – Transportation Funding

WHEREAS, local government in Wisconsin is responsible for about 90% of the road miles in the state; and

WHEREAS, Wisconsin's diverse economy is dependent upon county and town roads as well as city and village streets and transit systems across the state; and

WHEREAS, Pierce County and other local governments across Wisconsin have been highlighting our unmet transportation needs in many different avenues including events such as the historic Turnout for Transportation event in September of 2016 where local governments in every region of this state held simultaneous meetings calling on the state legislature to prioritize transportation and pass a sustainable funding package; and

WHEREAS, while the increase in transportation funding for locals in the last budget was certainly appreciated, many still aren't back to 2011 levels when you adjust for inflation; and

WHEREAS, locals, including Pierce County continue to struggle to meet even the most basic maintenance needs for our transportation system; and

WHEREAS, states surrounding Wisconsin and across the country have stepped up with sustainable funding plans for their state and local roads; and

WHEREAS, Wisconsin will be at a competitive disadvantage if it does not implement a revenue and spending plan that addresses both our Interstates that were built in the 1950's and 60's *and* our local and state roads; and

WHEREAS, levy limits do not allow local government to make up for the deterioration of state funding; and

WHEREAS, local governments would not be forced to turn to local wheel taxes or increased borrowing or exceeding their levy limits if the state would finally pass a sustainable funding plan for transportation; and

WHEREAS, the Pierce County Board of Supervisors recognizes that our state highway and interstate system is the backbone of our surface transportation system and plays a vital role in the economy of Wisconsin. Both local *and* state roads need to be properly maintained in order for our economy to grow; and

WHEREAS, from a competitive standpoint Wisconsin motorists pay significantly less than any of our neighbors when you combine the annual cost of the state gas tax and vehicle registration fees.

NOW, THEREFORE, BE IT RESOLVED that the Pierce County Board of Supervisors urge the Governor and Legislature to Just Fix It and agree upon a sustainable solution: one that includes a responsible level of bonding and adjusts our user fees to adequately and sustainably fund Wisconsin's transportation system. Furthermore, the County Board of Supervisors directs the Clerk to send a copy of this resolution to our State Legislators and to Governor Scott Walker.

Dated this 28th day of August, 2018.

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: _____

8a.

Resolutions for Second Reading:

**Resolution No. 18-12 Authorizing
the Borrowing of not to Exceed
\$8,055,000; & Providing for the
Issuance & Sale of General
Obligation Promissory Notes
therefor**

RESOLUTION NO. 18-12
RESOLUTION AUTHORIZING THE BORROWING OF NOT TO EXCEED
\$8,055,000; AND PROVIDING FOR THE ISSUANCE AND SALE OF GENERAL
OBLIGATION PROMISSORY NOTES THEREFOR

WHEREAS, it is necessary that funds be raised by Pierce County, Wisconsin (the "County") for the purpose of paying the costs of County highway improvements (the "Project"), and there are insufficient funds on hand to pay said costs; and

WHEREAS, the County Board hereby finds and determines that the Project is within the County's power to undertake and serves a "public purpose" as that term is defined in Section 67.04(1)(b) of the Wisconsin Statutes; and

WHEREAS, the County is authorized by the provisions of Chapter 67 of the Wisconsin Statutes to borrow money and to issue it general obligation promissory notes for such public purposes.

NOW, THEREFORE, BE IT RESOLVED by the County Board of the County that:

Section 1. Authorization of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12) of the Wisconsin Statutes, a principal sum of not to exceed EIGHT MILLION FIFTY-FIVE THOUSAND DOLLARS (\$8,055,000) from one or more purchasers to be determined by subsequent resolution of this County Board.

Section 2. Sale of the Notes. The County Administrative Coordinator (in consultation with the County's financial advisor, Springsted Incorporated, Milwaukee, Wisconsin) shall cause an Official Notice of Sale to be prepared and distributed and shall prepare or cause to be prepared an Official Statement pursuant to SEC Rule 15c2-12 and take other actions necessary for the sale of the County's general obligation promissory notes (the "Notes"). The Notes may be sold in one or more series. Springsted, Incorporated is hereby appointed as the County's agent for purposes of receiving and tabulating the bids received on the Notes at its offices.

Section 3. Award of the Notes. Following receipt of bids for the Notes, the County Board shall consider taking further action to provide the details of the Notes including the final principal amount of the Notes, the interest rate or rates to be borne by the Notes; and to levy a direct annual irrepealable tax to pay the principal of and interest on the Notes as required by law.

Section 4. Prior Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the County or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Dated this 24th day of July, 2018.

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: _____



Springsted Incorporated
710 North Plankinton Ave., Suite 804
Milwaukee, WI 53203
Tel: 414-220-4250
Fax: 414-220-4251
www.springsted.com

MEMORANDUM

TO: Jason Matthys, Interim Administrative Coordinator
Brad Lawrence, Corporation Council
Pierce County, Wisconsin

FROM: Joseph M. Murray, CIPMA
Vice President

DATE: June 25, 2018

SUBJECT: 2018 Highway Financing Options and Authorizing Resolution

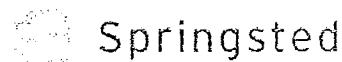
Having served as the County's financial advisor for the past ten years, I am very pleased to continue working with the County as it considers its financing options to address its highway project needs. It is my understanding that the County seeks to secure financing in 2018 to meet \$8.0M in projects for 2019 construction. Issuing debt later in October this year, the County would have 18-months to spend the proceeds, providing until mid-May 2020. The County did a similar undertaking in 2013 financing \$7.0M for highways.

Financing \$8.0M in highway projects will require a debt issue of \$8.055M (\$8,055,000) to cover the project costs and cost of issuance. Financing as General Obligation (GO) Promissory Notes over a 10-year term, the County has two primary options: Option 1 would be to issue the debt with level debt service which would result in a larger tax levy increase in 2019 for debt service v. Option 2 which would try to "step-up" the debt service around existing debt. The two options are summarized in the table below, highlighting: i) the estimate true interest cost (TIC); ii) annual debt service; iii) the tax impact in 2019 per \$100,000 equalized value; and iv) the total tax impact per \$100,000 equalized value for the entire term of the borrowing.

The main difference between the two options is the tax levy impact. In Option 1, there's one large tax increase in 2019 of \$927,809 (\$28.36/\$100,000 Equalized Value), but then the debt service remains level and the tax levy would not need to increase in the future years. Option 2 has a smaller tax levy increase in 2019 of \$597,834 (\$18.27/\$100,000 Equalized Value), but then also has smaller subsequent tax levy increases in subsequent years as the debt services is stepped up. As a result, Option 1 pays off the debt faster than Option 2 and would save the County approximately \$170,000 in interest costs. The total cost of either option, including principal and interest, for all 10-years per \$100,000 Equalized Value are essentially the same at approximately \$285. (Note - These are based on the County's current (2017) equalized value of approximately \$3.3 Billion.)

Pierce County, Wisconsin Highway Financing Options

6/25/2018



	Option 1 - Level Debt Service	Option 2 - Step-Up Debt Service
Issue Size	\$ 8,055,000	\$ 8,055,000
Project Funds	\$ 8,000,000	\$ 8,000,000
Estimated TIC %	2.85%	2.87%
Annual Debt Service		
2019	\$ 927,809	\$ 597,834
2020	\$ 928,950	\$ 599,175
2021	\$ 927,050	\$ 799,700
2022	\$ 929,475	\$ 895,275
2023	\$ 931,150	\$ 1,016,950
2024	\$ 927,150	\$ 1,016,075
2025	\$ 927,475	\$ 1,019,375
2026	\$ 927,050	\$ 1,169,525
2027	\$ 930,800	\$ 1,171,450
2028	\$ 928,725	\$ 1,172,325
2019 Debt Service Increase Per \$100,000 Eq. Value	\$ 28.36	\$ 18.27
2021 Debt Service Increase Per \$100,000 Eq. Value		\$ 6.13
2022 Debt Service Increase Per \$100,000 Eq. Value		\$ 2.92
2023 Debt Service Increase Per \$100,000 Eq. Value		\$ 3.72
2026 Debt Service Increase Per \$100,000 Eq. Value		\$ 4.59
Total Principal & Interest	\$ 9,285,634	\$ 9,457,684
Total Principal & Interest Per \$100,000 Eq. Value (10 Year Total)	\$ 283.84	\$ 289.10

* 2017 County Equalized Value

\$ 3,271,381,300

Attached you find additional schedules for each of the 2 options, including the County's existing debt service. Please review the schedules and let me know if you have any questions or would like additional information. I plan on being in attendance at the County's Finance & Personnel Committee meeting on Monday, July 9th to discuss the financing options further with the Committee.

I will also be prepared to discuss the Authorizing Resolution prepared by Bond Council to issue up to \$8.055M in GO Prom Notes, attached. The Authorizing Resolution is a not-to-exceed amount on the debt issue for Highways and would then be considered by the full County Board. Issuance of the debt for the Highways will require the Board to authorize the debt on a $\frac{3}{4}$ affirmative vote¹ or 13 affirmative votes of the 17 Board members.

¹ There is another Statutory provision that provides for the County to issue debt without the $\frac{3}{4}$ vote requirement if the projected debt service tax levy will not exceed the County's debt tax levy rate in effect in 1992, however use of this provision is extremely rare, and discouraged by Bond Counsel.

If approved, the proposed schedule anticipates that the full County Board will conduct the first reading of the Authorizing Resolution on July 24th and take final action on August 28th. The actual sale and Sale Resolution will be acted upon by the County Board on October 23rd.

If you have any questions or would like additional information, please feel free to contact me at 414.220.4257 / jmurray@springsted.com.

Attachments – 2018 Highway Financing Options - Options 1& 2

\$8,055,000

Pierce County, Wisconsin

General Obligation Promissory Notes, Series 2018A

Option 1 - Level Debt Service

Sources & Uses

Dated 11/20/2018 | Delivered 11/20/2018

Sources Of Funds

Par Amount of Bonds.....	\$8,055,000.00
Reoffering Premium.....	96,304.80

Total Sources.....	\$8,151,304.80
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Uses Of Funds

Deposit to Project Construction Fund.....	8,000,000.00
Total Underwriter's Discount (0.700%).....	56,385.00
Costs of Issuance.....	52,125.00
Deposit to Debt Service Fund (Premium).....	39,919.80
Deposit to Project Fund.....	2,875.00

Total Uses.....	\$8,151,304.80
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\$8,055,000

Pierce County, Wisconsin
General Obligation Promissory Notes, Series 2018A
Option 1 - Level Debt Service

DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/20/2018	-	-	-	-	-
04/01/2019	730,000.00	3.000%	86,985.82	816,985.82	-
10/01/2019	-	-	108,572.50	108,572.50	925,558.32
04/01/2020	720,000.00	3.000%	108,572.50	828,572.50	-
10/01/2020	-	-	97,772.50	97,772.50	926,345.00
04/01/2021	745,000.00	3.000%	97,772.50	842,772.50	-
10/01/2021	-	-	86,597.50	86,597.50	929,370.00
04/01/2022	765,000.00	3.000%	86,597.50	851,597.50	-
10/01/2022	-	-	75,122.50	75,122.50	926,720.00
04/01/2023	790,000.00	3.000%	75,122.50	865,122.50	-
10/01/2023	-	-	63,272.50	63,272.50	928,395.00
04/01/2024	810,000.00	3.000%	63,272.50	873,272.50	-
10/01/2024	-	-	51,122.50	51,122.50	924,395.00
04/01/2025	835,000.00	3.000%	51,122.50	886,122.50	-
10/01/2025	-	-	38,597.50	38,597.50	924,720.00
04/01/2026	860,000.00	2.800%	38,597.50	898,597.50	-
10/01/2026	-	-	26,557.50	26,557.50	925,155.00
04/01/2027	885,000.00	2.900%	26,557.50	911,557.50	-
10/01/2027	-	-	13,725.00	13,725.00	925,282.50
04/01/2028	915,000.00	3.000%	13,725.00	928,725.00	-
10/01/2028	-	-	-	-	928,725.00
Total	\$8,055,000.00	-	\$1,209,665.82	\$9,264,665.82	-

SIGNIFICANT DATES

Dated Date..... 11/20/2018
Delivery Date..... 11/20/2018
First Coupon Date..... 4/01/2019

Yield Statistics

Bond Year Dollars..... \$40,991.13
Average Life..... 5.089 Years
Average Coupon..... 2.9510432%

Net Interest Cost (NIC)..... 2.8536568%
True Interest Cost (TIC)..... 2.8445973%
Bond Yield for Arbitrage Purposes..... 2.6938870%
All Inclusive Cost (AIC)..... 2.9853105%

IRS Form 8038

Net Interest Cost..... 2.6915440%
Weighted Average Maturity..... 5.075 Years


Pierce County, Wisconsin
Total Existing and Projected Debt

Option 1

Year	\$1,695,000 2010A TXB GO Prom Notes (RZEDB)	\$7,000,000 2013A GO Prom Notes	\$18,500,000 2016A GO Jail Bonds	\$8,055,000 2018A GO Prom Notes (Projected)	Total Existing + Proposed Debt
2018	\$ 197,488	\$ 774,550	\$ 1,325,502 *		\$ 2,297,540
2019	\$ 195,869	\$ 770,550	\$ 1,335,188	\$ 927,809	\$ 3,229,415
2020	\$ 188,700	\$ 766,350	\$ 1,340,588	\$ 928,950	\$ 3,224,588
2021		\$ 761,950	\$ 1,538,938	\$ 927,050	\$ 3,227,938
2022		\$ 757,350	\$ 1,539,188	\$ 929,475	\$ 3,226,013
2023		\$ 757,500	\$ 1,536,938	\$ 931,150	\$ 3,225,588
2024			\$ 2,297,563	\$ 927,150	\$ 3,224,713
2025			\$ 2,294,938	\$ 927,475	\$ 3,222,413
2026			\$ 1,527,063	\$ 927,050	\$ 2,454,113
2027			\$ 1,523,888	\$ 930,800	\$ 2,454,688
2028			\$ 1,527,022	\$ 928,725	\$ 2,455,747
2029			\$ 1,527,581		\$ 1,527,581
2030			\$ 1,525,478		\$ 1,525,478
2031			\$ 1,520,625		\$ 1,520,625
Total	\$ 582,056	\$ 4,588,250	\$ 22,360,496	\$ 9,285,634	\$ 36,816,436

* Debt service is less the premium of \$922,985 applied to be applied to interest

6/12/2018

 Springsted

\$8,055,000

Pierce County, Wisconsin
General Obligation Promissory Notes, Series 2018A
Option 2 - Step-Up Debt Service

Sources & Uses

Dated 11/20/2018 | Delivered 11/20/2018

Sources Of Funds

Par Amount of Bonds.....	\$8,055,000.00
Reoffering Premium.....	89,788.25

Total Sources.....	\$8,144,788.25
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Uses Of Funds

Deposit to Project Construction Fund.....	8,000,000.00
Total Underwriter's Discount (0.700%).....	56,385.00
Costs of Issuance.....	52,125.00
Deposit to Debt Service Fund (Premium).....	33,403.25
Deposit to Project Fund.....	2,875.00

Total Uses.....	\$8,144,788.25
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\$8,055,000

Pierce County, Wisconsin
General Obligation Promissory Notes, Series 2018A
Option 2 - Step-Up Debt Service

DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/20/2018	-	-	-	-	-
04/01/2019	400,000.00	3.000%	86,742.01	486,742.01	-
10/01/2019	-	-	113,187.50	113,187.50	599,929.51
04/01/2020	375,000.00	3.000%	113,187.50	488,187.50	-
10/01/2020	-	-	107,562.50	107,562.50	595,750.00
04/01/2021	590,000.00	3.000%	107,562.50	697,562.50	-
10/01/2021	-	-	98,712.50	98,712.50	796,275.00
04/01/2022	710,000.00	3.000%	98,712.50	808,712.50	-
10/01/2022	-	-	88,062.50	88,062.50	896,775.00
04/01/2023	855,000.00	3.000%	88,062.50	943,062.50	-
10/01/2023	-	-	75,237.50	75,237.50	1,018,300.00
04/01/2024	880,000.00	3.000%	75,237.50	955,237.50	-
10/01/2024	-	-	62,037.50	62,037.50	1,017,275.00
04/01/2025	905,000.00	3.000%	62,037.50	967,037.50	-
10/01/2025	-	-	48,462.50	48,462.50	1,015,500.00
04/01/2026	1,080,000.00	2.800%	48,462.50	1,128,462.50	-
10/01/2026	-	-	33,342.50	33,342.50	1,161,805.00
04/01/2027	1,115,000.00	2.900%	33,342.50	1,148,342.50	-
10/01/2027	-	-	17,175.00	17,175.00	1,165,517.50
04/01/2028	1,145,000.00	3.000%	17,175.00	1,162,175.00	-
10/01/2028	-	-	-	-	1,162,175.00
Total	\$8,055,000.00	-	\$1,374,302.01	\$9,429,302.01	-

SIGNIFICANT DATES

Dated Date..... 11/20/2018
Delivery Date..... 11/20/2018
First Coupon Date..... 4/01/2019

Yield Statistics

Bond Year Dollars..... \$46,651.13
Average Life..... 5.792 Years
Average Coupon..... 2.9459140%

Net Interest Cost (NIC)..... 2.8743117%
True Interest Cost (TIC)..... 2.8673588%
Bond Yield for Arbitrage Purposes..... 2.7341081%
All Inclusive Cost (AIC)..... 2.9916737%

IRS Form 8038


Net Interest Cost..... 2.7314000%
Weighted Average Maturity..... 5.774 Years

Pierce County, Wisconsin
Total Existing and Projected Debt

Year	\$1,695,000 2010A TXB GO Prom Notes (RZEDB)	\$7,000,000 2013A GO Prom Notes	\$18,500,000 2016A GO Jail Bonds	Option 2 \$8,055,000 2018A GO Prom Notes (Projected)	Total Existing + Proposed Debt
2018	197487.5	774550	1325502.47 *		2297539.97
2019	195868.75	770550	1335187.5	597833.75	2899440
2020	188700	766350	1340587.5	599175	2894812.5
2021		761950	1538937.5	799700	3100587.5
2022		757350	1539187.5	895275	3191812.5
2023		757500	1536937.5	1016950	3311387.5
2024			2297562.5	1016075	3313637.5
2025			2294937.5	1019375	3314312.5
2026			1527062.5	1169525	2696587.5
2027			1523887.5	1171450	2695337.5
2028			1527021.88	1172325	2699346.88
2029			1527581.25		1527581.25
2030			1525478.13		1525478.13
2031			1520625		1520625
Total	\$582,056	\$4,588,250	\$22,360,496	\$9,457,684	\$36,988,486

* Debt service is less the premium of \$922,985 applied to be applied to interest

6/12/2018

 Springsted

8b.

Resolutions for Second Reading:

**Resolution No. 18-13 Amend
Personnel Policy to add Section
Regarding County Owned Property**

RESOLUTION NO. 18-13
AMEND PERSONNEL POLICY TO ADD SECTION
REGARDING COUNTY OWNED PROPERTY

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 County desires to create rules relating to the reasonable care of County owned property; and

WHEREAS, the Finance and Personnel Committee, at its meeting on July 9, 2018, 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 24th day of July, 2018.

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

Proposed addition to Pierce County Personnel Policy to Add Rules Relating to County owned property

Article XI. CONDITIONS OF EMPLOYMENT

D. County Owned Property

Employees of Pierce County shall be responsible for the reasonable care of County owned or work related property, whether fixed or movable, assigned to their use or keeping, and will promptly report to their immediate supervisor in writing the loss of, damage to, or unserviceable condition of such property. Any employee found responsible for the damage, destruction, or loss of County owned or work related property, through either willfulness or negligence, may be required to pay all costs of repairs or replacement and related costs thereof, in addition to any penalty or disciplinary action imposed.

*Current sections D through M shall be reformatted accordingly as sections E through N.

June 20, 2018

To: Finance and Personnel Committee

From: Administration

Re: County Owned Property- Policy

Finance and Personnel Committee Members,

Pierce County does not currently have policy language that provides guidance for Department Heads or Managers how to handle the loss, destruction or damage to County owned property, other than through the disciplinary process. It is necessary to consider the financial implications of such loss, and the protection of taxpayer dollars.

Employees are frequently assigned the use of County Property such as laptop computers and other equipment to complement their daily duties which are necessary to be often utilized outside of County Office Buildings and at times, taken home with the employee.

I have worked with Corporation Counsel Brad Lawrence to develop appropriate policy language to mitigate this issue and provide guidance to Department Heads and Managers to handle issues as they arise that involve the destruction, damage or loss of this type of property.

Pierce County has been faced with this issue on a few occasions and it is important and appropriate for Pierce County to have the ability to recoup any outstanding cost related to the loss of such property if its loss, damage or destruction has been determined to be the result of an intentional action or negligence. If approved, this policy language will be applied to the Pierce County Personnel Policy.

Respectfully,

Jason Matthys
Interim A.C.

8c.

Resolutions for Second Reading:

**Resolution No. 18-14 Transfer of
Funds from the General Fund into
the County Veterans Service Office
Budget for the Purchase of a New
Veterans Transportation Van**

RESOLUTION NO. 18-14
TRANSFER OF FUNDS FROM THE GENERAL FUND INTO THE
COUNTY VETERANS SERVICE OFFICE BUDGET FOR THE PURCHASE
OF A NEW VETERANS TRANSPORTATION VAN

WHEREAS, the Pierce County Veterans Service Office operates a Transportation Program in order to provide safe and reliable transportation for Veterans to and from VA health care and authorized non-VA health care appointments; and

WHEREAS, a 2010 Chevy Freightliner / Sprinter van was purchased in 2012 to meet the needs of the program. All repair bills and oil changes are paid directly from the Pierce County Veterans Service Office (CVSO) budget; and

WHEREAS, on January 29, 2018, due to the age, mileage, increased expense to repair and maintain the vehicle and low trade-in value, the Veterans Service Committee authorized moving forward with obtaining estimates and bids for replacing the van for the Finance and Personnel Committee's review and consideration; and

WHEREAS, the Veterans Service Office has researched an appropriate vehicle to replace the van and recommends the purchase of a Ford Transit chassis and have the body built onto the van with handicapped access, the cost of which is estimated to be approximately \$25,000; and

WHEREAS, pursuant to 65.90(5), Wis. Stats., the County Board is required to authorize transfers in excess of 10% of the department budget, or if the transfer is requested from the General Fund rather than the Contingency Fund; and

WHEREAS, on July 9, 2018, the Finance & Personnel Committee reviewed the transfer request and took action to forward to the County Board its recommendation to approve a transfer from the General Fund into the 2018 CVSO budget in amount necessary, but not to exceed \$25,000 for the purchase of a Ford Transit chassis with the body built onto the van for handicapped access for the purpose set forth above.

NOW, THEREFORE BE IT RESOLVED, by the Pierce County Board of Supervisors that it hereby approves and authorizes a transfer from the General Fund into the 2018 CVSO budget in an amount necessary, but not to exceed \$25,000 for the purchase of a Ford Transit chassis with the body built onto the van for handicapped access for the purpose set forth above.

Dated this 24th day of July, 2018.

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: _____



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

F&P Request Form

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

Fri, Jun 22, 2018 at 12:05 PM

To: jamie.feuerhelm@co.pierce.wi.us, jmatthys@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

Fri Jun 22 2018 13:05:08 GMT-0400 (EDT)

Username

david.till@co.pierce.wi.us

Meeting Date

2018-07-09

Agenda Item

Discuss and take action on Veterans Transportation Van funding

Requesting Agency

Pierce County Veteran Services

Background

The Pierce County Veterans Services needs to replace our transportation van that is used to transport Veterans to and from the VA Medical Centers, CVSO has contacted various dealers and received multiple quotes and options.

Staff Recommendation

CVSO recommends and requests that Pierce County purchase a Ford Transit Chassis and then have body built onto the van with handicapped access. CVSO requests to pay for this Veterans Transportation Van with funds from general funds and/or contingency funds.

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

Motion to approve the purchase of Veterans Transportation Van with funds from _____ funds

Requestor's email address

david.till@co.pierce.wi.us

10a.

Ordinances for Second Reading:

**Ordinance No. 18-02 Amend
Chapter 240 (Zoning), Article III
(Dimensional Requirements), §240-
29 (Height Requirements) & §240-
32 (Accessory Structures) of the
Pierce County Code**

ORDINANCE NO. 18-02
Amend Chapter 240 (Zoning),
Article III (Dimensional Requirements),
§§ 240-29 (Height Requirements) and 240-32 (Accessory Structures)
of the Pierce County Code

PIERCE COUNTY BOARD OF SUPERVISORS DOES HEREBY ORDAIN AS
FOLLOWS:

SECTION 1: That Chapter 240, Article III, § 240-29 of the Pierce County Code is hereby revised as follows:

§ 240-29. Height requirements.

- A. Height limitation. Except as provided in Subsections B, ~~and C,~~ D and E, no building, structure or sign shall exceed 35 feet in height above the grade elevation.
- B. Exemptions. The following shall be exempted from the height requirements of this section:
 - (1) Architectural projections, such as spires, belfries, parapet walls, domes, chimneys and cupolas, provided that such cupolas do not exceed 64 square feet in floor area, including stairwells, are not higher than eight feet above the adjacent roof ridge and contain no living quarters.
 - (2) Agricultural structures, such as silos, barns and grain storage buildings.
 - (3) Special structures, such as elevator penthouses, grain elevators, observation towers in parks, communication towers, electrical poles and towers and smoke stacks, provided such structures shall not exceed in height their distance from the nearest lot line.
- C. Public or semipublic facilities, such as schools, churches, monuments, libraries and government buildings, may be granted exemptions by the Land Management Committee to a height of 60 feet, provided that all required setbacks and yards are increased by not less than one foot for each foot the structure exceeds 35 feet in height.
- D. Industrial and commercial structure heights may be granted exemptions by the Land Management Committee, provided that all required setback and yards are increased by not less than one foot for each foot the structure exceeds 35 feet.
- E. Residential structures located in Agricultural Zoning Districts may be increased to a maximum of 45 feet in height, provided that all required setbacks and yards are increased by not less than one foot for each foot the structure exceeds 35 feet. Height shall be measured from the lowest exposed portion of the structures exterior.

SECTION 2: That Chapter 240, Article III, § 240-32 of the Pierce County Code is hereby revised as follows:

§ 240-32. Accessory structures.

Accessory structures are permitted subject to the following:

A. Permit required. Accessory structures shall require a land use permit except:

- (1) Minor structures, such as birdhouses, yard light poles, birdbaths, doghouses (housing dogs which are licensed as the personal pets of the residents of the property), tree houses, noncommercial fuel storage tanks and pumps, clothesline poles, lawn ornaments, flagpoles, mailboxes, garbage containers, ice fishing shanties and school bus waiting shelters. Non habitable structures of not more than 100 square feet, which can be easily moved, and meet applicable setback requirements, are also exempt.
- (2) Fences.

B. An accessory structure shall be located on the same lot as the principal use to which it is accessory.

C. An accessory structure shall not be permitted until its associated principal structure is present or under construction.

~~D. Personal property permitted only as accessory structures. Except in the Industrial (I) District, where accessory structures shall be permitted without limitation as to number or duration, such personal property as, but not limited to, boats, truck bodies, manufactured homes, buses, railroad cars, shipping containers and trailers may be used as accessory structures only upon the issuance of a land use permit subject to the following:~~

- ~~(1) The land use permit shall expire eight months from the date of issuance and the accessory structure shall be removed from the premises upon expiration of the permit. A subsequent land use permit for an accessory structure on the same parcel shall not be issued until 12 months has elapsed from the expiration of the previous permit.~~

- ~~(2) Only one such accessory structure shall be permitted at a time.~~

Residential Districts. Accessory structures such as shipping containers may only be permitted on a temporary basis.

E. Non-Residential Districts. A vacant manufactured home may be permitted as a temporary accessory structure only in non-Residential zoning districts.

F. Temporary accessory structures. Certain accessory structures may only be permitted as a temporary structure, in specific zoning districts, upon issuance of a land use permit subject to the following:

- (1) The land use permit shall expire ~~eight~~ twelve months from the date of issuance and the accessory structure shall be removed from the premises upon expiration

of the permit. A subsequent land use permit for an temporary accessory structure on the same parcel shall not be issued until 12 months has elapsed from the expiration of the previous permit.

(2) Only one such accessory structure shall be permitted at a time.

SECTION 3: That this Ordinance shall become effective upon its adoption and publication as required by law.

Dated this 24th day of July, 2018.

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: _____



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

F&P Request Form

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

Tue, Jun 26, 2018 at 12:22 PM

To: jamie.feuerhelm@co.pierce.wi.us, jmatthys@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

Tue Jun 26 2018 13:22:27 GMT-0400 (EDT)

Username

brad.roy@co.pierce.wi.us

Meeting Date

2018-07-09

Agenda Item

Discuss take action on Ordinance No. 18-XX to amend Chapter 240 (Zoning), §§ 240-29 (Height Requirements) and 240-32 (Accessory Structures) of the Pierce County Code

Requesting Agency

Land Management Department and Committee

Background

§240-29. Height Requirements Recently, there have been concerns raised by the public about the height limitation for residential structures in Pierce County. Two-story homes are becoming more common and for those homes with a walk-out basement the 35' limitation is difficult to comply. Staff is seeking to provide an exemption for the height of residential structures in the agricultural districts of up to 45', at the tallest point, with increased setbacks. Staff is not proposing this for residential districts, since it is likely that development patterns have already been established in those areas. §240-32. Accessory Structures The Zoning Code requires that a Land Use Permit be obtained for accessory structures. §240-32 exempts minor structures from this requirement. There is no definition of minor structures in the code. In the past, staff has required that even small storage structures obtain a Land Use Permit. In many cases the public assumes that these small storage structures do not require a permit and place them on their property without benefit of a permit. In these cases, staff is required to begin the enforcement process which may take considerable time to achieve compliance. Staff believes that non habitable structures of not more than 100 square feet is generally insignificant and can reasonably be considered "minor" and exempt from permits. However, setback requirements would still apply. Shipping containers are becoming a more popular option as a storage structure, like a shed. Staff would like to allow for shipping containers to be permitted as accessory structures in the Agricultural districts. Also, Pierce County Code § 240-32 D. requires that certain possessions be permitted as an accessory structure and limit the time that they can be stored on the property. Staff does not believe that boats and trailers should be considered as structures. Truck bodies and buses are better controlled through Pierce County Code § 225 which regulates the storage of unlicensed and junked vehicles as well as vehicle parts.

Staff Recommendation

Staff recommends that the Finance and Personnel Committee approve the proposed amendments to Chapter 240 (Zoning), §§ 240-29 (Height Requirements) and 240-32 (Accessory Structures) of the Pierce County Code and forward to the County Board of Supervisors for adoption.

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

Motion by _____ seconded by _____ to approve the Ordinance 18-XX to amend Chapter 240 (Zoning), §§ 240-29 (Height Requirements) and 240-32 (Accessory Structures) of the Pierce County Code and forward to the full County Board of Supervisors recommending approval.

11a.

APPOINTMENTS:

**ADRC Board: Mary Foster – term
08/2018 to 04/2019 completing term
vacated by Wendy Wegerer.
Ratification by County Board
required.**

PIERCE COUNTY WISCONSIN
AGING & DISABILITY RESOURCE CENTER
PIERCE COUNTY OFFICE BUILDING
412 W. KINNE ST, P.O.BOX 540
ELLSWORTH, WI 54011
PHONE #: 715-273-6780 or Toll Free: 1-877-273-0804



MEMO

DATE: July 25, 2018
TO: Jeff Holst – Pierce County Board Chair
FROM: Heather Conway – ADRC Manager
RE: Reappointment of ADRC governing board members

At the May 23, 2018 ADRC Governing Board meeting, the board approved the appointment of 1 new member to the board. The member is below.

Mary Foster - representing individuals with physical disabilities – taking over term vacated by Wendy Wegerer 5/18-4/19

Per Brad Lawrence's instructions, the Chair of the County Board of Supervisors shall appoint members to the ADRC Governing Board and the County Board of Supervisors shall ratify such appointments. Brad also stated that this should be added to the next County Board agenda.

If there are any questions, please call me at 273-6780. Thank you for your help with this matter.

cc: County Clerk