

Wisconsin County Code Administrator Executive Board

WELCOME!

This Guide Book includes a section for each of the Executive Board offices:

District Representative (7 Districts).....	Page 2
2nd Vice President.....	Pages 3-4
1st Vice President.....	Pages 5-6
President.....	Page 7
Past President.....	Page 8
Secretary/Treasurer.....	Pages 9-14
Web Page Coordinator.....	Pages 15-16
Conference Coordinator.....	Pages 17-18

The appendices at the back of the guidebook relate to each officer's responsibilities, including conference policies and sample forms, letters, contracts, etc.

- The Executive Board consists of (12) members, seven (7) are required for a quorum.
- The WCCA constitution, Mission Statement, Statement of Principles and annual Goals and Objectives are posted on our web site.
- WCCA pays for Board members' meals at meetings (except those held in conjunction with conferences), and for lodging at the annual meeting.
- Letterhead, envelopes, mailing lists or labels, etc. are available to Board Members through the Secretary/Treasurer.
- WCCA has an exemption from income tax and withholding. WCCA is sales tax exempt. To obtain the tax exempt number contact the WCCA Secretary/Treasurer.
- WCCA Logo is a Registered Trademark. (Next 10 year renewal is March 2017)
- WCCA has a webpage: www.wccadm.com
- When you leave the Executive Board, please pass this book on to your replacement.

DISTRICT REPRESENTATIVES

District Representatives serve as liaisons between their district members and the Executive Board, representing the opinions, and expressing the needs of their member counties and their staff.

1. Responsible for keeping district members informed of Executive Board actions.
2. Poll district counties when needed to help formulate WCCA position on special issues.
3. Represent your district at Executive Board meetings. If you cannot attend board meetings send an alternate from your district (who will have full voting privileges).
4. District representatives are automatically on the nominating committee and should solicit candidates for the Executive Board in the fall.
5. Help coordinate staff training on the district level. This could be for support or technical staff, depending on the needs and wishes of the district members.
6. Solicit for door prizes for conferences. WCCA will reimburse each district for \$50.00 of door prizes per conference. Individual prizes shall be no less than \$10.00 in value.
7. Volunteer to serve on Executive Board committees.
8. Submit articles and/or district updates for the newsletter. (Include promotions, interesting news, humorous articles, employee transfers, new hires, retirements, births, marriages, etc.)
9. Inform Executive Board and Secretary/Treasurer of pending retirements (preferably 1-2 months in advance of retiree's last conference).
10. Distribute the Wheeler Report to membership via e-mail when appropriate.
11. District responsibilities will vary depending upon the district.

SECOND VICE-PRESIDENT

Education / Legislation Committee Chair

The Second Vice-President is responsible for keeping track of current legislation and judicial decisions that may affect our members and relaying that information in a timely manner to the Executive Board and WCCA members.

1. Check availability of the following legislative update services through your county:
 - a. Wisconsin Legislative Notification Service
<https://notify.legis.wisconsin.gov>
 - b. Wheeler Report
<http://www.thewheelerreport.com/>
 - c. Wisconsin Administrative Register (Clerk of Courts)
<http://www.legis.state.wi.us/rsb/code.htm>
 - d. Bulletin of Proceedings (County Clerk)
<http://nxt.legis.state.wi.us/nxt/gateway.dll?f=templates&fn=default.htm&vid=WI:Default>
 - e. Wisconsin Counties Association Legislative Update (County Clerk)
<http://www.wicounties.org/>
 - f. Wisconsin Taxpayer's Alliance Legislative Newsletter
<http://www.wistax.org/>
2. Periodically review updates/newsletters to determine new bills introduced, administrative rules proposed, public hearings scheduled, etc. Check Wisconsin Legislative Notification Service to determine bill status, hearing dates, etc. Copy bills of interest.
3. Send WCCA Web Page Coordinator a legislative report to be included on WCCA's webpage when updates are appropriate. (To see past reports go to <http://www.wccadm.com/legislation>) Update at all WCCA Executive Board meetings as well as at Spring and Fall conferences. Request the Executive Board to take action on appropriate bills in timely fashion and report those actions at the conference's business meetings.
4. Where appropriate, notify the Executive Board of important legislative matters, (i.e. public hearings) when other means of notification are untimely and poll Board members (i.e. e-mail) for positions/appropriate action on legislative matters. In the case of "fast tracking" legislation, the Second Vice-President shall have the authority to poll the membership through District Representatives and formulate a position on behalf of WCCA.

SECOND VICE-PRESIDENT Education / Legislation Committee Chair (continued)

5. Monitor special committees (listed above) of Legislative Council and report to WCCA Executive Board, etc.
6. Working with the President and Vice-President, send letters regarding WCCA actions on legislative matters to the appropriate committee chairman, W.C.A., State agencies and other interested parties. Provide copies to Executive Board and Web Page Coordinator.
7. Testify at hearings on behalf of WCCA as directed by the Executive Board, or find an alternate to attend and testify at the hearing.
8. Keep accurate records of Board actions on Legislative matters and when reporting on WCCA positions, be specific as to whether it was a Board vote, consensus or other action.
9. Send a copy of any written correspondence or testimony to the Executive Board (letters, position, legislative report, contact person list).
10. Serve as Executive Board liaisons to State agencies when coordinating educational programs (i.e. BOA training, PLB II recertification, etc.).
11. Review 1st Vice President (Program Chair) responsibilities by Fall Conference as preparation for next year's conferences should begin at or shortly after Fall Conference. (It may be helpful to serve on the Program Committee).
12. Please refer to the [Wisconsin Blue Book](#) if need.
13. See Appendix I for samples.

1st VICE PRESIDENT

Program Chair

The 1st Vice-President is responsible for providing the membership with educational and professional advancement opportunities through twice yearly conferences that will benefit both the individual members and the counties that they work for.

At Fall Executive Board meeting when you are 2nd Vice President, ask for conference topic ideas and speakers for both of your conferences.

December:

1. Get upcoming conference locations from the Conference Coordinator.
2. Start preparing agenda and lining up speakers (use agenda forms). Sessions normally begin no earlier than 8:30 a.m. and end by 4:30 p.m. Allow 15-30 minutes for each liaison to give an agency update. The business meeting is traditionally last thing on Thursday (1 to 2 hours).

February:

1. Have tentative agenda established 6-8 weeks prior to conference.
2. Prepare brief article for newsletter outlining highlights of upcoming conference. Finalize agenda.
3. Send "WCCA Speaker Information form" to speakers (i.e. biography) to prepare the speaker bio sheet for the conference and to have an introduction for speakers.
4. Find out room names and locations to coordinate where break-out sessions, meals, meetings, and general sessions will be held.

March:

1. The Conference is your responsibility.
2. Remember to bring banners.
3. Make sure Audio Video equipment is set up. Make sure speakers are there, have what they need, and are introduced. Program Committee will help if asked. Make sure locations of facilities are noted and when and where after hours events are taking place.
Keep the program on schedule.
4. At Executive Board meeting prior to conference ask for ticket takers at meals.
5. Arrange for someone (participant of conference) to say grace at banquet(s).

1st VICE PRESIDENT Program Chair (cont.)

6. Program Chair coordinates but President presents any awards, etc.
7. Program Chair asks tables to introduce elected officials and new members.
8. Program Chair calls ticket numbers and with volunteers from Executive Board, hands out door prizes.

Following the Conference:

1. Send thank you letters of other acknowledgement to speakers and others who assisted with conference.
2. Begin preparing for Fall Conference (see "December"). Be sure to arrange for Past Presidents' breakfast for Friday Morning (Fall Conference only).

August:

By late summer confirm with the Conference Coordinator the following year's conference sites picked and hotels confirmed. President usually picks fall conference location the year they are president.

September:

1. See "February".
2. Fall Conference is awards conference. Coordinate with Secretary/Treasurer. Call District Representatives for retirements. Secretary/Treasurer handles getting plaques and awards.

October:

1. See "March".

Miscellaneous

1. Act as President when President is not in attendance.
2. Send copies of all correspondence to the Secretary/Treasurer.
3. See Appendix II for samples.

PRESIDENT

The President is responsible to lead the organization while upholding the Constitution, adhering to the Mission Statement, reinforce the Statement of Principles, and further their selected annual goals and objectives for the organization.

1. Preside over all meetings.
2. Prepare agenda and invitations to annual meeting. Remind members to start thinking about Committee appointments. Send invitations to Liaisons and Board members.
3. Preceding annual meeting set up the Audit Committee. They usually meet the evening before or the morning of the meeting. At least one member should have been on the Committee previously.
4. Prepare proposed goals and objectives for your year as President.
5. Prepare a draft annual budget for review at the annual meeting with the assistance of the secretary/treasurer.
6. Conduct annual meeting. Distribute tentative Executive Board and Conference schedule for the upcoming year.
7. Prepare agenda prior to each meeting (e-mailed directly by you to the Web Page Coordinator and Executive Board).
8. Write correspondence as directed by Executive Board.
9. Appoint members to agency Committees.
10. Respond to contacts by various parties, at times seeking Executive Board direction.
11. Prepare President messages for each edition of the newsletter.
12. Present awards and introduce special guests at spring and fall conferences.
13. WCCA will pay for your room at Fall Conference, if requested to do so.
14. See Appendix III for samples.

PAST PRESIDENT

The Past President is responsible to provide assistance to the Executive Board so that continuity is achieved.

1. Attend Past Presidents' breakfast at Fall Conference.
2. Complete/follow through with any projects already started.
3. Attend Annual meeting following year of Presidency.
4. Provide guidance to the President if requested.
5. Volunteer to serve on Executive Board committees.
6. Follow up on unfinished projects and legislation as necessary and requested by the President until the end of your term.

SECRETARY/TREASURER

The Secretary/Treasurer is responsible for the record keeping of the organization. This includes all financial records and maintenance of accounts both payable and receivable. And all minutes, registrations, and other organizational records. The Secretary/Treasurer is also responsible for record keeping

Meetings

1. President prepares agenda and will send directly to Board members via e-mail or hard copy.

Bring:

1. Finance report and other reports as required (copies for entire Board and 4 liaisons).
2. This year's minutes, records, etc.
3. Small supply forms, letterhead, etc.
4. Checkbook.

Meeting:

1. Keep minutes during meeting.
2. May have to pay meeting expense same day (some facilities mail bill later).
3. Association pays for Board member meals at meetings other than conferences (& lodging at annual meeting). State agency liaisons pay separately.

After:

1. Type minutes, etc, and mail to Board members, liaisons and newsletter editor (file original).

Audit

Annual audit is usually scheduled immediately prior to annual meeting.

Bring:

1. All financial records: receipt books, ledger, checkbook/ledger, bank statements, canceled checks, bills, tax records, etc.
2. Calculator (with ribbon if possible).

Secretary/Treasurer (Cont.)

Annual Meeting

The annual meeting is usually held in January, check by-laws for dates etc.

Bring:

1. Minutes from last meeting.
2. Past year's finance report.
3. Fall conference results.
4. Election results.
5. Membership report.
6. Past year's Goals and Objectives.
7. Budget forms.
8. Good supply of letterhead, envelopes, etc. (new officers/board members will need).
9. Last year's records.
10. Checkbook.
11. Soda, beer & snacks for hospitality.

Financial

1. Receipt all monies received.
2. Deposit all monies received.
3. Enter all monies received in ledger (revenue).
4. Pay bills as necessary, can consult with President, Program Chair or Conference Coordinator if you have questions, usually you will be aware of what expenses are budgeted or approved without verification.
5. No payments (or refunds) in cash. Always get receipts.
6. Enter payments in ledger (expense).
7. Keep ledger and checkbook register balanced (use to prepare finance reports).

Secretary/Treasurer (Cont.)

Memberships

1. Send membership application to Web Page Coordinator beginning of year (before 1st newsletter).
2. Keep record of paid memberships.
3. Send reminder to non-paid members, before summer.
4. Maintain membership mailing list (provide updates to Web Page Coordinator to posted on web page).

Conferences

Agenda Distribution

1. Program Chair prepares intro/cover letter and agenda. Compile and send out conference registration information with agenda from Program Chair.
2. Get DSPS approval for Continuing Education Credits for Plumbing Credentials when appropriate.
3. See conference policies in Appendix II.

Preparation:

1. Receipt monies as received (some counties send vouchers, Purchase orders, or insufficient amounts).
2. Keep record of owed money.
3. Verify dues are paid prior to accepting member conference fees. A member cannot send a non-member in his/her place (non-member fee must be paid).
4. Order retirement, past president, Professional of the Year and other award plaques.
5. Keep all registration forms/materials until after conference (every conference has some mix-up at county level).
6. Provide registration list to Conference Coordinator and Program Chairman (usually 48 hours in advance).
7. Remind District Reps. to purchase/obtain door prizes.

Secretary/Treasurer (Cont.)

Take:

1. Materials for Board and business meetings.
2. Registration materials.
3. Receipt book.
4. Checkbook.
5. Cash to make change (\$1s and \$5s). Keep meal costs in even dollar amounts (no change).
6. Soda, beer, snacks for hospitality if required.
7. Registration signs, etc.
8. Make sure Program Chair has everything needed.
9. Awards and plaques.

Registration

1. Usually need at least one to assist with registration (1 handles unpaid, helper handles pre-paid).
2. Receipt "at door" registrations.
3. Pass out registration envelopes, folders, etc.
4. Encourage purchase of spouse meals at registration (always some looking for unused tickets who end up wanting to buy tickets at last minute).
5. Have sign-up sheet for Past Presidents' Breakfast (Fall conference).
6. Every conference someone shows up expecting to be pre-paid who isn't. Either collect, bill them or have check sent. Charge late fee.
7. Keep registration open for late arrivals.
8. Hotels may provide safe deposit box at no charge for money.

Conference:

1. Assist Program Chair and Conference Coordinator.

Secretary/Treasurer (Cont.)

2. Secretary/Treasurer, Program Chair or Conference Coordinator will be required to sign bills for meals, coffee, beer, etc.
3. Watch hospitality and breaks (often set up where non-WCCA hotel guests have access).
4. Some expenses (field trips, etc.) need payment immediately.
5. Get someone from the Executive Board to take care of lock-up and restocking of hospitality room

Miscellaneous

1. Report payments (to Secretary/Treasurer, Web Page Coordinator and Conference Coordinator, etc.) of salary/wage to IRS and Dept of Revenue as required (currently report as non-employee income on 1099 Misc forms - no withholding by WCCA). No later than January 31 of the following year.
2. WCCA has E.I.N. (federal exemption) from paying/filing income taxes.
3. WCCA is sales tax exempt (issued 9/20/1999). Said numbers shall be provided to new Sectary/Treasurer and provides numbers appropriately.
4. WCCA logo is registered trademark. (Next 10 year renewal is March 2017)
5. Renew annual raffle license with WI Division of Gaming by July 1 of each year.
6. Send condolences / get well cards as necessary.
7. Keep file of correspondence.
8. WCCA has liability insurance policy renewed annually.
9. WCCA purchases WLIA associate membership annually.
10. Election ballots must be prepared for inclusion in newsletter (if contested election). Count ballots and report to nominees and membership as appropriate.
11. The Secretary/Treasurer is a voting officer of the Executive Board.
12. Remind district representatives to purchase gifts as door prizes for conferences.
13. Keep a list of Scholarship recipients.

Secretary/Treasurer (Cont.)

14. Maintains a running account of vendor's money for distribution as scholarship awards.
15. See Appendix IV for samples.

WEB PAGE COORDINATOR

Performs professional work in development, implementation, & management of the Wisconsin County Code Administrator's (WCCA) World Wide Web site. Employee has regular contact with the WCCA Executive Board and membership to obtain and supply factual information. Employee works under the direction from the WCCA Executive Board.

1. Manages the WCCA Web Site to enhance communication with the WCCA membership.
2. Answers e-mails directed to the webmaster and has contact with the WCCA membership throughout the State.
3. Monitors the existing contract with our server & notify the appropriate person within WCCA of changes, developments or other necessary information regarding that contract.
4. Maintains the WCCA official Web site & updates it as directed by the WCCA Executive Board.
5. Member of the WCCA Webpage Committee.
6. Attends annual WCCA conventions and Executive Board Meetings.
7. Prepares and distributes via the website quarterly WCCA newsletter (The DeCoder).
8. Adds new web-site material for benefit of the membership.
9. Updates consists of :
 - a. Yearly
 - i. WCCA Executive Board Contact Page
 - ii. Tentative Schedule of WCCA Events Page
 - iii. WCCA President's goals & objectives Page
 - iv. Standing Committees Page
 - b. Quarterly Updates
 - i. Executive Board minutes page
 - ii. Minutes of the WCCA Committee meetings
 - c. Bi-Annually
 - i. Conference Page (Spring & Fall)
 1. Posts agenda & registration forms
 2. Takes pictures at annual Conferences.
 3. Posts pictures after Conference
 - d. Weekly or As needed
 - i. WCCA Directory
 - ii. Job's Board Page
 - iii. District Pages
 - iv. Other pages as needed

Web Page Coordinator (Cont.)

Requirements of Work:

1. Considerable knowledge of and ability to develop & design web site and applications using Hypertext Markup Language (HTML) or software such as Microsoft Front Page, Microsoft Word, Photoshop, etc.
2. Knowledge of relevant software applications & techniques used in web design, developments and maintenance.
3. Ability to establish & maintain effective working relationships with the WCCA Executive Board & membership.
4. Ability to communicate effectively, in writing and orally.
5. Must have good computer knowledge & skills, good design sense, understanding of web usability factors and experience with HTML & other web technologies.

Time Required: Requires approximately 2-4 hours per week

WCCA CONFERENCE COORDINATOR

The Conference Coordinator is a paid position with appointment approved annually by the Executive Board. The Conference Coordinator shall assist the WCCA Program Chair (1st Vice President) with preparing the WCCA conferences and setting up for meetings held outside of conferences as well as other WCCA events.

1. Coordinate upcoming conference locations and dates with Program Chair
2. Contact hotel banquet manager/sales coordinator to:
 - a. Arrange for conference meeting rooms and banquets
 - b. Choose meals and menus
 - c. Arrange for hospitality room
 - d. Arrange for bar set-up
 - e. Arrange for Executive Board meeting room
 - f. Arrange for late check-out
 - g. Verify that a block of guestrooms has been reserved
 - h. Arrange for audio/visual equipment
3. Contact local convention bureau for any promotional material they are willing to donate
4. Coordinate with Secretary/Treasurer and Program Chair to get final meal count
5. Print meal ticket and keep in numerical order. Tickets are primarily for meal counts and to keep individuals committed. Spouses need meal tickets also. Use the numbered tickets for door prizes at the evening meal
6. Prepare registration envelopes with meal tickets and name badges
7. Verify correct information with hotel and provide facility with guaranteed meal counts
8. Coordinate with and assist Program Chair with any miscellaneous issues such as arranging for transportation for field trips, special prizes, entertainment, or games
9. Coordinate the inviting and arrangement of vendors
10. Prepare name badges for registrants and vendors
11. Maintain close communication with Program Chair and Executive Board
12. Provide reports and updates as necessary
13. Create conference evaluation forms (via Survey Monkey) and summarize results for Executive Board
14. Prepare Folders with Conference agenda, bios, and handouts

WCCA Conference Coordinator (Cont.)

15. Attend conferences and assist as necessary
16. Coordinate facilities for Executive Board meetings throughout the year as needed
17. Attend Executive Board meetings at spring and fall conference and other meetings at the call of the President, including the annual meeting and other periodic meetings
18. Coordinate with Program Chair on hospitality room (opening and closing of room)

APPENDIX I

SECOND

VICE-PRESIDENT

WCCA Legislative Report: As of 11/22/2013

Assembly Bills

Proposal	Description	Status	WCCA Position	Position Explanation
ASSEMBLY BILL 1	Relating to regulation of ferrous metallic mining and related activities, procedures for obtaining approvals from the DNR for the construction of utility facilities. Also see SB1.	Introduced by Representative Suder on January 18, 2013 and referred to the Joint Committee on Workforce Development, Forestry, Mining and Revenue & Assembly Jobs, Economy and Mining for hearing on 1/23/13 at 9 a.m. Companion to SB 1. Letter sent from WCCA on 1/22/13 to Senator Tiffany and Representative Williams Joint committee session scheduled for 2/6/13 where it was passed along party line votes with some amendments. Now going to JFC 2-25-13. Approved by JFC and then the Senate on 2-27-13. Placed on Assembly calendar 3-7-13. Passed and sent to Governor. Signed into law on 3-11-13 and became ACT 1.	Cautious Letter sent 1-22-13 to Assembly Committee Chair	Our initial concern is that this will override local control, and that the regulations will tie the hands of DNR and lead to after the fact regulation of problems rather than setting up an environment for safe mining operation before operation commences.
ASSEMBLY BILL 7	Relating to civil and zoning actions related to noise from bird hunting preserves.	Read and referred to Committee on Natural Resources and Sporting Heritage on 2-1-13. Public Hearing held 7-17-13.	Neutral	Does not appear to have a great impact on zoning regulations.
ASSEMBLY BILL 46	Companion bill to SB 2 created after Senate approval relating to publication and subsequent effective dates of acts.	Received from Senate and referred to Committee on Government Operations and State Licensing. Public hearing held 2-13-13. Scheduled for floor on 3-6-13. Approved and signed into law 3-13-13.	Cautious	Could have unintended consequences for local units of government having to react very quickly to new laws.
ASSEMBLY BILL 75	Relating to: the applicability of a county shoreland zoning ordinance in a shoreland area annexed by, or incorporated as, a city of village. See SB 183	Referred to the Committee on Natural Resources and Sporting Heritage. Hearing scheduled for 4-10-13. Referred to Committee on Rules 7-23-13. Recommended for approval and placed on Assembly calendar for 11-	Neutral	Appears this is a DNR and village or city issue. Counties are not involved.

ASSEMBLY BILL 77	Relating to: reports by the Dwelling Code Council on the one and two family dwelling code. Companion bill to SB72	12-13. Referred to the Committee on Housing and Real Estate 3-14-13. Placed on Assembly calendar for 5-14-13. Passed and messaged 5-14-13. Signed into law as ACT 23 on 7-5-13.	Cautious	Not sure what, if any impact this will have.
ASSEMBLY BILL 81	Relating to: Contracting with residential contractors. Companion to SB 79.	Referred to the Committee on Insurance 3-14-13. Passed and messaged 5-14-13. Received from Senate and concurred in 6-12-13. Signed into law as ACT 24 on 7-5-13.	Neutral	Just want people to be aware in case there are questions.
ASSEMBLY BILL 83	Relating to limiting the regulation of wind energy systems by local governments. Companion bill to SB 71	Referred to the Committee on Energy and Utilities.	Neutral	Could be concerns with local control vs. uniform treatment of wind energy facilities across the state, and ability of private landowners to sue the wind producers.
ASSEMBLY BILL 122	Relating to changing the elements that must be included in a county development plan Companion bill to SB 112	Referred to the Committee on Urban and Local Affairs. Public Hearing held on 4-4-13. Referred to Committee on Rules 6-4-13.	Neutral	Seems to a town, village, or city issue and will have little effect on counties.
ASSEMBLY BILL 133	Relating to the applicability of the one-family and two-family dwelling code to certain structures used for camping and the exclusion of certain recreational vehicles and portable toilet systems from the definition of plumbing. Companion bill to SB 148	Referred to the Committee on Housing and Real Estate.	Opposed to portions.	Campers should be regulated by DHS campground rules, but yurts, camping cabins and mobile homes in campgrounds should meet minimum safety standards and applicable UDC regulations, including sanitary regulations.
ASSEMBLY BILL 148	Relating to legislative consideration of non-fiscal policy items in the biennial budget bill	Referred to the Committee on Government Operations and State Licensing.	Supportive	Sneaking policy items into a budget bill does not allow for proper consideration of the impacts of the policy change.
ASSEMBLY BILL 161	Relating to injunctions suspending or restraining the enforcement or execution statewide of a statute of the state. Companion bill to SB 154	Referred to the Committee on Government Operations and State Licensing. Passed 6-6-13 and sent to Senate.	?????	Not sure of the impacts or what is intended.
ASSEMBLY BILL 178	Relating to sport shooting ranges and their continuation despite zoning regulations. See SB 162	Introduced on 4-25-13 and referred to Committee on Natural Resources and Sporting Heritage. Passage recommended by that Committee and referred to Committee on Rules.	?????	

<u>ASSEMBLY BILL 231</u>	Relating to a citation procedure applicable to wetland discharge violations, electronic methods for reporting natural resource and environmental law violations, and other items. See SB 189.	Introduced on 5-23-13 and referred to Committee on Natural Resources. Passed and messaged 6-11-13. Public hearing to be held 7-23-13	Supportive	More tools in the toolbox for DNR.
<u>ASSEMBLY BILL 258</u>	Relating to maintenance and removal of vegetation obstructing the view of outdoor advertising signs along highways under the jurisdiction of DOT. See SB 219.	Introduced on 6-28-30 and referred to Committee on Transportation. Public Hearing scheduled for 8-13-13.	?????	
<u>ASSEMBLY BILL 306</u>	Relating to the monitoring of Industrial Sand Mining and Processing Operations and making an appropriation.	Introduced on 8-23-13 and referred to Joint Committee on Finance. Fiscal estimate received on 9-16-13.	?????	
<u>ASSEMBLY BILL 386</u>	Relating to the effect of changes in requirements for development related permits or authorizations on persons who apply for permits or authorizations. Companion to SB 314	Introduced on 9-23-13 and referred to Committee on Housing and Real Estate. Public Hearing held 10-31-13. Executive Session on 11-7-13. Recommended for approval and available for scheduling.	?????	
<u>ASSEMBLY BILL 410</u>	Relating to non-conforming uses and manufactured home communities.	Introduced on 10-4-2013, and referred to Committee on Housing and Real Estate. Public Hearing held 10-31-13. Executive Session on 11-7-13. Recommended for approval	?????	
<u>ASSEMBLY BILL 476</u>	Relating to local control of non-metallic mining, regulation of air quality, regulation of water quality, regulation of explosives used in mining and related activities, highway use by contracts by local governments, and local regulation of borrow and material disposal sites. Companion to SB 349	Introduced on 11-1-13 and referred to Committee on Jobs, Economy, and Mining.	Opposed to portions	Opposed to interference with local control of non-metallic mines through zoning and other reasonable channels. Concern it is worded so poorly that it could have far reaching effects into other areas not intended at this time.
<u>ASSEMBLY BILL 483</u>	Relating to local ordinances related to borrow sites and material disposal sites for certain transportation projects.	Introduced on 11-1-13 and referred to Committee on Urban and Local Affairs.	?????	
<u>ASSEMBLY BILL 499</u>	Relating to exempting certain one- and two-family dwellings from the requirements of having smoke detectors and carbon monoxide detectors.	Introduced on 11-1-13 and referred to Committee on Housing and Real Estate.	Opposed	Could end up with no regulation over sanitary facilities from homes without toilets. Graywater issues, and non-plumbing sanitation problems.

ASSEMBLY BILL 506	Relating to Professional land surveyors; the practice of professional land surveying; surveying land abutting navigable waters; various changes regarding platting, surveying, and certified survey maps.	Introduced on 11-11-13 and referred to Committee on Judiciary and Labor.	?????	Not sure this is a necessary bill. Surveyors are generally against it.
ASSEMBLY BILL 512	Relating to expanding the requirement of county board approval of a town amendment of its zoning ordinances.	Introduced on 11-13-13 and referred to Committee on Urban and Local Affairs.	?????	

Senate Bills

Proposal	Description	Current Status	WCCA Position	Position Explanation
SENATE BILL 1	Relating to regulation of ferrous metallic mining and related activities, procedures for obtaining approvals from the DNR for the construction of utility facilities. Also see AB 1 .	Introduced by Senator Tiffany on January 18, 2013 and referred to the Joint Committee on Workforce Development, Forestry, Mining and Revenue & Assembly Jobs, Economy and Mining for hearing on 1/23/13 at 9 a.m. Companion to AB 1 Letter sent from WCCA on 1/22/13 to Senator Tiffany and Representative Williams. Joint committee session scheduled for 2/6/13 where it passed along party line vote with amendments. Now going to JFC 2-25-13, passed and messaged to Senate where it was passed 17-16 on 2-27-13. Signed into law on 3-11-13 and is known as ACT 1.	Cautious Letter sent 1-22-13 to Senate Committee Chair	Our initial concern is that this will override local control, and that the regulations will tie the hands of DNR and lead to after the fact regulation of problems rather than setting up an environment for safe mining operation before operation commences.
SENATE BILL 2	Relating to the publication and subsequent effective dates of acts. Unless otherwise specified, would make all acts signed into law effective with no waiting period for publishing. See AB 46	Introduced by Senator Grothman and passed by the Senate Committee on Judiciary and Labor 1/28/13. Referred to Committee on Rules 2-28-13. Approved by Senate and messaged to Legislature. Approved by Legislature 3-6-13 Signed by Governor 3-13-13 and published as Wisconsin Act 5.	Cautious	Concerned that many bills will be passed and become effective the next day, leaving no time for agencies or municipalities to properly manage enactment of the law.
SENATE BILL 71	Relating to the regulation of Wind Energy facilities by local governments. Companion to AB 83 .	Introduced on March 11, 2013, and scheduled for public hearing on 3-13-13 before the Committee on Government Operations, Public Works, and Telecommunications.	Neutral	Could be concerns with local control vs. uniform treatment of wind energy facilities across the state, and ability of private landowners to sue the wind producers.
SENATE BILL 72	Relating to: reports by the Dwelling Code Council on the one and two family dwelling	Referred to the Committee on Insurance and Housing 3-13-13. Sent to Assembly 6-12-13.	Cautious	Not sure what, if any. impact this will have.

	code. Companion Bill to AB 77				
SENATE BILL 79	Relating to the contracting of residential contractors. Companion to AB 81	Introduced on March 13, 2013 and referred to Committee on Energy, Consumer Protection and Government Reform. Referred to Committee on Energy, Consumer Protection, and Government Reform. Sent to Assembly 6-12-13. Signed into law as ACT 24 on 7-5-13.	Neutral	Just want people to be aware in case there are questions.	
SENATE BILL 112	Relating to changing elements that must be included in a county development plan.	Introduced on 3-28-13 and referred to Committee on Economic Development and Local Government. Hearing scheduled for 4-16-13. Executive Session scheduled.	Neutral	Doesn't affect Counties adversely.	
SENATE BILL 138 through 142	Relating to Frac Sand Mining 138-noticing requirements 139-disclosure of contracts for frac sand mining on neighboring properties 140-authority related to exploration for industrial sand 141-listing frac sand as a CU or prohibited use 142-regulations on location and meeting minimum SB's	Introduced on 4-10-13 and referred to Committee on Workforce Development, Forestry, Mining, and Revenue.	????	Would only apply in zoned areas. Would penalize those counties and towns with zoning and have no impact in unzoned areas.	
SENATE BILL 148	Relating to the applicability of one and two family dwelling code requirements and the exclusion of certain recreational vehicles and portable toilet systems from the definition of plumbing. See Companion Bill AB133	Introduced on 4-18-13 and referred to the Committee on Agriculture, Small Business, and Tourism.	Opposed to portions.	Campers and other structures should be regulated by DHS campground rules, but yurts, camping cabins and mobile homes in campgrounds should meet minimum safety standards, including building and sanitary regulations.	
SENATE BILL 154	Relating to injunctions suspending or restraining the enforcement or execution statewide of a statute of the state. Companion to AB 161.	Introduced 4-25-13 and referred to Committee on Judiciary and Labor. Public Hearing held 5-2-13.	Neutral	Not sure of impacts.	
SENATE BILL 162	Relating to Sport Shooting Ranges and their continued operation. See companion bill AB 178.	Referred to Natural Resources Committee on 4-25-13 and passed and immediately messaged on 5-7-13. Received from Assembly and concurred in 6-13-13. Signed into law as ACT 35 on 7-5-13.	?????		
SENATE BILL 167	Relating to actions for damages caused by wind energy systems.	Introduced on 4-30-13 and referred to Committee on Judiciary and Labor. Hearing scheduled for 11-20-13.	?????		

<u>SENATE BILL 188</u>	Relating to applicability of a county shoreland zoning ordinance in a shoreland area annexed by, or incorporated as, a city or village. See AB 75	Introduced on 5-16-13 and referred to Committee on Economic Development and Local Government. Public Hearing held 6-12-13. Passage recommended 6-25-13, and available for scheduling. Scheduled for Senate floor 11-12-13. Passed 11-12-13.	Neutral	Appears this is a DNR and village or city issue. Counties are not involved.
<u>SENATE BILL 188</u>	Relating to the removal of non-conforming advertising signs along highways.	Introduced on 5-23-13 and referred to Committee on Transportation, Public Safety, and Veterans and Military Affairs.	?????	
<u>SENATE BILL 189</u>	Relating to a citation procedure applicable to wetland discharge violations, electronic methods for reporting natural resource and environmental law violations, and other items. See AB 231.	Introduced on 5-23-13 and referred to Committee on Natural Resources. Passed and messaged 6-11-13. Public hearing to be held 7-23-13	Supportive	More tools in the toolbox for DNR.
<u>SENATE BILL 219</u>	Relating to maintenance and removal of vegetation obstructing the view of outdoor advertising signs along highways under the jurisdiction of DOT. See AB 258.	Introduced on 6-28-30 and referred to Committee on Transportation.	?????	
<u>SENATE BILL 302</u>	Relating to high capacity well approvals.	Introduced on September 18, 2013 and referred to Committee on Natural Resources. Public Hearing held on 9/25/13. Passage recommended out of committee and available for scheduling on 11-7-13.	?????	Limits DNR regulation of high capacity well permits and conditions placed on permits.
<u>SENATE BILL 314</u>	Relating to the effect of changes in requirements for development related permits or authorizations on persons who apply for permits or authorizations. Companion to AB 386	Introduced on September 24, 2013 and referred to Committee on Government Operations, Public Works, and Telecommunications. Executive Session scheduled for 11-6-13. Scheduled for Senate floor 11-12-13. Passed 11-12-13.	?????	Concern that this could delay implementation of much needed code updates and cause problems with multiple jurisdictional permitting
<u>SENATE BILL 349</u>	Relating to local control of non-metallic mining, regulation of air quality, regulation of water quality, regulation of explosives used in mining and related activities, highway use by contracts by local	Introduced on October 21, 2013, referred to Committee on Workforce, Development, and Mining. Public Hearing held October 24, 2013.	Opposed to portions	Opposed to interference with local control of non-metallic mines through zoning and other reasonable channels. Concern it is worded so poorly that it could have far reaching effects into other areas not intended at this time.

	governments, and local regulation of borrow and material disposal sites. Companion to AB 476			
<u>SENATE BILL 379</u>	Relating to review of plans for building projects.	Introduced and referred to Committee on Judiciary and Labor.	????	
<u>SENATE BILL 394</u>	Relating to Professional land surveyors; the practice of professional land surveying; surveying land abutting navigable waters; various changes regarding platting, surveying, and certified survey maps.	Introduced on 11-11-13 and referred to Committee on Judiciary and Labor.	?????	Not sure this is a necessary bill. Surveyors are generally against it.
<u>SENATE BILL 407</u>	Relating to exempting certain one- and two-family dwellings from the requirement of having smoke detectors and carbon monoxide detectors and from standards and rules relating to plumbing.	Introduced on November 21, 2013 and referred to Committee on Insurance and Housing.	Opposed	Could end up with no regulation over sanitary facilities from homes without toilets. Graywater issues, and non-plumbing sanitation problems.

Senate Joint Resolutions

Proposal	Description	Current Status	WCCA Position	Position Explanation

Clearinghouse Rules

Proposal	Description	Current Status	WCCA Position	Position Explanation
<u>"Right the Rule" Process</u>	Relating to the review of all Administrative Rules and suggestions for revisions to those rules to promote business and economic improvement in the State.	Committees assigned to review all administrative rules January 22, 2013, by Senator LeMaheu.	Cautious	Rule revisions could be based on something other than scientific data or best practices and be swayed by public opinion for less stringent laws.

<p><u>Budget Bill Motion #151 to limit municipal regulations of wireless communication towers.</u></p>	<p>Relating to mobile tower siting regulations and radio broadcast service facilities and limiting local control.</p>	<p>Introduced as a motion to amend the budget bill 5-13-13, and passed along party line vote. Signed into law with the budget and became effective on July 1, 2013.</p>	<p>Opposed.</p>	<p>Severely limits local control over traditional zoning issues.</p>
<p><u>Budget Bill Motion #375 to change grounds for challenging high capacity well permits</u></p>	<p>Relating to legal challenges to high capacity well permits and not allowing cumulative impacts to be grounds for such a challenge.</p>	<p>Introduced as a motion to amend the budget bill 5-21-13, and passed along party line voting. Signed into law with the budget but implementation was delayed to July 1, 2014.</p>	<p>Opposed in principal but not a zoning issue.</p>	<p>Could severely limit DNR's permitting and regulation of high capacity wells.</p>
<p><u>Budget Bill Motion #236 to require counties to supply information to the Openbook program</u></p>	<p>Currently, the state is required to have a searchable database of all expenditures exceeding \$100.00. This includes salaries and benefits, other expenditures, and even grants. This motion makes this applicable to counties beginning July 1, 2016.</p>	<p>Introduced by Rep. Nygren and passed The State is required to do this by language in the last budget but still does not have the website up and running. Now they expect the Counties to do the same thing with their program. Vetoed by Governor.</p>	<p>Opposed in principal.</p>	<p>This will affect us somehow. Time to enter data. Having to use a state system and not something compatible with each counties bookkeeping program. Grants and everything will need to be listed.</p>

Recent Court Decisions

Appeal #	Issue	Date / Court
<p><u>State vs. Manitowoc County Board of Adjustment</u></p>	<p>In State v. Manitowoc County Board of Adjustment (http://twisc.us6.list-manage1.com/track/click?u=9cedb5ee05c4ef30e14970485&id=8180fe74ea&e=508611a852), an unpublished decision of the Wisconsin Court of Appeals, the Court upheld a variance granted by the Manitowoc County Board of Adjustment. The property at issue was located within the County's shoreland zoning jurisdiction. The property owner petitioned for a variance to construct a walkway and patio on the lake side of their recently constructed house. The patio would intrude 49 feet into the required 75 foot shoreland setback. The property owner claimed the variance was necessary because there was no other place on the lot to construct the patio.</p> <p>The Board of Adjustment modified the variance by reducing the width of the walkway and decreasing the size of the patio to reduce the intrusion of the patio into the required setback to 29 feet. The Board approved the variance as modified. As allowed pursuant to the Department of Natural Resources' oversight authority under State law, the State challenged the granting of the variance by bringing a lawsuit in circuit court. The basis for the challenge was the sufficiency of the evidence relied on by the Board to base its decision.</p> <p>The State made the argument that the need for the variance was self-created, and therefore not allowable under Wisconsin law. The State argued the patio was not essential to the house and if the homeowner wanted a patio they could have built it on the other side of the house. A patio on the other side of the house, however, would have prevented the property owner from having a garage. The Court of Appeals was sympathetic to the plight of the property owner in this case and stated the prospect of "having no garage" was something that is "disagreeable in Wisconsin." The Court noted the highly deferential approach that reviewing courts need to show toward the decisions of boards of adjustment/appeals. The Court also noted that the modification made to the variance request by the Board decreasing the size of the patio were sufficient to protect the public interest. In the end, the Court held that there was sufficient evidence to support the Board's finding that unless the variance was granted the property owner would suffer unnecessary hardship.</p>	

([Rock-Koshkonong Lake District v. DNR](#), Rock County Circuit Court, J. Prosser decision) This case centers on a dispute between the DNR and the Rock-Koshkonong Lake District about a petition to increase the water levels in Lake Koshkonong. The District filed a petition in 2003 to increase the water levels in Lake Koshkonong. The DNR rejected the petition saying the increased ordinary high water mark (OHWM) would harm both public and private wetlands adjacent to the lake. The denial was affirmed by an administrative law judge (ALJ) in a contested case hearing by the Rock County Circuit Court. The ALJ's decision was adopted as the decision of the DNR. The District appealed the case on several points, including the regulation of public and private wetlands above the OHWM. The appeals court affirmed the circuit court and ALJ decisions. The Supreme Court reversed the ruling of the appeals court and remanded the case back to the circuit court.

Dissent: J. Crook, J. Abrahamson, J. Bradley.

APPENDIX II

FIRST

VICE-PRESIDENT

WCCA SPRING CONFERENCE AGENDA

April 2, 3, and 4, 2014

Stony Creek Inn, Mosinee, WI

Wednesday April 2, 2014	7:00-9:00 p.m. Meadows Room	Executive Board Meeting (see separate agenda)
Thursday April 3, 2014	7:30-8:30 a.m.	Continental Breakfast Breakfast Room of Stony Creek
	8:00-8:25 a.m. Conference Lobby	Registration
	8:25-8:35 a.m. Salon B	Introductions—Announcements <u>Terri DoppPaukstat</u> —First VP Welcome Address—Secretary Dave Ross, DSPS
	8:35-9:30 a.m.	A Journey in Organizational Change—How Marathon County transformed their Agency to become more Honest, Kind, and Respectful. <u>Paul Daigle, Rebecca Frisch & Dean Johnson</u> --Marathon County Conservation, Planning, and Zoning Department along with <u>Mike Krutza & Jodi Wiff</u> of Lighthouse Leadership
	9:30-10:30 a.m.	NRCS's wetland reserve program and it's compliance with the NFIP. <u>Julia McCarthy</u> —Senior NFIP Analyst with FEMA .
	10:30-10:45 a.m.	Break
	10:45-12:00 p.m.	The Rights of Public Employees, Basic Personal Safety and De-escalation Techniques <u>Jennifer Croonborg-Murphy</u> —Bayfield County Zoning
	12:00-1:00 p.m.	Lunch
	1:00-1:45 p.m.	Impervious Surfaces— An overview of the proposed changes to the IS regulations under NR 115. DNR- <u>Mike Wenholz</u> --Regional Shoreland Specialist
	1:45-2:30 p.m.	WCA- Legislative Update and Insights <u>Jon Hochkammer</u> —Current Outreach Manager and former Legislative Director for the Wisconsin Counties Association.
	2:30-2:45 p.m.	Break
	2:45-3:30 p.m.	Zoning Case Law Update <u>Dean Richards</u> , Attorney at Law at Reinhart, Boerner, and Van Deuren.
	3:30-4:30 p.m.	Laws Pertaining to Stormwater Runoff and Diversion onto Neighboring Properties <u>Dean Richards</u> , Attorney.
	4:30-5:30 p.m.	WCCA Business Meeting (See separate agenda)
	5:30-6:30 p.m.	Sparkling Conversation and Social Hour
	6:30 p.m.	Dinner Banquet/Door Prizes and Awards Guest Speaker-Don Howlett- Preservation Services. Restoring Manmade Landscapes, Restoring Cultural Heritage

WCCA SPRING CONFERENCE AGENDA

April 2, 3, and 4, 2014

Stony Creek Inn, Mosinee, WI

Friday April 4, 2014		7:30-8:30 a.m. Continental Breakfast	Breakfast Room	
Concurrent Session "A" POWTS Track Salon A		Concurrent Session "B" Land Use Track Salon B		
8:30-9:15 a.m.	*POWTS 101--a POWTS program overview. <u>Matt Janzen</u> - DSPS Wastewater Specialist	8:30-9:25 a.m.	Lakes Study Strategy and Results for Waushara, Marathon, and Portage Counties <u>Ed Hernandez</u> , Waushara County Conservationist, and <u>Nancy Turyk</u> , UWSP Lakes Specialist	
		9:25—9:45 a.m.	How the Lakes Study Results are being used in Waushara, Marathon, and Portage Counties. <u>Becky Frisch</u> , Marathon County; <u>Chris Mrdutt</u> , Portage County; and <u>Terri DoppPaukstat</u> , Waushara Co.	
9:15-10:15 a.m.	*POWTS 201—POWTS Inspections from A to Z. <u>Matt Janzen</u> - DSPS Wastewater Specialist	9:45—10:15 a.m.	Agency updates—15 mins. each Wisconsin Wetlands Association - <u>Kyle Magyera</u> Wetlands Law and Training update Wetland ID Program Expansion- <u>Stacy Hron</u> Wisconsin DNR	
10:15-10:30 a.m.	Break	10:15-10:30 a.m.	Break	
10:30-11:30 p.m.	*POWTS 301--Advanced POWTS—on the cutting edge. <u>Matt Janzen</u> DSPS Wastewater Specialist	10:30-11:15 a.m.	Agency Updates Continued CLUE-Program Update <u>Lynn Markham</u> UWSP Land Use Specialist DSPS Non-metallic mining <u>Dave Vriezen</u> -DSPS Engineering and Program Management Consultant DATCP- <u>Allison Volk</u> DNR- <u>Gary Heinrichs</u> Dam Safety and Floodplain	
11:30-12:00 p.m.	*DSPS agency update regarding POWTS <u>Matt Janzen</u> -DSPS Wastewater Specialist and Lead Field Person	11:15 a.m.-12:00 p.m.	The State of Agriculture in Wisconsin and how local municipalities can React & Adapt- <u>Steve Ventura</u> -The Nelson Institute for Environmental Studies	
12:00 p.m.	DRAWING FOR A FREE ROOM AT STONY CREEK	Must be present to win!	Safe travels!	

Conference adjourns with sincerest thanks for attending! Hope to see you at Fall Conference being held October 22nd through the 24th at The Waters of Minoqua.

***Note: DSPS Continuing Education Credits are available for Track A/POWTS Track.**

WCCA Spring Conference 2014 Speaker Biographies

Dave Ross, Secretary of the Department of Safety and Professional Services (DSPS) was born and raised in Superior, Wisconsin. He graduated from Superior Senior High School in 1970 and received a Bachelor of Science degree in Communication Arts from the University of Wisconsin-Superior. Dave grew up in a small business family and was self-employed for over 20 years in an upholstery business.

Secretary Ross joined Governor Scott Walker's cabinet as the Secretary of the Department of Safety and Professional Services (DSPS) in January 2011. DSPS licenses 241 professional fields and houses 79 boards and councils. The Department also protects the safety, health, and welfare of Wisconsin's residents.

Prior to coming to DSPS, Secretary Ross served for two terms as Mayor of Superior. He also served as a member of the board of directors of Superior-Douglas County Chamber of Commerce, Superior Business Improvement District, Superior-Douglas County Development Association, Great Ships Initiative and the Great Lakes and St. Lawrence Mayors Initiative. Secretary Ross is a past director of the Wisconsin League of Municipalities. Secretary Ross was married in 1973 to his wife, Lynn, and together they have four daughters and 13 grandchildren.

Secretary Ross can be reached via the Public Information Officer for DSPS, Hannah Zillmer at **Phone:** (608)-266-6795 **Email:** Hannah.Zillmer2@wisconsin.gov

Julia McCarthy, FEMA, is currently the Senior Natural Hazards Program Specialist and Compliance Team Lead in the Mitigation Division at FEMA Region V in Chicago. Julia works primarily with the state of Wisconsin on administration of the National Flood Insurance Program (NFIP), floodplain management, and community compliance. She previously served as a Natural Hazards Program Specialist also focusing on floodplain management and compliance issues for various states in Region V since May 2008. Julia joined FEMA as a Map Modernization Program Specialist in the Floodplain Management and Insurance Branch in February 2008. With FEMA, Julia has deployed to several declared disasters and serves as Mission Assignment Manager in the Region Response Coordination Center, participated in the NFIP reform working group meetings and discussions, and often assists with instruction of courses at the Emergency Management Institute.

Prior to joining FEMA, Julia managed the revision and production of Flood Insurance Studies while at the Illinois Department of Natural Resources and assisted in the development of digital Soil Surveys for NRCS. Julia earned a B.A. degree in Urban and Regional Planning and a M.A. in Environmental Studies with a concentration in Environmental Planning and Management, both from the University of Illinois. She is also a Certified Floodplain Manager.

Phone: 312-408-5518 **Email:** Julia.McCarthy@dhs.fema.gov

Dean Johnson is the Zoning Administrator for Marathon County. He is responsible for the administration of the shoreland and floodplain ordinances. He is also responsible for the administration of the General Zoning in the Towns that have adopted County Zoning. **Phone:** (715) 261-6031 **Email:** Dean.Johnson@co.marathon.wi.us

Rebecca Frisch has been Director of the Marathon County Conservation, Planning, and Zoning Department since August, 2012. Becky spent most of her career in Langlade County and is now enjoying the new challenges in Marathon County. She is a member of the WCCA's NR115, Working Lands, Administrative Code, and Awards/Scholarship committees; and chaired the WCCA 25th anniversary celebration committee. Becky was the WCCA president in 1993. Membership of the Executive Board back in that era included Jim Burgener, Herb Wolf, Harriet Pedley, Jim Clark, and Steve Osterman...yes, they are all retired!!!

Phone: (715)-261-6000 **Email:** rebecca.frisch@co.marathon.wi.us

Paul Daigle is the Director of Marathon County's Land and Water Program. A google search reveals Paul is known nation-wide as a grazing guru and has written many articles on the subject as well as hosted and presented at many training conferences. **Phone:** (715)-261-6000

Email: Paul.Daigle@co.marathon.wi.us.

Lighthouse Leadership, Jodi Wiff and Mike Krutza created Lighthouse Leadership, an Executive Coaching business,...coaching owners, ceo's, managers and employees in organizations who "feel it could be better" and have the courage to want more. Elegant Courage™, the soulful embrace of one's core values during good and tough times is the bedrock of their coaching.

Jodi and Mike are no stranger to facing tough choices...as CEO and EVP of a large financial ...they lead the turnaround of a company from despair to joy; and which the employees describe as a great place to work.

One client's testimony... "Mike and Jodi are smart, intuitive with an insightful business experience that allows them to understand the nuts and bolts of business and the softer, soulful side of people...and they quickly sort thru the noise to the real pain in the organization...providing rock solid clarity and choices for people to adjust so that they get to a better spot."

Phone: 715-892-8282 **Website:** www.lighthouse-leadership.com

Jennifer Croonborg-Murphy is an Assistant Zoning Administrator responsible for the northern half of Bayfield County. Before moving to her position with Bayfield County in 2013 she was the Zoning Administrator for the Town of La Pointe and Assistant Zoning Administrator for Ashland County on Madeline Island. She is a State of WI Law Enforcement Officer working part time as a patrol officer for the past 7 years. Jenny has been a volunteer EMT –B for over 15 years and has volunteered for various emergency response services including the Madeline Island Ambulance, Salvation Army, and La Pointe Ice Rescue Squad.

Phone: 715-373-6138 ext: 336 **Email:** jcmurphy@bayfieldcounty.org

Mike Wenzholz, WDNR, is a Shoreland Specialist with the Wisconsin Department of Natural Resources in the Eau Claire office. He works with 23 counties, as well as the Lower St. Croix National Scenic Riverway. Mike has a BS in Water Resources – Aquatic Toxicology from UW-Stevens Point, an MS in Environmental Toxicology from Clemson University, and an MS in Urban and Regional Planning – Land Use Planning from UW-Madison, and has held a variety of professional positions. Mike enjoys paddling on lakes, rivers, and streams as often as possible.

Phone: (715) 839-3712 **Email:** Michael.Wenzholz@wisconsin.gov

Jon Hochkammer serves as the Outreach Manager for the Wisconsin Counties Association, overseeing outreach efforts with all counties and any other groups that interact with county government. He previously served as Legislative Director, as well as the Director of Insurance Operations for WCA. Jon frequently speaks on behalf of WCA to groups and individuals interested in local government issues.

Jon served as Manitowoc County Board Chairperson/Administrator Coordinator and on other county boards and commissions having been appointed by Dane County Executives Kathleen Falk and Joe Parisi. He chaired the Dane County Area Agency on Aging Board, served on the Dane County Specialized Transportation Commission and the Dane County Human Services Board. Jon currently chairs the Dane County Library Board. He was elected Mayor of the Verona in April 2006 and has run unopposed for re-election in 2008, 2010 and 2012. **Email:** hochkammer@wicounties.org

Dean Richards, Attorney-at-Law, is a shareholder in the real estate group of Reinhart, Boerner, Van Deuren, s.c. practicing at the Waukesha and Madison offices. He represents developers and land owners throughout Wisconsin principally in connection with land development/subdivision and zoning matters. He also serves as special counsel to local municipalities. He is a 1976 graduate of the University of Pennsylvania - Wharton School of Finance. He obtained his juris doctor from Marquette University Law School in 1982. He is a retired fire chief of the City of Delafield. He is a past director of the Waukesha County Economic Development Corporation. Dean is the co-author of Wisconsin Law of Easements and Covenants.

Phone: (262) 951-4561 **Email:** drichards@reinhartlaw.com

Don Howlett, Preservation Services, Inc. (PSI). Don specializes in the preservation of art environments, works that engage sculpture and/or architectural elements, built within a landscape setting, that are often the creation of self-taught artists. PSI also addresses sculpture and structures that fall outside the genre of normal art installations and environments. With extensive experience in the documentation, interpretation, and preservation of art environments, PSI offers preservation planning, curatorial consultation, and physical repair of sculptural, architectural, and landscape elements, on site, as well as elements that have been moved from their original settings.

Phone: 920-566-4292 **Email:** dstone@centurytel.net

Nancy Turyk, UW-Stevens Point Center for Watershed Science and Education Nancy is a Water Resource Scientist for the Center for Watershed Science and Education at the University of Wisconsin-Stevens Point. She conducts lake and river research to assess water quality and health of waterbodies and watersheds for citizen groups and county and federal agencies. All of the studies involve UWSP students in field work, data assessment, and communication. Nancy also instructs water resource courses and is affiliated with UW-Stevens Point's state-certified Water and Environmental Analysis Lab which has supported volunteer monitors since 1975.

Phone: 715-346-4155 **Email:** nturyk@uwsp.edu

Ed Hernandez, has been with Waushara County for 16 years, having served as the County Conservationist for the past 12. Previously, he worked in Green Lake, Jefferson, and Dodge Counties yielding a total of 23 years of conservation experience. Ed is married with 6 children, one of which is currently serving in the US Army. Ed enjoys most outdoor activities as well as his children's sporting events.

Phone: 920-787-0453 **Email:** Ed.courthouse@co.waushara.wi.us

Chris Mrdutt is an Assistant Zoning Administrator with Portage County. He has held that position since 2011 after starting in Portage County as a Zoning Enforcement Officer in 2004. Chris attended UWSP, graduating in 2005 with a major in Land Use Planning, and a minor in Soil Science.

Phone: 715-346-1334 **Email:** MrduttC@co.portage.wi.us

Kyle Magyera is a Policy Specialist with the Wisconsin Wetlands Association (WWA). Kyle primarily coordinates WWA's Local Government Outreach Program and provides assistance to citizens and local groups with questions and concerns regarding wetland protection, restoration, and management. He is the co-author of Zoning Opportunities to Improve Wetland Protection, and plans and delivers field-based wetland trainings for county staff and other community members. He has a double Master's in Urban and Regional Planning and Water Resources Management from the University of Wisconsin-Madison and eight years of experience working on wetland conservation issues with WWA and the Wisconsin Department of Natural Resources.

Phone: (608) 250-9971 **Email:** kyle.magyera@wisconsinwetlands.org

Lynn Markham is a Land Use Specialist with the Center for Land Use Education (CLUE) at UW-Stevens Point. She helps Wisconsin communities who want to protect drinking water, lakes and streams by providing research-based information, examples from other communities and policy options. She provides zoning board workshops and is co-author of The Zoning Board Handbook. She also writes children's books educating them about lakes and other water issues.

Phone: 715-346-3879 **Email:** lynn.markham@uwsp.edu

Stacy Hron, DNR, works in the Waterways and Wetlands section of the Bureau of Watershed Management **Phone:** (920) 303-5439 **Email:** Stacy.Hron@wisconsin.gov

Alison Volk works in the Land Management Section at DATCP, focusing primarily on the Farmland Preservation Program.

Phone: 608-224-4634. **Email:** Alison.volk@wisconsin.gov

Gary G. Heinrichs, is the Floodplain Planning Program Manager for the State of Wisconsin Department of Natural Resources and serves as the state liaison for the Federal Emergency Management Agency's National Flood Insurance Program. He received his undergraduate and master's degrees in Natural Resources Communications from the University of Wisconsin-Madison. Mr. Heinrichs is a member of the Association of State Floodplain Managers and serves as its Insurance Committee liaison. He is a graduate of the Emergency Management Institute's Floodplain Development program and has 21 years of experience in the fields of floodplain management and flood insurance.

Phone: (608) 266-3093 **Email:** gary.heinrichs@wisconsin.gov

David Vriezen, DSPE Engineering and Program Management Consultant. David has worked for the State of Wisconsin since 1999 in the following areas: Public Employee Safety & Health, Mine Safety, Explosives & Fireworks, Amusement Ride & Ski Inspection programs. David is a trainer for OSHA General Industry and Construction Safety as well as MSHA Part 48 Surface and Underground.

Phone: 414-416-3196 **Email:** David.Vriezen@wisconsin.gov

Matt Janzen, DSPS, has been employed with Commerce/DSPS for 14 years and the last year as Lead Worker for the POWTS program. He was born and raised in Reedsburg, near WI Dells and currently lives in Weston WI. Matt graduated from UW-Stevens Point with a BS in Soil Science, and while there, he received a First Place overall in a collegiate national soil judging competition. He has worked in the wastewater field for his entire professional career. Previous positions include working at the state (DNR), county (Monroe) and in the private sector. Matt is currently licensed as a Professional Soil Scientist and member of WSPSS (WI Professional Soil Scientists), including holding the office of past president twice. Matt enjoys hunting, fishing and numismatics (which is the study or collection of currency, including coins, tokens, paper money, and related objects) and has published two hobby books on that subject. **Phone:** (715) 340-0407 **Email:** matthew.janzen@wisconsin.gov

Stephen J. Ventura is the Gaylord Nelson Distinguished Professor of Environmental Studies and Soil Science, Director of the Land Information and Computer Graphics Facility in the College of Agricultural and Life Sciences, and Director of the Land Tenure Center in the Nelson Institute. He served as Chair of the Department of Soil Science from 2004-2009. His graduate degrees are from the Nelson Institute in Land Resources (Ph.D. 1988) and Environmental Monitoring (M.S. 1984). Steve served on the board of Wisconsin Land Information Association from 1994-2001, including a term as President.

He teaches courses on geographic information systems, environmental impact assessment, and senior capstone courses in Soil Science and Environmental Studies. **Phone:** (608) 262-6416 **Email:** sventura@wisc.edu

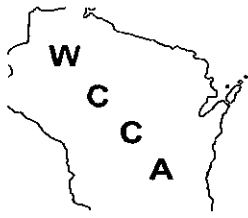
APPENDIX III

PRESIDENT

Proposed 2015 WCCA Schedule

- January 22 & 23 Annual Meeting, Stoney Creek Inn, Mosinee, WI
To do:
*Make appointments to Standing Committees,
*Prepare preliminary agenda, ask for additions or corrections, send final agenda out 10 days prior to Annual Meeting to Executive Board and all liaisons
*Check with Committee Chairs and liaisons to see if they have any reports
*Prepare President's goals
*Prepare agenda for the year
- March 25 @ 7 p.m. Executive Board and Business Meetings prior to and during Spring Conference, Stoney Creek Inn
To do:
*Prepare preliminary agenda for Executive Board, ask for additions or corrections, send final agenda out 10 days prior to meeting to Board and liaisons
*Check with Committee Chairs and liaisons to see if they have any reports
- March 26 & 27 Spring Conference, Stoney Creek Inn, Mosinee, WI
To do:
*Prepare preliminary agenda for Business Meeting, ask for additions or corrections, send final agenda out 10 days prior to meeting
*Check with Committee Chairs and liaisons to see if they have any reports
- June 12 @ 10 a.m. Executive Board meeting, Schmeekle Reserve, Stevens Point, WI
To do:
*Prepare preliminary agenda for Executive Board, ask for additions or corrections, send final agenda out 10 days prior to meeting to Board and liaisons
*Check with Committee Chairs and liaisons to see if they have any reports
- August 7 @ 10 a.m. Executive Board Meeting, Schmeekle Reserve, Stevens Point, WI
To do:
*Prepare preliminary agenda for Executive Board, ask for additions or corrections, send final agenda out 10 days prior to meeting to Board and liaisons
*Check with Committee Chairs and liaisons to see if they have any reports
- October 21, 22, & 23 Fall Conference Tentative Dates, Location to be determined. Executive Board and Business Meetings prior to and during Spring Conference, Stoney Creek Inn
To do:
*Prepare preliminary agenda for Executive Board, ask for additions or corrections, send final agenda out 10 days prior to meeting to Board and liaisons
*Check with Committee Chairs and liaisons to see if they have any reports
*Prepare preliminary agenda for Business Meeting, ask for additions or corrections, send final agenda out 10 days prior to meeting
*Check with Committee Chairs and liaisons to see if they have any reports

Prepare Presidents message for DeCoder issues, Deadlines are December 15th, March 15th, June 15th, and October 15th or as set up by Webpage/DeCoder Coordinator.



**Wisconsin
County Code
Administrators**

WCCA Executive Board Meeting Agenda

*Wednesday, October 21, 2015
The Landmark Resort-Egg Harbor*

1. Call to Order at 8:00 AM
2. Changes or additions to the agenda
3. Review and approval of the minutes of the August 7, 2015 Executive Board Meeting
4. Treasurer's Report: Michelle Staff, Secretary/Treasurer
5. Old Business
6. Committee and Project Reports
 - a) Program/Conference Report: Scott Godfrey-Coordinator and Terry Ochs-1st VP
 - b) Report on Zoning Leadership Training Program: Executive Board
 - c) Awards/Scholarship Committee –Michelle Staff, Chair
 - d) Webpage/Decoder Coordinator Report: Michelle Staff and Tom Bergman, Interim Coordinators
 - e) Legislative Report: Rod Eslinger, 2nd VP
 - f) NR 115 Advisory Committee Report: Dan Everson, Chair and Dan Bowers WWA liaison
 - g) WCA Committee Report: Scott Godfrey
 - h) DSPS/POWTs Committee Report: Chris Olson, Chair
 - i) Executive Guidebook Update: Karl Jennrich, Chair
 - j) Non-Metallic Mining Advisory Council: Kevin Lien, Chair
 - k) Other Standing Committee or Ad Hoc Committee Reports
 - l) Agency reports: WCA, DNR, DATCP, CLUE, WWA, DSPS, etc.
7. New Business
8. District Reports
9. Adjourn

*Point of Contact for the agenda: Terri DoppPaukstat, President
terri.courthouse@co.waushara.wi.us
(920) 787-0453*



**Wisconsin
County Code
Administrators**

***WCCA Business Meeting Agenda
Spring Conference***

*Thursday, March 26, 2014
Stoney Creek Inn-Mosinee*

- Call to Order at 4:30 p.m.
- Additions to the agenda
- Approval of the minutes of the October 23, 2014 business meeting
- Treasurer's Report - Michelle Staff, Secretary/Treasurer
- Committee Reports
 1. Legislation – Rod Eslinger, 2nd VP
 2. NR 115/Shoreland Wetlands Committee – Dan Everson, Chair
Dan Bowers, Liaison to WWA
 3. Zoning Leadership Training Report – Executive Board
 4. DSPS/POWTS Committees - Chris Olson, Chair
 5. Executive Guidebook Committee-Karl Jennrich, Chair
 6. Awards/Scholarship Committee –Michelle Staff, Chair
 7. Webpage/DeCoder - Dusty Grant, Coordinator
 8. Program Committee – Terry Ochs, 1st VP, Chair
 9. Other committees or programs
(including NR113, NR116, Working Lands, Outreach, and other Committees)
- District Reports - District Representatives
- Other WCCA Business including drawing for the WCCA meeting door prizes
- Adjourn

*Point of Contact for the agenda: Terri DoppPaukstat, President
terri.courthouse@co.waushara.wi.us
(920) 787-0453*

Annual Meeting Agenda

Stoney Creek Inn
110 Imperial Avenue
Rothschild, WI 54455
Phone: 715.355.6858

Thursday, January 16, 2014 10:00 AM

- 1) Call to Order
- 2) Introductions
- 3) Changes or additions to the agenda
- 4) Review and approval of the October 3, 2013 Executive Board meeting minutes
- 5) Old Business
- 6) Discussion of district representative duties and responsibilities (Please bring your WCCA Handbook issued to the district representatives.)
- 7) Treasurer's Report – Michelle Staff, Secretary-Treasurer
- 8) Audit of 2013 Financials – Audit Committee
- 9) Review and approve WCCA 2014 Operating Budget
- 10) Committee Assignments and Appointments for 2014 (See draft assignments spreadsheet)
 - a) Executive Board representation on committees - new committee chairs?
 - b) Standing Committees
 - c) Ad Hoc Committees
 - d) Program Coordinator
 - e) Web Page Coordinator
 - f) State Agency Liaisons and Others – Proposed affiliations
- 11) Committee and Project Reports
 - a) Program Coordinator/Conference Committee – Draft Agenda 2014 Spring Conference
 - b) Legislative Committee – Legislative Report
 - c) Administrative Code Committee
 - d) Nominating Committee
 - e) Audit Committee
 - f) NR 113 Committee
 - g) NR 115 Committee
 - h) NR 116 Committee
 - i) Mining Committee
 - j) Working Lands Initiative Committee
 - k) Awards/Scholarship Committee
 - l) Web Page Committee
 - m) POWTS Code Council
 - n) POWTS Technical Advisory Committee
 - o) Shoreland/Wetland Committee

Friday, January 18, 2014 9:00 AM

12) District Reports – To include discussion on realignment of District boundaries

13) State Agency and Affiliated Organization Reports

- a) WI Department of Safety and Professional Services
- b) WI Department of Natural Resources
- c) WI Department of Ag, Trade and Consumer Protection
- d) UW Stevens Point - Center for Land Use Education
- e) UW Extension Local Government Center
- f) Wisconsin Wetlands Association
- g) Wisconsin Counties Association

14) Other Business

- a) WCCA Spring Conference, April 3-4, 2014, Stoney Creek Inn, Rothschild, WI
- b) 2014 Fall Conference - select location and dates
- c) Raffle/Scholarship Report
- d) Hire new conference coordinator
- e) Renew the decoder and conference coordinator positions
- f) 45th Anniversary
- g) Discussion of Collaboration between WCCA and WLWCA
- h) Annual review of the WCCA Constitution
- i) Discussion of Act 74
- j) NR115 Model Code update and mitigation examples
- k) Lake Association Membership

15) Plans and Goals for 2014

- a) Executive Board Goals for 2014
- b) President's Goals for 2014

16) Adjourn

Administrative Notes:

- 1) Lunch and dinner for Board members provided on January 16, 2014
- 2) Complimentary Breakfast available on January 17, 2014
- 3) Next Executive Board meeting: April 2, 2014, 7:00 PM, Stoney Creek Inn, Rothschild, WI



**Wisconsin
County Code
Administrators**

January 22, 2014

To: Representative Murtha, Chair of the Assembly Committee on Housing and Real Estate and
Senator Terry Moulton, Chair of the Committee on Agriculture, Small Business and Tourism

Re: AB 133 and its companion bill SB 148

Dear Representative Murtha and Senator Moulton:

I am writing you on behalf of the Wisconsin County Code Administrators (WCCA). WCCA is an association of county planning, zoning and sanitary code officials throughout the State of Wisconsin who administer land use and environmental health regulations. I understand that the Committee on Housing and Real Estate is holding a public hearing on AB 133 on January 23, 2014.

The WCCA wishes to express its concerns with some of the provisions of the bill. While our members are not directly involved with the implementation and enforcement of Uniform Dwelling Code we feel there are inherent public safety issues that may come about with exempting cabins and other structures in campgrounds that are used as housing by tourists or seasonal residents. These structures have been subject to UDC inspections for years, ensuring basic safety standards are met. Requiring these basic codes be met for this type of housing seems to be common sense to ensure items such as code compliant electrical wiring and fixtures, heating and air conditioning systems, and basic plumbing amenities such as sinks, toilets and bathing facilities are safe and healthful when constructing or erecting these structures. And we encourage your Committee to look at this particular issue very closely before considering approval.

Our members also have grave concerns with extending any exemptions for plumbing systems for these temporary structures outside of licensed campgrounds. We are not sure that is the intent of the bill language, but it appears to several of us that it could be interpreted in that manner. Such an exemption would cause many problems for those entrusted to insure the basic health and safety of our state's residents when the collection, transfer, and ultimate treatment or disposal of human wastes and wastewater is exempted from basic regulation, regardless of the permanence of the structure being served.

Many of us work with the general public regarding the use of seasonal homes and campers many of which are served by alternative waste collection, treatment, and transfer systems similar to those referred to in this legislation.

Unfortunately, many people do not realize the consequences of their actions when dealing with human waste. Through education, regulation and monitoring we are charged with protecting public health. Therefore, we ask that you consider all of the consequences of the language in this bill before making your recommendation.

Thank you for your consideration of these issues.

Sincerely,

Terri DoppPaukstat

Terri DoppPaukstat, Waushara County Director of Land Conservation & Zoning
First Vice-President, Wisconsin County Code Administrators
P.O. Box 1109
Wautoma, WI 54984
920-787-0453
terri.courthouse@co.waushara.wi.us

Cc: Representative Sanfelippo
Representative Nass
Representative Murphy
Representative Jagler
Representative Swearingen
Representative Young
Representative Bewley
Representative Genrich
Senator Tiffany
Senator Harsdorf
Senator Petrowski
Senator Schultz
Senator Vinehout
Senator Hansen
Senator Lassa
Senator Taylor



**Wisconsin
County Code
Administrators**

January 28, 2011

Senator Neal Kedzie
11th Senate District
Room 313 South
State Capitol
PO Box 7882
Madison, WI 53707-7882

Dear Senator Kedzie:

Please accept this letter sent via email submitted on behalf of the Wisconsin County Code Administrators (WCCA) regarding a public hearing scheduled for Monday, February 1, 2011, regarding SB 10. WCCA is a statewide organization of county planning, zoning and sanitary code officials. Our members are charged with the responsibility of administering and enforcing land use, environmental and public health regulations. During a meeting of our Executive Board held on Thursday, January 20, 2011 the topic of SB 10 generated discussion and the adoption of a position.

The WCCA opposes this bill in its entirety. The WCCA Executive Board understands that there are situations where a relaxation of a regulation is appropriate. However, our concerns are three-fold: First, the board believes that project-specific legislation, in this case related to exempt a single municipality, is problematic public policy. Second, the board believes that SB 10 specifically negates the opportunity for due process by blocking the right of appeal to groups or individuals. Third, the board believes that the adoption of SB 10 may act as an entering wedge to future legislation intended to provide a specific project a special exemption. Lastly, as Chair of the Senate Committee on Natural Resources and Environment, you may anticipate our continued interest regarding matters coming before the committee.

Thank you for your consideration of our perspective on this issue.

Respectfully submitted,

Stephen D. Rannenberg, Second Vice President, WCCA
Planning and Zoning Administrator - Douglas County
1313 Belknap Street Room 206
Superior, WI 54880
(715) 395-1389 direct



**Wisconsin
County Code
Administrators**

April 14, 2010

Representative Spencer Black
77th Assembly District
Room 210 North
State Capitol
P.O. Box 8952
Madison, WI 53708
Re: AB 818

Dear Representative Black:

I am writing on behalf of the Wisconsin County Code Administrators (WCCA). WCCA is an association of county planning, zoning and sanitary code officials throughout the State of Wisconsin who administer land use and environmental health regulations.

I understand that the Committee of Natural Resources will hold a public hearing on AB 950 on April 14, 2010.

The WCCA supports this bill in its entirety. WCCA officials have been diligently working on ordinances relating to the state mandated revisions to NR 115 (Shoreland Administrative Code) and FEMA map modernization projects over the recent years and zoning officials will be prioritizing their time to fulfill these requirements. NR 115 requires all counties to revise their Shoreland Zoning Ordinance by 2012 and this project will take a great deal of time. The delay in implementation of the inventory and maintenance requirements would allow counties to focus on completing those tasks so that staff is not overwhelmed with 3 mandated major changes in the same time frame.

Delaying the compliance dates would also allow counties who are actively involved in parcel mapping to be able to complete more mapping in their respective counties, which would simplify the inventory process for various counties.

Thank you for your consideration of these issues.

Sincerely,

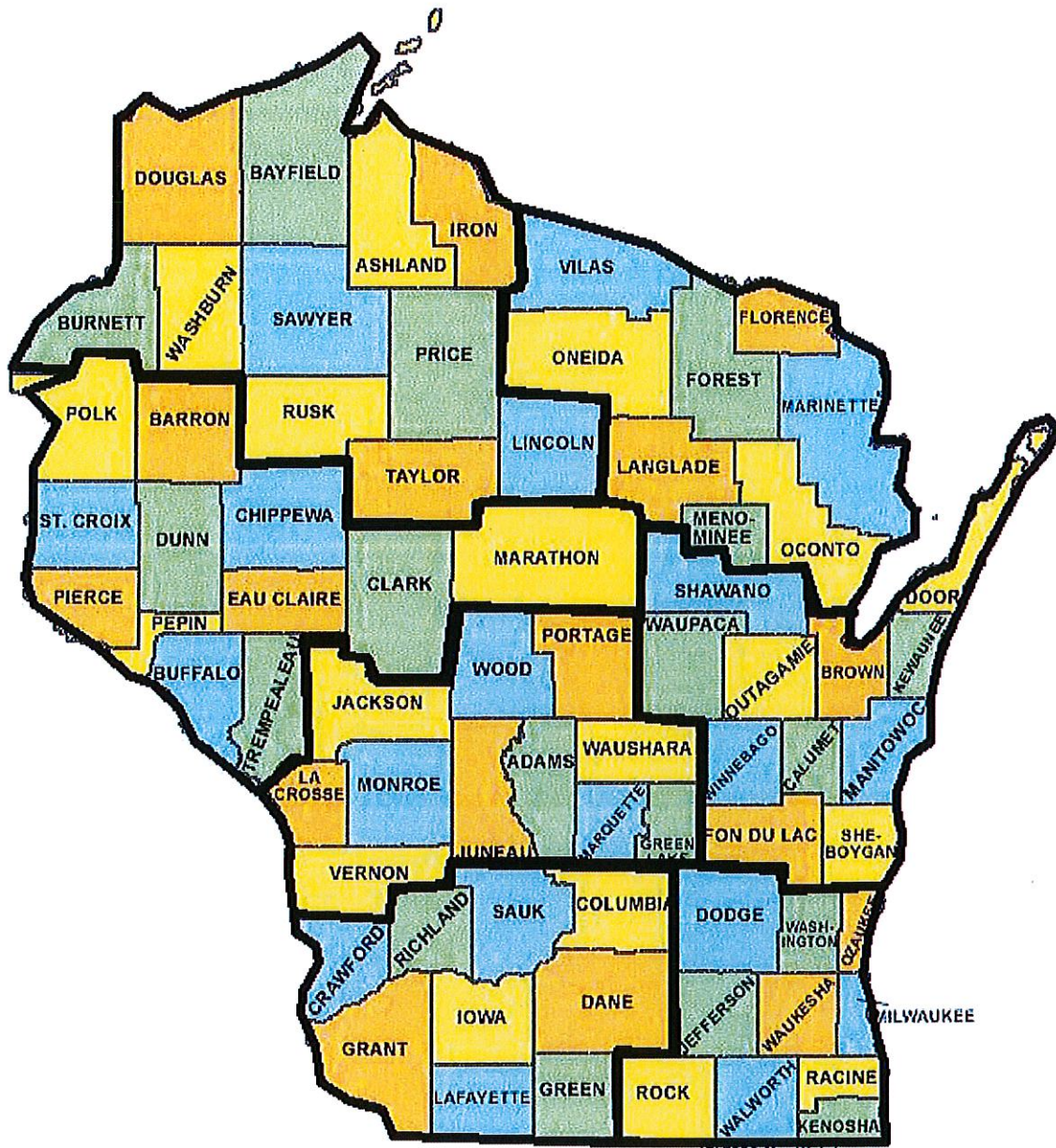
Paul van Eijl /Buffalo County Zoning Administrator
Second Vice-President, Wisconsin County Code Administrators
PO Box 492
Alma, WI 54610
608-685-6218

APPENDIX IV

SECRETARY / TREASURER



**Wisconsin
County Code
Administrators**



**Wisconsin County Code Administrators
Profit & Loss Budget vs. Actual
January through December 2015**

	<u>Jan - Dec 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>2016</u>
Ordinary Income/Expense				
Income				
Other Types of Income				
Miscellaneous Revenue	395.00	25.00	370.00	\$25.00
Total Other Types of Income	<u>395.00</u>	<u>25.00</u>	<u>370.00</u>	<u>\$25.00</u>
Program Income				
Membership Dues	6,570.00	6,000.00	570.00	\$6,000.00
Spring Conference	11,347.00	10,000.00	1,347.00	\$10,000.00
Fall Conference	14,730.00	11,000.00	3,730.00	\$12,000.00
Total Program Income	<u>32,647.00</u>	<u>27,000.00</u>	<u>5,647.00</u>	<u>\$28,000.00</u>
Special Events Income				
Raffles/Silent Auction	1,620.00	1,500.00	120.00	\$1,500.00
Vendor Booth	0.00	150.00	-150.00	\$150.00
Total Special Events Income	<u>1,620.00</u>	<u>1,650.00</u>	<u>-30.00</u>	<u>\$1,650.00</u>
Interest Income	16.16	1.27	14.89	\$20.00
Total Income	<u>34,678.16</u>	<u>28,676.27</u>	<u>6,001.89</u>	<u>\$29,670.00</u>
Gross Profit	34,678.16	28,676.27	6,001.89	
Expense				
Awards and Grants				
Scholarship	1,000.00	1,000.00	0.00	\$1,000.00
Raffle Payouts	625.00	700.00	-75.00	\$700.00
Awards/Certificates	373.94	500.00	-126.06	\$400.00
Total Awards and Grants	<u>1,998.94</u>	<u>2,200.00</u>	<u>-201.06</u>	<u>\$2,100.00</u>
Business Expenses				
Executive Board Meetings				
Facilities	275.00	350.00	-75.00	\$275.00
Meals	1,094.96	500.00	594.96	\$750.00
Lodging	840.00	1,000.00	-160.00	\$1,190.00
Total Executive Board Meetings	<u>2,209.96</u>	<u>1,850.00</u>	<u>359.96</u>	<u>\$2,215.00</u>
Business Registration Fees	98.79	25.00	73.79	\$35.00
Total Business Expenses	<u>2,308.75</u>	<u>1,875.00</u>	<u>433.75</u>	<u>\$2,250.00</u>
Contract Services				
Accounting Fees	60.00	100.00	-40.00	\$100.00
Fundraising Fees	92.00			\$100.00
Total Contract Services	<u>152.00</u>	<u>100.00</u>	<u>52.00</u>	<u>\$200.00</u>
Facilities and Equipment				

**Wisconsin County Code Administrators
Profit & Loss Budget vs. Actual
January through December 2015**

	<u>Jan - Dec 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>2016</u>
Equipment	88.98	200.00	-111.02	\$100.00
Total Facilities and Equipment	88.98	200.00	-111.02	\$100.00
Operations				
Books, Subscriptions, Reference	36.91			\$0.00
Postage, Mailing Service	5.95	25.00	-19.05	\$20.00
Printing and Copying	70.96	50.00	20.96	\$50.00
Supplies	242.82	350.00	-107.18	\$300.00
Web Page	165.35	140.00	25.35	\$120.00
Leadership Training				\$500.00
Total Operations	521.99	565.00	-43.01	\$990.00
Other Types of Expenses				
Insurance - Liability, D and O	895.00	500.00	395.00	\$500.00
Other Costs	200.00	150.00	50.00	\$100.00
Total Other Types of Expenses	1,095.00	650.00	445.00	\$600.00
Payroll Expenses				
Secretary/Treasurer	3,000.00	3,000.00	0.00	\$3,000.00
Web Page Coordinator/Newsletter	2,000.00	2,000.00	0.00	\$2,500.00
Conference Coordinator	2,500.00	2,500.00	0.00	\$2,500.00
Total Payroll Expenses	7,500.00	7,500.00	0.00	\$8,000.00
Conferences				
Spring Conference				
Speaker	0.00	0.00	0.00	\$500.00
Meals	6,077.51	5,000.00	1,077.51	\$5,500.00
Spring Conference - Other	1,261.83	2,000.00	-738.17	\$1,200.00
Total Spring Conference	7,339.34	7,000.00	339.34	\$7,200.00
Fall Conferences				
Speaker	0.00	0.00	0.00	\$500.00
Meals	9,951.83	7,000.00	2,951.83	\$7,250.00
Fall Conferences - Other	2,718.93	2,000.00	718.93	\$2,000.00
Total Fall Conferences	12,670.76	9,000.00	3,670.76	\$9,750.00
Total Conferences	20,010.10	16,000.00	4,010.10	\$16,950.00
Total Expense	33,675.76	29,090.00	4,585.76	\$31,190.00
Net Ordinary Income	1,002.40	-413.73	1,416.13	-\$1,520.00
Net Income	1,002.40	-413.73	1,416.13	

**Wisconsin County Code Administrators
Treasurer's Report
As of August 2, 2016**

7:43 PM
August 2, 2016

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Money Market -- Associated Bank							
Transfer	01/15/2016			Funds Transfer			15,182.81
Deposit	01/31/2016			Interest	3,000.00		18,182.81
Deposit	02/29/2016			Interest	2.02		18,184.83
Deposit	03/31/2016			Interest	2.16		18,186.99
Deposit	04/30/2016			Interest	2.31		18,189.30
Deposit	05/31/2016			Interest	2.24		18,191.54
Deposit	06/30/2016			Interest	2.31		18,193.85
Deposit	07/31/2016			Interest	2.24		18,196.09
Deposit	07/31/2016			Interest	2.31		18,198.40
Total Money Market -- Associated Bank					3,015.59	0.00	18,198.40
Bank-Associated Bank							
Scholarship							
Deposit	04/01/2016			Deposit	772.00		9,789.44
Check	07/15/2016	1526	Caleb Armstrong/J...	Scholarship		500.00	1,428.70
Deposit	08/01/2016			Deposit	42.00		2,200.70
Total Scholarship					814.00	500.00	1,742.70
Bank-Associated Bank - Other							
Deposit	01/08/2016			Deposit	1,000.00		8,360.74
Bill Pmt -Check	01/10/2016			update for quickbook		50.00	9,360.74
Deposit	01/15/2016	ETN-16-5	TechSoup	Deposit	2,105.00		9,310.74
Bill Pmt -Check	01/15/2016	ETN-16-3	WI Dept. of Financi...	Annual Report to DOA		10.00	11,405.74
Bill Pmt -Check	01/15/2016	1507	Hagen CPA, LLC.	taxes		75.00	11,330.74
Transfer	01/15/2016			Funds Transfer		3,000.00	8,330.74
Deposit	01/26/2016			Deposit	1,150.00		9,480.74
Bill Pmt -Check	01/28/2016	ETN-16-6	Green Mill -- Wausau	Drinks		74.99	9,405.75
Bill Pmt -Check	01/28/2016	ETN-16-7	Green Mill -- Wausau	Dinner		218.84	9,186.91
Bill Pmt -Check	01/28/2016	ETN-16-8	Office Max	Boxes for Records		31.54	9,155.27
Bill Pmt -Check	01/28/2016	ETN-16-9	Walmart			83.97	9,071.30
Bill Pmt -Check	02/02/2016	ETN-16-1	QBE	2016 Insurance		500.00	8,571.30
Bill Pmt -Check	02/02/2016	ETN-16-4	Walmart	supplies -- paper		16.97	8,554.33
Deposit	02/05/2016			Deposit	500.00		9,054.33
Deposit	02/17/2016			Deposit	140.00		9,194.33
Deposit	03/06/2016			Deposit	1,385.00		10,579.33
Check	03/14/2016	autopay	Geeksgaud	Anti-virus		36.91	10,542.42
Check	03/21/2016	1509	Grand Lodge Resort	Annual Meeting		1,546.00	8,996.42
Check	03/28/2016	1510	Scott Godfrey Conf ...	Spring Conference Fee and Supplies		1,376.37	7,620.05
Check	03/28/2016	1511	Brewbaker, Jeff	Door Prizes		52.74	7,567.31
Deposit	03/29/2016			Deposit	8,796.00		16,363.31
Check	03/30/2016	1512	Baker, Andrew	Door Prizes		41.63	16,321.68
Check	03/30/2016	1513	Johnson, Jeremy	Door Prizes		23.00	16,298.68
Check	03/30/2016	1514	Johnson, Dean	Door Prizes		54.52	16,244.16
Check	03/30/2016	1515	Giebel, Brian	Door Prizes		67.48	16,176.68
Check	03/30/2016	1516	Staff, Michelle	Secretary		1,000.00	15,176.68
Check	03/31/2016	1517	Kozlowski, Jay	Door Prizes		51.16	15,125.52
Check	03/31/2016	1518	Staff, Michelle	Parting Gift from Board		100.00	15,025.52

**Wisconsin County Code Administrators
Treasurer's Report
As of August 2, 2016**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Deposit	04/01/2016			Deposit	230.00		15,256.52
Deposit	04/01/2016			Deposit	115.00		15,370.52
Deposit	04/01/2016			Deposit	105.00		15,475.52
Check	04/04/2016	1519	Wausau Awards	Ralph Loeffler		54.92	15,420.60
Check	04/04/2016	1520	REALiving	Guest Speaker		750.00	14,670.60
Deposit	04/05/2016			Deposit	36.91		14,707.51
Deposit	04/08/2016			Deposit	1,340.00		16,047.51
Check	04/13/2016	ETN-16-10	Wix Com	Spring Conference		111.00	15,936.51
Check	04/14/2016	1521	Stoney Creek Inn	Deposit	188.00	6,727.18	9,209.33
Check	04/14/2016			VGA Adapters		72.45	9,397.33
Check	05/01/2016	1522	CeCe Tesky	Deposit	40.00		9,364.88
Check	06/17/2016			Cookies for Board Meeting		9.58	9,355.30
Check	06/17/2016	ETN-16-11	Kwik Trip	Lunch for Executive Board Meeting		39.74	9,315.56
Check	06/17/2016	ETN-16-12	Walmart	Executive Board Meeting room		50.00	9,265.56
Check	06/20/2016	1523	Schmeckle Reserve	Secretary/Treasurer		1,000.00	8,265.56
Check	06/20/2016	1524	CeCe Tesky	Webpage Coordinator		1,250.00	7,015.56
Check	06/20/2016	1525	CeCe Tesky	Interest			7,015.56
Deposit	06/21/2016			Raffle License Renewal	0.10		6,990.66
Check	07/28/2016	1527	Dept of Administrati...			25.00	
Total Bank-Associated Bank - Other					17,131.01	18,501.09	6,990.66
Total Bank-Associated Bank					17,945.01	19,001.09	8,733.36
Deposit							0.00
Total Deposit							0.00
TOTAL					20,960.60	19,001.09	26,931.76

WISCONSIN SALES AND USE TAX EXEMPTION CERTIFICATE

Check One Single Purchase Continuous

Purchaser's Business Name WISCONSIN COUNTY CODE ADMINISTRATORS	Purchaser's Address 311 E MINER AVE, SUITE N110 LADYSMITH WI 54848
---	--

The above purchaser, whose signature appears on the reverse side of this form, claims exemption from Wisconsin state, county, baseball or football stadium, local exposition, and premier resort sales or use tax on the purchase, lease, license, or rental of tangible personal property, property under sec. 77.52(1)(b), items under sec. 77.52(1)(c), goods under sec. 77.52(1)(d), or taxable services, as indicated by the box(es) checked below.

I hereby certify that I am engaged in the business of selling, leasing, licensing, or renting: _____

(Purchaser's description of property, items, goods, or services sold by purchaser.)

Purchaser's description of property or services purchased (itemize property, items, or goods purchased if "single purchase"):

Seller's Name	Seller's Address
---------------	------------------

REASON FOR EXEMPTION

Resale (Enter purchaser's seller's permit or use tax certificate number) _____

Manufacturing and Biotechnology

- Tangible personal property (TPP) or item under s.77.52(1)(b) that is used exclusively and directly by a manufacturer in manufacturing an article of TPP or items or property under s.77.52(1)(b) or (c) that is destined for sale and that becomes an ingredient or component part of the article of TPP or items or property under s.77.52(1)(b) or (c) destined for sale or is consumed or destroyed or loses its identity in manufacturing the article of TPP or items or property under s.77.52(1)(b) or (c) destined for sale.
- Machines and specific processing equipment and repair parts or replacements thereof, exclusively and directly used by a manufacturer in manufacturing tangible personal property or items or property under s.77.52(1)(b) or (c) and safety attachments for those machines and equipment.
- The repair, service, alteration, fitting, cleaning, painting, coating, towing, inspection, and maintenance of machines and specific processing equipment, that the above purchaser would be authorized to purchase without sales or use tax, at the time the service is performed. Tools used to repair exempt machines are not exempt.
- Fuel and electricity consumed in manufacturing tangible personal property or items or property under s.77.52(1)(b) or (c) in this state.
 Percent of fuel exempt: _____ % Percent of electricity exempt: _____ %
- Portion of the amount of fuel converted to steam for purposes of resale. Percent of fuel exempt: _____ %
- Property used exclusively and directly in qualified research, by persons engaged in manufacturing at a building assessed under s. 70.995, by persons engaged primarily in biotechnology in Wisconsin, or a combined group member conducting qualified research for another combined group member that meets these requirements.

Farming (To qualify for this exemption, the purchaser must use item(s) exclusively and directly in the business of farming, including dairy farming, agriculture, horticulture, floriculture, silviculture, or custom farming services.)

- Tractors (except lawn and garden tractors), all-terrain vehicles (ATV) and farm machines, including accessories, attachments, and parts, lubricants, nonpowered equipment, and other tangible personal property or items or property under s.77.52(1)(b) or (c) that are used exclusively and directly, or are consumed or lose their identities in the business of farming. This includes services to the property and items above.
- Feed, seeds for planting, plants, fertilizer, soil conditioners, sprays, pesticides, and fungicides.
- Breeding and other livestock, poultry, and farm work stock.
- Containers for fruits, vegetables, grain, hay, and silage (including containers used to transfer merchandise to customers), and plastic bags, sleeves, and sheeting used to store or cover hay and silage. Baling twine and baling wire.
- Animal waste containers or component parts thereof (may only mark certificate as "Single Purchase").
- Animal bedding, medicine for farm livestock, and milk house supplies.

Governmental Units and Other Exempt Entities

Enter CES No., if applicable

042934

- The United States and its unincorporated agencies and instrumentalities.
- Any federally recognized American Indian tribe or band in this state.
- Wisconsin state and local governmental units, including the State of Wisconsin or any agency thereof, Wisconsin counties, cities, villages, or towns, and Wisconsin public schools, school districts, universities, or technical college districts.
- Organizations organized and operated exclusively for religious, charitable, scientific, or educational purposes, or for the prevention of cruelty to children or animals. CES Number 042934 (Required for Wisconsin organizations).

Other

- Containers and other packaging, packing, and shipping materials, used to transfer merchandise to customers of the purchaser.
 - Trailers and accessories, attachments, parts, supplies, materials, and service for motor trucks, tractors, and trailers which are used exclusively in common or contract carriage under LC, IC, or MC No. (if applicable) _____.
 - Machines and specific processing equipment used exclusively and directly in a fertilizer blending, feed milling, or grain drying operation, including repair parts, replacements, and safety attachments.
 - Building materials acquired solely for and used solely in the construction or repair of holding structures used for weighing and dropping feed or fertilizer ingredients into a mixer or for storage of such grain, if such structures are used in a fertilizer blending, feed milling, or grain drying operation.
 - Tangible personal property purchased by a person who is licensed to operate a commercial radio or television station in Wisconsin, if the property is used exclusively and directly in the origination or integration of various sources of program material for commercial radio or television transmissions that are generally available to the public free of charge without a subscription or service agreement.
 - Fuel and electricity consumed in the origination or integration of various sources of program material for commercial radio or television transmissions that are generally available to the public free of charge without a subscription or service agreement.
Percent of fuel exempt: _____ % Percent of electricity exempt: _____ %
 - Tangible personal property and items, property and goods under s.77.52(1)(b), (c), and (d) to be resold by _____ on my behalf where _____ is registered to collect and remit sales tax to the Department of Revenue on such sales.
 - Tangible personal property, property, items and goods under s.77.52(1)(b), (c), and (d), or services purchased by a Native American with enrollment # _____, who is enrolled with and resides on the _____ Reservation, where buyer will take possession of such property, items, goods, or services.
 - Tangible personal property and items and property under s.77.52(1)(b) and (c) becoming a component of an industrial or municipal waste treatment facility, including replacement parts, chemicals, and supplies used or consumed in operating the facility. Caution: Do not check the "continuous" box at the top of page 1.
 - Portion of the amount of electricity or natural gas used or consumed in an industrial waste treatment facility.
(Percent of electricity or natural gas exempt _____ %)
 - Electricity, natural gas, fuel oil, propane, coal, steam, corn, and wood (including wood pellets which are 100% wood) used for fuel for residential or farm use.

	% of Electricity Exempt	% of Natural Gas Exempt	% of Fuel Exempt
<input type="checkbox"/> Residential	_____ %	_____ %	_____ %
<input type="checkbox"/> Farm	_____ %	_____ %	_____ %
- Address Delivered: _____
- Percent of printed advertising material solely for out-of-state use. _____ %
 - Catalogs, and the envelopes in which the catalogs are mailed, that are designed to advertise and promote the sale of merchandise or to advertise the services of individual business firms.
 - Computers and servers used primarily to store copies of the product that are sent to a digital printer, a plate-making machine, or a printing press or are used primarily in prepress or postpress activities, by persons whose NAICS code is 323111, 323117, or 323120.
 - Purchases from out-of-state sellers of tangible personal property that are temporarily stored, remain idle, and not used in this state and that are then delivered and used solely outside this state, by persons whose NAICS code is 323111, 323117, or 323120.
 - Other purchases exempted by law. (State items and exemption). _____

(DETACH AND PRESENT TO SELLER)

I hereby certify that if the item(s) being purchased are not used in an exempt manner, I will remit use tax on the purchase price at the time of first taxable use. I understand that failure to remit the use tax may result in a future liability that may include tax, interest, and penalty.

Signature of Purchaser <i>CeCe Tesky</i>	Print or Type Name CeCe Tesky	Title Secretary/Treasurer	Date 3/11/16
---	----------------------------------	------------------------------	-----------------



WISCONSIN DEPARTMENT OF REVENUE
 PO BOX 8902
 MADISON, WI 53708-8902

Contact Information:

2135 RIMROCK ROAD PO BOX 8902
 MADISON, WI 53708-8902
 ph: 608-266-2776 fax: 608-264-6884
 email: DORBusinessTax@revenue.wi.gov
 website: revenue.wi.gov

Letter ID L1074539168

WISCONSIN COUNTY CODE ADMINISTRATORS INC
 311 S CENTER AVE RM 201
 JEFFERSON WI 53549

March 17, 2014
 Batch Index: 381880832-1183

This is your Wisconsin Sales and Use Tax Certificate of Exempt Status (CES). Purchases made by your organization or entity are taxable unless you provide a properly completed Wisconsin Sales and Use Tax Exemption Certificate (Form S-211), listing the CES number shown below, to your supplier(s).

If your organization makes sales, they may be subject to sales tax collection and you may be required to obtain a Seller's Permit. Information regarding registration requirements can be found in our Publication 206, Sales Tax Exemption for Nonprofit Organizations.

Forms and Publications can be obtained through our website at revenue.wi.gov or through our forms ordering line at (608) 266-1961. Many questions can be answered by reviewing the FAQ pages on our website. You may also contact us by telephone at (608) 266-2776 or by email at DORBusinessTax@revenue.wi.gov.



**WISCONSIN SALES AND USE TAX
 CERTIFICATE OF EXEMPT STATUS (CES)**
 (Governmental, Religious, Charitable, Scientific or Educational Organization)

Sales to this organization or entity are exempt from Wisconsin sales and use tax under sec. 77.54(9a) and 77.55(1), WIs. Stats.

This certificate is valid unless cancelled by the Wisconsin Department of Revenue.

WISCONSIN COUNTY CODE ADMINISTRATORS INC
 311 S CENTER AVE RM 201
 JEFFERSON WI 53549

CES NUMBER	042934
DATE ISSUED	9/2/1999

IMPORTANT:

Purchases made by your organization are taxable unless you furnish your supplier with the CES number shown above.
 Sales by your organization may be subject to tax. If your organization makes taxable sales, it may be required to obtain a seller's permit and remit sales tax to the Department of Revenue.

Questions: Contact the Department of Revenue by telephone at (608) 266-2776, FAX (608) 264-6884, email DORBusinessTax@revenue.wi.gov, or at our website revenue.wi.gov



**Wisconsin
County Code
Administrators**

RECEIPT OF DONATED ITEMS

Date: _____

Name of Contributor: _____

Wisconsin County Code Administrators is a 501(c)(3) organization.

Thank you for your contribution of \$ _____ Cash Value of items donated
CIRCLE ONE

Internal Revenue Service regulations require us to verify that Wisconsin County Code Administrators did not provide any goods or services to you in consideration of your contribution.

Name of WCCA Representative

Title

Phone Number

www.wccadm.com



**WISCONSIN COUNTY CODE ADMINISTRATORS
2016 RENEWAL/APPLICATION FOR MEMBERSHIP**

Name: _____

Current Employer: _____ Work Phone: () _____

Business Address: _____

Title/Position: _____ e-mail: _____

Area of Expertise: _____ Years of Experience: _____

Would you be willing to serve on the WCCA Executive Board? Yes No

Would you be willing to serve on a WCCA committee? If "Yes", which committee or committees?

Membership fees include the dues for the current operating year, membership message board and reduced registration fees for the spring and fall educational seminars.

With my signature below I acknowledge that I have read the statement of principles of the WCCA (see reverse side) and agree to abide by those principles.

Signature of Applicant

Date

Membership Category: Full \$40.00 Associate \$40.00

*This is an additional renewal from this office \$30.00

NOTE: Renewal applications for the first member from any office is \$40.00, and \$30.00 for each additional member from the same office. Please submit applications from the same office in the same envelope.

**Please submit this completed form along with your payment to the office below.
Make checks payable to the Wisconsin County Code Administrators.**

WCCA
RUSK COUNTY ZONING
311 E MINER AVE, SUITE N110
LADYSMITH WI 54848

WCCA-Mary Greenman
Vilas County Zoning Office
330 Court Street
Eagle River WI 54521

MICHELLE STAFF
JEFFERSON CO ZONING DEPT.
COURTHOUSE ROOM 206
JEFFERSON WI 53549

Election of 2nd Vice-President Official Ballot

Your Vote Does Count! Each paid full member of WCCA has voting privileges to cast a vote for the 2nd-Vice President position on the Executive Board for the year 2006.

At the Fall Conference Business Meeting held on Thursday, October 21, 2005 at the Best Western Motel in Waupaca, two individuals were nominated to fill the position as the 2nd Vice President for the organization.

Candidates are the following

_____ Scott Godfrey—Iowa County

_____ Mark Steward—Rusk County

Vote for one person only by indicating with either a check or X in the blank space provided preceding the individual's name.

Note: This ballot must be mailed back to Mary Greenman/Secretary Treasurer by December 1, 2006.

WISCONSIN COUNTY CODE ADMINISTRATORS SCHOLARSHIP AWARD CRITERIA

- A. This scholarship is established to reward and encourage students working toward a degree beyond secondary education in Wisconsin. It is supported by income generated by the WCCA members and through contributions.
- B. Applications must be received before **March 11, 2016**. Applications shall be submitted to the Awards and Scholarship Subcommittee on forms prepared by the WCCA. Please mail applications to CeCe Tesky, Rusk County Zoning, 311 E Miner Ave, Suite N110, Ladysmith WI 54848 or via e-mail at wccadm@yahoo.com . For questions, call CeCe at (715)532-2156 or e-mail at wccadm@yahoo.com
- C. Applicants must be a member of a senior high school class or graduate of a secondary school, including those who are beyond high school age but are continuing their education. This award is available to students accepted or enrolled in a full or part time curriculum that will result in a diploma from an accredited program.
- D. Preference will be given to students seeking advanced education in a science or field of study closely related to the work performed by County zoning and environmental health agencies.
- E. Applications for a WCCA scholarship shall include the following:
1. A properly completed application form.
 2. Reference letters from 2 persons unrelated to the applicant that address the applicant's academic ability, professional potential, applicable work experience, community service, extra curricular activities, financial need or any other relevant information that supports the candidate's application.

SCHOLARSHIP SELECTION PROCEDURE

1. All applications will be considered in the order they are received during any calendar year.
2. Photocopies of each application will be made and kept by the WCCA Awards and Scholarship Committee.
3. The originals will be forwarded to and reviewed by the WCCA Scholarship Selection Committee not less than 30 days prior to the annual Spring seminar. The committee members completing the review will sign off on the winning application.
4. The application will be evaluated on the following criteria:
 - A. Application properly completed and submitted.
 - B. Advisor/Instructor recommendation.
 - C. Academic achievement.
 - D. Financial need.
 - E. Extracurricular activity.
 - F. Supporting statements or recommendations from others.
 - G. Applicant's thoughts/statements.
5. The scholarship recipient will receive the award after providing confirmation of registration for the current or next term to the WCCA Secretary Treasurer. The award will be presented in the form of a check made out jointly to the winner and the chosen institution of higher education.
6. The decision of the selection panel is final.

**WILLIAM HNILICKA MEMORIAL SCHOLARSHIP
WISCONSIN COUNTY CODE ADMINISTRATORS**

I. Personal information.

Name _____
(LAST) (FIRST) (MI)

Address _____

City _____ State _____ Zip _____ Phone () _____

I currently attend:

High School Technical College College/University None

Name of School _____ City/State _____

Next Semester I will be attending _____

City/State _____

I will be a:

Freshman Sophomore Junior Senior Graduate

Major Area of Study _____

Number of credit hours required for degree _____ Credit hours completed _____

List any extracurricular activities you have been involved in, including student/professional organizations, community involvement, etc. (Use additional page if necessary)

II. Academic Records and Achievements - High School or Post Secondary Education

List school(s) attended in order, with most recent first:

Post Secondary	City/State	Dates	Degree
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

High School

_____	_____	_____	_____
_____	_____	_____	_____

List any academic honors you have received (National Honor Society, Valedictorian, Honor Roll, etc.)

List any offices or leadership positions you have held and the name of the organization:

III. Applicant's Statements

Please describe your career goals for the first 5 years after completing your education:

Why do you believe you are the best candidate to receive the WCCA scholarship award? Please include any pertinent information, including any financial need.

I have provided full information concerning this application to the best of my knowledge. I understand that the failure to provide true and complete information could result in the removal of my application from consideration.

Applicant Signature _____ Date _____

Print Name _____

For Use By WCCA Scholarship Application Review Committee

Evaluation Criteria:	Pts./Score
A. Application properly completed and submitted.	(2 Pts) _____
B. Advisor/Instructor recommendation.	(8 Pts.) _____
C. Academic achievement.	(8 Pts.) _____
D. Financial need.	(4 Pts.) _____
E. Extracurricular activity.	(4 Pts.) _____
F. Supporting statements or recommendations from others.	(8 Pts.) _____
G. Applicant's thoughts/statements.	(8 Pts.) _____
 Total Score	 _____

Candidate has submitted proof of admission/enrollment to a qualifying institution? Yes _____ No _____

Candidate's rank among applications: _____

Review Committee Signatures:

1. _____
2. _____
3. _____

William Hnilicka Memorial Scholarship Recipients

YEAR	NAME	AMOUNT
2016	Emily Roach	\$500
2016	Caleb Armstrong	\$500
2015	Daniel Lerebvre	\$500
2015	Seann Piette	\$500
2014	Devan Thompson	\$500
2014	Taylor Ann Christiansen	\$500
2013	Jacob Virtues	\$500
2013	April Opatik	\$500
2012	Luke Peterson	\$400
2012	Sonja Reichertz	\$400
2011	Michael Petesch	\$500
2011	Luke Olson	\$500
2003	Oleysa Savchenko	
2003	Iryna Depenchuk	
2001	Warren Hohn	
2000	Sarah Rosenfeldt	
1999	Erin Gatze	

STATE OF WISCONSIN

Department of Administration
Division of Gaming
DOA-11633(R06/09)
Ch.563, Wis. Stats.



Office of Charitable Gaming
P.O.Box 8979
Madison, WI 53708-8979

RAFFLE LICENSE

RAFFLE LICENSE NUMBER: R0028397A-21022

BEGINS: 8/1/2016 EXPIRES: 7/31/2017

WISCONSIN COUNTY CODE ADMINISTRATORS INC
ATTN:CECE TESKY
311 E MINER AVE, SUITE N110
LADYSMITH, WI 54549

An annual Report and Renewal
Application has been enclosed with
this license. You must file this form
no later than **8/30/2017**



Mark Steward

In Grateful Recognition
For Your Devoted Service
And Leadership
As President

~ 2011 ~

AWARDS



Steven Osterman

In Grateful Recognition For
Your Many Years Of Service
To County Government
And Your Contributions To The
Wisconsin County Code Administrators

Presented October 13, 2011

WAUSAU AWARDS
& ENGRAVING
715-842-7701
www.WausauAwards.com



Professional Of The Year

**Outstanding
Contribution
Award**

Presented To

Karl Kastrosky

October 13, 2011



Richard Mace
Lifetime Achievement Award
Presented To

Roman A. Kaminski

In Recognition And Appreciation
For 30+ Years Of Service
To The
Wisconsin County Code Administrators

Thank You For
Your Dedication And Leadership
To Our Organization

October 2012

WAUSAU AWARDS
& ENGRAVING
715-842-7701
www.WausauAwards.com

**Also:
Terry Ochs**



Daniel Everson

NRI 115 Subcommittee
- Job Well Done -



WCCA Professional of the Year Award 1998 - Present

2015	Tom Onofrey	Marquette County
2014	Steve Rannenber	Douglas County
2013	Lynn Markham	C.L.U.E.
2012	Karl Jennrich	Oneida County
2011	Karl Kastrosky	Bayfield County
2010	Michelle Staff	Jefferson County
2009	Scott Godfrey	Iowa County
2008	Eric Olson	C.L.U.E.
2007	Dan Miller	Lincoln County
2006	Duane Greuel	Wood County
2005	Bruce Haukom	Jefferson County
2004	Phil Gaudet	Washington County
2003	CeCe Tesky	Rusk County
2002	Ken Christopherson	DNR Liaison
2001	James Burgener	Marathon County
2000	Rebecca Frisch	Langlade County
1999	Jim Clark	Dane County
1998	Dale Dimond	Marathon County

Dick Mace Lifetime Achievement Award

2012	Roman Kaminski	DCOMM
------	----------------	-------

**NOMINATION FOR THE
WISCONSIN COUNTY CODE ADMINISTRATORS
PROFESSIONAL OF THE YEAR AWARD**

The Wisconsin County Code Administrators, Inc., is seeking nominations for the Professional of the Year Award. Only one award is granted in any given year. There are two different categories of eligible candidates.

1. Service to the Organization by a Member. This will include any member who has contributed to achievement of the WCCA's goals either through a significant contribution in any given year or through consistent contributions over a period of years. Examples include District Representatives of long tenure, active committee members/chairs, past presidents, or other past/present members that have made contributions that are important or necessary to the long or short term success of the organization.

2. Service to the Organization by a Non-member. This will include any associate, liaison, or public/private sector individual or organization that has provided information, service, guidance or support to the WCCA by fostering improved intergovernmental cooperation and/or improved communication between the WCCA and other public/private sector entities. This too can be either a significant contribution in one year or through consistent contributions over a period of years.

To the WCCA Executive Board:

The following individual/organization is placed in nomination for the WCCA Professional of the Year Award for 2016.

Name of Nominee: _____

I offer the following information in support of this nomination. (i.e., Past or present offices held, past or present committee involvement, past or present contributions to WCCA activities, etc.) PLEASE TYPE OR WRITE LEGIBLY.

1. _____

2. _____

3. _____

(Use additional page if necessary)

Signature Date

**RETURN THIS COMPLETED FORM TO CeCe Tesky, Rusk County BY SEPTEMBER 15.
Rusk County Zoning, 311 E Miner Avenue, Suite N110, Ladysmith WI 54848 – E-mail ctesky@ruskcountywi.us**

NOMINATION FOR THE
WISCONSIN COUNTY CODE ADMINISTRATORS
"DICK MACE LIFETIME ACHIEVEMENT AWARD"

The Dick Mace Lifetime Achievement Award will be awarded on an annual basis each year that a worthy candidate is selected. If no candidate is nominated or if candidates do not meet the criteria, no award will be given for that year. The selection committee consists of the WCCA President, 1st Vice President and 2nd Vice President for that year.

Criteria for evaluating nominations for the award include the following, as it relates to the work of WCCA members:

- The candidate has worked consistently and steadfastly to assure and/or improve resource protection and WCCA interests over a continuous period of at least 20 years.
- The candidate has made one or more outstanding contributions , or a series of contributions, to advance, promote or improve the success of WCCA members and it's goals.
- The candidate has led or inspired advancement of WCCA members, it's goals and objectives and/or collaborative relationships with cooperating agencies and associations.

To the WCCA Executive Board:

The following individual is placed in nomination for the WCCA Dick Mace Lifetime Achievement Award.

Name of Nominee: _____

I/we offer the following evidence in support of this nomination using the criteria stated above:
(please type or print legibly and attach additional pages as necessary)

1. _____

2. _____

3. _____

Signature

Date

Wisconsin Department of Safety and Professional Services

Mail To: P.O. Box 8935
 Madison, WI 53708-8935
 FAX #: (608) 251-3018
 Phone #: (608) 266-2112
 Website: <http://dsps.wi.gov>

1400 E. Washington Avenue
 Madison, WI 53703
E-Mail:
DSPScourseapproval@wisconsin.gov

OFFICE OF EDUCATION AND EXAMINATIONS Request for Trades Education Course Approval

If you obtain approval for this course and it is other than a face-to-face training session, you must inform students that they may not retake the same course for credit more than once during the 1-, 2- or 4-year term of their specific credential.

Course Provider Name (Business, School, Institute, Individual, etc.) Wisconsin County Code Administrators	Address No. & Street, or P.O. Box: 311 E Miner Ave Suite N110
Contact Person (First & Last) CeCe Tesky	City, Town or Village, State, Zip + 4 Code: Ladysmith WI 54848
DSPS Customer ID number (If already provided) 928927	Telephone No. (include area code): (715) 532-2156
E-mail Address: c.tesky@ruskcounty.wi.us	

Fill in the Course Name/Title:
2016 Fall Conference

Type of course: Instructor-led, Face-to-Face Training
 Student-paced Training (Internet, DVD, Broadcast, Correspondence):

Number of review questions: _____

Total Course Hours: 3

PLUMBING	<input checked="" type="checkbox"/> 3 Master Plumber <input type="checkbox"/> Master Plumber-Restricted Appliance <input type="checkbox"/> Commercial Plumbing Inspector <input type="checkbox"/> Utility Contractor <input checked="" type="checkbox"/> 3 Journeyman Plumber-Restricted Appliance	<input checked="" type="checkbox"/> 3 Journeyman Plumber <input type="checkbox"/> Master Plumber-Restricted Appliance <input type="checkbox"/> UDC-Plumbing Inspector <input type="checkbox"/> Cross Connection Control Tester <input checked="" type="checkbox"/> 3 Master Plumber Restricted Service
POWTS	<input checked="" type="checkbox"/> 3 POWTS Maintainer <input checked="" type="checkbox"/> 3 POWTS Inspector	<input checked="" type="checkbox"/> 3 Soil Tester Certification (ST)
BUILDING	<input type="checkbox"/> Commercial Building Inspector <input type="checkbox"/> UDC-HVAC Inspector <input type="checkbox"/> Dwelling Contractor	<input type="checkbox"/> UDC-Construction Inspector <input type="checkbox"/> Manufactured Home Installer Qualifier
ELECTRICAL	<input type="checkbox"/> Master Electrician <input type="checkbox"/> Registered Electrician <input type="checkbox"/> Residential Master Electrician <input type="checkbox"/> Commercial Electrical Inspector	<input type="checkbox"/> Journeyman Electrician <input type="checkbox"/> Industrial Journeyman Electrician <input type="checkbox"/> Residential Journeyman Electrician <input type="checkbox"/> UDC-Electrical Inspector
ELEVATOR	<input type="checkbox"/> Elevator Mechanic <input type="checkbox"/> Lift Mechanic	<input type="checkbox"/> Elevator Mechanic- Restricted <input type="checkbox"/> Elevator Inspector
SPRINKLERS	<input type="checkbox"/> Automatic Fire Sprinkler Contractor <input type="checkbox"/> Automatic Fire Sprinkler Contractor-Maintenance	<input type="checkbox"/> Automatic Fire Sprinkler Tester <input type="checkbox"/> Journeyman Automatic Fire Sprinkler Fitter
BOILERS	<input type="checkbox"/> Boiler Inspector	
INITIAL QUALIFIER	<input type="checkbox"/> Multi-Purpose Piping Initial Qualifier <input type="checkbox"/> POWTS Maintainer Initial Qualifier <input type="checkbox"/> Dwelling Contractor Qualifier Initial Qualifier	<input type="checkbox"/> Cross Connection Control Tester Initial Qualifier <input type="checkbox"/> Soil Erosion Inspection Initial Qualifier <input type="checkbox"/> Manufactured Home Installer Initial Qualifier

Course Reviewer – If denied, please indicate reason:

2016 WCCA Fall Conference

Total course length: 3 Hours

Request for 3 Credit Hours for indicated POWTS related credential categories.

Amount of time

3 hours by Sara Heger, Onsite Sewage Treatment Program State Extension Specialist,
University of MN – Water Resources Center

Subjects

Toxics – The Dirty Dozen

More septic systems are being negatively impacted by the use and disposal of varying chemicals, cleaners, medicines and anti-bacterial products. This presentation will cover how to identify this problem and troubleshoot the system. In addition, chemicals of emerging concern (CEC) which are showing up in our lakes, rivers and streams, groundwater and even in tap water will be discussed. This is obviously concerning for our health but how do these chemicals impact our wastewater treatment systems? This presentation will discuss what they are, how they can potentially be removed and what we can do as an industry to limit their impact.

Installation Keys for Long Term System Performance - Cold Weather Focus

Proper installation techniques, materials, and equipment must be used during construction of onsite wastewater treatment systems to help ensure adequate treatment and acceptance of the wastewater. Installation techniques and selection of equipment are based on maintaining the natural soil conditions of the site while installing a system at the proper depth and elevations. Proper material selection ensures that the installed materials will function as intended by properly distributing, treating, and accepting effluent. Keys during installation that protect the systems in cold climates will be highlighted.

Case Study of Onsite Wastewater Management - Otter Tail

Twenty-five years of successful management has led to improved water quality and low failure rates in Otter Tail, MN. The Water Management District was formed in 1984 as a mechanism to assure the proper onsite treatment of wastewater in a 55 square mile area experiencing decreasing lake water quality and population growth. The data shows very little impact on groundwater and improved water quality in the lakes. System failure rates have been less than 2% over 25 years which equates to replacement of 1% of systems per year.

APPENDIX V

CONFERENCE COORDINATOR

WCCA Conference Summary 2000-Present

YEAR	DATES	LOCATION	MEMBER COST	ATTENDEES	COSTS
Spring 2000		Holiday Inn, Wausau			\$8,500
Fall 2000		Holiday Inn Convention Center, Eau Claire			\$8,400
Spring 2001		Holiday Inn, Wausau			
Fall 2001		Best Western Midway, LaCrosse			
Spring 2002		Holiday Inn, Wausau – <i>Added Coordinator</i>			
Fall 2002		Kalahari, Wisconsin Dells			
Spring 2003		Holiday Inn, Wausau			
Fall 2003		Barker's Island, Superior			
Spring 2004	3/25-3/26	Holiday Inn, Wausau			
Fall 2004	10/19-10/21	Ramada Inn, Green Bay			
Spring 2005	4/7-4/8	Best Western Midway, Wausau – <i>Added partial day option</i>	100 mem/115 nm		
Fall 2005	10/19-10/21	Best Western Grand Seasons, Waupaca	100 mem/115 nm		
Spring 2006	3/30-3/31	Stoney Creek Inn, Wausau	100 mem/115 nm	103 Full/6 partial	\$7,900
Fall 2006	11/1-11/3	Holiday Inn, Stevens Point – <i>Shuttle to brewery</i>	115 mem/130 nm	88 Full/11 partial	\$10,800
Spring 2007	3/29-3/30	Stoney Creek Inn, Wausau – <i>CLUE + Casino Night</i>	105 mem/120 nm	97 Full/13 partial	\$8,700
Fall 2007	10/31-11/2	Country Springs Hotel, Stevens Point – <i>Blue Grass Band</i>	115 mem/155 nm	68 Full/12 partial	\$8,800
Spring 2008	4/3-4/4	Holiday Inn, Wausau – <i>CLUE + Casino Night</i>	105 mem/120 nm	103 Full/27 partial	\$9,200
Fall 2008	10/29-10/31	Tundra Lodge, Green Bay	115 mem/155 nm	80 Full/4 partial	\$11,200
Spring 2009	3/26-3/27	Stoney Creek Inn, Wausau	105 mem/120 nm	87 Full/23 partial	\$7,400
Fall 2009	11/4-11/6	Best Western Midway, LaCrosse	115 mem/155 nm	73 Full/9 partial	\$9,200
Spring 2010	3/25-3/26	Stoney Creek Inn, Wausau	115 mem/155 nm	85 Full/10 partial	\$7,200

WCCA Conference Summary 2000-Present

Fall 2010	10/27-10/29	Best Western Bridgewood Resort, Neenah	125 mem/165 nm	55 Full/15 Partial	\$8,100
Spring 2011	3/30-4/1	Stoney Creek Inn, Wausau – <i>Weston Power Plant Tour, The Nonconformists</i>	115 mem/155 nm	87 Full/21 Partial	\$7,200
Fall 2011	10/12-10/14	Devil's Head Resort, Merrimac – <i>International Crane Foundation Tour</i>	125 mem/155 nm	68 Full/19 Partial	\$10,000
Spring 2012	3/29-3/30	Stoney Creek Inn, Wausau – <i>started rookie rate</i>	115 mem/155 nm	69 Full/20 Partial	\$5,900
Fall 2012	10/3-10/5	Metropolis Hotel, Eau Claire – <i>Tour of sand plant</i>	125 mem/165 nm	86 Full/17 Partial	\$9,700
Spring 2013	4/4-4/5	Stoney Creek Inn, Wausau	115 mem/155 nm	83 Full/12 Partial	\$6,900
Fall 2013	10/2-10/4	Fox Hills Resort, Mishicot	125 mem/165 nm	70 Full/21 Partial	\$8,800
Spring 2014	4/3-4/4	Stoney Creek Inn, Wausau	115 mem/155 nm	86 Full/26 Partial	\$7,800
Fall 2014	10/22-10/24	The Waters of Minoqua – <i>OHWM Tour</i>	125 mem/165 nm	82 Full/22 Partial	\$9,200
Spring 2015	3/26-3/27	Stoney Creek Inn, Wausau	115 mem/155 nm	85 Full/18 Partial	\$7,400
Fall 2015	10/21-10/23	Landmark Resort, Egg Harbor – <i>Wetlands Tour</i>	125 mem/165 nm	103 Full/9 Partial	\$12,700
Spring 2016	3/31-4/1	Stoney Creek Inn, Wausau	115 mem/155 nm	89 Full/19 Partial	\$9,100
Fall 2016	10/12-10/14	Radisson Paper Valley, Appleton – <i>Tour to County Materials</i>	125 mem/165 nm		

WCCA 2015 Spring Conference Plans

Wisconsin County Code Administrators are tax exempt.

DATE: March 26-27, 2015 (Conference begins at 9 AM on March 26 and ends on March 27 at Noon)

PLAN FOR: 75-85 participants

Request (3) COMPLIMENTARY ROOMS FOR:

(Estimate 80 room nights)

- WCCA Conference Coordinator
- One Night Free Gift Certificate for drawing
- Hospitality Room for Thurs. night (for providing conversation and refreshment area for participants)

ROOM RATES: State room rate@ \$70.00/night – reserve 30 rooms for Wednesday night and 50 rooms for Thursday night

CONFERENCE NEEDS:

- Executive Board Meeting room for 15 people 5-9 PM on Wed. evening
- One large meeting room set for 85 with a head table set for four and speakers podium on the side for duration of conference
- Registration Table for duration of conference
- Microphone and lavalier
- Large screen at head of room
- One breakout room for 40 people for Thursday OR Friday
- Cash Bar for Thurs evening from 5 PM to through dinner

MEALS and BREAKS:

- Wednesday Night – Break items for Executive Board Meeting (15)
- Thursday Morning – Break (80)
- Thursday Noon – Lunch (80)
- Thursday Afternoon – Break (80)
- Thursday Night – Cash Bar – ½ barrel of beer paid by WCCA
- Thursday Night - Dinner (80) – Need Head Table for 15 and podium
- Friday Morning – Breakfast (65) – Continental Breakfast????
- Friday Morning – Break (80)

Conference Coordinator: CeCe Tesky
N5115 Trails End St., Bruce, WI 54819
715-403-0726 Cell
715-868-0126 Phone 715-532-2195 Fax
ctesky@ruskcountywi.us E-mail

WCCA 2014 Fall Conference Plans

Wisconsin County Code Administrators are tax exempt.

DATE: October 22-24, 2014

PLAN FOR: 65-75 participants

Request (4) COMPLIMENTARY ROOMS FOR:

(Estimate 95 room nights)

- WCCA President (3 nights)
- WCCA Conference Coordinator (3 nights)
- One Night Free Gift Certificate for drawing
- Hospitality Room for two nights (for providing conversation and refreshment area for participants after cash bar)

ROOM RATES: State room rate@ \$70.00/night – reserve 5 rooms for Tuesday night and 45 rooms both Wednesday and Thursday nights.

CONFERENCE NEEDS:

- Executive Board Meeting room for 20 people 9:30AM – Noon on Wed.
- One large meeting room set for 80 classroom style with a head table set for four and speakers podium on the side for duration of conference
- Registration table for duration of conference
- Podium, Microphone and AV Cart
- Large screen at head of room
- Table for 12 reserved in restaurant for Past President's Breakfast on Thursday AM – order off menu
- One breakout room for 40 people for Thursday OR Friday
- Cash Bar for Wed and Thurs evening from 5 PM to through dinner

MEALS and BREAKS:

- Wednesday Morning – Coffee, Fruit and Rolls for Executive Board (20)
- Wednesday Afternoon – Break (75)
- Wednesday Night – Cash Bar + ½ barrel of beer paid by WCCA
- Wednesday Night – Dinner (65) - Need Head Table for 15 and podium
- Thursday Morning – Past Presidents Breakfast for 12
- Thursday Morning – Break (75)
- Thursday Noon – Lunch (75)
- Thursday Afternoon – Break (75)
- Thursday Night – Cash Bar – Finish ½ barrel and/or tap new one
- Thursday Night - Dinner (65) – Need Head Table for 15 and podium
- Friday Morning – Break (75)

Conference Coordinator: CeCe Tesky

311 E Miner Ave, Suite N110, Ladysmith WI 54848

715-403-0726 Phone 715-532-2195 Fax

ctesky@ruskcountywi.us E-mail

2016 WCCA FALL CONFERENCE REGISTRATION FORM

Oct. 12-14, 2016

Radisson Paper Valley Hotel, Appleton, WI

Please fill out separate forms for each paying attendee. Make checks payable to WCCA. Mail forms with payment to: **WCCA, Rusk County Zoning, 311 E. Miner Ave., Suite N110, Ladysmith, WI 54848** Phone: 715-532-2181. Fax 715-532-2195 E-mail ctesky@ruskcountywi.us

Registration Deadline: Sept. 30, 2016. Extra \$15 fee after Sept. 30, 2016. Registration fees will be refunded if you cancel before Oct. 7, 2016.

For hotel reservations, please contact Paper Valley Hotel by Oct. 3, 2016 at 1-800-333-3333. Let them know you are with WCCA. Rooms are \$82 / night.

Name _____ County/Agency _____

Address _____ E-mail _____

City _____ Zip _____ Day Phone _____

CONFERENCE FEES

(Full packages include sessions, materials, meals and breaks)

I WILL BE ATTENDING THE COUNTY MATERIALS TOUR

YES

(no charge)

WCCA Member Full Conference Package \$125

Rookie Rate (if you are a member who has never attended a conference before)..... \$100

Non-Member Full Conference Package (includes membership fee)..... \$165

Full Time Student (meals are not included with this registration)..... FREE

Partial Conference Packages (no meals included)

Wednesday Afternoon..... \$35

Thursday Morning \$35

Thursday Afternoon \$35

Friday Morning \$35

Meals for spouses, students and partial day attendees

Wednesday Dinner \$25

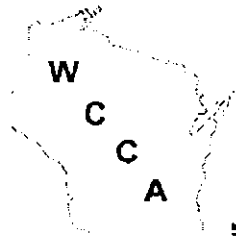
Thursday Lunch..... \$18

Thursday Dinner..... \$25

Extra fee if paid after Sept. 30 \$15

TOTAL (make check payable to WCCA)..... _____

Please let us know if you have any dietary restrictions or special needs: _____



Wisconsin

County Code

Administrators

2016 Spring WCCA Conference Evaluation Summary

(46 Individuals took the survey – not all answered every question)

1. What was your major motivation for attending this conference?

- NR115 Discussion
- Shoreland info
- NR 115
- To get updates
- Keeping up to date with other counties. POWTS credits. Shoreland revisions
- Nothing specific
- Keep up on new laws and Acts that are approved at the State
- Credits for POWTS license
- Education on shoreland changes
- Professional knowledge enhancement and networking
- Code updates and communication with counterparts
- Education and networking
- Networking and code updates
- Educational
- Doing my best to remain educated, relevant and engaged
- Stay up to date on major issues in zoning world
- Education, fellowship, continuing ed credits
- To be more active with WCCA
- Learning about relevant issues
- Part of my job; way to meet my major customers face to face, education and outreach
- POWTS updates
- Education and interaction with colleagues
- Recharge and reconnect!
- Nonmetallic mining; changes in shoreland zoning
- Keep up on zoning related topics
- Getting a break from the office and catching up with my peers

- Conference responsibilities; presenting
- Training and information on Land Use (Shoreland and Floodplain)
- Professional updates and a get away
- Learn how other counties and handling mandates
- Great session topics
- Learn more about the changes to shoreland zoning
- Information
- Network, listen, learn
- Education
- Education
- Executive board and continuing education
- New member to WCCA. Wanted to make connections and status updates on a variety of zoning topics.
- Time to built partnerships with county zoning staff and learn more about the impacts of changes to shoreland zoning regulations.
- I'm a member of the group.
- NR 115 updates
- Learning new things and getting caught up on any updates
- Conference subject matter
- Synchronize policies with the WCCA as a whole
- NR115, NR135
- Updates and present

2. Did you attend the conference to obtain POWTS CE credits?

Yes:	13	28.26%
No:	33	71.74%

3. How would you rate this facility?

	Very Good –	Good –	Fair –	Poor –	Total –
– Accommodations	63.56% 16	62.22% 28	2.22% 1	0.00% 0	46
– Room Temperature	23.91% 11	58.70% 27	13.04% 6	4.35% 2	46
– Acoustics	23.91% 11	54.35% 25	17.39% 8	4.35% 2	46
– Seating	28.26% 13	56.52% 26	15.22% 7	0.00% 0	46
– Location	39.13% 18	58.70% 27	2.17% 1	0.00% 0	46
– Meals	28.26% 13	56.52% 26	15.22% 7	0.00% 0	46
– Parking	54.35% 25	45.65% 21	0.00% 0	0.00% 0	46

4. Would you like to see WCCA use this facility again?

Yes:	42	91.30%
No:	4	48.70%

5. How would you rate the sessions?

	Very Good –	Good –	Fair –	Poor –	Did not attend this session –	Total Respondents –
--	32.61%	39.13%	8.70%	0.00%	19.57%	
Welcome Address – Dan Everson	15	18	4	0	9	46
--	23.91%	47.83%	15.22%	4.35%	10.85%	
REALiving – Holly Hakes	11	22	7	2	5	46
--	6.52%	28.26%	39.13%	13.04%	13.04%	
DSPS Secretary Dave Ross	3	13	18	6	6	46
--	19.57%	58.70%	8.70%	0.00%	13.04%	
POWTS Advisory Council – WCCA membership Role – Dale Dimond	9	27	4	0	6	46
--	41.30%	50.00%	6.52%	0.00%	2.17%	
Healthy Lakes Team – Pam Toschner, Patrick Goggin, Tom Onofrey	19	23	3	0	1	46
--	26.09%	50.00%	10.87%	0.00%	13.04%	
Floodplain Zoning 101 – Mike Rogney	12	23	5	0	6	46
--	43.48%	45.65%	6.52%	2.17%	4.35%	
NR115 Shoreland Update – Sorting it all out! – Kay Lutze	20	11	3	1	2	46
--	26.09%	50.00%	21.74%	0.00%	2.17%	
NR116 Shoreland Committee Panel – Does it work???	12	23	10	0	1	46
--	30.43%	41.30%	10.87%	0.00%	17.39%	
Webpage-DeCoder Highlights – CeCe Tesky	14	19	5	0	8	46
--	32.61%	34.78%	15.22%	0.00%	17.39%	
WCCA Legislative Role & WCA's Legislative Role – Scott Godfrey & Dan Bahr	15	16	7	0	8	46
--	10.87%	41.30%	6.52%	2.08%	39.13%	
Business Meeting	5	19	3	1	8	46
--	6.25%	32.61%	4.35%	2.17%	39.13%	
DSPS POWTS – Matt Janzen	3	15	2	1	18	46
--	15.22%	19.57%	13.04%	2.17%	50.00%	
Certifying a Reclamation Plan – Tracy Arnold & Seth Ebel	7	9	6	1	23	46
--	8.70%	28.26%	15.22%	2.17%	45.65%	
Wis. Wetlands Association – Kyle Magyera	4	13	7	1	21	46
--	10.87%	34.78%	8.70%	0.00%	47.83%	
CLUE updates – Lynn Markham	5	16	4	0	22	46
--	19.57%	23.91%	10.87%	0.00%	45.65%	
Communication with your Legislator – Lynn Markham & Jon Hochkammer	9	11	5	0	21	46
--	15.22%	30.43%	17.39%	0.00%	36.96%	
Floodplain Information	7	14	8	0	17	46

6. Please provide any additional comments about the sessions that you attended.

- There is far too many side conversations and people going in and out of the doors. Very rude. And when presenters don't use the microphone, you can't hear them over all the side noise.
- Good way to learn
- I am always torn between needing credits for POWTs and attending the updates on Friday. Wish there was an easy solution to this problem.
- Conference rooms seemed cold and acoustics for POWTS session were poor
- Overall good event
- Healthy Lakes – AWESOME!
- There was a pretty good variety of topics
- I liked the variety this year between all the environmental programs that we work with
- Everyone did a very good job. It was a very educational and worthwhile session.
- Meeting room is very cold
- Some gone a little long. Very one sided. Not everyone believes in man-made climate, that fracking is bad and the DNR tells the truth.
- The Floodplain 101 session was good, but the information was covered way too quickly. Also, having better examples of actual permit situations would have been helpful.

7. Please provide recommendations for topics at future conferences.

- Current changes to statutes, codes
- Would like to see more sessions on problems that arise and how to handle certain situations. Such as Floodplain issues. List actual scenarios and how to work through them. Information on solar power regulations and permitting requirements. Information on signs now that the Supreme Court ruled size requirements or timelines for signs are discriminatory. ATU problems and how to remediate them. There's a big problem with ATU's and they are not meeting the 3030 requirements. Someone to talk about the new act at the state which says a county cannot review surveys done in Town zoned areas. Information on minor floodplain issues like placing a culvert or driveway in floodplain. Placing fill in floodplain, what type of fill must it be, and what are the compaction requirements and how to check them
- I think each conference should have a back to the basics for areas we cover. It would help out all the new folks getting their feet wet in the business and help us old folks refresh our memories. The floodplain basic session this time was great.
- I like to go on the field trips.
- How to be an effective communicator with your Committee, the public, or the media. There was a DNR media expert that spoke at the Land & Water

conference a while back giving pointers on how to handle a media interview. Might be a good topic.

- TMDLs and Stormwater Phase II: How it may impact zoning.
- Loved having a motivational speaker! Keep this up! Panel discussions by members on how they are dealing with different problems is VERY helpful! One thing we used to do back in the day, was to have an hour or more of “round table” discussions where we served beverages and had tables with specific topics of interest and a “specialist” at that table. Attendees could go from table to table to whatever topic that interested them. We also need to be reminded of ways we can educate the public on these new shoreland regulations. We also need reminders of why it is important to do what we do, because when times get tough, we tend to forget the “why”.
- Invite consultants, contractors, and lake associates to show good projects that were successful in shoreland zone.
- Enforcement strategies
- Non-metallic mining info with state personnel also
- Nonmetallic reclamation
- Always good to go over floodplain
- Comprehensive zoning rewrite
- Statewide pick out some interesting projects that counties are working on. Highlight those and have staff talk about them.
- Mitigation ordinance examples
- Comp planning and zoning
- 1. Permitting Tine Homes – homemade, wheeled, sometimes not mobile; 2. Permitting air B-n-B lodging
- Implementing county zoning in unzoned townships, especially in regards to shoreland and conservation zoning
- How about some good news. I remember when ospreys were rare and the WI River was dead. Things have changed.
- Use of drones for zoning purposes. NMM Rec. Plan verifications if possible. Dealing with difficult people. Sovereign citizens.
- Sustainability. Planning. Using your county’s comprehensive plan. Rezoning and the significance of a Future Land Use Map. Amending a comprehensive plan.
- Floodplain 101. Farm exempt pumping. NR135 Reclamation (field trip)

8. Please provide any other comments you may have.

- Keep all in attendance from voicing their opinions of current political positions, etc.

- It looked like the Conference Coordinator had spare time on his hands and I was thinking that he could probably serve us coffee and snacks so we didn't have to get up during the sessions.
- The facility is nice but it would be good to have it someplace else for a change of scenery. The waterpark down the road or some other hotel in Wausau. It would be nice to have some fall conferences in the south east part of the state or the far north.
- Great idea to get rid of the hospitality room. Not needed. Use the money saved for presenters.
- I had a good time
- For a shoestring budget and a lot of volunteer time, this is always an excellent conference. And I didn't miss the hospitality room.
- Well done as always. Good job!
- It was a great conference with a great variety of topics!
- Towards the end of the day the presentations get kind of long and the group loses interest. Try to keep the presenters to their limited time slots. Also, the real work gets done when WCCA is not in session and employees are talking amongst themselves. This is invaluable. There may be too much entertainment. All we want is a drink and time to chat with other employees about work and ways to make things more efficient.
- I liked having the bar/beer right next to and right after the banquet.
- Good conference overall
- The public and their elected representatives are not dumb.
- Push for more silent auction items

9. How valuable do you feel the NR115 Shoreland Guide Book will be for you and do you plan to use it?

- No value and don't plan to use it
- Very and yes
- I think it can be valuable but I would work towards just having an electronic version on the website rather than printing them out.
- It will be helpful. The majority of the help is needed now. Once ordinances are done. I think the ordinances will be the biggest tool for references.
- I continue to use my old one and would definitely use a new one with all the changes.
- Very valuable and yet I plan on using it
- I'm sure the options section will be very valuable to me and others who have been in the field for a number of years. And the basics will be valuable to newer staff coming on in the midst of the continued changes.
- If the constant changes and interpretations should happen to stop, then it might be useful, otherwise it is not worth the effort at this time.

- I will read it and use it as a guide but will lean more on my ordinance and other in-house materials.
- I think it will be valuable however I wish the state would quit changing the code every other day
- Very valuable. Yes.
- I question its utility in that the NR115 requirements allow very little deviation and that we have done mitigation for over a decade.
- VER Y important and I will definitely use it
- It is my thought that it will be a very valuable document.
- I think it will be valuable. It will probably be more useful for new members. I use Google groups to send out and find answers many times and that works for me too.
- Eventually once all the legislation has stopped, it will be very useful but it is important to be up to date
- Once NR115 is sorted out, it will be a fine tool for use especially for newer employees
- Because we will be following the model ordinance closely, the guidebook will have minimal use.
- YES YES YES
- I think this will be helpful
- Yes I plan on using it
- I have been in the ZA position for a few years and have not used a guidebook - I am not sure if the book would clearly cover a wide range of scenarios?
- Yes. I would use it.
- Will be helpful to newbies. Not so much for old dogs.
- I do plan to use it when it is completed
- Very valuable and yes
- Not sure
- It would be useful. I might use it a little.
- It will be now that our code has to mirror it. I'll use it.
- Have not seen it, so do not know. I checked the WCCA website and did not see it posted anywhere. Likely would be helpful.
- Should help.
- Very valuable. Yes I plan on using it.
- Not as valuable since legislative changes. A good working document but will need to take backstage until counties have settled into the statutory changes. Most important for those rules that are a gray area or inconsistency across the state otherwise subject to legislative wrath in the future.
- It depends on the quality of the information contained in the document
- Having examples of ordinance standards from other areas in the state is helpful when writing an ordinance. Having basic zoning information in the guidebook can help new zoning staff pick up on the intent or purpose of certain standards.

10. What role do you feel WCCA, as an organization, should play in legislative matters and what suggestions do you have for fulfilling that role?

- Keep it the same. Improve on what you have don't reinvent the wheel
- Keep our communication open regardless of part and personal views. Keep letting our voices to be heard.
- I think it needs to be a two pronged approach with individuals contacting their legislators as well as WCCA working with WCA. More sessions on working with legislators at future conferences would help in that regard. I do feel the relationship between WCCA and WCA has really developed nicely over the years and actually makes me more comfortable with our expressing our opinion as an organization since we are doing so through the organization that represents the folks that employ us.
- Continue to partner with WCA and be their educators on proposed law changes we are responsible for
- I think they should remain an advisory organization
- I think we should continue our role as educators. We are not political in nature, and should not pretend or aspire to be. We are not paid for our opinions, but rather our expertise. And we should not try to guess what our County Board members and citizens think about issues either. I know this is very difficult, but I think it is what we need to do and I think the consequences of getting too political and advocating for one position over another is ill-advised at best, and could be dangerous in some cases.
- The key is keep up good communication with WCA.
- I believe WCCA should have a technical advisory role as they do now. I think that role is already fulfilled well.
- Remain engaged and relevant
- I feel WCCA efforts have been effective.
- Status quo. Maintain communications with legislators.
- I think it is very important for us to keep abreast of legislative changes. We need to look to our mission statement to be reminded of what it is we are here for. It is tough to get too politically involved, but important to make our voices heard of why things are important and suggestions for better ways to solve problems that are occurring – on a level that serves the people and resources of Wisconsin.
- Stay at the table, consider paying a lobbyist to be legislative liaison for WCCA
- Advisory – we do not need/want a lobbyist. A more established (faster) communication tree for response/reaction to rapidly moving bills of concern
- I would like WCCA to have more of a voice in legislative matters affecting us. Having a lobbyist would be great, but would obviously cost more.
- BE INVOLVED
- We don't have a large enough organization to have any political clout. Should we be political? I'm not sure that it our role since we work for the citizens.
- Continue to monitor legislation that directly affects what we do. Continue cooperation with WCA and other agencies for support.

- Inviting other organizations to our meetings/conferences
- I think the conference sessions we had on legislation was good – the message that we need to be a tech resource was good – I think we may need to be a little careful on taking a stand of being a strong “policy maker”
- We should continue to give opinions on matters that directly affect our work good or bad. Continue to work thru WCA
- Do our best to keep up with rapid changes and influence decisions where possible
- I think they should play a direct role and need their own lobbyist if WCA isn’t going to represent them
- Be the voice for the counties as a whole. Keep their seat at the table.
- Possible have 2nd VP play a more active role in getting feedback from members on proposed bills and then commenting to legislators
- I think we need to work on education legislatures about role of zoning and why it is important to them
- Technical advice, basically making sure the rule makes have all the facts and on-the-ground implications presented to them so they hopefully make informed decisions. We need to utilize WCA and our local elected supervisors to help make the meetings happen so that the information flow can occur.
- I feel the idea of “one voice” and being at the table is a smart approach for stating WCCA interests to legislation
- Either continue to build stronger ties with WCA to get the zoning message and perspective out stronger within their lobby ability, or become our own lobby group.
- Very limited. We have do not have the right to use the public’s money to push an agenda they have no input on.
- Keep up the good work.
- Maintain consistency across the state for interpretations of code that are interpretive. If we are not consistent, legislatures will tell use how the laws are to be defined.
- As much as I would like to advocate for resource protection, I see our roles as regulators. The WCCA should help sort out the regulations as they are developed and changed by the Assembly or Senate. Individuals can advocate through other advocacy groups like Lakes Associations or Wildlife Protections Groups. In this current time, the voice of the WCCA has been put on “mute”.
- Continue working with WCA and their lobbyist. It would also be beneficial if we can find a seat at the table when changes are being discussed prior to them being inserted in the state budget vs having to come back after a law is enacted with an after the fact repair bill



**Wisconsin
County Code
Administrators**

October 7, 2016

Dear Vendor;

The Wisconsin County Code Administrators is a non-profit organization that provides a representative organization for the professionals involved with the administration and regulation of the county zoning ordinances, land use planning and POWTS programs in the State of Wisconsin. We hold two conferences each year, during the spring and fall, to which we invite vendors, like you, to attend and display your products. This allows the members of the WCCA to become better informed of the various products and services that are available.

The WCCA Spring Conference will be held at the Stoney Creek Inn located in Wausau, WI on March 29-30, 2007. Vending displays are scheduled for Thursday, March 29. Vendors can begin setup at 6:30 A.M. on that day.

The WCCA has established a vendor's fee of \$150.00. The money collected from this fee is used to provide scholarships to students who study in an environmental and/or planning field.

In order to encourage members to visit the vendors, we will have a door prize available at each vendor table and attendees must come to your table to get a ticket to be eligible for the prize. A lunch ticket will be available to you as a part of your fee. Please see Mary Greenman or myself at the registration table sometime on Thursday morning to get your ticket.

If you decide to register for a display booth, please fill out the attached registration form and submit it to me along with your fee payment by no later than March 23, 2007.

Thank you for your interest in our organization and for sponsoring our scholarship program.

Sincerely,

CeCe J. Tesky
WCCA Conference Coordinator



**Wisconsin
County Code
Administrators**

Vendor Registration

Company Name

Contact

Mailing Address

Phone Number

Fax Number

City, State, Zip

E-mail address

Yes, I would like to display at the WCCA Fall Conference at The Waters of Minoqua, Minoqua WI on October 23. Please reserve a booth for me.

Each booth requires payment of \$150.00. Checks may be made payable to:

Wisconsin County Code Administrators

Mailed to:

CeCe Tesky

WCCA Conference Coordinator

311 E Miner Ave, Suite N110

Ladysmith WI 54848

Questions may be directed to CeCe Tesky

Phone (715) 532-2156

Fax (715) 532-2195

Lunch will be provided on Thursday at the conference to all vendors who are displaying.

Thanks for your interest and support of our organization.

CeCe Tesky

WCCA Conference Coordinator

THANK YOU
TO THE FOLLOWING VENDORS
FOR THEIR PARTICIPATION IN THE
2006 WCCA FALL CONFERENCE
AND THEIR CONTRIBUTION TO THE
WCCA SCHOLARSHIP FUND






Donahoe & Company.....Tom Donahoe

First Supply, LLC.....Mark Prevost

Petersen Supply.....Tony Birrittieri

2011 WCCA Silent Auction

All proceeds go to the William Hnilicka WCCA Scholarship Fund

ITEM	DONATED BY	MINIMUM BID
 <p>Handmade by Michelle, this beautiful quilt will make a baby somewhere nice and cozy.</p>	Michelle Staff Jefferson County Southeast District	\$45.00
 <p>New subcompact drill kit. Easy to handle but doesn't lack in power! Includes drill, battery and charger in easy carry bag.</p>	CeCe Tesky Rusk County Northwest District	\$45.00
 <p>A nice collection of yummys donated by the East Central district!</p>	East Central District	\$40.00
 <p>We just never know what Karl might show up with, but he is sure to come through with something great!</p>	Karl Jennrich Northeast District	???
 <p>Perazzi brand. Men's size extra large.</p>	Marcus Meyer Kenosha County Southeast District	\$15.00
 <p>The hard sided cooler is for a 6-pack of your favorite beverages and has an AM/FM radio built-in.</p>	Marcus Meyer Kenosha County Southeast District	\$15.00
 <p>No words of description are necessary! The photo says it all!</p> <p>2 pints available</p>	Jim Burgener Marathon County West Central District	\$5.00 x 2

<p>Homemade Wine</p>  <p>"Made in the beautiful backwoods of Wisconsin in the heart of quarry country." Samples will be available!</p> <p>2 bottles available</p>	<p>Jim Burgener Marathon County West Central District</p>	<p>\$10.00 x 2</p>
<p>Handcrafted Cane</p>  <p>A handy item for all the old codgers out there.</p>	<p>Jim Burgener Marathon County West Central District</p>	<p>\$15.00</p>
<p>Quilted Table Runner</p>  <p>This beautiful, nature themed, handcrafted runner is an impressive 19" x 50" and would make a wonderful gift or accessory to your home or cabin. Since the runner was made by Harriet herself, it makes it virtually priceless!</p>	<p>Harriet Pedley Richland County Southern District</p>	<p>\$45.00</p>
<p>Handcrafted Turkey Box Call</p>  <p>Handmade by Mark, this Butternut and Walnut box call is guaranteed to make you sound like the sexiest hen in the woods!</p>	<p>Mark Schumacher Waushara County Old timer from Central District</p>	<p>\$25.00</p>
<p>Handcrafted Turkey Scratch Call</p>  <p>Handmade by Mark, this Butternut and Walnut scratch call is guaranteed to get you a gobbler!</p>	<p>Mark Schumacher Waushara County Old timer from Central District</p>	<p>\$20.00</p>
<p>Some of kind of Good Eatin' and Drinkin' Basket</p>  <p>Terri is donating a wonderful selection of something tasty – all put together in a nice basket.</p>	<p>Terri Dopp Paukstad Waushara County Central District</p>	<p>\$25.00</p>
<p>Handcrafted Black Walnut Pen and Pencil Set</p>  <p>A beautiful set that would make an excellent gift!</p>	<p>Tim Roach Outagamie County East Central District</p>	<p>\$35.00</p>

