



**AGENDA**  
**Washington County Board of Supervisors Meeting**  
**Wednesday, September 13, 2023 - 6:00 PM**  
**Herbert J. Tennes Government Center - Room 1019**  
**432 E. Washington Street, West Bend, WI 53095**

**This meeting will stream live on [YouTube.com/washcowi](https://www.youtube.com/washcowi)**

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The following business will be brought before the Committee for initiation, discussion, deliberation, and possible formal action subject to the rules of the Board, which may be inspected in the office of the County Clerk.

- 1. Call to Order, A Moment of Silent Prayer, and Pledge of Allegiance**
- 2. Roll Call**
- 3. Consent Agenda**
  - a. Minutes of August 9, 2023
  - b. Communication from the County Board Chair
  - c. Report to County Board Regarding 2023 Resolution 25
- 4. Personal Appearances, Letters, and Other Communications**
  - a. Presentation from Washington County Fire Chiefs
  - b. Integration of Correction Officer 1 and 2 Pay Scale Update
  - c. Lateral Lead Pipe Presentation
  - d. County Executive Josh Schoemann Presentation of 2024-2025 Budget
  - e. Fund Balance Update
- 5. Consideration, and upon Request, Reading of Resolutions and Ordinances**
  - a. 2023 Resolution 28: District Attorney's Office Staffing Change
  - b. 2023 Resolution 29: Resolution Authorizing Washington County Register of Deeds to Enter into a Memorandum of Understanding with Washington County Municipalities to Download and Print Register of Deeds Records through LandShark for a Fee
  - c. 2023 Resolution 30: Grant Application - Wisconsin Department of Military Affairs Public Safety Answering Point (PSAP) Grant Program Fiscal Year 2024
  - d. 2023 Resolution 31: Relocation Order - County Trunk Highway M

- e. 2023 Resolution 32: General Fund Transfer to Facilities for Elevator Construction at the Herbert J. Tennies Government Center (Government Center)
- f. 2023 Resolution 33: Resolution Setting the Salary for the Washington County Executive

**6. Next Meeting Date: Wednesday, October 11th, 2023 at 6:00 p.m.**

**7. Closed Session**

Motion to convene in closed session pursuant to Section 19.85(1)(e), Wisconsin Statutes, deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically to “Update the Washington County Board of Supervisors on a potential sale of the Samaritan Health Center.”

**8. Open Session**

**9. Action(s) on Items Discussed in Closed Session**

**10. Adjournment Subject to the Call of the Chair**

It is possible that individual members of other governing bodies of the County government may attend the above meeting. It is possible that such attendance may constitute a meeting of any such other governing body pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W. 2d 408 (1993). This notice is given solely to comply with the notice requirements of the open meeting law. No action will be taken by any other governmental body except by the governing body noticed in the caption above.

**AFFIDAVIT OF POSTING**

This agenda was posted in the office of the County Clerk on the 6th day of September, 2023. Notice was sent to the West Bend Daily News, Express News, WIBD/WMBZ Radio, WTKM Radio, My Community NOW, Hartford Times Press, Kewaskum Statesman, Milwaukee Journal-Sentinel. Individuals with disabilities requiring special accommodations for attendance at the meeting should contact the County Clerk at (262) 335-4301 at least 48 hours prior to the meeting.

**ATTACHMENTS:**

Description	Type
☐ Minutes of August 9, 2023	Minutes

1                                   **WASHINGTON COUNTY BOARD OF SUPERVISORS MEETING**  
2   **AUGUST 9, 2023**  
3   **COURTHOUSE ROOM 1019**  
4   **WEST BEND, WI**

5  
6 Present: Bailey, Bossert, Burg, Gallitz, Gurath, Hartwig, Kelling, Konrath, Krebs, Krueger-  
7 Gundrum, Merry, Mikulec, Millikin, Neumann, Schleif, Schodron, Schulteis, Schwab, Symicek,  
8 Thoma, and Vespalec.

9  
10 Chairperson Schleif called the meeting of the Washington County Board of Supervisors to order  
11 at 6:00 p.m. A moment of silent prayer and the Pledge of Allegiance were observed followed by  
12 a confirmation of the Affidavit of Posting.

13  
14 **CONSENT AGENDA**

- 15       • Minutes of July 12, 2023 Meeting
- 16       • Communication from the County Board Chair
- 17       • Appointment
  - 18           ○ Marion Oelhafen – Ethics Board: 3 Year Term Expiring 4/30/2026

19  
20 Supervisor Konrath arrived at 6:02 p.m.

21  
22 Moved by Mr. Kelling, seconded by Mr. Vespalec to approve the minutes and appointments on  
23 the Consent Agenda. Motion carried.

24  
25 **PERSONAL APPEARANCES, LETTERS, AND OTHER COMMUNICATIONS**  
26 **Update from County Clerk, County Treasurer and Register of Deeds on 4 10's Pilot**  
27 **Program**

28 Ms. Reichert, Mr. Henke and Ms. Martin presented and answered questions from the County  
29 Board regarding the Update from County Clerk, County Treasurer and Register of Deeds on 4  
30 10's Pilot Program.

31  
32 **Next Generation Housing Update**

33 Ms. Sielski and Mr. Schoemann presented and answered questions from the County Board  
34 regarding the Next Generation Housing Update.

35  
36 Supervisor Neumann was excused at 7:14 p.m.

37  
38 **CONSIDERATION, AND UPON REQUEST, READING OF RESOLUTIONS AND**  
39 **ORDINANCES**

40 **2023 Resolution 25: General Fund Transfer to Sheriff's Office Budget for the Development**  
41 **of Consolidated Dispatch Services between Washington County and the City of Hartford**  
42 *Summary: Authorization to transfer \$290,000 from the General Fund to the Sheriff's Office*  
43 *Budget for the development of coordinated dispatch services between Washington County and*  
44 *the City of Hartford.*

45  
46 Moved by Mr. Bossert, seconded by Mr. Thoma to adopt 2023 Resolution 25: General Fund  
47 Transfer to Sheriff's Office Budget for the Development of Consolidated Dispatch Services  
48 between Washington County and the City of Hartford.

1  
2 Chairman Schleif called for a 5 minute recess at 7:44 p.m.

3  
4 The County Board reconvened at 7:50 p.m.

5  
6 Moved by Mr. Krebs, seconded by Mr. Kelling to amend 2023 Resolution 25: General Fund  
7 Transfer to Sheriff's Office Budget for the Development of Consolidated Dispatch Services  
8 between Washington County and the City of Hartford on Page 1 Line 28 ~~\$200,000~~ \$290,000,  
9 Page 1, Line 44 ~~\$290,000~~ \$380,000, Page 2 Line 17 ~~\$290,000~~ \$380,000, and Page 2 Line 35  
10 ~~\$290,000~~ \$380,000. Motion carried. Voting Aye: Bailey, Bossert, Burg, Gurath, Hartwig,  
11 Kelling, Krebs, Krueger-Gundrum, Merry, Mikulec, Millikin, Schleif, Schodron, Schulteis,  
12 Schwab, Symicek, Thoma, Vespalec. Voting No: Gallitz, Konrath. Absent: Neumann. Ayes-18;  
13 Noes-2; Absent-1. Vote requirement for passage is 2/3 of members elect.

14  
15 Motion carried to approve 2023 Resolution 25: General Fund Transfer to Sheriff's Office Budget  
16 for the Development of Consolidated Dispatch Services between Washington County and the  
17 City of Hartford as amended. Voting Aye: Bailey, Bossert, Burg, Gallitz, Gurath, Hartwig,  
18 Kelling, Konrath, Krebs, Krueger-Gundrum, Merry, Mikulec, Millikin, Schleif, Schodron,  
19 Schulteis, Schwab, Symicek, Thoma, Vespalec. Voting No: None. Absent: Neumann. Ayes-20;  
20 Noes-0; Absent-1. Vote requirement for passage is 2/3 of members elect.

21  
22 **2023 Resolution 26: Resolution Authorizing the Washington County Information**  
23 **Technology Department to Provide Information Technology Services to the Village of**  
24 **Kewaskum as Part of Shared Revenue of the County Sales Tax**

25 *Summary: Resolution authorizing the IT Department to provide information technology services*  
26 *to the Village of Kewaskum through the shared revenue of County sales tax.*

27 Moved by Mr. Symicek, seconded by Mr. Bossert to adopt 2023 Resolution 26: Resolution  
28 Authorizing the Washington County Information Technology Department to Provide  
29 Information Technology Services to the Village of Kewaskum as Part of Shared Revenue of the  
30 County Sales Tax. Motion carried. Voting Aye: Bailey, Bossert, Burg, Gallitz, Gurath, Hartwig,  
31 Kelling, Konrath, Krebs, Krueger-Gundrum, Merry, Mikulec, Millikin, Schleif, Schodron,  
32 Schulteis, Schwab, Symicek, Thoma, Vespalec. Voting No: None. Absent: Neumann. Ayes-20;  
33 Noes-0; Absent-1. Vote requirement for passage is majority of members in attendance.

34  
35 **2023 Resolution 27: General Fund Transfer to Facilities for Electrical Main Work at**  
36 **University of Wisconsin Milwaukee at Washington County (UWM-WC)**

37 *Summary: Authorization to transfer \$1,700,000 from the General Fund to Facilities 2023 Budget*  
38 *for the electrical main upgrade at UWM-WC.*

39 Moved by Mr. Schodron, seconded by Mr. Vespalec to adopt 2023 Resolution 27: General Fund  
40 Transfer to Facilities for Electrical Main Work at University of Wisconsin Milwaukee at  
41 Washington County (UWM-WC). Motion carried. Voting Aye: Bailey, Bossert, Burg, Gallitz,  
42 Gurath, Hartwig, Kelling, Konrath, Krebs, Krueger-Gundrum, Merry, Mikulec, Millikin, Schleif,  
43 Schodron, Schulteis, Symicek, Thoma, Vespalec. Voting No: None. Absent: Neumann.  
44 Abstained: Schwab. Ayes-19; Noes-0; Absent-1; Abstained-1. Vote requirement for passage is  
45 2/3 of members elect.

46  
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48

1 **NEXT MEETING DATE**

2 The next meeting of the Washington County Board of Supervisors is Wednesday, September 13,  
3 2023, at 6:00 p.m.

4  
5 **ADJOURNMENT**

6 Chairperson Schleif adjourned the meeting at 8:17 p.m., subject to the call of the Chair.  
7  
8  
9

10 Ashley A. Reichert, County Clerk

11  
12 **CERTIFICATE OF CLERK**

13  
14 STATE OF WISCONSIN )

15 )

16 COUNTY OF WASHINGTON )  
17

18 I, Ashley A. Reichert, County Clerk for the County of Washington, do hereby certify that the  
19 foregoing is a true, correct, and complete record of the transactions of the Washington County  
20 Board of Supervisors' meeting held on August 09, 2023. Reports are filed in the County Clerk's  
21 Office.  
22

23 Dated at the Courthouse, City of West Bend, Washington County, Wisconsin, this 14th day of  
24 August 2023.  
25  
26  
27

28 Ashley A. Reichert, County Clerk

**ATTACHMENTS:**

	Description	Type
▫	Communication from the County Board Chair	Report

## August Notes

On August 9, I took part in a budget follow-up meeting, which begins the process of fine tuning the budget for the next two years. Subsequent meetings on the budget were also attended by me on August 23 and September 5.

On August 10, I joined our bi-monthly legislative meeting, along with several other County Board Supervisors and key staff. The legislators present were Senator Dan Knodl and Assemblyman Ty Bodden. We had a lively and informative discussion on present legislation and expectations for it. These meetings offer much insight into the workings of our state government. I urge any Supervisors who can to attend these in the future.

Also on August 10, I represented our county in a Pace Wisconsin board meeting. There were four properties covered in this meeting. The first two involved minor revisions to the information provided on the properties covered in our last meeting, the hotel in Oshkosh, and the senior development here in West Bend. Both were approved with the minor revisions. The other two properties discussed were apartments in Madison, and a hotel in Rhinelander. Both met the criteria for energy savings and efficiency and were approved.

On August 15-17, we were visited by a delegation of Councilors from County Galway, our sister county in Ireland. As in the past, the visit was very interesting and informative as we shared discussions of problems faced on both sides of the Atlantic. Although their form of government is quite different from ours, the similarity of the issues facing each Board (or Council) are striking. In addition to touring our old jail and history center, we visited two farms, the MOWA, and also shared discussions on Next Generation Housing and Parks Sustainability.



On August 18, I met in Germantown with the Village Administrator and the Sewer System Superintendent. The main focus of the meeting was to discuss particulars of the sewer system in Germantown and follow-up on plans with respect to the sharing of water and sewer services to Richfield. The Germantown system is unusual in that it was substantially changed in the early 1980's with the move from a system that served only the city, to a system that passes sanitary sewer waste to the City of Milwaukee. I learned that the utility people in the Village have had a comprehensive study done, which provides a blueprint for improvements that are to be done as the Village expands. We also had a broad discussion of other general items, which allowed me to better understand the immediate needs of the Village.

Also on August 18, I received a letter from the Wisconsin DNR informing us that a grant from the Knowles-Nelson Stewardship fund has been tentatively awarded to purchase land adjacent to the Milwaukee River and CTH M. After several attempts to contact the local Program Manager, I spoke to him on August 23 and discussed the parcel. It is in the river floodplain, and not buildable or agricultural land. Thus, I indicated we would have no objection to the purchase.

On August 31, I attended the closing of our agreements with the ANR pipeline company for the easement through Homestead Hollow County Park, along with Deputy County Clerk Mary Schlitt and Jamie Ludovic. This is the culmination of several years of work by Ms. Ludovic, her staff and our Land Use and Planning Committee. I believe that we have reached a more than fair settlement and applaud Jamie and her staff for all their work on the project.

Respectfully Submitted;

Jeff Schleif, County Board Chair

**ATTACHMENTS:**

	Description	Type
▫	Report to County Board Regarding 2023 Resolution 25	Report



## OFFICE OF THE COUNTY ATTORNEY

**BRADLEY S. STERN, COUNTY ATTORNEY**

*Herbert J. Tennes Government Center*

*432 East Washington Street, Ste. 3029*

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*West Bend, Wisconsin 53095-7986*

*Phone: 262-335-4374*

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**Deputy Attorney**

*Eileen T. Evans*


*262-335-4780*

**Assistant Attorney**

*Katherine Romanowich*

*262-335-4853*

## COUNTY BOARD REPORT

**TO:** Washington County Board of Supervisors  
**FROM:** Bradley S. Stern, County Attorney   
**DATE:** September 13, 2023  
**RE:** 2023 Resolution 25 and Statutory Reference Corrections in Chapter 15

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### STRATEGIC PRIORITY/RESULT ACHIEVED:

- Well Governed and Administered County

### DISCUSSION:

On August 9, 2023, the County Board enacted 2023 Ordinance 25 General Fund Transfer to Sheriff's Office Budget for the Development of Consolidated Dispatch Services between Washington County and the City of Hartford. During the course of discussion, Supervisor Brian Krebs (District 9) motioned for an amendment to the resolution to increase the amount of the General Fund transfer. Initially, the Resolution contemplated a General Fund transfer of \$200,000 to fund anticipated costs related to the consolidation and a one-time payment of \$90,000 to the City of Hartford. The amendment authorized the transfer of an additional \$90,000 which is intended to cover unanticipated costs that may arise over the course of the project with the added qualifier that approval of the Public Safety Committee would be required before any of these additional funds could be spent.

A brief recess was called by Chairperson Schlieff to allow for the amendment to be drafted. When the meeting resumed, the amendment was voted on and passed. However, in reviewing the final version of the Resolution, I determined that the language and intent of the amendment was not captured in the version of the Resolution that was presented to the County Executive for signature. More specifically, the Resolution presented to the County Executive did not include the provision requiring Public Safety Committee approval. The reason for this oversight was due to confusion created by a misreading of Section 15-6I(1) of the Code of Washington County which states, "[t]ransfers and appropriations authorized under § 65.90(5)(a), Wis. Stats., requiring County Board approval shall be made upon the recommendation of the appropriate standing committee and by resolution adopted by a vote of 2/3 of the members-elect." This provision of the Code only mandates that a General Fund transfer cannot occur without the approval of the

standing committee before consideration by the County Board. This section of the Code does not require ongoing approval of use of the funds by the standing committee once the transfer is complete. Therefore, it was necessary for a separate provision requiring Public Safety Committee approval to be written into the Resolution to accurately capture the amendment. Consequently, I consulted with County Executive Josh Schoemann, Public Safety Committee Chair Chris Bossert, County Board Chair Jeff Schlieff, and Supervisor Krebs. All agreed that I could draft the appropriate language reflecting the amendment that was passed by the Board and insert it into the Resolution. The amendment is reflected as follows:

Line 28, page one, \$200,000 is changed to \$290,000.

Line 44 page one, \$290,000 is changed to \$380,000.

Line 48 page two, the following language is added:

***BE IT FURTHER RESOLVED*** that the \$290,000 earmarked from County Sales Tax Dollars to fund the program shall be allocated as follows: \$200,000 to be used to fund the cost of the system with the remaining \$90,000 to be used to cover unforeseen expenses incurred by the County, but that the \$90,000 to cover unforeseen expenses shall not be spent without the prior approval of the Public Safety Committee.

In addition to this change, I also changed the statutory reference on line 39 on page one from §65.90(5)(a) to §65.90(5)(ar) to reflect a change in the statute that is applicable to the General Fund transfer. It is my intent to change this reference in the Code as well when the next update is undertaken.

No additional County Board Action is required because the changes I made are simply administrative in nature and were intended to bring the Resolution into conformity with the Board's action.

BSS:jml

**ATTACHMENTS:**

Description	Type
▫ Presentation from Washington County Fire Chiefs	Backup Material

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# Washington County Fire Chiefs Association

— County Board Presentation —

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# Who Are We

Allenton Volunteer Fire Department

Boltonville Fire Department

Fillmore Fire Department

Germantown Fire Department

Hartford Fire and Rescue

Jackson Fire Department

Kewaskum Fire Department

Kohlsville Volunteer Fire Department

Newburg Fire Department

Richfield Volunteer Fire Company

St. Lawrence Fire Company

Slinger Fire Department

West Bend Fire Department

# Fire Service Mission

## 13 Organizations

- 5 Municipal entities
- 8 Private companies

## Services provided

- Suppression
- Prevention
- Inspection
- Investigation



# Emergency Medical Service Mission

- Emergency Medical Responder (EMR)
- Emergency Medical Technician (EMT)
- Advanced Emergency Medical Technician (AEMT)
- Emergency Medical Technician - Intermediate (I-'12)
- Paramedic (EMT-P)

## Provided services

- First Respond
- Transport
- Intercept

# Staffing Models

- Volunteer
- Full-time
- Combination
  - Paid-on-call
  - Part-time
  - Full-time

## On-call systems

- Scheduled
- All-available

# County-Wide Collaborations

- Dive Team
- Hazardous Materials Team
- Mutual Aid Box Alarm System (MABAS)
- Badger Firefighters Association
- Fire Training Officers Association
- EMS Training Officers Association
- Fire Investigators Association
- Fire Chiefs Association

# Strengths

Mutual Aid Responses

Associations and Teams

Shared training resources

# Challenges

Staffing- Lack applicants for paid, paid on time, and volunteers.

Financial- Need long-term sustainability instead of short-term solutions.

Generational Changes with Workforce

- o Available time

- o Commitment

- o Work time vs. personal time

Call volume doubling for EMS and projected to continue to grow.

Aging demographics- with personnel and throughout the community

Certification fail rates due to increased requirements and undisciplined students.

Training suffers due to increased call volume- training is interrupted and skipped.

Training levels have increased to achieve certification.

EMS- wide variety of calls and is frequently a primary gateway for people to receive healthcare (EMS as primary care due to individuals not having/visiting primary care doctor)

Four dispatch centers in the county can cause time delays for responses.

13% annual increase in ER visits at local hospitals

County radio system

Hard to keep up with ordinary volume, much less extraordinary calls- burden falls to West Bend with

full time staff.

Societal changes- dual income families, youth sports, higher mortgages

Service contracts are different between districts.

Cost of equipment and maintenance increasing- new equipment increases 7% every year.

# Challenges

- Budgetary constraints
- Obtaining Fire and EMS certifications
- Volunteer shortage
- Staffing shortage
- Number of staffed ambulances
- Recruitment doesn't fix everything
- Current system is Fragile
  - 2nd or 3rd Incident

# Opportunities

- Change state law to allow the formation of Fire Districts as their own taxing entity (e.g., IL). This may not work for everyone but would be another tool.
- Removing fire/EMS from levy and have as a separate fee based on square footage (e.g., Town of Ottawa). Able to charge the fee to tax exempt properties as well.
- County levy funds to support a countywide approach to address fire/EMS challenges- Count Board is interested in helping.
- Tech School recruitment (but need to change their teaching styles to align with next generation)
- Community Risk Reduction (CRR)- paramedic not in an ambulance and coordinated through hospitals.
- Fire department staff work well across departments and operate as one unit in their response.
- Consolidation may lead to efficiencies but may not result in cost savings.
- Consistent and standard contracts across districts.
- Preserve community support and pride for fire/EMS.
- Incentive for staff and volunteers (e.g., low/no income tax and paid health insurance).

# Working Toward Solutions

- All County Fire Service Entities
- Multifaceted
- Staffing ⇒ Budgetary ⇒ Volunteerism
- Consolidation W/O change = Shortages remain
- Reference: WI Office of Rural Health report



# Teamwork



Together we will create a solution



**ATTACHMENTS:**

Description	Type
▣ CB Report District Attorney Staffing Change	Report
▣ 2023 Resolution 28: District Attorney's Office Staffing Change	Resolution
▣ Public Safety Packet	Backup Material



**County Board of Supervisors**  
*Jeffrey D Schleif, Chair*  
*Carroll Merry, First Vice-Chair*  
*Christopher Bossert, Second Vice-Chair*

Herbert J. Tennes Government Center  
432 E. Washington Street, Room 3029  
P.O. Box 1986  
West Bend, WI 53095-7986  
(262) 335-4307  
Jeffrey.schleif@washcowisconsin.gov

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## COUNTY BOARD REPORT

**To:** County Board  
**From:** Legislative Clerk Michael Foti  
**Date:** September 13, 2023  
**RE:** 2023 Resolution 28: District Attorney's Office Staffing Change

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**POLICY QUESTION:**

Should the County Board approve a resolution authorizing the District Attorney's Office Staffing Change?

**STRATEGIC PRIORITY/RESULT ACHIEVED:**

*Safe and Secure Community*

**DISCUSSION:**

Currently, the Washington County District Attorney's Office is funded by the State of Wisconsin for 6.4 FTE prosecutor positions, including the District Attorney. In recent years, Washington County has shared a State-funded Assistant District Attorney position with Ozaukee County – with 60% of the time (0.6 FTE) spent on Ozaukee County cases and 40% of the time (0.4 FTE) on Washington County cases. Within the 2024-2025 Wisconsin State Budget they converted the position to a full-time Ozaukee County position and retained the 0.4 FTE position in Washington County. The incumbent in the previously shared position has accepted the position in Ozaukee County, creating a vacancy in the 0.4 FTE position for Washington County.

The District Attorney's Office has been made aware of an opportunity to increase the position to 0.6 FTE and add benefits, making this a more desirable position. For the State to agree to the change, Washington County would need to fund the cost increment, estimated at \$8,000 for the remainder of 2023 and \$30,000 annually in 2024 and 2025.

At the 16 August 2023 Public Safety Committee meeting, the following motion was made:  
*Moved by Ms. Konrath, seconded by Mr. Krebs to approve a draft resolution 2023 Resolution: District Attorney Office Staffing Change and forward to the County Board. Motion carried.*

**FISCAL EFFECT**

No levy impact in 2023. The contract for the position is to be funded in 2023 with significant vacancy savings generated over the course of the year. The contract for the position will be incorporated into the 2024-2025 budget presented to the County Board for approval.

**ATTACHMENTS:**

- 2023 Resolution 28: District Attorney's Office Staffing Change
- 16 August 2023 Public Safety Committee Packet

**STAFF RECOMMENDATION:**

Motion to approve 2023 Resolution 28: District Attorney's Office Staffing Change

1 **WASHINGTON COUNTY, WISCONSIN**

2  
3 Date of enactment: \_\_\_\_\_

4 Date of publication: \_\_\_\_\_

5  
6 **2023 RESOLUTION 28**

7  
8 **District Attorney’s Office Staffing Change**

9  
10 **WHEREAS**, Washington County maintains a Countywide Staffing Plan. Such plan shall  
11 indicate the type and number of positions currently authorized by the County Board together with  
12 the existing pay range for said position. County departments are authorized to fill only those  
13 positions listed in the Countywide Staffing Plan. Any changes to the staffing plan shall be  
14 determined by the Washington County Board upon review and recommendation of the Standing  
15 Committee; and

16  
17 **WHEREAS**, in recent years, Washington County has shared a State-funded Assistant  
18 District Attorney position with Ozaukee County - with 60% of the time (0.6 FTE) spent on  
19 Ozaukee County cases and 40% of the time (0.4 FTE) on Washington County cases; and

20  
21 **WHEREAS**, the 2024-2025 State Budget converted the position to full time in Ozaukee  
22 County and retained the 0.4 FTE position in Washington County; and

23  
24 **WHEREAS**, the incumbent in the previously shared position has accepted the position in  
25 Ozaukee County, creating a vacancy in the 0.4 FTE position for Washington County; and

26  
27 **WHEREAS**, the District Attorney’s Office has been made aware of an opportunity to  
28 increase the position to 0.6 FTE and add benefits, making it a more desirable position; and

29  
30 **WHEREAS**, for the State to agree to the change, Washington County would need to fund  
31 the cost increment, estimated at \$8,000 for the remainder of 2023 and \$30,000 annually in 2024  
32 and 2025;

33  
34 **NOW, THEREFORE, BE IT RESOLVED** by the Washington County Board of  
35 Supervisors that the District Attorney is authorized to contract with the State to fund the cost  
36 increment for the Assistant District Attorney position.

37  
38 **BE IT FURTHER RESOLVED** that the County Executive and District Attorney are  
39 responsible to budget the ongoing costs in the 2024-2025 Budget.

40  
41 **BE IT FURTHER RESOLVED** that the staffing plan shall be adjusted to incorporate the  
42 changes proposed in this resolution.

43  
44 **BE IT FURTHER RESOLVED** that this resolution shall become effective upon passage  
45 by the Board of Supervisors, the County Executive and on the first day of the pay period following  
46 publication as provided by law.

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VOTE REQUIREMENT FOR PASSAGE: 2/3 of members elect

RESOLUTION SUMMARY: Resolution amending the staffing plan for the District Attorney’s Office, increasing a .4 FTE Assistant District Attorney position to a .6 FTE position and the District Attorney is authorized to contract with the State to fund the cost increment for the position.

Approved as to form: \_\_\_\_\_ Introduced by members of the PUBLIC SAFETY COMMITTEE, as filed with the County Clerk.

Bradley S. Stern, County Attorney

Dated \_\_\_\_\_

Christopher Bossert, Chairperson

Approved: \_\_\_\_\_ Considered \_\_\_\_\_

Josh Schoemann, County Executive Adopted \_\_\_\_\_

Dated \_\_\_\_\_ Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_

Veto Voice Vote \_\_\_\_\_

Partial Veto

(No levy impact in 2023. The contract for the position is to be funded in 2023 with significant vacancy savings generated over the course of the year. The contract for the position will be incorporated into the 2024-2025 budget presented to the County Board for approval.)

# COMMITTEE REPORT

**To: Public Safety Committee**

**From: District Attorney Mark D. Bensen**

**Meeting Date: August 16<sup>th</sup>, 2023**

**Re: Resolution authorizing County Funds to fund equivalent of .2 FTE Assistant District Attorney Position for 2024-2025**

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## **POLICY QUESTION:**

Should the County Board approve a resolution authorizing County funds to fund the equivalent of a .2 FTE assistant district attorney position which would increase the current open .4 Assistant District Attorney (which is State funded) to a .6 FTE position which would make the individual filling this position eligible for WRS and other State benefits including healthcare for the Fiscal Years 2024 and 2025?

## **STRATEGIC PRIORITY/RESULT ACHIEVED:**

Safe and Secure Communities

## **DISCUSSION:**

Currently, the Washington County District Attorney's Office is funded by the State of Wisconsin for 6.4 prosecutor positions, including the District Attorney. In other words, there are currently 6 full time prosecutor positions that are funded by the State.

In addition, for the past several years, Washington County was fortunate to have a shared Assistant District Attorney position with Ozaukee County. It was a full-time position (with benefits) but the person worked some of the time in Ozaukee County and some of the time in Washington County. The allotment was .6 FTE in Ozaukee (three days a week) and .4 FTE in Washington County (2 days a week). This unique position served us well and was filled by several different prosecutors. This position was an asset to our office.

In the past Budget cycle, the State approved increased salaries for state prosecutors. It also increased the Ozaukee County .6 FTE position to a 1.0 FTE position. This left Washington County with a .4 FTE position. The attorney currently in the shared position with Ozaukee County will be taking the full-time position in Ozaukee County.

The .4 FTE Washington County position has had very few applicants. I believe the lack of applicants is because the position does not come with health insurance and other benefits. In order to obtain benefits, this position needs to be .6 FTE or greater FTE. One applicant has indicated significant interest in the position if the position had benefits. I believe the Washington County position can be filled with an experienced prosecutor if the position was a .6 FTE position with benefits. If the position remains as a .4 FTE position, I believe this position will be

**Submit this form in WORD format to [CLKagenda\\_dg@co.washington.wi.us](mailto:CLKagenda_dg@co.washington.wi.us) ONE CALENDAR WEEK PLUS 3 WORK DAYS prior to the Committee meeting WITH the Committee Agenda Preparation Form.**

*Rev. 4/2019*

extremely difficult to fill and our office will be disadvantaged because we will have an open .4 FTE position for an extended period of time. Our office continues to handle extremely complex criminal cases which require experience prosecutors.

Moreover, I believe that if the County agrees to partially fund this position (equivalent of .2 FTE) that in the next State Budget cycle, our office can work with the Washington County State Legislators to convince them that the Washington County DA's office should be appropriated a minimum of .2 FTE (to increase the position to a .6 FTE position) and possibly an increase of .6 FTE which would make the position a full-time Washington County position.

**FISCAL EFFECT:**

The funding for this position for 2024 and 2025 would be approximately \$30,000 per year. If approved the State would bill the County on period basis (probably quarterly) for the County's share of this .6 FTE position.

**ATTACHMENTS:**

Resolution

**RECOMMENDATION:**

Motion to approve resolution authorizing the County to fund the equivalent of a .2 FTE assistant district attorney position.

**Submit this form in WORD format to [CLKagenda\\_dg@co.washington.wi.us](mailto:CLKagenda_dg@co.washington.wi.us)  
ONE CALENDAR WEEK PLUS 3 WORK DAYS prior to the Committee meeting  
**WITH the Committee Agenda Preparation Form.****

*Rev. 4/2019*



1 **WASHINGTON COUNTY, WISCONSIN**

2  
3 Date of enactment: \_\_\_\_\_

4 Date of publication: \_\_\_\_\_

5  
6 **2023 RESOLUTION \_\_\_\_**

7  
8 **District Attorney’s Office Staffing Change**

9  
10 **WHEREAS**, Washington County maintains a Countywide Staffing Plan. Such plan shall  
11 indicate the type and number of positions currently authorized by the County Board together with  
12 the existing pay range for said position. County departments are authorized to fill only those  
13 positions listed in the Countywide Staffing Plan. Any changes to the staffing plan shall be  
14 determined by the Washington County Board upon review and recommendation of the Standing  
15 Committee; and

16  
17 **WHEREAS**, in recent years, Washington County has shared a State-funded Assistant  
18 District Attorney position with Ozaukee County - with 60% of the time (0.6 FTE) spent on  
19 Ozaukee County cases and 40% of the time (0.4 FTE) on Washington County cases; and

20  
21 **WHEREAS**, the 2024-2025 State Budget converted the position to full time in Ozaukee  
22 County and retained the 0.4 FTE position in Washington County; and

23  
24 **WHEREAS**, the incumbent in the previously shared position has accepted the position in  
25 Ozaukee County, creating a vacancy in the 0.4 FTE position for Washington County; and

26  
27 **WHEREAS**, the District Attorney’s Office has been made aware of an opportunity to  
28 increase the position to 0.6 FTE and add benefits, making it a more desirable position; and

29  
30 **WHEREAS**, for the State to agree to the change, Washington County would need to fund  
31 the cost increment, estimated at \$8,000 for the remainder of 2023 and \$30,000 annually in 2024  
32 and 2025;

33  
34 **NOW, THEREFORE, BE IT RESOLVED** by the Washington County Board of  
35 Supervisors that the District Attorney is authorized to contract with the State to fund the cost  
36 increment for the Assistant District Attorney position.

37  
38 **BE IT FURTHER RESOLVED** that the County Executive and District Attorney are  
39 responsible to budget the ongoing costs in the 2024-2025 Budget.

40  
41 **BE IT FURTHER RESOLVED** that the staffing plan shall be adjusted to incorporate the  
42 changes proposed in this resolution.

43  
44 **BE IT FURTHER RESOLVED** that this resolution shall become effective upon passage  
45 by the Board of Supervisors, the County Executive and on the first day of the pay period following  
46 publication as provided by law.

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VOTE REQUIREMENT FOR PASSAGE: 2/3 of members elect

RESOLUTION SUMMARY: Resolution amending the staffing plan for the District Attorney’s Office, increasing a .4 FTE Assistant District Attorney position to a .6 FTE position and the District Attorney is authorized to contract with the State to fund the cost increment for the position.

Approved as to form: \_\_\_\_\_ Introduced by members of the PUBLIC SAFETY COMMITTEE, as filed with the County Clerk.

Bradley S. Stern, County Attorney

Dated \_\_\_\_\_ Christopher Bossert, Chairperson

Approved: \_\_\_\_\_ Considered \_\_\_\_\_

Josh Schoemann, County Executive Adopted \_\_\_\_\_

Dated \_\_\_\_\_ Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_

Veto Voice Vote \_\_\_\_\_

Partial Veto

(No levy impact in 2023. The contract for the position is to be funded in 2023 with significant vacancy savings generated over the course of the year. The contract for the position will be incorporated into the 2024-2025 budget presented to the County Board for approval.)

**ATTACHMENTS:**

Description	Type
▫ CB Report Register of Deeds MOU LandShark	Report
▫ 2023 Resolution 29: Resolution Authorizing Washington County Register of Deeds to Enter into a Memorandum of Understanding with Washington County Municipalities to Download and Print Register of Deeds Records through LandShark for a Fee	Resolution
▫ Land Use & Planning Committee Packet	Backup Material



**County Board of Supervisors**  
*Jeffrey D Schleif, Chair*  
*Carroll Merry, First Vice-Chair*  
*Christopher Bossert, Second Vice-Chair*

Herbert J. Tennes Government Center  
432 E. Washington Street, Room 3029  
P.O. Box 1986  
West Bend, WI 53095-7986  
(262) 335-4307  
Jeffrey.schleif@washcowisconsin.gov

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## COUNTY BOARD REPORT

**To:** County Board

**From:** Legislative Clerk Michael Foti

**Date:** September 13, 2023

**RE:** **2023 Resolution 29: Resolution Authorizing Washington County Register of Deeds to Enter into a Memorandum of Understanding with Washington County Municipalities to Download and Print Register of Deeds Records through LandShark for a Fee**

---

**POLICY QUESTION:**

Should each Washington County municipality have direct access to the Register of Deeds recorded documents?

**STRATEGIC PRIORITY/RESULT ACHIEVED:**

*Well Governed and Administered County*

**DISCUSSION:**

The Register of Deeds office is the custodian of all records recorded in Washington County. All recorded land records are available to view in the Register of Deeds office as well as online, using the Register of Deeds online program, LandShark. Per Wisconsin Statute s.59.43(2)(b) For copies of any records, \$2 for the first page plus \$1 for each additional page, plus \$1 for the certificate of the register of deeds. The Register of Deeds has authority to coordinate with local municipalities and enter into a contract to access the records. The Register of Deeds reached out to the County Attorney's office for an opinion. That opinion stated the Register of Deeds may enter into contracts with municipalities to allow for easier record access, but must have approval by the Board and must include a fee that meets, at minimum, the cost to the County for labor and materials related to the release of said record. According to a Wisconsin Attorney General opinion from 2003, AGO 1-03, the County would also have the authority to include in any contract a provision prohibiting the contracting party from selling or disseminating copies of the records received.

During the 20 July 2023 meeting, three options were discussed, including MOU with statutory fee to be invoiced, MOU with yearly upfront cost of \$200 for up to 20 documents per month or if municipality chooses not to sign MOU, the statutory fee applies. At the 17 August 2023 Land Use and Planning Committee meeting the committee approved the option of MOU with yearly upfront cost of \$200 for up to 20 documents per month or if the municipality chooses not to sign the MOU, the statutory fee applies.

At the 17 August 2023 Land Use and Planning Committee meeting, the following motion was made:  
*Moved by Mr. Burg, seconded by Mr. Vespalec to approve a draft resolution 2023 Resolution 29: Resolution Authorizing Washington County Register of Deeds to Enter into a Memorandum of*

*Understanding with Washington County Municipalities to Download and Print Register of Deeds Records through LandShark for a Fee, and forward to the County Board. Motion carried.*

**FISCAL EFFECT**

We do not anticipate a significant budget impact as a result of this change.

**ATTACHMENTS:**

- 2023 Resolution 29: Resolution Authorizing Washington County Register of Deeds to Enter into a Memorandum of Understanding with Washington County Municipalities to Download and Print Register of Deeds Records through LandShark for a Fee
- 17 August 2023 Land Use and Planning Committee Packet

**STAFF RECOMMENDATION:**

Motion to approve 2023 Resolution 29: Resolution Authorizing Washington County Register of Deeds to Enter into a Memorandum of Understanding with Washington County Municipalities to Download and Print Register of Deeds Records through LandShark for a Fee.

1 **WASHINGTON COUNTY, WISCONSIN**

2  
3 Date of enactment: \_\_\_\_\_  
4 Date of publication: \_\_\_\_\_

5 **2023 RESOLUTION 29**

6  
7  
8 **Resolution Authorizing Washington County Register of Deeds to Enter into a**  
9 **Memorandum of Understanding with Washington County Municipalities to Download and**  
10 **Print Register of Deeds Records through LandShark for a Fee**

11  
12 **WHEREAS**, the Register of Deeds office is the custodian of all records recorded in  
13 Washington County; and

14  
15 **WHEREAS**, all recorded land records are available to view in the Register of Deeds office,  
16 as well as online, using the Register of Deeds online program, LandShark; and

17  
18 **WHEREAS**, copies of recorded land records may be purchased at the statutory cost of \$2  
19 for the first page plus \$1 for each additional page plus \$1 for the certificate of the Register of  
20 Deeds; there is currently no charge to municipalities to download and print documents through  
21 LandShark; and

22  
23 **WHEREAS**, pursuant to §59.43(2)(c), Wis. Stats., the Register of Deeds, with approval  
24 of the Washington County Board of Supervisors, has authority to coordinate with local  
25 municipalities and enter into a contract to provide noncertified copies of the complete daily  
26 recordings and filings of documents pertaining to real property for a consideration determined by  
27 the Board; and

28  
29 **WHEREAS**, the Register of Deeds submitted three fee proposals for consideration to the  
30 Land Use and Planning Committee regarding charges to municipalities to print documents through  
31 LandShark; and

32  
33 **WHEREAS**, the Land Use and Planning Committee recommends the County enter into a  
34 Memorandum of Understanding with municipalities to access recorded documents through the  
35 Register of Deeds’ online program, LandShark, for an upfront cost of \$200 per year, not to exceed  
36 20 documents per month to be downloaded and printed; and further, if more than 20 documents  
37 are downloaded and printed in a month, the statutory fee of \$2 for the first page plus \$1 for each  
38 additional page would be implemented;

39  
40 **WHEREAS**, if a municipality chooses not to sign the MOU, the statutory fee of \$2 for the  
41 first page plus \$1 for each additional page for documents downloaded/printed through LandShark  
42 would be implemented;

43  
44 **NOW, THEREFORE, BE IT RESOLVED** by the Washington County Board of  
45 Supervisors that this Board authorizes Washington County Register of Deeds to enter into a  
46 Memorandum of Understanding with municipalities for access to LandShark documents for an

1 upfront cost of \$200 per year, not to exceed 20 documents per month to be downloaded and printed;  
2 and further, if more than 20 documents are downloaded and printed in a month, the statutory fee  
3 of \$2 for the first page plus \$1 for each additional page would be implemented.  
4

5 **BE IT FURTHER RESOLVED** that if a municipality chooses not to sign the MOU, the  
6 statutory fee of \$2 for the first page plus \$1 for each additional page for documents  
7 downloaded/printed through LandShark would be implemented.  
8

9 \_\_\_\_\_  
10  
11 VOTE REQUIREMENT FOR PASSAGE: Majority  
12

13 RESOLUTION SUMMARY: Resolution authorizing Washington County Register of Deeds to  
14 enter into a Memorandum of Understanding with municipalities to download/print documents  
15 through LandShark for a fee. If a municipality chooses not to sign the MOU, the statutory fee of  
16 \$2 for the first page plus \$1 for each additional page downloaded/printed would be implemented.  
17

18 Approved as to form: Introduced by members of the LAND USE and  
19 \_\_\_\_\_ PLANNING COMMITTEE

20 Bradley S. Stern, County Attorney as filed with the County Clerk.

21 Dated \_\_\_\_\_  
22 Carroll Merry, Chairperson

23 Approved: \_\_\_\_\_ Considered \_\_\_\_\_  
24

25 Josh Schoemann, County Executive Adopted \_\_\_\_\_

26 Dated \_\_\_\_\_ Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_

27  Veto Voice Vote \_\_\_\_\_

28  Partial Veto

29  
30 (We do not anticipate a significant budget impact as a result of this change.)



## REGISTER OF DEEDS

Sharon Martin, Register of Deeds  
Lisa Budish, Deputy Register of Deeds

Herbert J. Tennes Government Center  
432 E. Washington Street, Room 2084  
P.O. Box 1986  
West Bend, WI 53095-7986  
(262) 335-4318

To: Land Use & Planning Committee  
From: Sharon Martin, Register of Deeds  
Meeting Date: August 17, 2023  
Re: Municipality Access to Records

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### **POLICY QUESTION:**

Should each Washington County municipality have direct access to the Register of Deeds recorded documents?

### **STRATEGIC PRIORITY/RESULT ACHIEVED:**

Well-Governed and Administered County

### **DISCUSSION:**

The Register of Deeds (ROD) office is custodian of all land records recorded in Washington County, starting in 1836 to present. The records are available to view in the office as well as on-line using the ROD online program LandShark. Per Wisconsin Statute s.59.43(2)(b) *For copies of any records, \$2 for the first page plus \$1 for each additional page, plus \$1 for the certificate of the register of deeds.*

The Register of Deeds has authority to coordinate with local municipalities and enter into a contract to access the records.

Statute s.59.43(2)(c), *Notwithstanding any other provision of law the register of deeds with the approval and consent of the board may enter into contracts with municipalities, private corporations, associations, and other persons to provide noncertified copies of the complete daily recordings and filings of documents pertaining to real property for a consideration to be determined by the board.*

Through a memo from Assistant County Attorney Katherine Romanowich, it was advised that the county should not continue to let any municipality have free access to records but instead, enter into a contract with any municipality and determine an appropriate fee to charge for images that is aligned with the statutory requirement.

Researching other ROD offices in the southeastern part of Wisconsin (11 total), only Milwaukee “provides access to certain Public partners including inter-County offices, municipal assessors and treasurers or their designee within the County with a signed Memorandum of Understanding (MOU).” Other counties do not have MOUs and most charge the statutory fee of \$2 + \$1 per document.

The goal is to provide consistent access to all municipalities, effective January 1, 2024.

During the July 20, 2023 meeting, three options were discussed, including MOU with statutory fee to be invoiced, MOU with yearly upfront cost of \$200 for up to 20 documents per month or if municipality chooses not to sign MOU, the statutory fee applies.



**FISCAL EFFECT:**

We do not anticipate a significant budget impact as a result of this change.

**ATTACHMENTS:**

December 20, 2022 memo from Assistant County Attorney Katherine Romanowich  
LandShark Access; Memorandum of Understanding

**RECOMMENDATION:**

The Washington County Land Use and Planning Committee is recommending approval of LandShark Access Memorandum of Understanding for a yearly upfront cost of \$200 per year, not to exceed 20 documents per month to be downloaded and printed. If more than 20 in a month, the statutory fee of \$2+\$1 would apply.

(If a municipality chooses not to sign the MOU, the statutory fee of \$2 +\$1 for copies of recorded documents would apply.)

(Option 2-Per Statute s.59.43(2)(c))

1 **WASHINGTON COUNTY, WISCONSIN**

2  
3 Date of enactment: \_\_\_\_\_  
4 Date of publication: \_\_\_\_\_

5 **2023 RESOLUTION \_\_\_\_**

6  
7  
8 **Resolution Authorizing Washington County Register of Deeds to Enter into a**  
9 **Memorandum of Understanding with Washington County Municipalities to Download and**  
10 **Print Register of Deeds Records through LandShark for a Fee**

11  
12 **WHEREAS**, the Register of Deeds office is the custodian of all records recorded in  
13 Washington County; and

14  
15 **WHEREAS**, all recorded land records are available to view in the Register of Deeds office,  
16 as well as online, using the Register of Deeds online program, LandShark; and

17  
18 **WHEREAS**, copies of recorded land records may be purchased at the statutory cost of \$2  
19 for the first page plus \$1 for each additional page plus \$1 for the certificate of the Register of  
20 Deeds; there is currently no charge to municipalities to download and print documents through  
21 LandShark; and

22  
23 **WHEREAS**, pursuant to §59.43(2)(c), Wis. Stats., the Register of Deeds, with approval  
24 of the Washington County Board of Supervisors, has authority to coordinate with local  
25 municipalities and enter into a contract to provide noncertified copies of the complete daily  
26 recordings and filings of documents pertaining to real property for a consideration determined by  
27 the Board; and

28  
29 **WHEREAS**, the Register of Deeds submitted three fee proposals for consideration to the  
30 Land Use and Planning Committee regarding charges to municipalities to print documents through  
31 LandShark; and

32  
33 **WHEREAS**, the Land Use and Planning Committee recommends the County enter into a  
34 Memorandum of Understanding with municipalities to access recorded documents through the  
35 Register of Deeds' online program, LandShark, for an upfront cost of \$200 per year, not to exceed  
36 20 documents per month to be downloaded and printed; and further, if more than 20 documents  
37 are downloaded and printed in a month, the statutory fee of \$2 for the first page plus \$1 for each  
38 additional page would be implemented;

39  
40 **WHEREAS**, if a municipality chooses not to sign the MOU, the statutory fee of \$2 for the  
41 first page plus \$1 for each additional page for documents downloaded/printed through LandShark  
42 would be implemented;

43  
44 **NOW, THEREFORE, BE IT RESOLVED** by the Washington County Board of  
45 Supervisors that this Board authorizes Washington County Register of Deeds to enter into a  
46 Memorandum of Understanding with municipalities for access to LandShark documents for an

1 upfront cost of \$200 per year, not to exceed 20 documents per month to be downloaded and printed;  
2 and further, if more than 20 documents are downloaded and printed in a month, the statutory fee  
3 of \$2 for the first page plus \$1 for each additional page would be implemented.  
4

5 **BE IT FURTHER RESOLVED** that if a municipality chooses not to sign the MOU, the  
6 statutory fee of \$2 for the first page plus \$1 for each additional page for documents  
7 downloaded/printed through LandShark would be implemented.  
8

9 \_\_\_\_\_  
10  
11 VOTE REQUIREMENT FOR PASSAGE: Majority  
12

13 RESOLUTION SUMMARY: Resolution authorizing Washington County Register of Deeds to  
14 enter into a Memorandum of Understanding with municipalities to download/print documents  
15 through LandShark for a fee. If a municipality chooses not to sign the MOU, the statutory fee of  
16 \$2 for the first page plus \$1 for each additional page downloaded/printed would be implemented.  
17

18 Approved as to form:

Introduced by members of the LAND USE and  
PLANNING COMMITTEE

19 \_\_\_\_\_  
20 Bradley S. Stern, County Attorney

as filed with the County Clerk.

21 Dated \_\_\_\_\_

Carroll Merry, Chairperson

22  
23 Approved:

24 \_\_\_\_\_ Considered \_\_\_\_\_

25 Josh Schoemann, County Executive

Adopted \_\_\_\_\_

26 Dated \_\_\_\_\_

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_

27  Veto

Voice Vote \_\_\_\_\_

28  Partial Veto  
29  
30

(We do not anticipate a significant budget impact as a result of this change.)

## **LANDSHARK ACCESS MEMORANDUM OF UNDERSTANDING**

THIS MEMORANDUM OF UNDERSTANDING (“MOU”) made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ (“MOU Effective Date”) between the Washington County Register of Deeds and the \_\_\_\_\_, a Wisconsin municipal body corporation (“Public Partner”) (collectively, the “Parties,” or individually, a “Party”).

WHEREAS as a governmental courtesy, the Washington County Register of Deeds Office provides one access to search available land records and preview image(s) through our search portal, LandShark, to certain Public Partners such as inter-County offices, Assessor and Treasurers offices or their designees of cities, towns, and villages within our County. In exchange for this access, the following terms and conditions must be complied with to assure continued use of this access by any Public Partner:

- An upfront cost of \$200 per year, not to exceed 20 documents per month to be downloaded and printed.
- If more than 20 documents are downloaded and printed in a month, the statutory fee of \$2 for the first page plus \$1 for each additional page would be implemented and invoiced.

It is the responsibility of the Public Partner to provide a secure network, compatible computer and all technical hardware and support necessary to accommodate installation of the associated software program and any ancillary programs required for the functionality of the LandShark program.

Public Partners agree that the LandShark program will be utilized solely for the purpose of viewing recorded documents for legitimate governmental purposes. Providing copies of documents to the public, clients of our public partner or other individual(s) is strictly prohibited as is conducting title searching, lien searching or harvesting of bulk data for any person or entity outside the control of the public partner.

Public Partner agrees to protect data contained in the LandShark program and ensure that only authorized user (employee or third-party designee of Assessor and Treasurer offices of cities, towns, and villages within our County to access such information). It is strictly prohibited to transfer, share, make available, publish, or sell, lease or trade usernames and passwords. The Register of Deeds Office reserves the right to terminate, modify or restrict access to LandShark of any Public Partner in the event of a violation of any terms of the Memorandum of Understanding. Public partners must provide a copy of this MOU to user listed below and the user must agree to abide by its term.

Public Partners will be required to recertify for LandShark access every calendar year. Recertification will require an authorized representative to agree to the terms of this Memorandum of Understanding and provide user information to the Register of Deeds Office such as name, email address and official capacity/position of end user. Once a user is no longer employed by the Public Partner or no longer needs LandShark access, the Register of Deeds Office shall be notified within five business days to

terminate password access. Failure to undergo yearly recertification or provide any notice required under this section, will result in suspension of access to LandShark.

Please be advised that the Register of Deeds Office does not attest to the legality or accuracy of any recorded instrument in the LandShark system.

\_\_\_\_\_  
Sharon Martin  
Washington County Register of Deeds

\_\_\_\_\_  
Date

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(printed name)  
(Municipality title)

\_\_\_\_\_  
Date

User Information for \_\_\_\_\_ Office:  
(Municipality)

User	Name	Capacity/Position	Email Address	Phone Number
1				



## OFFICE OF THE COUNTY ATTORNEY

**BRADLEY S. STERN, COUNTY ATTORNEY**

*Herbert J. Tennes Government Center  
432 East Washington Street, Ste. 3029*

*P.O. Box 1986*

*West Bend, Wisconsin 53095-7986*

*Phone: 262-335-4374*

*Fax: 262-335-6814*

**Deputy Attorney**

*Eileen T. Evans*

*262-335-4780*

**Assistant Attorney**

*Katherine Romanowich*

*262-335-4853*

### MEMO

TO: Sharon Martin, Register of Deeds

FROM: Katherine Romanowich, Assistant County Attorney *KR*

DATE: December 20, 2022

SUBJECT: Legal Opinion - Municipality Access to Records

The Register of Deeds does have authority to coordinate with local municipalities and enter into contracts whereby the municipality can access County records at a minimal cost. Wisconsin Statute § 59.43(2)(c) addresses the fee issue in this circumstance by stating the following:

Notwithstanding any other provision of law the register of deeds with the approval and consent of the board may enter into contracts with municipalities, private corporations, associations, and other persons to provide noncertified copies of the complete daily recordings and filings of documents pertaining to real property for a consideration to be determined by the board which in no event shall be less than cost of labor and material plus a reasonable allowance for plant and depreciation of equipment used.

The Register of Deeds may enter into contracts with municipalities to allow for easier record access, but must have approval by the Board and must include a fee that meets, at minimum, the cost to the County for labor and materials related to the release of said record. According to a Wisconsin Attorney General opinion from 2003, AGO 1-03, the County would also have the authority to include in any contract a provision prohibiting the contracting party from selling or disseminating copies of the records received. The Register of Deeds would need to determine the cost to the County that the access to the record creates and by statute, would need pass that cost on to the municipality. It appears that the County should not continue to let any municipalities have free access to records. Instead, it is advised that the Register of Deeds enter into a contract with any municipalities that request such access and determine an appropriate fee to charge for records that is aligned with the statutory requirements previously mentioned.

KR:jml

**ATTACHMENTS:**

Description	Type
▣ CB Report Grant App PSAP	Report
▣ 2023 Resolution 30: Grant Application - Wisconsin Department of Military Affairs Public Safety Answering Point (PSAP) Grant Program Fiscal Year 2024	Resolution
▣ Public Safety Committee Packet	Backup Material



**County Board of Supervisors**  
*Jeffrey D Schleif, Chair*  
*Carroll Merry, First Vice-Chair*  
*Christopher Bossert, Second Vice-Chair*

Herbert J. Tennes Government Center  
432 E. Washington Street, Room 3029  
P.O. Box 1986  
West Bend, WI 53095-7986  
(262) 335-4307  
Jeffrey.schleif@washcowisconsin.gov

---

## COUNTY BOARD REPORT

**To:** County Board  
**From:** Legislative Clerk Michael Foti  
**Date:** September 13, 2023  
**RE:** 2023 Resolution 30: Grant Application - Wisconsin Department of Military Affairs  
Public Safety Answering Point (PSAP) Grant Program Fiscal Year 2024

---

**POLICY QUESTION:**

Should the County Board approve pursuing the PSAP Grant Program Fiscal Year 2024?

**STRATEGIC PRIORITY/RESULT ACHIEVED:**

*Safe and Secure Community*

**DISCUSSION:**

Washington County Policy, FINP-11 Grant Policy, states that certain county grant programs or applications for funds that are not Routine or Minor receive approval by the County Board of Supervisors. Officials from the City of Hartford approached the Washington County Sheriff's Office with a request to consider consolidating their police/fire/EMS dispatching services (referred to as PSAP – Public Safety Answering Point) to the Washington County Sheriff's Office in early 2024. On 25 July 2023, with the support of the City of Hartford's police and fire chiefs, the Hartford City Common Council unanimously passed a resolution to pursue consolidation of emergency dispatching services with Washington County.

The State of Wisconsin announced a PSAP Grant Program Fiscal Year 2024 to promote the consolidation of emergency communications centers. The source of funds was authorized by Wis. Stats. 256.35(3s)(bm) with anticipated funds allocated to the Department of Military Affairs from the Wisconsin Police and Fire Protection Fund. The Washington County PSAP meets the eligibility requirements outlined in Wis. Admin. Code DMA 2.05 - Eligibility as the designated PSAP in Washington County. The proposed project total must reflect a maximum of 90% share and a minimum 10% local match. Project costs will be paid up front and reimbursed at 90%. Applicants may apply for a maximum of \$500,000. Funding for the project can start in December of 2023 if awarded. Washington County Sheriff's Office staff obtained quotes to expand the operational capabilities of communications infrastructure in the amount of \$474,364.27. These enhancements include console furniture for four bullpens, electrical and cable installations, two sets of E911 call handling equipment and radio consoles, computers, and multi-juris software and licensing.

At the 16 August 2023 Public Safety Committee meeting, the following motion was made:  
*Moved by Mr. Krebs, seconded by Mr. Thoma to approve a draft resolution 2023 Resolution: Grant Application – Wisconsin department of Military Affairs Public Safety Answering Point (PSAP) Grant*



*Program Fiscal Year 2024 and forward to the County Board. Motion carried.*

**FISCAL EFFECT**

If awarded, grant revenues will increase \$426,928 and the County will be required to fund a match of \$47,436. Match requirements will be funded with the general fund transfer approved in resolution 2023-25.

**ATTACHMENTS:**

- 2023 Resolution 30: Grant Application - Wisconsin Department of Military Affairs Public Safety Answering Point (PSAP) Grant Program Fiscal Year 2024
- 16 August 2023 Public Safety Committee Packet

**STAFF RECOMMENDATION:**

Motion to approve 2023 Resolution 30: Grant Application - Wisconsin Department of Military Affairs Public Safety Answering Point (PSAP) Grant Program Fiscal Year 2024.

# WASHINGTON COUNTY, WISCONSIN

Date of enactment: \_\_\_\_\_  
Date of publication: \_\_\_\_\_

## 2023 RESOLUTION 30

### **Grant Application – Wisconsin Department of Military Affairs Public Safety Answering Point (PSAP) Grant Program Fiscal Year 2024**

**WHEREAS**, Washington County Policy, FINP-11 Grant Policy, states that certain county grant programs or applications for funds that are not Routine or Minor receive approval by the County Board of Supervisors; and

**WHEREAS**, officials from the City of Hartford approached the Washington County Sheriff's Office with a request to consider consolidating their police/fire/EMS dispatching services (referred to as PSAP – Public Safety Answering Point) to the Washington County Sheriff's Office in early 2024; and

**WHEREAS**, on July 25, 2023, with the support of the City of Hartford's police and fire chief, the Hartford City Common Council unanimously passed a resolution to pursue the consolidation of emergency dispatching services with Washington County; and

**WHEREAS**, the State of Wisconsin announced a PSAP Grant Program Fiscal Year 2024 to promote the consolidation of emergency communications centers. The source of funds was authorized by Wis. Stats. 256.35(3s)(bm) with anticipated funds allocated to the Department of Military Affairs from the Wisconsin Police and Fire Protection Fund. The Washington County PSAP meets the eligibility requirements outlined in Wis. Admin. Code DMA 2.05 - Eligibility as the designated PSAP in Washington County; and

**WHEREAS**, the proposed project total must reflect a maximum of 90% share and a minimum 10% local match. Project costs will be paid up front and reimbursed at 90%. Applicants may apply for a maximum of \$500,000. Funding for the project can start in December of 2023 if awarded; and

**WHEREAS**, Washington County Sheriff's Office staff obtained quotes to expand the operational capabilities of communications infrastructure in the amount of \$474,364.27. These enhancements include console furniture for four bullpens, electrical and cable installations, two sets of E911 call handling equipment and radio consoles, computers, and multi-juris software and licensing; and

**WHEREAS**, the grant application had a submission deadline of August 1, 2023. Due to the time constraints, Sheriff's Office staff, in consultation with the County Executive's Office, submitted for the grant ahead of the normal procedural process; and

**WHEREAS**, Section 15-6I(8) of the Washington County Code states that appropriation of funds not provided for in the adopted Biennial Operating Budget or Capital Improvement Plan shall require a vote of 2/3 of members-elect;

1           **NOW, THEREFORE, BE IT RESOLVED** by the Washington County Board of  
2 Supervisors that the grant application submitted by the Sheriff's Office for the grant funding  
3 described herein is ratified and endorsed and the Sheriff's Office is authorized to continue to  
4 pursue the Wisconsin PSAP Grant Fiscal Year 2024 grant with a 10% local cost match of  
5 \$47,436.43.

6  
7  
8  
9 VOTE REQUIREMENT FOR PASSAGE: 2/3 of members-elect

10  
11 RESOLUTION SUMMARY: Resolution ratifying and endorsing the grant application submitted  
12 by the Sheriff's Office and authorizing the acceptance of the grant funds from the Wisconsin  
13 Department of Military Affairs with a 10% local cost match for the consolidated PSAP with the  
14 City of Hartford.

15  
16 Approved as to form:

Introduced by members of the PUBLIC SAFETY  
COMMITTEE as filed with the County Clerk.

17 \_\_\_\_\_  
18 Bradley S. Stern, County Attorney

19 Dated \_\_\_\_\_

\_\_\_\_\_  
Christopher Bossert, Chairperson

20  
21 Approved:

22 \_\_\_\_\_  
23 Josh Schoemann, County Executive

24 Dated \_\_\_\_\_

Considered \_\_\_\_\_

Adopted \_\_\_\_\_

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_

25  Veto

Voice Vote \_\_\_\_\_

26  Partial Veto

27  
28 (If awarded, grant revenues will increase \$426,928 and the County will be required to fund a match  
29 of \$47,436. Match requirements will be funded with the general fund transfer approved in  
30 resolution 2023-25.)

# COMMITTEE REPORT

**To: Public Safety Committee**

**From: Sheriff Martin Schulteis**

**Meeting Date: August 16<sup>th</sup>, 2023**

**Re: Resolution of PSAP Grant Program Fiscal Year 2024**

---

**POLICY QUESTION:**

Should the County Board approve pursuing the PSAP Grant Program Fiscal Year 2024

**STRATEGIC PRIORITY/RESULT ACHIEVED:**

Click here for Strategic Priorities <http://bit.ly/StratPriorities>

Safe and Secure Communities

**DISCUSSION:**

In late May of 2023, the City of Hartford, population 15,805 (2022 WI DOA est.), approached the Washington County Sheriff's Office with a request to fully consolidate their police/fire dispatching services with the County beginning in early 2024. The Hartford Police and Fire Departments currently respond to 14,335 and 2,300 annual calls for service (respectively). Based on radio push-to-talks (PTT) by Hartford public safety personnel, this would increase the Sheriff's current dispatching workload by approximately 36%. Likewise, a consolidation with the City of Hartford will expand the Sheriff's primary public-safety dispatching role to over 86,500 county residents, require the hiring of a minimum of three additional communications officers, and necessitate an internal expansion of our current dispatch center.

Sheriff's Office staff applied for a PSAP Grant to assist with the costs of consolidation. The grant had a quick turn-round time of August 1, 2023, and the Sheriff's Office is seeking approval to continue in the process with an anticipated notification, if awarded, in October of 2023. Funds can be spent starting in December of 2023.

Sheriff Office staff will go over the details of the total project costs.

**FISCAL EFFECT:**

This is a 10% cost matching grant with the State of Wisconsin covering 90%. 10% of the grant is \$47,436.43. What should be noted is that the grant money is reimbursed so the county needs to be willing to spend the money up front (\$474,364.27) and be reimbursed 90% by the state.

**ATTACHMENTS:**

Resolution

**RECOMMENDATION:**

**Submit this form in WORD format to [CLKagenda\\_dg@co.washington.wi.us](mailto:CLKagenda_dg@co.washington.wi.us) ONE CALENDAR WEEK PLUS 3 WORK DAYS prior to the Committee meeting WITH the Committee Agenda Preparation Form.**

*Rev. 4/2019*

Motion to approve resolution authorizing the sheriff's office to continue to pursue PSAP Grant Program Fiscal Year 2024

**Submit this form in WORD format to [CLKagenda\\_dg@co.washington.wi.us](mailto:CLKagenda_dg@co.washington.wi.us)  
ONE CALENDAR WEEK PLUS 3 WORK DAYS prior to the Committee meeting  
**WITH the Committee Agenda Preparation Form.****

*Rev. 4/2019*

1 **WASHINGTON COUNTY, WISCONSIN**

2  
3 Date of enactment: \_\_\_\_\_  
4 Date of publication: \_\_\_\_\_

5  
6 **2023 RESOLUTION \_\_\_\_**

7  
8 **Grant Application – Wisconsin Department of Military Affairs**  
9 **Public Safety Answering Point (PSAP) Grant Program Fiscal Year 2024**

10  
11 **WHEREAS**, Washington County Policy, FINP-11 Grant Policy, states that certain county  
12 grant programs or applications for funds that are not Routine or Minor receive approval by the  
13 County Board of Supervisors; and

14  
15 **WHEREAS**, officials from the City of Hartford approached the Washington County  
16 Sheriff’s Office with a request to consider consolidating their police/fire/EMS dispatching services  
17 (referred to as PSAP – Pubic Safety Answering Point) to the Washington County Sheriff’s Office  
18 in early 2024; and

19  
20 **WHEREAS**, on July 25, 2023, with the support of the City of Hartford’s police and fire  
21 chief, the Hartford City Common Council unanimously passed a resolution to pursue the  
22 consolidation of emergency dispatching services with Washington County; and

23  
24 **WHEREAS**, the State of Wisconsin announced a PSAP Grant Program Fiscal Year 2024  
25 to promote the consolidation of emergency communications centers. The source of funds was  
26 authorized by Wis. Stats. 256.35(3s)(bm) with anticipated funds allocated to the Department of  
27 Military Affairs from the Wisconsin Police and Fire Protection Fund. The Washington County  
28 PSAP meets the eligibility requirements outlined in Wis. Admin. Code DMA 2.05 - Eligibility as  
29 the designated PSAP in Washington County; and

30  
31 **WHEREAS**, the proposed project total must reflect a maximum of 90% share and a  
32 minimum 10% local match. Project costs will be paid up front and reimbursed at 90%. Applicants  
33 may apply for a maximum of \$500,000. Funding for the project can start in December of 2023 if  
34 awarded; and

35  
36 **WHEREAS**, Washington County Sheriff’s Office staff obtained quotes to expand the  
37 operational capabilities of communications infrastructure in the amount of \$474,364.27. These  
38 enhancements include console furniture for four bullpens, electrical and cable installations, two  
39 sets of E911 call handling equipment and radio consoles, computers, and multi-juris software and  
40 licensing; and

41  
42 **WHEREAS**, the grant application had a submission deadline of August 1, 2023. Due to  
43 the time constraints, Sheriff’s Office staff, in consultation with the County Executive’s Office,  
44 submitted for the grant ahead of the normal procedural process; and

45  
46 **WHEREAS**, Section 15-6I(8) of the Washington County Code states that appropriation of  
47 funds not provided for in the adopted Biennial Operating Budget or Capital Improvement Plan  
48 shall require a vote of 2/3 of members-elect;



**ATTACHMENTS:**

Description	Type
▣ CB Report Relocation Order CTH M	Report
▣ 2023 Resolution 31: Relocation Order - County Trunk Highway M	Resolution
▣ Public Works Committee Packet	Backup Material





**County Board of Supervisors**  
*Jeffrey D Schleif, Chair*  
*Carroll Merry, First Vice-Chair*  
*Christopher Bossert, Second Vice-Chair*

Herbert J. Tennes Government Center  
432 E. Washington Street, Room 3029  
P.O. Box 1986  
West Bend, WI 53095-7986  
(262) 335-4307  
Jeffrey.schleif@washcowisconsin.gov

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## COUNTY BOARD REPORT

**To:** County Board  
**From:** Legislative Clerk Michael Foti  
**Date:** September 13, 2023  
**RE:** 2023 Resolution 31: Relocation Order - County Trunk Highway M

---

**POLICY QUESTION:**

Should the County Board approve a resolution authorizing a Relocation Order – County Trunk Highway M?

**STRATEGIC PRIORITY/RESULT ACHIEVED:**

*Effective Mobility and Reliable Infrastructure*

**DISCUSSION:**

At the 12 April 2023 meeting of the County Board, the Board approved 2023 Resolution 3: 2024-2029 Washington County Capital Improvement Plan. The Washington County Public Works Committee has reviewed the County Trunk Highway M project as presented by the Chief Public Works Officer and recommends the adoption of a relocation order to permit modification to County Trunk Highway M. The project involves reconstructing the roadway with 4' paved shoulders, turning and bypass lanes at most intersections and vertical alignment improvements. Right of way acquisition (fee title, permanent and temporary limited easements) is necessary to accommodate the improvements. That Washington County Highway Department held a public information meeting on this project 29 June 2023. To proceed with the real estate acquisition required for the completion of the reconstruction, Subsection 32.05(1), Wis Stats, states that the County Board of Supervisors shall make an order providing for the laying out, relocation and improvement of the public highway.

The lands and interests to be required for the reconstruction of CTH M are detailed in the attached packet from the 17 August 2023 meeting of the Public Works Committee.

At the 17 August 2023 Public Works Committee meeting, the following motion was made:  
*Moved by Mr. Schwab, seconded by Mr. Hartwig to approve a draft resolution 2023 Resolution: CTH M Relocation Order, and forward to the County Board. Motion carried.*

**FISCAL EFFECT**

The fiscal impact resulting from the relocation order is unknown at this time, however, future project costs are budgeted for within the Highway fund and include any costs resulting from the relocation order.

**ATTACHMENTS:**

- 2023 Resolution 31: Relocation Order – County Trunk Highway M
- 17 August 2023 Public Works Committee Packet (Includes Exhibit A: Relocation Order, and Exhibit B: Plat.)

**STAFF RECOMMENDATION:**

Motion to approve 2023 Resolution 31: Relocation Order – County Trunk Highway M.

1 **WASHINGTON COUNTY, WISCONSIN**

2  
3 Date of enactment: \_\_\_\_\_

4 Date of publication: \_\_\_\_\_

5  
6 **2023 RESOLUTION 31**

7  
8 **Relocation Order – County Trunk Highway M**

9  
10 **WHEREAS**, Subsection 32.05(1), Wis. Stats., authorizes a County Board to issue a relocation  
11 order permitting the improvement of public highways and other transportation facilities; and

12  
13 **WHEREAS**, the Washington County Public Works Committee has reviewed the County  
14 Trunk Highway M project as presented by the Chief Public Works Officer and recommends adoption  
15 of a relocation order to permit modification to County Trunk Highway M as authorized by §83.08,  
16 Wis. Stats., to the extent necessary to make substantial improvements to the highway including  
17 pavement widening, shoulder widening, associated grading, intersection improvements, and  
18 improved vertical alignment;

19  
20 **NOW, THEREFORE, BE IT RESOLVED** by the Washington County Board of  
21 Supervisors that this Resolution shall constitute a relocation order in accordance with §32.05(1), Wis.  
22 Stats., for the purpose of the within desired highway improvement project and shall further constitute  
23 a determination of necessity for that project in accordance with §32.07(2), Wis. Stats.

24  
25 **BE IT FURTHER RESOLVED** that the Board hereby determines that it is necessary and  
26 for a public purpose to modify County Trunk Highway M so that it may be improved and that said  
27 modification will be built within the areas marked “Begin Relocation Order – End Relocation Order.”  
28 as set forth in the scale drawing of the proposed modification plan, which is attached to this resolution  
29 as Exhibit "A."

30  
31 **BE IT FURTHER RESOLVED** that the lands and interests to be affected by this highway  
32 project are specifically depicted and described in Exhibit "B" attached hereto and incorporated herein  
33 by reference.

34  
35 **BE IT FURTHER RESOLVED** that certain interests shall be relocated or acquired, as  
36 appropriate, in the areas described in Exhibits “A” and “B.”

37  
38 **BE IT FURTHER RESOLVED** that a copy of this relocation order along with all supporting  
39 documentation shall, within twenty days after its passage, be filed with the County Clerk.

40  
41 \_\_\_\_\_

42  
43 VOTE REQUIREMENT FOR PASSAGE: Majority

44  
45 RESOLUTION SUMMARY: Resolution authorizing the Relocation Order on County Trunk High-  
46 way M for the reconstruction of County Trunk Highway M.

1 Approved as to form:  
2 \_\_\_\_\_

3 Bradley S. Stern, County Attorney

4 Dated \_\_\_\_\_

5

6 Approved:  
7 \_\_\_\_\_

8 Josh Schoemann, County Executive

9 Dated \_\_\_\_\_

10  Veto

11  Partial Veto

12

13 (The fiscal impact resulting from the relocation order is unknown at this time; however, future project  
14 costs are budgeted for within the Highway fund and include any costs resulting from the relocation  
15 order.)

Introduced by members of the PUBLIC WORKS  
COMMITTEE as filed with the County Clerk.

\_\_\_\_\_

John Schodron, Chairperson

Considered \_\_\_\_\_

Adopted \_\_\_\_\_

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_

Voice Vote \_\_\_\_\_



## HIGHWAY DEPARTMENT

Scott M. Schmidt, PE, PLS,  
Chief Public Works Officer

900 Lang Street  
West Bend, WI 53090  
(262) 335-4435  
FAX (262) 335-4439

To: Public Works Committee  
From: Scott M. Schmidt, PE, PLS Chief Public Works Officer  
Date: August 17, 2023  
Re: CTH M Relocation Order – Pioneer Road to a point 3,500' north of STH 60

---

### **POLICY QUESTION:**

Should the Public Works Committee approve the County Trunk Highway M (CTH M) Relocation Order?

### **STRATEGIC PRIORITY/RESULT ACHIEVED:**

Effective Mobility and Reliable Infrastructure

### **DISCUSSION:**

The reconstruction of CTH M from Pioneer Road to STH 60 is scheduled for 2025, and from STH 60 to a point approximately 3,500' north of STH 60 is scheduled for 2027. This project was included as part of the 2024 – 2029 Capital Improvement Plan (CIP) reviewed by the Public Works Committee and approved by the County Board on April 12, 2023.

The project involves reconstructing the roadway with 4' paved shoulders, turning and bypass lanes at most intersections and vertical alignment improvements.

Right of way acquisition (fee title, permanent and temporary limited easements) is necessary to accommodate the above improvements. The Washington County Highway Department held a public information meeting on this project on June 29<sup>th</sup>, 2023.

To proceed with real estate acquisition required for the completion of the reconstruction, Subsection 32.05(1), Wis Stats, states that the County Board of Supervisors shall make an order providing for the laying out, relocation and improvement of the public highway. The right of way shown on the plat is the final right of way layout, and the area bound by the relocation order. The lands and interests to be required for the reconstruction of CTH M are detailed in the attached relocation order and plat.

### **COST:**

Funds have been allocated in the amount of \$6,741,737 for the project. The County has been approved for Local Road Improvement Program funding in the amount of \$414,263.

### **ATTACHMENTS:**

Exhibit A: Relocation Order  
Exhibit B: Plat  
Exhibit C: Draft 2023 Resolution XX

### **RECOMMENDATION:**

A motion to approve Resolution XX and forward to the County Board for approval.

1 **WASHINGTON COUNTY, WISCONSIN**

2  
3 Date of enactment: \_\_\_\_\_  
4 Date of publication: \_\_\_\_\_

5  
6 **2023 RESOLUTION \_\_\_\_**

7  
8 **Relocation Order – County Trunk Highway M**

9  
10 **WHEREAS**, Subsection 32.05(1), Wis. Stats., authorizes a County Board to issue a relocation  
11 order permitting the improvement of public highways and other transportation facilities; and

12  
13 **WHEREAS**, the Washington County Public Works Committee has reviewed the County  
14 Trunk Highway M project as presented by the Chief Public Works Officer and recommends adoption  
15 of a relocation order to permit modification to County Trunk Highway M as authorized by §83.08,  
16 Wis. Stats., to the extent necessary to make substantial improvements to the highway including  
17 pavement widening, shoulder widening, associated grading, intersection improvements, and  
18 improved vertical alignment;

19  
20 **NOW, THEREFORE, BE IT RESOLVED** by the Washington County Board of  
21 Supervisors that this Resolution shall constitute a relocation order in accordance with §32.05(1), Wis.  
22 Stats., for the purpose of the within desired highway improvement project and shall further constitute  
23 a determination of necessity for that project in accordance with §32.07(2), Wis. Stats.

24  
25 **BE IT FURTHER RESOLVED** that the Board hereby determines that it is necessary and  
26 for a public purpose to modify County Trunk Highway M so that it may be improved and that said  
27 modification will be built within the areas marked “Begin Relocation Order – End Relocation Order.”  
28 as set forth in the scale drawing of the proposed modification plan, which is attached to this resolution  
29 as Exhibit "A."

30  
31 **BE IT FURTHER RESOLVED** that the lands and interests to be affected by this highway  
32 project are specifically depicted and described in Exhibit "B" attached hereto and incorporated herein  
33 by reference.

34  
35 **BE IT FURTHER RESOLVED** that certain interests shall be relocated or acquired, as  
36 appropriate, in the areas described in Exhibits “A” and “B.”

37  
38 **BE IT FURTHER RESOLVED** that a copy of this relocation order along with all supporting  
39 documentation shall, within twenty days after its passage, be filed with the County Clerk.

40  
41 \_\_\_\_\_  
42  
43 **VOTE REQUIREMENT FOR PASSAGE:** Majority

44  
45 **RESOLUTION SUMMARY:** Resolution authorizing the Relocation Order on County Trunk High-  
46 way M for the reconstruction of County Trunk Highway M.

1 Approved as to form:  
2 \_\_\_\_\_

3 Bradley S. Stern, County Attorney

4 Dated \_\_\_\_\_

5

6 Approved:  
7 \_\_\_\_\_

8 Josh Schoemann, County Executive

9 Dated \_\_\_\_\_

10  Veto

11  Partial Veto

12

13 (The fiscal impact resulting from the relocation order is unknown at this time; however, future project  
14 costs are budgeted for within the Highway fund and include any costs resulting from the relocation  
15 order.)

Introduced by members of the PUBLIC WORKS  
COMMITTEE as filed with the County Clerk.

\_\_\_\_\_

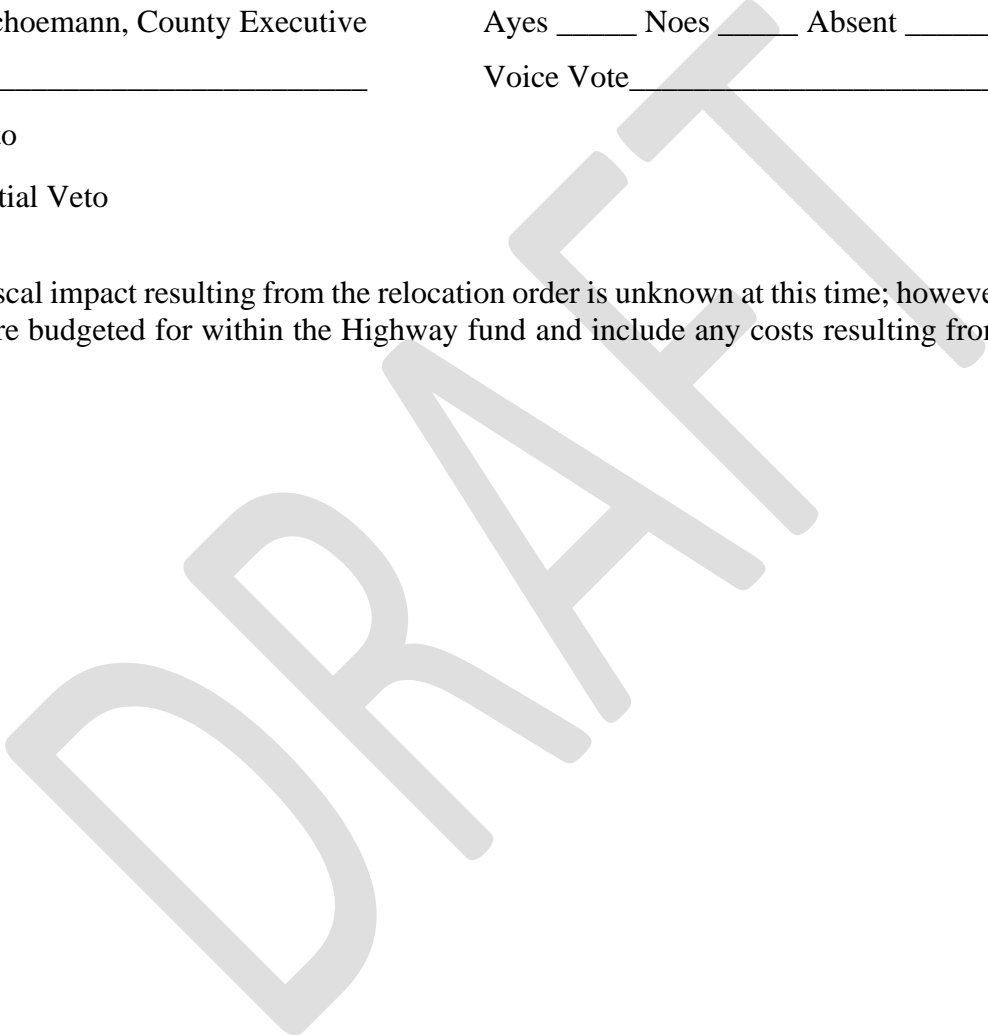
John Schodron, Chairperson

Considered \_\_\_\_\_

Adopted \_\_\_\_\_

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_

Voice Vote \_\_\_\_\_



R/W PROJECT NUMBER HWY25-01	SHEET NUMBER	TOTAL SHEETS
R/W PROJECT NUMBER HWY25-01	4.01	22
<b>PLAT OF RIGHT OF WAY REQUIRED FOR</b> <b>CTH M</b> <b>PIONEER ROAD TO STH 60</b> <b>AND STH 60 TO SOUTH CURVES</b>		
TOWN OF JACKSON	WASHINGTON COUNTY	
<b>CONSTRUCTION PROJECT NUMBER</b> HWY25-01 AND HWY27-01		

### CONVENTIONAL SYMBOLS

SECTION LINE	---	PARCEL NUMBER	(25)	UTILITY NUMBER	(40)
QUARTER LINE	---	SECTION CORNER	(18, 23, 24, 16, 15, 9)	R/W MONUMENT	●
SIXTEENTH LINE	---	NOTATION FOR COMBUSTIBLE FLUIDS	CAUTION	NON-MONUMENTED R/W POINT	○
NEW REFERENCE LINE	---	NOTATION FOR HIGH VOLTAGE TRANSMISSION LINES	CAUTION	FOUND IRON PIN	IP
NEW R/W LINE	---			VALVE (GAS, WATER, ETC.)	○ (TYPE)
EXISTING R/W LINE	---			SIGN	IP SIGN
PROPERTY LINE	---			OFF-PREMISE SIGN	(W1-25) SIGN
LOT, TIE, AND OTHER MINOR LINES	---				
SLOPE INTERCEPT	////				
CORPORATE LIMITS	---				
UNDERGROUND FACILITY (COMMUNICATIONS, ELECTRIC, ETC)	---				
FEE ACQUISITION AREA (HATCHING VARIES BY OWNER)	////				

TEMP. LIMITED EASEMENT AREA		ACCESS CONTROLLED BY ACQUISITION	
EASEMENT AREA (HIGHWAY, PERMANENT LIMITED, OR RESTRICTED DEVELOPMENT)		NO ACCESS (BY STATUTORY AUTHORITY)	●●●●●
TRANSMISSION STRUCTURES	⊠	ACCESS RESTRICTED (BY PREVIOUS PROJECT OR CONTROL)	●●●●●
BUILDING	⊠	NO ACCESS (NEW HIGHWAY)	▲▲▲▲▲
BUILDING (TO BE REMOVED)	⊠	NATIONAL GEODETIC SURVEY MONUMENT	⊙
BRIDGE	⊠	SIXTEENTH CORNER MONUMENT	⊙
		PARALLEL OFFSETS	⊠

### CONVENTIONAL UTILITY SYMBOLS

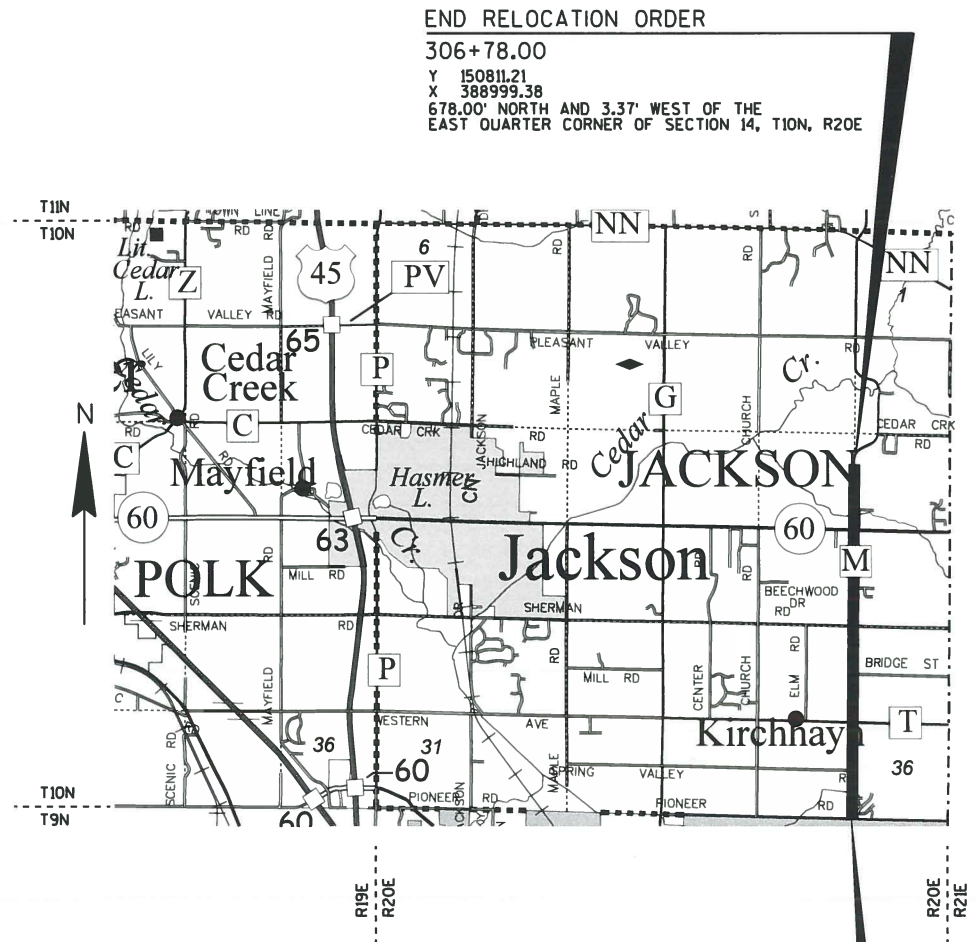
WATER	---	LONG CHORD	LCH
GAS	---	LONG CHORD BEARING	LCB
TELEPHONE	---	RADIUS	R
OVERHEAD TRANSMISSION LINES	---	DEGREE OF CURVE	D
ELECTRIC	---	CENTRAL ANGLE	Δ/Delta
CABLE TELEVISION	---	LENGTH OF CURVE	L
FIBER OPTIC	---	TANGENT	T
SANITARY SEWER	---	DIRECTION AHEAD	DA
STORM SEWER	---	DIRECTION BACK	DB
ELECTRIC TOWER	⊠		

POWER POLE	⊠	NON-COMPENSABLE	⊠
TELEPHONE POLE	⊠	COMPENSABLE	⊠
TELEPHONE PEDESTAL	⊠		

### CONVENTIONAL ABBREVIATIONS

ACCESS RIGHTS	AR	OUTLOT	OL
ACRES	AC	PAGE	P
AHEAD	AH	POINT OF TANGENCY	PT
ALUMINUM	ALUM	PROPERTY LINE	PL
AND OTHERS	ET AL	RECORDED AS	(100')
BACK	BK	REEL / IMAGE	R/I
BLOCK	BLK	REFERENCE LINE	R/L
CENTERLINE	C/L	PERMANENT LIMITED EASEMENT	PLE
CERTIFIED SURVEY MAP	CSM	POINT OF BEGINNING	POB
CONCRETE	CONC	POINT OF CURVATURE	PC
COUNTY	CO	POINT OF COMPOUND CURVE	PCC
COUNTY TRUNK HIGHWAY	CTH	POINT OF INTERSECTION	PI
DISTANCE	DIST	REMAINING	REM
CORNER	COR	RESTRICTIVE DEVELOPMENT EASEMENT	RDE
DOCUMENT NUMBER	DOC	RIGHT	RT
EASEMENT	EASE	RIGHT OF WAY	R/W
EXISTING	EX	SECTION	SEC
GAS VALVE	GV	SEPTIC VENT	SEPV
GRID NORTH	GN	SQUARE FEET	SF
HIGHWAY EASEMENT	HE	STATE TRUNK HIGHWAY	STH
IDENTIFICATION	ID	STATION	STA
LAND CONTRACT	LC	TELEPHONE PEDESTAL	TP
LEFT	LT	TEMPORARY LIMITED EASEMENT	TLE
MONUMENT	MON	TRANSPORTATION PROJECT PLAT	TPP
NATIONAL GEODETIC SURVEY NUMBER	NGS	UNITED STATES HIGHWAY	USH
	NO	VOLUME	V



**END RELOCATION ORDER**  
 306+78.00  
 Y 150811.21  
 X 388999.38  
 678.00' NORTH AND 3.37' WEST OF THE  
 EAST QUARTER CORNER OF SECTION 14, T10N, R20E

**BEGIN RELOCATION ORDER**  
 115+21.42  
 Y 131656.60  
 X 388829.55  
 0.92' NORTH AND 40.86' WEST OF THE  
 SOUTHEAST CORNER OF SECTION 35, T10N, R20E



TOTAL NET LENGTH OF CENTERLINE = 3.628 MI.

**NOTES:**

COORDINATES AND BEARINGS ON THIS PLAT ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM (WCCS), WASHINGTON COUNTY ZONE, NAD83 (2011) ADJUSTMENT. THE COORDINATES SHOWN ARE GRID COORDINATES AND ARE TO BE USED AS GRID OR GROUND VALUES ON THIS PLAT.

ALL NEW RIGHT-OF-WAY MONUMENTS WILL BE TYPE 2 MONUMENTS (TYPICALLY 1" I.D. X 24" IRON PIPES), UNLESS OTHERWISE NOTED, AND WILL BE PLACED PRIOR TO THE COMPLETION OF THE PROJECT.

RIGHT-OF-WAY BOUNDARIES ARE DEFINED WITH COURSES OF THE PERIMETER OF THE HIGHWAY LANDS REFERENCED TO THE U.S. PUBLIC LAND SURVEY SYSTEM OR OTHER "SURVEYS OF PUBLIC RECORD".

DIMENSIONING FOR THE NEW RIGHT-OF-WAY IS MEASURED ALONG AND PERPENDICULAR TO THE NEW REFERENCE LINES.

ALL RIGHT-OF-WAY LINES DEPICTED IN THE NON-ACQUISITION AREAS ARE INTENDED TO RE-ESTABLISH EXISTING RIGHT-OF-WAY LINES AS DETERMINED FROM PREVIOUS PROJECTS, OTHER RECORDED DOCUMENTS, CENTERLINE OF EXISTING PAVEMENTS AND/OR EXISTING OCCUPATIONAL LINES.

A TEMPORARY LIMITED EASEMENT (TLE) IS A RIGHT FOR CONSTRUCTION PURPOSES, AS DEFINED HEREIN, INCLUDING THE RIGHT TO OPERATE NECESSARY EQUIPMENT THEREON, THE RIGHT OF INGRESS AND EGRESS, AS LONG AS REQUIRED FOR SUCH PUBLIC PURPOSE, INCLUDING THE RIGHT TO PRESERVE, PROTECT, REMOVE, OR PLANT THEREON ANY VEGETATION THAT THE HIGHWAY AUTHORITIES MAY DEEM DESIRABLE. ALL (TLEs) ON THIS PLAT EXPIRE AT THE COMPLETION OF THE CONSTRUCTION PROJECT FOR WHICH THIS INSTRUMENT IS GIVEN.

AN EASEMENT FOR HIGHWAY PURPOSES (HE), AS LONG AS SO USED, INCLUDING THE RIGHT TO PRESERVE, PROTECT, REMOVE, OR PLANT THEREON ANY VEGETATION THAT THE HIGHWAY AUTHORITIES MAY DEEM DESIRABLE.

PROPERTY LINES SHOWN ON THIS PLAT FOR PROPERTIES BEING IMPACTED ARE DRAWN FROM DATA DERIVED FROM FILED/RECORDED MAPS AND DOCUMENTS OF PUBLIC RECORD. THIS PLAT MAY NOT BE A TRUE REPRESENTATION OF EXISTING PROPERTY LINES, EXCLUDING RIGHT-OF-WAY, AND SHOULD NOT BE USED AS A SUBSTITUTE FOR AN ACCURATE FIELD SURVEY.

FOR THE CURRENT ACCESS/DRIVEWAY INFORMATION, CONTACT THE PLANNING UNIT OF THE WISCONSIN DEPARTMENT OF TRANSPORTATION OFFICE IN WAUKESHA.

PARCEL AND UTILITY IDENTIFICATION NUMBERS MAY NOT POINT TO ALL AREAS OF ACQUISITION, AS NOTED ON THE DETAIL PAGES.

INFORMATION FOR THE BASIS OF EXISTING HIGHWAY RIGHT-OF-WAY POINTS OF REFERENCE AND ACCESS CONTROL ARE LISTED ON THE DETAIL PAGES.

**CAUTION:**

THIS PLAT IS FOR ILLUSTRATIVE PURPOSES ONLY. DEEDS MUST BE CHECKED TO DETERMINE PROPERTY BOUNDARIES.

ACCEPTED FOR  
 WASHINGTON COUNTY

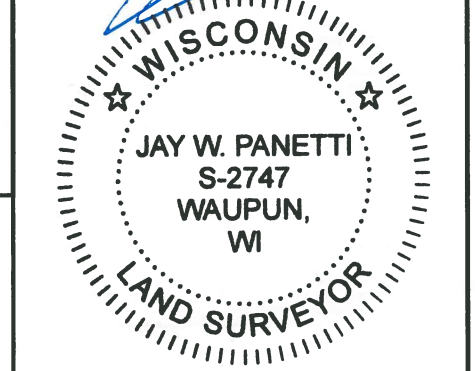
Date \_\_\_\_\_  
 SCOTT SCHMIDT  
 CHIEF PUBLIC WORKS OFFICER

ORIGINAL PLAT PREPARED BY

**GREMMER & ASSOCIATES, INC.**  
 CONSULTING ENGINEERS  
 Stevens Point • Fond du Lac

85 South Pioneer Road, Suite 300 • Fond du Lac, WI 54605  
 (920) 924-8720 • Fax (920) 924-8725

8/23/23  
 DATE JAY W. PANETTI, PLS



REVISION DATE



# SCHEDULE OF LANDS & INTERESTS REQUIRED

AREAS SHOWN IN THE TOTAL ACRES COLUMN MAY BE APPROXIMATE AND ARE DERIVED FROM TAX ROLLS OR OTHER AVAILABLE SOURCES AND MAY NOT INCLUDE LANDS OF THE OWNER WHICH ARE NOT CONTIGUOUS TO THE AREA TO BE ACQUIRED. OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE DEPARTMENT.

PARCEL NUMBER	SHEET NUMBER	OWNER(S)	INTEREST REQUIRED	R/W ACRES REQUIRED				T.L.E. ACRES TEMP.	TAX KEY NUMBER
				NEW	EXISTING	TOTAL	HE		
1	4.08	BRUCE D. SADOWSKI AND VERONICA A. SADOWSKI	FEE, TLE	0.725	1.634	2.359	0	0.289	T7_093000B
2	4.08	ROBERT J. FULLER AND RACHEL M. FULLER	TLE	0	0	0	0	0.012	T7_0943053
3	4.08	JOHN M. OTTE AND JESSICA J. OTTE	TLE	0	0	0	0	0.005	T7_094300500F
11	4.09	DAVID E. BUBLITZ, TRUSTEE OF THE DAVID E. BUBLITZ TRUST, CREATED UNDER THE RICHARD BUBLITZ LIVING TRUST, DATED JANUARY 7, 2010 (1/3 INTEREST)	FEE, TLE	0.827	1.203	2.030	0	0.006	T7_0927
	4.10		FEE, TLE	0.974	1.082	2.056	0	0.037	T7_0902
	4.11	JEFFERY A. BUBLITZ, TRUSTEE OF THE JEFFERY A. BUBLITZ TRUST, CREATED UNDER THE RICHARD BUBLITZ LIVING TRUST, DATED JANUARY 7, 2010 (1/3 INTEREST)	FEE, TLE	0.701	1.199	1.900	0	0.023	T7_0896
		DAVID E. BUBLITZ, TRUSTEE OF THE SCOTT R. BUBLITZ TRUST, CREATED UNDER THE RICHARD BUBLITZ LIVING TRUST, DATED JANUARY 7, 2010 (1/3 INTEREST)	TOTALS:	2.502	3.484	5.986	0	0.066	
12	4.09	VOKOUN IRREVOCABLE TRUST OF 2020	FEE, TLE	0.039	0.107	0.146	0	0.009	T7_094200F
13	4.09	MILWAUKEE LIGHT ENGINEERING SOCIETY, INC.	FEE, TLE	0.027	0.278	0.305	0	0.028	T7_0942001
18	4.09	VICTOR S. POLUM	HE, TLE	0	0	0	0.016	0.017	T7_094200C
19	4.09	PETER R. HAUSER AND LINDSAY A. HAUSER	FEE, TLE	0.038	0.125	0.163	0	0.001	T7_094200D
21	4.10	MICHAEL E. KUESTER AND HOLLY A. KUESTER FAMILY TRUST DATED MAY 14, 2018	FEE, TLE	0.089	0	0.089	0	0.006	T7_093700A
22	4.10	GARY N. RINGEL AND SUZANNE J. RINGEL	FEE	0.011	0	0.011	0	0	T7_0937
25	4.11	GEORGE A. KNEPEL FAMILY TRUST	FEE, TLE	0.066	0.182	0.248	0	0.008	T7_0896
26	4.12	JEFFREY D. ZOROMSKI, TRUSTEE OF THE JEFFREY ZOROMSKI TRUST DATED APRIL 3, 2006	TLE	0	0	0	0	0.004	T7_066100A
27	4.12	LARRY R. SCHMITZ	HE	0	0	0	0.057	0	T7_066000Z
28	4.12	ERIC C. PRANGE	FEE	1.001	0.608	1.609	0	0	T7_069200B
29	4.12	WISCONSIN ELECTRIC POWER COMPANY	HE	0	0	0	0.034	0	T7_066000B
31	4.12	JOHN R. SHERMAN AND ANNE M. SHERMAN	FEE	0.125	0.375	0.500	0	0	T7_065900B
32	4.13	ZIEMER FARMS, LLC	FEE	0.670	0.239	0.909	0	0	T7_0689
33	4.13	MATTHEW J. ENGELHARDT AND DAWN L. ENGELHARDT	FEE	0.062	0.187	0.249	0	0	T7_065700Z
34	4.13	TEMENUZHKA K. THEDE AND JARED P. THEDE	TLE	0	0	0	0	0.059	T7_065700A
36	4.13	DEAN C. MANTEL AND PAULA J. RACE-MANTEL	FEE	0.045	0.134	0.179	0	0	T7_0658
38	4.13	NICHOLAS ZEPNICK AND KENDRA ZEPNICK	HE	0	0	0	0.316	0	T7_068900A
39	4.14	ROBERT D. HELM AND LISA A. CHMIELEWSKI-HELM	HE	0	0	0	0.287	0	T7_067200D
41	4.14	JEFFREY A. WENZEL AND KAREN J. WENZEL	HE, TLE	0	0	0	0.159	0.054	T7_067200A
42	4.14	SHAWN R. MANEY	FEE, TLE	0.500	0.460	0.960	0	0.028	T7_0654
	4.15		FEE, TLE	0.222	0.272	0.494	0	0.007	T7_065300Z
			TOTALS:	0.722	0.732	1.154	0	0.035	
43	4.14	SHAWN R. MANEY	FEE, TLE	0.159	0.187	0.346	0	0.041	T7_067200Y
44	4.14	JACOB GAUTHIER AND JENNIFER GAUTHIER	FEE	0.139	0.170	0.309	0	0	T7_067200C

SHEET 2 OF 22 SHEETS

REVISED: 8/29/2023

REVISION DATE	DATE 9/13/2023	SCALE, FEET	HWY: CTH M	R/W PROJECT NUMBER HWY25-01	PLAT SHEET 4.02
	GRID FACTOR		COUNTY: WASHINGTON	CONSTRUCTION PROJECT NUMBER HWY25-01 AND HWY27-01	PS&E SHEET

# SCHEDULE OF LANDS & INTERESTS REQUIRED

AREAS SHOWN IN THE TOTAL ACRES COLUMN MAY BE APPROXIMATE AND ARE DERIVED FROM TAX ROLLS OR OTHER AVAILABLE SOURCES AND MAY NOT INCLUDE LANDS OF THE OWNER WHICH ARE NOT CONTIGUOUS TO THE AREA TO BE ACQUIRED. OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE DEPARTMENT.

PARCEL NUMBER	SHEET NUMBER	OWNER(S)	INTEREST REQUIRED	R/W ACRES REQUIRED				T.L.E. ACRES TEMP.	TAX KEY NUMBER
				NEW	EXISTING	TOTAL	HE		
46	4.15	KORRI G. GEORGENSON AND DONALD G. GEORGENSON	FEE	0.228	0.278	0.506	0	0	T7_0668
47	4.15	ALAN GUHL AND KAREN GUHL	FEE	0.233	0	0.233	0	0	T7_066700D
48	4.15	THE MILWAUKEE METROPOLITAN SEWERAGE DISTRICT	HE	0	0	0	0.430	0	T7_065300A
49	4.16	ERIC L. SEATZ	FEE, TLE	0.320	0	0.320	0	0.026	T7_062300E
51	4.16	SHAWN M. PLAGEMANN FAMILY TRUST DATED FEBRUARY 21, 2012	FEE, TLE	0.205	0	0.205	0	0.080	T7_063700C
52	4.16	DANIEL J. CLAPHAM AND MARTH L. CLAPHAM, TRUSTEES OF THE CLAPHAM REVOCABLE LIVING TRUST DATED OCTOBER 12, 2010	FEE, TLE	0.091	0	0.091	0	0.021	T7_062300B
53	4.16	DALE S. BROSIG	FEE	0.048	0	0.048	0	0	T7_063700E
54	4.16	BRIAN R. LATZ AND HEATHER D. LATZ, AS TRUSTEES OF THE BRIAN R. LATZ AND HEATHER D. LATZ REVOCABLE TRUST	FEE, TLE	0.131	0	0.131	0	0.011	T7_063700F
56	4.16	JODY J. HANSEN AND AMY S. HANSEN AS TRUSTEES OF THE JODY J. HANSEN AND AMY S. HANSEN LIVING TRUST DATED NOVEMBER 21, 2005	FEE, TLE	0.110	0	0.110	0	0.057	T7_062300A
57	4.16	LUIS A. MORALES BANUELOS AND MELISSA HERNANDEZ TORRES	FEE, TLE	0.110	0	0.110	0	0.039	T7_062000H
58	4.17	JEFFREY R. YANKE	FEE	0.130	0.230	0.360	0	0	T7_063600F
59	4.17	HENRY THEODORE BERTRAM AND YOLANDA J. BERTRAM	FEE, TLE	0.055	0	0.055	0	0.020	T7_062000G
61	4.17	HAROLD A. GRUBE	FEE, TLE	0.041	0.114	0.155	0	0.010	T7_063600E
62	4.17	EDWARD BAUER AND CATHERINE BAUER	FEE	0.041	0.114	0.155	0	0	T7_063600D
63	4.17	RAY C. STRACKBEIN AND ALEX STRACKBEIN	FEE	0.090	0	0.090	0	0	T7_062000E
64	4.17	BENJAMIN J. PASKE AND CHRISTIANA G. DEAL	FEE	0.056	0.114	0.170	0	0	T7_063600B
66	4.17	EVERETT S. RUSSELL AND KATHRYN A. RUSSELL	FEE, TLE	0.060	0	0.060	0	0.013	T7_062000F
67	4.17	STANLEY M. HAHN	FEE, TLE	0.132	0.114	0.246	0	0.010	T7_063600A002
68	4.17	DANIEL J. EICHNER AND MARY B. EICHNER	FEE, TLE	0.034	0	0.034	0	0.029	T7_062000D
69	4.17	TIMOTHY F. PIERING	FEE, TLE	0.058	0.057	0.115	0	0.011	T7_063600A001
71	4.17	MICHAEL A. SCHONFELDER AND GAY L. SCHONFELDER	FEE, TLE	0.103	0.114	0.217	0	0.008	T7_063600A
72	4.17	TERRENCE R. WELCH	HE, TLE	0	0	0	0.085	0.042	T7_062000C
73	4.18	RICHARD R. KRAHN AND ASHLEY R. KRAHN	HE, TLE	0	0	0	0.063	0.031	T7_060900A
74	4.18	MARK R. ROEMBKE AND JULIE M. ROEMBKE	HE	0	0	0	0.047	0	T7_063300A
76	4.18	GARY M. GOFFIN	HE, TLE	0	0	0	0.063	0.031	T7_060900B
77	4.18	RICHARD J. ROEMBKE	FEE, TLE	0.534	0.652	1.186	0	0.006	T7_063300Z
	4.19		FEE, TLE	0.245	0.452	0.697	0	0.092	T7_0631
			TOTALS:	0.779	1.104	1.883	0	0.098	
78	4.18	DUANE A. BRESLER	FEE, TLE	0.037	0	0.037	0	0.031	T7_060900E
79	4.18	ALBERT F. ARPS, JR.	FEE, TLE	0.037	0	0.037	0	0.031	T7_060900F
81	4.18	ROBERT H. HARTWIG AND DAWN E. HARTWIG	HE, TLE	0	0	0	0.106	0.057	T7_060900K
82	4.18	SCOTT KEMPINSKI AND GAYLE KEMPINSKI	HE	0	0	0	0.067	0	T7_060900J

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SHEET 3 OF 22 SHEETS

REVISED: 9/13/2023

REVISION DATE	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

DATE	9/13/2023
GRID FACTOR	_____

SCALE, FEET	0 _____
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HWY:	CTH M
COUNTY:	WASHINGTON

R/W PROJECT NUMBER	HWY25-01
CONSTRUCTION PROJECT NUMBER	HWY25-01 AND HWY27-01

PLAT SHEET	4.03
PS&E SHEET	_____

E

# SCHEDULE OF LANDS & INTERESTS REQUIRED

AREAS SHOWN IN THE TOTAL ACRES COLUMN MAY BE APPROXIMATE AND ARE DERIVED FROM TAX ROLLS OR OTHER AVAILABLE SOURCES AND MAY NOT INCLUDE LANDS OF THE OWNER WHICH ARE NOT CONTIGUOUS TO THE AREA TO BE ACQUIRED. OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE DEPARTMENT.

PARCEL NUMBER	SHEET NUMBER	OWNER(S)	INTEREST REQUIRED	R/W ACRES REQUIRED				T.L.E. ACRES TEMP.	TAX KEY NUMBER
				NEW	EXISTING	TOTAL	HE		
83	4.18, 4.19	RENO DIPPMANN AND ELSA M. DIPPMANN, TRUSTEES OF THE RENO DIPPMANN AND ELSA M. DIPPMANN REVOCABLE TRUST, DATED APRIL 25, 2008	HE, TLE	0	0	0	0.281	0.040	T7_060900C
87	4.19	STEVEN R. FORBES AND JUDI A. FORBES	FEE	0.135	0.218	0.353	0	0	T7_0632
88	4.19	GEORGE J. TOUREK, JR. AND PAMELA J. TOUREK	FEE, TLE	0.285	0.348	0.633	0	0.009	T7_0606
89	4.19	EMLINE JOHNSON SURVIVORS TRUST	FEE	0.053	0.065	0.118	0	0	T7_060600A
91	4.20	PAUL PUESTOW	FEE, TLE	0.181	0.217	0.398	0	0.003	T7_037100Z
92	4.20	MICHAEL R. WILHELME AND PATRICIA G. WILHELME	TLE	0	0	0	0	0.011	T7_034300Z
96	4.20	ERIC PENA AND ALICIA BELANT	FEE, TLE	0.202	0.179	0.381	0	0.010	T7_034200100A
97	4.21	RICHARD T. GUSLICK	FEE, TLE	0.091	0	0.091	0	0.037	T7_036800A
98	4.21	DANIEL L. PIPKORN AND ALAINA J. PIPKORN, OR THEIR SUCCESSOR, AS TRUSTEES OF THE DANIEL L. AND ALAINA J. PIPKORN REVOCABLE TRUST DATED MARCH 9, 2022	FEE	0.171	0.207	0.378	0	0	T7_0341
99	4.21	DCKF TRANSITION TRUST OF AUGUST 6, 2008	FEE, TLE	0.094	0	0.094	0	0.023	T7_036800D
101	4.21	WALTER A. MILLER AND RENEE L. MILLER, OR THEIR SUCCESSOR, AS TRUSTEES OF THE WALTER A. AND RENEE L. MILLER REVOCABLE TRUST DATED JULY 24, 2019	FEE, TLE	0.385	0.376	0.761	0	0.095	T7_034100B
102	4.21	COLIN D. BAUMANN	FEE, TLE	0.116	0	0.116	0	0.019	T7_036800C
103	4.21	MICHAEL M. GUSLICK AND KATHERINE A. ELLIS	FEE	0.091	0	0.091	0	0	T7_036800B
104	4.21	DAVID L. MILLER AND NICOLE M. MILLER	FEE, TLE	0.041	0	0.041	0	0.009	T7_034100C
106	4.21	PETER A. WERNI AND ALICE R. WERNI	HE, TLE	0	0	0	0.070	0.016	T7_034100A
107	4.22	DALE L. DAVIDSON, JR. AND JODI L. DAVIDSON	FEE	0.041	0	0.041	0	0	T7_035400A
108	4.22	OAK VALLEY REAL ESTATE HOLDINGS, LLC (CARL MILLER LIFE ESTATE)	FEE	0.225	0.275	0.500	0	0	T7_0338
109	4.22	ALLEN A. KLUG AND MARGARET J. KLUG	HE	0	0	0	0.179	0	T7_0354
	4.22		FEE	0.034	0	0.034	0	0	T7_035300B
			TOTALS:	0.034	0	0.034	0.179	0	
111	4.22	TYLER J. THEDE AND LAURIE S. THEDE	HE	0	0	0	0.070	0	T7_033800A
112	4.22	STATE OF WISCONSIN (DEPARTMENT OF NATURAL RESOURCES)	HE	0	0	0	0.008	0	T7_0352
201	4.08, 4.09, 4.10, 4.11, 4.12, 4.13, 4.14, 4.15, 4.16, 4.17, 4.18, 4.19, 4.20, 4.21, 4.22	WE ENERGIES - ELECTRIC	RELEASE OF RIGHTS						
202	4.08, 4.09, 4.10, 4.11, 4.12, 4.13, 4.14, 4.15, 4.16, 4.17, 4.18, 4.19, 4.20, 4.21, 4.22	AT&T WISCONSIN	RELEASE OF RIGHTS						
203	4.12	WE ENERGIES - GAS	RELEASE OF RIGHTS						

4

4

SHEET 4 OF 22 SHEETS

REVISED: 8/29/2023

REVISION DATE	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

DATE	9/13/2023
GRID FACTOR	_____

SCALE, FEET	0

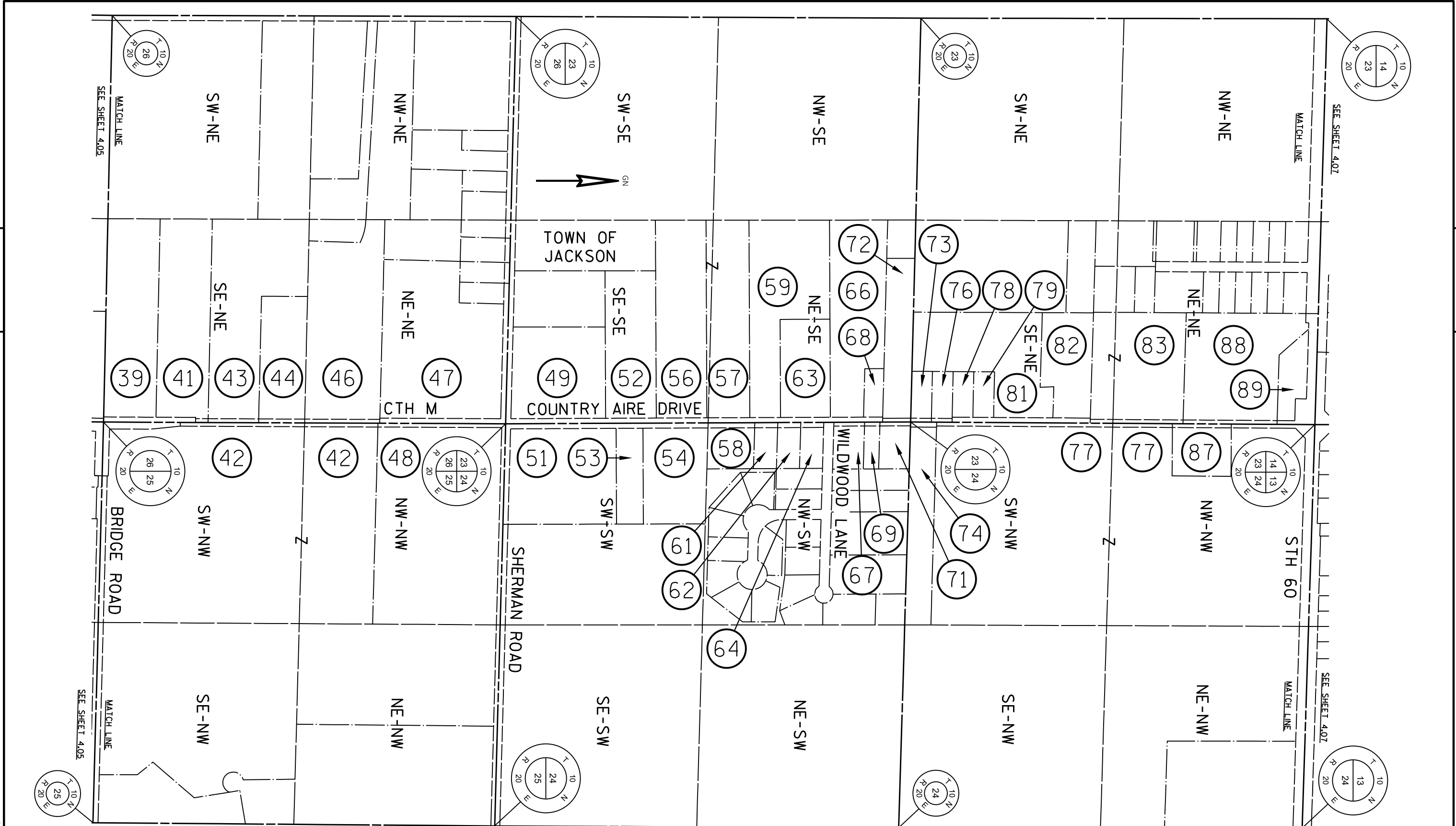
HWY:	CTH M
COUNTY:	WASHINGTON

R/W PROJECT NUMBER	HWY25-01
CONSTRUCTION PROJECT NUMBER	HWY25-01 AND HWY27-01

PLAT SHEET	4.04
PS&E SHEET	_____

E





SHEET 6 OF 22 SHEETS

REVISED: 8/29/2023

REVISION DATE	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____

DATE	9/13/2023
GRID FACTOR	_____

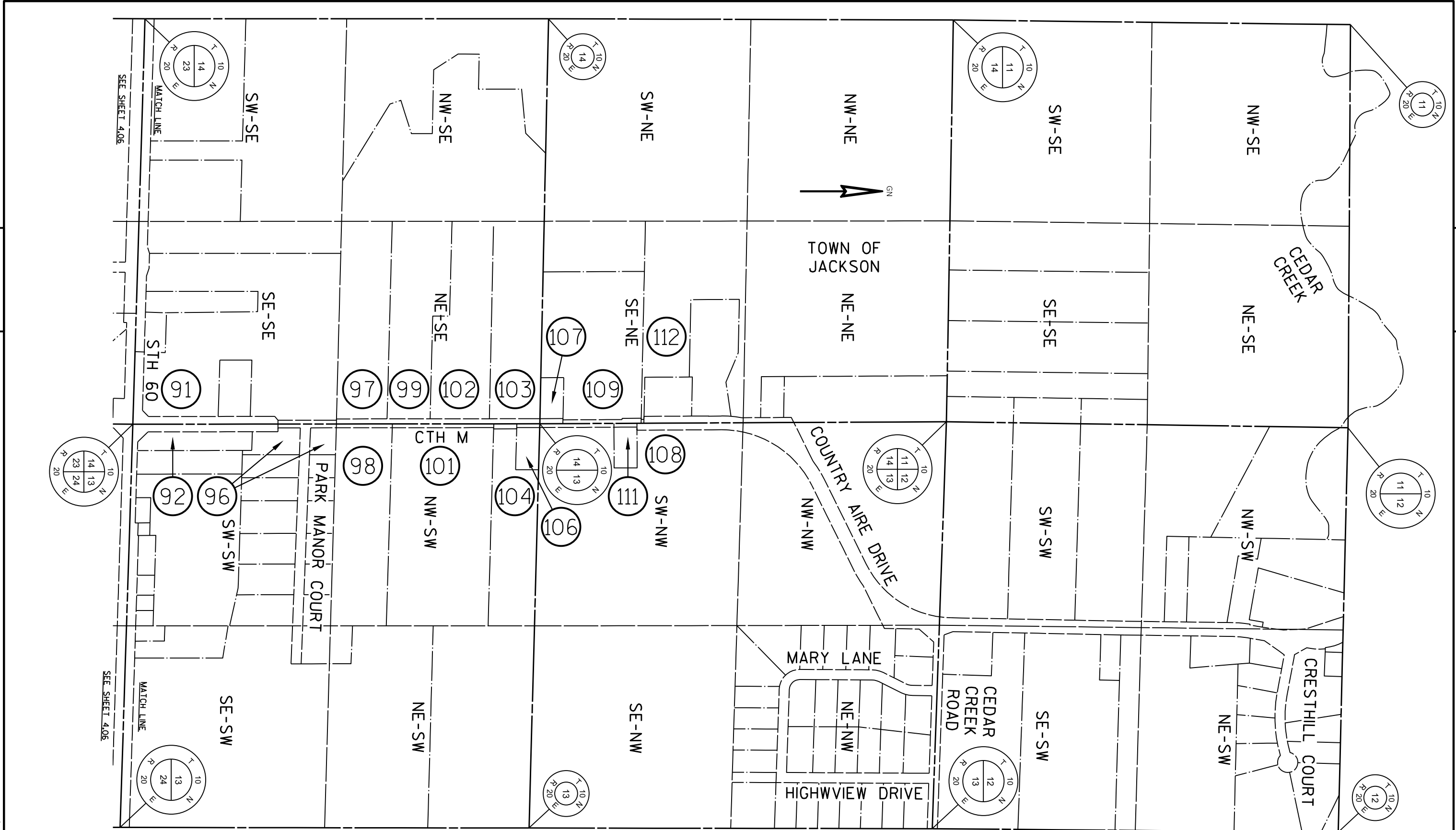


HWY:	CTH M
COUNTY:	WASHINGTON

R/W PROJECT NUMBER	HWY25-01
CONSTRUCTION PROJECT NUMBER	HWY25-01 AND HWY27-01

PLAT SHEET	4.06
PS&E SHEET	_____

**E**



SHEET 7 OF 22 SHEETS

REVISED: 8/29/2023

REVISION DATE	DATE 9/13/2023
_____	_____
_____	_____
_____	_____
_____	_____

DATE 9/13/2023	SCALE, FEET
_____	0 300 600
GRID FACTOR _____	

HWY: CTH M	R/W PROJECT NUMBER HWY25-01
COUNTY: WASHINGTON	CONSTRUCTION PROJECT NUMBER HWY25-01 AND HWY27-01

PLAT SHEET 4.07
PS&E SHEET _____

PLAT SHEET 4.07	PS&E SHEET _____
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PLAT SHEET 4.07	PS&E SHEET _____	<b>E</b>
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FEE - PARCEL 11			
FROM PT #	TO PT #	BEARING	DISTANCE
54	311	S00° 45' 22"W	1320.12'
311	310	N88° 38' 16"W	12.00'
310	309	N88° 38' 16"W	45.00'
309	327	N09° 30' 41"W	84.15'
327	328	N00° 45' 22"E	125.00'
328	329	N08° 21' 03"E	75.66'
329	330	N00° 45' 22"E	917.24'
330	331	N15° 25' 16"W	91.12'
331	332	N88° 33' 48"W	85.00'
332	333	N01° 26' 12"E	8.25'
333	334	N01° 26' 12"E	24.75'
334	54	S88° 33' 48"E	172.00'

FEE/HE - PARCELS 12, 13, 18 & 19			
FROM PT #	TO PT #	BEARING	DISTANCE
52	311	N00° 45' 22"E	1320.12'
311	54	N00° 45' 22"E	1320.12'
54	320	S88° 31' 16"E	43.00'
320	321	S00° 45' 22"W	161.17'
321	322	S04° 34' 13"W	150.33'
322	323	S00° 45' 22"W	725.00'
323	324	S07° 46' 29"E	101.12'
324	325	S00° 45' 22"W	100.00'
325	326	S10° 54' 09"W	85.15'
326	311	N88° 32' 12"W	33.00'

TLE - PARCEL 12			
FROM PT #	TO PT #	BEARING	DISTANCE
52	311	N00° 45' 22"E	1320.12'
311	326	S88° 32' 12"E	33.00'
326	325	N10° 54' 09"E	85.15'
325	734	S00° 45' 22"W	50.00'
734	326	S24° 40' 35"W	36.99'

COORDINATE TABLE		
POINT	Y (NORTHING)	X (EASTING)
309	132977.044	388830.837
310	132975.974	388875.827
311	132975.689	388887.824
320	134294.585	388948.235
321	134133.430	388946.108
322	133983.575	388934.130
323	133258.638	388924.562
324	133158.449	388938.241
325	133058.458	388936.921
326	132974.846	388920.816
327	133060.042	388816.932
328	133185.031	388818.581
329	133259.892	388829.570

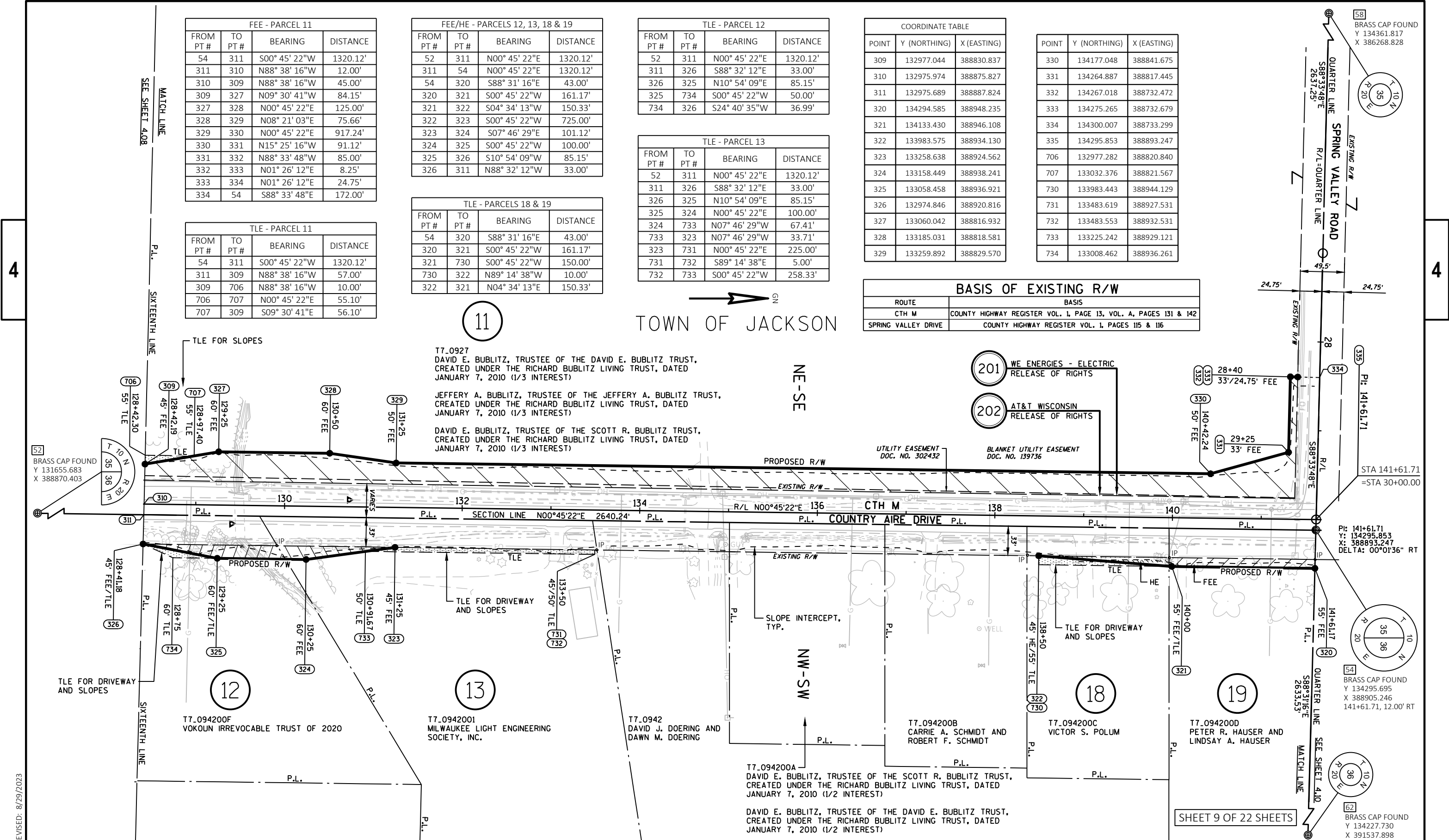
POINT	Y (NORTHING)	X (EASTING)
330	134177.048	388841.675
331	134264.887	388817.445
332	134267.018	388732.472
333	134275.265	388732.679
334	134300.007	388733.299
335	134295.853	388893.247
706	132977.282	388820.840
707	133032.376	388821.567
730	133983.443	388944.129
731	133483.619	388927.531
732	133483.553	388932.531
733	133225.242	388929.121
734	133008.462	388936.261

TLE - PARCEL 11			
FROM PT #	TO PT #	BEARING	DISTANCE
54	311	S00° 45' 22"W	1320.12'
311	309	N88° 38' 16"W	57.00'
309	706	N88° 38' 16"W	10.00'
706	707	N00° 45' 22"E	55.10'
707	309	S09° 30' 41"E	56.10'

TLE - PARCELS 18 & 19			
FROM PT #	TO PT #	BEARING	DISTANCE
54	320	S88° 31' 16"E	43.00'
320	321	S00° 45' 22"W	161.17'
321	730	S00° 45' 22"W	150.00'
730	322	N89° 14' 38"W	10.00'
322	321	N04° 34' 13"E	150.33'

TLE - PARCEL 13			
FROM PT #	TO PT #	BEARING	DISTANCE
52	311	N00° 45' 22"E	1320.12'
311	326	S88° 32' 12"E	33.00'
326	325	N10° 54' 09"E	85.15'
325	324	N00° 45' 22"E	100.00'
324	733	N07° 46' 29"W	67.41'
733	323	N07° 46' 29"W	33.71'
323	731	N00° 45' 22"E	225.00'
731	732	S89° 14' 38"E	5.00'
732	733	S00° 45' 22"W	258.33'

BASIS OF EXISTING R/W	
ROUTE	BASIS
CTH M	COUNTY HIGHWAY REGISTER VOL. 1, PAGE 13, VOL. A, PAGES 131 & 142
SPRING VALLEY DRIVE	COUNTY HIGHWAY REGISTER VOL. 1, PAGES 115 & 116

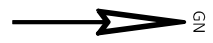


REVISED: 8/29/2023

REVISION DATE	DATE 9/13/2023	SCALE, FEET	HWY: CTH M	R/W PROJECT NUMBER HWY25-01	PLAT SHEET 4.09
	GRID FACTOR	0 50 100	COUNTY: WASHINGTON	CONSTRUCTION PROJECT NUMBER HWY25-01 AND HWY27-01	PS&E SHEET



TOWN OF JACKSON



FEE - PARCEL 11			
FROM PT #	TO PT #	BEARING	DISTANCE
54	335	N88° 33' 48"W	12.00'
335	334	N88° 33' 48"W	160.00'
334	340	N01° 26' 12"E	24.75'
340	341	N01° 26' 12"E	8.25'
341	342	S88° 33' 48"E	35.00'
342	343	N53° 07' 32"E	87.93'
343	344	N00° 46' 58"E	200.00'
344	345	N06° 29' 36"E	50.25'
345	346	N00° 46' 58"E	850.00'
346	347	N04° 55' 40"W	50.25'
347	348	N00° 46' 58"E	86.64'
348	349	S88° 39' 34"E	55.00'
349	350	S88° 39' 34"E	12.00'
350	54	S00° 46' 58"W	1324.27'

TLE - PARCEL 11			
FROM PT #	TO PT #	BEARING	DISTANCE
54	334	N88° 33' 48"W	172.00'
334	341	N01° 26' 12"E	33.00'
341	342	S88° 33' 48"E	35.00'
342	343	N53° 07' 32"E	87.93'
343	344	N00° 46' 58"E	200.00'
344	345	N06° 29' 36"E	50.25'
740	741	N10° 31' 38"W	50.99'
741	742	N00° 46' 58"E	100.00'
742	743	N12° 05' 34"E	50.99'
743	740	S00° 46' 58"W	200.00'
54	350	N00° 46' 58"E	1324.27'
350	348	N88° 39' 34"W	67.00'
348	744	S00° 46' 58"W	11.64'
744	745	N89° 13' 02"W	10.00'
745	746	N00° 46' 58"E	11.74'
746	348	S88° 39' 34"E	10.00'

COORDINATE TABLE		
POINT	Y (NORTHING)	X (EASTING)
334	134300.007	388733.299
335	134295.996	388893.249
340	134324.750	388733.920
341	134332.997	388734.127
342	134332.120	388769.116
343	134384.885	388839.458
344	134584.867	388842.191
345	134634.794	388847.873
346	135484.714	388859.485
347	135534.778	388855.169
348	135621.414	388856.352
349	135620.127	388911.340
350	135619.846	388923.337
351	135618.926	388956.328
352	135498.415	388954.681
353	135498.278	388964.680
354	135448.283	388963.997
355	135448.420	388953.998
356	134733.486	388944.230
357	134633.359	388952.863
358	134294.585	388948.235
359	134294.843	388938.237

POINT	Y (NORTHING)	X (EASTING)
740	134734.784	388849.239
741	134784.916	388839.923
742	134884.907	388841.289
743	134934.766	388851.971
744	135609.771	388856.193
745	135609.907	388846.194
746	135621.648	388846.354
747	134353.385	388949.038
748	134353.317	388954.038
749	134303.322	388953.355
750	134303.390	388948.355

BASIS OF EXISTING R/W	
ROUTE	BASIS
CTH M	COUNTY HIGHWAY REGISTER VOL. A, PAGES 131 & 142
SPRING VALLEY DRIVE	COUNTY HIGHWAY REGISTER VOL. L, PAGES 115 & 116

11

T7.0902  
 DAVID E. BUBLITZ, TRUSTEE OF THE DAVID E. BUBLITZ TRUST,  
 CREATED UNDER THE RICHARD BUBLITZ LIVING TRUST, DATED  
 JANUARY 7, 2010 (1/3 INTEREST)  
 JEFFERY A. BUBLITZ, TRUSTEE OF THE JEFFERY A. BUBLITZ TRUST,  
 CREATED UNDER THE RICHARD BUBLITZ LIVING TRUST, DATED  
 JANUARY 7, 2010 (1/3 INTEREST)  
 DAVID E. BUBLITZ, TRUSTEE OF THE SCOTT R. BUBLITZ TRUST,  
 CREATED UNDER THE RICHARD BUBLITZ LIVING TRUST, DATED  
 JANUARY 7, 2010 (1/3 INTEREST)

SE-NW

201 WE ENERGIES - ELECTRIC  
 RELEASE OF RIGHTS  
 202 AT&T WISCONSIN  
 RELEASE OF RIGHTS

BLANKET UTILITY EASEMENT  
 DOC. NO. 139736

UTILITY EASEMENT  
 DOC. NO. 302432

SLOPE INTERCEPT, TYP.

21

T7.093700A  
 MICHAEL E. KUESTER AND HOLLY A. KUESTER  
 FAMILY TRUST DATED MAY 14, 2018

SW-NW

22

T7.0937  
 GARY N. RINGEL AND  
 SUZANNE J. RINGEL

LOT 2  
 CSM #2408  
 V13/P4  
 DOC. #437940

LOT 1  
 CSM #2408  
 V13/P4  
 DOC. #437940

FEE - PARCEL 21			
FROM PT #	TO PT #	BEARING	DISTANCE
54	359	S88° 31' 16"E	33.00'
359	356	N00° 46' 58"E	438.68'
356	357	S04° 55' 40"E	100.50'
357	358	S00° 46' 58"W	338.81'
358	359	N88° 31' 16"W	10.00'

TLE - PARCEL 21			
FROM PT #	TO PT #	BEARING	DISTANCE
54	358	S88° 31' 16"E	43.00'
358	750	N00° 46' 58"E	8.81'
750	750	S00° 00' 00"W	0.00'
750	747	N00° 46' 58"E	50.00'
747	748	S89° 13' 02"E	5.00'
748	749	S00° 46' 58"W	50.00'
749	750	N89° 13' 02"W	5.00'

FEE - PARCEL 22			
FROM PT #	TO PT #	BEARING	DISTANCE
54	350	N00° 46' 58"E	1324.27'
350	351	S88° 24' 08"E	33.00'
351	352	S00° 46' 58"W	120.52'
352	353	S89° 13' 02"E	10.00'
353	354	S00° 46' 58"W	50.00'
354	355	N89° 13' 02"W	10.00'
355	352	N00° 46' 58"E	50.00'

SHEET 10 OF 22 SHEETS

STA 141+61.71  
 =STA 30+00.00

PI: 141+61.71  
 Y: 134295.853  
 X: 388893.247  
 DELTA: 00°01'36" RT

BRASS CAP FOUND  
 Y 134295.695  
 X 388905.246  
 141+61.71, 12.00' RT

BRASS CAP FOUND  
 Y 134227.730  
 X 391537.898

ALUMINUM CAP  
 FOUND  
 Y 136943.997  
 X 388941.428

REVISED: 8/29/2023

REVISION DATE	DATE 9/13/2023	SCALE, FEET 0 50 100	HWY: CTH M	R/W PROJECT NUMBER HWY25-01	PLAT SHEET 4.10
	GRID FACTOR		COUNTY: WASHINGTON	CONSTRUCTION PROJECT NUMBER HWY25-01 AND HWY27-01	PS&E SHEET

BASIS OF EXISTING R/W	
ROUTE	BASIS
CTH M	COUNTY HIGHWAY REGISTER VOL. A, PAGES 131 & 142 PROJECT S 0147 (I)
CTH T (WESTERN AVE.)	PROJECT S 0147 (I)

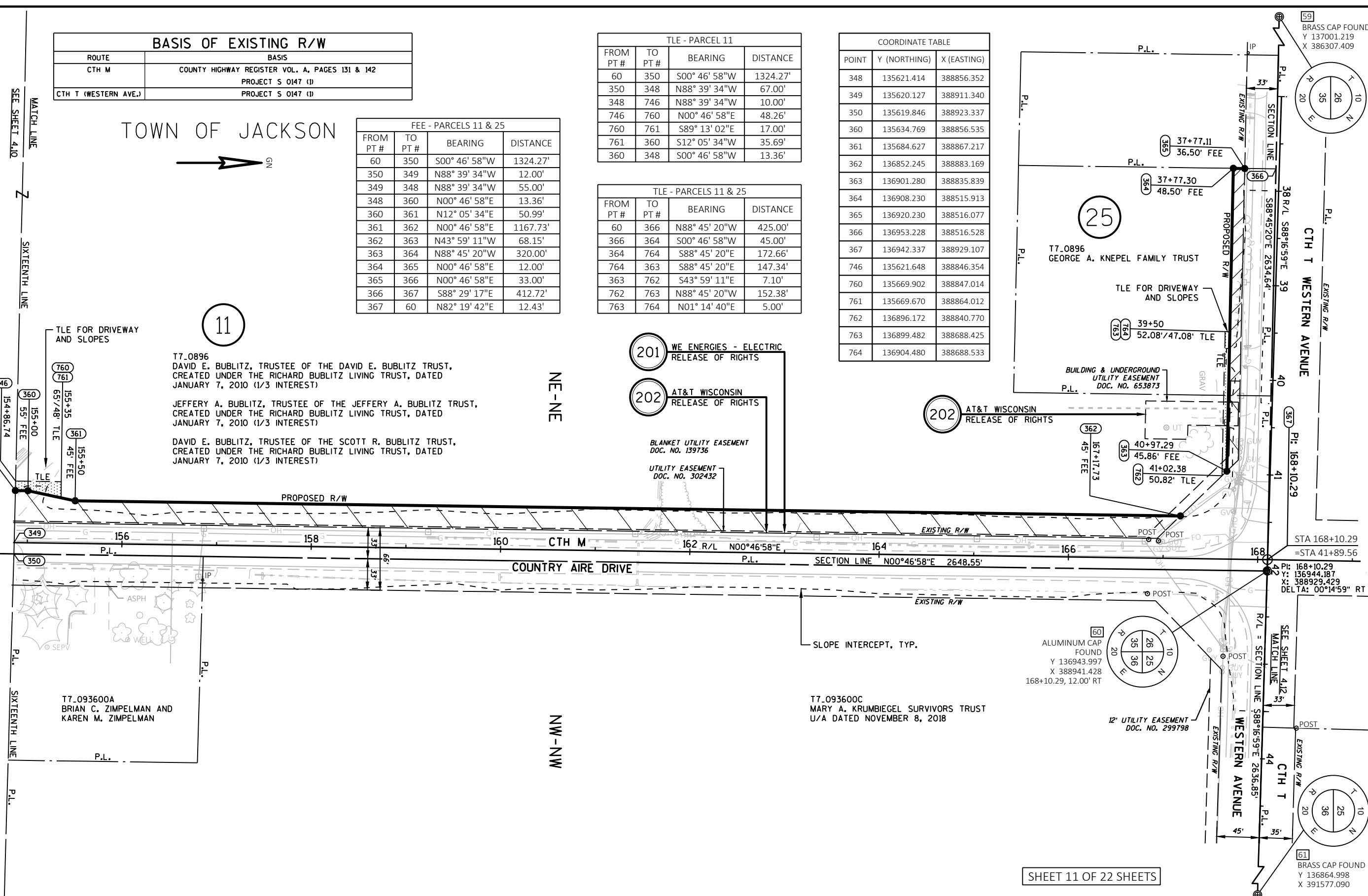
TOWN OF JACKSON

FEE - PARCELS 11 & 25			
FROM PT #	TO PT #	BEARING	DISTANCE
60	350	S00° 46' 58"W	1324.27'
350	349	N88° 39' 34"W	12.00'
349	348	N88° 39' 34"W	55.00'
348	360	N00° 46' 58"E	13.36'
360	361	N12° 05' 34"E	50.99'
361	362	N00° 46' 58"E	1167.73'
362	363	N43° 59' 11"W	68.15'
363	364	N88° 45' 20"W	320.00'
364	365	N00° 46' 58"E	12.00'
365	366	N00° 46' 58"E	33.00'
366	367	S88° 29' 17"E	412.72'
367	60	N82° 19' 42"E	12.43'

TLE - PARCEL 11			
FROM PT #	TO PT #	BEARING	DISTANCE
60	350	S00° 46' 58"W	1324.27'
350	348	N88° 39' 34"W	67.00'
348	746	N88° 39' 34"W	10.00'
746	760	N00° 46' 58"E	48.26'
760	761	S89° 13' 02"E	17.00'
761	360	S12° 05' 34"W	35.69'
360	348	S00° 46' 58"W	13.36'

TLE - PARCELS 11 & 25			
FROM PT #	TO PT #	BEARING	DISTANCE
60	366	N88° 45' 20"W	425.00'
366	364	S00° 46' 58"W	45.00'
364	764	S88° 45' 20"E	172.66'
764	363	S88° 45' 20"E	147.34'
363	762	S43° 59' 11"E	7.10'
762	763	N88° 45' 20"W	152.38'
763	764	N01° 14' 40"E	5.00'

COORDINATE TABLE		
POINT	Y (NORTHING)	X (EASTING)
348	135621.414	388856.352
349	135620.127	388911.340
350	135619.846	388923.337
360	135634.769	388856.535
361	135684.627	388867.217
362	136852.245	388883.169
363	136901.280	388835.839
364	136908.230	388515.913
365	136920.230	388516.077
366	136953.228	388516.528
367	136942.337	388929.107
746	135621.648	388846.354
760	135669.902	388847.014
761	135669.670	388864.012
762	136896.172	388840.770
763	136899.482	388688.425
764	136904.480	388688.533



T7-0896  
DAVID E. BUBLITZ, TRUSTEE OF THE DAVID E. BUBLITZ TRUST,  
CREATED UNDER THE RICHARD BUBLITZ LIVING TRUST, DATED  
JANUARY 7, 2010 (1/3 INTEREST)

JEFFERY A. BUBLITZ, TRUSTEE OF THE JEFFERY A. BUBLITZ TRUST,  
CREATED UNDER THE RICHARD BUBLITZ LIVING TRUST, DATED  
JANUARY 7, 2010 (1/3 INTEREST)

DAVID E. BUBLITZ, TRUSTEE OF THE SCOTT R. BUBLITZ TRUST,  
CREATED UNDER THE RICHARD BUBLITZ LIVING TRUST, DATED  
JANUARY 7, 2010 (1/3 INTEREST)

201 WE ENERGIES - ELECTRIC  
RELEASE OF RIGHTS

202 AT&T WISCONSIN  
RELEASE OF RIGHTS

BLANKET UTILITY EASEMENT  
DOC. NO. 139736

UTILITY EASEMENT  
DOC. NO. 302432

202 AT&T WISCONSIN  
RELEASE OF RIGHTS

ALUMINUM CAP FOUND  
Y 136943.997  
X 388941.428  
168+10.29, 12.00' RT

T7-093600C  
MARY A. KRUMBIEGEL SURVIVORS TRUST  
U/A DATED NOVEMBER 8, 2018

T7-093600A  
BRIAN C. ZIMPELMAN AND  
KAREN M. ZIMPELMAN

54  
BRASS CAP FOUND  
Y 134295.695  
X 388905.246

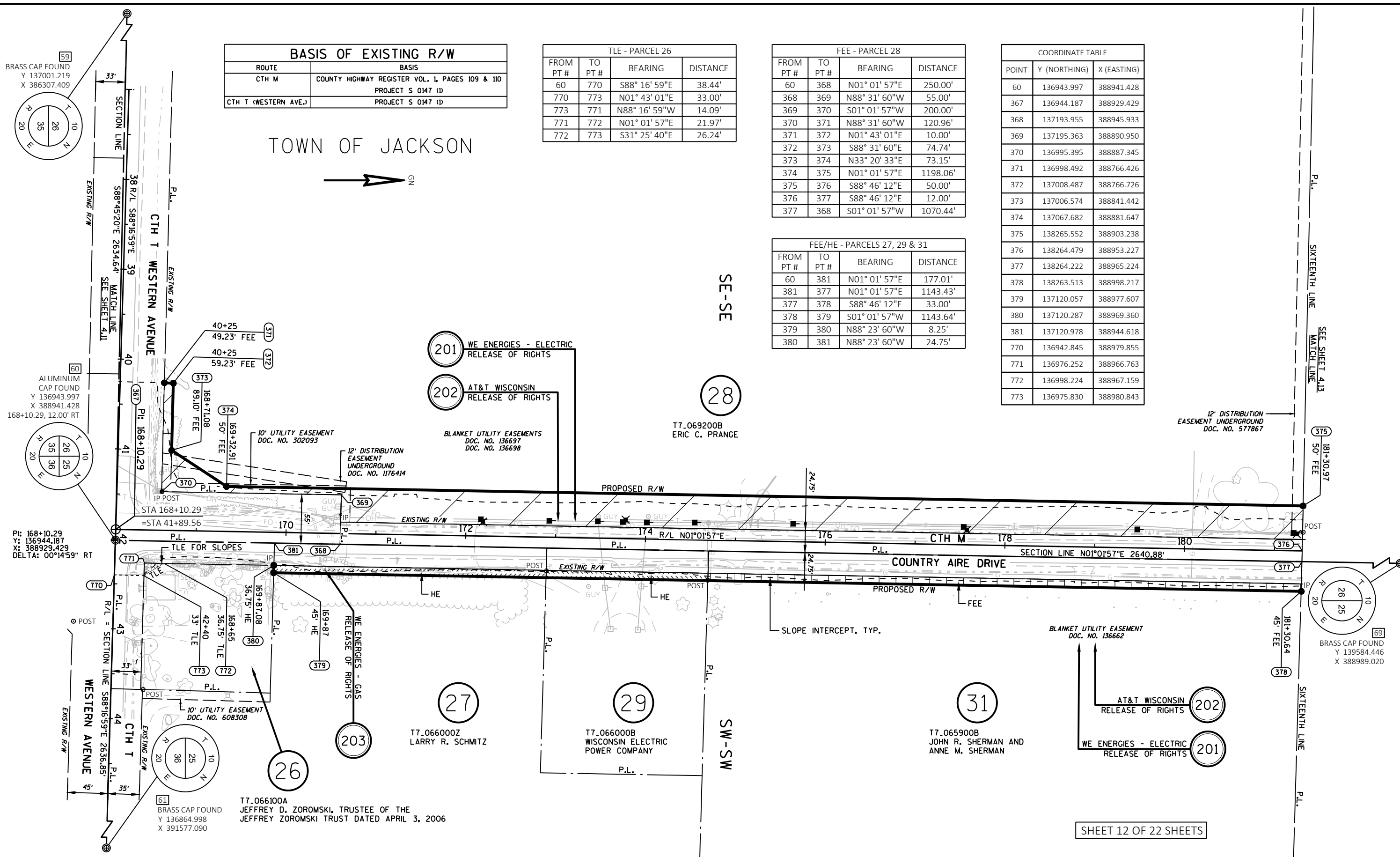
59  
BRASS CAP FOUND  
Y 137001.219  
X 386307.409

61  
BRASS CAP FOUND  
Y 136864.998  
X 391577.090

SHEET 11 OF 22 SHEETS

REVISED: 8/29/2023

REVISION DATE	DATE 9/13/2023	SCALE, FEET 0 50 100	HWY: CTH M	R/W PROJECT NUMBER HWY25-01	PLAT SHEET 4.11
	GRID FACTOR		COUNTY: WASHINGTON	CONSTRUCTION PROJECT NUMBER HWY25-01 AND HWY27-01	PS&E SHEET



BASIS OF EXISTING R/W	
ROUTE	BASIS
CTH M	COUNTY HIGHWAY REGISTER VOL. 1, PAGES 109 & 110 PROJECT S 0147 (D)
CTH T (WESTERN AVE.)	PROJECT S 0147 (D)

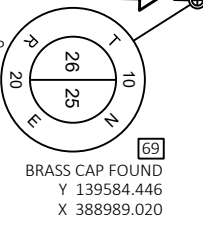
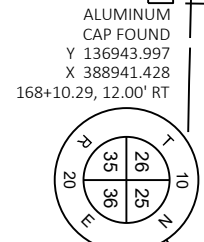
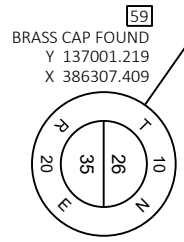
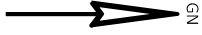
TLE - PARCEL 26			
FROM PT #	TO PT #	BEARING	DISTANCE
60	770	S88° 16' 59"E	38.44'
770	773	N01° 43' 01"E	33.00'
773	771	N88° 16' 59"W	14.09'
771	772	N01° 01' 57"E	21.97'
772	773	S31° 25' 40"E	26.24'

FEE - PARCEL 28			
FROM PT #	TO PT #	BEARING	DISTANCE
60	368	N01° 01' 57"E	250.00'
368	369	N88° 31' 60"W	55.00'
369	370	S01° 01' 57"W	200.00'
370	371	N88° 31' 60"W	120.96'
371	372	N01° 43' 01"E	10.00'
372	373	S88° 31' 60"E	74.74'
373	374	N33° 20' 33"E	73.15'
374	375	N01° 01' 57"E	1198.06'
375	376	S88° 46' 12"E	50.00'
376	377	S88° 46' 12"E	12.00'
377	368	S01° 01' 57"W	1070.44'

COORDINATE TABLE		
POINT	Y (NORTHING)	X (EASTING)
60	136943.997	388941.428
367	136944.187	388929.429
368	137193.955	388945.933
369	137195.363	388890.950
370	136995.395	388887.345
371	136998.492	388766.426
372	137008.487	388766.726
373	137006.574	388841.442
374	137067.682	388881.647
375	138265.552	388903.238
376	138264.479	388953.227
377	138264.222	388965.224
378	138263.513	388998.217
379	137120.057	388977.607
380	137120.287	388969.360
381	137120.978	388944.618
770	136942.845	388979.855
771	136976.252	388966.763
772	136998.224	388967.159
773	136975.830	388980.843

FEE/HE - PARCELS 27, 29 & 31			
FROM PT #	TO PT #	BEARING	DISTANCE
60	381	N01° 01' 57"E	177.01'
381	377	N01° 01' 57"E	1143.43'
377	378	S88° 46' 12"E	33.00'
378	379	S01° 01' 57"W	1143.64'
379	380	N88° 23' 60"W	8.25'
380	381	N88° 23' 60"W	24.75'

TOWN OF JACKSON

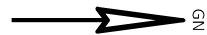


REVISED: 8/29/2023

REVISION DATE	DATE 9/13/2023	SCALE, FEET 0 50 100	HWY: CTH M	R/W PROJECT NUMBER HWY25-01	PLAT SHEET 4.12
	GRID FACTOR		COUNTY: WASHINGTON	CONSTRUCTION PROJECT NUMBER HWY25-01 AND HWY27-01	PS&E SHEET

BASIS OF EXISTING R/W	
ROUTE	BASIS
CTH M	COUNTY HIGHWAY REGISTER VOL. 1, PAGES 109 & 110 PROJECT 61.04
BRIDGE STREET	PROJECT 61.04

TOWN OF JACKSON



COORDINATE TABLE		
POINT	Y (NORTHING)	X (EASTING)
375	138265.552	388903.238
376	138264.479	388953.227
377	138264.222	388965.224
378	138263.513	388998.217
400	139282.495	388983.578
401	139283.556	388933.589
402	139085.428	388930.017
403	138885.154	388943.410
404	138685.187	388939.806
405	138684.592	388972.801
406	138984.465	388916.196
407	139084.539	388912.999
408	139334.498	388917.504

POINT	Y (NORTHING)	X (EASTING)
409	139434.572	388914.307
410	139585.973	388917.036
411	139584.701	388977.022
412	139159.765	388981.365
413	139158.890	389014.355
414	138923.189	389010.107
415	138924.083	388977.117
416	138593.897	388971.166
417	138593.002	389004.155
780	138807.511	389023.024
781	138757.519	389022.123
782	138632.810	389004.873

FEE - PARCEL 33			
FROM PT #	TO PT #	BEARING	DISTANCE
69	416	S01° 01' 57"W	990.71'
416	417	S88° 26' 48"E	33.00'
417	378	S01° 01' 57"W	329.54'
378	377	N88° 46' 12"W	33.00'
377	416	N01° 01' 57"E	329.73'

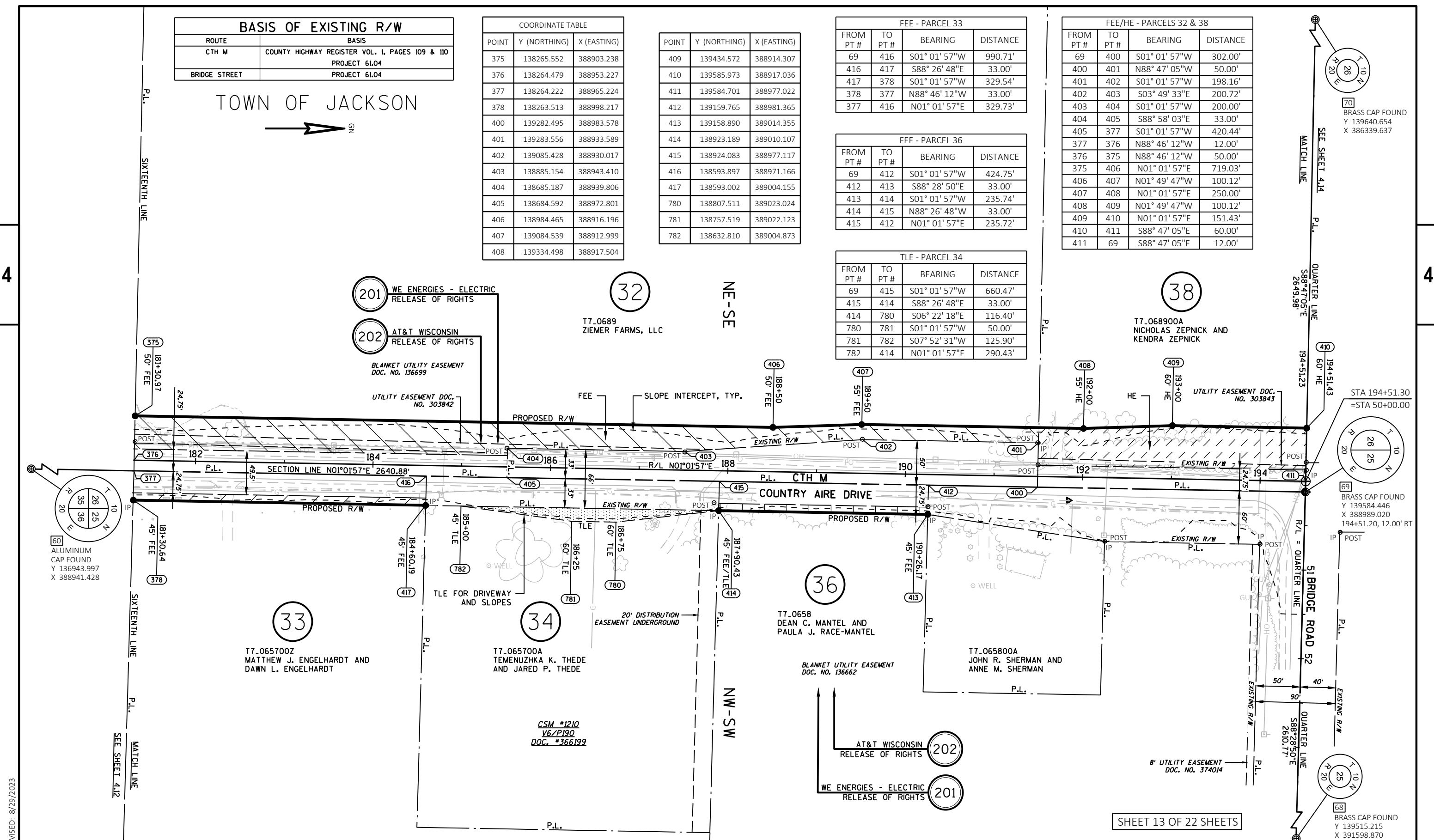
FEE - PARCEL 36			
FROM PT #	TO PT #	BEARING	DISTANCE
69	412	S01° 01' 57"W	424.75'
412	413	S88° 28' 50"E	33.00'
413	414	S01° 01' 57"W	235.74'
414	415	N88° 26' 48"W	33.00'
415	412	N01° 01' 57"E	235.72'

TLE - PARCEL 34			
FROM PT #	TO PT #	BEARING	DISTANCE
69	415	S01° 01' 57"W	660.47'
415	414	S88° 26' 48"E	33.00'
414	780	S06° 22' 18"E	116.40'
780	781	S01° 01' 57"W	50.00'
781	782	S07° 52' 31"W	125.90'
782	414	N01° 01' 57"E	290.43'

FEE/HE - PARCELS 32 & 38			
FROM PT #	TO PT #	BEARING	DISTANCE
69	400	S01° 01' 57"W	302.00'
400	401	N88° 47' 05"W	50.00'
401	402	S01° 01' 57"W	198.16'
402	403	S03° 49' 33"E	200.72'
403	404	S01° 01' 57"W	200.00'
404	405	S88° 58' 03"E	33.00'
405	377	S01° 01' 57"W	420.44'
377	376	N88° 46' 12"W	12.00'
376	375	N88° 46' 12"W	50.00'
375	406	N01° 01' 57"E	719.03'
406	407	N01° 49' 47"W	100.12'
407	408	N01° 01' 57"E	250.00'
408	409	N01° 49' 47"W	100.12'
409	410	N01° 01' 57"E	151.43'
410	411	S88° 47' 05"E	60.00'
411	69	S88° 47' 05"E	12.00'

4

4



REVISED: 8/29/2023

REVISION DATE	DATE	SCALE, FEET	HWY: CTH M	R/W PROJECT NUMBER	PLAT SHEET
	9/13/2023	0 50 100	WASHINGTON	HWY25-01 AND HWY27-01	4.13

DATE	SCALE, FEET	HWY:	R/W PROJECT NUMBER	PLAT SHEET
9/13/2023	0 50 100	WASHINGTON	HWY25-01 AND HWY27-01	4.13

DATE	SCALE, FEET	HWY:	R/W PROJECT NUMBER	PLAT SHEET
9/13/2023	0 50 100	WASHINGTON	HWY25-01 AND HWY27-01	4.13

DATE	SCALE, FEET	HWY:	R/W PROJECT NUMBER	PLAT SHEET
9/13/2023	0 50 100	WASHINGTON	HWY25-01 AND HWY27-01	4.13

DATE	SCALE, FEET	HWY:	R/W PROJECT NUMBER	PLAT SHEET
9/13/2023	0 50 100	WASHINGTON	HWY25-01 AND HWY27-01	4.13

DATE	SCALE, FEET	HWY:	R/W PROJECT NUMBER	PLAT SHEET
9/13/2023	0 50 100	WASHINGTON	HWY25-01 AND HWY27-01	4.13

FILE NAME: 040113-RP.DWG  
LAYOUT NAME: RW 1 IN 100 FT

PLOT DATE: 8/29/2023 10:23 AM

PLOT BY: JAY PANETTI

PLOT NAME:

PLOT SCALE: 1 IN=100 FT

WISDOT/CADD SHEET 75

SHEET 13 OF 22 SHEETS

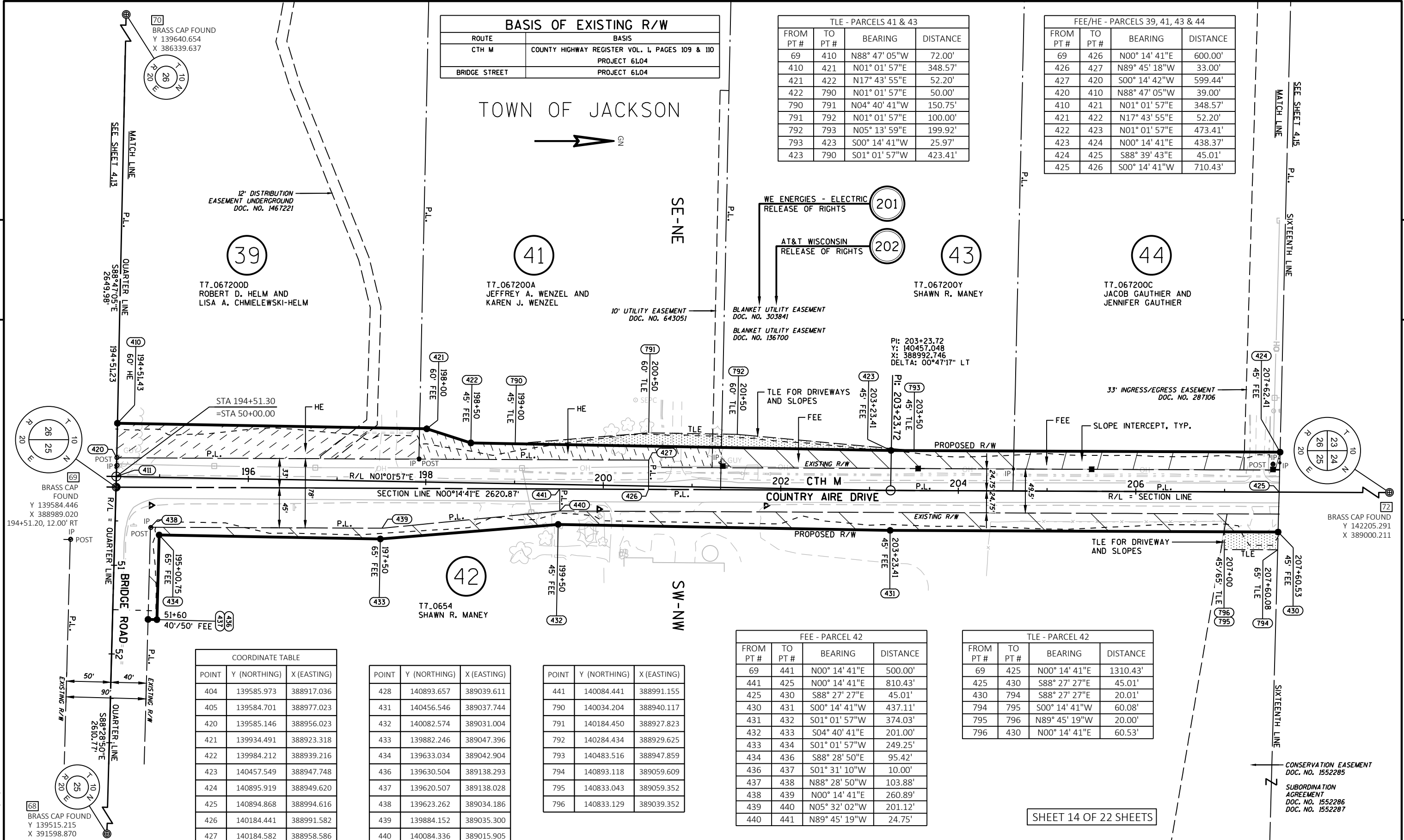
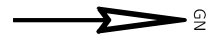
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BASIS OF EXISTING R/W	
ROUTE	BASIS
CTH M	COUNTY HIGHWAY REGISTER VOL. 1, PAGES 109 & 110 PROJECT 61.04
BRIDGE STREET	PROJECT 61.04

TLE - PARCELS 41 & 43			
FROM PT #	TO PT #	BEARING	DISTANCE
69	410	N88° 47' 05"W	72.00'
410	421	N01° 01' 57"E	348.57'
421	422	N17° 43' 55"E	52.20'
422	790	N01° 01' 57"E	50.00'
790	791	N04° 40' 41"W	150.75'
791	792	N01° 01' 57"E	100.00'
792	793	N05° 13' 59"E	199.92'
793	423	S00° 14' 41"W	25.97'
423	790	S01° 01' 57"W	423.41'

FEE/HE - PARCELS 39, 41, 43 & 44			
FROM PT #	TO PT #	BEARING	DISTANCE
69	426	N00° 14' 41"E	600.00'
426	427	N89° 45' 18"W	33.00'
427	420	S00° 14' 42"W	599.44'
420	410	N88° 47' 05"W	39.00'
410	421	N01° 01' 57"E	348.57'
421	422	N17° 43' 55"E	52.20'
422	423	N01° 01' 57"E	473.41'
423	424	N00° 14' 41"E	438.37'
424	425	S88° 39' 43"E	45.01'
425	426	S00° 14' 41"W	710.43'

TOWN OF JACKSON



COORDINATE TABLE		
POINT	Y (NORTHING)	X (EASTING)
404	139585.973	388917.036
405	139584.701	388977.023
420	139585.146	388956.023
421	139934.491	388923.318
422	139984.212	388939.216
423	140457.549	388947.748
424	140895.919	388949.620
425	140894.868	388994.616
426	140184.441	388991.582
427	140184.582	388958.586

POINT	Y (NORTHING)	X (EASTING)
428	140893.657	389039.611
431	140456.546	389037.744
432	140082.574	389031.004
433	139882.246	389047.396
434	139633.034	389042.904
436	139630.504	389138.293
437	139620.507	389138.028
438	139623.262	389034.186
439	139884.152	389035.300
440	140084.336	389015.905

POINT	Y (NORTHING)	X (EASTING)
441	140084.441	388991.155
790	140034.204	388940.117
791	140184.450	388927.823
792	140284.434	388929.625
793	140483.516	388947.859
794	140893.118	389059.609
795	140833.043	389059.352
796	140833.129	389039.352

FEE - PARCEL 42			
FROM PT #	TO PT #	BEARING	DISTANCE
69	441	N00° 14' 41"E	500.00'
441	425	N00° 14' 41"E	810.43'
425	430	S88° 27' 27"E	45.01'
430	431	S00° 14' 41"W	437.11'
431	432	S01° 01' 57"W	374.03'
432	433	S04° 40' 41"E	201.00'
433	434	S01° 01' 57"W	249.25'
434	436	S88° 28' 50"E	95.42'
436	437	S01° 31' 10"W	10.00'
437	438	N88° 28' 50"W	103.88'
438	439	N00° 14' 41"E	260.89'
439	440	N05° 32' 02"W	201.12'
440	441	N89° 45' 19"W	24.75'

TLE - PARCEL 42			
FROM PT #	TO PT #	BEARING	DISTANCE
69	425	N00° 14' 41"E	1310.43'
425	430	S88° 27' 27"E	45.01'
430	794	S88° 27' 27"E	20.01'
794	795	S00° 14' 41"W	60.08'
795	796	N89° 45' 19"W	20.00'
796	430	N00° 14' 41"E	60.53'

SHEET 14 OF 22 SHEETS

REVISION DATE	DATE 9/13/2023	SCALE, FEET	HWY: CTH M	R/W PROJECT NUMBER HWY25-01	PLAT SHEET 4.14
	GRID FACTOR		COUNTY: WASHINGTON	CONSTRUCTION PROJECT NUMBER HWY25-01 AND HWY27-01	PS&E SHEET

BASIS OF EXISTING R/W	
ROUTE	BASIS
CTH M	COUNTY HIGHWAY REGISTER VOL. 1, PAGES 109 & 110 CSM #5353
SHERMAN ROAD	COUNTY HIGHWAY REGISTER VOL. 1, PAGE 117 CSM #5353

TOWN OF JACKSON



FEE - PARCELS 46 & 47			
FROM PT #	TO PT #	BEARING	DISTANCE
72	450	S00° 14' 41"W	820.74'
450	425	S00° 14' 41"W	489.69'
425	424	N88° 39' 43"W	45.01'
424	451	N00° 14' 41"E	1237.59'
451	452	N41° 00' 20"W	54.12'
452	453	S88° 32' 23"E	47.69'
453	454	S00° 14' 41"W	787.73'
454	450	S88° 32' 25"E	33.01'

COORDINATE TABLE		
POINT	Y (NORTHING)	X (EASTING)
424	140895.919	388949.620
425	140894.868	388994.616
428	140893.657	389039.611
450	141384.558	388996.706
451	142133.501	388954.904
452	142174.341	388919.396
453	142173.125	388967.073
454	141385.399	388963.710
455	142200.919	389160.151
456	142176.179	389159.475
457	142167.932	389159.250
458	142169.571	389099.272
459	142118.117	389044.839
794	140893.118	389059.609
810	140908.128	389039.673
811	140908.043	389059.672

4

4

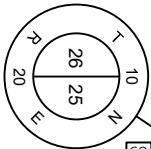
46

T7.0668  
KORRI G. GEORGENSON AND  
DONALD G. GEORGENSON

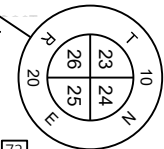
47

T7.066700D  
ALAN GUHL AND  
KAREN GUHL

LOT 2  
CSM #5353  
V38/P44  
DOC. #883022



BRASS CAP FOUND  
Y 139584.446  
X 388989.020



BRASS CAP FOUND  
Y 142205.291  
X 389000.211  
PI: 220+71.98, 0.00' RT

42

T7.065300Z  
SHAWN R. MANEY

48

T7.065300A  
THE MILWAUKEE METROPOLITAN  
SEWERAGE DISTRICT

TLE - PARCEL 42			
FROM PT #	TO PT #	BEARING	DISTANCE
72	425	S00° 14' 41"W	1310.43'
425	430	S88° 27' 27"E	45.01'
430	810	N00° 14' 41"E	14.47'
810	811	S89° 45' 19"E	20.00'
811	794	S00° 14' 41"W	14.92'
794	430	N88° 27' 27"W	20.01'

FEE/HE - PARCELS 42 & 48			
FROM PT #	TO PT #	BEARING	DISTANCE
72	455	S88° 26' 04"E	160.00'
455	456	S01° 33' 56"W	24.75'
456	457	S01° 33' 56"W	8.25'
457	458	N88° 26' 04"W	60.00'
458	459	S46° 36' 41"W	74.90'
459	430	S00° 14' 41"W	1224.47'
430	425	N88° 27' 27"W	45.01'
425	72	N00° 14' 41"E	1310.43'

SHEET 15 OF 22 SHEETS

REVISED: 9/13/2023

REVISION DATE	DESCRIPTION

DATE 9/13/2023

SCALE, FEET



HWY: CTH M

R/W PROJECT NUMBER HWY25-01

PLAT SHEET 4.15

GRID FACTOR

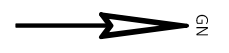
COUNTY: WASHINGTON

CONSTRUCTION PROJECT NUMBER HWY25-01 AND HWY27-01

PS&E SHEET

E

TOWN OF JACKSON



FEE - PARCELS 49, 52, 53, 56 & 57

FROM PT #	TO PT #	BEARING	DISTANCE
72	470	N00° 15' 20"W	1319.90'
470	471	N88° 32' 21"W	33.01'
471	472	S00° 15' 20"E	1286.88'
472	473	N88° 32' 23"W	126.00'
473	474	N01° 27' 37"E	7.00'
474	475	S88° 32' 23"E	60.00'
475	476	N47° 37' 39"E	52.25'
476	477	N00° 15' 20"W	250.00'
477	478	N08° 16' 30"E	101.12'
478	479	N00° 15' 20"W	750.00'
479	480	N05° 57' 59"W	100.50'
480	481	N00° 15' 20"W	43.53'
481	471	S88° 32' 21"E	22.01'

TLE - PARCELS 49 & 52

FROM PT #	TO PT #	BEARING	DISTANCE
72	470	N00° 15' 20"W	1319.90'
470	481	N88° 32' 21"W	55.02'
481	480	S00° 15' 20"E	43.53'
480	479	S05° 57' 59"E	100.50'
479	822	S00° 25' 13"E	400.00'
822	478	S00° 04' 03"E	350.00'
478	820	S89° 44' 40"W	5.00'
820	821	N00° 15' 20"W	350.00'
821	822	N89° 44' 40"E	6.15'

TLE - PARCELS 52 & 56

FROM PT #	TO PT #	BEARING	DISTANCE
72	470	N00° 15' 20"W	1319.90'
470	481	N88° 32' 21"W	55.02'
481	480	S00° 15' 20"E	43.53'
480	479	S05° 57' 59"E	100.50'
479	823	S00° 15' 20"E	225.00'
823	824	S89° 44' 40"W	10.00'
824	480	N00° 15' 20"W	325.00'

TLE - PARCEL 57

FROM PT #	TO PT #	BEARING	DISTANCE
72	470	N00° 15' 20"W	1319.90'
470	481	N88° 32' 21"W	55.02'
481	825	S00° 15' 20"E	3.53'
825	826	S89° 44' 40"W	10.00'
826	827	N00° 15' 20"W	3.83'
827	481	S88° 32' 21"E	10.00'

FEE - PARCELS 51, 53 & 54

FROM PT #	TO PT #	BEARING	DISTANCE
72	470	N00° 15' 20"W	1319.90'
470	482	S88° 22' 35"E	33.02'
482	483	S88° 22' 35"E	25.51'
483	484	S08° 16' 30"W	90.97'
484	485	S00° 15' 20"E	1160.00'
485	486	S44° 02' 05"E	52.04'
486	487	N88° 26' 04"W	48.03'
487	482	N00° 15' 20"W	1286.85'

TLE - PARCEL 51

FROM PT #	TO PT #	BEARING	DISTANCE
72	470	N00° 15' 20"W	1319.90'
470	483	S88° 22' 35"E	58.53'
483	484	S08° 16' 30"W	90.97'
484	832	S00° 15' 20"E	600.00'
832	833	N89° 44' 40"E	10.00'
833	834	S00° 15' 20"E	350.00'
834	835	S89° 44' 40"W	10.00'
835	832	N00° 15' 20"W	350.00'

TLE - PARCEL 54

FROM PT #	TO PT #	BEARING	DISTANCE
72	470	N00° 15' 20"W	1319.90'
470	483	S88° 22' 35"E	58.53'
483	484	S08° 16' 30"W	90.97'
484	828	S00° 15' 20"E	200.00'
828	829	N89° 44' 40"E	10.00'
829	830	S00° 15' 20"E	50.00'
830	831	S89° 44' 40"W	10.00'
831	828	N00° 15' 20"W	50.00'

COORDINATE TABLE

POINT	Y (NORTHING)	X (EASTING)
470	143525.174	388994.322
471	143526.015	388961.317
472	142239.147	388967.060
473	142242.358	388841.104
474	142249.356	388841.282
475	142247.827	388901.263
476	142283.040	388939.863
477	142533.037	388938.748
478	142633.103	388953.302
479	143383.096	388949.955
480	143483.050	388939.509

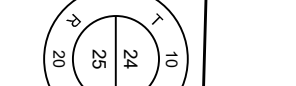
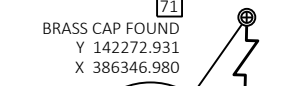
POINT	Y (NORTHING)	X (EASTING)
481	143526.576	388939.315
482	143524.238	389027.326
483	143523.515	389052.823
484	143433.497	389039.731
485	142273.509	389044.907
486	142236.093	389081.083
487	142237.405	389033.068
820	142633.081	388948.302
821	142983.078	388946.740
822	142983.105	388952.889
823	143158.098	388950.959
824	143158.054	388940.959

POINT	Y (NORTHING)	X (EASTING)
825	143523.050	388939.330
826	143523.005	388929.331
827	143526.831	388929.313
828	143233.499	389040.623
829	143233.544	389050.623
830	143183.544	389050.846
831	143183.499	389040.847
832	142833.503	389042.408
833	142833.548	389052.408
834	142483.551	389053.970
835	142483.506	389043.970

BASIS OF EXISTING R/W

ROUTE	BASIS
CTH M	COUNTY HIGHWAY REGISTER VOL. I, PAGES 109 & 110 CSM #1007, CSM #3970 CSM #4149, CSM #4150, CSM #4726
SHERMAN ROAD	COUNTY HIGHWAY REGISTER VOL. I, PAGE 117 CSM #4149, CSM #4726

SHEET 16 OF 22 SHEETS



4

4

REVISED: 8/29/2023

REVISION DATE	DATE	SCALE, FEET	HWY:	R/W PROJECT NUMBER	PLAT SHEET
	9/13/2023	0 50 100	CTH M	HWY25-01	4.16
			WASHINGTON	CONSTRUCTION PROJECT NUMBER HWY25-01 AND HWY27-01	PS&E SHEET

GRID FACTOR



COUNTY:	PLOT DATE:	PLOT BY:	PLOT NAME:
WASHINGTON	8/29/2023 10:39 AM	JAY PANETTI	

CONSTRUCTION PROJECT NUMBER	PLOT SCALE:
HWY25-01 AND HWY27-01	1 IN:100 FT

PS&E SHEET	E

TLE - PARCELS 57 & 59			
FROM PT #	TO PT #	BEARING	DISTANCE
78	470	S00° 15' 20"E	1319.90'
470	481	N88° 32' 21"W	55.02'
481	827	N88° 32' 21"W	10.00'
827	840	N00° 15' 20"W	26.17'
840	841	N89° 44' 40"E	10.00'
841	481	S00° 15' 20"E	26.47'
481	492	N00° 15' 20"W	106.47'
492	842	N00° 15' 20"W	250.00'
842	843	N89° 44' 40"E	10.00'
843	493	S00° 15' 20"E	200.00'
493	492	S11° 03' 15"W	50.99'

FEE/HE - PARCELS 57, 59, 63, 66, 68 & 72			
FROM PT #	TO PT #	BEARING	DISTANCE
78	490	S00° 15' 20"E	183.08'
490	491	N88° 32' 18"W	33.01'
491	471	S00° 15' 20"E	1136.81'
471	481	N88° 32' 21"W	22.01'
481	492	N00° 15' 20"W	106.47'
492	493	N11° 03' 15"E	50.99'
493	494	N00° 15' 20"W	1163.12'
494	78	S88° 32' 19"E	45.02'

FEE - PARCELS 58, 61, 62 & 64			
FROM PT #	TO PT #	BEARING	DISTANCE
78	501	S00° 15' 20"E	566.04'
501	502	S88° 20' 20"E	73.90'
502	503	S33° 26' 51"W	52.00'
503	504	S00° 15' 20"E	550.00'
504	505	S16° 57' 18"E	52.20'
505	506	S00° 15' 20"E	100.00'
506	483	S08° 16' 30"W	10.15'
483	470	N88° 22' 35"W	58.53'
470	501	N00° 15' 20"W	753.86'

TLE - PARCELS 67, 69 & 71			
FROM PT #	TO PT #	BEARING	DISTANCE
78	495	S88° 19' 07"E	45.03'
495	496	S00° 15' 20"E	60.25'
496	851	N89° 44' 40"E	10.00'
851	852	S00° 15' 20"E	40.00'
852	853	S89° 44' 40"W	8.00'
853	496	N03° 07' 06"W	40.05'
496	497	S03° 07' 06"E	100.11'
497	854	S00° 15' 20"E	50.01'
854	855	N89° 44' 40"E	10.00'
855	856	S00° 15' 20"E	50.00'
856	857	S89° 44' 40"W	10.00'
857	854	N00° 15' 20"W	50.00'
497	858	S00° 15' 20"E	200.01'
858	859	N89° 44' 40"E	5.00'
859	860	S00° 15' 20"E	90.57'
860	498	N18° 03' 26"W	16.35'
498	858	N00° 15' 20"W	75.00'

COORDINATE TABLE		
POINT	Y (NORTHING)	X (EASTING)
470	143525.174	388994.322
471	143526.015	388961.317
481	143526.576	388939.315
483	143523.515	389052.823
490	144661.975	388989.249
491	144662.817	388956.245
492	143633.049	388938.840
493	143683.093	388948.616
494	144846.204	388943.426
495	144843.735	389033.438
496	144783.484	389033.707
497	144683.521	389039.153
498	144408.510	389040.380
499	144342.997	389061.739

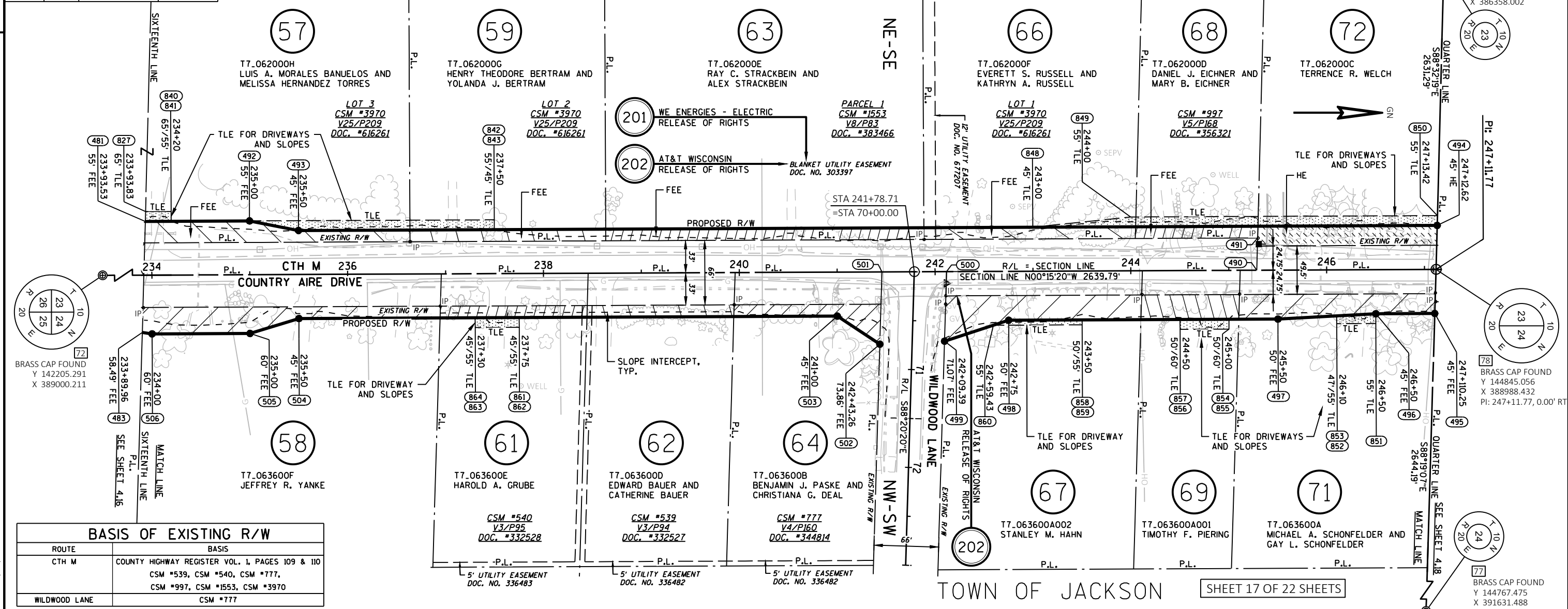
POINT	Y (NORTHING)	X (EASTING)
500	144345.058	388990.663
501	144279.022	388990.958
502	144276.880	389064.824
503	144233.489	389036.161
504	143683.494	389038.615
505	143633.562	389053.838
506	143533.563	389054.285
827	143526.831	388929.313
840	143553.005	388929.197
841	143553.050	388939.197
842	143883.046	388937.724
843	143883.091	388947.724
848	144433.085	388945.270
849	144533.040	388934.824
850	144846.459	388933.425

POINT	Y (NORTHING)	X (EASTING)
851	144783.528	389043.707
852	144743.529	389043.886
853	144743.493	389035.886
854	144633.507	389039.376
855	144633.552	389049.376
856	144583.552	389049.599
857	144583.508	389039.600
858	144483.509	389040.046
859	144483.531	389045.046
860	144392.960	389045.450
861	143908.492	389037.612
862	143908.537	389047.611
863	143863.537	389047.812
864	143863.493	389037.812

TLE - PARCELS 66, 68 & 72			
FROM PT #	TO PT #	BEARING	DISTANCE
78	494	N88° 32' 19"W	45.02'
494	848	S00° 15' 20"E	413.12'
848	849	N05° 57' 59"W	100.50'
849	850	N00° 15' 20"W	313.42'
850	494	S88° 32' 19"E	10.00'

TLE - PARCEL 61			
FROM PT #	TO PT #	BEARING	DISTANCE
78	501	S00° 15' 20"E	566.04'
501	502	S88° 20' 20"E	73.90'
502	503	S33° 26' 51"W	52.00'
503	861	S00° 15' 20"E	325.00'
861	862	N89° 44' 40"E	10.00'
862	863	S00° 15' 20"E	45.00'
863	864	S89° 44' 40"W	10.00'
864	861	N00° 15' 20"W	45.00'

FEE - PARCELS 67, 69 & 71			
FROM PT #	TO PT #	BEARING	DISTANCE
78	495	S88° 19' 07"E	45.03'
495	496	S00° 15' 20"E	60.25'
496	497	S03° 07' 06"E	100.11'
497	498	S00° 15' 20"E	275.01'
498	499	S18° 03' 26"E	68.91'
499	500	N88° 20' 20"W	71.11'
500	78	N00° 15' 20"W	500.00'



BASIS OF EXISTING R/W	
ROUTE	BASIS
CTH M	COUNTY HIGHWAY REGISTER VOL. 1, PAGES 109 & 110 CSM #539, CSM #540, CSM #777, CSM #997, CSM #1553, CSM #3970
WILDWOOD LANE	CSM #777

REVISED: 8/29/2023

REVISION DATE	DATE 9/13/2023	SCALE, FEET	HWY: CTH M	R/W PROJECT NUMBER HWY25-01	PLAT SHEET 4.17
	GRID FACTOR	0 50 100	COUNTY: WASHINGTON	CONSTRUCTION PROJECT NUMBER HWY25-01 AND HWY27-01	PS&E SHEET
					<b>E</b>



79  
BRASS CAP FOUND  
Y 144912.166  
X 386358.002

BASIS OF EXISTING R/W	
ROUTE	BASIS
CTH M	COUNTY HIGHWAY REGISTER VOL. 1, PAGES 109 & 110 CSM #1048, CSM #3936, CSM #5806

TOWN OF JACKSON

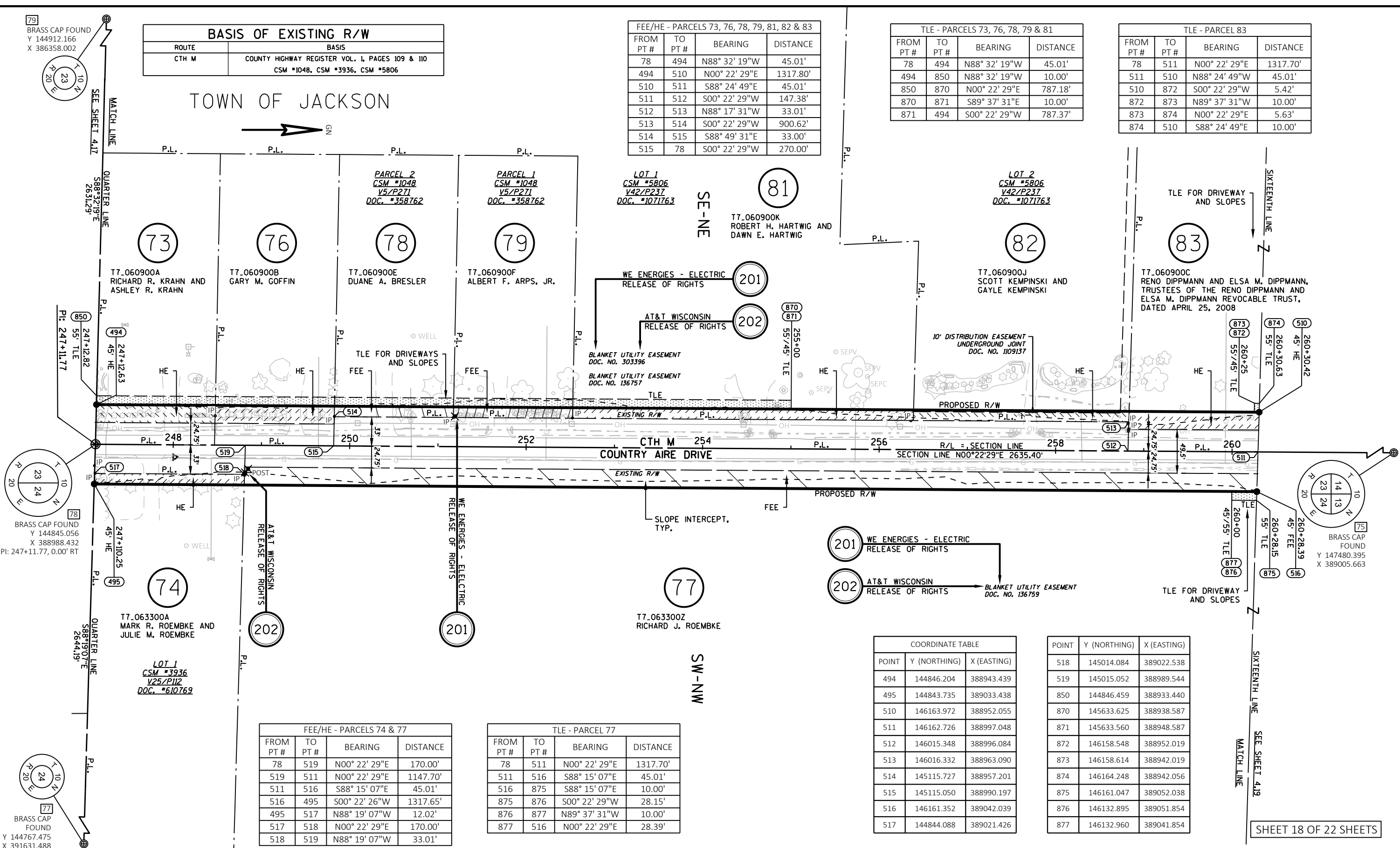
FEE/HE - PARCELS 73, 76, 78, 79, 81, 82 & 83			
FROM PT #	TO PT #	BEARING	DISTANCE
78	494	N88° 32' 19"W	45.01'
494	510	N00° 22' 29"E	1317.80'
510	511	S88° 24' 49"E	45.01'
511	512	S00° 22' 29"W	147.38'
512	513	N88° 17' 31"W	33.01'
513	514	S00° 22' 29"W	900.62'
514	515	S88° 49' 31"E	33.00'
515	78	S00° 22' 29"W	270.00'

TLE - PARCELS 73, 76, 78, 79 & 81			
FROM PT #	TO PT #	BEARING	DISTANCE
78	494	N88° 32' 19"W	45.01'
494	850	N88° 32' 19"W	10.00'
850	870	N00° 22' 29"E	787.18'
870	871	S89° 37' 31"E	10.00'
871	494	S00° 22' 29"W	787.37'

TLE - PARCEL 83			
FROM PT #	TO PT #	BEARING	DISTANCE
78	511	N00° 22' 29"E	1317.70'
511	510	N88° 24' 49"W	45.01'
510	872	S00° 22' 29"W	5.42'
872	873	N89° 37' 31"W	10.00'
873	874	N00° 22' 29"E	5.63'
874	510	S88° 24' 49"E	10.00'

4

4



78  
BRASS CAP FOUND  
Y 144845.056  
X 388988.432  
PI: 247+11.77, 0.00' RT

75  
BRASS CAP FOUND  
Y 147480.395  
X 389005.663

FEE/HE - PARCELS 74 & 77			
FROM PT #	TO PT #	BEARING	DISTANCE
78	519	N00° 22' 29"E	170.00'
519	511	N00° 22' 29"E	1147.70'
511	516	S88° 15' 07"E	45.01'
516	495	S00° 22' 26"W	1317.65'
495	517	N88° 19' 07"W	12.02'
517	518	N00° 22' 29"E	170.00'
518	519	N88° 19' 07"W	33.01'

TLE - PARCEL 77			
FROM PT #	TO PT #	BEARING	DISTANCE
78	511	N00° 22' 29"E	1317.70'
511	516	S88° 15' 07"E	45.01'
516	875	S88° 15' 07"E	10.00'
875	876	S00° 22' 29"W	28.15'
876	877	N89° 37' 31"W	10.00'
877	516	N00° 22' 29"E	28.39'

COORDINATE TABLE		
POINT	Y (NORTHING)	X (EASTING)
494	144846.204	388943.439
495	144843.735	389033.438
510	146163.972	388952.055
511	146162.726	388997.048
512	146015.348	388996.084
513	146016.332	388963.090
514	145115.727	388957.201
515	145115.050	388990.197
516	146161.352	389042.039
517	144844.088	389021.426

POINT	Y (NORTHING)	X (EASTING)
518	145014.084	389022.538
519	145015.052	388989.544
850	144846.459	388933.440
870	145633.625	388938.587
871	145633.560	388948.587
872	146158.548	388952.019
873	146158.614	388942.019
874	146164.248	388942.056
875	146161.047	389052.038
876	146132.895	389051.854
877	146132.960	389041.854

REVISED: 8/29/2023

77  
BRASS CAP FOUND  
Y 144767.475  
X 391631.488

REVISION DATE	DATE 9/13/2023	SCALE, FEET 0 50 100	HWY: CTH M	R/W PROJECT NUMBER HWY25-01	PLAT SHEET 4.18
	GRID FACTOR		COUNTY: WASHINGTON	CONSTRUCTION PROJECT NUMBER HWY25-01 AND HWY27-01	PS&E SHEET

SHEET 18 OF 22 SHEETS



FROM PT #	TO PT #	BEARING	DISTANCE
75	540	N00° 03' 47"W	945.30'
540	541	S89° 56' 03"W	24.75'
541	542	S51° 33' 08"W	25.83'
542	543	N00° 03' 47"W	398.36'
543	544	S88° 31' 53"E	45.02'
544	540	S00° 03' 47"E	381.11'

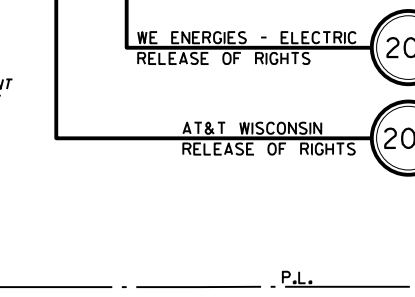
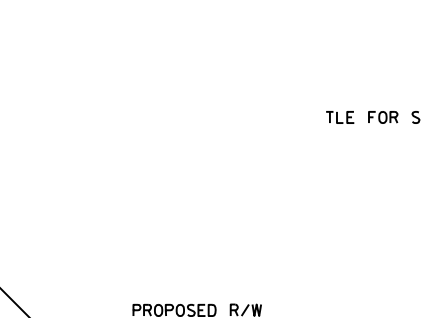
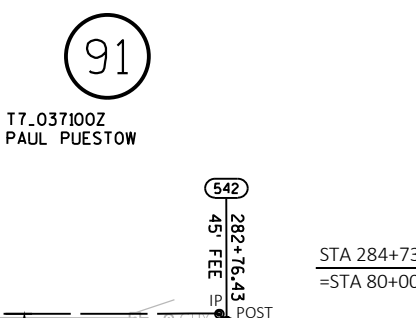
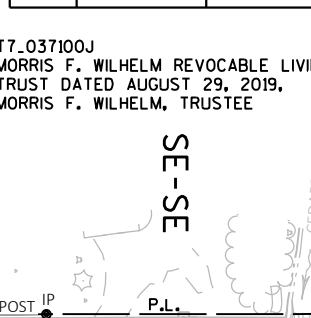
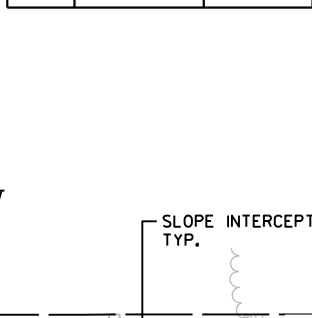
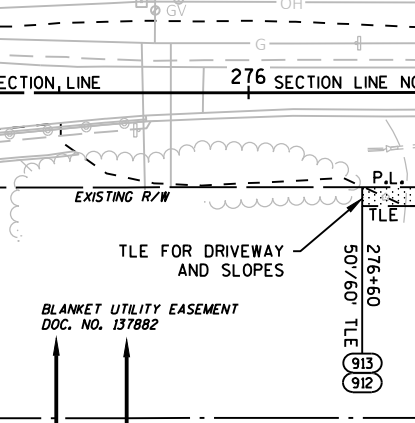
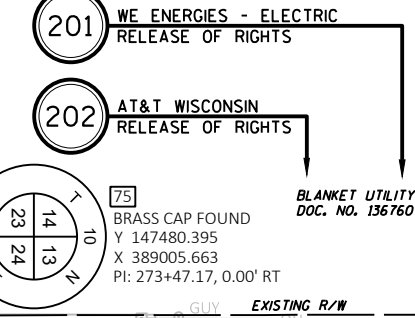
FROM PT #	TO PT #	BEARING	DISTANCE
75	544	N00° 03' 47"W	1326.41'
544	543	N88° 31' 53"W	45.02'
543	900	S00° 03' 47"E	24.79'
900	901	N21° 49' 21"W	26.98'
901	543	S88° 31' 53"E	10.00'

POINT	Y (NORTHING)	X (EASTING)
540	148425.695	389004.623
541	148425.667	388979.873
542	148409.603	388959.641
543	148807.961	388959.202
544	148806.808	389004.204
545	148573.612	389004.460
546	148570.474	389083.043
547	148533.280	389054.505
548	148425.753	389054.623
549	148639.668	389004.387
550	148805.347	389054.205
551	148663.280	389054.361
552	148636.621	389080.681

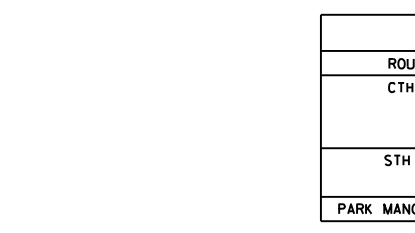
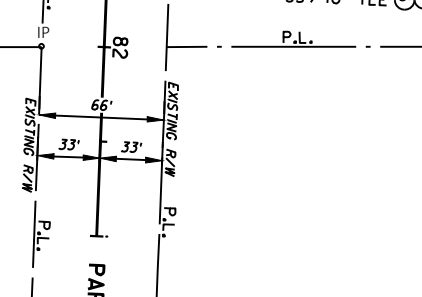
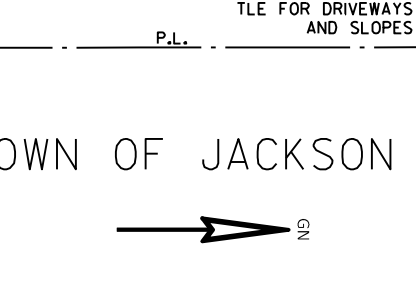
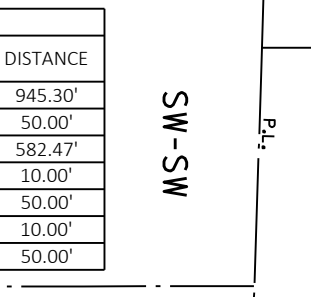
POINT	Y (NORTHING)	X (EASTING)
900	148783.175	388959.229
901	148808.218	388949.202
902	148636.022	389095.669
903	148643.017	389095.948
904	148641.420	389135.916
905	148634.426	389135.637
906	148568.080	389142.995
907	148561.085	389142.716
908	148562.083	389117.736
909	148569.077	389118.015
910	147843.281	389055.264
911	147843.292	389065.264
912	147793.292	389065.319
913	147793.281	389055.319

FROM PT #	TO PT #	BEARING	DISTANCE
75	540	N00° 03' 47"W	945.30'
540	545	N00° 03' 47"W	147.92'
545	546	S87° 42' 47"E	78.65'
546	547	S37° 29' 57"W	46.88'
547	548	S00° 03' 47"E	107.53'
548	540	S89° 56' 03"W	50.00'
75	549	N00° 03' 47"W	1159.27'
549	544	N00° 03' 47"W	167.14'
544	550	S88° 19' 38"E	50.02'
550	551	S00° 03' 47"E	142.07'
551	552	S44° 37' 56"E	37.46'
552	549	N87° 42' 47"W	76.35'

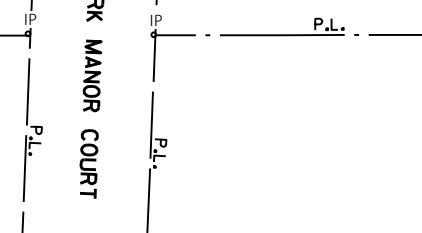
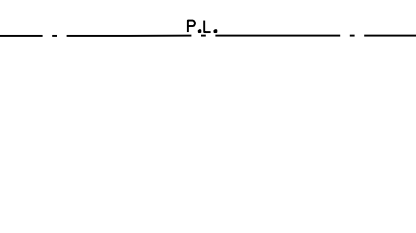
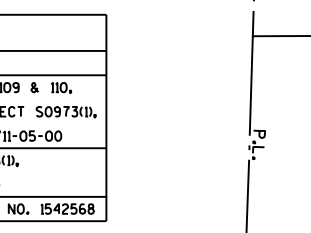
FROM PT #	TO PT #	BEARING	DISTANCE
75	545	N00° 03' 47"W	1093.22'
545	908	S84° 11' 18"E	113.86'
908	906	N76° 38' 41"E	25.96'
906	907	S02° 17' 13"W	7.00'
907	909	N72° 04' 15"W	25.96'
909	908	S02° 17' 13"W	7.00'
75	549	N00° 03' 47"W	1159.27'
549	902	S87° 42' 47"E	91.35'
902	903	N02° 17' 13"E	7.00'
903	904	S87° 42' 47"E	40.00'
904	905	S02° 17' 13"W	7.00'
905	902	N87° 42' 47"W	40.00'



FROM PT #	TO PT #	BEARING	DISTANCE
75	540	N00° 03' 47"W	945.30'
540	548	N89° 56' 03"E	50.00'
548	910	S00° 03' 47"E	582.47'
910	911	N89° 56' 13"E	10.00'
911	912	S00° 03' 47"E	50.00'
912	913	S89° 56' 13"W	10.00'
913	910	N00° 03' 47"W	50.00'



ROUTE	BASIS
CTH M	COUNTY HIGHWAY REGISTER VOL. 1, PAGES 109 & 110, DIVISION JOB 2615, PROJECT FAS 0148(I), PROJECT S0973(I), R/W PROJECT NUMBER 2310-17-20 AND 2711-05-00
STH 60	DIVISION JOB 2615, PROJECT FAS 0148(I), R/W PROJECT NUMBER 2310-17-20
PARK MANOR COURT	DIVISION JOB 2615, PROJECT FAS 0148(I), DOC. NO. 1542568



4

4

REVISED: 8/29/2023

SHEET 20 OF 22 SHEETS

REVISION DATE	DATE 9/13/2023	SCALE, FEET	HWY: CTH M	R/W PROJECT NUMBER HWY25-01	PLAT SHEET 4.20
	GRID FACTOR	0 50 100	COUNTY: WASHINGTON	CONSTRUCTION PROJECT NUMBER HWY25-01 AND HWY27-01	PS&E SHEET
					E

FEE - PARCELS 97, 99, 102 & 103			
FROM PT #	TO PT #	BEARING	DISTANCE
81	566	N88° 46' 26"W	33.01'
566	560	S00° 03' 47"E	1326.27'
560	543	N88° 31' 53"W	12.00'
543	561	N00° 03' 47"W	500.21'
561	562	N07° 39' 28"W	75.66'
562	563	N00° 03' 47"W	50.00'
563	564	N11° 14' 49"E	50.99'
564	565	N00° 03' 47"W	651.01'
565	566	S88° 46' 26"E	12.00'

TLE - PARCEL 97			
FROM PT #	TO PT #	BEARING	DISTANCE
81	544	S00° 03' 47"E	1326.41'
544	543	N88° 31' 53"W	45.01'
543	901	N88° 31' 53"W	10.00'
901	920	N00° 03' 47"W	124.95'
920	921	N07° 31' 54"E	75.66'
921	543	S00° 03' 47"E	200.21'

TLE - PARCEL 99			
FROM PT #	TO PT #	BEARING	DISTANCE
81	544	S00° 03' 47"E	1326.41'
544	543	N88° 31' 53"W	45.02'
543	922	N00° 03' 47"W	400.21'
922	923	S89° 56' 13"W	10.00'
923	924	N00° 03' 47"W	100.00'
924	561	N89° 56' 13"E	10.00'
561	922	S00° 03' 47"E	100.00'

TLE - PARCEL 102			
FROM PT #	TO PT #	BEARING	DISTANCE
81	565	N88° 46' 26"W	45.01'
565	928	S00° 03' 47"E	576.01'
928	925	S00° 03' 47"E	50.00'
925	926	N51° 24' 12"W	32.02'
926	927	N00° 03' 47"W	15.00'
927	928	N58° 58' 24"E	29.15'

TOWN OF JACKSON

BASIS OF EXISTING R/W	
ROUTE	BASIS
CTH M	COUNTY HIGHWAY REGISTER VOL. I, PAGES 109 & 110, PROJECT S097311, CSM #2629, CSM #4544

TLE - PARCEL 101			
FROM PT #	TO PT #	BEARING	DISTANCE
81	567	S88° 28' 10"E	45.02'
567	933	S00° 03' 47"E	333.74'
933	934	S16° 27' 09"E	88.60'
934	935	S00° 03' 47"E	65.00'
935	568	S12° 12' 06"W	117.69'
568	933	N00° 03' 47"W	265.00'

TLE - PARCEL 103			
FROM PT #	TO PT #	BEARING	DISTANCE
81	567	S88° 28' 10"E	45.02'
567	933	S00° 03' 47"E	333.74'
933	934	S16° 27' 09"E	88.60'
934	935	S00° 03' 47"E	65.00'
935	568	S12° 12' 06"W	117.69'
568	933	N00° 03' 47"W	265.00'

T7.036800B  
MICHAEL M. GUSLICK AND  
KATHERINE A. ELLIS

TLE - PARCEL 97			
FROM PT #	TO PT #	BEARING	DISTANCE
81	544	S00° 03' 47"E	1326.41'
544	543	N88° 31' 53"W	45.01'
543	901	N88° 31' 53"W	10.00'
901	920	N00° 03' 47"W	124.95'
920	921	N07° 31' 54"E	75.66'
921	543	S00° 03' 47"E	200.21'

T7.036800A  
RICHARD T. GUSLICK

TLE - PARCEL 99			
FROM PT #	TO PT #	BEARING	DISTANCE
81	544	S00° 03' 47"E	1326.41'
544	543	N88° 31' 53"W	45.01'
543	901	N88° 31' 53"W	10.00'
901	920	N00° 03' 47"W	124.95'
920	921	N07° 31' 54"E	75.66'
921	543	S00° 03' 47"E	200.21'

T7.036800D  
DCKF TRANSITION TRUST  
OF AUGUST 6, 2008

TLE - PARCEL 102			
FROM PT #	TO PT #	BEARING	DISTANCE
81	565	N88° 46' 26"W	45.01'
565	928	S00° 03' 47"E	576.01'
928	925	S00° 03' 47"E	50.00'
925	926	N51° 24' 12"W	32.02'
926	927	N00° 03' 47"W	15.00'
927	928	N58° 58' 24"E	29.15'

T7.036800C  
COLIN D. BAUMANN

TLE - PARCEL 101			
FROM PT #	TO PT #	BEARING	DISTANCE
81	567	S88° 28' 10"E	45.02'
567	933	S00° 03' 47"E	333.74'
933	934	S16° 27' 09"E	88.60'
934	935	S00° 03' 47"E	65.00'
935	568	S12° 12' 06"W	117.69'
568	933	N00° 03' 47"W	265.00'

LOT 2  
CSM #4544  
V30/P232  
DOC. #698898

TLE - PARCEL 103			
FROM PT #	TO PT #	BEARING	DISTANCE
81	567	S88° 28' 10"E	45.02'
567	933	S00° 03' 47"E	333.74'
933	934	S16° 27' 09"E	88.60'
934	935	S00° 03' 47"E	65.00'
935	568	S12° 12' 06"W	117.69'
568	933	N00° 03' 47"W	265.00'

T7.034100C  
DAVID L. MILLER AND  
NICOLE M. MILLER

TLE FOR SLOPES

TLE FOR DRIVEWAY AND SLOPES

TLE FOR DRIVEWAY AND SLOPES

SLOPE INTERCEPT, TYP.

BLANKET UTILITY EASEMENT  
DOC. NO. 137883

543

901

920

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FEE/HE - PARCELS 98, 101, 104 & 106			
FROM PT #	TO PT #	BEARING	DISTANCE
81	567	S88° 28' 10"E	45.02'
567	568	S00° 03' 47"E	598.74'
568	569	S08° 35' 38"E	101.12'
569	570	S00° 03' 47"E	100.00'
570	571	S05° 38' 51"W	150.75'
571	572	S00° 03' 47"E	350.00'
572	550	S10° 12' 42"E	28.38'
550	544	N88° 19' 38"W	50.02'
544	573	N00° 03' 47"W	1025.97'
573	574	S88° 24' 05"E	33.01'
574	575	N00° 03' 47"W	150.48'
575	576	N88° 28' 10"W	33.01'
576	81	N00° 03' 47"W	150.00'

COORDINATE TABLE

POINT	Y (NORTHING)	X (EASTING)
543	148807.961	388959.202
544	148806.808	389004.204
550	148805.347	389054.205
560	148807.654	388971.203
561	149308.175	388958.652
562	149383.164	388948.569
563	149433.164	388948.514
564	149483.175	388958.459
565	150134.183	388957.743
566	150133.926	388969.743
567	150132.018	389047.745
568	149533.274	389048.404
569	149433.291	389063.514
570	149333.291	389063.624
571	149183.274	389048.789
572	148833.274	389049.174

T7.034100B  
WALTER A. MILLER AND RENEE L. MILLER, OR THEIR SUCCESSOR,  
AS TRUSTEES OF THE WALTER A. AND RENEE L. MILLER  
REVOCABLE TRUST DATED JULY 24, 2019

POINT	Y (NORTHING)	X (EASTING)
573	149832.780	389003.075
574	149831.859	389036.076
575	149982.338	389035.910
576	149983.220	389002.909
901	148808.218	388949.202
910	147843.281	389055.264
911	147843.292	389065.264
912	147793.292	389065.319
913	147793.281	389055.319
920	148933.164	388949.064
921	149008.175	388958.982
922	149208.175	388958.762
923	149208.164	388948.762
924	149308.164	388948.652

POINT	Y (NORTHING)	X (EASTING)
925	149508.175	388958.432
926	149528.148	388933.410
927	149543.148	388933.393
928	149558.175	388958.377
929	150068.274	389047.815
930	150033.285	389057.854
931	149948.285	389057.948
932	149933.274	389047.964
933	149798.274	389048.113
934	149713.301	389073.206
935	149648.302	389073.278

LOT 1  
CSM #2629  
V14/P212  
DOC. #465110

T7.034100C  
DAVID L. MILLER AND  
NICOLE M. MILLER

T7.034100A  
PETER A. WERNI AND  
ALICE R. WERNI

TLE - PARCELS 104 & 106			
FROM PT #	TO PT #	BEARING	DISTANCE
81	567	S88° 28' 10"E	45.02'
567	929	S00° 03' 47"E	63.74'
929	930	S16° 00' 30"E	36.40'
930	931	S00° 03' 47"E	85.00'
931	932	S33° 37' 37"W	18.03'
932	929	N00° 03' 47"W	135.00'

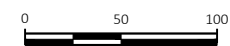
SHEET 21 OF 22 SHEETS

REVISED: 8/29/2023

REVISION DATE	DESCRIPTION

DATE 9/13/2023

SCALE, FEET



HWY: CTH M

R/W PROJECT NUMBER HWY25-01

PLAT SHEET 4.21

GRID FACTOR

COUNTY: WASHINGTON

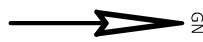
CONSTRUCTION PROJECT NUMBER HWY25-01 AND HWY27-01

PS&E SHEET

BRASS CAP FOUND  
Y 150189.742  
X 386361.830

BASIS OF EXISTING R/W	
ROUTE	BASIS
CTH M	COUNTY HIGHWAY REGISTER VOL. 1, PAGES 109 & 110, CONSTRUCTION PROJECT NUMBER 01101, PROJECT S09731D, CSM #351, CSM #2618

TOWN OF JACKSON



201

WE ENERGIES - ELECTRIC  
RELEASE OF RIGHTS

202

AT&T WISCONSIN  
RELEASE OF RIGHTS

BLANKET UTILITY EASEMENT  
DOC. NO. 137884

LOT 1  
CSM #2550  
V14/P26  
DOC. #454679

LOT 1  
CSM #2618  
V14/P183  
DOC. #463364

CSM #351  
V2/P172  
DOC. #319393

107

T7.035400A  
DALE L. DAVIDSON, JR.  
AND JODI L. DAVIDSON

109

T7.0354  
ALLEN A. KLUG AND  
MARGARET J. KLUG

109

T7.035300B  
ALLEN A. KLUG AND  
MARGARET J. KLUG

112

T7.0352  
STATE OF WISCONSIN  
(DEPARTMENT OF NATURAL  
RESOURCES)

BRASS CAP FOUND  
Y 152783.779  
X 388989.574

86

BRASS CAP FOUND  
Y 150133.220  
X 389002.744  
PI: 300+00.00,  
0.00' RT

81

SLOPE INTERCEPT,  
TYP.

108

T7.0338  
OAK VALLEY REAL ESTATE HOLDINGS, LLC  
(CARL MILLER LIFE ESTATE)

111

T7.033800A  
TYLER J. THEDE AND  
LAURIE S. THEDE

END RELOCATION ORDER

306+78.00  
Y 150811.21  
X 388999.38  
678.00' NORTH AND 3.37' WEST  
OF THE EAST QUARTER CORNER  
OF SECTION 14, T10N, R20E

201

WE ENERGIES - ELECTRIC  
RELEASE OF RIGHTS

202

AT&T WISCONSIN  
RELEASE OF RIGHTS

BLANKET UTILITY EASEMENT  
DOC. NO. 137886

COORDINATE TABLE		
POINT	Y (NORTHING)	X (EASTING)
565	150134.183	388957.743
566	150133.926	388969.743
567	150132.018	389047.745
580	150812.189	388954.370
581	150811.212	388999.375
582	150793.212	388999.465
583	150793.922	388966.461
584	150668.923	388967.082
585	150668.213	389000.086
586	150283.218	389001.999
587	150283.912	388969.578
588	150766.212	388999.599

SHEET 22 OF 22 SHEETS

FEE/HE - PARCELS 107, 109 & 112			
FROM PT #	TO PT #	BEARING	DISTANCE
81	586	N00° 17' 05"W	150.00'
586	587	N88° 46' 26"W	32.43'
587	566	S00° 03' 47"E	149.99'
566	565	N88° 46' 26"W	12.00'
565	580	N00° 17' 06"W	678.01'
580	581	S88° 45' 20"E	45.02'
581	582	S00° 17' 05"E	18.00'
582	583	N88° 46' 05"W	33.01'
583	584	S00° 17' 05"E	125.00'
584	585	S88° 46' 05"E	33.01'
585	586	S00° 17' 05"E	385.00'

FEE/HE - PARCELS 108 & 111			
FROM PT #	TO PT #	BEARING	DISTANCE
81	588	N00° 17' 05"W	633.00'
588	589	N89° 42' 55"E	45.00'
589	567	S00° 17' 03"E	634.43'
567	81	N88° 28' 10"W	45.02'

REVISION DATE	DATE	SCALE, FEET	HWY:	R/W PROJECT NUMBER	PLAT SHEET
	9/13/2023	0 50 100	CTH M	HWY25-01	4.22
			COUNTY: WASHINGTON	CONSTRUCTION PROJECT NUMBER HWY25-01 AND HWY27-01	PS&E SHEET

GRID FACTOR

SCALE, FEET
0 50 100

HWY:	R/W PROJECT NUMBER	PLAT SHEET
CTH M	HWY25-01	4.22
COUNTY: WASHINGTON	CONSTRUCTION PROJECT NUMBER HWY25-01 AND HWY27-01	PS&E SHEET

CONSTRUCTION PROJECT NUMBER	PLAT SHEET
HWY25-01 AND HWY27-01	4.22
PS&E SHEET	

PLAT SHEET	PS&E SHEET
4.22	

REVISED: 8/29/2023

# RELOCATION ORDER

Wisconsin Department of Transportation  
DT1708 2000 (Replaces RE3006)

Project HWY 25-01	Name of Road Pioneer Road to STH 60 and STH 60 to South Curves	Highway CTH M	County WASHINGTON
Right of Way Plat Date 9/13/2023	Plat Sheet Numbers 4.01 through 4.22	Date of Previously Approved Relocation Order NONE	

Description of Termini of Project

Beginning 0.92 feet north and 40.86 feet west of the southeast corner of Section 35, Township 10 North, Range 20 East in the Town of Jackson, Washington County, Wisconsin; thence northerly along the reference line of CTH M within the right-of-way shown on the plat to a point being 678.00 feet north and 3.37 feet west of the east quarter corner of Section 14, Township 10 North, Range 20 East and there terminating.

To properly establish, lay out, widen, enlarge, extend, construct, reconstruct, improve, or maintain a portion of the highway designated above, it is necessary to relocate or change and acquire certain lands or interests in lands as shown on the right of way plat for the above project.

To effect this change, pursuant to authority granted under Sections 83.07 and 83.08, Wisconsin Statutes, the Washington County Highway Department orders that:

1. The said highway is laid out and established to the lines and widths as shown on the plat.
2. The required lands or interests in lands as shown on the plat shall be acquired by the Washington County Highway Department.
3. This order supersedes and amends any previous order issued by the Washington County Highway Department.

\_\_\_\_\_  
(Washington County)

\_\_\_\_\_  
(Date)

**ATTACHMENTS:**

Description	Type
▣ CB Report Elevator Funding 2023 Resolution 32: General Fund Transfer to Facilities for Elevator Construction at the Herbert J. Tennes Government Center (Government Center)	Report  Resolution
▣ Public Works Committee Packet	Backup Material
▣ FINP-1-Fund Balance Reserves Policy	Backup Material



## County Board of Supervisors

*Jeffrey D Schleif, Chair*  
*Carroll Merry, First Vice-Chair*  
*Christopher Bossert, Second Vice-Chair*

Herbert J. Tennes Government Center  
432 E. Washington Street, Room 3029  
P.O. Box 1986  
West Bend, WI 53095-7986  
(262) 335-4307  
Jeffrey.schleif@washcowisconsin.gov

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# COUNTY BOARD REPORT

**To:** County Board

**From:** Legislative Clerk Michael Foti

**Date:** September 13, 2023

**RE:** 2023 Resolution 32: General Fund Transfer to Facilities for Elevator Construction at the Herbert J. Tennes Government Center (Government Center)

---

### POLICY QUESTION:

Should the Washington County Board approve a general fund transfer in the amount of \$425,000 to move forward with the Government Center Elevator project?

### STRATEGIC PRIORITY/RESULT ACHIEVED:

*Well Governed and Administered County*

### DISCUSSION:

The existing elevator is original to the Government Center in 1960. The County has recently completed American with Disabilities Act improvement to the Government Center including restrooms and the County Board room. The elevator repair equipment has become increasingly harder to obtain as well as contracting with a technician with knowledge to service the repairs. Due to the urgency of the project and elevator lead times, the Public Works Committee had approved at its 18 May 2023 meeting to use \$2000,000 of Capital Improvement Program (CIP) funding in 2023 that was originally designated for 2 LED lighting projects that will be deferred until 2024, with additional funding of \$425,000 in the 2024 CIP for the elevator, and \$200,000 to complete the LED lighting projects.

Due to project costs exceeding the original estimates, the Public Works Committee approved at its 17 August 2023 meeting to utilize \$200,000 of CIP funding from 2023 originally designated for 2 LED lighting projects for the elevator project, and the LED projects will be removed from the 2024-2025 CIP, and all \$625,000 designated for the elevator project in the 2024 CIP be utilized solely for the elevator project. The Facilities Department publicly bid the elevator project, and the total project costs are expected to be \$1,250,000, therefore a General Fund transfer in the amount of \$425,000 to fund the project is being requested.

At the 17 August 2023 Public Works Committee meeting, the following motion was made:  
*Moved by Ms. Krueger-Gundrum, seconded by Mr. Schwab to approve a draft resolution 2023 Resolution: General Fund Transfer to Facilities for Elevator Construction at the Herbert J. Tennes Government Center, and forward to the County Board. Motion carried.*

### FISCAL EFFECT



The proposed transfer will reduce the general fund balance by \$425,000. The funds have a specific use for the Government Center elevator construction project and any unused funds will be returned to the general fund. The County will remain in compliance with the Fund Reserve policy after making this transfer.

**ATTACHMENTS:**

- 2023 Resolution 32: General Fund Transfer to Facilities for Elevator Construction at the Herbert J. Tennes Government Center (Government Center)
- 17 August 2023 Public Works Committee Packet

**STAFF RECOMMENDATION:**

Motion to approve 2023 Resolution 32: General Fund Transfer to Facilities for Elevator Construction at the Herbert J. Tennes Government Center (Government Center)

1 **WASHINGTON COUNTY, WISCONSIN**

2  
3 Date of enactment: \_\_\_\_\_

4 Date of publication: \_\_\_\_\_

5  
6 **2023 RESOLUTION 32**

7  
8 **General Fund Transfer to Facilities for Elevator Construction at the Herbert J. Tennies**  
9 **Government Center (Government Center)**

10  
11 **WHEREAS**, the existing elevator is original to the Government Center construction in  
12 1960; and

13  
14 **WHEREAS**, Washington County has recently completed American with Disabilities Act  
15 improvements to the Government Center including restrooms and the County Board; and

16  
17 **WHEREAS**, the elevator repair equipment has become increasingly harder to obtain as  
18 well as contracting with a technician with knowledge to service the repairs; and

19  
20 **WHEREAS**, the existing elevator is the only elevator available to the public and more  
21 frequent breakdowns limit the public's ability to have complete access to all portions of the  
22 building; and

23  
24 **WHEREAS**, due to the urgency of the project and elevator lead times, the Public Works  
25 Committee had approved at its May 18, 2023 meeting to use \$200,000 of Capital Improvement  
26 Program (CIP) funding in 2023 that was originally designated for 2 LED lighting projects that will  
27 be deferred until 2024, with additional funding of \$425,000 in the 2024 CIP for the elevator, and  
28 \$200,000 to complete the LED lighting projects; and

29  
30 **WHEREAS**, due to the project cost exceeding the original estimates, the Public Works  
31 Committee approved at its August 17, 2023 meeting to utilize \$200,000 of CIP funding from 2023  
32 originally designated for 2 LED lighting projects for the elevator project, and the LED projects  
33 will be removed from the 2024-2025 CIP, and all \$625,000 designated for the elevator project in  
34 the 2024 CIP be utilized solely for the elevator project; and

35  
36 **WHEREAS**, the Facilities Department publicly bid the elevator project, and the total  
37 project costs are expected to be \$1,250,000, therefore a General Fund transfer in the amount of  
38 \$425,000 to fund the project is being requested at this time; and

39  
40 **WHEREAS**, Section 15-6I of the Washington County Code states that Transfers and  
41 appropriations authorized under § 65.90(5)(a), Wis. Stats., requiring County Board approval shall  
42 be made upon the recommendation of the appropriate standing committee and by resolution  
43 adopted by a vote of 2/3 of the members-elect;

1           **NOW, THEREFORE, BE IT RESOLVED** by the Washington County Board of  
2 Supervisors that this Board authorizes a General Fund transfer in the amount of \$425,000 to  
3 Facilities 2023 Budget for the elevator construction project at the Government Center.  
4

5           **BE IT FURTHER RESOLVED** that at the conclusion of the project, any excess funds  
6 shall be returned to the General Fund.  
7

8 VOTE REQUIREMENT FOR PASSAGE: 2/3 of the members elect.  
9

10 RESOLUTION SUMMARY: Authorization to transfer \$425,000 from the General Fund to  
11 Facilities 2023 Budget for the elevator construction project at the Government Center.  
12

13 \_\_\_\_\_  
14  
15 Approved as to form:

Introduced by Members of the PUBLIC WORKS  
COMMITTEE, as filed with the County Clerk.

16 \_\_\_\_\_  
17 Bradley S. Stern, County Attorney

18 Dated \_\_\_\_\_

\_\_\_\_\_   
John Schodron, Chairperson

19  
20 Approved:

21 \_\_\_\_\_  
22 Josh Schoemann, County Executive

23 Dated \_\_\_\_\_

Considered \_\_\_\_\_

Adopted \_\_\_\_\_

Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_

24  Veto

Voice Vote \_\_\_\_\_

25  Partial Veto  
26

27 (The proposed transfer will reduce the general fund balance by \$425,000. The funds have a  
28 specific use for the Government Center elevator construction project and any unused funds will be  
29 returned to the general fund. The County will remain in compliance with the Fund Reserve policy  
30 after making this transfer.)



**PUBLIC WORKS**  
*Scott M. Schmidt, PE, PLS,*  
*Chief Public Works Officer*

900 Lang Street  
West Bend, WI 53090  
(262) 335-4435  
FAX (262) 335-4439

To: Public Works Committee  
From: Scott M. Schmidt, PE, PLS Chief Public Works Officer  
Date: August 17, 2023  
Re: Government Center Elevator

---

**POLICY QUESTION:**

Should the Washington County Public Works Committee approve a general fund transfer in the amount of \$425,000 to move forward with the Government Center Elevator project?

**STRATEGIC PRIORITY/RESULT ACHIEVED:**

Well-Governed and Administered County

**DISCUSSION:**

The Facilities Department 2024 Capital Improvement Program (CIP) budget included the building of a new elevator at the Government Center. The existing elevator is original to the building (1960) and has experienced several outages in recent years. Due to aging technology repair parts are challenging to obtain and technicians trained in maintenance of these older systems are rare. This has resulted in longer response times for critical repairs. There is no alternative for elevator access within the Government Center so downtime restricts mobility within the building.

At its May meeting, the Public Works Committee authorized the use of \$200,000 to start the elevator project in 2023 by delaying the LED lighting projects to 2024. The 2024 CIP had \$625,000 for the elevator project, with \$200,000 of those funds designated to complete the LED lighting projects. The 2024 The project costs were based on the estimate provided in the Master Plan report prepared by Potter Lawson in May of 2023.

Bids for the elevator project were received on August 10, 2023. Washington County received 4 bids (bid tabulation sheet is attached) with the lowest being Altius Building Company for \$942,940.00 for elevator construction only. Additional project costs include design costs of \$87,000, fiber optic line replacement of \$64,645.68, partition walls and data drops of \$38,000, and contingency of \$116,914.32 for a total project budget of \$1,250,000.

We are requesting a general fund transfer in the amount of \$425,000 to move forward with the elevator project. The funding aligns as follows:

\$200,000	Funding from the original LED lighting project approved at the May 2023 PWC
\$625,000	Funding in the 2024 CIP (no longer utilizing any of these funds to backfill the LED projects
<u>\$425,000</u>	General Fund Transfer
\$1,250,000	Total estimated project costs.

**ATTACHMENTS:**

Master Plan Sheet with Elevator  
Current plan set sheet with Elevator  
Elevator Bid Tabulation sheet  
Draft Resolution



**PUBLIC WORKS**  
*Scott M. Schmidt, PE, PLS,*  
*Chief Public Works Officer*

900 Lang Street  
West Bend, WI 53090  
(262) 335-4435  
FAX (262) 335-4439

**RECOMMENDATION:**

Motion to approve and forward to the County Board a general fund transfer in the amount of \$425,000 to complete the elevator construction project.

1 **WASHINGTON COUNTY, WISCONSIN**

2  
3 Date of enactment: \_\_\_\_\_

4 Date of publication: \_\_\_\_\_

5  
6 **2023 RESOLUTION \_\_\_\_**

7  
8 **General Fund Transfer to Facilities for Elevator Construction at the Herbert J. Tennies**  
9 **Government Center (Government Center)**

10  
11 **WHEREAS**, the existing elevator is original to the Government Center construction in  
12 1960; and

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14 **WHEREAS**, Washington County has recently completed American with Disabilities Act  
15 improvements to the Government Center including restrooms and the County Board; and

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43 adopted by a vote of 2/3 of the members-elect;

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4

5           **BE IT FURTHER RESOLVED** that at the conclusion of the project, any excess funds  
6 shall be returned to the General Fund.  
7

8 VOTE REQUIREMENT FOR PASSAGE: 2/3 of the members elect.  
9

10 RESOLUTION SUMMARY: Authorization to transfer \$425,000 from the General Fund to  
11 Facilities 2023 Budget for the elevator construction project at the Government Center.  
12

13 \_\_\_\_\_  
14  
15 Approved as to form:

Introduced by Members of the PUBLIC WORKS  
COMMITTEE, as filed with the County Clerk.

16 \_\_\_\_\_  
17 Bradley S. Stern, County Attorney

18 Dated \_\_\_\_\_

\_\_\_\_\_   
John Schodron, Chairperson

19  
20 Approved:

21 \_\_\_\_\_  
Considered \_\_\_\_\_

22 Josh Schoemann, County Executive

Adopted \_\_\_\_\_

23 Dated \_\_\_\_\_

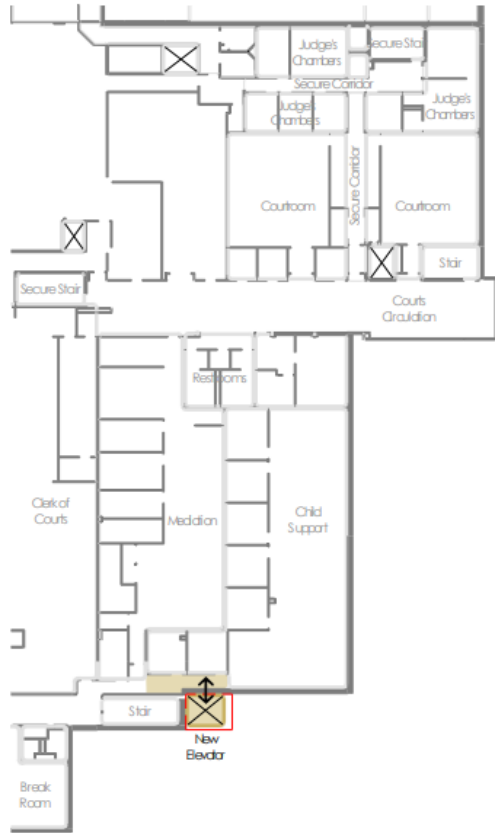
Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_

24  Veto

Voice Vote \_\_\_\_\_

25  Partial Veto

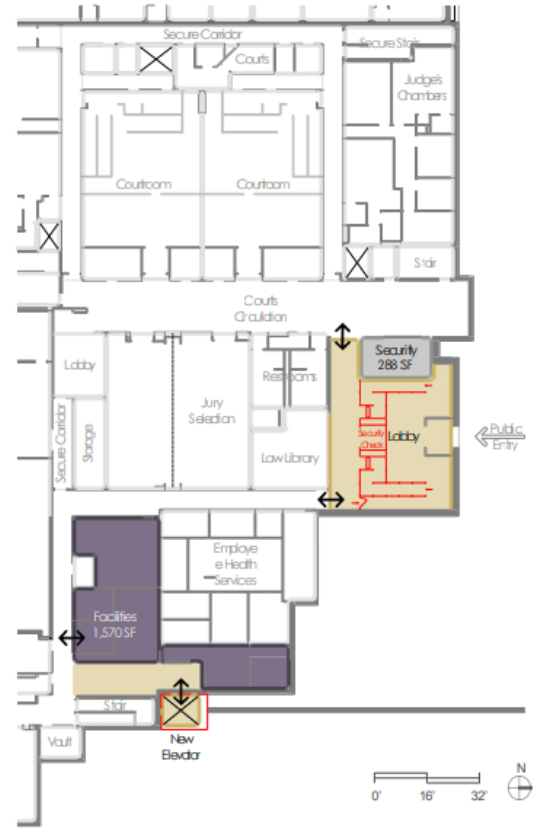
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30 after making this transfer.)



Short-Term: Administration Plan  
**THIRD FLOOR ELEVATOR ADDITION**



Short-Term: Administration Plan  
**SECOND FLOOR ELEVATOR ADDITION**

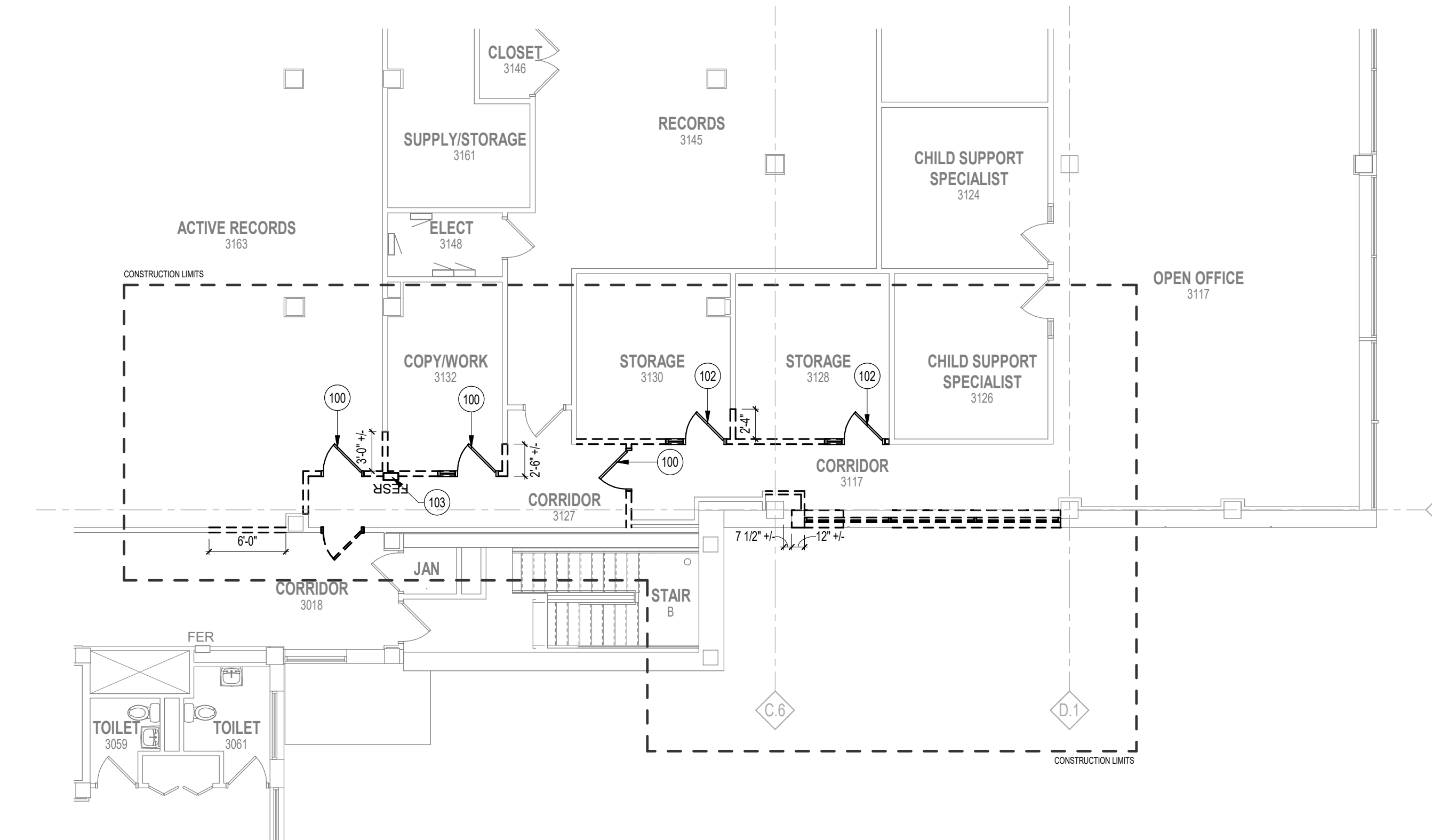


Short-Term: Administration Plan  
**FIRST FLOOR ADMINISTRATION SINGLE POINT OF ENTRY**

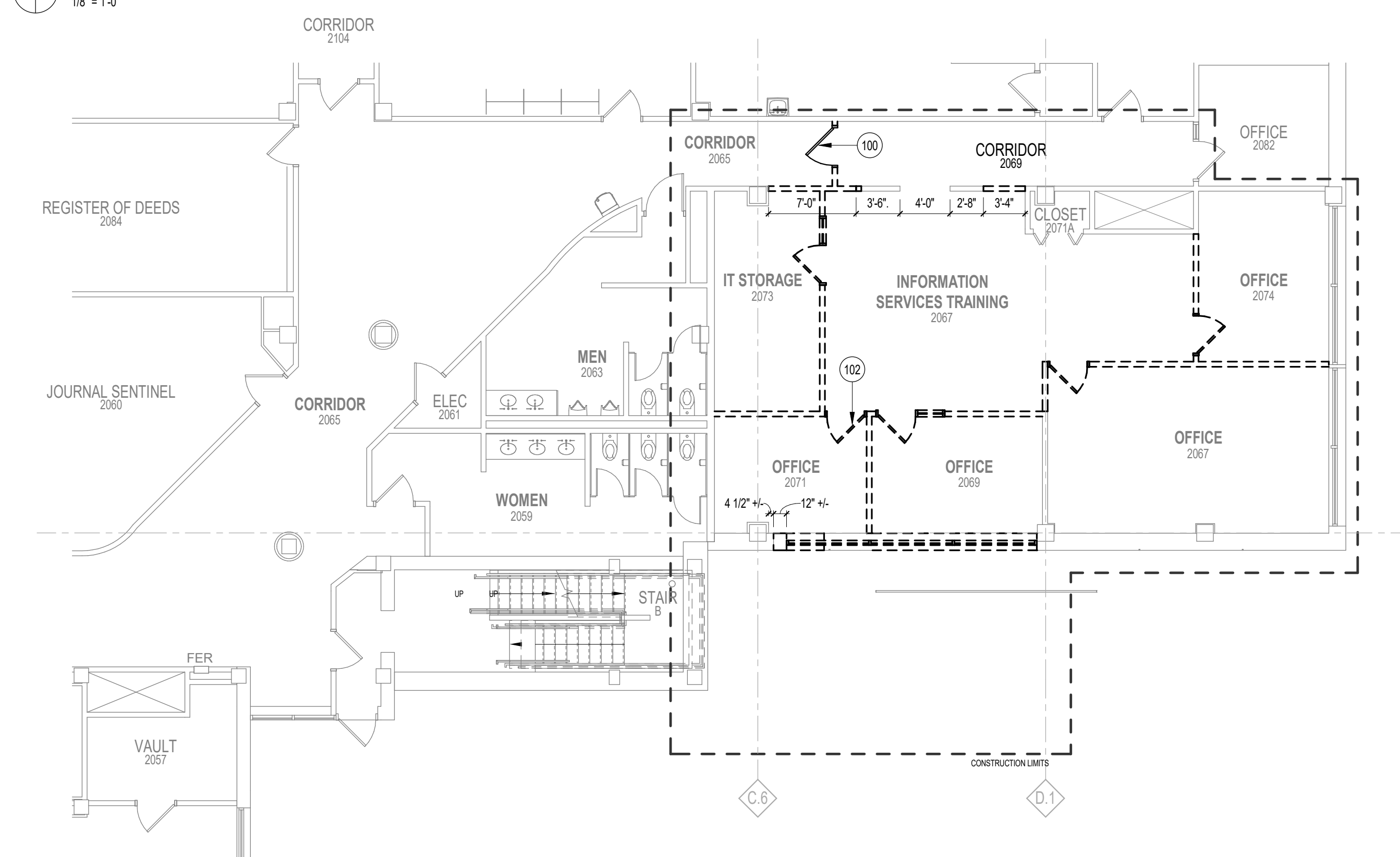


Master Plan Elevator Sketch

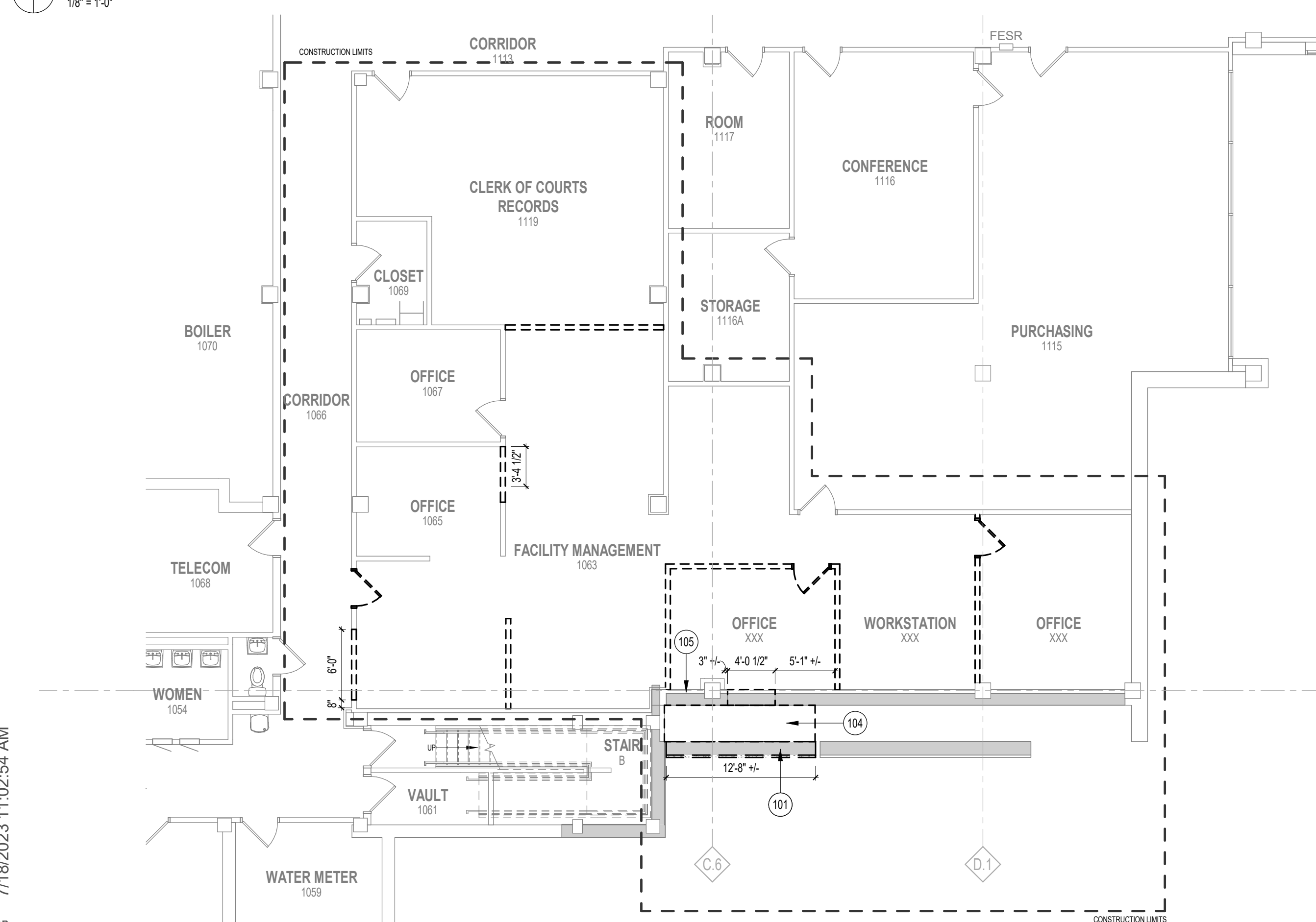




THIRD FLOOR DEMOLITION PLAN  
1/8" = 1'-0"



THIRD FLOOR PLAN  
1/8" = 1'-0"

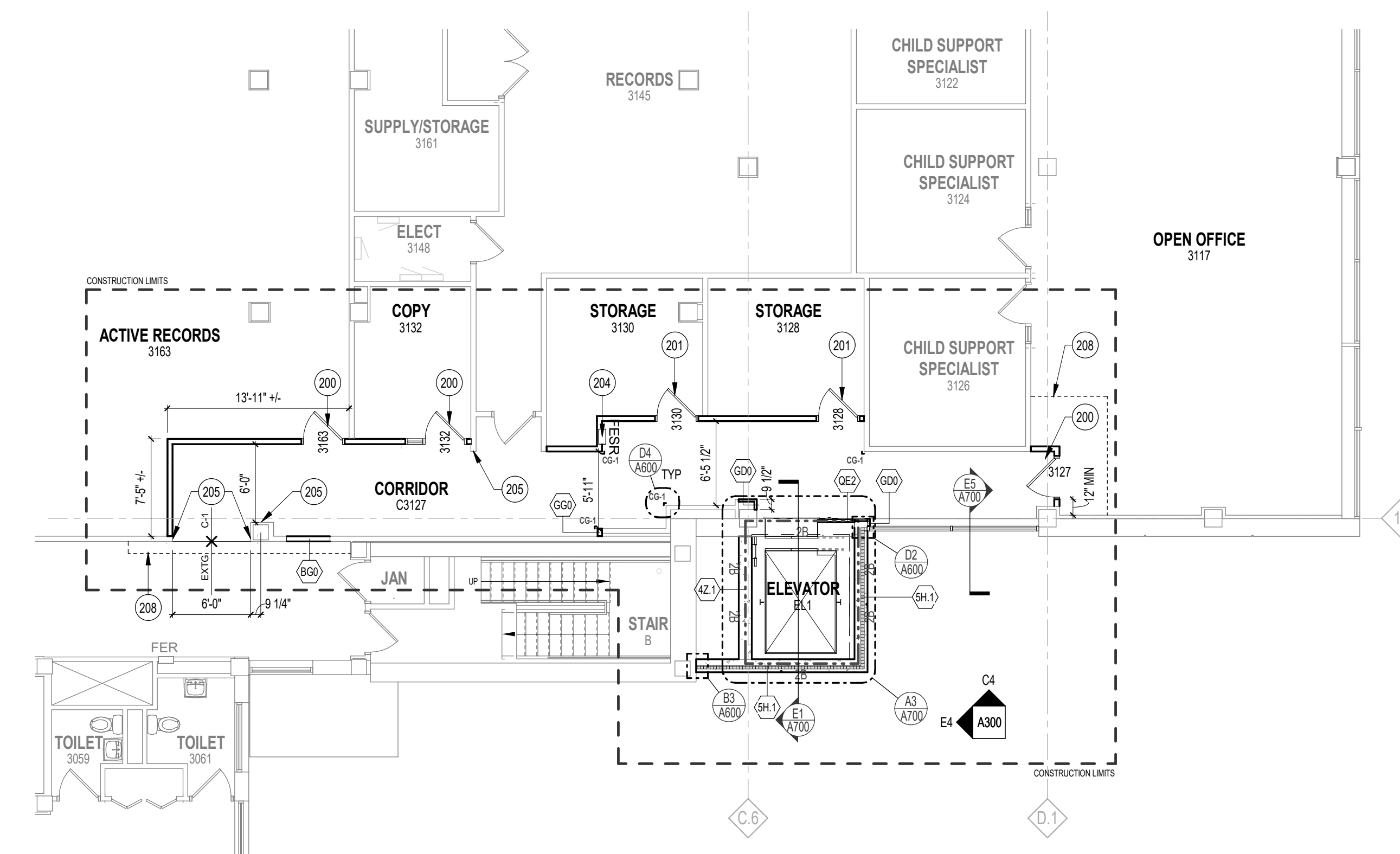


SECOND FLOOR DEMOLITION PLAN  
1/8" = 1'-0"

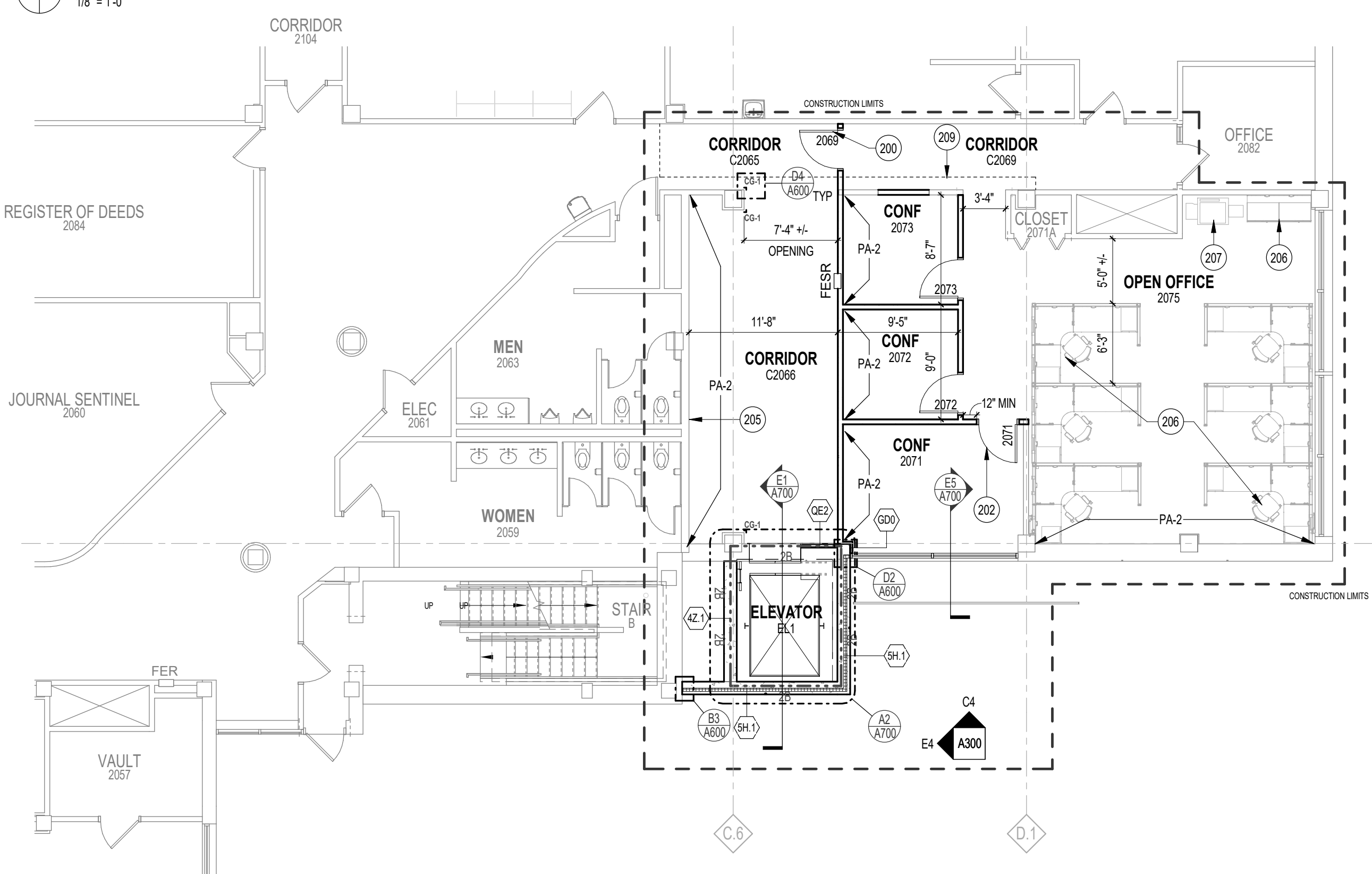


SECOND FLOOR PLAN  
1/8" = 1'-0"

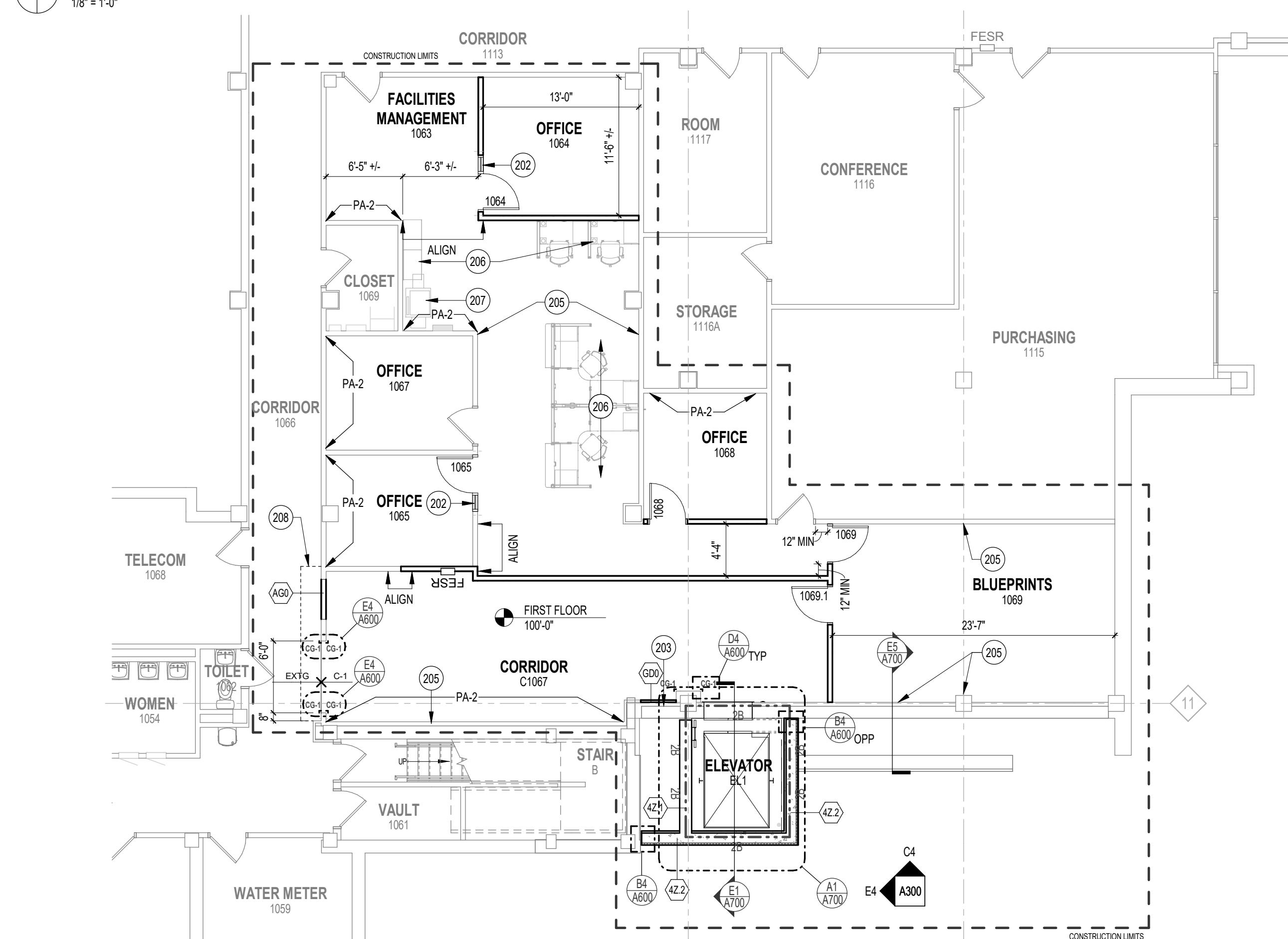
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THIRD FLOOR DEMOLITION PLAN  
1/8" = 1'-0"



THIRD FLOOR PLAN  
1/8" = 1'-0"

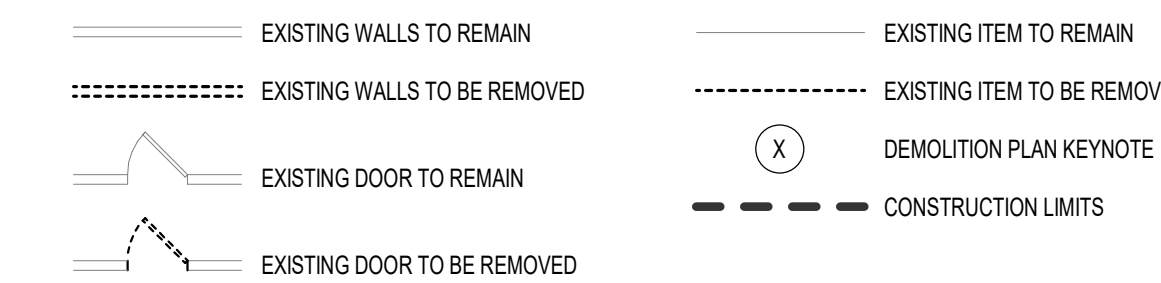


FIRST FLOOR DEMOLITION PLAN  
1/8" = 1'-0"



FIRST FLOOR PLAN  
1/8" = 1'-0"

**DEMOLITION PLAN - SYMBOLS LEGEND**

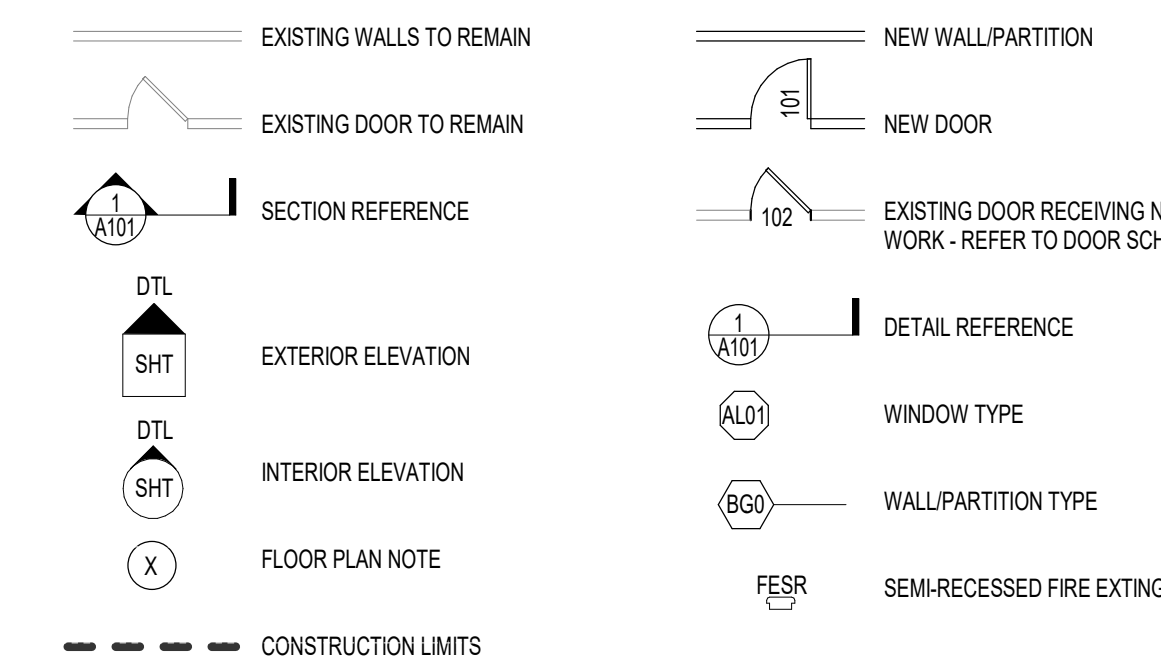


**DEMOLITION PLAN - GENERAL NOTES**

- VERIFY ALL DIMENSIONS AND CONDITIONS AT JOB SITE. PORTIONS OF EXISTING CONSTRUCTION MAY HAVE BEEN REMOVED BY OWNER.
- VERIFY EXACT COMPOSITION OF EXISTING WALLS TO BE REMOVED.
- REMOVE FLOOR FINISHES WHERE NEW FLOORING IS INDICATED IN ROOM FINISH SCHEDULE.
- REMOVE SUSPENDED CEILINGS AND RELATED HANGERS, OR GYPSUM BOARD PLASTER CEILING WHERE NEW CEILING IS INDICATED ON REFLECTED CEILING PLAN OR ROOM FINISH SCHEDULE.
- REMOVE ALL COLUMN FINISHES, INCLUDING GYPSUM BOARD AND FURRINGS, FROM EXISTING STRUCTURAL COLUMNS AS NOTED.
- REMOVE ALL INTERIOR AND WALL MOUNTED ITEMS IN AREAS TO BE REMODELED (REFER TO ROOM FINISH SCHEDULE) INCLUDING BUT NOT LIMITED TO, CABINETS, EQUIPMENT, SHELVING, HOOK STRIPS, WALL AND CEILING TRIM, BASE.
- REFER TO PLUMBING, HVAC AND ELECTRICAL PLANS FOR ADDITIONAL DEMOLITION ITEMS AND NOTES. COORDINATE WORK WITH PLUMBING, HVAC AND ELECTRICAL REQUIREMENTS.
- COORDINATE DEMOLITION OF LOAD BEARING WALLS WITH STRUCTURAL PLANS.
- MAINTAIN CONTINUOUS UTILITY SERVICE TO ALL SPACES IN THE BUILDING NOT AFFECTED BY THIS WORK. COORDINATE WITH OWNER ANY DISRUPTION IN SERVICES REQUIRED TO PERFORM WORK OR TO MODIFY EXISTING PIPING, DUCTWORK OR ANY ASSOCIATED EQUIPMENT.
- CONSTRUCT A DUST-PROOF PARTITION TO SEPARATE AREAS OF CONSTRUCTION FROM ADJACENT OCCUPIED AREAS OUTSIDE SCOPE OF CONSTRUCTION. REFER TO DETAIL E6 / A600

MARK	DESCRIPTION
100	SAVE DOOR, FRAME AND DOOR HARDWARE FOR RELOCATION.
101	PARTIAL DEMOLITION OF RETAINING WALL, CAP AND RAILING.
102	SAVE FRAME FOR RELOCATION.
103	SAVE SEMI-RECESSED FIRE EXTINGUISHER CABINET FOR RELOCATION.
104	REMOVE PORTION OF EXISTING CONCRETE STRUCTURAL SLAB.
105	CUT OPENING FOR 24x36 RATED ACCESS PANEL.

**FLOOR PLAN SYMBOLS LEGEND**



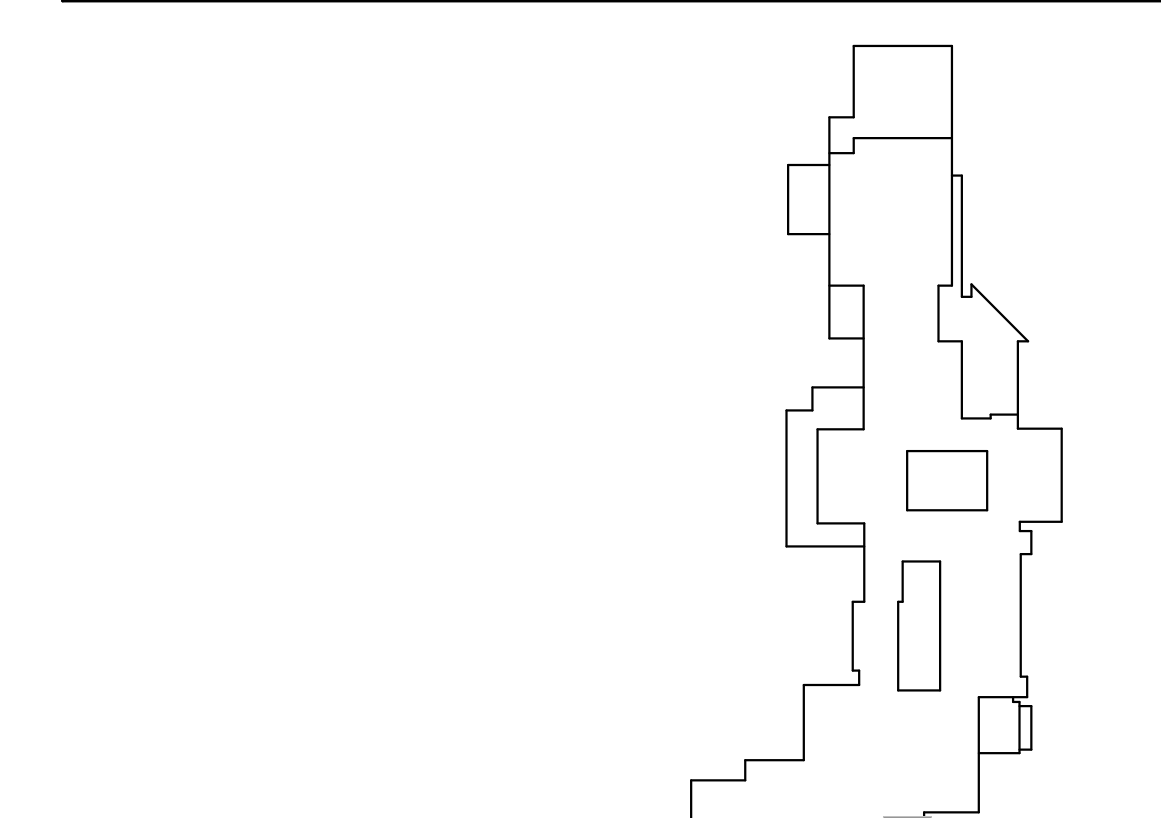
**FLOOR PLAN GENERAL NOTES**

- DIMENSIONS ON FLOOR PLAN ARE BASED ON FACE OF FINISHED WALL TO FACE OF FINISHED WALL (NOMINAL).
  - VERIFY ALL DIMENSIONS AND CONDITIONS AT JOB SITE. PORTIONS OF EXISTING CONSTRUCTION MAY HAVE BEEN REMOVED BY OWNER.
  - MAINTAIN CONTINUOUS UTILITY SERVICE TO ALL SPACES IN THE BUILDING NOT AFFECTED BY THIS WORK. COORDINATE WITH OWNER ANY DISRUPTION IN SERVICES REQUIRED TO PERFORM WORK OR TO MODIFY EXISTING PIPING, DUCTWORK OR ANY ASSOCIATED EQUIPMENT.
  - CONTRACTOR TO VERIFY FLOOR TO FLOOR HEIGHTS.
- GYPSUM BOARD PARTITIONS GENERAL NOTES**
- ALL GYPSUM BOARD PARTITIONS SHALL BE (60) UNLESS OTHERWISE NOTED ON FLOOR PLAN.
  - GYPSUM BOARD PARTITION DIMENSIONS ON FLOOR PLAN ARE BASED ON FACE OF FINISHED PARTITION TO FACE OF FINISHED PARTITION (NOMINAL).
  - REFER TO GYPSUM BOARD SPECIFICATION FOR LOCATION AND TYPES) OF GYPSUM BOARD MATERIAL REQUIRED.
  - PROVIDE FIRE RATED GYPSUM BOARD AT ALL FIRE RATED PARTITIONS.
  - SEAL ALL WALL PENETRATIONS AT PERIMETER AND FIRESTOP ALL FIRE RATED PARTITIONS.
  - EXTEND ALL GYPSUM BOARD PARTITIONS FULL HEIGHT TO UNDERSIDE OF PRECAST ABOVE.

MARK	ASSEMBLY DESCRIPTION
1G-1	EXTERIOR STUD WALL CONSISTING OF 5/8" EXTERIOR GYPSUM SHEATHING, 6" GALVANIZED COLD FORMED STEEL STUDS @ 16" OC W/ INSULATION.
4Z-1	12" CAST IN PLACE CONCRETE WALL.
4Z-2	12" CAST IN PLACE CONCRETE WALL WITH WATERPROOFING AND 2" RIGID INSULATION.
5H-1	INSULATED ARCHITECTURAL PRECAST CONCRETE WALL PANEL SYSTEM CONSISTING OF 6" STRUCTURAL PANEL, 3" RIGID INSULATION AND 3" SMOOTH CONCRETE EXTERIOR FACE WITH EXPOSED AGGREGATE AT EXTERIOR FACE TO MATCH EXISTING.

MARK	ASSEMBLY DESCRIPTION	FIRE RATING	UL	INSULATION
A00	3-5/8" STEEL STUDS @ 16" OC ONE LAYER 5/8" GYPSUM BOARD @ EACH FACE.	-	-	-
B00	3-5/8" STEEL STUDS @ 16" OC ONE LAYER 5/8" GYPSUM BOARD @ EACH FACE.	-	-	3-1/2" SOUND
G00	1-5/8" STEEL STUDS @ 16" OC ONE LAYER 5/8" GYPSUM BOARD.	-	-	-
G00	3-5/8" STEEL STUDS @ 16" OC ONE LAYER 5/8" GYPSUM BOARD.	-	-	-
Q02	2-1/2" STEEL C-H STUDS @ 24" OC ONE LAYER 1" GYPSUM BOARD LINER PANEL @ INTERIOR FACE 2 LAYERS 1/2" GYPSUM BOARD @ EXTERIOR FACE.	2HR	(U415 (B))	-

MARK	DESCRIPTION
200	REUSED DOOR FRAME AND DOOR HARDWARE.
201	REUSED DOOR NEW FRAME & HARDWARE.
202	REUSED FRAME.
203	24x36 RATED ACCESS PANEL. REFER TO SPECIFICATIONS.
204	RELOCATED SEMI-RECESSED FIRE EXTINGUISHER CABINET.
205	PATCH WALL WHERE EXISTING WALL WAS DEMOLISHED.
206	FURNITURE BY OWNER.
207	PRINTER/COPPER BY OWNER.
208	EXTENTS OF DUST-PROOF BARRIER.
209	EXTENTS OF DUST-PROOF BARRIER. MUST MAINTAIN EGRESS AT CORRIDORS C2065 AND C2069 THROUGHOUT CONSTRUCTION.



KEY PLAN

1432 E. WASHINGTON STREET, SUITE 200, MADISON, WISCONSIN 53718  
 1509 248 9900  
 1979 MAIN STREET, SUITE 201, WAUKESHA, WISCONSIN 53186  
 1941 448 8905  
 311 COMPTON STREET, SUITE 200, WEST BEND, WISCONSIN 56007

**prad** PLUNKETT RAYSCH ARCHITECTS, LLP

WASHINGTON COUNTY  
 HERBERT J. TENNIES GOVERNMENT CENTER ELEVATOR ADDITION  
 1432 E. WASHINGTON STREET, WEST BEND, WI 53095

REVISIONS:  
 CONSTRUCTION SET  
 DATE: 07/18/2023  
 JOB NO: 230105-01  
 SHEET NO:  
 DEMOLITION AND FLOOR PLANS  
 2023 PLUNKETT RAYSCH ARCHITECTS, LLP

A200

## Washington County Bid Tabulation

**Project/Bid: RFB #FM23-26 HJT Government Center Elevator Addition Project**  
**Due Date & Time: August 10, 2023 by 2:00 PM (CT)**

Bidder	Bid Bond	Subst Abuse	Accept P-Card with no added fees?	Base Bid Complete	Addenda 1 Acknowledged	3 Refs
Altius Building Company	x	x	No	\$942,940.00	Yes	Yes
JH Hassinger	x	x	No	\$973,450.00	Yes	Yes
Mike Koenig Construction	x	x	No	\$996,000.00	Yes	Yes
Selzer-Ornst Construction	x	x	No	\$1,009,552.00	Yes	Yes
Jos Schmitt Construction				No Bid		
Quasius Construction				No Bid		
Above Prime Contractor Firms attended the Mandatory Pre-Bid Meeting on August 1, 2023.						

Recorded By: Roy Hartmann

Date: 8/10/2023

Dept. Head Signature:

Date:



**FINANCE DEPARTMENT**  
*Margaret M. Hamers, Finance Director*

432 E. Washington St.  
 West Bend, WI 53095-7986  
 Phone (262) 335-4328  
 FAX (262) 335-6878  
 WI 1-800-616-0446  
 Margaret.hamers@co.washington.wi.us

<b>FINP-1-FUND BALANCE RESERVES POLICY</b>			
EFFECTIVE	9/22/16	REVISED	2/13/18

**1. Purpose**

The goal of the County in establishing a Fund Balance & Reserve Policy is to provide both short-term and long-term financial stability to the County by ensuring sufficient funds for providing services and protecting infrastructure needed by the community.

This policy is intended to establish reserve parameters for all County funds so they are neither larger than needed nor less than prudent and to provide a plan for increasing or decreasing the level of fund balances as appropriate.

**2. Definitions**

**Fund Balance** is an accounting term defined as the difference between assets and liabilities in a governmental fund. Fund balance consists of the following components:

- **Non-spendable.** Includes fund balance that cannot be spent because it is either not in spendable form (such as inventory, prepaid items, and long-term receivables) or is legally or contractually required to be maintained intact.
- **Restricted.** Includes fund balances that are constrained for specific purposes by external parties (such as grantors or bondholders), through constitutional provisions, or by enabling legislation.
- **Committed.** Includes fund balances that are constrained for specific purposes as imposed by formal resolution of the County board. These constraints can only be removed or changed by the County Board through a formal resolution. Resolutions to commit funds must occur prior to the end of the fiscal year; however, the amount subject to the constraint may be determined in the subsequent period.
- **Assigned.** Includes fund balances that are constrained for specific purposes as imposed by formal resolution of the County Board. Constraints include approved non-lapse requests (based on the NonLapse Policy) and the approved budget deficit (as part of the budget approval). Additionally, residual amounts in any governmental fund, other than the General Fund, are also assigned based on the nature of those funds.
- **Unassigned.** Represents the residual fund balances for the General Fund and includes amounts that have not been assigned to other funds and that have not been restricted, committed, or assigned to specific purposes within the General Fund. The General Fund should be the only fund that reports a positive unassigned fund balance amount. This classification is also used to account for deficit fund balances in other governmental funds.

Enterprise and Internal Service Funds report the difference between assets and liabilities as *Net Position*. Net Position consists of the following components:

- ***Net Investment in Capital Assets.*** Book value of the County's capital assets (net of accumulated depreciation) net of any related outstanding debt. This form of net position is not available as a funding source unless the assets are sold and therefore, these amounts are not included in reserve considerations.
- ***Restricted.*** Subject to restrictions that are imposed by external groups (such as creditors, grantors, or laws and regulations of other governments), through constitutional provisions, or by enabling legislation. This form of net position is normally not available to finance operational expenses and therefore, these amounts are not included in reserve considerations.
- ***Unrestricted.*** Funds that are neither invested in capital assets nor restricted. These are the only amounts available for reserve consideration in enterprise and internal service funds.

### **3. General Fund Reserve Levels**

The County shall maintain general fund reserves at a level which takes into consideration the following:

- ***Cash Flows.*** Determination of six months of projected operating expenditures recognizing that a significant share of the General Fund is dependent upon property taxes and this trend is likely to continue.
- ***Contingency.*** Recognition of potentially volatile revenue sources (such as sales taxes and state aids) as well as unforeseen disasters, emergencies, and large claims which could require advance payment by the County without guarantee of repayment.
- ***Savings.*** Plans for one-time expenditures and grant matching opportunities which become available but require immediate liquidity to take advantage of or the initial establishment of a plan for long-term obligations.
- ***Other Factors.*** Maintain County's high bond rating, minimize long-term borrowings and, avoid short-term borrowings.

Based on the above, the goal is to maintain a General Fund unassigned fund balance within a range of 12-16% of budgeted operating expenditures of general funds for the subsequent year.

Budgeted general funds operating expenditures includes expenditures of the General Fund plus expenditures of funds that close to the General Fund. Funds that close to the General Fund include, but are not limited to: Human Services special revenue fund, Child Support special revenue fund, Aging & Disability Resource Center (ADRC) special revenue fund, and Transit special revenue fund.

### **4. Maintenance of General Fund Reserve Target Levels**

In the event that General Fund reserves are used resulting in a balance below the minimum, the County shall include a replenishment plan during the budget process to reestablish the target level within two fiscal years following the fiscal year in which the event occurred. If

restoration of the reserve cannot be accomplished within such period without severe hardship to the County, then the County Board will establish a more appropriate time period.

### **5. Use of General Fund Reserves**

It is the intent of the County to limit use of General Fund reserves to address unanticipated or non-recurring needs. To the extent possible, reserves will be used to make investments to provide operating efficiencies over the long term. Reserves will not be used to offset continuous on-going operations, except to phase in new major service costs or to address the phase out of a significant loss of revenue.

The County recognizes that the use of reserves to reduce or moderate property taxes should be a temporary situation since a future funding source would be needed to replace it. Therefore, the County will evaluate the use of reserves for this purpose during the budget process and in conjunction with long-term financial plans.

Funds in excess of the minimum level noted above may be used for the following purposes:

- To supplement capital projects and expenditures
- To reduce County indebtedness
- Pay one-time expenditures that reduce future operating costs or which do not increase recurring operation costs that cannot be funded through current revenues.

### **6. Enterprise Fund Reserves**

Enterprise Funds have a long-term or economic resources measurement focus and basis of accounting (very similar to that used in private sector) and therefore include long-term assets and liabilities. Financial resources for these funds can be measured using unrestricted net position or net working capital (current assets less current liabilities).

Enterprise Funds shall maintain an appropriate level of financial resources to ensure adequate maintenance reserves and to ensure that cash flow balancing requirements and legal restrictions are met. Each of the County's enterprise funds account for different types of services and therefore, reserve needs are unique for each. Based on the above considerations, the County has determined the following reserve goals:

- **Highway.** This fund accounts for the construction and maintenance of County roads and bridges for which financing is provided by state aids, sales tax, and property taxes. All of the activity in this fund is pre-approved through the County's capital improvement plan or via state aid applications. The fund has minimal reserve needs and therefore, a reserve is not required. The fund shall maintain a positive unrestricted net position.
- **Samaritan Health Center.** Accounts for the operations and maintenance of a nursing facility for which financing is mostly provided by Medicare, Medicaid, and Private Pay billings. Due to the variability of these revenue sources, a minimum level of net working capital shall be maintained equal to three months of regular, on-going operating expenses (defined as total operating expenses less depreciation and bad debt expenses).
- **Fields of Washington County.** Accounts for the operations and maintenance of an assisted living facility and a community based residential facility (CBRF) for which financing is mostly provided by resident billings. Due to the variability of this revenue

source, a minimum level of net working capital equal to three months of regular shall be maintained, on-going operating expenses (defined as total operating expenses less depreciation and bad debt expenses).

- ***Family Park Golf Course.*** Accounts for operations and maintenance of the County golf course which is financed mostly with user fees. The operations of this fund are very seasonal; however, a significant portion of costs (such as personnel and utilities) are consistent during the year. To provide sufficient funds to support seasonal variations in cash flows, the goal is to maintain a minimum unrestricted net position of 40% (approximately 5 months) of budgeted operating expenses excluding depreciation for the subsequent year.
- ***County Parks.*** Accounts for operations and maintenance of the County parks system which is financed with user fees and levy dollars. The operations of this fund are very seasonal; however, a significant portion of costs (such as personnel and maintenance) are consistent during the year. To provide sufficient funds to support seasonal variations in cash flows and considering the current use of levy support, the goal is to maintain a minimum unrestricted net position of 25% (approximately 3 months) of budgeted operating expenses excluding depreciation for the subsequent year.

## **7. Internal Service Fund Reserves**

The County operates several internal service funds to finance goods or services provided by one department to other departments within the County, or other governmental units, on a cost-reimbursement basis. These funds are similar in nature to enterprise funds. Reserve balances shall be maintained as follows:

- ***Health Insurance and Property Insurance Self-insurance funds.*** Maintain balances equal to the greater of 1) claims payable liability plus 16% (2 months) of the annual department operating budget within the fund or 2) three months of projected operating expenses. Net position within the funds should not fall below zero.
- ***Workers Compensation Self-insurance fund.*** As long as the County maintains an excess workers compensation insurance policy, reserve balances shall be maintained equal to the annual stop loss limit of the excess policy. If the County does not have stop loss coverage for workers compensation claims, reserve balances shall be equal to the ten-year average annual claim spend. Net position within the fund should not fall below zero.
- ***Central service funds such as Central Fueling, Information Systems, and Central Reproduction.*** These funds are designed to operate on a break-even basis for operations, while, if applicable, accruing additional funds to finance future capital costs. To provide sufficient funds to cover daily operations, the goal is to maintain a minimum net working capital of one month of budgeted operating expenses (including depreciation). These funds may also accumulate reserves in preparation of large purchases (such as system-wide upgrades and/or large equipment replacements) in a future year. These projects should be approved as part of the County's capital improvement plan.

## **8. Other County Funds**

The county maintains fund balances in funds other than the General Fund, Internal Service Funds, and Enterprise Funds. These funds (as described below) have unique fund balance situations and therefore, no specific reserve level is required.

- ***Special Revenue Funds.*** These funds are used to account for the proceeds of specific resources (other than major capital projects or expendable trusts) that are legally restricted to expenditures for specific purposes. No specific reservation of fund balance is necessary since each fund must adhere to any underlying guidelines attached to the related revenue source.
- ***Debt Service Funds.*** These funds are used to account for the accumulation of resources for and the payment of, general long-term debt principal, interest, and related costs other than debt financed from proprietary funds. Financing for the debt service fund is generally provided from the general property taxes and interest income.
- ***Capital Projects Funds.*** These funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities other than those financed by proprietary funds. Approval of and financing for capital projects is provided in the County's capital improvement plan. Since many of these projects span several years, fund balances carry over from year to year through the life of the project and shall remain committed until the completion of the project.

## **9. Monitoring and Annual Review of Policy**

The Finance Director will annually report on the status of the fund balances in relation to this policy to the County Administrator. This report can occur in conjunction with the development of the annual budget.

The Finance Director and County Administrator will annually review the adequacy of reserves and fund balance policies and determine whether modifications are appropriate.

**ATTACHMENTS:**

Description	Type
▣ CB Report County Executive Salary	Report
▣ 2023 Resolution 33: Resolution Setting the Salary for the Washington County Executive	Resolution
▣ Executive Committee Packet	Backup Material





**County Board of Supervisors**  
*Jeffrey D Schleif, Chair*  
*Carroll Merry, First Vice-Chair*  
*Christopher Bossert, Second Vice-Chair*

Herbert J. Tennes Government Center  
432 E. Washington Street, Room 3029  
P.O. Box 1986  
West Bend, WI 53095-7986  
(262) 335-4307  
Jeffrey.schleif@washcowisconsin.gov

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## COUNTY BOARD REPORT

**To:** County Board  
**From:** Legislative Clerk Michael Foti  
**Date:** September 13, 2023  
**RE:** 2023 Resolution 33: Resolution Setting the Salary for the Washington County Executive

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**POLICY QUESTION:**

What salary should be set for the Washington County Executive for the 4 year term 2024-2027?

**STRATEGIC PRIORITY/RESULT ACHIEVED:**

*Well Governed and Administered County*

**DISCUSSION:**

Pursuant to §§59.17 and 59.22, Wis. Stats., the County Board shall establish the salary of certain elected officials before the earliest time for filing nomination papers for such elective offices. The annual salary set forth herein shall constitute “total annual compensation” as that phrase is used in §59.22(1), Wis. Stats. The County Executive’s salary shall remain in effect unless duly changed by the County Board. The salary shall be set at \$142,000 in 2024, \$144,130 in 2025, \$146,291.95 in 2026, and \$148,486.33 in 2027. That is a 1.5% increase each year after 2024.

At the 16, August 2023 Executive Committee meeting, the following motion was made:

*Moved by Ms. Schodron, seconded by Ms. Schulteis to approve a draft 2023 Resolution: Resolution Setting the Salary for the Washington County Executive, and forward onto the County Board. Motion carried to approve a draft 2023 Resolution: Resolution Setting the Salary for the Washington County Executive, and forward onto the County Board with Mr. Bossert voting nay.*

**FISCAL EFFECT**

The proposed salaries include a 1.5% increase and will be incorporated into future budgets accordingly.

**ATTACHMENTS:**

- 2023 Resolution 33: Resolution Setting the Salary for the Washington County Executive
- Executive Committee Packet

**STAFF RECOMMENDATION:**

No recommendation.

1 **WASHINGTON COUNTY, WISCONSIN**

2  
3 Date of enactment: \_\_\_\_\_  
4 Date of publication: \_\_\_\_\_

5  
6 **2023 RESOLUTION 33**

7  
8 **Resolution Setting the Salary for the Washington County Executive**

9  
10 **WHEREAS**, pursuant to §§59.17 and 59.22, Wis. Stats., the County Board shall establish  
11 the salary of certain elected officials before the earliest time for filing nomination papers for such  
12 elective offices. The annual salary set forth herein shall constitute “total annual compensation” as  
13 that phrase is used in §59.22(1), Wis. Stats. The County Executive’s salary shall remain in effect  
14 unless duly changed by the County Board;

	<b>Annual Rate</b>
<u>Salary effective 01/01/24</u>	\$142,000.00
<u>Salary effective 01/01/25</u>	\$144,130.00
<u>Salary effective 01/01/26</u>	\$146,291.95
<u>Salary effective 01/01/27</u>	\$148,486.33

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22 **NOW, THEREFORE, BE IT RESOLVED** by the Washington County Board of  
23 Supervisors that this Board approves the salary of the County Executive as provided herein.

24  
25 **BE IT FURTHER RESOLVED** that this resolution shall become effective upon passage  
26 by the Board of Supervisors and publication as provided by law.

27 \_\_\_\_\_  
28  
29 VOTE REQUIREMENT FOR PASSAGE: Majority

30  
31 RESOLUTION SUMMARY: Resolution approving the salary for the four-year term of the  
32 County Executive.

33  
34 Approved as to form: Introduced by members of the EXECUTIVE  
35 \_\_\_\_\_ COMMITTEE as filed with the County Clerk.

36 Bradley S. Stern, County Attorney

37 Dated \_\_\_\_\_  
38 \_\_\_\_\_  
Jeffrey D. Schleif, Chairperson

39 Approved: \_\_\_\_\_  
40 \_\_\_\_\_  
Considered \_\_\_\_\_

41 Josh Schoemann, County Executive Adopted \_\_\_\_\_

42 Dated \_\_\_\_\_ Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_

43  Veto Voice Vote \_\_\_\_\_

44  Partial Veto

45  
46 (The proposed salaries include a 1.5% increase and will be incorporated into future budgets  
47 accordingly.)

# COMMITTEE REPORT

**To:** Executive Committee  
**From:** Todd Scott, Human Resources Director  
**Meeting Date:** August 16, 2023  
**Re:** Resolution – County Executive Salary for 2024 through 2027

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## **POLICY QUESTION:**

Should the County modify the salary for the County Executive for the next 4-year term of 2024, 2025, 2026, and 2027?

## **STRATEGIC PRIORITY/RESULT ACHIEVED:**

Click here for Strategic Priorities <http://bit.ly/StrategicPriorities>

Protects, maintains, manages, and invests in its human resources, and attracts, develops, equips, retains, and values an engaged workforce dedicated to service excellence.

## **DISCUSSION:**

Before each new election process for our elected officials, a salary needs to be established for the term of office by our County Board. The next term for County Executive begins in April 2024 and possible candidates for this position can choose to pull papers and run beginning in December 2023, as well as the salary for the County Executive was set through the calendar year of 2023. For this reason, the salary for this position must be established.

Attached to this committee report is a spreadsheet which lists the salaries for the County Executive positions for those Wisconsin Counties that have a County Executive. Based on the direction provided by the County Board Chairman, the recommendation would be to establish the 2024 salary at \$142,000.00 and then increase that salary by 1.5% per year for each of the remaining 3 years.

County Executive	
2024	\$ 142,000.00
2025	\$ 144,130.00
2026	\$ 146,291.95
2027	\$ 148,486.33

## **FISCAL EFFECT:**

**Submit this form in WORD format to [CLKagenda\\_dg@co.washington.wi.us](mailto:CLKagenda_dg@co.washington.wi.us) ONE CALENDAR WEEK PLUS 3 WORK DAYS prior to the Committee meeting WITH the Committee Agenda Preparation Form.**

*Rev. 4/2019*

**ATTACHMENTS:**

Spreadsheet – County Executive Pay 2023-2027

**RECOMMENDATION:**

To approve the resolution to modify the County Executive salary for the calendar years of 2024 through 2027. This will establish the 2024 salary at \$142,000 and then increases that salary by 1.5% per year for the remainder of the term.

**Submit this form in WORD format to [CLKagenda\\_dg@co.washington.wi.us](mailto:CLKagenda_dg@co.washington.wi.us)  
ONE CALENDAR WEEK PLUS 3 WORK DAYS prior to the Committee meeting  
**WITH the Committee Agenda Preparation Form.****

*Rev. 4/2019*

1 **WASHINGTON COUNTY, WISCONSIN**

2  
3 Date of enactment: \_\_\_\_\_  
4 Date of publication: \_\_\_\_\_

5  
6 **2023 RESOLUTION \_\_\_\_**

7  
8 **Resolution Setting the Salary for the Washington County Executive**

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10 **WHEREAS**, pursuant to §§59.17 and 59.22, Wis. Stats., the County Board shall establish  
11 the salary of certain elected officials before the earliest time for filing nomination papers for such  
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36 Bradley S. Stern, County Attorney

37 Dated \_\_\_\_\_  
38 Jeffrey D. Schleif, Chairperson

39 Approved: \_\_\_\_\_  
40 Considered \_\_\_\_\_

41 Josh Schoemann, County Executive Adopted \_\_\_\_\_

42 Dated \_\_\_\_\_ Ayes \_\_\_\_\_ Noes \_\_\_\_\_ Absent \_\_\_\_\_

43  Veto Voice Vote \_\_\_\_\_

44  Partial Veto

45  
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47 accordingly.)

County Executive Pay Comparison						
County	2023	2024	2025	2026	2027	Notes:
Brown	\$ 102,558.00	\$ 104,917.00	\$ 107,330.00	\$ 109,799.00		
Dane	\$ 142,420.00	\$ 146,692.00				
Fond du Lac	\$ 116,212.00	\$ 118,827.00				
Kenosha	119,016	121,396	123,824			
Manitowoc	\$ 98,202.00	\$ 103,116.00	\$ 108,264.00	\$ 110,430.00		
Milwaukee	\$ 129,113.92					
Outagamie	\$ 112,299.00	\$ 113,422.00	\$ 114,556.00	\$ 115,702.00		Also has an annual \$5K personal car use reimbursement
Portage	\$ 111,664.30	\$ 113,897.59	\$ 116,175.54	\$ 118,499.05		
Racine	\$ 125,415.00	\$ 129,178.00	\$ 133,053.00	\$ 137,045.00		
Washington	\$ 140,000.00	\$ 142,000.00	\$ 144,130.00	\$ 146,291.95	\$ 148,486.33	
Waukesha	\$ 130,000.00	\$ 133,250.00	\$ 136,581.00	\$ 139,996.00		
Winnebago	\$ 118,124.00	\$ 120,486.00	\$ 122,896.00			