



COUNTY BOARD OF SUPERVISORS

NOTICE OF MEETING

NOTE: UNDER THE KENOSHA COUNTY BOARD OF RULES OF PROCEDURE ANY REPORT, RESOLUTION, ORDINANCE OR MOTION APPEARING ON THIS AGENDA MAY BE AMENDED, WITHDRAWN, REMOVED FROM THE TABLE, RECONSIDERED OR RESCINDED IN WHOLE OR IN PART AT THIS OR AT FUTURE MEETINGS. NOTICE OF SUCH MOTIONS TO RECONSIDER OR RESCIND AT FUTURE MEETINGS SHALL BE GIVEN IN ACCORDANCE WITH SEC. 210(2) OF THE COUNTY BOARD RULES. FURTHERMORE, ANY MATTER DEEMED BY A MAJORITY OF THE BOARD TO BE GERMANE TO AN AGENDA ITEM MAY BE REFERRED TO THE PROPER COMMITTEE. ANY ITEM SCHEDULED FOR THE FIRST OF TWO READINGS IS SUBJECT TO A MOTION TO SUSPEND THE RULES IN ORDER TO PROCEED DIRECTLY TO DEBATE AND VOTE. ANY PERSON WHO DESIRES THE PRIVILEGE OF THE FLOOR PRIOR TO AN AGENDA ITEM BEING DISCUSSED SHOULD REQUEST A COUNTY BOARD SUPERVISOR TO CALL SUCH REQUEST TO THE ATTENTION OF THE BOARD CHAIRMAN.

NOTICE IS HEREBY GIVEN the **Regular County Board Meeting** of the Kenosha County Board of Supervisors will be held on **Wednesday**, the **17th day of February** at **7:30PM.**, in the County Board Room located in the Administration Building. The following will be the agenda for said meeting:

- A. Call To Order By Chairman Kubicki
- B. Pledge Of Allegiance
- C. Roll Call Of Supervisors
- D. Citizen Comments
- E. Announcements Of The Chairman
- F. Supervisor Reports
- G. COUNTY EXECUTIVE APPOINTMENTS

28. Judy Jensen To Serve On The Kenosha County Commission On Aging

Documents: [JENSEN - COA 2016.PDF](#)

H. NEW BUSINESS

Policy Resolution - First Reading, Two Required.

2. From The Finance & Administration Committee A Resolution To Approve The Social Media Use Policy

Documents: [RES SOCIAL MEDIA POLICY.PDF](#)

Resolution - One Reading

70. From The Finance & Administration Committee A Resolution To Approve The Amendment Of The Consolidated Kenosha County Revolving Loan Fund Program - Economic Development Revolving Loan Fund Manual

Documents: [RES REVOLVING LOAN FUND.PDF](#)

71. From The Human Services Committee-Resolution To Approve The County Executive Appointment Of Barbara Wisnefski To The Kenosha County Commission On Aging.

Documents: [WISNEFSKI B RESOLUTION.PDF](#)

72. From The Human Services Committee-Resolution To Approve The County Executive Appointment Of Gabriele Nudo To The Brookside Board Of Trustees.

Documents: [NUDO G RESOLUTION.PDF](#)

73. From The Human Services Committee-Resolution To Approve The County Executive Appointment Of John O'Day To The Kenosha County Human Services Board.

Documents: [ODAY RESOLUTION.PDF](#)

74. From The Human Services Committee-Resolution To Approve The County Executive Appointment Of Richard Willoughby To The Kenosha County Human Services Board.

Documents: [WILLOUGHBY RESOLUTION.PDF](#)

75. From The Judiciary And Law Enforcement Committee A Resolution To Approve A Probationary Cabaret License For Tarbenders Bar & Grill

Documents: [TARBENDERS RESOLUTION.PDF](#)

76. From The Judiciary And Law Enforcement Committee A Resolution To Approve The Probationary Cabaret License For Grumpy's Bar & Grill

Documents: [GRUMPYS RESOLUTION.PDF](#)

77. From The Judiciary & Law And Finance & Administration Committees A Resolution Regarding The WI D.O.T. Bureau Of Transportation Safety (BOTS) – Alcohol Enforcement Grants 2015-2016

Documents: [RES DOT BOTS ALCOHOL ENF.PDF](#)

78. From The Judiciary & Law And Finance & Administration Committees A Resolution Regarding The 2015 Traffic Control For Amazon Fulfillment Center, Recognize Revenue Earned And Modify Expenditure Budgets

Documents: [RES AMAZON TRAFFIC CONTROL.PDF](#)

79. From The Judiciary & Law And Finance & Administration Committees A Resolution Regarding The 2015 HMEP/WEM Grant – Kenosha County Commodity Flow Study/Training Needs Assessment

Documents: [RES COMDTY FLOW STUDY.PDF](#)

80. From The Judiciary & Law And Finance & Administration Committees A Resolution Regarding The 2015 HMEP/WEM Grant – Kenosha County Rail Plan Creation

Documents: [RES RAIL PLAN.PDF](#)

81. From The Planning, Development & Extension Education Committee A Resolution Requesting That The Kenosha County Board Approve The Third Edition Of The Kenosha County Land And Water Resource Management Plan - 2017 - 2026

Documents: [LAND AND WATER RES MGT PLAN 02-17-2016.PDF](#)

82. From Public Works/Facilities And Finance/Administration Committees A Resolution To Approve The Jurisdictional Transfer Agreement Of A Segment Of Springbrook Court From Kenosha County To The Village Of Pleasant Prairie.

Documents: [RESOLUTION 83.PDF](#)

I. COMMUNICATIONS

10. Communications From Andy M. Buehler Regarding Future Items Scheduled Before The Planning, Development & Extension Education Committee

Documents: [03-09-2016 COMMUNICATIONS.PDF](#)

J. SUMMONS & COMPLAINT

25. Martin Mendoza-Sanchez Vs David Beth Et Al (Civil Rights Violation)

Documents: [SC-05-16 MARTIN MENDOZA-SANCHEZ VS BETH ET AL.PDF](#)

K. CLAIMS

26. State Farm Insurance-Joe Wolske (Vehicle Damage)

Documents: [STATE FARM \(JOE WOLSKE\).PDF](#)

27. Adam Peter McKnight (Vehicle Damage)

Documents: [ADAM PETER MCKNIGHT.PDF](#)

28. Gary Schindel (Vehicle Damage)

Documents: [GARY SCHINDEL VEHICLE DAMAGE.PDF](#)

29. Briana Polly (Vehicle Damage)

Documents: [BRIANA POLLY.PDF](#)

L. Approval Of The January 19, 2016 Minutes By Supervisor Noble.

M. Adjourn



COUNTY OF KENOSHA

OFFICE OF THE COUNTY EXECUTIVE
Jim Kreuser, County Executive

1010 – 56th Street, Third Floor
Kenosha, Wisconsin 53140
(262) 653-2600
Fax: (262) 653-2817

APPOINTMENT 2015/16-28

RE: KENOSHA COUNTY COMMISSION ON AGING

TO THE HONORABLE KENOSHA COUNTY BOARD OF SUPERVISORS:

Placing special trust in her judgment and based upon her qualifications, I hereby submit to the Honorable Kenosha County Board of Supervisors for its review and approval the name of

Ms. Judy Jensen
10402 3rd Avenue
Pleasant Prairie, WI 53158

to serve a three-year term on the Kenosha County Commission on Aging beginning immediately upon confirmation of the County Board and continuing until the 31st day of December, 2018 or until a successor is appointed by the County Executive and confirmed by the Kenosha County Board of Supervisors.

Ms. Jensen will serve without pay.

Ms. Jensen will be filling a vacancy of the board.

Respectfully submitted this 28th day of January, 2016.

Jim Kreuser
Kenosha County Executive

COUNTY OF KENOSHA
OFFICE OF THE COUNTY EXECUTIVE
JIM KREUSER

APPOINTMENT PROFILE

KENOSHA COUNTY COMMISSIONS, COMMITTEES, & BOARDS

(Please type or print)

Name: Judy A Jensen
First Middle Last

Residence Address: 10402 3rd Avenue, Pleasant Prairie

Previous Address if above less than 5 years: _____

Occupation: Retired
Company Title

Business Address: _____

Telephone Number: Residence 262-694-9046 Business _____

Daytime Telephone Number: 262-694-9046

Mailing Address Preference: Business () Residence ()

Email Address: jjensen28@wi.rr.com

Do you or have you done business with any part of Kenosha County Government in the past 5 years? Yes () No ()

If yes, please attach a detailed document.

Affiliations: List affiliations in all service groups, public service organizations, social or charitable groups, labor, business or professional organization, and indicate if it was a board or staff affiliation.

YWTC - Staff (1997-2009), former Board member of following AFSCME/WSEU 2748; Kenosha AFL-CIO; PIC; Senior Action Council; Shalom Center; GTC (1983-1992)

Special Interests: Indicate organizations or activities in which you have a special interest but may not have been actively involved.

*If more space is needed, please attach another sheet.
Kenosha County Commissions, Committees, & Boards
Appointment Profile - Page 2

Governmental Services: List services with any governmental unit.

former State of Wisconsin employee (1978-1994)

Additional Information: List any qualifications or expertise you possess that would benefit the Board, Committee, Commission, etc.

Worked with numerous non-profits in Kenosha County

Conflict Of Interest: It would be inappropriate for you, as a current or prospective appointee, to have a member of your immediate family directly involved with any action that may come under the inquiry or advice of the appointed board, commission, or committee. A committee member declared in conflict would be prohibited from voting on any motion where "direct involvement" had been declared and may result in embarrassment to you and/or Kenosha County.

Judy Jensen
Signature of Nominee

01/21/16
Date

Please Return To: Kenosha County Executive
1010 - 56th Street
Kenosha, WI 53140

(For Office Use Only)

Appointed To: _____
Commission/Committee/Board

Term: Beginning _____ Ending _____

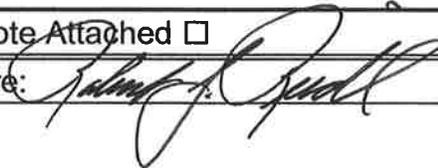
Confirmed by the Kenosha County Board on: _____

New Appointment _____ Reappointment _____

Previous Terms: _____

**KENOSHA COUNTY
BOARD OF SUPERVISORS**

RESOLUTION NO. ____

Subject: Subject: - Resolution to Approve the Social Media Use Policy			
Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2 nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: February 17, 2016		Date Resubmitted	
Submitted By: Finance and Administration Committee			
Fiscal Note Attached <input checked="" type="checkbox"/>		Legal Note Attached <input type="checkbox"/>	
Prepared By: Robert J. Riedl		Signature: 	

WHEREAS, Kenosha County is committed to implementing policies which enhance the working experience of its employees and communicates effectively with Kenosha County residents; and

WHEREAS, social media is fast becoming an accepted means of communicating with and among County residents and throughout the County; and

WHEREAS, Kenosha County desires to adopt a social media policy to establish enforceable rules and guidelines for the use of social media sites that disseminate information to the public; and

WHEREAS, Kenosha County believes it is important that all communication be presented in an appropriate, meaningful and informative manner; and

WHEREAS, a committee of employees and County Board Supervisors have investigated and analyzed its findings on social media and have written a policy which meets all of criteria presented above, a copy of which is attached hereto; and

WHEREAS, the Finance and Administration Committee has reviewed the Kenosha County Social Media Use Policy, found it to be a valuable policy worthy of inclusion with other County policies and therefore recommends formally adopting the attached Social Media Use Policy.

NOW, THEREFORE BE IT RESOLVED, that the Kenosha County Board of Supervisors adopts the Social Media Use Policy.

NOW, THEREFORE BE IT FURTHER RESOLVED, that the Division of Personnel Services be authorized to make changes to this Policy as necessary to comply with any applicable laws, regulations or existing policies.

Subject: **Subject: - Resolution to Approve the Social Media Use Policy**

Original

Corrected

2nd Correction

Resubmitted

Date Submitted:

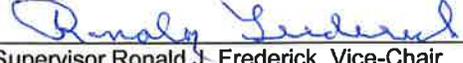
Date Resubmitted

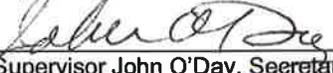
Submitted By: **Finance and Administration Committee**

Respectfully Submitted,
FINANCE/ADMINISTRATION COMMITTEE

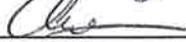

Supervisor Terry Rose, Chair

Aye No Abstain Excused

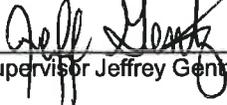

Supervisor Ronald J. Frederick, Vice-Chair


Supervisor John O'Day, Secretary


Supervisor Kimberly Breunig


Supervisor Aaron Kohlmeier

Supervisor Rick Dodge


Supervisor Jeffrey Genz

Kenosha County Social Media Use Policy

This policy outlines appropriate use of social media as it relates to Kenosha County, by employees and department for official and personal use. This policy is to be used in conjunction with other Kenosha County policies.

I. Purpose

Kenosha County recognizes that online communication is fundamentally changing the way citizens, government entities and businesses interact with each other. The County has determined that online discussion through social computing may facilitate the efficient delivery of County services and information and foster a positive public perception and sense of community.

This policy is intended to provide a framework for use of social media when authorized by the County as part of an employee's job duties. This policy also provides general guidelines for the personal use of social media for all employees.

The forms of social media or technology referred to in this policy include, but are not limited to Facebook, LinkedIn, MySpace, Twitter, Yammer, YouTube, video or wiki postings, chat rooms, personal blogs or other similar forms of online journals, diaries or personal newsletters not affiliated with the County.

County-owned technology resources are the property of the County, as is all data created, entered, received, stored, or transmitted via County-owned equipment. All use of social media or similar technology is subject to all County policies, including but not limited to the Ethics Policy, the Electronics Communication Policy & the Harassment Prevention Policy and the Kenosha County Policies and Procedures Manual. Kenosha County employees are instructed to carefully read these policies and ensure all postings are consistent with these policies. Employees may be subject to discipline up to and including discharge for conduct that violates County policies or rules and regulations, whether such conduct occurs on duty or off-duty.

II. Definitions

The following definitions related to terms as used within the context of this policy:

Social Media - a means of interactions among people in which they may create, share, and exchange information and ideas in virtual communities and networks. Social media includes all communicating or posting information or content of any sort on the Internet, including your own or someone else's web log or blog, journal or diary, personal web site, social networking or affinity web site, web bulletin board or a chat room, whether or not associated or affiliated with Kenosha County, as well as any other form of electronic communication.

Blog - discussion or informational forum published on the Internet and consisting of discrete entries ("posts") typically displayed in reverse chronological order.

Facebook – social media network found at Facebook.com

Twitter – social media network found at Twitter.com

Spam - unsolicited bulk messages, especially advertising, indiscriminately sent to any number of recipients

Social Media Site – Any platform on which to build social networks or social relations for the sharing of information of common interest

Wiki – collaborative web site comprising the perpetual collective work of many authors.

III. Work Related Social Media Guidelines

The work related use of social media can range from passive review of social media profiles, for informational or investigative purposes, to the authoring of content through a department sponsored social media account. Any such work related use must be approved by an employee's supervisor. The following conditions also apply to such use:

1. Kenosha County employees are responsible for appropriate use of social media in accordance with this policy. Employees using social media platforms are expected to thoroughly review and abide by the Social Media policy in addition to signing the Social Media Acknowledgement Form.
2. Employees shall refer to the guidelines set forth in the Electronic Communications Policy¹ when utilizing County computers or other County supplied devices. Social media sites are to be used to further the goals of Kenosha County's department and provide a service to citizens. Appropriate time spent on updating social media sites should be discussed between the employee and the supervisor, and should not interfere with completion of other job duties.
3. Employees authorized to publish content to a department sponsored social media site shall be designated as social media representatives and such designation shall be made by the employee's Department director with notice to the Social Media Steering Committee.
4. Employees may only establish official sites, blogs, pages, or accounts in their official capacity as County staff on a social media site with the authorization of their Department director and the Social Media Steering Committee. Notification of all new official Social Media sites must be provided to the Social Media Steering Committee. All County authorized social media sites are to be sponsored by a County agency or department and the content of such site will become the responsibility of the department and its management.

¹ "Electronic Communications Policy" <http://www.kenoshacounty.org/DocumentCenter/Home/View/374>

5. Permission to author content on County authorized social media sites will only be granted to those employees who are authorized to speak on behalf of the County via these electronic communications media.
6. Social media posts should be an extension of Kenosha County's official website. Whenever possible, links to more information should direct viewers back to Kenosha County's official website for more information, forms, documents or online services.
7. Employees are expected to recognize the confidentiality of certain County information, and the privacy rights of employees and residents, and are prohibited from disclosing confidential, personal employee and non-employee information and any other proprietary and/or nonpublic information to which employees have access. This includes, but is not limited to disclosing personally identifiable information such as social security numbers, phone numbers, addresses, email addresses, or other information protected under the Health Insurance Portability and Accountability Act ("HIPAA"). Questions regarding whether information has been released publicly or doubts regarding the propriety of any release, shall be directed to the employee's supervisor before releasing the information and/or the Division of Personnel Services.
8. If posting a picture or video of an adult, the individual must consent to the use of their image on the social media site, by signing Exhibit B, a Social Media Permission Form/Waiver, unless the picture or video was taken at a public event.
9. Pictures or videos of minors will not be posted unless the minor is unidentifiable, or a parent or legal guardian has signed a Social Media Permission Form/Waiver, Exhibit B, granting permission to photograph, audiotape, videotape, publish and copyright images of their minor child.
10. Kenosha County employees are expected to adhere to the highest ethical standards when conducting County business. When communicating electronically, employees are expected to speak respectfully about the County and County-related matters, and limited to items in which the employee is authorized to speak and to identify themselves and their role with the County.
11. Employees are expected to follow copyright, fair use and financial disclosure laws when using on-line communications. Note that the use of copyrighted materials, unfounded or derogatory statements, or misrepresentation can result in disciplinary action up to and including termination.
12. Employees are encouraged to publish content that is related to the subjects associated with their position with the County. When writing about County matters employees should try to add value and provide worthwhile information and perspective.
13. All official Kenosha County social media sites and blog posts made or cases where an employee is speaking as a representative of the County will include the following disclaimer: "The information on this site is provided as a courtesy for informational purposes only. Please contact the listed media contact for this (site, page, etc.) to confirm the accuracy of the information on this site. Content on this site is not to be construed as a legal notice."

14. Honor the privacy rights of our current employees by seeking their permission and the permission of their Department director before writing about or displaying internal happenings that involve the employee.
15. Employees should not cite or reference County contractors or suppliers without their approval. Care should be taken to not promote one contractor over another or provide preferential treatment of any kind.
16. Employees may not post employment recommendations or references for current or former employees of Kenosha County on any social media site. All requests for recommendations or references shall be directed to the Division of Personnel Services.
17. Authorized social media sites are not be used to express a political view point or endorse a political candidate.
18. Employees should be aware of their association with the County. Employees serve as an ambassador of the County. Employees should not post any comments or postings that violate section IV (8) below regarding inappropriate comments.
19. Employees should be fair and courteous to fellow employees, customers, members, suppliers or people who work on behalf of Kenosha County. Employees should keep in mind that they are more likely to resolve work-related complaints by speaking directly with co-workers or by using the County Conflict Resolution Policy than by posting complaints to a social media outlet. If employees decide to post complaints or criticisms, they should avoid using statements, photographs, video or audio that could be reasonably viewed as malicious, obscene, threatening or intimidating, or that disparages customers, members of the public, other employees or suppliers or that may constitute harassment or bullying. Examples of such conduct might include offensive posts meant to intentionally harm someone's reputation or posts that could contribute to a hostile work environment on the basis of race, sex, disability, religion or any other status protected by law or County policy.
20. Employees shall strive to post honest and accurate information when posting information or news. If a mistake is made, the employee should correct it quickly but be open about previous posts that have been altered. The Internet archives items, therefore even deleted postings can be searched. Employees must never post any information or rumors known to be false about the County, fellow employees, suppliers or people working on behalf of the County.
21. Login information, including User ID's and passwords for information contained on the County's social media sites, must be provided to an employee's supervisor or a member of the Social Media Steering Committee upon request. Upon change of job responsibilities or separation of employment, employees must surrender all login information and passwords.

IV. General Social Media Site Guidelines for Authorized Sites

1. All County social media sites must be sponsored by a Kenosha County department. The department must include a link to this site from their departmental home page and the County's official social media directory, on the County's official website.
2. All social media platforms will clearly indicate they are owned and maintained by Kenosha County and will have Kenosha County contact information prominently displayed.
3. Kenosha County logos, marks and insignia may be used on County social media platforms owned and maintained exclusively for County business and County purposes.
4. It is the responsibility of the department to establish, publish and regularly update its pages on social media websites. It is the responsibility of the department to ensure that information is accurate and up to date.
5. Departments using social media sites must adhere to all applicable Federal, State and County laws, regulations and policies. This includes all copyright laws, public records laws, retention laws, fair use and financial disclosure laws and all other laws that might apply to the County.
6. The sponsoring department will be responsible for all management of an authorized social media site and it is the Department director's responsibility to maintain compliance with this policy and all other applicable policies or laws in the management of their social media site(s).
The accuracy, quality and timeliness of all content on an authorized social media site is the responsibility of the sponsoring department. Likewise, the authorization of the appropriate staff to maintain such a site is also the responsibility of the sponsoring department.
7. When creating a County social media site, page, etc, all departments and employees should adhere to the following guidelines:
 - a. **Appropriate use:** All communications carried out on County equipment or County sponsored electronic media must adhere to the appropriate use guidelines set forth in the technology use policy.
 - b. **Encourage one-way communication when possible.** Use of two-way communication is permitted in cases where limiting the application to one way communication would reduce or negate the value of the social media application.
 - c. **Comment Policy:** Any County authorized social media site which allows comments to be posted must display the following comment policy:

The purpose of this site is to present matters of public interest in Kenosha County, including information regarding its many residents, businesses and visitors. We encourage you to submit comments, but be advised this is not an open public forum. Once posted, the County reserves the

- d. Notification that violations of comment policy will result in blocking use
- e. Disclaimer similar to the following “The information provided herein is provided as a courtesy and for information purposes only. Please contact the listed media contact for this (site, page, etc.) to confirm the accuracy of this information found herein. Content on this site is not to be construed as legal notice.
- f. Official contact for page

VI. Public Records/Open Meetings and Retention

Wisconsin’s Public Records and Open Meeting Law requirements are mandated by the State of Wisconsin. Any content maintained in a social media format that is related to County business, including a list of subscribers and posted communication, is a public record. Each department utilizing a social media presence is responsible to ensure compliance with all applicable public records laws. The following guidelines are intended to assist departments in maintaining such compliance:

1. It is recommended that County social media authors use only existing material from existing County web pages or previously published documents.
2. Content exclusive to a department’s social media site should be captured and saved in an archival copy.
3. Copies of all content removed from the site are to be retained in archival copy.
4. Social media is not to be used as a medium for conducting government business.
5. Technology permitting, it is recommended that a backup of the entire site be captured and retained on a regular basis.
6. Questions regarding the applicability of the Public Records and Open Meetings Law to specific content, or a particular use case, should be referred to the department head and/or the Corporation Counsel before posting the information or using the social media.
7. Wisconsin State law and relevant Kenosha County records retention schedules apply to social media formats and their content.

VII. Personal Use of Social Media

Kenosha County respects the right of employees to use social media and does not discourage employees from self-publishing, self-expression and public conversation and does not discriminate against employees who use these mediums for personal interests and affiliations or other lawful purposes. Employees are expected to follow the guidelines and policies set forth to provide a clear line between you as the individual and you as the employee of Kenosha County.

1. If one should identify themselves as a County employee during their use of social media on a personal level, the profile and any related content should be consistent with how you wish to present yourself to your colleagues, supervisors and the public.
2. Employees should make it clear that he or she is speaking for themselves and not on behalf of Kenosha County. If any information posted is related in any way to the work an employee performs or any topics related to the County, a disclaimer must be used such as, “[t]he opinions expressed on this site are my own and do not reflect the opinions of Kenosha County.”
3. Employees shall refer to the guidelines set forth in the Electronic Communications Policy when utilizing County computers or other County supplied devices. Do not use Kenosha County email addresses to register on social networks, profiles, blogs or other online tools utilized for personal use.
4. Employees shall refrain from using social media while on work time or on equipment we provide, unless it is work-related as authorized by your supervisor or manager and consistent with County policy.
5. Employees are personally responsible for their commentary on all social media sites and can be held personally liable for commentary that is considered defamatory, obscene, proprietary or libelous by any party.
6. Employees can be disciplined for using social media in a manner that violates County policies. Information posted on social media sites can be used by the County as evidence in disciplinary actions.
7. When using social media, employees are encouraged to be fair and respectful to fellow employees, supervisors, customers, members, suppliers or people who work on behalf of Kenosha County. If employees decide to post complaints or criticisms, they should avoid using statements, photographs, video or audio that could be reasonably viewed as malicious, obscene, threatening or intimidating, or that disparages customers, members of the public, other employees or suppliers or that may constitute harassment or bullying. Examples of such conduct might include offensive posts meant to intentionally harm someone’s reputation or posts that could contribute to a hostile work environment on the basis of race, sex, disability, religion or any other status protected by law or County policy.
8. Employees are encouraged to be careful in their use of social media to avoid the appearance of using that media in an official capacity.
9. Employees cannot post the name, trademark or logo of the County, company-privileged information, including copyrighted information or company-issued documents, or photographs of other employees, residents, vendors or suppliers taken in their capacity as County employees.

10. Employees should not link from a County internal or external web site to a personal social media site without the permission of their Department director and the assigned administrator.

11. Employees are advised that social media platforms may be subject to legal discovery including subpoenas in legal proceedings.

12. Employees shall recognize and maintain the confidentiality of certain County information and privacy rights of employees and Kenosha County residents and therefore shall not release information on personal social media sites.

VIII. Employer Monitoring

Employees have no expectation of privacy while using the County's technology resources for any purpose, including authorized social media. The County monitors all such use and may withdraw content deemed to be inappropriate, outside the scope of an employee's authority, or in violation of County policy as determined by the Department director or the Division Director of Personnel Services.

IX. Reporting Violations

The County requests and strongly urges employees to report any violations of possible or perceived violations of this policy to supervisors or the Division of Personnel Services. Kenosha County prohibits taking negative action against any employee for reporting a possible deviation from this policy or for cooperating in an investigation. Any employee who retaliates against another employee will be subject to disciplinary action, up to and including termination.

X. Discipline for Violations

The County will investigate and respond to all reports of violations of this policy. Violations may result in disciplinary action up to and including termination.

XI. Changes to this Policy

Kenosha County may from time to time, modify this Social Media Policy to reflect legal, technological and other developments. A current copy of this document can be found at http://_____. (Add link)

XII. Accessibility

Kenosha County and/or the applicable departments shall provide an alternate source for any information posted online for individuals who do not have access to a computer or other electronic devices. Similarly, to comply with Section 508 of the Rehabilitation Act, whenever possible and not prohibited by other rules and regulations, when posting photographs, Kenosha County employees shall add text to explain what is in the picture. For video postings, text

should be added explaining what the video is about. For a PDF posted to the County website and linked to a social media site, employees should clearly identify what is in the PDF and an alternative way to obtain the PDF (such as a telephone number).

XIII. Acknowledgement

All Kenosha County employees using social media platforms are expected to thoroughly review and abide by the Social Media Policy in addition to signing a Social Media Acknowledgement Form.

XIV. Specific Social Media Guidelines by Medium for Authorized Sites

Twitter

Twitter is an online social networking site where members can post short updates and keep up with other members through online profiles or cell phone text messages. Effective and approved applications for County use of Twitter would be to re-broadcast the County's blog headlines, news releases, testimonies, statements, public service announcements, accomplishments, job announcements, and to alert citizens of emergency broadcasts, epidemics, recalls, hazardous materials incidents, national incidents, terrorists' threats and natural disasters.

Legal implications of Twitter relate primarily to the privacy of members that follow County Twitter accounts and the appearance of commercial endorsement. County Twitter accounts should not be used to follow personal, commercial, or political Twitter accounts.

In order to comply with the requirements of this policy, a link from the Twitter profile to the disclaimer and comment policy on the County web page should be included.

Retweeting should be limited to information from appropriate, credible sources such as government agencies, authorities/boards, commissions, and industry leaders.

Facebook

Effective applications for County use of Facebook include public outreach programs that target segmented audiences, public service announcements, departmental contact information, emergency broadcasts and other public affairs activities.

Legal implications of County use of social media relate primarily to:

1. Copyrights of video footage and photos uploaded by County representatives. Risks can be mitigated by following these standard operating procedures:
 - a. County source materials. Use only photos and videos produced by the County or contractors working directly on behalf of the County

- b. Obtain written copyrights. If copyrighted materials are use, be sure to get and maintain physical records of copyright licenses and honor any branding or labeling requirements specified in the copyright license.
 2. Privacy rights of individuals who become friends, fans or followers of County sites. Social media users will follow these guidelines:
 - a. Account. County representatives who set up accounts should use a general office e-mail account, department name and general office phone number if possible.
 - b. Restrict to Find People and Follow People. County representatives should not follow private citizen or commercial profiles from within their County social networking profile. While the County cannot necessarily stop all people from being Friends, Fans or following us, employees should not click onto the profiles of our Friends, Fans and Followers.
 - c. Comments and Discussions. Representatives must refrain from participating in dialogue and online discussions with social profile visitors unless to clarify services provided. While it is encouraged for visitors to submit questions, comments, criticisms and concerns, the social profile is a moderated online discussion site and not a public forum.
 3. Accessibility rights are governed by Section 508 compliance and web accessibility for people with visual and hearing disabilities. Social media users will follow these guidelines
 - a. Video captions and transcriptions. Embed captions within videos as part of the postproduction process. Provide transcripts of videos and attempt to include these transcripts on the social networking site. Maintain Section 508 compliant videos, captions and transcripts on the County's website and attempt to link back to the County website from the social networking site.
 - b. Photo - alternative descriptions. Name the photo after the description before uploading it to the social networking site. Write text captions and descriptions when social networking site makes these form fields available.
 - c. PDFs. Work to make document compliant in source format before converting to a PDF. Use formatting such as headers when applicable. Embed hyperlinks within the anchor text rather than supplying the physical URL to the right of anchor text.
 4. Brand management of County logos and color or style guides. Social media users will follow these guidelines:
 - a. Profile Picture. County profiles should upload the County or departmental seal or logo as their picture. It is important to use the County/departmental seal or logo to demonstrate authenticity.

- b. **Profile Design.** County profiles should use colors consistent with the County's brand, and should not use extraneous or distracting design. All design should be in keeping with Section 508 compliance (web accessibility) needs and maintain professionalism and consistency with County branding.

5. Open Records requirements are mandated by the State of Wisconsin. County social media authors will use existing material from existing County web pages or previously published documents.

Blogs:

Blogs are forums which allow the posting of information and allow comments to such posts. Individuals who wish to use blogs to keep the public regularly informed of the activities of their departments are required to do so within the bounds of this policy. Kenosha County will allow the use of County related blogs under the following standards and conditions:

1. Whenever possible, blogs should be hosted on County servers or with County approved service provider, managed by the Division of Information Technology.
2. Employees are permitted to create, or use a blog only with the approval of their Department director.
3. Blogs must be reliable and dependable. Once a blog is started, it must be regularly updated and maintained.
4. Only County-related matters are to be addressed in blog entries.
5. All blogs, comments, and postings must be respectful to employees, divisions, departments, residents, and others.
6. Blogs and blog posts must be accurate, fair, unbiased, and reflect positively on Kenosha County.
7. Posts should not be edited after the fact. Those making changes to previous posts should indicate that they have done so.
8. All blog postings will be monitored. Employees have no expectation of privacy in their use of County technology resources. The County may remove any blog entry deemed to be inappropriate, outside the scope of their authority, or in violation of County policy as determined by the Department director and/or the Division Director of Personnel Services.

Exhibit B – SOCIAL MEDIA PERMISSION FORM/WAIVER

I give Kenosha County permission to publish and copyright my image (including audio, video or photography) at the _____ event in any publication relating to Kenosha County including, but not limited to brochures and websites, including social media websites.

(Printed Name) (Signature) (Date)

I give Kenosha County permission to photograph, audiotape, and/or videotape my child(ren) during the _____ event.

(initial)

I give Kenosha County permission to publish and copyright those images (including audio, video, and/or photography) of my child(ren) in any publication relating to Kenosha County including, but not limited to, brochures and websites, including social media websites.

(Printed Name of Minor) (Printed Name of Parent/Legal Guardian)

(Printed Name of Minor) (Signature of Parent/Legal Guardian)

(Printed Name of Minor) (Date)

Kenosha



County

BOARD OF SUPERVISORS

RESOLUTION NO. _____

Subject: Approve the amendment of the Consolidated Kenosha County Revolving Loan Fund program – Economic Development Revolving Loan Fund Manual.			
Original Yes	Corrected <input type="checkbox"/>	2nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: February 11th, 2016		Date Resubmitted:	
Submitted By: Finance/Administration Committee			
Fiscal Note Attached Yes		Legal Note Attached <input type="checkbox"/>	
Prepared By: Laura Klemm – Finance Analyst Budget Joseph Cardamone - Corporation Counsel		Signature:  	

WHEREAS, the Economic Development Revolving Loan fund manual is the guideline which govern the economic development activities assisted with funds made available through the Wisconsin Department of Administration (hereinafter referred to as the “Department”), Revolving Loan Fund program (RLF), and

WHEREAS, the Consolidated Kenosha County Revolving Loan Fund program hereinafter referred to as “CKC/RLF” is administered by Kenosha County through a contract with the Kenosha Area Business Alliance hereinafter referred to as KABA. The CKC/RLF utilizes Wisconsin Development fund repayments for loans and/or grants in unique situations to retain and/or create additional employment opportunities and to increase local investment through the retention and expansion of existing and the development of new, manufacturing and service-related businesses within the boundaries of the Participating Governmental Entities, hereinafter referred to as PGE, and

WHEREAS, Economic development activities assisted with funds made available through the CKC/RLF program are intended to encourage the creation and retention of permanent jobs which provide a competitive wage and benefit package appropriate to the skills and experience of the Kenosha Area labor force. Jobs created should be targeted, to the extent feasible, to disadvantaged groups such as minorities, female head-of-households, W2 recipients, etc. and,

WHEREAS, the manual herein may from time to time be amended and/or updated by Kenosha County and KABA provided such amendments are approved prior to implementation by the Department. The manual shall by reference incorporate all written directives and policy regulations as provided from time to time to KABA by the Department and,

WHEREAS, sections 2.4, 3.6 (paragraph two) and 4.1 (paragraph three), have been updated to reflect the new allowable amounts by the Department and,

WHEREAS, updates made to section 2.4, paragraph two do not provide more income to KABA, only shifts from less restricted RLF's to a more restricted one, in this case the CKC/RLF and,

WHEREAS, there have been no changes made to the lower to medium income level, (LMI) components and,

WHEREAS, Kenosha County accepts full responsibility for the appropriate use and reuse of funds in the CKC/RLF. Kenosha County and the Department by contract, have designated the KABA as Administrative agent for the management of all CKC/RLF program, contract and project related activities and,

NOW, THEREFORE, BE IT RESOLVED that the Kenosha County Board of Supervisors approve the Consolidated Kenosha County Revolving Loan Fund program – Economic Development Revolving Loan Fund manual attached and incorporated by reference.

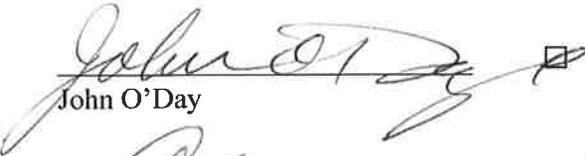
Approved by:

FINANCE/ADMINISTRATION
COMMITTEE

Aye No Abstain Excused

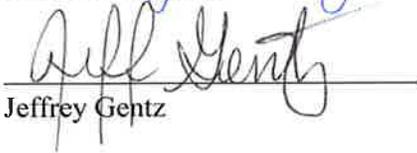

Terry Rose, Chairman


Ronald Frederick


John O'Day


Aaron Kohlmeier


Kimberly Breunig


Jeffrey Gantz

Rick Dodge

Kenosha County
Administrative Proposal Form

1. Proposal Overview

Division: Economic Development Department: Finance and Administration

Proposal Summary (attach explanation and required documents):

The proposed resolution updates the Consolidated Kenosha County Revolving Loan Fund program - Economic Development Revolving Loan Manual to the allowable limits as approved by the Wisconsin Department of Administration - Revolving Loan Fund program, (RLF).

Dept./Division Head Signature: _____ Date: _____

2. Department Head Review

Comments:

Recommendation: Approval Non-Approval

Department Head Signature: _____ Date: _____

3. Finance Division Review

Comments:

Recommendation: Approval Non-Approval

Finance Signature: *Maura Hem* Date: 2-3-16

4. County Executive Review

Comments:

Action: Approval Non-Approval

Executive Signature: *Jim Kruse* Date: 2/3/16

Revised 01/11/2001 (5/10/01)

DISTRIBUTION

- Original Returned to Requesting Dept.

**CONSOLIDATED KENOSHA COUNTY
REVOLVING LOAN FUND PROGRAM**

Economic Development Revolving Loan Fund
Manual

January 1, 2016

Kenosha Area Business Alliance, Inc.

Kenosha County

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CONSOLIDATED KENOSHA COUNTY REVOLVING LOAN FUND PROGRAM

ECONOMIC DEVELOPMENT REVOLVING LOAN FUND MANUAL

SECTION 1. GENERAL PROVISIONS

1.1 PURPOSE

The purpose of the policies and procedures contained within this Economic Development Revolving Loan Fund Manual, hereinafter referred to as "Manual", is to present the guidelines which govern the economic development activities assisted with funds made available through the Wisconsin Department of Administration, hereinafter referred to as the "Department", Revolving Loan Fund (RLF) Program.

The Consolidated Kenosha County Revolving Loan Fund Program hereinafter referred to as "CKC/RLF" is administered by Kenosha County hereinafter referred to as "County", through a contract with the Kenosha Area Business Alliance, Inc. hereinafter referred to as "KABA". The CKC/RLF utilizes Wisconsin Development Fund repayments for loans and/or grants in unique situations, to retain and/or create additional employment opportunities and increase local investment, through the retention and expansion of existing, and the development of new, manufacturing and service-related businesses within the boundaries of the Participating Governmental Entities within the County, hereinafter referred to as "PGE".

1.2 OBJECTIVES

Economic Development activities assisted with funds made available through the CKC/RLF Program are intended to encourage the creation and retention of permanent jobs which provide a competitive wage and benefit package appropriate to the skills and experience of the Kenosha Area labor force. Jobs created should be targeted, to the extent feasible, to disadvantaged groups such as minorities, female-head of households, W2 recipients, etc. In addition, the activities shall meet one or more of the following objectives:

- (1) To encourage the leveraging of new private investment into the Kenosha Area in the form of fixed asset investment, to include land, buildings, equipment and working capital.

- (2) To foster a positive and proactive business climate which encourages the retention and expansion of existing businesses, helps to attract new businesses, or helps to facilitate the creation of new businesses.
- (3) To maintain and promote a diversified local economy which has a balanced mix of employment opportunities and minimum seasonal or cyclical employment fluctuations.
- (4) To promote development opportunities which reduce seasonal or cyclical employment fluctuations.
- (5) To encourage the investment in the development and use of modern technology and equipment which increases the competitiveness of local businesses and the productivity of the workforce.
- (6) To encourage the training and upgrading of the local workforce.
- (7) To promote the renovation and utilization of older industrial and commercial facilities, and the clean up of facilities which have environmental related barriers.
- (8) To encourage investments that increase worker productivity and a continued competitive business environment.

1.3 AMENDMENTS AND MODIFICATIONS

The Manual herein may from time to time be amended and/or updated by the County and the KABA provided such amendments are approved prior to implementation by the Department. The Manual shall by reference incorporate all written directives and policy regulations as provided from time to time to KABA by the Department.

SECTION 2. ADMINISTRATION

The County accepts full responsibility for the appropriate use and reuse of funds in the CKC/RLF. The County and the Department by contract, have designated the KABA as Administrative Agent for the management of all CKC/RLF program, contract and project related activities. The KABA has established a segregated bank account and restricts it's use solely for the CKC/RLF program. Funding decisions are made by the KABA's Finance Committee that consists of nine members. The members of the Committee are appointed by the KABA.

2.1 FINANCE COMMITTEE

The KABA Finance Committee shall review all loan applications for the CKC/RLF. The Committee shall have a maximum of four local lenders and the balance consisting of business people, real estate experts, lawyers, builders, etc. The Chairperson of the Committee shall always be a non lender. All lending, policies, procedures and decisions shall be the responsibility of the Committee. Any applicant who desires can request a review of their application by the KABA Board of Directors. In addition, the KABA Board of Directors periodically reviews the CKC/RLF policies and procedures to ensure contract compliance. Quarterly status reports of the CKC/RLF Program are made to the County Finance Committee and the KABA Board of Directors.

The KABA, as Administrative Agent, provides sufficient professional staffing to explain the program to prospective applicants, provide written information, assist applicants in completing applications, and process requests for financing. Where necessary and appropriate, KABA shall counsel or guide loan applicants to other more appropriate technical and financial resources when the loan applicant has needs beyond those available from the CKC\RLF. This may include the use of other KABA Revolving Loan Fund Programs and/or the services of the SCORE Program or the Small Business Development Center.

KABA Staff will periodically review all financial statements and the loan amortization schedules of CKC/RLF loan recipients, review and approve the documentation of business expenditures financed with RLF proceeds, record and maintain RLF security instruments, maintain the RLF accounting records and perform all the reporting required by the Department.

The KABA's independent auditor shall annually audit the CKC/RLF program and files consistent with generally accepted accounting and auditing practices. A copy of the Audit is submitted to the Department within 30 days of its approval by KABA's Board of Directors.

2.2 FINANCE COMMITTEE MEETINGS

Finance Committee meetings are scheduled every Wednesday of each month on an as-needed basis. All members are given prior written notice of each meeting together with an agenda and project related information. A majority of the Committee in attendance at a meeting constitutes a quorum. Five members shall be required for official Committee action. Vacant positions on the Committee are counted in determining the total number of Committee members. The Committee can poll members via phone or fax regarding action pending before the Committee. All such actions are properly noted in the minutes. All meeting records including all actions taken are maintained as part of the official Committee record books.

2.3 RECORDS

Written records of all program activities, including program meetings, loan applications, and related documents are maintained by KABA. All files are maintained in a secure place with limited access by authorized personnel.

The following files are established and maintained for each loan recipient:

- (1) Loan Application - Includes all applications, business financial statements, personal financial statements, credit reports, business plan documents, and other supporting loan information submitted to KABA, including all applicable correspondence.
- (2) Loan Recommendation - Consisting of a summary of the analysis and the recommended actions for the application are placed in each applicants file. In addition, complete Committee meeting books are maintained and include the minutes for each Committee meeting and the action taken on each loan request.
- (3) Loan Closing Checklist - Delineates all required loan closing documents. This file contains all the legal documents from the loan closing, including security instruments, the note and other applicable instruments. Copies of the loan closing documents and an amortization schedule are provided to each loan recipient at the time the loan is fully disbursed.
- (4) Correspondence File - Each loan recipient shall have a file which includes all written material, updates and the results of the periodic site visits. The progress of each recipient is reviewed by KABA Staff on a quarterly basis and becomes part of the quarterly status report given to the KABA Board and the County Finance Committee.
- (5) Loan Review – All loans are reviewed for compliance on an annual basis. The review includes such things as fiscal year-end financial statements, the year-end progress reports, the site visits, timeliness of monthly payments, condition of collateral securing loans, the payment of all taxes, the status of security documents, overall financial condition of the business, the presence of material liens or lawsuits, and violations of loan covenants and suggested corrective actions.

Other Documentation:

- (6) A "Tickler File" system is maintained for each Borrower. It tracks the receipt and monitoring of all the covenants and Loan Agreement conditions including but not limited to the following:
 - (a) Expiration dates for property, casualty and life insurance policies;
 - (b) Due dates for all financial statements;
 - (c) Expiration dates for UCC financing statements, the reminder to update being at least 45 days prior to the expiration of the UCC filing on hand. KABA may use legal counsel to comply with the filing and renewal of UCC's;
 - (d) Scheduled dates of annual loan performance and covenant reviews;
 - (e) Dates for site visits;
 - (f) Due dates for property tax payments, personal income taxes and other tax related items;
 - (g) Review dates of job monitoring;
 - (h) Dates on which loan recipients will be notified of scheduled changes in the loan amortization schedule per loan agreements; and
 - (i) Interest rate adjustment dates.
- (7) Amortization Schedule - Each Borrower shall be provided with a loan amortization schedule. KABA staff will track the status of payments, and outstanding balance of the loan. All recipients which are 15 or more days past due, are placed on the delinquent list with personal calls made to determine status of payments and action needed. All recipients over 30 days past due receive written notice and a meeting with staff to discuss problems is scheduled. Contact will also be made with other participating lender(s) to determine if their loans are current and to alert the lender of any potential problems. All payments are applied first to accrued late payment penalties, then to interest accrued, and then to principal.
- (8) Corrective Action - If the business is experiencing problems with payments or performance, the KABA Staff works with the loan recipient and its other lenders to identify actions to correct the identified deficiencies, including possible restructuring of the loan to protect the County's interest and meet the needs of the business. If appropriate, KABA will arrange for business assistance, including services available through the Small Business Development Center (SBDC) or the Service Corp of Retired Executives (SCORE).

In the event there are serious problems, particularly if the loan is at risk of default or the Collateral is endangered, the account will be turned over to KABA's attorney for legal action in order to initiate steps necessary to protect the loan and to ensure the maximum repayment of the balance due. Corrective actions may be achieved through restructuring of the debt, modifying the repayment schedule or if necessary, foreclosure actions.

2.4 ADMINISTRATION

On an annual basis KABA will charge the CKC/RLF account for its pro rata administrative expenses to cover personnel costs and other administrative expenses. Said administrative expenses shall not exceed twenty (20) percent of the program income received by KABA during that 12 month period. In addition to paying costs for the Staff, these funds may be used for the following:

- (1) Legal and accounting costs.
- (2) Audit services.
- (3) Consulting fees for credit analysis, business plan reviews and technical assistance.
- (4) Office supplies, copying, typing, mailing, rent, phone, and related administrative items.
- (5) Training and travel costs.

KABA from time to time shall update its fee structure related to loan application fee, loan origination fees, closing fees, servicing fees, and other related loan fees to cover direct charges related to either processing an application or servicing a loan.

SECTION 3. ELIGIBILITY CONSIDERATIONS

3.1 ELIGIBLE AREA

The area served by the CKC/RLF Program consists of all areas within the boundaries of the Participating Governmental Entities (PGE) excluding the City of Kenosha.

3.2 ELIGIBLE APPLICANTS

Applications may be submitted by the sole proprietor or Chief Executive Officer of any business (for profit and not for profit) wishing to establish a new operation or expand an existing operation within the Eligible Area. No member of KABA's Finance Committee or any other official, employee, or agent of the County or the KABA who exercises decision-making functions or responsibilities in connection with the implementation of this program is eligible for direct financial assistance under this program.

No program loans will be made which are in conflict with Section 946.13 of the Wisconsin Statutes. Applicants shall not be disqualified based on age, race, religion, color, handicap, sex, physical condition, development disability as defined ins. 51.01(5), sexual orientation or national origin.

3.3 ELIGIBLE ACTIVITIES

Program loans shall be available to eligible applicants for the following activities:

- (1) The acquisition of land, buildings, and equipment.
- (2) Site preparation, the construction or reconstruction of buildings, or the installation of equipment.
- (3) Clearance, demolition, or the removal of structures or the rehabilitation of buildings and other such improvements.
- (4) The payment of assessments for sewer, water, street, and other public utilities if the provision of the facilities will directly create or retain jobs.
- (5) Leasehold improvements.
- (6) Public works/infra structure needed to develop projects which directly create or retain jobs.
- (7) Working capital (inventory and direct labor costs only).
- (8) Brownfield remediation and clean up cost related to a project which will directly create or retain jobs.
- (9) Training or upgrading of workforce.

- (10) Other public purpose activities consistent with the State Department of Administration and U.S. Department of HUD's CDBG guidelines/regulations.

3.4 INELIGIBLE ACTIVITIES

Program loans shall not be available for the following activities:

- (1) Refinancing or consolidating of existing debt except in cases where there is an existing CKC/RLF loan.
- (2) Reimbursement for expenditures prior to loan approval.
- (3) Specialized equipment that is not essential to the business operation.
- (4) Residential building construction or reconstruction.
- (5) Routine maintenance.
- (6) Professional services such as feasibility and marketing studies, accounting, management services, and other similar services.

3.5 INELIGIBLE BUSINESS

Program loans shall not be available for the following businesses:

- (1) Companies which are established purely for investment purposes and for which there is no public purpose.
- (2) Lending institutions.
- (3) Gambling or tavern operations.
- (4) Other businesses not serving the interests of the Kenosha Area.

3.6 MINIMUM REQUIREMENTS

To be eligible for funding, a proposed project must meet all of the following minimum requirements:

- (1) **Private Funds Leveraged.** For loans of \$100,000.00 or more, the applicant must leverage a minimum of one dollar (\$1.00) of private funds for every one dollar (\$1.00) of loan funds requested. For loans of less than \$100,00.00, the applicant must leverage a minimum of one dollar (\$1.00) of private funds for every four dollars (\$4.00) of loan funds requested. Different leverage may be required at the discretion of KABA Loan Review Board based on the public purpose of the project and the needs of the Area.
- (2) **Cost Per Job Created.** As least one (1) full-time permanent position or full-time equivalent must be created or retained for every \$35,000.00 of program funds requested. The Finance Committee may require lower job costs where warranted, (i.e., taking into consideration type of jobs, hourly wage, type of benefits, etc.).
- (3) **Financial Feasibility and Business Viability.** The applicant must demonstrate that the proposed project is viable and the business will have the economic ability to repay the funds.
- (4) **Low and Moderate Income (LMI) Benefits.** The project shall provide increased permanent employment or will retain existing jobs which would have been lost locally. Of the jobs created or retained by the project, at least 51 percent of these jobs must be made available to low to moderate income persons, (as defined by household incomes published by the U.S. Housing and Urban Development and available through the Wisconsin Department of Administration).
 - a) "LMI Persons" means persons with household income less than 80% of the median household income by family size in the County where the project is located.
 - b) "Made Available to LMI Persons" means the Borrower will document that at least 51% LMI Persons were hired or received first consideration by interviewing at least 51% LMI Persons for created positions that do not require special skills or education beyond high school.
 - c) "Received First Consideration" means the Borrower must document and use a hiring practice that results in at least 51% LMI Persons interviewed for created positions and demonstrate that under usual circumstances this hiring practice will result in at least 51% LMI Persons being hired. Part of the Borrower's hiring practice must include the posting of available positions with the local Job Service Office or Workforce Development Boards.
 - d) Every applicant for an employment position associate with the Project must complete the self-certification form.

- (5) Compliance with Applicable Laws. Applicants shall comply with all applicable local, state, and federal laws and codes.
- (6) Project Completion. Projects approved must be completed within 24 months from the date of the loan approval. The loan agreement shall also require a project to be completed within 18 months after the execution of the loan agreement. All jobs created must be completed within 12 months of the date of final project disbursement and maintained for the duration of the loan.

SECTION 4. TERMS AND CONDITIONS

4.1 TERMS AND CONDITIONS

Loan terms and conditions shall be structured based on need, ability to repay, level and type of jobs, type of collateral and public purpose.

- (1) Loan Size: A minimum loan size of \$5,000.00 and a maximum loan size of \$740,000.00 for each individual Borrower. No applicant can receive more than two loans. Working capital loans will not exceed \$500,000.00.
- (2) Standard Terms: Standard terms for the loan fund will be as follows:
 - (a) Machinery and equipment: up to ten (10) years.
 - (b) Buildings and land: up to twenty (20) years.
 - (c) Working Capital: up to seven (7) years,
- (3) Rate of Interest: The average rate of interest that will be charged to an individual Borrower during the term of the loan will not be less than the lower of fifty (50%) percent of the prime rate of interest as published in the Midwest edition of the Wall Street Journal at the time of loan approval or 1%. The rate of interest may range from a minimum of one (1.0%) percent to a maximum of a "market" rate (defined as two (2%) percentage points above the prime rate). When determining any reduction in the interest below the "market" rate, the firm's earnings before taxes as compared to the industry average will be considered. KABA shall have the flexibility to vary the interest rate within the above range. The normal practice is to adjust the interest rate upward during the duration of the loan term. However, the calculation of the interest rate will be locked in for the entire loan term at the time of the signing of the loan agreement with KABA.

- (4) Deferral of Principal and Interest: The loan fund program retains the option of deferring principal and interest payments during the disbursement period and the first two years of the loan term upon demonstration of need by the recipient.
- (5) Equity and Collateral Requirements: The loan fund program will require a minimum of five (5%) percent equity for each loan. This may be waived based on a case by case basis. The collateral requirements will include: mortgages on land and/or buildings being financed; liens on all machinery and equipment being purchased; and liens on accounts receivable and inventory for working capital loans. These mortgages and liens may be subordinated to private sector financial institutions participating in the business loan. Where appropriate, key man/woman life insurance coverage will be required. In addition, junior liens on all corporate assets and personal guarantees may be used where appropriate. Future advance restrictions and Intercreditor agreements will also be used where appropriate.
- (6) Restructuring Loans: The KABA may restructure loans, within the guidelines established by this plan, when recipients are not able to make principal and interest payments on a timely basis. The KABA staff will work with the chief executive officer of the loan recipient to determine the particular cause of the financial problem, and, if necessary, restructure the loan to improve cash flow of the loan recipient. Restructuring can include deferring principal and interest payments, reducing the rate of interest, or providing additional capital. In cases where restructuring is not feasible, KABA shall take all the necessary legal and administrative actions to enforce the conditions of the loan and facilitate the collection of loan funds and/or assets. The cost associated with such actions shall be reimbursed to KABA from the CKC/RLF Account or the loan recipient.
- (7) Loan Fees: KABA can charge a loan origination fee of up to two (2%) percent on all loans processed. In addition, KABA can, to the extent necessary, charge appropriate legal and administrative cost to the loan fund account or the loan recipients. KABA may also establish application, processing and servicing fees to be paid at the time applications are submitted, loans approved, or when servicing is required.
- (8) KABA's investment in any given project will be the result of underwriting, Factors considered will include:

- (a) The risks associated with the proposed project, i.e., the project's viability (Character, Capacity, Capital, Collateral, Conditions).
- (b) The number of jobs to be created or retained.
- (c) The number of jobs to be made available to low to moderate income persons and other targeted groups.
- (d) The wages and benefits available to employees.
- (e) Whether the project is located in a geographical area targeted for development, i.e., the extent of poverty, unemployment and the other factors contributing to general economic hardship in the area.
- (f) The public benefit to or impact upon the area.
- (g) The competitive effect of providing the funding on other enterprises in the area.

SECTION 5. APPLICATION PROCEDURES

5.1 DISCUSSION OF REQUIREMENTS

Eligible applicants that are interested in applying for a loan will initially meet with KABA Staff to discuss the project and the requirements for making an application. For applicants interested in moving forward will be requested to submit an application along with supporting documentation to the KABA, 600 52nd Street, Suite 120, Kenosha, Wisconsin, 53140. A copy of the application and standard conditions are included herein as Exhibit 1 to this Manual. Following the submittal of the application, KABA Staff will examine the application for completeness and make a determination within three weeks on whether or not the proposed project conforms with the program standards and financing policies as set forth in this Manual, and to determine if it conforms with the following credit guidelines:

- (1) Financial projections will be examined to determine how sales growth; gross profit margin; cost of goods sold; selling, general, and administrative expenses; and earnings before taxes compare with industry standards. In the case of non-profit corporations, the KABA Staff will evaluate the financial data for the past two years and the proforma for the next two years.

- (2) Financial projections will be examined to determine if there is sufficient cash flow during the proposed project to cover debt service and the additional expenses that will be generated as a result of the project. When the proposed project will result in a cash shortfall, the KABA Staff will work with the project to determine the viability of a working capital loan.
- (3) In cases where the applicant needs technical assistance, the KABA will refer the person to either SCORE or the SBDC staff.
- (4) Once the KABA has completed its review of the application, the applicant will be informed of any deficiencies, and requested to amend the application if necessary. Upon receipt of a completed application, the application will be forwarded to the KABA Finance Committee which will make a final determination regarding funding within thirty (30) days. All such decisions are communicated in writing to the applicant.
- (5) In the case of loan approval, a commitment letter will be issued which includes the key points and the terms and conditions of the loan. The applicant must accept the commitment within the given time period by signing the commitment and returning it with the commitment fee.
- (6) Upon receipt of the executed commitment letter and fee, the KABA Staff and legal counsel prepares the draft documents for review and approval by the loan applicant. At that time, the loan recipient also receives a detailed list of all of the documents required to complete the loan closing.

SECTION 6. DISTRIBUTION OF FUNDS

6.1 LOAN PROCEDURES

Prior to disbursement of funds, the following documentation must be in place or provided at the appropriate time during the term of the loan. The documentation shall be consistent with the loan closing sheet and may include the following:

- (1) Executed Commitment Letter.
- (2) Loan Closing Checklist.
- (3) Executed Loan Agreement.

- (4) Promissory or Mortgage Note.
- (5) Security. Mortgage, lien instruments and/or guarantees provided as security for all loans shall be executed at the time of the loan closing. The documents shall be recorded in a timely manner and a copy placed in the project file. Upon receipt of the evidence of recording, it shall also be placed in the file. The documents may include:
 - (a) Mortgage and/or security agreement.
 - (b) UCC Searches and filing.
 - (c) Guarantee Agreement.
 - (d) Title Insurance or Abstract.
 - (e) Assignment of Life Insurance.
 - (f) Casualty Insurance binder.
 - (g) Personal and/or Corporate Guarantee.
 - (h) Other documentation as may be appropriate.
- (6) Repayment Schedule. A loan repayment or amortization schedule shall be prepared and provided to Borrower after the loan proceeds are fully disbursed. A copy shall also be placed in the repayment log for the Borrower.
- (7) Evidence of Permits, etc.
- (8) Evidence of Program Expenditures. Documentation must be provided by the business to evidence the injection of equity, the bank's funds and any other funds to be injected into the project. Said documentation shall be submitted prior to the release of the loan funds. Documentation shall include bills and invoices or receipts for materials, final bills of sale or canceled checks.
- (9) Equipment. Equipment financed with program funds must have been purchased, delivered, installed and operational consistent with Borrower's requirements. The KABA shall verify the installation of fixed equipment.

- (10) Other Documentation. As appropriate or necessary, the Borrower may be asked to provide the following:
- (a) A Good Standing Certificate from the Secretary of State. (b)
The Articles of Incorporation and By-Laws.
 - (c) Management Agreement.
 - (d) A Board Resolution to borrow funds and Secretary's Certificate.
 - (e) Current Financial Statements.
 - (f) Evidence of having secured other funds necessary for the project.
 - (g) An Environmental Assessment for real estate loans which may either be a Phase I, II, or III analysis, depending on the environmental condition of the site.
 - (h) Appraisal.
 - (i) Bank Closing Statement.
 - j) Bank Closing Documents.
 - (k) Intercreditor Agreement

With all the required documentation in place consistent with the loan closing checklist, a loan closing will be scheduled. All documents will be executed before funds are disbursed, and mortgages and UCC Statements shall be recorded with the Register of Deeds and Secretary of State.

SECTION 7. POST APPROVAL REQUIREMENTS

7.1 OBLIGATION OF LOAN RECIPIENT

In addition to the specific terms and conditions of the loan, all Borrowers shall agree to comply with the following:

- (1) The creation or retention of the agreed upon number of jobs within 12 months of the date of the final project disbursement. The KABA may reduce the time depending on the situation.
- (2) Not to discriminate on the basis of age, race, religion, color, handicap, sex, physical condition, development disability as defined in s. 51.01(5), sexual orientation or national origin in any employment or construction activity related to the use of the business loan funds.
- (3) To use the loan money only to pay the cost of services and materials necessary to complete the project or activity for which the loan funds were awarded.
- (4) To permit inspections by KABA or its authorized agent of all projects and properties assisted with loan funds. Related project materials shall also be open to inspections which include, but may not be limited to, contracts, materials, equipment, payrolls, and conditions of employment. Requests for inspection shall be complied with by the Borrower.
- (5) To maintain records on the project as may be requested by the KABA. These files shall be maintained as long as the loan is active or for at least three (3) years after completion of the work for which the loan has been obtained, whichever is longer.
- (6) To submit the required reports and information to KABA in accordance with the terms and conditions of the loan agreement. These reports shall report on project progress including number of jobs created or retained during the loan agreement.
- (7) To maintain the required fire and extended coverage insurance on the project collateral and the operation of the business during the term of the loan. The KABA shall be listed as Loss Payee, Mortgagee, or "additional" insured on the policy. Term life insurance may be required of the applicant to cover the loan balance through the life of the loan.
- (8) To abide by all federal laws, when applicable. These include, but may not be limited to: The Civil Rights Act of 1964; the Age Discrimination Act of 1975; the Davis-Bacon Act, as amended; the Contract Work Hours and Safety Standards Act; the Copeland "Anti-Kickback" Act; and, all regulations pursuant to these Acts.
- (9) The borrower certifies it is and will maintain compliance with CDBG Anti-Piracy regulations as stated in 24 CFR 570.482(h). Violation of this regulation will constitute an Event of Default.

SECTION 8. PERFORMANCE MONITORING

8.1 PRIVATE LEVERAGE COMMITMENT

The KABA shall monitor the use of the funds and expenditure of private leverage commitments. Documentation may include invoices or receipts for materials and supplies, letters from lenders, final bills of sale, and canceled checks.

8.2 HIRING OF NEW EMPLOYEES

The KABA shall monitor the Borrower's progress in meeting agreed upon job creation or retention goals. Job creation must be documented using payroll records or other information provided by Borrower. Before-project and after-project employment records should be provided by the Borrower to document job creation. Each Borrower shall be required to register all job openings with the Kenosha County Job Center. Failure of the business to provide the targeted number of LMI level jobs may be a condition for default unless the business can show it made a good faith effort to create the targeted number of LMI jobs but did not succeed due to reasons beyond its control.

8.3 DEFAULT

In the event the business is in default on any of the terms and conditions of the loan agreement, all sums due and owing, including penalties, shall, at KABA's option, become immediately due and payable. To exercise this option, a written notice shall be prepared and sent via certified mail to the business. The notice shall specify the following:

- (1) The default.
- (2) The action required to cure the default.
- (3) A date, not less than thirty (30) days from the date of the notice, by which the default must be cured to avoid foreclosure or other collective action.
- (4) Any penalties incurred as a result of the default, jobs, etc.

SECTION 9. USE OF LOAN REPAYMENTS AND REPORTING

Repaid loans shall be re-deposited into the Revolving Loan Fund account and used in a manner consistent with the policies and procedures manual. A separate accounting record for each loan shall be kept to account for all funds loaned. The CKC/RLF account shall be audited on an annual basis. KABA, in conjunction with the County, shall report for the six month period ending December 31st and June 30th of each year regarding the use of program income. Reports shall be submitted to the Department on forms prescribed by the Department.

SECTION 10. LOAN SERVICING

10.1 MONITORING

The KABA shall monitor each loan to ensure compliance with the loan terms and conditions and to monitor the financial health of the business to ensure continued repayment of the loan. The monitoring will also ensure that all recordkeeping requirements are met, particularly in regard to job creation and expenditures of matching funds.

A loan servicing file shall be established and maintained for each loan recipient that includes all written correspondence; a record of important telephone conversations; a list of applicable loan covenants; certificates of insurance for builder's risk, property-casualty, and life insurance, as applicable; and documentation for job creation and retention.

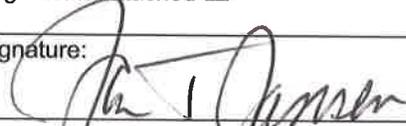
10.2 RECORDKEEPING

In addition to the above, the CKC financial management system shall be established and provide the following information:

- (1) A Monthly Revolving Loan Fund Register that records all deposits and disbursements to and from the RLF account, including funds used for RLF administration (See Exhibit 2).
- (2) A CDBG Loan Repayment Register that quarterly records repayments made by each business which has received a loan from the RLF (See Exhibit 3).
- (3) A Collection Register for every loan made. Each register contains the business name, loan date, loan amount, terms, and date repayment begins. Payments are divided into principal and interest payments with a declining principal balance (See Exhibit 4).
- (4) RLF Loan Repayment Register that records the annual repayments on a monthly basis made by each business which has received a loan from the RLF (See Exhibit 5).

KENOSHA COUNTY BOARD OF SUPERVISORS

RESOLUTION NO. _____

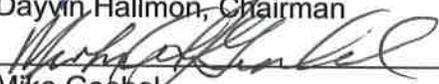
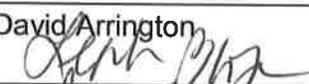
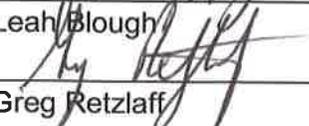
Subject: RESOLUTION TO APPROVE THE APPOINTMENT OF BARBARA WISNEFSKI TO THE KENOSHA COUNTY COMMISSION ON AGING			
Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: 02/16/16		Date Resubmitted:	
Submitted By: Human Services Committee			
Fiscal Note Attached <input type="checkbox"/>		Legal Note Attached <input type="checkbox"/>	
Prepared By: John T. Jansen		Signature: 	

WHEREAS, pursuant to County Executive Appointment 2015/16-25, the County Executive has appointed Barbara Wisnefski to serve on the Kenosha County Commission on Aging, and

WHEREAS, the Human Services Committee has reviewed the request of the County Executive for confirmation of his appointment of the above named to serve on the Kenosha County Commission on Aging and is recommending to the County Board the approval of this appointment,

NOW, THEREFORE, BE IT RESOLVED that the Kenosha County Board of Supervisors confirms the appointment of Barbara Wisnefski to the Kenosha County Commission on Aging. Ms. Wisnefski's appointment shall be effective immediately and continuing until the 31st day of December, 2018, or until a successor is appointed by the County Executive and confirmed by the County Board of Supervisors. Ms. Wisnefski will serve without pay and will be filling a vacancy of the board.

HUMAN SERVICES COMMITTEE:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Excused</u>
 _____ Dayvin Hallmon, Chairman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Mike Goebel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Anita Johnson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Erin Decker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ David Arrington	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Leah Blough	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Greg Retzlaff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



COUNTY OF KENOSHA

OFFICE OF THE COUNTY EXECUTIVE
Jim Kreuser, County Executive

1010 – 56th Street, Third Floor
Kenosha, Wisconsin 53140
(262) 653-2600
Fax: (262) 653-2817

APPOINTMENT 2015/16-25

RE: KENOSHA COUNTY COMMISSION ON AGING

TO THE HONORABLE KENOSHA COUNTY BOARD OF SUPERVISORS:

Placing special trust in her judgment and based upon her qualifications, I hereby submit to the Honorable Kenosha County Board of Supervisors for its review and approval the name of

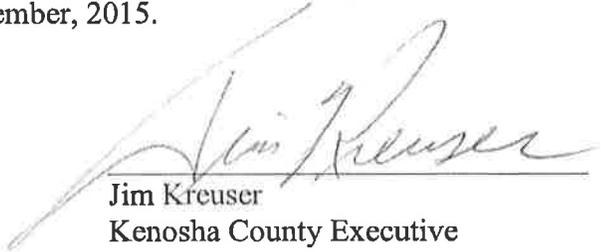
Ms. Barbara Wisnefski
2617 136th Avenue
Kenosha, WI 53144

to serve a three-year term on the Kenosha County Commission on Aging beginning immediately upon confirmation of the County Board and continuing until the 31st day of December, 2018 or until a successor is appointed by the County Executive and confirmed by the Kenosha County Board of Supervisors.

Ms. Wisnefski will serve without pay.

Ms. Wisnefski will be filling a vacancy of the board.

Respectfully submitted this 29th day of December, 2015.



Jim Kreuser
Kenosha County Executive

COUNTY OF KENOSHA
OFFICE OF THE COUNTY EXECUTIVE
JIM KREUSER

APPOINTMENT PROFILE

KENOSHA COUNTY COMMISSIONS, COMMITTEES, & BOARDS

(Please type or print)

Name: Barbara A Wisniewski
First Middle Last

Residence Address: 2617 136th Avenue

Previous Address if above less than 5 years: _____

Occupation: Retired 4 yrs from ADRC (Kenosha Co)
Company Title

Business Address: _____

Telephone Number: Residence (262) 859-2389 ~~Business~~ _____

Daytime Telephone Number: (262) 412-3894

Mailing Address Preference: Business () Residence (X)

Email Address: barb.wisniewski@gmail.com

Do you or have you done business with any part of Kenosha County Government in the past 5 years? Yes () No (X)

If yes, please attach a detailed document.

Affiliations: List affiliations in all service groups, public service organizations, social or charitable groups, labor, business or professional organization, and indicate if it was a board or staff affiliation.

Previous = St John's Catholic Church - Board/Trustee
Adventure in Lifelong Learning - Parkside
Longterm Care Workforce Alliance - Staff

Special Interests: Indicate organizations or activities in which you have a special interest but may not have been actively involved.

Goodwill, Shalom Center, Republican Party

*If more space is needed, please attach another sheet.
Kenosha County Commissions, Committees, & Boards
Appointment Profile - Page 2

Governmental Services: List services with any governmental unit.

Board of Health, Board of Health & Safety, Board of Health & Safety
NOONE

Additional Information: List any qualifications or expertise you possess that would benefit the Board, Committee, Commission, etc.

Work at ADRC for 11 years. I previously worked 25 years at St. Josephs Home
Sociology Degree - Gerontology Certificate

Conflict Of Interest: It would be inappropriate for you, as a current or prospective appointee, to have a member of your immediate family directly involved with any action that may come under the inquiry or advice of the appointed board, commission, or committee. A committee member declared in conflict would be prohibited from voting on any motion where "direct involvement" had been declared and may result in embarrassment to you and/or Kenosha County.

Barbara Wisniewski
Signature of Nominee

12.3.15

Date

Please Return To: Kenosha County Executive
1010 - 56th Street
Kenosha, WI 53140

(For Office Use Only)

Appointed To: _____
Commission/Committee/Board

Term: Beginning _____ Ending _____

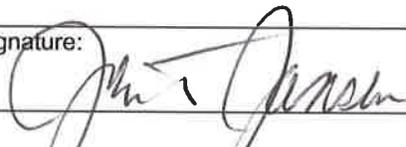
Confirmed by the Kenosha County Board on: _____

New Appointment _____ Reappointment _____

Previous Terms: _____

KENOSHA COUNTY BOARD OF SUPERVISORS

RESOLUTION NO. _____

Subject: RESOLUTION TO APPROVE THE APPOINTMENT OF MR. GABRIELE NUDO TO THE BROOKSIDE BOARD OF TRUSTEES			
Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: 02/16/16		Date Resubmitted:	
Submitted By: Human Services Committee			
Fiscal Note Attached <input type="checkbox"/>		Legal Note Attached <input type="checkbox"/>	
Prepared By: John T. Jansen		Signature: 	

WHEREAS, pursuant to County Executive Appointment 2015/16-26, the County Executive has appointed Mr. Gabriele Nudo to serve on the Brookside Board of Trustees, and

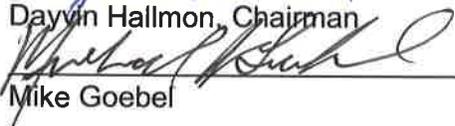
WHEREAS, the Human Services Committee has reviewed the request of the County Executive for confirmation of his appointment of the above named to serve on the Brookside Board of Trustees and is recommending to the County Board the approval of this appointment,

NOW, THEREFORE, BE IT RESOLVED that the Kenosha County Board of Supervisors confirms the appointment of Mr. Gabriele Nudo to the Brookside Board of Trustees. Mr. Nudo's appointment shall be effective immediately and continuing until the 2nd day of January, 2017, or until a successor is appointed by the County Executive and confirmed by the County Board of Supervisors. Mr. Nudo will serve without pay, but will receive per diem. He will be succeeding Edna Highland.

HUMAN SERVICES COMMITTEE:



Dayvin Hallmon, Chairman

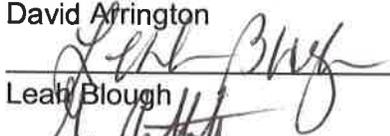


Mike Goebel

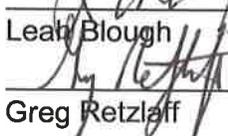
Anita Johnson

Erin Decker

David Arrington



Leah Blough



Greg Retzlaff

Aye Nay Abstain Excused

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<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



COUNTY OF KENOSHA

OFFICE OF THE COUNTY EXECUTIVE
Jim Kreuser, County Executive

1010 – 56th Street, Third Floor
Kenosha, Wisconsin 53140
(262) 653-2600
Fax: (262) 653-2817

APPOINTMENT 2015/16-26

RE: BROOKSIDE BOARD OF TRUSTEES

TO THE HONORABLE KENOSHA COUNTY BOARD OF SUPERVISORS:

Placing special trust in his judgment and based upon his qualifications, I hereby submit to the honorable Kenosha County Board of Supervisors for its review and approval the name of

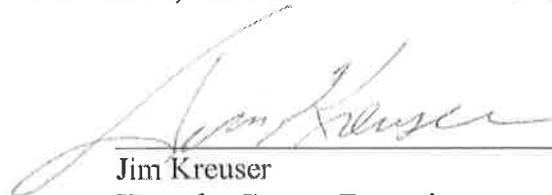
Mr. Gabriele Nudo
6410 53rd Avenue
Kenosha, WI 53142

to serve on the Brookside Board of Trustees beginning immediately upon confirmation of the County Board and continuing until the 2nd day of January, 2017 or until a successor is appointed by the County Executive and confirmed by the Kenosha County Board of Supervisors.

Mr. Nudo will serve without pay, but will receive per diem.

Mr. Nudo will be succeeding Edna Highland.

Respectfully submitted this 29th day of December, 2015.



Jim Kreuser
Kenosha County Executive

COUNTY OF KENOSHA
OFFICE OF THE COUNTY EXECUTIVE
JIM KREUSER

APPOINTMENT PROFILE

KENOSHA COUNTY COMMISSIONS, COMMITTEES, & BOARDS

(Please type or print)

Name: GABRIELE U NUDO
First Middle Last

Residence Address: 6410 - 53 AVE KENOSHA WI 53140

Previous Address if above less than 5 years: _____

Occupation: RETIRED
Company Title

Business Address: _____

Telephone Number: Residence 262-652-7762 Business _____

Daytime Telephone Number: 262-620-2574

Mailing Address Preference: Business () Residence ()

Email Address: GABENUDO @ YAHOO, COM

Do you or have you done business with any part of Kenosha County Government in past 5 years? Yes () No ()

If yes, please attach a detailed document.

Affiliations: List affiliations in all service groups, public service organizations, social or charitable groups, labor, business or professional organization, and indicate if it was a board or staff affiliation.

ROMA LODGE - FORMER UAW MEMBER - NATIONAL ASSOC. OF REALTORS & MORTGAGE BROKERS. KENOSHA BOARD OF REALTORS. ITALIAN AMERICAN CLUB.

Special Interests: Indicate organizations or activities in which you have a special interest but may not have been actively involved.

LITTLE LEAGUE.

*If more space is needed, please attach another sheet.
Kenosha County Commissions, Committees, & Boards
Appointment Profile - Page 2

Governmental Services: List services with any governmental unit.

PAST COUNTY BOARD SUPERVISOR - FORMER
BROOKSIDE BOARD OF TRUSTEE & MANY OTHER
COMMITTEES

Additional Information: List any qualifications or expertise you possess that would benefit the Board, Committee, Commission, etc.

Conflict Of Interest: It would be inappropriate for you, as a current or prospective appointee, to have a member of your immediate family directly involved with any action that may come under the inquiry or advice of the appointed board, commission, or committee. A committee member declared in conflict would be prohibited from voting on any motion where "direct involvement" had been declared and may result in embarrassment to you and/or Kenosha County.


Signature of Nominee

11-30-15
Date

Please Return To: Kenosha County Executive
1010 - 56th Street
Kenosha, WI 53140

(For Office Use Only)

Appointed To: _____
Commission/Committee/Board

Term: Beginning _____ Ending _____

Confirmed by the Kenosha County Board on: _____

New Appointment _____

Reappointment _____

Previous Terms: _____

KENOSHA COUNTY BOARD OF SUPERVISORS

RESOLUTION NO. _____

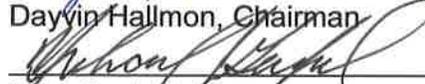
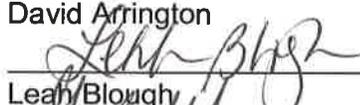
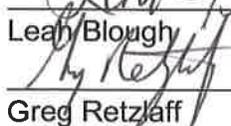
Subject: RESOLUTION TO APPROVE THE APPOINTMENT OF SUPERVISOR JOHN O'DAY TO THE KENOSHA COUNTY HUMAN SERVICES BOARD			
Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted:	02/16/16	Date Resubmitted:	
Submitted By: Human Services Committee			
Fiscal Note Attached <input type="checkbox"/>		Legal Note Attached <input type="checkbox"/>	
Prepared By: John T. Jansen		Signature: 	

WHEREAS, pursuant to County Executive Appointment 2015/16-22, the County Executive has appointed Supervisor John O'Day to serve on the Kenosha County Human Services Board, and

WHEREAS, the Human Services Committee has reviewed the request of the County Executive for confirmation of his appointment of the above named to serve on the Kenosha County Human Services Board and is recommending to the County Board the approval of this appointment,

NOW, THEREFORE, BE IT RESOLVED that the Kenosha County Board of Supervisors confirms the appointment of Supervisor John O'Day to the Kenosha County Human Services Board. Supervisor O'Day's appointment shall be effective immediately and continuing until the 31st day of December, 2018, or until a successor is appointed by the County Executive and confirmed by the County Board of Supervisors. Supervisor O'Day will serve without pay and will be succeeding himself.

HUMAN SERVICES COMMITTEE:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Excused</u>
 Dayvin Hallmon, Chairman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Mike Goebel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Anita Johnson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Erin Decker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Arrington	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Leah Blough	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Greg Retzlaff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



COUNTY OF KENOSHA

OFFICE OF THE COUNTY EXECUTIVE
Jim Kreuser, County Executive

1010 – 56th Street, Third Floor
Kenosha, Wisconsin 53140
(262) 653-2600
Fax: (262) 653-2817

APPOINTMENT 2015/16-22

RE: KENOSHA COUNTY HUMAN SERVICES BOARD

TO THE HONORABLE KENOSHA COUNTY BOARD OF SUPERVISORS:

Placing special trust in his judgment and based upon his qualifications, I hereby submit to the Honorable Kenosha County Board of Supervisors for its review and approval the name of

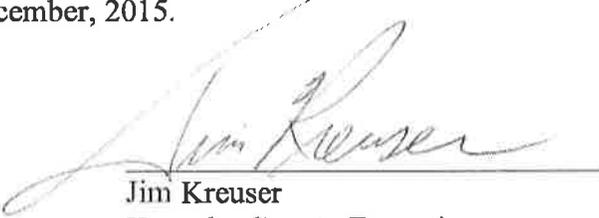
Supervisor John O'Day
8715 36th Avenue
Kenosha, WI 53142

to serve a three-year term on the Kenosha County Human Services Board beginning immediately upon confirmation of the County Board and continuing until the 31st day of December, 2018 or until a successor is appointed by the County Executive and confirmed by the Kenosha County Board of Supervisors.

Since his last appointment, Supervisor O'Day attended 15 out of the 16 meetings held. His one absence was excused.

Supervisor O'Day will serve without pay. Supervisor O'Day will be succeeding himself.

Respectfully submitted this 29th day of December, 2015.



Jim Kreuser
Kenosha County Executive

COUNTY OF KENOSHA
OFFICE OF THE COUNTY EXECUTIVE
JIM KREUSER

APPOINTMENT PROFILE

KENOSHA COUNTY COMMISSIONS, COMMITTEES, & BOARDS

(Please type or print)

Name: JOHN JAMES ODAY
First Middle Last

Residence Address: 8715-36TH AVE KENOSHA WI 53142

Previous Address if above less than 5 years: NA

Occupation: PRIME REALTY GRP SALES BROKER
Company Title

Business Address: 5300 GREEN BAY RD KENOSHA WI 53142

Telephone Number: Residence 262-942-4100 Business 262-657-7330

Daytime Telephone Number: 262-945-1323

Mailing Address Preference: Business () Residence ()

Email Address: TODAY2@WI.PR.COM

Do you or have you done business with any part of Kenosha County Government in the past 5 years? Yes () No ()

If yes, please attach a detailed document.

Affiliations: List affiliations in all service groups, public service organizations, social or charitable groups, labor, business or professional organization, and indicate if it was a board or staff affiliation.

KNIGHTS OF COLUMBUS; HEALTH DEPT COMMITTEE MEMBER;
KEN CITY HUMAN SERVICES BOARD CHAIR; KEN CITY HISTORICAL SOCIETY
FINANCE COM CHAIR; BROOKSIDE NURSE BRD MEMBER

Special Interests: Indicate organizations or activities in which you have a special interest but may not have been actively involved.

URBAN OUT REACH; WOMEN & CHILDREN; ST VINCENT DE PAUL

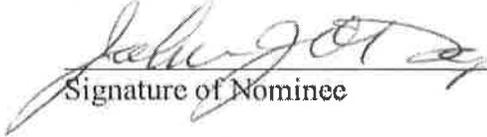
*If more space is needed, please attach another sheet.
Kenosha County Commissions, Committees, & Boards
Appointment Profile - Page 2

Governmental Services: List services with any governmental unit.

Additional Information: List any qualifications or expertise you possess that would benefit the Board, Committee, Commission, etc.

ALMOST 20 YEARS OF CITY BOARD SERVICE

Conflict Of Interest: It would be inappropriate for you, as a current or prospective appointee, to have a member of your immediate family directly involved with any action that may come under the inquiry or advice of the appointed board, commission, or committee. A committee member declared in conflict would be prohibited from voting on any motion where "direct involvement" had been declared and may result in embarrassment to you and/or Kenosha County.


Signature of Nominee

11-29-2015
Date

Please Return To: Kenosha County Executive
1010 - 56th Street
Kenosha, WI 53140

(For Office Use Only)

Appointed To: _____
Commission/Committee/Board

Term: Beginning _____ Ending _____

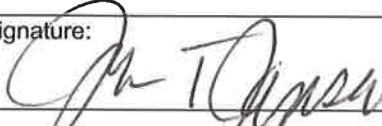
Confirmed by the Kenosha County Board on: _____

New Appointment _____ Reappointment _____

Previous Terms: _____

KENOSHA COUNTY BOARD OF SUPERVISORS

RESOLUTION NO. _____

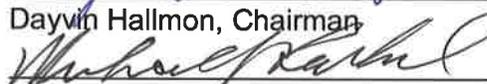
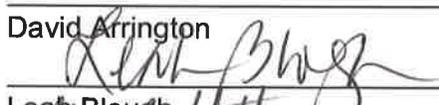
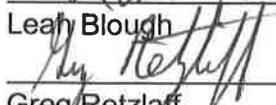
Subject: RESOLUTION TO APPROVE THE APPOINTMENT OF RICHARD WILLOUGHBY TO THE KENOSHA COUNTY HUMAN SERVICES BOARD			
Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: 02/16/16		Date Resubmitted:	
Submitted By: Human Services Committee			
Fiscal Note Attached <input type="checkbox"/>		Legal Note Attached <input type="checkbox"/>	
Prepared By: John T. Jansen		Signature: 	

WHEREAS, pursuant to County Executive Appointment 2015/16-23, the County Executive has appointed Mr. Richard Willoughby to serve on the Kenosha County Human Services Board, and

WHEREAS, the Human Services Committee has reviewed the request of the County Executive for confirmation of his appointment of the above named to serve on the Kenosha County Human Services Board and is recommending to the County Board the approval of this appointment,

NOW, THEREFORE, BE IT RESOLVED that the Kenosha County Board of Supervisors confirms the appointment of Richard Willoughby to the Kenosha County Human Services Board. Mr. Willoughby's appointment shall be effective immediately upon confirmation of the County Board and continuing until the 31st day of December, 2018 or until a successor is appointed by the County Executive and confirmed by the County Board of Supervisors. Mr. Willoughby will serve without pay and will be succeeding himself.

HUMAN SERVICES COMMITTEE:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Excused</u>
 Dayvin Hallmon, Chairman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Mike Goebel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Anita Johnson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Erin Decker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ David Arrington	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Leah Blough	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Greg Retzlaff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



COUNTY OF KENOSHA

OFFICE OF THE COUNTY EXECUTIVE
Jim Kreuser, County Executive

1010 – 56th Street, Third Floor
Kenosha, Wisconsin 53140
(262) 653-2600
Fax: (262) 653-2817

APPOINTMENT 2015/16-23

RE: KENOSHA COUNTY HUMAN SERVICES BOARD

TO THE HONORABLE KENOSHA COUNTY BOARD OF SUPERVISORS:

Placing special trust in his judgment and based upon his qualifications, I hereby submit to the Honorable Kenosha County Board of Supervisors for its review and approval the name of

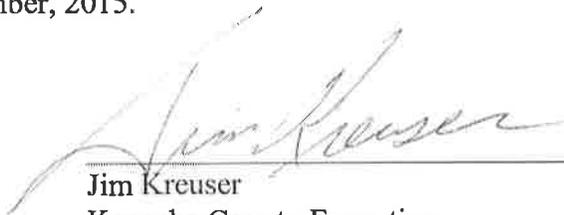
Mr. Richard Willoughby
8925 42nd Court
Kenosha, WI 53142

to serve a three-year term on the Kenosha County Human Services Board beginning immediately upon confirmation of the County Board and continuing until the 31st day of December, 2018 or until a successor is appointed by the County Executive and confirmed by the Kenosha County Board of Supervisors.

Since his last appointment, Mr. Willoughby attended 21 out of the 22 meetings held. His one absence was excused.

Mr. Willoughby will serve without pay. Mr. Willoughby will be succeeding himself.

Respectfully submitted this 29th day of December, 2015.



Jim Kreuser
Kenosha County Executive

COUNTY OF KENOSHA
OFFICE OF THE COUNTY EXECUTIVE
JIM KREUSER

APPOINTMENT PROFILE

KENOSHA COUNTY COMMISSIONS, COMMITTEES, & BOARDS

(Please type or print)

Name: Richard T. Willoughby
First Middle Last

Residence Address: 8925 42nd Ct

Previous Address if above less than 5 years: _____

Occupation: ABBOTT Retired Quality Systems MGR
Company Title

Business Address: ABBOTT PARK JEL

Telephone Number: Residence 262-694-3588 Business N/A

Daytime Telephone Number: 262-694-3588

Mailing Address Preference: Business () Residence ()

Email Address: Rich_judy@ameritech.net

Do you or have you done business with any part of Kenosha County Government in the past 5 years? Yes () No ()

If yes, please attach a detailed document.

Affiliations: List affiliations in all service groups, public service organizations, social or charitable groups, labor, business or professional organization, and indicate if it was a board or staff affiliation.

Kenosha County ADRC Board Member
City Airport Commission member
Kenosha County Human Services Board Member

Special Interests: Indicate organizations or activities in which you have a special interest but may not have been actively involved.

*If more space is needed, please attach another sheet.
Kenosha County Commissions, Committees, & Boards
Appointment Profile - Page 2

Governmental Services: List services with any governmental unit.

none

Additional Information: List any qualifications or expertise you possess that would benefit the Board, Committee, Commission, etc.

Conflict Of Interest: It would be inappropriate for you, as a current or prospective appointee, to have a member of your immediate family directly involved with any action that may come under the inquiry or advice of the appointed board, commission, or committee. A committee member declared in conflict would be prohibited from voting on any motion where "direct involvement" had been declared and may result in embarrassment to you and/or Kenosha County.

Richard - [unclear]
Signature of Nominee

11/30/15
Date

Please Return To: Kenosha County Executive
1010 - 56th Street
Kenosha, WI 53140

(For Office Use Only)

Appointed To: _____
Commission/Committee/Board

Term: Beginning _____ Ending _____

Confirmed by the Kenosha County Board on: _____

New Appointment _____ Reappointment _____

Previous Terms: _____

KENOSHA COUNTY BOARD OF SUPERVISORS

RESOLUTION NO.

Subject: PROBATIONARY CABARET LICENSE:			
Tarbenders Bar & Grill			
Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2 nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: February 23 rd , 2016		Date Resubmitted	
Submitted By: Judiciary & Law Enforcement Committee			
Fiscal Note Attached <input type="checkbox"/>		Legal Note Attached <input type="checkbox"/>	
Prepared By: Kenneth W. Weyker Captain of Field Operations		Signature: 	

WHEREAS, the application of Jesse L. Downing for a probationary cabaret license for Tarbenders Bar & Grill, 9109 38th St. Somers WI 53144, Wisconsin, in the Town of Salem, was made during the month of December, 2015, was turned over to this office on December 28th, 2015, and

WHEREAS, the Kenosha Sheriff's Department has conducted an inspection of the premises on 01/07/16 and

WHEREAS, the premises were found to be in conformity with the Cabaret Ordinance Number 8.02, and

NOW, THEREFORE BE IT RESOLVED, that because this is the initial application by the license holder, a probationary license be granted to Jesse L. Downing.

Respectfully Submitted,

JUDICIARY AND LAW ENFORCEMENT COMMITTEE

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
 Supervisor Daniel C. Esposito, Chairman	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor Anita Johnson, Vice-Chairperson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor Boyd Frederick, Secretary	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Supervisor David L. Arrington	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor Ronald L. Johnson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor Leah Blough	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor John Poole	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

APPLICATION FOR PROBATIONARY CABARET LICENSE

Kenosha County, Wisconsin

DATE: 12-28-15

TO THE KENOSHA COUNTY BOARD OF SUPERVISORS:

I, as holder of a Class B Liquor License, hereby apply for a Probationary Cabaret License for:

<u>Tacobros Bar+Grill LLC</u>	<u>9109-38st</u>
Name of Premises	Address
<u>9109-38st</u>	<u>53144</u>
Mailing Address	Zip Code

Located in the Town of Somers, in the County of Kenosha from the date hereof for **6 months**, (an application for a regular cabaret license will be sent upon expiration of the probationary license) and I hereby agree to deposit **\$200.00** for said license and to comply with all the provisions of the Cabaret License Ordinance adopted by the County Board and in effect March 6, 2001 and all the laws of the State of Wisconsin pertaining thereto.

Jesse L Downing
PRINT LICENSE HOLDER'S NAME

[Signature]
Signature of Applicant (Must be license holder)

262-909-2270
Day-time Telephone Number

A PHOTOCOPY OF YOUR CLASS B LIQUOR LICENSE MUST BE SUBMITTED WITH THIS APPLICATION

NOTE: AN UPDATED LIQUOR LICENSE MUST BE FILED WITH THE CLERK'S OFFICE FOLLOWING RENEWAL IN JULY

CITY OF KENOSHA POLICE DEPT.

COUNTY OF KENOSHA SHERIFF DEPT.

INVESTIGATION REPORT

INCIDENT REPORT CLASS _____
 CRIME - PROPERTY CODE _____
 CRIME - PERSON _____

DATE & TIME REPORTED
01-07-16 @ 1756 Hours

PAGE
1 OF 3

JURISDICTION GRID

CASE OR EVENT NO.
2016-003135

COMPLAINANT/REPORTING PERSON - NAME (FIRM NAME, IF BUSINESS)
LAST FIRST MI SEX RACE DOB RESIDENCE PHONE BUSINESS PHONE
Tarbenders Bar and Grill --- --- --- --- (262)859-3000

RESIDENCE ADDRESS CITY STATE ZIP EMPLOYMENT OR SCHOOL CITY
9109 38th St. Kenosha WI 53144 --

CRIME OR INCIDENT DATE - TIME OCCURRED WEATHER - LIGHT CONDITIONS
Cabaret license inspection SAA Rain, dark but lighted

DESCRIBE LOCATION OF OFFENSE OR TYPE OF PREMISE ADDRESS OR LOCATION OF INCIDENT
Tavern SAA

SUSPECT/STOLEN VEHICLE MAKE MODEL BODY TYPE COLOR YEAR VIN LICENSE STATE YR IDENTIFYING CHARACTERISTICS
-- -- -- -- -- -- -- -- -- --

WEAPON, TOOL, OR MEANS OF ATTACK METHOD USED TO COMMIT CRIME - M.O.
N/A N/A

TRADEMARKS OF SUSPECT(S) ACTION OR CONVERSATION NATURE OF INJURIES AND LOCATION ON BODY - VICTIM/S CONDITION
--- N/A

TYPE OF PROPERTY TAKEN/DAMAGED - SEE STOLEN PROPERTY REPORT SERIAL OR I.D. TOTAL LOSS VALUE RECOVERED
--- --- --- YES NO

DESCRIPTION OF PROPERTY - MAKE, MODEL, COLOR LICENSE NO. STATE YEAR
--- --- ---

SUMMARY OF CRIME OR INCIDENT

On 01-07-16 at approximately 1756 hours, I Deputy Pittsley #288 responded to Tarbenders Bar and Grill for a Cabaret license inspection. Upon arrival I made contact with the owner of the tavern. The owner escorted me around the property as I completed my inspection of the tavern. I provided the owner with a copy of the Kenosha County Ordinance #8.02 as is required for the inspection. After the inspection I completed the cabaret license checklist and drew a diagram of the tavern. Based on my observation I found no violations or reasons why the cabaret license should not be approved. I cleared after taking no further action.

See report for further details

NO CONSENT FORM

I, _____, HAVE GIVEN NO ONE CONSENT TO:

WITNESS _____ SIGNED _____
DATE _____

EVIDENCE RECOVERED: None
DISPOSITION OF EVIDENCE: N/A
VICTIM RIGHTS FORM: YES NO
PHOTOS: YES NO
SKETCHES/DIAGRAMS: YES NO
NCIC/CIB: YES NO
INQUIRY/ENTRY: _____
TTY CANCELLED: _____
DATE - TIME: _____
STATUS: OPEN CLOSED
CLEARED BY ARREST: _____
UNFOUNDED: _____
UNIT REFERRED TO: Tavern File, 148
REPORTING OFFICER: Deputy M. Pittsley #288
2ND OFFICER: _____
SUPERVISOR: _____

KENOSHA SHERIFF'S DEPARTMENT SUPPLEMENTARY INVESTIGATION REPORT

Case or Event No. 2016-003135	No. of Pages Page 2 of 3
Date Time Reported 01-07-16 @ 1756 Hours	

Date of Supplemental

Involved Parties Codes – C= Complainant I= Involved Person V=Victim S=Suspect R=Reporting Person						
Name Last	First	MI	DOB	Race	Sex	Driver's License No.
Address			City – State – Zip		Phone No.	

I	Downing	Jesse	L	09-09-62	W	M	(262)909-2270
	9109 38 th St.		Kenosha, WI 53144				
I	Pfeiffer	Stacey	M	07-20-73	W	F	(262)344-6431
	4625 7 th Ave. (Lower)		Kenosha, WI 53140				

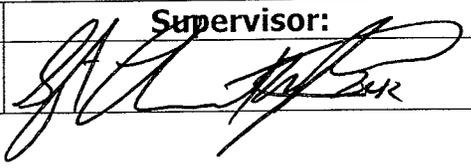
On 01-07-16 at approximately 1756 hours, I Deputy Pittsley #288 stopped out at Tarbenders Bar and Grill located at 9109 38th St. for a cabaret license inspection. Upon arrival to the tavern I made contact with the owner, who identified himself by a Wisconsin driver's license as Jesse Downing. Jesse informed me that the tavern does not open until 1900 hours but would still allow me to conduct my inspection. Jesse stated that he lives in the attached residence that is directly southwest of the tavern.

Prior to starting my inspection I provided Jesse with a copy of the Kenosha County ordinance #8.02 which states cabaret license and regulation requirements. Jesse advised that he is very familiar with the regulations due to him having prior cabaret licenses. Jesse said that he is the sole owner of the tavern. Jesse advised that his wife (Debra Downing) was also part owner however she passed away approximately one month ago. Jesse informed me that he has one other key holder for the tavern. Jesse identified the other key holder as Stacey Pfeiffer. Jesse said that Stacey's title for the tavern is a bartender however she is a family friend, which is why she is a key holder.

Jesse provided me with copies of the following Town of Somers licenses:

- Class "B" retailer's license (for fermented malt beverages and intoxicating liquors).
 - Number TN-BC-04-16 which expires June 30, 2016
 - This license listed Jesse Downing as the agent
- Jesse L Downing Operator's License (bartenders license)
 - Number 35-14-16r which expires June 30, 2016
- Stacey M Pfeiffer Operator's License (Bartenders license)
 - Number 30-15-17r which expires June 30, 2017
- Amusement Park License
 - Number 03-AP-16 which expires March 31, 2016
 - This license listed Debra Downing as the agent

Reference these licenses for further details. At this time I conducted my inspection of the tavern with Jesse. I entered through the main entrance door which was located on the north west corner of the tavern. Upon entering the tavern I observed the bar running parallel with the south wall. Behind the bar on the southwest corner I observed all of Jesse's bar licenses posted in two separate glass picture frames. These licenses were easily viewable and accessible. At the end of the bar was

Reporting Deputy Sheriff: Deputy M. Pittsley #288	2nd Reporting Deputy Sheriff:	Supervisor: 
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KENOSHA SHERIFF'S DEPARTMENT SUPPLEMENTARY INVESTIGATION REPORT

		Case or Event No. 2016-003135	No. of Pages Page 3 of 3
		Date of Supplemental	Date Time Reported 01-07-16 @ 1756 Hours
Involved Parties Codes – C= Complainant I= Involved Person V=Victim S=Suspect R=Reporting Person			
Name Last	First	MI	DOB Race Sex
Address		City – State – Zip	
		Driver's License No. Phone No.	

another public exit on the south wall. This exit had an illuminated exit sign above the door. I observed both a men's and woman's bathroom to the east of this exit door.

I observed three dart boards along the north wall of the tavern. In between the dart boards and the bar I observed three high top tables. Jesse said that the tavern sometimes has up to five high top tables in that area, depending on how busy it is. Jesse advised that he was planning on putting a pool table in that area as well. At this point with just the three high top tables there was more than sufficient room for patrons to walk through. However if the pool table is installed along with the high top tables and dart boards in the same area, I would be concerned with the amount of space patrons would have to walk through that area.

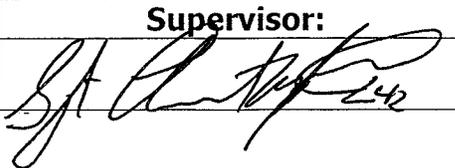
Just east of the tables I observed what appeared to be the dance floor area. Just beyond (east) the dance floor was the raised stage. This stage was approximately 10" inches above the main floor level. Jesse said that Tarbenders primarily has disc jockeys (DJ's) for entertainment. This stage had a walkway up the middle of the stage for walking access. There are two partial walls to the left and the right of this walkway. These partial walls were not sturdy or stable. The remainder of the stage appeared safe and sturdy.

I observed the kitchen and office to be south of the dance floor. Inside the kitchen was a private exit for employee's only. This exit had a wood 2x4 across the door blocking anyone from entering from the outside of the tavern. This exit was not marked by an illuminated exit sign. Jesse said that "Per Somer's regulations they were only allowed to have two illuminated exit signs."

Jesse and I exited the tavern using the public exit door on the south wall (just east of the bar). As I walked out this exit door I observed a small patio area, which appeared to primarily be used for smoking cigarettes. South of this patio was a private fenced in area. This area was fenced in using a 6' foot high wood fence (no gaps in between the fence pickets). Jesse stated that this area was his private yard for his residence. South of this private yard was a large outdoor area. This area had two volleyball courts, four sets of horse shoe pits, three pick nick tables, and lights illuminating the area. Jesse said that in the summer they have volleyball and horse shoe games. Jesse said that music is frequently played outside until 2200 hours.

At this time the inspection was completed. I informed Jesse that he would need to have a building inspection completed by the local building inspector. Jesse stated that he understood and would contact KSD second shift supervision once it was completed. I cleared the tavern shortly after. Based off of my inspection, as long as the tavern passes the building inspector's inspection I do not see a reason the carbaret license should not be approved for Tarbenders Bar and Grill.

END OF REPORT

Reporting Deputy Sheriff: Deputy M. Pittsley #288	2nd Reporting Deputy Sheriff:	Supervisor: 
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RECORDS BUREAU

CABARET LICENSE INSPECTION CHECKLIST

16-003135
1 of 6

Establishment: Tarbenders Bar and Grill LLC

MP288(1) Give the attached copy of Kenosha County Ordinance #8.02 to the business owner/manager.

MP288(2) Obtain complete personal information, (i.e. name, d.o.b., address and telephone number); of the following person(s).

- a. Owner
 - b. Manager
 - c. Agent listed on the cabaret license application
 - d. Agent listed on the current class "B" liquor license
 - e. Keyholder's not mentioned above
- *** Please list their respective roles within the business

MP288(3) List the "business name" as the complainant at the top of the face sheet.

MP288(4) Conduct a physical inspection of the premises. If a diagram is attached to this packet, please verify that it is current. If only minor changes are required, please make them on the diagram provided. If major changes are required or there is no existing diagram with this packet, please submit a new one.

MP288(5) Inform the owner/manager that the establishment is responsible for making contact with the local building inspector to arrange for a building inspection. The results are to be forwarded to the Shift Commander (2nd shift Patrol) at the Kenosha County Sheriff's Department as soon as possible. Failure to do so will result in the denial for the cabaret license application.

MP288(6) Upon your inspection of the premises, determine if the establishment meets all requirements under Kenosha County Ordinance #8.02. If modifications are required, it is the responsibility of the establishment to meet these requirements and to contact K.S.D. for a follow-up inspection.

MP288(7) Check for proper posting of liquor and bartender's licenses. Please include expiration dates in your report.

MP288(8) Check for any underage person(s) during your visit.

MP288(9) Upon your final inspection, indicate in your report whether or not you recommend the approval of the license application based on your observations.

*** Be sure that all information listed above is included in your report!!

*** Submit all information to Cabaret File Coordinator for review!!

KEY HOLDER INFORMATION
(Please List in Preferred Order of Contact)

16-003135
2 of 6

1. NAME: Jesse L Downing ADDRESS: 9109 38th st
CITY, STATE: Kenosha, WI ZIP CODE: 53144
HOME PHONE: — CELL PHONE: (262) 909-2270 PAGER: —
E-MAIL: JLDowning2@Att.net

2. NAME: Stacy M Pettifor ADDRESS: 4625 7th Ave
CITY, STATE: Kenosha, WI ZIP CODE: 53140
HOME PHONE: (262) 764-5156 CELL PHONE: (262) 344-6431 PAGER: ⓪
E-MAIL: _____

3. NAME: _____ ADDRESS: _____
CITY, STATE: _____ ZIP CODE: _____
HOME PHONE: _____ CELL PHONE: _____ PAGER: _____
E-MAIL: _____

4. NAME: _____ ADDRESS: _____
CITY, STATE: _____ ZIP CODE: _____
HOME PHONE: _____ CELL PHONE: _____ PAGER: _____
E-MAIL: _____

5. NAME: _____ ADDRESS: _____
CITY, STATE: _____ ZIP CODE: _____
HOME PHONE: _____ CELL PHONE: _____ PAGER: _____
E-MAIL: _____

Please return completed forms to:

KENOSHA COUNTY SHERIFF'S DEPARTMENT
ATTENTION: COMMUNICATIONS
1000 - 55TH STREET
KENOSHA, WISCONSIN 53140

CLASS "B" RETAILER'S LICENSE

COMBINATION

No. TN-BC-04-16

FORM

for the sale of

\$600.00

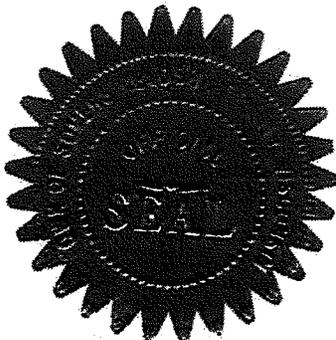
FERMENTED MALT BEVERAGES AND INTOXICATING LIQUORS

WHEREAS, the local governing body of the Town of Somers, County of Kenosha, Wisconsin, has, upon application duly made, granted and authorized the issuance of a Retail Class "B" License to Tarbenders Bar & Grill LLC, Jesse Downing, Agent to sell Fermented Malt Beverages as defined by and pursuant to Section 125.26 of the Statutes of the State of Wisconsin and Local Ordinances and the said applicant has paid to the treasurer the sum of \$100.00 for such Class "B" Retailer's Fermented Malt Beverage License as required by local ordinances,

AND WHEREAS, the local governing body has granted and authorized the issuance of a Class "B" intoxicating Liquor License to said applicant to sell intoxicating liquor as defined in and pursuant to Chapter 125.51(3) of the Statutes of the State of Wisconsin and local ordinances and the said applicant has paid to the treasurer the sum of \$500.00 for such Class "B" Intoxicating Liquor License as provided by local ordinances and has complied with all the requirements necessary for obtaining such licenses,

LICENSES ARE HEREBY ISSUED to said applicant to sell, deal and traffic in, at retail, Fermented Malt Beverages and Intoxicating Liquors at the following described premises: bar area, office, kitchen, backyard patio, located at 9109 38th Street, Kenosha, WI trade name: Tarbenders Bar & Grill

FOR THE PERIOD FROM JULY 1, 2015 to JUNE 30, 2016



Given under my hand and the corporate seal
of the Town of Somers, this 18th day of
June, 2015

Monica A. Pfeiffer
Town Clerk

This license must be FRAMED and POSTED IN A CONSPICUOUS PLACE in the room where Fermented Malt Beverages and Intoxicating Liquors are sold.

OPERATOR'S LICENSE

2015 - 2017

No 30-15-17r

\$ 30.00



WHEREAS, the local governing body of the **VILLAGE/TOWN OF SOMERS**, Kenosha County Wisconsin, has upon application duly made, granted and authorized the issuance of an "Operator's License to:

STACEY M. PEIFFER
4625 7th AVENUE Lower
KENOSHA WI 53140

OPERATOR'S LICENSE

2014 - 2016

No 35-14-16r

\$ 30.00



WHEREAS, the local governing body of the **TOWN OF SOMERS**, Kenosha County Wisconsin, has upon application duly made, granted and authorized the issuance of an "Operator's License to:

JESSE L. DOWNING
5315 43rd STREET
KENOSHA WI 53144

AMUSEMENT PARK LICENSE

No. 03-AP-16
Town of Somers

County of Kenosha
\$ 25.00

WHEREAS, Debra Downing has applied for an
AMUSEMENT PARK LICENSE

and has paid to the Town Treasurer the sum of Twenty Five and 00/100 **DOLLARS**

NOW THEREFORE, Debra Downing d/b/a Tarbender's Bar & Grill LLC

is hereby licensed to operate an amusement park at

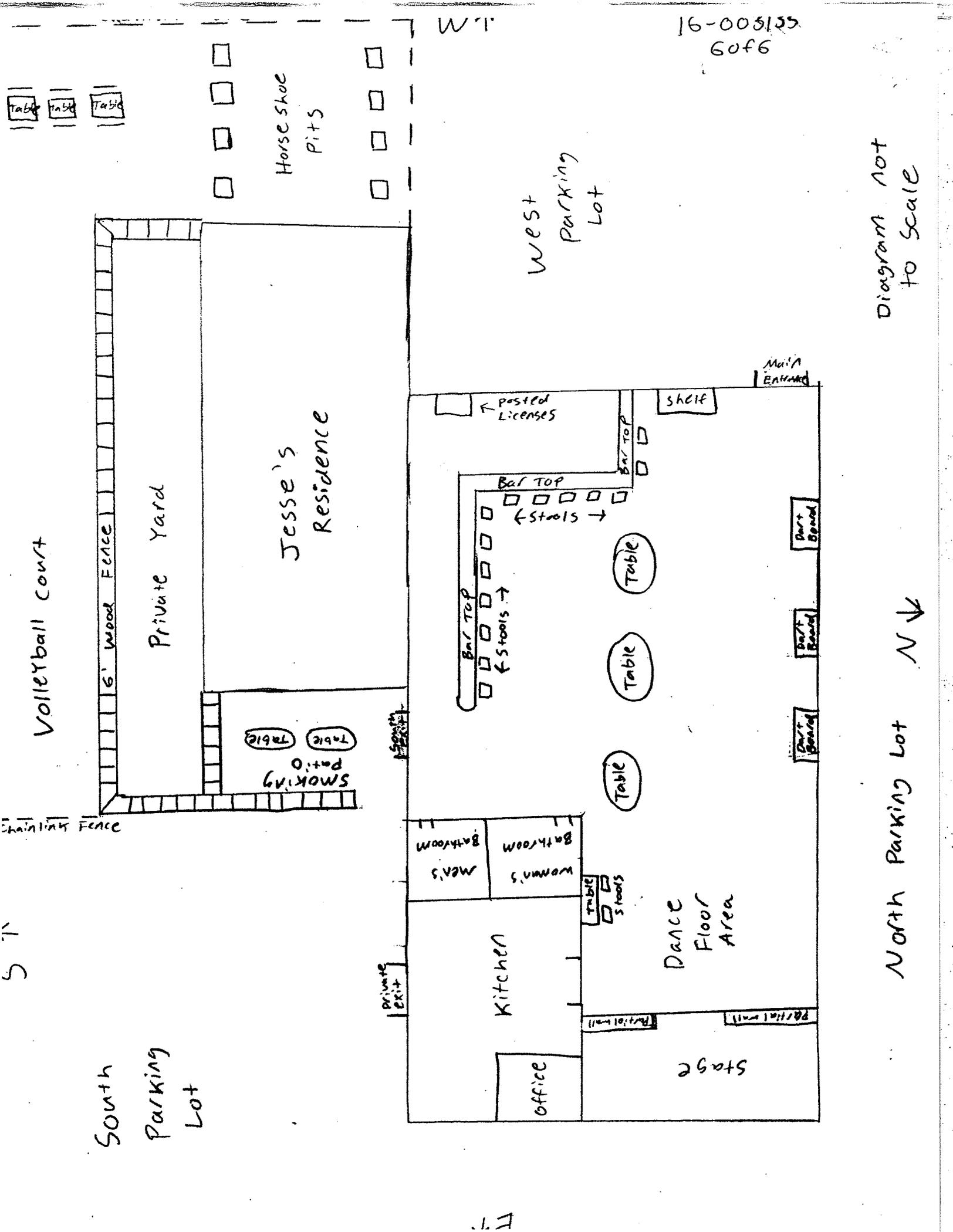
9109 38th Street, Kenosha, WI 53144

for a term of 1 (one) year expiring: March 31, 2016

Given under my hand and the corporate seal of the Town of Somers, County of Kenosha, State of Wisconsin, this 26th day of March, 2015


Timothy L. Kitzman, Clerk

(Corporate Seal)



P.O. Box 197
Somers, WI 53171



(262) 859-2822
Fax (262) 859-2331

Town of Somers

Attn. Capt. Weyker

January 13, 2016

On January 11th 2016 I inspected the tavern known as Tarbenders at 9109 – 38th Street in the Town of Somers.

All was in good order.

Russ Nolen
Russ Nolen

Town/Village of Somers Building Inspector

KENOSHA COUNTY
1010 56th Street
Kenosha, WI 53140

12/28/2015 Receipt Number: 150016960
3:30 PM Received by . : EDIL
FROM: TARBENDERS

Cabaret License-Probat 200.00

Dance Hall & Cabaret
100-140-1410-1000-4401

Special Events Cabaret 50.00

Dance Hall & Cabaret
100-140-1410-1000-4401

Special Events Cabaret 50.00

Dance Hall & Cabaret
100-140-1410-1000-4401

Receipt Total . . :	300.00
Amount Tendered :	300.00
Change :	.00

Payment Rcvd: Cash :	300.00
Check :	.00
Charge:	.00
Other :	.00

KENOSHA COUNTY BOARD OF SUPERVISORS

RESOLUTION NO.

Subject: PROBATIONARY CABARET LICENSE:			
Grumpy's Pub & Grub			
Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2 nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: February 23 rd , 2016		Date Resubmitted	
Submitted By: Judiciary & Law Enforcement Committee			
Fiscal Note Attached <input type="checkbox"/>		Legal Note Attached <input type="checkbox"/>	
Prepared By: Kenneth W. Weyker Captain of Field Operations		Signature: <i>CAPT. J. Weyker 117</i>	

WHEREAS, the application of Patrick R. Maddox for a probationary cabaret license for Grumpy's Pub and Grub, 28624 Wilmot Rd. Trevor, WI 53179, Wisconsin, in the Town of Salem, was made during the month of December, 2015, was turned over to this office on December 30th, 2015, and

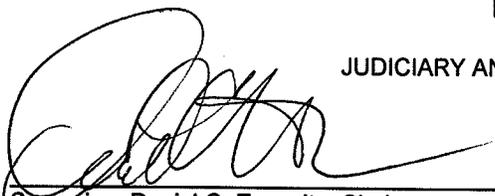
WHEREAS, the Kenosha Sheriff's Department has conducted an inspection of the premises on 01/21/16 and

WHEREAS, the premises were found to be in conformity with the Cabaret Ordinance Number 8.02, and

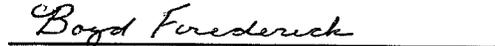
NOW, THEREFORE BE IT RESOLVED, that because this is the initial application by the license holder, a probationary license be granted to Patrick R. Maddox.

Respectfully Submitted,

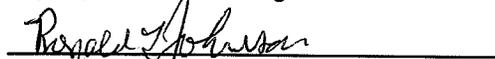
JUDICIARY AND LAW ENFORCEMENT COMMITTEE


Supervisor Daniel C. Esposito, Chairman

Supervisor Anita Johnson, Vice-Chairperson


Supervisor Boyd Frederick, Secretary


Supervisor David L. Arrington


Supervisor Ronald L. Johnson

Supervisor Leah Blough


Supervisor John Poole

<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

APPLICATION FOR PROBATIONARY CABARET LICENSE

Copy

Kenosha County, Wisconsin

DATE: 12/30/15

TO THE KENOSHA COUNTY BOARD OF SUPERVISORS:

I, as holder of a Class B Liquor License, hereby apply for a Probationary Cabaret License for:

Grumpy's Pub & Grub 28624 Wilmot Rd.
Name of Premises Address

TREVOR 53179
Mailing Address Zip Code

Located in the Town of SALEM TREVOR, in the County of Kenosha from the date hereof for **6 months**, (an application for a regular cabaret license will be sent upon expiration of the probationary license) and I hereby agree to deposit **\$200.00** for said license and to comply with all the provisions of the Cabaret License Ordinance adopted by the County Board and in effect March 6, 2001 and all the laws of the State of Wisconsin pertaining thereto.

PATRICK R. MADDOX
PRINT LICENSE HOLDER'S NAME

Patrick R. Maddox
Signature of Applicant (Must be license holder)

847-343-9996
Day-time Telephone Number

A PHOTOCOPY OF YOUR CLASS B LIQUOR LICENSE MUST BE SUBMITTED WITH THIS APPLICATION

NOTE: AN UPDATED LIQUOR LICENSE MUST BE FILED WITH THE CLERK'S OFFICE FOLLOWING RENEWAL IN JULY

CITY OF KENOSHA POLICE DEPT.

COUNTY OF KENOSHA SHERIFF DEPT.

INVESTIGATION REPORT

INCIDENT REPORT CLASS _____

CRIME - PROPERTY CODE _____

CRIME - PERSON _____

DATE & TIME REPORTED: 01-21-2016 / 1554 Hours

PAGE: 1 OF 4

JURISDICTION GRID: _____

CASE OR EVENT NO.: 2016-009939

COMPLAINANT/REPORTING PERSON - NAME (FIRM NAME, IF BUSINESS): GRUMPY'S PUB AND GRILL

LAST: GRUMPY'S FIRST: GRILL MI: _____

SEX: _____ RACE: _____ DOB: _____

RESIDENCE PHONE: _____ BUSINESS PHONE: 262-862-9262

RESIDENCE ADDRESS: 28624 WILMOT ROAD CITY: TREVOR STATE: WI ZIP: 53179

EMPLOYMENT OR SCHOOL: _____ CITY: _____

CRIME OR INCIDENT: CABARET LICENSE INSPECTION

DATE - TIME OCCURRED: 01-21-2016 / 1554 HOURS

WEATHER - LIGHT CONDITIONS: CLEAR / DAYLIGHT

DESCRIBE LOCATION OF OFFENSE OR TYPE OF PREMISE: TAVERN

ADDRESS OR LOCATION OF INCIDENT: 28624 WILMOT ROAD

SUSPECT/STOLEN VEHICLE	MAKE	MODEL	BODY TYPE	COLOR	YEAR	VIN	LICENSE	STATE	YR	IDENTIFYING CHARACTERISTICS

WEAPON, TOOL, OR MEANS OF ATTACK: N/A

METHOD USED TO COMMIT CRIME - M.O.: N/A

TRADEMARKS OF SUSPECT(S) ACTION OR CONVERSATION: N/A

NATURE OF INJURIES AND LOCATION ON BODY - VICTIM/S CONDITION: N/A

TYPE OF PROPERTY TAKEN/DAMAGED - SEE STOLEN PROPERTY REPORT: N/A

SERIAL OR I.D.: _____

TOTAL LOSS VALUE: _____

RECOVERED: YES NO

DESCRIPTION OF PROPERTY - MAKE, MODEL, COLOR: N/A

LICENSE NO.: _____ STATE: _____ YEAR: _____

SUMMARY OF CRIME OR INCIDENT

On Thursday, January 21, 2016 at 1554 hours, I, Dep. K. Fonk #258 responded to Grumpy's Pub and Grill tavern located at 28624 Wilmot Road, in reference to a Cabaret License Inspection. Upon my arrival to the business I contacted the owner's of the business. I provided the owners a copy of Kenosha County Ordinance #8.02. I completed a Cabaret License check list, and a diagram (Not to Scale) of the business. The Tavern / Business appeared to be in compliance with Kenosha County Ordinance #8.02. I recommend a cabaret license be issued.

Class B License 15-07-014BB issued to Kastle LLC issued for Grumpy's Pub and Grill located at 28624 Wilmot Road valid from July 1, 2015 to June 30, 2016. (See Attached Copy).

See Report

NO CONSENT FORM

I, N/A, HAVE GIVEN NO ONE CONSENT TO:

WITNESS: _____ SIGNED: _____

DATE: _____

EVIDENCE RECOVERED: NONE	DISPOSITION OF EVIDENCE: NONE	VICTIM RIGHTS FORM: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	PHOTOS: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	SKETCHES/DIAGRAMS: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
NCIC/CIB: YES <input type="checkbox"/> NO <input type="checkbox"/>	INQUIRY/ENTRY: _____	TTY CANCELLED: _____	DATE - TIME: _____	STATUS: OPEN <input type="checkbox"/> CLOSED <input checked="" type="checkbox"/>
REPORTING OFFICER: Dep. Keith Fonk	NO. 258	2ND OFFICER: _____	NO. _____	CLEARED BY ARREST: _____ SUPERVISOR: _____

KENOSHA SHERIFF'S DEPARTMENT SUPPLEMENTARY INVESTIGATION REPORT

Case or Event No. 2016-009939	No. of Pages Page 2 of 4
Date Time Reported 01-21-2016 / 1554 hours	

Date of Supplemental

Involved Parties Codes – C= Complainant I= Involved Person V=Victim S=Suspect R=Reporting Person						
Name Last	First	MI	DOB	Race	Sex	Driver's License No. Phone No.
Address		City – State – Zip				

(OWNER)

I: MADDOX PATRICK R 02-06-1958 W M
202 E MAPLE STREET SILVER LAKE WI 53170 847-343-9996

(OWNER)

I: MADDOX PAM J 06-29-1959 W F
202 E MAPLE STREET SILVER LAKE WI 53170 262-620-2124

(OWNER)

I: MADDOX JOSHUA E 06-21-1982 W M
422 10TH STREET KENOSHA WI 53140 262-488-1303

(OWNER)

I: MADDOX CODY R 06-13-1987 W M
202 E MAPLE STREET SILVER LAKE WI 53170 520-990-0448

(EMPLOYEE - BARTENDER)

I: GRIFFIN EILEEN M 12-19-1959 W F
28421 107TH STREET TREVOR WI 53179 262-818-5256

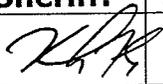
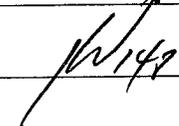
(EMPLOYEE – BARTENDER)

I: WESTPHALN RHONDA S 02-19-1964 W F
12740 374TH AVENUE TWIN LAKES WI 53181 (H):262-877-3839
(C):262-206-1276

On Thursday, January 21, 2016 at 1554 hours, I, Dep. K. Fonk #258 responded to Grumpy's Pub and Grill tavern located at 28624 Wilmot Road, in reference to a Cabaret License Inspection. Upon my arrival to the business I contacted the owner's of the business. The business owners were verbally identified as being Patrick R. Maddox (DOB 02-06-1958) and his wife, Pam J. Maddox (DOB 06-29-1959). There were multiple patrons inside the business at the time of my arrival. I did not observe any violation(s) while at the business.

I provided the owner's, Patrick and Pam, a copy of Kenosha County Ordinance #8.02 and advised them to read over the ordinance thoroughly. Pam said that she read over the ordinance at the time she submitted the Cabaret application for the business. Patrick and Pam said that Grumpy's Pub and Grill is owned by Kastle LLC and that it was a family owned and run business. Pam provided me key holder information for the business. The following is key holder information for the business:

- Patrick R. Maddox (Telephone # 847-343-9996) - Owner

Reporting Deputy Sheriff: Dep. Keith Fonk #258 	2nd Reporting Deputy Sheriff:	Supervisor: 
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RECORDS BUREAU

KENOSHA SHERIFF'S DEPARTMENT SUPPLEMENTARY INVESTIGATION REPORT

		Case or Event No. 2016-009939	No. of Pages Page 3 of 4
		Date of Supplemental	Date Time Reported 01-21-2016 / 1554 hours
Involved Parties Codes – C= Complainant I= Involved Person V=Victim S=Suspect R=Reporting Person			
Name Last	First	MI DOB Race Sex	Driver's License No. Phone No.
Address		City – State – Zip	

- Pam J. Maddox (Telephone # 262-620-2124) – Owner / Cook
- Joshua E. Maddox (Telephone # 262-488-1303) – Owner / Janitor (Son)
- Cody R. Maddox (Telephone # 520-990-0448) – Owner (Son)
- Eileen M Griffin (Telephone # 262-818-5265) – Employee / Bartender
- Rhonda S. Westphaln (Telephone # (H)262-877-3839, (C) # 262-206-1276 – Employee / Bartender

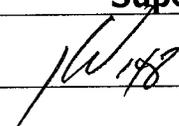
Pam and Patrick provided me with a copy of the businesses Class B liquor license (15-07-014BB) which was posted on the wall next to the door way of the kitchen which was located behind the bar along with other licenses for the employees bartender's licenses The Class B liquor license is valid from July 1, 2015 through June 30, 2016 issued to Kastle LLC for Grumpy's Pub and Grill located at 28624 Wilmot Road. There is one pull tab machine and three coin operated amusement machines (video poker machines) located with in the establishment.

I informed Pam that they were responsible for contacting the Salem Township Building Inspector for a building inspection, and the results of the inspection would be forwarded to the Kenosha County Sheriff's Department supervisor. Pam said that they had spoken with the Salem Building Inspector and the building was inspected in June of 2015. Pam said that the Salem Building Inspector advised her that per the Salem Building Inspector there were no further inspections needed.

I conducted a walk through of the business with Patrick and Pam. The building has three fully marked exits for both patrons and employees. The exits appeared to be marked with overhead illuminated signs that were not obstructed in any way.

There were two seating areas in the establishment. On the east side of the building is an area that contained three booths and tables. On the northwest side of the building there were and additional six tables with seating. The layout appeared to have ample room for patrons to walk around. Grumpy's Pub and Grill Tavern has a maximum capacity for 106 people. Pam said that there is seating with in the establishment for 60 people.

While conducting the walk through with Pam and Patrick they advised that they applied for the Cabaret license so they could have a DJ and Karaoke. Pam said that the Karaoke DJ would be set up along the south west corner of the bar near the men's bathroom. Pam said that the Karaoke screen would be set up in the north east corner of the seating area near the pull tab machine. The area appeared to be well lit from interior lighting. Along the northwest corner of the establishment is an exit doorway. This exit leads to the north gravel parking lot. To the east of the exit is a make shift structure that is wrapped in plastic sheeting. Pam said that this area is for the patrons to go outside to smoke so they would be out of the winter elements.

Reporting Deputy Sheriff: Dep. Keith Fonk #258 	2nd Reporting Deputy Sheriff:	Supervisor: 
--	---	---

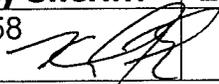
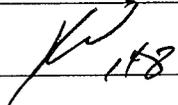
KENOSHA SHERIFF'S DEPARTMENT SUPPLEMENTARY INVESTIGATION REPORT

		Case or Event No. 2016-009939	No. of Pages Page 1 of 4
		Date of Supplemental	Date Time Reported 01-21-2016 / 1554 hours
Involved Parties Codes – C= Complainant I= Involved Person V=Victim S=Suspect R=Reporting Person			
Name Last	First	MI DOB Race Sex	Driver's License No.
Address		City – State – Zip	Phone No.

I observed no obstructions by the bar of the establishment that would cause any issues for the patrons to walk by.

I completed a Cabaret License check list, and completed a diagram (Not to Scale) of the business. See Attached diagram. The Tavern / Business appeared to be in compliance with Kenosha County Ordinance #8.02. Pam and Patrick said that the only reason for the Cabaret license was for the Karaoke.

At the time of my inspection of the establishment I observed no reason in approving the Cabaret license for Grumpy's Pub and Grill Tavern.

Reporting Deputy Sheriff: Dep. Keith Fonk #258 	2nd Reporting Deputy Sheriff:	Supervisor: 
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RECORDS BUREAU

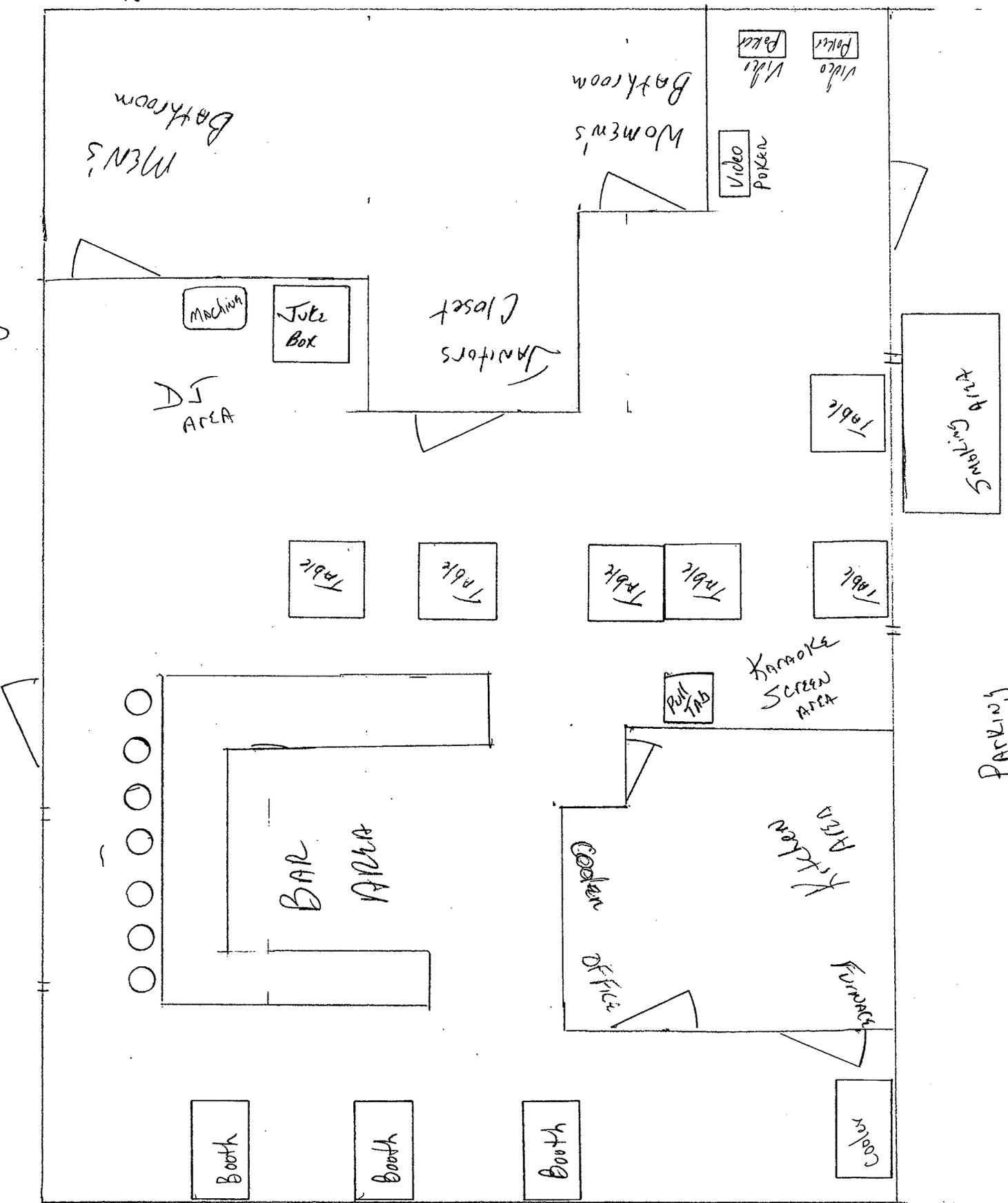
Parking

2016-009939
NOT TO SCALE
Dep K. Fowl 258

Grumpy's Pub and Grill 28624 Wilnot Road

Parking

Parking



02

CABARET LICENSE INSPECTION CHECKLIST

2016-009939

Establishment: GRUMPY'S 28624 WILSON RD

- K&F 258 (1) Give the attached copy of Kenosha County Ordinance #8.02 to the business owner/manager.
- K&F 258 (2) Obtain complete personal information, (i.e. name, d.o.b., address and telephone number), of the following person(s).
- Owner
 - Manager
 - Agent listed on the cabaret license application
 - Agent listed on the current class "B" liquor license
 - Keyholder's not mentioned above
- **** Please list their respective roles within the business
- K&F 258 (3) List the "business name" as the complainant at the top of the face sheet.
- K&F 258 (4) Conduct a physical inspection of the premises. If a diagram is attached to this packet, please verify that it is current. If only minor changes are required, please make them on the diagram provided. If major changes are required or there is no existing diagram with this packet, please submit a new one.
- K&F 258 (5) Inform the owner/manager that the establishment is responsible for making contact with the local building inspector to arrange for a building inspection. The results are to be forwarded to the Shift Commander (2nd shift Patrol) at the Kenosha County Sheriff's Department as soon as possible. Failure to do so will result in the denial for the cabaret license application.
- K&F 258 (6) Upon your inspection of the premises, determine if the establishment meets all requirements under Kenosha County Ordinance #8.02. If modifications are required, it is the responsibility of the establishment to meet these requirements and to contact K.S.D. for a follow-up inspection.
- K&F 258 (7) Check for proper posting of liquor and bartender's licenses. Please include expiration dates in your report.
- K&F 258 (8) Check for any underage person(s) during your visit.
- K&F 258 (9) Upon your final inspection, indicate in your report whether or not you recommend the approval of the license application based on your observations.

****** Be sure that all information listed above is included in your report!!

****** Submit all information to Cabaret File Coordinator for review!!

KEY HOLDER INFORMATION
(Please List in Preferred Order of Contact)

2016-009939

1. (owner)
NAME: PATRICK R MADDOX ADDRESS: 202 E MAPLE ST
CITY, STATE: SILVER LAKE, WI ZIP CODE: 53170
HOME PHONE: NONE CELL PHONE: 847-343-9996 PAGER: NONE
E-MAIL: pmaddox@bleck.ng.com

2. (owner)
NAME: PAM J MADDOX ADDRESS: 202 E MAPLE STREET
CITY, STATE: SILVER LAKE, WI ZIP CODE: 53170
HOME PHONE: NONE CELL PHONE: 262-620-2124 PAGER: NONE
E-MAIL: —

3. NAME: JOSHUA E MADDOX ADDRESS: 422 10th STREET
CITY, STATE: KENOSHA, WI ZIP CODE: 53140
HOME PHONE: NONE CELL PHONE: (262) 458-1303 PAGER: NONE
E-MAIL: —

4. NAME: CODY R MADDOX ADDRESS: 202 E MAPLE STREET
CITY, STATE: SILVER LAKE, WI ZIP CODE: 53170
HOME PHONE: NONE CELL PHONE: 520-990-0448 PAGER: NONE
E-MAIL: —

5. NAME: EILEEN M GRIFFIN ADDRESS: 28421 107th STREET
CITY, STATE: TREVON, WI ZIP CODE: 53179
HOME PHONE: NONE CELL PHONE: 212-818-5265 PAGER: NONE
E-MAIL: —

Please return completed forms to:

KENOSHA COUNTY SHERIFF'S DEPARTMENT
ATTENTION: COMMUNICATIONS
1000 - 55TH STREET
KENOSHA, WISCONSIN 53140



15-07-01488
\$500

**CLASS "B" BEER AND "CLASS B" LIQUOR LICENSE
For the Sale of Fermented Malt Beverages and Intoxicating Liquors**

WHEREAS, the local governing body of the Town of Salem, County of Kenosha, Wisconsin, has upon application duly made, granted and authorized the issuance of a CLASS "B" BEER AND "CLASS B" LIQUOR LICENSE to:

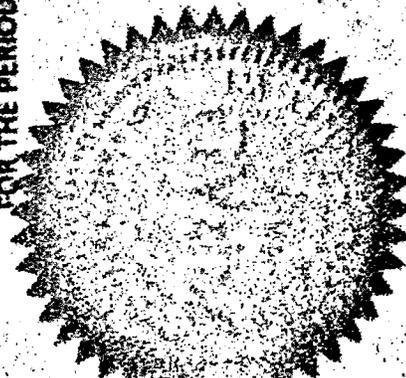
KASTLE, LLC

to sell Fermented Malt Beverages, as defined by law, pursuant to Section 125.04 of the Statutes of the State of Wisconsin, and Local Ordinance No. 15-07-01488, AND WHEREAS, the said applicant has paid to the treasurer the sum of \$500.00 for such CLASS "B" BEER AND "CLASS B" LIQUOR LICENSE as provided by Local Ordinances, and has complied with all the requirements necessary for obtaining such license;

LICENSE IS HEREBY ISSUED to said applicant to sell, deal and traffic in, at retail, Fermented Malt Beverages and Intoxicating Liquors, in the following described premises:

Grumpy's Pub & Grub
28624 Wilmot Road
Trevor, WI 53179
AGENT: Patrick R Maddox
67-4-120-321-0740 (Entire Premises)

FOR THE PERIOD FROM JULY 1, 2015 to JUNE 30, 2016.



Given under my hand and the corporate seal of the TOWN OF SALEM,
County of Kenosha, State of Wisconsin, this 15th Day of June, 2015.

Cindi Ernest
Cindi Ernest, Clerk Town of Salem

**KENOSHA COUNTY
BOARD OF SUPERVISORS**

RESOLUTION NO. _____

Subject: WI D.O.T. Bureau of Transportation Safety (BOTS) – Alcohol Enforcement Grants 2015_2016			
Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2 nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: February 17, 2016		Date Resubmitted	
Submitted By: Judiciary & Law Committee Finance/Admin Committee			
Fiscal Note Attached <input type="checkbox"/>		Legal Note Attached <input type="checkbox"/>	
Prepared By: Robert Hallisy, Captain of Admin		Signature: 	

WHEREAS, the Kenosha County Sheriff's Department has partnered with Racine County Sheriff's Department (RASO) to participate in traffic control enforcement grants offered through the WI Dept of Transportation, Bureau of Transportation Safety (BOTS), and

WHEREAS, the grants are offered to reimburse labor costs associated with scheduling increased patrol presence to enforce alcohol/drug impaired drivers at targeted times, and

WHEREAS, the grants from BOTS are awarded to RASO and administered by RASO and Kenosha County Sheriff's Dept applies, through Racine County, for reimbursement for labor costs incurred, and

WHEREAS, the state BOTS grants awarded to RASO covers two fiscal periods; October 2014 through September of 2015 and October 2015 through September 2016, and

WHEREAS, Kenosha County Sheriff's Department has expended and has applied for reimbursement of \$4,357 for enforcement efforts scheduled from January 2015 through December, 2015 and expects to spend \$4,050 for the remaining time period of the 2015-2016 grant that terminates September 2016 for a total expected shared award reimbursement of \$8,407.

NOW, THEREFORE BE IT RESOLVED, that the Kenosha County Board of Supervisors accept the grant and approve that the revenue and expenditure line items be modified for the 2015 Budget year, as per the attached budget modification form, which is incorporated herein by reference.

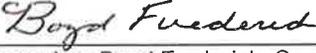
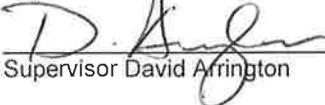
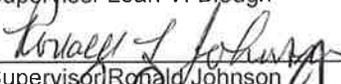
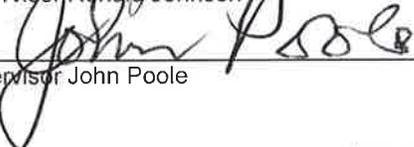
BE IT FURTHER RESOLVED, that any unobligated grant funds remaining available at year end 2015 be hereby authorized for carryover to 2016 until such time as the approved grant funds are expended in accord with grant requirements, and that the Administration shall be authorized to modify the grant fund appropriation among various budget and expenditure appropriation units within the Sheriff's Department budget in accordance with all Federal and State regulations of the program and in compliance with generally accepted accounting principles.

Note: This resolution requires NO funds from the general fund. It increases revenues by \$8,407 and increases expenditures by \$8,407.

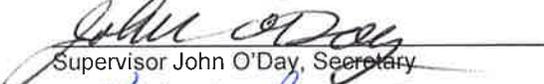
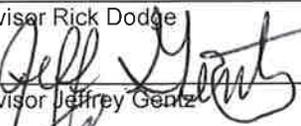
Subject: **WI D.O.T. Bureau of Transportation Safety (BOTS) – Alcohol Enforcement Grants 2015_2016**

Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2 nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: February 17, 2016		Date Resubmitted	

Respectfully Submitted,
JUDICIARY AND LAW ENFORCEMENT COMMITTEE

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
 Supervisor Daniel Esposito, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Anita Johnson, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
 Supervisor Boyd Frederick, Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor David Arrington	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Leah V. Blough	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
 Supervisor Ronald Johnson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor John Poole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FINANCE/ADMINISTRATIVE COMMITTEE

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
 Supervisor Terry Rose, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor Ron Frederick, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor John O'Day, Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor Kimberly Breunig	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Rick Dodge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor Jeffrey Gentz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor Aaron Kohlmeier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

KENOSHA COUNTY EXPENSE/REVENUE BUDGET MODIFICATION FORM

DEPT/DIVISION:

SHERIFF YR2015 ✓

DOCUMENT # _____	G/L DATE _____
BATCH # _____	ENTRY DATE _____

PURPOSE OF BUDGET MODIFICATION (REQUIRED): Sheriff's Dept partnering with RASO for extra patrols concentrating on alcohol enforcement funded via the WI Dept of Transportation, Bureau of Tranportation Safety.
 The grant is awarded and administered by the Racine Co. Sheriff's Dept.
 (Recognize Revenue earned Jan - Dec 2015 and estimate grant period funding for Jan 2016 thru Sept 2016)
 Will carryover unspent grant funds at clost of 2015 to budget year 2016 to spend down through Sept 2016)

(1) ACCOUNT DESCRIPTION EXPENSES	(2)				BUDGET CHANGE REQUESTED		(5) ADOPTED BUDGET	(6) CURRENT BUDGET	(7) ACTUAL EXPENSES	AFTER TRANSFER	
	FUND	BUSINESS UNIT	OBJECT	sub- sidiary	(3) EXPENSE INCREASE (+)	(4) EXPENSE DECREASE (-)				(8) REVISED BUDGET	(9) EXPENSE BAL AVAIL
Overtime	100	21130	511200		7,187		420,000	420,000	914,107	427,187	-486,920
FICA	100	21130	515100		550		353,885	360,535	396,214	361,085	-35,129
Retirement	100	21130	515200		670		716,313	724,902	794,130	725,572	-68,558
EXPENSE TOTALS					8,407	0	1,490,198	1,505,437	2,104,451	1,513,844	-590,607

REVENUES	FUND	BUSINESS UNIT	OBJECT	sub- sidiary	REVENUE DECREASE (+)	REVENUE INCREASE (-)	ADOPTED BUDGET	CURRENT BUDGET	REVISED BUDGET
	Alcohol Enforcement Project	100	21130	442570			(8,407)	0	0
REVENUE TOTALS					0	(8,407)	0	0	(8,407)

COLUMN TOTALS (EXP TOTAL + REV TOTAL)

8,407	-8,407
-------	--------

PREPARED BY: Nancy Otis

DIVISION HEAD: *[Signature]*

DATE: 1-28-16

DEPARTMENT HEAD: *[Signature]*

DATE: 1-28-16

FINANCE DIRECTOR: *[Signature]*
(required)

DATE: 1-28-16

COUNTY EXECUTIVE: *[Signature]*

DATE: 2/1/16

Please fill in all columns:

- (1) & (2) Account information as required
- (3) & (4) Budget change requested
- (5) Original budget as adopted by the board
- (6) Current budget (original budget w/past mods.)
- (7) Actual expenses to date
- (8) Budget after requested modifications
- (9) Balance available after transfer (col 8 - col 7).

SEE BACK OF FORM FOR REQUIRED LEVELS OF APPROVAL FOR BUDGET MODIFICATION.

Kenosha County
Administrative Proposal Form

1. Proposal Overview

Division: Law Enforcement Department: Sheriff's Department

Proposal Summary (attach explanation and required documents):

2015 Resolution to modify expenditure and revenue budgets to recognize the expenses incurred and forecasted for participating with Racine County Sheriff's Department (RASO) in extra patrol enforcement efforts focusing on alcohol/drug impaired drivers.

The funding is offered through the WI Dept of Transportation, Bureau of Transportation Safety (BOTS).

Kenosha County is partnering with RASO, who is the grantee and administrator of the BOTS Alcohol Impaired Drivers Enforcement grants. Kenosha County expects to earn a total of \$8,407 for enforcement efforts that began January 2015 and will end September 2016. The grant funds are used to reimburse Deputy Sheriff overtime and benefit costs for the extra patrols scheduled.

The Resolution, Budget Modification and grant award documents are attached. The Kenosha County Sheriff's Department (KSD) expects the share of the partnered award for KSD will be up to \$8,407 for the period.

Dept./Division Head Signature:  Date: 1-28-16

2. Department Head Review

Comments:

Recommendation: Approval Non-Approval

Department Head Signature:  Date: 1-28-16

3. Finance Division Review

Comments:

Recommendation: Approval Non-Approval

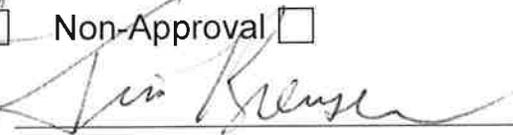
Finance Signature:  Date: 1-28-16

4. County Executive Review

Comments:

Action: Approval Non-Approval

Executive Signature:



Date:



Proposed Project Title: TASK FORCE
Task Force Type:
Type of Municipality: County
Applicant Agency/County: Racine County
Enforcement Area: STH 31 and STh 32 Racine/Kenosha Counties
Agency Federal Employer ID (FEIN): 396005734
DUNS Number 830351623

COPY

Agency Head or Authorizing Official
Agency Head or Authorizing Official: Christopher Schmaling
Title: Sheriff
Address: 717 WISCONSIN AVE
City: RACINE
State: Wisconsin
Zip Code: 53403

Project Coordinator
First Name: David
Last Name: Coughlin
Title: Patrol Sergeant
Address: 717 Wisconsin Ave
City: Racine
State: Wisconsin
Zip Code: 53403
Phone: 262-886-8180
Fax: 262-886-3972
E-mail Address: david.coughlin@goracine.org

✓ I agree that the above information is up-to-date and correct.

NOTE: If this information is not correct, please go to the Organization Page to make necessary corrections.

Alcohol-impaired Driving: In Wisconsin during 2014 alcohol was listed as a contributing factor in 4.1% of all crashes. 30.7% of all vehicle crash fatalities in 2014 were alcohol-related, resulting in 153 deaths. Alcohol-impaired driving is associated with other high-risk behaviors that increase the likelihood of a crash and of significant injury or death occurring; these include speeding, and failure to wear seat belts.

In 2014, 51% of persons killed and 24% of persons sustaining incapacitating injuries in Wisconsin crashes were NOT wearing seat belts. Many of these people were ejected from their vehicle. Statewide seat belt use was 84.7% in 2014, however Wisconsin seat belt use still remains about six percentage points lower than the national average. It has been estimated that seat belt use by motor vehicle occupants in Wisconsin prevents more than 200 traffic related fatalities and more than 8,000 serious injuries annually.

In Wisconsin during 2014, speed-related crashes were listed as a contributing factor in 17.4% of all crashes, and almost 30.8% of all fatal crashes. A total of 163 people died in these crashes. Excessive speed is often associated with other high-risk behaviors that increase the likelihood of a crash and of significant injury or death occurring; these include following too closely and failure to wear seat belts.

For Alcohol Enforcement Grantees, reimbursed enforcement must take place between the hours of 6:00P and 4:30A

(Data is preliminary)

Additional Justification

RPM/SPM Notes

This is a full-year (October 1, 2015 - September 30, 2016) OWI task force grant with Racine County Sheriff's Office working cooperatively with Kenosha County Sheriff's Office. Racine County is the lead agency and will administer the grant.

Grant cannot exceed \$50,000.

Primary enforcement hours are 6 p.m. to 4:30 a.m.

Local match for each agency is 25%.

No equipment may be purchased with grant funds; this is an overtime exclusive grant.

Activity Reports are due by the 15th of the month following the reporting month (October's Activity Report is due by November 15th).

Earned Media is expected to be included in the Activity Reports following each mandatory mobilization period listed below. This may be in the form of print, television, radio or social media. An initial press release of the grant award is helpful as well.

December 18th, 2015 – January 3rd, 2016 (Drive Sober - Winter) NOTE: The date on the Work Plan page is incorrect (as of August 14, 2015. It may have been updated since initiating this grant application).

March 11th – 20th, 2016 (St Patrick's Day)

May 23rd – June 5th, 2016 (CIOT National Mobilization)

June 26th – July 10th 2016 (Summer Heat)

Aug 19th – Sept 5th, 2016 (Drive Sober – Labor Day)

✓ I agree to the terms and conditions above.

1. Grantee agrees to adopt a zero tolerance policy for impaired driving during all motor vehicle stops.

Evaluation: Activity Report - Citations

2. Grantee agrees to adopt a zero tolerance policy for unrestrained occupants during all motor vehicle stops.

Evaluation: Activity Report - Citations

3. During past deployments, grantees have typically initiated a recorded traffic stop about every 45 minutes. To maintain or exceed historical activity levels during grant-funded activity Grantee will, on average, initiate a recorded traffic stop every 45 minutes.

Evaluation: Activity Report - Contacts

4. During past grant-funded deployments, Grantees typically maintain an agency ratio of three citations to one written warning.

Evaluation: Activity Report - Citations/Warnings

5. Grantee agrees to make contacts with local media, community groups or other groups to increase public awareness of information related to crashes, and subsequent enforcement efforts. This should be done a minimum of once during every quarter of grant approval. Creating partnerships with public and private community groups to enforce public awareness of this campaign is strongly encouraged.

An Agency's failure to meet project Objectives may affect their consideration for future grant awards.

Objectives/Evaluation

Objectives for this Agency is to conduct one traffic stop every 45 minutes. This grant will be worked in conjunction with the Kenosha County Sheriff's Office and will focus on educating the motor public on the dangers of driving while impaired. This education will be done using local media, social media, schools and strict enforcement.

✓ I agree to the terms and conditions above.

All grantees agree to adhere to the following policies, which are detailed in the full contract
 Grantee is:

- 1.subject to audit and is responsible for complying with appropriate maintenance of records
- 2.subject to on-site monitoring and review of records by BOTS staff
- 3.prohibited from purchasing equipment other than equipment approved by BOTS
- 4.prohibited from using grant funds to supplant existing state or local expenditures
- 5.prohibited from discriminating against any employee or applicant for employment
- 6.prohibited from receiving grant funds if presently debarred
- 7.prohibited from using these funds to further any type of political or voter activity
- 8.prohibited from using these funds to engage in lobbying activity
- 9.required to comply with Buy America

If the grant funds will be expended on law enforcement, grantee further certifies:

- 1.that it has a written departmental policy on pursuits
- 2.that it has a written departmental policy on BAC testing of drivers involved in fatal crashes
- 3.that it has a written departmental policy on the use of safety belts by employees
- 4.that it complies with Title VI of the Civil Rights Act of 1964

A-133 Single Audit requirement Verification

****Please check with your Treasurer or Finance department**

The grantee has verified that their political entity (payee for this grant)

IS or IS NOT Subject to A-133 Single Audit requirements.

If subject to A-133 Single Audit requirements, the grantee has verified that its political entity is in compliance and has filed with the Federal Audit Clearing House:

Yes or Not Applicable.

Mandatory Grants Training:

List the name of the person or persons who have taken or are scheduled to take the Mandatory Grants Training. List the name of the person, type of training (i.e. Webinar, Governors Conference, Regional Training or online) and the date of training.

Name	Training Location	Date
David A Coughlin	Governors Conference/Wisconsin Dells	8/25/2015
Aaron Schmidt	Governor's Conference/Wisconsin Dells	8/25/2015

Click [Here](#) for Training Locations.

I agree to the terms and conditions above. *

Federal Grant Period:

Grant activities are funded for one federal fiscal year. Funded fiscal year 2016 activities may begin no earlier than **October 1, 2015** and end no later than **September 30, 2016**.

Work Plan/Calendar:

The Work Plan/Calendar contained within this contract is a term of the contract. It describes timing and level of enforcement activity. At a minimum, during the term of this contract:

Grantee will implement at least one deployment each month within the specified grant period as planned in the Work Plan/Calendar.

The Agencies must participate in Highly Visible Enforcement (HVE) saturation patrols during the timeframes listed below if within specified grant period. HVE saturation patrols must be in high risk locations supported by publicity and may be a collaborative effort with other LEAs.

- December 15th – January 1st, 2017 (Drive Sober - Winter)
- March 11th – 20th, 2016 (St Patrick's Day)
- May 23rd – June 5th, 2016 (CIOT National Mobilization)
- June 26th – July 10th 2016 (Summer Heat)
- Aug 19th – Sept 5th, 2016 (Drive Sober – Labor Day)

NOTE:

During CIOT, Grantees will schedule a minimum of 50% of the hours of enforcement at night during each of the four (4) mandatory deployments, with a minimum of 4-hour shifts.

NHTSA Grant Funds dictate that during Alcohol Enforcement, Grantees must perform enforcement during the hours of 6:00pm and 4:30am.

If grantee cannot perform the planned patrols, BOTS must be notified. Failure to perform planned activity may be considered grounds for terminating the grant.

Work Plan Amendments:

If the work plan or other documentation must be changed after the contract is signed, Grantee must submit an amendment request via the WISE Grants System. Amended activity may not commence prior to BOTS approval.

Click [Here](#) to see Amendment Process.

WORK PLAN/CALENDAR

Please enter data for all the required HVE saturation patrols listed under table A.

If you enter a value for any non required box, the remainder of the row should be completed.

If you enter a zero for any column the calculation in column D will produce a 0 for that row.

Only requested reimbursed hours should be included in work plan calendar.

Month	Enforcement Type	(A) Deployments	(B) Hours per Deployment	(C) Officers per Deployment	(D) Total Officer Hours (AxB)xC = D
October	Saturation/HVE	1	4	6	24
November	Saturation/HVE	1	4	6	24
December	Drive Sober HVE	2	4	6	48
	OTHER				0
January	Saturation/HVE	1	4	6	24
February	Saturation/HVE	2	4	6	48
March	St. Patrick's HVE	2	4	6	48

	OTHER	1	4	6	24
April	Saturation/HVE	1	4	6	24
May	CIOT HVE	3	4	6	72
	OTHER	1	4	6	24
June	CIOT HVE	1	4	6	24
	OTHER	3	4	6	72
July	Summer Heat HVE	4	4	6	96
	OTHER	3	4	6	72
August	Drive Sober HVE	3	4	6	72
	OTHER	2	4	6	48
September	Drive Sober HVE	1	4	6	24
	OTHER				0
TOTAL		32	68	102	768

WORK PLAN ITEMS – Required:

Saturation Patrols and Sustained Enforcement Deployments:

Grantee will assign only sworn, SFST-trained officers in patrols. Part-time officers may be assigned only if the grant funded activity and their resulting weekly total hours do not exceed 39 hours.

Total Hours:

Grantee agrees to implement 32 deployments for a total of 768 enforcement hours.

Grant Reimbursable Hours & Rate:

Grantee's estimate of funded reimbursable hours is based upon an estimated average hourly wage/fringe rate of \$65.00

Total amount of Wage/Fringe Based on above deployments and rate 49920.0000

State/National Mobilization Activity/Crackdown Reports:

Grantee will complete the Activity Reports and submit them to the Grantor no later than the 15th of the month following the mobilization;

- Drive Sober – Winter Mobilization Activity Report due by Jan 31.
- St Patrick's Day Mobilization Activity Report due by April 15.
- Click It or Ticket Seat Belt Mobilization Activity Report due by June 30.
- Summer Heat Mobilization Activity Report due by July 31.
- Drive Sober Labor Day Activity Report due by Sept 30.

✓ I agree to the terms and conditions above.

Relationship to Work Plan:

All budget items must relate to activities described in the Work Plan. Reimbursement will be based on actual costs, NOT budgeted rates. Only project activities and expenses described in the approved work plan and budget, incurred during the grant period, are eligible for reimbursement. Expenses incurred that are not specified in the budget or work plan will not be reimbursed.

Document Requirements:

Grantee will document hours, wage and fringe rate, and all match costs. Fringe benefit shall be actual costs. Payment for salaries and wages shall be supported by a time and attendance report, or equivalent records, which shall be kept on file at the agency for three years from the date the project closes. Grantor reserves the right to perform monitoring activities, to include ongoing review and audit of department records.

Monitoring:

Grantee consents to monitoring by BOTS staff to ensure compliance with applicable state and federal regulations. Monitoring may occur on-site and will require access to original versions of employee payroll information, citations, and other materials related to the implementation of this grant.

Match Requirements:

A local match of at least 25% of the grant total is required. The match budget line may consist of estimates of program match.

- OWI and Seat Belt Task Force Grants are not eligible for equipment reimbursement, but purchased equipment may be used for local match.
- Match funds must be submitted with each monthly activity report.

Buy America:

Grantee agrees to comply with the provisions of the Buy America Act, 23 USC 313, which includes the following requirements: Only steel, iron and manufactured products produced in the United States may be purchased with federal funds unless the US Secretary of Transportation determines that such domestic purchases would be inconsistent with the public interest; that such materials are not reasonably available and of satisfactory quality; or that inclusion of domestic materials will increase the cost of the overall project Grant by more than 25 percent. Clear justification for the purchase of non-domestic items must be in the form of a waiver request submitted to and approved by the US Secretary of Transportation.

Equipment Requirements:

No more than one-half (50% Rule) of the grant funds may be allocated to equipment, not to exceed \$4,999.00. If equipment costs exceed the cap of \$ 4,999.00, NHTSA approval would need to be obtained prior to purchase, and any amount in excess of \$4,999.00 would be Local Match. Grantor will mark the equipment and maintain a proprietary interest until the total equipment value falls below \$4,999.00.

Note: The 50% Rule relates to reimbursed grant funds, not to the initial grant award.

For example: The Grantee receives a grant of \$10,000.00 and budgets \$5,001.00 for Wage and Fringe and \$4,999.00 for Equipment. The Grantee utilizes only \$2,500.00 for Wage and Fringe. Then, the total grant amount is reduced to \$5,000.00, of which no more than 50%, or \$2,500.00 (not \$4,999.00) can be used to purchase said equipment.

Important!

While equipment may be ordered/purchased once the Grant is approved by BOTS, actual reimbursement for said equipment will not occur until grantee has worked the minimum hours needed to insure that the 50% rule is met.

For example: An Agency budgets \$15,000.00 for enforcement and \$4,500.00 for Equipment, \$4,500.00 in Enforcement must take place before the equipment purchase will be reimbursed.

Grantor reserves the right to monitor the use of all equipment purchased using Highway Safety Funds. Grantee will make the equipment available for viewing by grantor upon notice.

Approved Equipment:

[Click here](#) for all Approved Equipment listed in the Highway Safety Performance Plan.

Alcohol/drug-testing, and alcohol enforcement devices must comply with standards and specifications established by NHTSA or other nationally recognized standard-setting agencies.

NHTSA Guidelines do not allow the purchase of Speed Enforcement Equipment with Alcohol Grant Funds

[Click here](#) for a list of all TraCS compatible equipment. (Use for TRaCS grants only)

Equipment Purchase:

The Equipment Purchase Form within this contract is a term of this contract, if either High-cost or Low-cost Equipment is purchased. "High-cost" Equipment is defined in the General Terms; other equipment is considered 'low-cost'.

Grantee must specify make, model, quantity and purchase price of each type of equipment to be purchased.

Item	Assembled or Made in America		Federal Grant	Local Match
	Yes	No		
Total			\$0	\$0

If you selected "NO" for any piece of equipment, please indicate (for each piece) the justification for the purchase of non-domestic items. Reasons may include:

- Domestic materials or equipment not reasonably available
- Domestic materials or equipment not of satisfactory quality
- Domestic materials or equipment would increase the cost by more than 25%

No equipment is being purchased.

Budget Plan:

The Budget spreadsheet within this contract is a term of the contract. Eligible cost items for this project include: Wage, Fringe, Low-cost Equipment and High-cost Equipment. Grantee must complete the Federal Share AND Estimated Local Match columns.

Item	Federal Grant	Local Match	Totals
Wage/Fringe	\$49,920.00	\$12,480.00	\$62,400.00
Travel/Mileage	Ineligible		\$0
Training	Ineligible		\$0
Contractual Services	Ineligible		\$0
Equipment	\$0	\$0	\$0
Materials & Supplies	Ineligible		\$0
Other	Ineligible		\$0
Total	\$49,920.00	\$12,480.00	\$62,400.00

Budget/Equipment Amendments:

If the work plan or other documentation must be changed after the contract is signed, Grantee must submit an amendment request via the WISE Grants System. Amended activity may not commence prior to BOTS approval.

Click [Here](#) to see Amendment Process

Signatures:

The signature of agency head or authorizing official must be emailed to DOTsafetygrants@dot.wi.gov. An electronic grant submission through the WISE Grants System will initiate the grant approval process, but no reimbursement will be made until the signature page is received.

I agree to the terms and conditions above.

Forms:
Forms will only be accepted through the WISE Grants System. Questions about grant submissions should be referred to either the State Program Manager or the Regional Program Manager.
Click [Here](#) to see the RPM and SPM map.

Project Match Report:
Agencies are required to report adequate match each time they request reimbursement.

Earned Media Event Documentation:
Documentation (hard-copy, faxed and/or electronic copies of media materials) of each earned media event must be submitted to BOTS. An electronic link to a print article, news online or other format is acceptable documentation.

Place of Delivery:
All Electronic Project Deliverables shall be submitted via the WISE Grants System.
Signature Pages shall be e-mailed to DOTsafetygrants@dot.wi.gov
Questions about the Traffic Safety Program or this project should be addressed to the State Program Manager or the Regional Program Manager.
Click [Here](#) to see the RPM and SPM map.

Mailing Address:
Wisconsin State Patrol, BOTS
P.O. Box 7936
MADISON, WI 53707-7936
FAX: (608) 267-0441

I agree to the terms and conditions above.

Administrative Information

Federal Identifier -31-05-
CFDA Number 20.616 ✓
DUNS Number 830351623

Amount \$49920.00 ✓

Funding Year 2016
Project ID Number 0956-00-59
Revenue Project ID Number 0
Appropriation 185 – Highway Safety Local Aids - Federal
Program 1051 - Local Agencies
Object Codes 5100 – Grants to Local Units of Government
Agency Federal Employer ID (FEIN): 396005734
Vendor Number 396005734-CT
County-Muni Code 51-000
Payee Treasurer Racine County ✓
SPM Assigned Jacqueline Kamin
Agency Head Christopher Schmaling

Start Date 10/1/2015

Proposed Project Title: ALCOHOL ENFORCEMENT
Type of Municipality: County
Applicant Agency/County: Racine County ✓

Enforcement Area: Racine County
Agency Federal Employer ID (FEIN): 39-6005734W
DUNS Number 83-035-1623

COPY

Agency Head or Authorizing Official

First Name: Christopher
Last Name: Schmaling
Title: Sheriff
Address: 717 Wisconsin Ave
City: Racine
State: Wisconsin
Zip Code: 53403

Project Coordinator

First Name: David
Last Name: Coughlin
Title: Sergeant
Address: 717 Wisconsin Ave
City: Racine
State: Wisconsin
Zip Code: 53403
Phone: 262-886-8180
Fax: 262-886-3972
E-mail Address: david.coughlin@goracine.org

Alcohol-impaired Driving: In Wisconsin during 2013 alcohol was listed as a contributing factor in 4.2% of all crashes. 35.1% of all vehicle crash fatalities in 2013 were alcohol-related, resulting in 185 deaths. Alcohol-impaired driving is associated with other high-risk behaviors that increase the likelihood of a crash and of significant injury or death occurring; these include speeding, and failure to wear safety belts.

Enforcement Area (Targeting): WisDOT analysis has identified roadway segments patrolled by this agency as 'at-risk'. All alcohol and speed-related crash data from the three previous years for every jurisdiction in Wisconsin were analyzed, including those involving property damage through all ranges of injuries to those that resulted in death. These data were scientifically weighted, following established statistical protocol. Using the weighted data, the Bureau identified those places in Wisconsin with the largest crash frequency due to excess alcohol use or speed. After factoring in each identified, at-risk location's population density, a snapshot of the state's most likely places for similar crashes per capita was established. *Source: BOTS Analysis*

For Alcohol Enforcement Grantees, Enforcement reimbursed with NHTSA Grant Funds must take place between the hours of 6:00P and 4:30A
(Data is preliminary).

Additional Justification

Alcohol Grant: Racine County Sheriff's Office will administer Kenosha County Sheriff Department OWI grant. Quarters: 1, 2, 3 & 4;
Equipment: Yes; Grant Amount: \$45,000.00

I agree to the terms and conditions above.

1. To adopt a zero tolerance policy for impaired driving during all motor vehicle stops.

Evaluation: Activity Report - Citations

2. To adopt a zero tolerance policy for unrestrained occupants during all motor vehicle stops.

Evaluation: Activity Report - Citations

3. During past deployments, Grantees have typically initiated a recorded traffic stop about every 45 minutes. To maintain or exceed historical activity levels during grant-funded activity Grantee will, on average, initiate a recorded traffic stop every 45 minutes.

Evaluation: Activity Report - Contacts

4. During past grant-funded deployments, Grantees typically maintain an agency ratio of three citations to one written warning.

Evaluation: Activity Report - Citations/Warnings

5. To make contacts with local media, community groups or other groups to increase public awareness of information related to crashes, and subsequent enforcement efforts. This should be done a minimum of once during every quarter of grant approval. Creating partnerships with public and private community groups to enforce public awareness of this campaign is strongly encouraged.

An Agency's failure to meet project Objectives may affect their consideration for future grant awards.

Objectives/Evaluation

Objectives for our Agency is one traffic stop every 45 minutes. We will be working with the Kenosha Sheriff's Department in an effort to make the traveling public safer and more informed. Through this program we will provide education to the public by using press releases, social media, school marques and enforcement.

✓ I agree to the terms and conditions above.

All grantees agree to adhere to the following policies, which are detailed in the full contract
Grantee is:

- 1.subject to audit and is responsible for complying with appropriate maintenance of records
- 2.subject to on-site monitoring and review of records by BOTS staff
- 3.prohibited from purchasing equipment other than equipment approved by BOTS
- 4.prohibited from using grant funds to supplant existing state or local expenditures
- 5.prohibited from discriminating against any employee or applicant for employment
- 6.prohibited from receiving grant funds if presently debarred
- 7.prohibited from using these funds to further any type of political or voter activity
- 8.prohibited from using these funds to engage in lobbying activity
- 9.required to comply with Buy America

If the grant funds will be expended on law enforcement, grantee further certifies:

- 1.that it has a written departmental policy on pursuits
- 2.that it has a written departmental policy on BAC testing of drivers involved in fatal crashes
- 3.that it has a written departmental policy on the use of safety belts by employees
- 4.that it complies with Title VI of the Civil Rights Act of 1964

A-133 Single Audit requirement Verification

The grantee has verified that their political entity (payee for this grant)

- ✓ **IS or IS NOT** Subject to A-133 Single Audit requirements.

If subject to A-133 Single Audit requirements, the grantee has verified that its political entity is in compliance and has filed with the Federal Audit Clearing House:

- ✓ **Yes or Not Applicable.**

Annual Mandatory Grants Training:

List the name of the person or persons who have taken or are scheduled to take the Annual Mandatory Grants Training. List the name of the person, training location and the date of training.

Name	Training Location	Date
David A Coughlin	Green Bay at the Governor's Conference	8/26/2014
Aaron Schmidt	Green Bay at the Governor's Conference	8/26/2014

Click [Here](#) for Training Locations.

- ✓ I agree to the terms and conditions above.

Federal Grant Period:

Grant activities are funded for one federal fiscal year. Funded fiscal year 2015 activities may begin no earlier than **October 1, 2014** and end no later than **September 30, 2015**.

Work Plan/Calendar:

The Work Plan/Calendar contained within this contract is a term of the contract. It describes timing and level of enforcement activity. At a minimum, during the term of this contract:

Grantee will implement at least one deployment each month within the specified grant period as planned in the Work Plan/Calendar.

The Agencies must participate in Highly Visible Enforcement (HVE) saturation patrols during the timeframes listed below if within specified grant period. HVE saturation patrols must be in high risk locations supported by publicity and may be a collaborative effort with other LEAs.

- December 12 - 20, 2014 (Booze and Belts)
- March 13 - 22, 2015 (St. Patrick's Day)
- May 18 – May 31, 2015 (CIOT National Mobilization – minimum of 4 deployments)
- June 28 – July 12, 2015 (Summer Heat)
- Aug 21 – Sept 7, 2015 (Alcohol Crackdown – minimum of 4 deployments)

NOTE:

During CIOT, Grantees will schedule a minimum of 50% of the hours of enforcement at night during each of the four (4) mandatory deployments, with a minimum of 4-hour shifts.

NHTSA Grant Funds dictate that during Alcohol Enforcement, Grantees must perform enforcement during the hours of 6:00pm and 4:30am.

If grantee cannot perform the planned patrols, BOTS must be notified. Failure to perform planned activity may be considered grounds for terminating the grant.

Work Plan Amendments:

If the work plan or other documentation must be changed after the contract is signed, Grantee must submit an amendment request via the WISE Grants System. Amended activity may not commence prior to BOTS approval.

Amendments may not be considered after July 1 of the fiscal year during which the project is commenced.

Click [Here](#) to see Amendment Process.

WORK PLAN/CALENDAR

Please enter data for all the required HVE saturation patrols listed under table A.

If you enter a value for any non required box, the remainder of the row should be completed.

If you enter a zero for any column the calculation in column D will produce a 0 for that row.

Only requested reimbursed hours should be included in work plan calendar.

Month	Enforcement Type	(A) Deployments	(B) Hours per Deployment	(C) Officers per Deployment	(D) Total Officer Hours (AxB)xC = D
October	Saturation/HVE	1	4	3	12
November	Saturation/HVE	1	4	3	12
December	Booze & Belts HVE	1	4	4	16
	OTHER	1	4	4	16

January	Saturation/HVE	1	4	4	16
February	Saturation/HVE	1	4	4	16
March	St. Patrick's HVE	1	4	4	16
	OTHER	1	4	4	16
April	Saturation/HVE	1	4	5	20
May	CIOT HVE	3	4	5	60
	OTHER	2	4	5	40
June	CIOT HVE	2	4	5	40
	OTHER	3	4	5	60
July	Summer Heat HVE	3	5	5	75
	OTHER	3	5	5	75
August	Alcohol Crackdown HVE	3	5	5	75
	OTHER	1	5	5	25
September	Alcohol Crackdown HVE	1	5	5	25
	OTHER				0
TOTAL		30	77	80	615

WORK PLAN ITEMS – Required:

Saturation Patrols and Sustained Enforcement Deployments:

Grantee will assign only sworn, SFST-trained officers in patrols. Part-time officers may be assigned only if the grant funded activity and their resulting weekly total hours do not exceed 39 hours.

Total Hours: Grantee agrees to implement 30 deployments for a total of 615 enforcement hours.

Grant Reimbursable Hours & Rate: Grantee's estimate of funded reimbursable hours is based upon an estimated average hourly wage/fringe rate of \$65.00

State/National Mobilization Activity/Crackdown Reports: Grantee will complete the Activity Reports and submit them to the Grantor no later than the 15th of the month following the mobilization:

- Booze & Belts Mobilization Activity Report due by Jan 15.
- St. Patrick's Day Mobilization Activity Report due by Apr 15.
- Click It or Ticket Safety Belt Mobilization Activity Report due by June 15.
- Summer Heat Mobilization Activity Report due by Aug 15.
- Alcohol Crackdown Activity Report due by Oct 15.

✓ I agree to the terms and conditions above.

Budget Plan:

The Budget spreadsheet within this contract is a term of the contract. Eligible cost items for this project include: Wage, Fringe, Low-cost Equipment and High-cost Equipment. Grantee must complete the Federal Share AND Estimated Local Match columns.

Equipment Purchase:

The Equipment Purchase Form within this contract is a term of this contract, if either High-cost or Low-cost Equipment is purchased. "High-cost" Equipment is defined in the General Terms; other equipment is considered 'low-cost'.

Budget/Equipment Amendments:

If the work plan or other documentation must be changed after the contract is signed, Grantee must submit an amendment request via the WISE Grants System. Amended activity may not commence prior to BOTS approval.

Amendments may not be considered after July 1 of the fiscal year during which the project is commenced.

Click [Here](#) to see Amendment Process.

Match Requirements:

A local match of at least 25% of the grant total is required. The match budget line may consist of estimates of program match.

Budget

Item	Federal Grant	Local Match	Totals
Wage/Fringe	\$39,975.00	\$10,734.00	\$50,709.00
Travel/Mileage	Ineligible	\$1,000.00	\$1,000.00
Training	Ineligible		\$0
Contractual Services	Ineligible		\$0
Equipment	\$4,636.00	\$0	\$4,636.00
Materials & Supplies	Ineligible		\$0
Other	Ineligible		\$0
Total	\$44,611.00	\$11,734.00	\$56,345.00

Relationship to Work Plan:

All budget items must relate to activities described in the Work Plan. Reimbursement will be based on actual costs, NOT budgeted rates. Only project activities and expenses described in the approved work plan and budget, incurred during the grant period, are eligible for reimbursement. Expenses incurred that are not specified in the budget or work plan will not be reimbursed.

Document Requirements:

Grantee will document hours, wage and fringe rate, and all match costs. Fringe benefit shall be actual costs. Payment for salaries and wages shall be supported by a time and attendance report, or equivalent records, which shall be kept on file at the agency for three years from the date the project closes. Grantor reserves the right to perform monitoring activities, to include ongoing review and audit of department records.

Monitoring:

Grantee consents to monitoring by BOTS staff to ensure compliance with applicable state and federal regulations. Monitoring may occur on-site and will require access to original versions of employee payroll information, citations, and other materials related to the implementation of this grant.

Equipment Purchase:

Grantee must specify make, model, quantity and purchase price of each type of equipment to be purchased.

Buy America:

Grantee agrees to comply with the provisions of Buy America, 23 USC 313, which includes the following requirements:

Only steel, iron and manufactured products produced in the United States may be purchased with federal funds unless the US Secretary of Transportation determines that such domestic purchases would be inconsistent with the public interest; that such materials are not reasonably available and of satisfactory quality; or that inclusion of domestic materials will increase the cost of the overall project Grant by more than 25 percent. Clear justification for the purchase of non-domestic items must be in the form of a waiver request submitted to and approved by the US Secretary of Transportation.

Item	Assembled or Made in America	Federal Grant	Local Match
Motorola APX 6000 model 1.5	✓ Yes No	\$3,221.00	
Domestic materials or equipment not reasonably available			
Domestic materials or equipment not of satisfactory quality			
Domestic materials or equipment would increase the cost by more than 25%			
(3) Alco-Sensor FST PBT's	✓ Yes No	\$1,415.00	
Domestic materials or equipment not reasonably available			
Domestic materials or equipment not of satisfactory quality			
Domestic materials or equipment would increase the cost by more than 25%			
	Yes No		
Domestic materials or equipment not reasonably available			
Domestic materials or equipment not of satisfactory quality			
Domestic materials or equipment would increase the cost by more than 25%			
	Yes No		
Domestic materials or equipment not reasonably available			
Domestic materials or equipment not of satisfactory quality			
Domestic materials or equipment would increase the cost by more than 25%			
	Yes No		
Domestic materials or equipment not reasonably available			
Domestic materials or equipment not of satisfactory quality			
Domestic materials or equipment would increase the cost by more than 25%			
	Yes No		
Domestic materials or equipment not reasonably available			
Domestic materials or equipment not of satisfactory quality			
Domestic materials or equipment would increase the cost by more than 25%			
	Yes No		
Domestic materials or equipment not reasonably available			
Domestic materials or equipment not of satisfactory quality			
Domestic materials or equipment would increase the cost by more than 25%			
	Yes No		
Domestic materials or equipment not reasonably available			
Domestic materials or equipment not of satisfactory quality			
Domestic materials or equipment would increase the cost by more than 25%			
	Yes No		
Domestic materials or equipment not reasonably available			
Domestic materials or equipment not of satisfactory quality			
Domestic materials or equipment would increase the cost by more than 25%			
	Yes No		
Domestic materials or equipment not reasonably available			
Domestic materials or equipment not of satisfactory quality			
Domestic materials or equipment would increase the cost by more than 25%			
	Yes No		
Domestic materials or equipment not reasonably available			
Domestic materials or equipment not of satisfactory quality			
Domestic materials or equipment would increase the cost by more than 25%			

Yes No

Domestic materials or equipment not reasonably available

Domestic materials or equipment not of satisfactory quality

Domestic materials or equipment would increase the cost by more than 25%

Total \$4,636.00 (Racine Co. Equipment) \$0

Equipment Requirements:

No more than one-half (50% Rule) of the grant funds may be allocated to equipment, **not to exceed \$4,999.00**. If equipment costs exceed the cap of \$ 4,999.00, NHTSA approval would need to be obtained prior to purchase, and any amount in excess of \$4,999.00 would be Local Match. Grantor will mark the equipment and maintain a proprietary interest until the total equipment value falls below \$4,999.00.

Note: The 50% Rule relates to reimbursed grant funds, not to the initial grant award.

For example: The Grantee receives a grant of \$10,000.00 and budgets \$5,001.00 for Wage and Fringe and \$4,999.00 for Equipment. The Grantee utilizes only \$2,500.00 for Wage and Fringe. Then, the total grant amount is reduced to \$5,000.00, of which no more than 50%, or \$2,500.00 (not \$4,999.00) can be used to purchase said equipment.

Important!

While equipment may be ordered/purchased once the Grant is approved by BOTS, actual reimbursement for said equipment will not occur until grantee has worked the minimum hours needed to insure that the 50% rule is met.

For example: An Agency budgets \$15,000.00 for enforcement and \$4,500.00 for Equipment, \$4,500.00 in Enforcement must take place before the equipment purchase will be reimbursed.

Grantor reserves the right to monitor the use of all equipment purchased using Highway Safety Funds.

Grantee will make the equipment available for viewing by grantor upon notice.

Approved Equipment:

Click [Here](#) for all Approved Equipment listed in the Highway Safety Performance Plan.

Alcohol/drug-testing, and alcohol enforcement devices must comply with standards and specifications established by NHTSA or other nationally recognized standard-setting agencies

NOTE: No equipment will be allowed on Seat Belt Enforcement Grants.

NHTSA Guidelines do not allow the purchase of Speed Enforcement Equipment with Alcohol Grant Funds.

Click [Here](#) for a list of all TraCS compatible equipment. (Use for TRaCS grants only.)

Signatures:

The signature of agency head or authorizing official must be emailed to DOTsafetygrants@dot.wi.gov. An electronic grant submission through the WISE Grants System will initiate the grant approval process, but no reimbursement will be made until the signature page is received.

✓ I agree to the terms and conditions above.

Forms:

Forms will only be accepted through the WISE Grants. Questions about grant submissions should be referred to either the State Program Manager or the Regional Program Manager.

Click [Here](#) to see the RPM and SPM map.

Project Match Report:

Grantee will complete the Final Project Match Report form provided by Grantor AFTER all project activity is complete, but no later than **November 1st of the fiscal year during which the project is commenced.**

Earned Media Event Documentation:

Documentation (hard-copy, faxed and/or electronic copies of media materials) of each earned media event must be submitted to BOTS. An electronic link to a print article, news online or other format is acceptable documentation.

Place of Delivery:

All Electronic Project Deliverables shall be submitted via the WISE Grants System.

Signature Pages shall be e-mailed to DOTsafetygrants@dot.wi.gov

Questions about the Traffic Safety Program or this project should be addressed to the State Program Manager or the Regional Program Manager.

Click [Here](#) to see the RPM and SPM map.

Mailing Address:

Wisconsin State Patrol, BOTS

P.O. Box 7936

MADISON, WI 53707-7936

FAX: (608) 267-0441

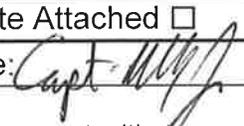
I agree to the terms and conditions above.

Administrative Information

Federal Identifier	2015-31-05-M5
CFDA Number	20.616
DUNS Number	83-035-1623
Amount	\$45,000 ✓
Funding Year	2015
Project ID Number	0955-31-41
Revenue Project ID Number	000
Appropriation	185
Program	1051
Object Codes	5100
Agency Federal Employer ID (FEIN):	39-6005734W
Vendor Number	396005734-CT
County-Muni Code	51-000
Payee	Treasurer, Racine County ✓
SPM Assigned	Jacqueline Kamin
Agency Head	Christopher Schmaling
Start Date	10/1/2014

**KENOSHA COUNTY
BOARD OF SUPERVISORS**

RESOLUTION NO. _____

Subject: 2015 Traffic Control for Amazon Fulfillment Center, recognize Revenue earned and modify expenditure budgets			
Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2 nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: February 17, 2016		Date Resubmitted	
Submitted By: Judiciary & Law Enf. Committee & Finance/ Admin Committee			
Fiscal Note Attached: X		Legal Note Attached <input type="checkbox"/>	
Prepared By: Robert Hallisy, Captain of Admin.		Signature: 	

WHEREAS, the Sheriff's Department entered into an agreement with Amazon to provide traffic control, on overtime, at the employee parking entrances of the Amazon Fulfillment Center to control congestion at shift changes during their busy season beginning November 16, 2015 and ending December 23, 2015, and

WHEREAS, the traffic control enforcement required two sessions per day at shift changes occurring in early morning hours and again in late afternoon, and

WHEREAS, the Sheriff's Department provided 4 to 5 Deputies per session totaling 786.25 hours of overtime at a cost of \$42,700.76 for wages and benefits, and

WHEREAS, the Sheriff would like to recognize this revenue source, billed to Amazon, to shore up the 2015 Overtime and Benefit budgets of the Patrol Division.

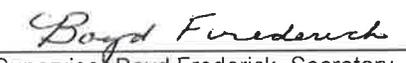
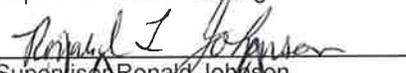
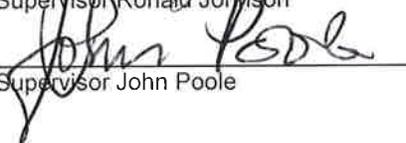
NOW, THEREFORE BE IT RESOLVED, that the Kenosha County Board of Supervisors accept the 2015 adjustments of \$42,701 to Revenue and Expenditure budgets for the Sheriff's Department as detailed in the attached budget modification form, which is incorporated herein by reference.

Note: This resolution requires NO additional funds from the general fund. It increases revenues by \$42,701 and increases expenditures by \$42,701.

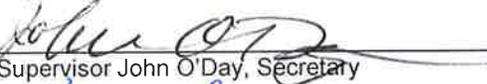
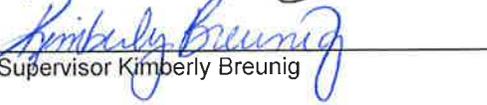
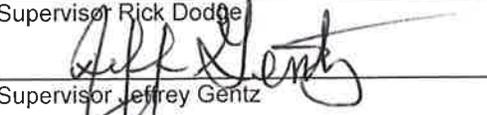
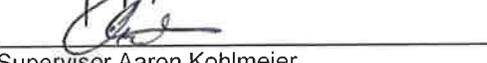
Subject: : **2015 Traffic Control for Amazon Fulfillment Center, recognize Revenue earned and modify expenditure budgets**

Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2 nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: February 17, 2016		Date Resubmitted	
Submitted By: Judiciary & Law Enf. Committee & Finance/Admin Committee			

Respectfully Submitted,
JUDICIARY AND LAW ENFORCEMENT COMMITTEE

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
 Supervisor Daniel Esposito, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor Anita Johnson, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
 Supervisor Boyd Frederick, Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor David Arrington	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor Leah V. Blough	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
 Supervisor Ronald Johnson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor John Poole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FINANCE/ADMINISTRATIVE COMMITTEE

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
 Supervisor Terry Rose, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor Ron Frederick, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor John O'Day, Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor Kimberly Breunig	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor Rick Dodge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor Jeffrey Gentz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Supervisor Aaron Kohlmeier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

KENOSHA COUNTY EXPENSE/REVENUE BUDGET MODIFICATION FORM

DOCUMENT # _____	G/L DATE <u>12/30/2015</u>
BATCH # _____	ENTRY DATE _____

DEPT/DIVISION: **SHERIFF YR2015**

PURPOSE OF BUDGET MODIFICATION (REQUIRED): Recognize Revenue earned and modify expenditure budgets for labor costs incurred providing traffic control at employee entrances for Amazon at the Amazon Fulfillment Center from Nov 16 - Dec 23, 2015.

(1) ACCOUNT DESCRIPTION EXPENSES	(2)			BUDGET CHANGE REQUESTED		(5) ADOPTED BUDGET	(6) CURRENT BUDGET	(7) ACTUAL EXPENSES	AFTER TRANSFER		
	FUND	BUSINESS UNIT	OBJECT	sub- subsidiary	(3) EXPENSE INCREASE (+)				(4) EXPENSE DECREASE (-)	(8) REVISED BUDGET	(9) EXPENSE BAL AVAIL
Overtime	100	21130	511200		34,860		420,000	420,000	914,107	454,860	-459,247
FICA	100	21130	515100		2,667		353,885	360,535	396,214	363,202	-33,012
Retirement	100	21130	515200		5,174		716,313	724,902	794,130	730,076	-64,054
EXPENSE TOTALS					42,701	0	1,490,198	1,505,437	2,104,451	1,548,138	-556,313

REVENUES	FUND	BUSINESS UNIT	OBJECT	sub- subsidiary	REVENUE DECREASE (+)	REVENUE INCREASE (-)	ADOPTED BUDGET	CURRENT BUDGET	REVISED BUDGET
	Sundry Revenue	100	21130	448520			(42,701)	(10,900)	(10,900)
REVENUE TOTALS					0	(42,701)	0	0	(53,601)

COLUMN TOTALS (EXP TOTAL + REV TOTAL) 42,701 (42,701)

PREPARED BY: Nancy Otis

DIVISION HEAD: Capt. [Signature]

DATE: 1-28-16

DEPARTMENT HEAD: Chief Deputy Charles [Signature] DATE: 1-28-16

FINANCE DIRECTOR: [Signature]
(required)

DATE: 1-28-16

COUNTY EXECUTIVE: [Signature] DATE: 2/1/16

- Please fill in all columns:
- (1) & (2) Account information as required
 - (3) & (4) Budget change requested
 - (5) Original budget as adopted by the board
 - (6) Current budget (original budget w/past mods.)
 - (7) Actual expenses to date
 - (8) Budget after requested modifications
 - (9) Balance available after transfer (col 8 - col 7).

SEE BACK OF FORM FOR REQUIRED LEVELS OF APPROVAL FOR BUDGET MODIFICATION.

Kenosha County
Administrative Proposal Form

1. Proposal Overview

Division: Law Enforcement Department: Sheriff's Department

Proposal Summary (attach explanation and required documents):

2015 Resolution - request to modify the Sheriff's Department 2015 Patrol Division budgets for personnel costs incurred and to recognized expected revenue earned for extra patrol efforts requested of Amazon to control employee parking entrances at shift changes during their busy period beginning November 16 through December 23, 2015 at the Amazon Fulfillment Center.

Total overtime hours worked is 786.25 for a cost of \$42,700.76, invoiced to Amazon.

Dept./Division Head Signature: Capt. M. J. Date: Jan. 28, 2016

2. Department Head Review

Comments:

Recommendation: Approval Non-Approval

Department Head Signature: Chief Deputy Charles R. Smith Date: 1-28-16

3. Finance Division Review

Comments:

Recommendation: Approval Non-Approval

Finance Signature: [Signature] Date: 1-28-16

4. County Executive Review

Comments:

Action: Approval Non-Approval

Executive Signature: [Signature] Date: 2/1/16



COUNTY OF KENOSHA

OFFICE OF THE SHERIFF

2015

U - G

1 G. Beth
Sheriff
5th Street
WI 53140
605-5100
605-5130

16,226.02 +
26,475.76 +
42,700.76 +

INVOICE

January 14, 2016

Amazon.com, Inc.
Amazon Payee Central
Corporate A-P Services

COPY

DESCRIPTION	AMOUNT
Reimburse the Kenosha County Sheriff's Department for the costs of traffic control at the Kenosha Amazon Fulfillment Center. November 16-30, 2015 Total wages: \$13,250.43 Total benefits: \$2,975.59	 \$13,250.43 \$2,975.59
TOTAL	\$16,226.02

Make Check Payable to & Send to:

Kenosha Co Sheriff Dept
1000 - 55th Street
Kenosha, WI 53140
Attn: Accountant



Nancy Otis
Fiscal Services Manager



COUNTY OF KENOSHA

OFFICE OF THE SHERIFF

David G. Beth
Sheriff
1000 55th Street
Kenosha, WI 53140
(262) 605-5100
Fax: (262) 605-5130

INVOICE

January 28, 2016

Amazon.com, Inc.
Amazon Payee Central
Corporate A-P Services

DESCRIPTION	AMOUNT
Reimburse the Kenosha County Sheriff's Department for the costs of traffic control at the Kenosha Amazon Fulfillment Center. December 1-23, 2015 Total wages: \$21,609.70 Total benefits: \$4,865.04	 \$21,609.70 \$4,865.04
TOTAL	\$26,474.74

Make Check Payable to & Send to:
Kenosha Co Sheriff Dept
1000 - 55th Street
Kenosha, WI 53140
Attn: Accountant

Nancy Otis
Fiscal Services Manager

**KENOSHA COUNTY
BOARD OF SUPERVISORS**

RESOLUTION NO. _____

Subject: 2015 HMEP/WEM Grant – Kenosha County Commodity Flow Study/Training Needs Assessment			
Original ×	Corrected <input type="checkbox"/>	2nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: February 17, 2016		Date Resubmitted:	
Submitted By: Judiciary & Law Enforcement Committee and Finance/Administration Committee			
Fiscal Note Attached ×		Legal Note Attached <input type="checkbox"/>	
Prepared By: Lt. Gil Benn, Director – Emerg Mgmt		Signature: 	

WHEREAS, Kenosha County Emergency Management has been awarded \$10,205.74 from the State of Wisconsin Hazardous Materials Emergency Preparedness Grant Program to have a Commodity Flow Study/Training Needs Assessment for Kenosha County for emergencies resulting from a rail incident, and

WHEREAS, the Commodity Flow Study will provide valuable information for responding agencies within the county to respond to and cope with a rail incident, and

WHEREAS, the Training Needs Assessment will assist our first responders in what future trainings should be taken/requested, and

WHEREAS, the funding will be used to cover the cost for the consultant, and

WHEREAS, the awarding agency is not requiring a hard match for this award, therefore, no additional tax levy dollars are requested to implement this grant award, and

WHEREAS, the project funding period for this grant begins February 1, 2016 and expires July 31, 2016.

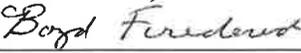
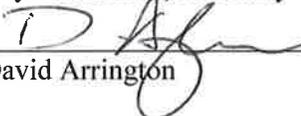
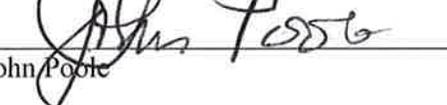
NOW, THEREFORE BE IT RESOLVED, that the Kenosha County Board of Supervisors accept this grant and approve the revenue and expenditure budget line modifications, as per the budget modification form which is incorporated herein by reference.

Note: This resolution requires NO funds from the general fund. It increases revenues by \$10,205.74 and increases expenditures by \$10,205.74.

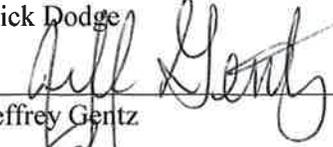
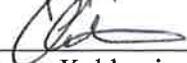
Subject: 2015 HMEP/WEM Grant – Kenosha County Commodity Flow Study/Training Needs Assessment			
Original ×	Corrected <input type="checkbox"/>	2nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: February 17, 2016		Date Resubmitted:	
Submitted By: Judiciary & Law Enforcement Committee and Finance/Administration Committee			
Fiscal Note Attached ×		Legal Note Attached <input type="checkbox"/>	
Prepared By: Lt. Gil Benn, Director – Emerg Mgmt		Signature: 	

Respectfully submitted,

Judiciary & Law Enforcement Committee

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
 Daniel Esposito, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Anita Johnson, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
 Boyd Frederick, Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 David Arrington	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Leah V. Blough	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
 Ronald Johnson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 John Poole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Finance/Administration Committee

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
 Terry Rose, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Ron Frederick, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 John O'Day, Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Kimberly Breunig	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Rick Dodge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Jeffrey Gentz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Aaron Kohlmeier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

KENOSHA COUNTY EXPENSE/REVENUE BUDGET MODIFICATION FORM

DOCUMENT # _____	G/L DATE _____
BATCH # _____	ENTRY DATE _____

DEPT/DIVISION: **2016 Emergency Management**

PURPOSE OF BUDGET MODIFICATION (REQUIRED): **HMEP Grant to cover consultant fees for Commodity Flow Study/Training Needs Assessment for Kenosha County.
Grant spending period is from February 1, 2016 to July 31, 2016**

(1) ACCOUNT DESCRIPTION EXPENSES	(2)			BUDGET CHANGE REQUESTED		(5) ADOPTED BUDGET	(6) CURRENT BUDGET	(7) ACTUAL EXPENSES	AFTER TRANSFER		
	FUND	BUSINESS UNIT	OBJECT	sub- sidiary	(3) EXPENSE INCREASE (+)				(4) EXPENSE DECREASE (-)	(8) REVISED BUDGET	(9) EXPENSE BAL AVAIL
Other Professional Services	100	24150	521900	CFS	10,206		0	0	0	10,206	10,206
EXPENSE TOTALS					10,206	0	0	0	0	10,206	10,206

REVENUES	FUND	BUSINESS UNIT	OBJECT	sub- sidiary	REVENUE DECREASE (+)	REVENUE INCREASE (-)	ADOPTED BUDGET	CURRENT BUDGET	REVISED BUDGET
	HMEP	100	24150	443765	CFS		(10,206)	0	0
REVENUE TOTALS					0	(10,206)	0	0	10,206

COLUMN TOTALS (EXP TOTAL + REV TOTAL)

10,206	(10,206)
--------	----------

PREPARED BY: Cheryl McCrary DIVISION HEAD: [Signature] DATE: 1/26/16

DEPARTMENT HEAD: [Signature] DATE: 1-27-16

FINANCE DIRECTOR: [Signature] DATE: 1-28-16

COUNTY EXECUTIVE: [Signature] DATE: 2/1/16

- Please fill in all columns:
- (1) & (2) Account information as required
 - (3) & (4) Budget change requested
 - (5) Original budget as adopted by the board
 - (6) Current budget (original budget w/past mods.)
 - (7) Actual expenses to date
 - (8) Budget after requested modifications
 - (9) Balance available after transfer (col 8 - col 7).

SEE BACK OF FORM FOR REQUIRED LEVELS OF APPROVAL FOR BUDGET MODIFICATION.

Kenosha County
Administrative Proposal Form

1. Proposal Overview

Division: Law Enforcement Department: SHERIFF- Emergency Management

Proposal Summary (attach explanation and required documents):

Resolution - to accept grant funds from Wisconsin Emergency Management's Hazardous Materials Emergency Preparedness Program - \$10,205.74 to cover the costs of a consultant for a Commodity Flow Study/Training Needs Assessment

Dept./Division Head Signature:  Date: 1/27/16

2. Department Head Review

Comments:

Recommendation: Approval Non-Approval

Department Head Signature:  Date: 1-27-16

3. Finance Division Review

Comments:

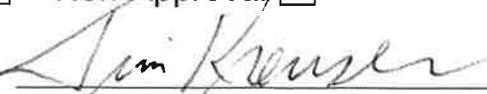
Recommendation: Approval Non-Approval

Finance Signature:  Date: 1-28-16

4. County Executive Review

Comments:

Action: Approval Non-Approval

Executive Signature:  Date: 2/1/16

Revised 01/11/2001 (5/10/01)

DISTRIBUTION

- Original Returned to Requesting Dept.

- Department attaches the Original to the Resolution to County Board
- Copy to Secretary of Oversight Committee to distribute in packets with Resolution
- Copy to Requesting Department File



STATE OF WISCONSIN
DEPARTMENT OF MILITARY AFFAIRS
DIVISION OF EMERGENCY MANAGEMENT

Brian M. Satula
Administrator

Scott Walker
Governor

January 15, 2016

Gil Benn, Emergency Management Director
Kenosha County Emergency Management
1000 55th St.
Kenosha, WI 53140

**RE: Hazardous Materials Emergency Preparedness/Commodity Flow Study/Training
Needs Assessment**
WEM Grant Number: 2015-HMEP-04-10655

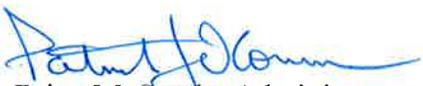
Dear Lt. Benn:

Congratulations! I have approved a grant award to Kenosha County in the amount of \$10,205.74. These funds are from WEM's Hazardous Materials Emergency Preparedness Program available through the State of Wisconsin. This grant supports the Kenosha County Hazardous Materials Emergency Preparedness/Commodity Flow Study/Training Needs Assessment project.

To accept this award, have the authorized official initial the bottom right corner of Attachments A and B, and sign the *Signatory Page, Certified Assurances, and OMB Standard Form 424B* (Attachment C). The Project Director should sign the *Acknowledgement Notice*. Two award packets are enclosed. Once signed, return one to WEM (attention: Deb Hughes) and keep the other for your records. Funds cannot be released until all signed documents are received.

As Project Director, you will be responsible for all reporting requirements outlined in the grant award and seeing that funds are administered according to the approved application materials and certifications enclosed. We look forward to a collaborative working relationship with you.

Sincerely,

for 
Brian M. Satula, Administrator
Wisconsin Emergency Management



STATE OF WISCONSIN
DEPARTMENT OF MILITARY AFFAIRS
DIVISION OF EMERGENCY MANAGEMENT

Brian M. Satula
Administrator

Scott Walker
Governor

FY'15 Hazardous Materials Emergency Preparedness Grant Award
Hazardous Materials Emergency Preparedness/Commodity Flow Study/Training Needs Assessment
2015-HMEP-04-10655

Wisconsin Emergency Management (WEM), hereby awards to **Kenosha County**, (hereinafter referred to as the **Grantee**), the amount of **\$10,205.74** for programs or projects pursuant to the federal Hazardous Materials Emergency Preparedness Grant Program.

This grant may be used until **July 31, 2016** for the programs consistent with the budget and general conditions in Attachment A, subject to any limitations or conditions set forth in Attachments B and/or C, if included.

The Grantee shall administer the programs or projects for which this grant is awarded in accordance with the applicable rules, regulations, and conditions of WEM. The submitted application is hereby incorporated by reference into this award.

This grant shall become effective, and funds may be obligated (unless otherwise specified in Attachments A and/or B) when the Grantee signs and returns one copy of this grant award to Wisconsin Emergency Management.

BY:

BRIAN M. SATULA

Administrator

Wisconsin Emergency Management

1/15/2016

Date

The Grantee, **Kenosha County**, hereby signifies its acceptance of the above-described grant on the terms and conditions set forth above or incorporated by reference therein.

GRANTEE: **Kenosha County**

BY:

NAME: **Jim Kreuser**

TITLE: **County Executive**

Date

Completion of this signed grant award within 30 days of the date of the award is required for release of federal funds.

**WISCONSIN EMERGENCY MANAGEMENT
ATTACHMENT A**

APPROVED FY'15 HMEP PLANNING GRANT PROGRAM BUDGET

Grantee: **Kenosha County**

Project Title: **Hazardous Materials Emergency Preparedness/Commodity** **CFDA #20.703**
Flow Study/Training Needs Assessment

Grant Period: From **February 1, 2016** To **July 31, 2016**

Grant Number: **2015-HMEP-04-10655**

APPROVED BUDGET

		<u>Federal & Match</u>
Personnel		
Employee Benefits		
Travel (Including Training)		
Equipment		
Supplies & Operating Expenses		
Consultants		\$10,205.74
Other		
FEDERAL TOTAL	<u>\$10,205.74</u>	
LOCAL CASH MATCH		
TOTAL APPROVED BUDGET	<u>\$10,205.74</u>	<u>\$10,205.74</u>

AWARD GENERAL CONDITIONS

1. Federal funds cannot be used to supplant local funds. They must increase the amount of funds that would otherwise be available from local resources. Award recipients may be required to demonstrate and document that a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.
2. To be allowable under a grant program, costs must be obligated (purchase order issued), or paid for services provided, during the grant performance period. If obligated by the end of the grant period, payment must be made within 30 days of the grant period ending date.
3. Budget changes require prior approval from WEM.
4. Grant funds will be disbursed by WEM on receipt of copies of paid vendor invoices and requests for reimbursement (G-2 form). The G-2 form may be found at: <http://emergencymanagement.wi.gov/egrants/forms.asp>.
5. Recipients and subrecipients shall use their own procurement procedures and regulations, provided that the procurement conforms to applicable Federal law and the standards identified in the Procurement Standards Sections of 2 CFR § 200.317.
6. Reimbursement for travel (i.e. mileage, meals, and lodging) is limited to applicable state rates and timeframes.
7. All income generated as a direct result of a grant-funded project shall be deemed program income. Program income must be used for the purpose and under the conditions applicable to the award. Program income should be used as earned and expended as soon as possible. If the cost is allowable under the Federal grant program, then the cost would be allowable using program income. All program income must be reported to WEM on the G-2 form.
8. All allocations and use of funds under this grant shall be in accordance with the Hazardous Materials Emergency Preparedness (HMEP) Grant Program Expenditures and Activities Guide located at <http://www.phmsa.dot.gov/hazmat/grants>.

WISCONSIN EMERGENCY MANAGEMENT
ATTACHMENT B
Award Special Conditions

1. LEPCs must submit draft project deliverables (assessment report, exercise AAR, completed plan, and/or other materials as determined by the scope of the project) to the HMEP Planning Grant Program Coordinator via email at susan.knudson@wisconsin.gov for review prior to submission of the final product. After the Program Coordinator approves the draft, the LEPC will submit the final product through Egrants.

2. All final plans, reports, or other documents must include the following statement: "Prepared by the (____) County Local Emergency Planning Committee (LEPC) with funding assistance by the U. S. Department of Transportation, Hazardous Materials Emergency Preparedness (HMEP) Planning Sub-Grant, administered by Wisconsin Emergency Management."



WISCONSIN EMERGENCY MANAGEMENT

ATTACHMENT C

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503

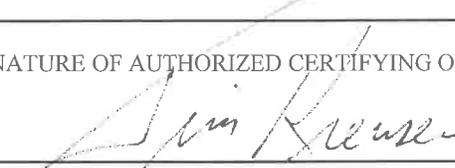
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

Note: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. § § 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. § § 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. § § 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) § § 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. § § 290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with the provisions of the Hatch Act (5 U.S.C. § § 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. § § 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § § 874) and the Contract Work Hours and Safety Standards Act (40 U.S.C. § § 327-333), regarding labor standards for federally assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. § § 1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. § § 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. § § 1721 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. § § 469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. § § 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. § § 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, Audits of States, Local Governments, and Non-Profit Organizations.
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE County Executive
APPLICANT ORGANIZATION Kenosha County	DATE SUBMITTED 

ACKNOWLEDGEMENT NOTICE

Date: January 2016

Grantee: Kenosha County

Grant No. 2015-HMEP-04-10655

Project Title: Hazardous Materials Emergency Preparedness/Commodity Flow Study/Training Needs Assessment

The following regulations and obligations (referenced below) apply to your grant award.

PROGRESS REPORTS must be submitted on a scheduled basis into the Egrants system. Narrative reports on the status of your project are due on:

4/12/2016

7/12/2016

8/30/2016 - Final

FINANCIAL REPORTS (G-2) Reports may be submitted monthly but, at a minimum, are due on:

4/12/2016

7/12/2016

8/30/2016 - Final

PROGRESS REPORTS & FINANCIAL REPORTS NOTE: Quarterly Reports due 04/12 include January, February and March program activity. Quarterly Reports due 07/12 include April, May and June program activity. Quarterly Reports due 10/12 include July, August and September program activity. Quarterly Reports due 01/12 include October, November and December program activity

Reimbursements and grant modifications will be held if there are late program reports.

INVENTORY REPORT should reflect final inventory in your records. All equipment purchases must be received, paid for, installed, and deployed before submitting report. Report is due in Egrants on or before:

Complete and return a *W-9 Taxpayer Identification Number Verification Form* (enclosed).

OTHER: _____

ACKNOWLEDGEMENT

The materials referenced above were received and reviewed by the appropriate members of this organization. I also acknowledge receipt of the Grant Award and any attached Special Conditions. I understand that this grant is awarded subject to our compliance with all Conditions, Regulations, and Obligations described in the above materials.

1/25/16
Date

Gil Benn
Gil Benn

, Project Director

Agreement Articles for Federal Fiscal Year 2015 HMEP Awards

Article I – Summary Description of Award

The Hazardous Materials Transportation Safety and Security Reauthorization Act of 2005 authorizes the U.S. Department of Transportation (DOT) to provide assistance to public sector employees through training and planning grants to States, Territories, and Native American tribes for emergency response. The purpose of this grant program is to increase State, Territorial, Tribal, and local effectiveness in safely and efficiently handling hazardous materials accidents and incidents, enhance implementation of the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA), and encourage a comprehensive approach to emergency training and planning by incorporating the unique challenges of responses to transportation situations. This grant consists of Hazardous Materials Emergency Preparedness (HMEP) funds from the Pipeline and Hazardous Materials Safety Administration (PHMSA) under Federal award # HM-HMP-0514-15-01-00.

Article II – Assurances, Administrative and Audit Requirements

1. Assurances

Recipients must complete Office of Management and Budget (OMB) Standard Form 424B (Assurances- Non-Construction Programs), included herein as Attachment C.

2. Administrative Requirements

The administration of this award will be based on the following Federal statutory and regulatory requirements:

- The authorizing language of 49 U.S.C. 5116 *et seq.*
- The regulations outlined at 49 CFR Part 110.
- 2 CFR Part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- Any other applicable Federal statutes and regulations, including, but not limited to the following:
 - The recipient must comply with 49 CFR Part 20, “New Restrictions on Lobbying.”
 - The recipient must comply with Title VI of the Civil Rights Act of 1964, which provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied benefits of, or be subject to discrimination under any program or activity receiving Federal financial assistance.
 - The recipient must comply with 49 CFR Part 21, “Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964.”
 - The recipient must comply with 49 CFR part 32, “Governmentwide Requirements for Drug-Free Workplace (Financial Assistance)” which implements requirements of Public Law 100-690, Subtitle D, “Drug-Free Workplace Act of 1988.”

3. Audit Requirements

As required by 2 CFR § 200.51 Audit Requirements, recipients that expend \$750,000 or more in Federal awards, during the non-federal entity’s fiscal year, must have a single or program-specific audit conducted for that year in accordance with the provisions of the regulation. Recipients are expected to review and fully comply with the audit requirements formerly located in OMB Circular A-133 and now located at 2 CFR Part 200, Subpart F.

Article III – Allowable Costs

The allowability of costs incurred by the recipient is determined using the cost principles in 2 CFR Part 200, Subpart E, and HMEP-specific program requirements.

Article IV – Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129 for information and guidance.

Article V – Record retention and access to records

Grant-related financial and programmatic records, supporting documents, statistical records, and other records must be maintained as provided in 2 CFR § 200.333 Retention Requirements for Records and 2 CFR § 200.336 Access to Records. DOT, PHMSA, and DMA/WEM, through its staff or authorized representatives, may conduct desk reviews and site visits, at reasonable times, to review project accomplishments, management control systems and provide guidance as may be requested or required. The recipient is required to provide, electronically or via postal service, all requested records. All reviews will be performed in a manner to not unduly delay work activity under the award.

Article VI – Copyright

PHMSA reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for federal government purposes: the copyright in any work developed under a grant, subaward, or contract under a grant or subaward; and any rights of copyright to which a recipient, subrecipient a contractor purchases ownership with grant support.

Article VII – Title to Equipment

Title to equipment purchased or fabricated under this award vests in the recipient upon acquisition except that DOT reserves the right to require the recipient to transfer title to items of equipment to the federal government or a third party named by DOT, when such a third party is otherwise eligible under existing statutes. Such transfers are subject to the standards contained in 2 CFR § 200.313.

Article VIII – Debarment and Suspension

In accordance with 2 CFR § 200.212, all recipients must comply with Executive Orders 12549 and 12689, and 2 CFR Part 180 as supplemented by 2 CFR Part 1200, which provide protection against waste, fraud and abuse by debarment or suspending those persons deemed irresponsible in their dealings with the Federal Government.

Article IX – False Claims Act and Program Fraud Civil Remedies

All recipients must comply with the requirements of 31 U.S. Code (U.S.C.) § 3729, which sets forth that no recipient of federal payments shall submit a false claim for payment. 38 U.S.C § 3801-3812 details the administrative remedies for false claims and statements made.

Article X – Acceptance of Post-Award Changes

In the event that DOT or PHMSA determines that changes are necessary to WEM's award after this award has been made, including changes to the period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award.

Article XI – Small and Minority Firms, Women's Business Enterprises, Veteran-Owned, and HubZone Area Firms

In keeping with 2 CFR § 200.321, recipients are encouraged to take all necessary affirmative steps to assure that small, minority-owned, women-owned, veteran-owned, and HubZone business firms are used when possible.

Article XII – Seat Belt Use Policies and Programs

In accordance with Executive Order 13043, recipients and their contractors are encouraged to adopt on-the-job seat belt use policies and programs for its employees when operating government-owned, company-owned, rented, or personally-owned vehicles.

Article XIII – Texting While Driving

In accordance with Executive Order 13513, recipients and their contractors are encouraged to adopt and enforce policies that ban messaging while driving government-owned, company-owned, rented, or personally-owned vehicles while on official government business or while performing any work for or on behalf of the government.

Article XIV – Planning Certification Requirement

The recipient agrees to use HMEP planning funds in accordance with the authorizing language at 49 U.S.C. § 5116 *et seq* to provide emergency responders with the training capabilities required to protect nearby persons, property, and the environment from the effects of accidents or incidents involving the transportation of hazardous material in accordance with existing regulations or National Fire Protection Association standards for competence of responders to accidents and incidents involving hazardous materials.

Article XV - WEM Conditions

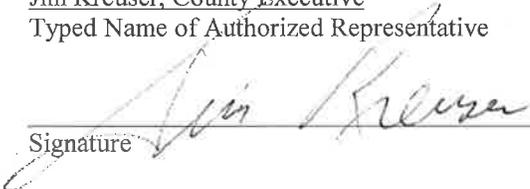
1. The recipient and any sub-recipient(s) must comply with the Grant Announcement used to announce the funding opportunity.
2. The recipient and any sub-recipient(s) must comply with the Grant Award Documents.
3. The recipient and any sub-recipient(s) must cooperate with the WEM Compliance Monitors.

As the duly authorized representative, I hereby certify that the recipient will comply with the above certifications and conditions, and has the legal authority to apply for federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal portion of project costs) to ensure proper planning, management, and completion of the project as described in the application.

Grantee Name and Address: Kenosha County, 1010 56th Street, Kenosha, WI 53140-3707

App # 10655 / Commodity Flow Study/Training Needs Assessment
Application Number and Project Name

Jim Kreuser, County Executive
Typed Name of Authorized Representative


Signature


Date

**NOTE: The original signature of the chief executive is required.
Substitute signing or stamping is not accepted.**

**KENOSHA COUNTY
BOARD OF SUPERVISORS**

RESOLUTION NO. _____

Subject: 2015 HMEP/WEM Grant – Kenosha County Rail Plan creation			
Original ×	Corrected <input type="checkbox"/>	2nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: February 17, 2016		Date Resubmitted:	
Submitted By: Judiciary & Law Enforcement Committee and Finance/Administration Committee			
Fiscal Note Attached ×		Legal Note Attached <input type="checkbox"/>	
Prepared By: Lt. Gil Benn, Director – Emerg Mgmt		Signature: 	

WHEREAS, Kenosha County Emergency Management has been awarded \$6,246.66 from the State of Wisconsin Hazardous Materials Emergency Preparedness Grant Program to create a rail plan for Kenosha County for emergencies resulting from a rail incident, and

WHEREAS, the Plan will outline information/guidelines for responding agencies within the county to respond to and cope with a rail incident, and

WHEREAS, the funding will be used to cover the consultant fees for researching and producing a logistical plan for a rail incident in Kenosha County, and

WHEREAS, the awarding agency is not requiring a hard match for this award, therefore, no additional tax levy dollars are requested to implement this grant award, and

WHEREAS, the project funding period for this grant begins January 2, 2016 and expires July 31, 2016.

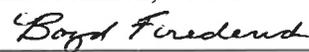
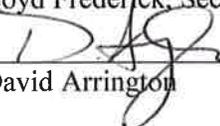
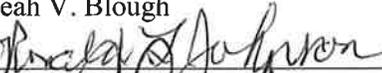
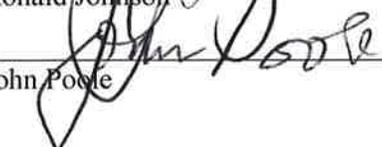
NOW, THEREFORE BE IT RESOLVED, that the Kenosha County Board of Supervisors accept this grant and approve the revenue and expenditure budget line modifications, as per the budget modification form which is incorporated herein by reference.

Note: This resolution requires NO funds from the general fund. It increases revenues by \$6,246.66 and increases expenditures by \$6,246.66.

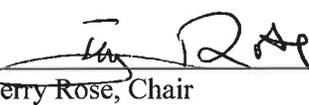
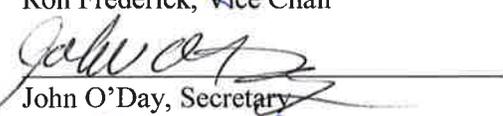
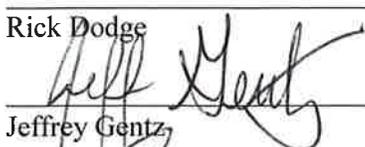
Subject: 2015 HMEP/WEM Grant – Kenosha County Rail Plan creation			
Original ×	Corrected <input type="checkbox"/>	2nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: February 17, 2016		Date Resubmitted:	
Submitted By: Judiciary & Law Enforcement Committee and Finance/Administration Committee			
Fiscal Note Attached ×		Legal Note Attached <input type="checkbox"/>	
Prepared By: Lt. Gil Benn, Director – Emerg Mgmt		Signature: 	

Respectfully submitted,

Judiciary & Law Enforcement Committee

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
 Daniel Esposito, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Anita Johnson, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
 Boyd Frederick, Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 David Arrington	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Leah V. Blough	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
 Ronald Johnson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 John Poole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Finance/Administration Committee

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
 Terry Rose, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Ron Frederick, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 John O'Day, Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Kimberly Breunig	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Rick Dodge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Jeffrey Gentz	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 Aaron Kohlmeier	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

KENOSHA COUNTY EXPENSE/REVENUE BUDGET MODIFICATION FORM

DOCUMENT # _____	G/L DATE _____
BATCH # _____	ENTRY DATE _____

DEPT/DIVISION: **2016 Emergency Management**

PURPOSE OF BUDGET MODIFICATION (REQUIRED): HMEP Grant to cover consultant fees for research and producing a logistical rail plan for Kenosha County.
 Grant spending period is from January 2, 2016 to July 31, 2016

(1) ACCOUNT DESCRIPTION EXPENSES	(2)			BUDGET CHANGE REQUESTED		(5) ADOPTED BUDGET	(6) CURRENT BUDGET	(7) ACTUAL EXPENSES	AFTER TRANSFER		
	FUND	BUSINESS UNIT	OBJECT	sub- sidiary	(3) EXPENSE INCREASE (+)				(4) EXPENSE DECREASE (-)	(8) REVISED BUDGET	(9) EXPENSE BAL AVAIL
Other Professional Services	100	24150	521900	RAILPLAN	6,247		0	0	0	6,247	6,247
EXPENSE TOTALS					6,247	0	0	0	0	6,247	6,247

REVENUES	FUND	BUSINESS UNIT	OBJECT	sub- sidiary	REVENUE DECREASE (+)	REVENUE INCREASE (-)	ADOPTED BUDGET	CURRENT BUDGET	REVISED BUDGET
	HMEP	100	24150	443765	RAILPLAN		(6,247)	0	0
REVENUE TOTALS					0	(6,247)	0	0	6,247

COLUMN TOTALS (EXP TOTAL + REV TOTAL)

6,247	(6,247)
-------	---------

PREPARED BY: Cheryl McCrary DIVISION HEAD: [Signature] DATE: 1/26/16
 DEPARTMENT HEAD: Chief Deputy Charles D. Smith DATE: 1-27-16
 FINANCE DIRECTOR: [Signature] DATE: 2-1-16
 COUNTY EXECUTIVE: [Signature] DATE: 2/1/16

- Please fill in all columns:
 (1) & (2) Account information as required
 (3) & (4) Budget change requested
 (5) Original budget as adopted by the board
 (6) Current budget (original budget w/past mods.)
 (7) Actual expenses to date
 (8) Budget after requested modifications
 (9) Balance available after transfer (col 8 - col 7).

SEE BACK OF FORM FOR REQUIRED LEVELS OF APPROVAL FOR BUDGET MODIFICATION.

Kenosha County
Administrative Proposal Form

1. Proposal Overview

Division: Law Enforcement Department: SHERIFF- Emergency Management

Proposal Summary (attach explanation and required documents):

Resolution - to accept grant funds from Wisconsin Emergency Management's Hazardous Materials Emergency Preparedness Program - \$6,246.66 to cover the costs of a consultant in the creation of a Railroad Emergency Plan.

Dept./Division Head Signature:  Date: 1/26/16

2. Department Head Review

Comments:

Recommendation: Approval Non-Approval

Department Head Signature:  Date: 1-27-16

3. Finance Division Review

Comments:

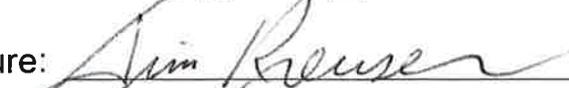
Recommendation: Approval Non-Approval

Finance Signature:  Date: 1-28-16

4. County Executive Review

Comments:

Action: Approval Non-Approval

Executive Signature:  Date: 2/1/16

Revised 01/11/2001 (5/10/01)

DISTRIBUTION

- Original Returned to Requesting Dept.

- Department attaches the Original to the Resolution to County Board
- Copy to Secretary of Oversight Committee to distribute in packets with Resolution
- Copy to Requesting Department File



STATE OF WISCONSIN
DEPARTMENT OF MILITARY AFFAIRS
DIVISION OF EMERGENCY MANAGEMENT

Brian M. Satula
Administrator

Scott Walker
Governor

January 15, 2016

Gil Benn, Emergency Management Director
Kenosha County Emergency Management
1000 55th St.
Kenosha, WI 53140

RE: Hazardous Materials Emergency Preparedness/Kenosha County Railroad Emergency Plan Project
WEM Grant Number: 2015-HMEP-04-10652

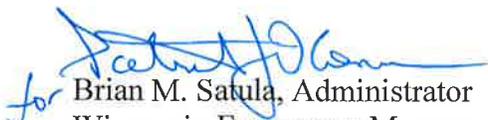
Dear Lt. Benn:

Congratulations! I have approved a grant award to Kenosha County in the amount of \$6,246.66. These funds are from WEM's Hazardous Materials Emergency Preparedness Program available through the State of Wisconsin. This grant supports the Kenosha County Hazardous Materials Emergency Preparedness/Kenosha County Railroad Emergency Plan Project.

To accept this award, have the authorized official initial the bottom right corner of Attachments A and B, and sign the *Signatory Page, Certified Assurances, and OMB Standard Form 424B* (Attachment C). The Project Director should sign the *Acknowledgement Notice*. Two award packets are enclosed. Once signed, return one to WEM (attention: Deb Hughes) and keep the other for your records. Funds cannot be released until all signed documents are received.

As Project Director, you will be responsible for all reporting requirements outlined in the grant award and seeing that funds are administered according to the approved application materials and certifications enclosed. We look forward to a collaborative working relationship with you.

Sincerely,


for Brian M. Satula, Administrator
Wisconsin Emergency Management



STATE OF WISCONSIN
DEPARTMENT OF MILITARY AFFAIRS
DIVISION OF EMERGENCY MANAGEMENT

Brian M. Satula
Administrator

Scott Walker
Governor

FY'15 Hazardous Materials Emergency Preparedness Grant Award
Hazardous Materials Emergency Preparedness/Kenosha County Railroad Emergency Plan Project
2015-HMEP-04-10652

Wisconsin Emergency Management (WEM), hereby awards to **Kenosha County**, (hereinafter referred to as the **Grantee**), the amount of **\$6,246.66** for programs or projects pursuant to the federal Hazardous Materials Emergency Preparedness Grant Program.

This grant may be used until **July 31, 2016** for the programs consistent with the budget and general conditions in Attachment A, subject to any limitations or conditions set forth in Attachments B and/or C, if included.

The Grantee shall administer the programs or projects for which this grant is awarded in accordance with the applicable rules, regulations, and conditions of WEM. The submitted application is hereby incorporated by reference into this award.

This grant shall become effective, and funds may be obligated (unless otherwise specified in Attachments A and/or B) when the Grantee signs and returns one copy of this grant award to Wisconsin Emergency Management.

BY: 
BRIAN M. SATULA
Administrator
Wisconsin Emergency Management

1/15/2016
Date

The Grantee, **Kenosha County**, hereby signifies its acceptance of the above-described grant on the terms and conditions set forth above or incorporated by reference therein.

GRANTEE: **Kenosha County**
BY: 
NAME: **Jim Kreuser**
TITLE: **County Executive**

2/1/16
Date

Completion of this signed grant award within 30 days of the date of the award is required for release of federal funds.

**WISCONSIN EMERGENCY MANAGEMENT
ATTACHMENT A**

APPROVED FY'15 HMEP PLANNING GRANT PROGRAM BUDGET

Grantee: **Kenosha County**

Project Title: **Hazardous Materials Emergency Preparedness/Kenosha County Railroad Emergency Plan Project** **CFDA #20.703**

Grant Period: From **January 2, 2016** To **July 31, 2016**

Grant Number: **2015-HMEP-04-10652**

APPROVED BUDGET

		<u>Federal & Match</u>
Personnel		
Employee Benefits		
Travel (Including Training)		
Equipment		
Supplies & Operating Expenses		
Consultants		\$6,246.66
Other		
FEDERAL TOTAL	<u>\$6,246.66</u>	
LOCAL CASH MATCH		
TOTAL APPROVED BUDGET	<u>\$6,246.66</u>	<u>\$6,246.66</u>

AWARD GENERAL CONDITIONS

1. Federal funds cannot be used to supplant local funds. They must increase the amount of funds that would otherwise be available from local resources. Award recipients may be required to demonstrate and document that a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.
2. To be allowable under a grant program, costs must be obligated (purchase order issued), or paid for services provided, during the grant performance period. If obligated by the end of the grant period, payment must be made within 30 days of the grant period ending date.
3. Budget changes require prior approval from WEM.
4. Grant funds will be disbursed by WEM on receipt of copies of paid vendor invoices and requests for reimbursement (G-2 form). The G-2 form may be found at: <http://emergencymanagement.wi.gov/egrants/forms.asp>.
5. Recipients and subrecipients shall use their own procurement procedures and regulations, provided that the procurement conforms to applicable Federal law and the standards identified in the Procurement Standards Sections of 2 CFR § 200.317.
6. Reimbursement for travel (i.e. mileage, meals, and lodging) is limited to applicable state rates and timeframes.
7. All income generated as a direct result of a grant-funded project shall be deemed program income. Program income must be used for the purpose and under the conditions applicable to the award. Program income should be used as earned and expended as soon as possible. If the cost is allowable under the Federal grant program, then the cost would be allowable using program income. All program income must be reported to WEM on the G-2 form.
8. All allocations and use of funds under this grant shall be in accordance with the Hazardous Materials Emergency Preparedness (HMEP) Grant Program Expenditures and Activities Guide located at <http://www.phmsa.dot.gov/hazmat/grants>.

WISCONSIN EMERGENCY MANAGEMENT
ATTACHMENT B
Award Special Conditions

1. LEPCs must submit draft project deliverables (assessment report, exercise AAR, completed plan, and/or other materials as determined by the scope of the project) to the HMEP Planning Grant Program Coordinator via email at susan.knudson@wisconsin.gov for review prior to submission of the final product. After the Program Coordinator approves the draft, the LEPC will submit the final product through Egrants.

2. All final plans, reports, or other documents must include the following statement: "Prepared by the (____) County Local Emergency Planning Committee (LEPC) with funding assistance by the U. S. Department of Transportation, Hazardous Materials Emergency Preparedness (HMEP) Planning Sub-Grant, administered by Wisconsin Emergency Management."



WISCONSIN EMERGENCY MANAGEMENT

ATTACHMENT C

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503

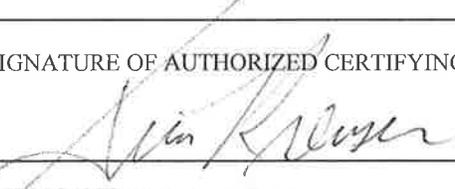
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

Note: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. § § 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. § § 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. § § 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) § § 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. § § 290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with the provisions of the Hatch Act (5 U.S.C. § § 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. § § 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § § 874) and the Contract Work Hours and Safety Standards Act (40 U.S.C. § § 327-333), regarding labor standards for federally assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. § § 1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. § § 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. § § 1721 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. § § 469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. § § 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. § § 4801 et seq.) which prohibits the use of lead- based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, Audits of States, Local Governments, and Non-Profit Organizations.
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE County Executive
APPLICANT ORGANIZATION Kenosha County	DATE SUBMITTED 

ACKNOWLEDGEMENT NOTICE

Date: **January 2016**

Grantee: **Kenosha County**

Grant No. **2015-HMEP-04-10652**

Project Title: **Hazardous Materials Emergency Preparedness/Kenosha County Railroad
Emergency Plan Project**

The following regulations and obligations (referenced below) apply to your grant award.

PROGRESS REPORTS must be submitted on a scheduled basis into the Egrants system. Narrative reports on the status of your project are due on:

4/12/2016

7/12/2016

8/30/2016 - Final

FINANCIAL REPORTS (G-2) Reports may be submitted monthly but, at a minimum, are due on:

4/12/2016

7/12/2016

8/30/2016 - Final

PROGRESS REPORTS & FINANCIAL REPORTS NOTE: Quarterly Reports due 04/12 include January, February and March program activity. Quarterly Reports due 07/12 include April, May and June program activity. Quarterly Reports due 10/12 include July, August and September program activity. Quarterly Reports due 01/12 include October, November and December program activity

Reimbursements and grant modifications will be held if there are late program reports.

INVENTORY REPORT should reflect final inventory in your records. All equipment purchases must be received, paid for, installed, and deployed before submitting report. Report is due in Egrants on or before:

Complete and return a *W-9 Taxpayer Identification Number Verification Form* (enclosed).

OTHER: _____

ACKNOWLEDGEMENT

The materials referenced above were received and reviewed by the appropriate members of this organization. I also acknowledge receipt of the Grant Award and any attached Special Conditions. I understand that this grant is awarded subject to our compliance with all Conditions, Regulations, and Obligations described in the above materials.

1/25/16
Date

Gil Benn
Gil Benn

, Project Director

Agreement Articles for Federal Fiscal Year 2015 HMEP Awards

Article I – Summary Description of Award

The Hazardous Materials Transportation Safety and Security Reauthorization Act of 2005 authorizes the U.S. Department of Transportation (DOT) to provide assistance to public sector employees through training and planning grants to States, Territories, and Native American tribes for emergency response. The purpose of this grant program is to increase State, Territorial, Tribal, and local effectiveness in safely and efficiently handling hazardous materials accidents and incidents, enhance implementation of the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA), and encourage a comprehensive approach to emergency training and planning by incorporating the unique challenges of responses to transportation situations. This grant consists of Hazardous Materials Emergency Preparedness (HMEP) funds from the Pipeline and Hazardous Materials Safety Administration (PHMSA) under Federal award # HM-HMP-0514-15-01-00.

Article II – Assurances, Administrative and Audit Requirements

1. Assurances

Recipients must complete Office of Management and Budget (OMB) Standard Form 424B (Assurances- Non-Construction Programs), included herein as Attachment C.

2. Administrative Requirements

The administration of this award will be based on the following Federal statutory and regulatory requirements:

- The authorizing language of 49 U.S.C. 5116 *et seq.*
- The regulations outlined at 49 CFR Part 110.
- 2 CFR Part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- Any other applicable Federal statutes and regulations, including, but not limited to the following:
 - The recipient must comply with 49 CFR Part 20, “New Restrictions on Lobbying.”
 - The recipient must comply with Title VI of the Civil Rights Act of 1964, which provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied benefits of, or be subject to discrimination under any program or activity receiving Federal financial assistance.
 - The recipient must comply with 49 CFR Part 21, “Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964.”
 - The recipient must comply with 49 CFR part 32, “Governmentwide Requirements for Drug-Free Workplace (Financial Assistance)” which implements requirements of Public Law 100-690, Subtitle D, “Drug-Free Workplace Act of 1988.”

3. Audit Requirements

As required by 2 CFR § 200.51 Audit Requirements, recipients that expend \$750,000 or more in Federal awards, during the non-federal entity’s fiscal year, must have a single or program-specific audit conducted for that year in accordance with the provisions of the regulation. Recipients are expected to review and fully comply with the audit requirements formerly located in OMB Circular A-133 and now located at 2 CFR Part 200, Subpart F.

Article III – Allowable Costs

The allowability of costs incurred by the recipient is determined using the cost principles in 2 CFR Part 200, Subpart E, and HMEP-specific program requirements.

Article IV – Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129 for information and guidance.

Article V – Record retention and access to records

Grant-related financial and programmatic records, supporting documents, statistical records, and other records must be maintained as provided in 2 CFR § 200.333 Retention Requirements for Records and 2 CFR § 200.336 Access to Records. DOT, PHMSA, and DMA/WEM, through its staff or authorized representatives, may conduct desk reviews and site visits, at reasonable times, to review project accomplishments, management control systems and provide guidance as may be requested or required. The recipient is required to provide, electronically or via postal service, all requested records. All reviews will be performed in a manner to not unduly delay work activity under the award.

Article VI – Copyright

PHMSA reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for federal government purposes: the copyright in any work developed under a grant, subaward, or contract under a grant or subaward; and any rights of copyright to which a recipient, subrecipient a contractor purchases ownership with grant support.

Article VII – Title to Equipment

Title to equipment purchased or fabricated under this award vests in the recipient upon acquisition except that DOT reserves the right to require the recipient to transfer title to items of equipment to the federal government or a third party named by DOT, when such a third party is otherwise eligible under existing statutes. Such transfers are subject to the standards contained in 2 CFR § 200.313.

Article VIII – Debarment and Suspension

In accordance with 2 CFR § 200.212, all recipients must comply with Executive Orders 12549 and 12689, and 2 CFR Part 180 as supplemented by 2 CFR Part 1200, which provide protection against waste, fraud and abuse by debarment or suspending those persons deemed irresponsible in their dealings with the Federal Government.

Article IX – False Claims Act and Program Fraud Civil Remedies

All recipients must comply with the requirements of 31 U.S. Code (U.S.C.) § 3729, which sets forth that no recipient of federal payments shall submit a false claim for payment. 38 U.S.C § 3801-3812 details the administrative remedies for false claims and statements made.

Article X – Acceptance of Post-Award Changes

In the event that DOT or PHMSA determines that changes are necessary to WEM's award after this award has been made, including changes to the period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award.

Article XI – Small and Minority Firms, Women's Business Enterprises, Veteran-Owned, and HubZone Area Firms

In keeping with 2 CFR § 200.321, recipients are encouraged to take all necessary affirmative steps to assure that small, minority-owned, women-owned, veteran-owned, and HubZone business firms are used when possible.

Article XII – Seat Belt Use Policies and Programs

In accordance with Executive Order 13043, recipients and their contractors are encouraged to adopt on-the-job seat belt use policies and programs for its employees when operating government-owned, company-owned, rented, or personally-owned vehicles.

Article XIII – Texting While Driving

In accordance with Executive Order 13513, recipients and their contractors are encouraged to adopt and enforce policies that ban messaging while driving government-owned, company-owned, rented, or personally-owned vehicles while on official government business or while performing any work for or on behalf of the government.

Article XIV – Planning Certification Requirement

The recipient agrees to use HMEP planning funds in accordance with the authorizing language at 49 U.S.C. § 5116 *et seq* to provide emergency responders with the training capabilities required to protect nearby persons, property, and the environment from the effects of accidents or incidents involving the transportation of hazardous material in accordance with existing regulations or National Fire Protection Association standards for competence of responders to accidents and incidents involving hazardous materials.

Article XV - WEM Conditions

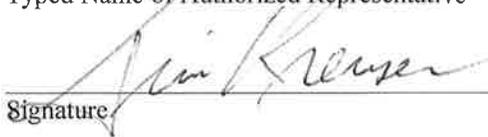
1. The recipient and any sub-recipient(s) must comply with the Grant Announcement used to announce the funding opportunity.
2. The recipient and any sub-recipient(s) must comply with the Grant Award Documents.
3. The recipient and any sub-recipient(s) must cooperate with the WEM Compliance Monitors.

As the duly authorized representative, I hereby certify that the recipient will comply with the above certifications and conditions, and has the legal authority to apply for federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal portion of project costs) to ensure proper planning, management, and completion of the project as described in the application.

Grantee Name and Address: Kenosha County, 1010 56th Street, Kenosha, WI 53140-3707

App # 10652 / Kenosha County Railroad Emergency Plan Project
Application Number and Project Name

Jim Kreuser, County Executive
Typed Name of Authorized Representative


Signature


Date

**NOTE: The original signature of the chief executive is required.
Substitute signing or stamping is not accepted.**

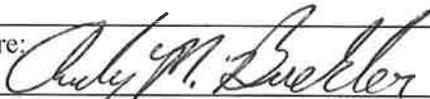
Kenosha



County

BOARD OF SUPERVISORS

RESOLUTION NO. _____

Subject: REQUEST THAT THE KENOSHA COUNTY BOARD APPROVE THE THIRD EDITION OF THE KENOSHA COUNTY LAND AND WATER RESOURCE MANAGEMENT PLAN - 2017-2026			
Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: February 17, 2016		Date Resubmitted:	
Submitted By: Planning, Development, & Extension Education Committee			
Fiscal Note Attached <input type="checkbox"/>		Legal Note Attached <input type="checkbox"/>	
Prepared By: Andy Buehler, Director Division of Planning Operations		Signature: 	

WHEREAS, In 1997, Act 27 was created, which caused a revision to the Wisconsin Statutes, Chapter 92, requiring all counties in Wisconsin to develop a Land and Water Resource Management Plan to address non-point source pollution from rural and urban land uses; and

WHEREAS, SEWRPC Planning Report No. 255 the Kenosha County Land and Water Resource Management Plan was prepared under the jurisdiction of the Kenosha County Land and Water Conservation Committee for the years 2000 through 2004, and was adopted by the Kenosha County Board of Supervisors by on November 14, 2000; and

WHEREAS, SEWRPC Planning Report No. 255 (2nd Edition) the Kenosha County Land and Water Resource Management Plan was prepared under the jurisdiction of the Kenosha County Land and Water Conservation Committee for the years 2008 through 2012, and was adopted by the Kenosha County Board of Supervisors on August 21, 2007; and

WHEREAS, Kenosha County Board of Supervisors supported a two-year extension of SEWRPC Planning Report No. 255 (2nd Edition) the Kenosha County Land and Water Resource Management Plan on December 4, 2012; and

WHEREAS, the Kenosha County Land and Water Conservation Committee, through the Division of Planning Operations, has been charged to develop a third edition of the Land and Water Resource Management Plan to maintain and/or improve conservation program efforts throughout Kenosha County, allowing the County to remain eligible for state program grant funding; and

WHEREAS, this newly revised Land and Water Resource Management Plan was jointly prepared under the direction of the Land and Water Conservation Committee through the Kenosha County Land and Water Resource Management Citizen Advisory Committee, and the Kenosha County Division of Planning Operations which entails a comprehensive workplan developed for the period 2017 through 2026; this plan revision fulfills all state statutory requirements of the planning and development process, including but not limited to extensive public input and participation; and

WHEREAS, in addition to maintaining the value of providing future Land and Water Resource Management Plan program direction and focus in Kenosha County, the Land and Water Resource Management Plan provides for the protection of our natural resources through conservation best management practices and provides the capability to distribute informational and educational resources to the public through an environmental educational approach; thus, the revisions made as outlined in the Revised Land & Water Resource Management Plan may continue to qualify Kenosha County as being deemed eligible to receive significant pollution abatement state grant funding allocation, beginning in the year 2017 through the calendar year 2026; and

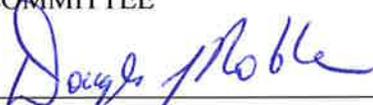
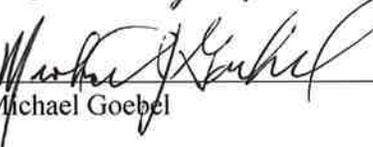
WHEREAS, the Land and Water Resource Management Plan (3rd Edition) was approved by the Kenosha County Land and Water Conservation Committee on September 30, 2015 and approve by the Planning, Development, & Extension Education Committee on October 14, 2015.

NOW, THEREFORE, BE IT RESOLVED by the Kenosha County Board of Supervisors that the revised Kenosha County Land & Water Resource Management Plan (2017 through 2026) is hereby approved; and the Kenosha County Land and Water Conservation Committee is authorized to submit the revised Land and Water Resource Management Plan to the Wisconsin Land & Water Conservation Board for their review and consideration of approval.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Kenosha County Board of Supervisors enact an ordinance adopting the Kenosha County Land & Water Resource Management Plan (3rd Edition).

Approved by:

PLANNING, DEVELOPMENT
& EXTENSION EDUCATION
COMMITTEE

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
 _____ Doug Noble, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Erin Decker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Michael Skalitzky	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Greg Retzlaff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Michael Goebel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**KENOSHA COUNTY
BOARD OF SUPERVISORS**

RESOLUTION NO. 83

Subject: RESOLUTION TO APPROVE THE JURISDICTIONAL TRANSFER AGREEMENT OF A SEGMENT OF SPRINGBROOK COURT FROM KENOSHA COUNTY TO THE VILLAGE OF PLEASANT PRAIRIE			
Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: February 8, 2016		Date Resubmitted:	
Submitted By: Public Works/Facilities Committee And Finance/Administration			
Fiscal Note Attached <input type="checkbox"/>		Legal Note Attached <input type="checkbox"/>	
Prepared By: Gary Sipsma		Signature: 	

WHEREAS, Kenosha County and the Village of Pleasant Prairie in the State of Wisconsin have determined it to be in the best interest to jurisdictionally transfer a 0.06 mile segment of Springbrook Road and,

WHEREAS, Section 83.025, Wisconsin Statutes, enables the County to enter into jurisdictional transfer agreements with the Village of Pleasant Prairie, thereby facilitating alterations in jurisdictional highway systems.

THEREFORE BE IT RESOLVED, that the Kenosha County Board of Supervisors hereby approves the transfer of jurisdictional responsibility between Kenosha County and the City of Kenosha, and

BE IT FURTHER RESOLVED, that the Kenosha County Highway Commissioner is authorized to process the jurisdictional transfer with the Wisconsin Department of Transportation subject to the Village of Pleasant Prairie Board approval of a Resolution jurisdictionally transferring the segment of 0.06 mile segment of Springbrook Road.

PUBLIC WORKS/FACILITIES COMMITTEE:

Dennis Elverman
Dennis Elverman, Chairperson

William Grady
William Grady, Vice-Chairperson

Boyd Frederick
Boyd Frederick, Secretary

Mike Skalitzky
Mike Skalitzky

John Poole
John Poole

Aye No Abstain

FINANCE/ADMINISTRATION COMMITTEE:

Terry Rose
Terry Rose, Chairperson

Ron Frederick
Ron Frederick, Vice-Chairperson

John O'Day
John O'Day, Secretary

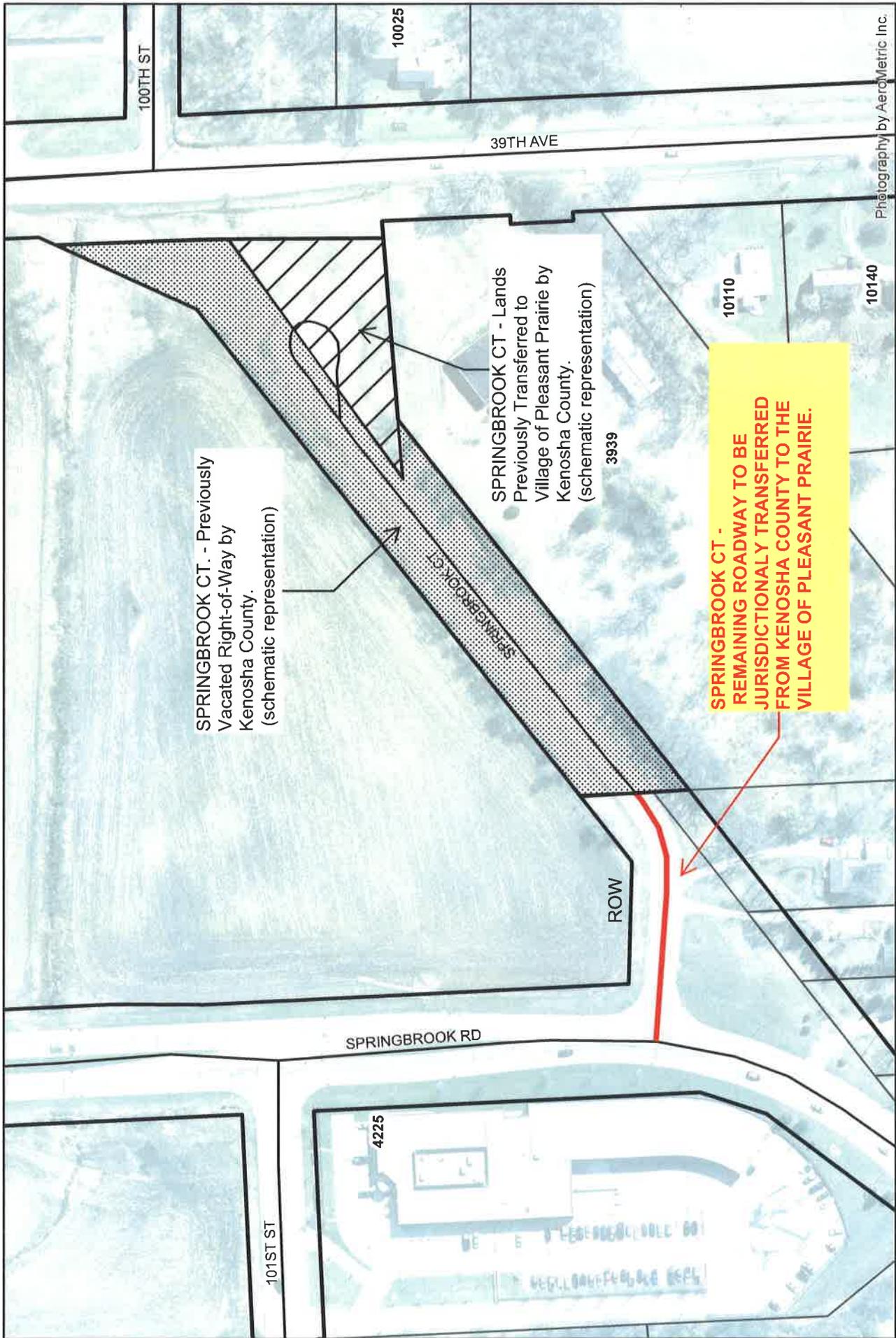
Kimberly Breunig
Kimberly Breunig

Rick Dodge
Rick Dodge

Jeffery Genz
Jeffery Genz

Aaron Kohlmeier
Aaron Kohlmeier

Aye No Abstain



SPRINGBROOK COURT JURISDICTIONAL TRANSFER

0 75 150 Feet

1 inch = 150 feet



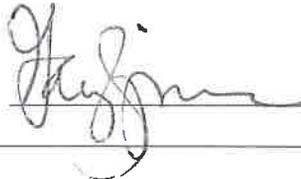
Kenosha County
Administrative Proposal Form

1. Proposal Overview

Division: Highway Department: Public Works

Proposal Summary (attach explanation and required documents):

Approve the Jurisdictional Transfer Agreement of a Segment of Springbrook Court from Kenosha County to the Village of Pleasant Prairie.

Dept./Division Head Signature:  Date: _____

2. Department Head Review

Comments:

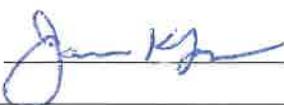
Recommendation: Approval Non-Approval

Department Head Signature:  Date: 2-1-16

3. Finance Division Review

Comments:

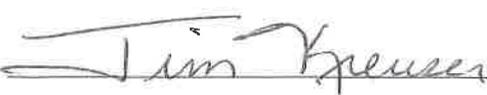
Recommendation: Approval Non-Approval

Finance Signature:  Date: 2-1-16

4. County Executive Review

Comments:

Action: Approval Non-Approval

Executive Signature:  Date: 2-2-16



COUNTY OF KENOSHA

Division of Planning & Development

Andy M. Buehler, Director
Division of Planning & Development
19600 75th Street, Suite 185-3
Bristol, WI 53104-9772
(262) 857-1895

MEMORANDUM

Communication to Kenosha County Board of Supervisors
(For Informational Purposes Only)

As required by Section 59.69(2)(e), the following report is being made on the petitions to the **March 9, 2016** Planning, Development & Extension Education Committee meeting that have been filed in the Kenosha County Clerk & Kenosha County Planning & Development Offices for future consideration by the County Board.

1. **ASHLEY MORRIS – REZONING - SALEM**

Ashley Morris, 9014 268th Ave., Salem, WI 53168 (Owner), Kenosha County Planning, Development & Extension Education Committee, 19600 75th Street, Suite 185-3, Bristol, WI 53104 (Sponsor), requesting a rezoning from R-4 Urban Single-Family Residential Dist. to R-4 Urban Single-Family Residential Dist. & C-1 Lowland Resource Conservancy Dist. on Tax Parcels #65-4-120-164-0297 & 65-4-120-164-0299 located in the SE 1/4 of Section 16, T1N, R20E, Town of Salem.

2. **TABLED NORTHERN ALPINE GROUP LLC (OWNER), MARY OCHOA-PETERSEN (AGENT) – REZONING – WHEATLAND**

Tabled Request of Northern Alpine Group LLC, 31401 60th St., Salem, WI 53168 (Owner), Mary Ochoa-Petersen, 31401 60th St., Salem, WI 53168 (Agent) requesting a rezoning from R-2 Suburban Single-Family Residential Dist. to A-2 General Agricultural Dist. on Tax Parcels #95-4-119-011-0102 & 95-4-119-011-0104 located in the NE ¼ of Section 1, T1N, R19E, Town of Wheatland.

3. **TABLED ACTION 50 LLC (OWNER) – MARK MERKLING (AGENT) – COMPREHENSIVE PLAN AMENDMENT - WHEATLAND**

Tabled Request of Public Hearing on Proposed Comprehensive Plan Amendment, Action 50 LLC, 420 W. Westleigh Rd., Lake Forest, IL 60045 (Owner), Mark Merkling, 5675 392nd Ave., Burlington, WI 53105 (Agent), requests an amendment to the Adopted Land Use Plan map for Kenosha County: 2035 (map 65 of the comprehensive plan) from "Suburban-Density Residential" & "Non-Farmed Wetland" to "Commercial" and "Non-Farmed Wetland" on Tax Parcel #95-4-219-314-0640 located in Section 31, T2N, R19E, Town of Wheatland.

4. **TABLED ACTION 50 LLC (OWNER) – MARK MERKLING (AGENT) – REZONING – WHEATLAND**

Tabled Request of Action 50 LLC, 420 W. Westleigh Rd., Lake Forest, IL 60045 (Owner), Mark Merkling, 5675 392nd Ave., Burlington, WI 53105 (Agent), requesting a rezoning from A-2 General Agricultural Dist. to B-3 Highway Business Dist. & C-1 Lowland Resource Conservancy Dist. on Tax Parcel #95-4-219-314-0640 located in SE ¼ Section 31, T2N, R19E, Town of Wheatland.

5. **TABLED ACTION 50 LLC (OWNER) – MARK MERKLING (AGENT) – CONDITIONAL USE PERMIT – WHEATLAND**

Tabled Request of Action 50 LLC, 420 W. Westleigh Rd., Lake Forest, IL 60045 (Owner), Mark Merkling, 5675 392nd Ave., Burlington, WI 53105 (Agent), requesting a Conditional Use Permit for Recreational Vehicle (RV) sales, service and outdoor display & storage in the B-3 Highway Business Dist. on Tax Parcel #95-4-219-314-0640 located in SE ¼ Section 31, T2N, R19E, Town of Wheatland.

6. Certified Surveys.
7. Approval of Minutes.
8. Citizens Comments.
9. Any Other Business Allowed by Law.
10. Adjournment.

Sincerely,



ANDY M. BUEHLER, Director
Division of Planning Operations

AMB:BF:jd

UNITED STATES DISTRICT COURT

for the

Eastern District of Wisconsin

2016 JAN 28 A 9 05

Martin Mendoza-Sanchez

Plaintiff

v.

Beth, et al

Defendant

)
)
)
)
)

Civil Action No.

15-CV-01533

U.S. MARSHAL
MILWAUKEE, WI

NOTICE OF A LAWSUIT AND REQUEST TO WAIVE SERVICE OF A SUMMONS

To: David Beth

(Name of the defendant or - if the defendant is a corporation, partnership, or association - an officer or agent authorized to receive service)

Why are you getting this?

A lawsuit has been filed against you, or the entity you represent, in this court under the number shown above. A copy of the complaint is attached.

This is not a summons, or an official notice from the court. It is a request that, to avoid expenses, you waive formal service of a summons by signing and returning the enclosed waiver. To avoid these expenses, you must return the signed waiver within 30 days (give at least 30 days, or at least 60 days if the defendant is outside any judicial district of the United States) from the date shown below, which is the date this notice was sent. Two copies of the waiver form are enclosed, along with a stamped, self-addressed envelope or other prepaid means for returning one copy. You may keep the other copy.

What happens next?

If you return the signed waiver, I will file it with the court. The action will then proceed as if you had been served on the date the waiver is filed, but no summons will be served on you and you will have 60 days from the date this notice is sent (see the date below) to answer the complaint (or 90 days if this notice is sent to you outside any judicial district of the United States).

If you do not return the signed waiver within the time indicated, I will arrange to have the summons and complaint served on you. And I will ask the court to require you, or the entity you represent, to pay the expenses of making service.

Please read the enclosed statement about the duty to avoid unnecessary expenses.

I certify that this request is being sent to you on the date below.

Date: 02/05/2016

Signature of the attorney or unrepresented party

Martin Mendoza-Sanchez

Printed name

Address

E-mail address

Telephone number

UNITED STATES DISTRICT COURT

for the

Eastern District of Wisconsin

2016 JAN 28 A 9 05

Martin Mendoza-Sanchez

Plaintiff

v.

Beth, et al

Defendant

Civil Action No. 15-CV-01533

U.S. MARSHAL MILWAUKEE, WI

WAIVER OF THE SERVICE OF SUMMONS

To: Martin Mendoza-Sanchez (Name of the plaintiff's attorney or unrepresented plaintiff)

I have received your request to waive service of a summons in this action along with a copy of the complaint, two copies of this waiver form, and a prepaid means of returning one signed copy of the form to you.

I, or the entity I represent, agree to save the expense of serving a summons and complaint in this case.

I understand that I, or the entity I represent, will keep all defenses or objections to the lawsuit, the court's jurisdiction, and the venue of the action, but that I waive any objections to the absence of a summons or of service.

I also understand that I, or the entity I represent, must file and serve an answer or a motion under Rule 12 within 60 days from 02/05/2016, the date when this request was sent (or 90 days if it was sent outside the United States). If I fail to do so, a default judgment will be entered against me or the entity I represent.

Date:

Signature of the attorney or unrepresented party

David Beth

Printed name of party waiving service of summons

Printed name

Address

E-mail address

Telephone number

Duty to Avoid Unnecessary Expenses of Serving a Summons

Rule 4 of the Federal Rules of Civil Procedure requires certain defendants to cooperate in saving unnecessary expenses of serving a summons and complaint. A defendant who is located in the United States and who fails to return a signed waiver of service requested by a plaintiff located in the United States will be required to pay the expenses of service, unless the defendant shows good cause for the failure.

"Good cause" does not include a belief that the lawsuit is groundless, or that it has been brought in an improper venue, or that the court has no jurisdiction over this matter or over the defendant or the defendant's property.

If the waiver is signed and returned, you can still make these and all other defenses and objections, but you cannot object to the absence of a summons or of service.

If you waive service, then you must, within the time specified on the waiver form, serve an answer or a motion under Rule 12 on the plaintiff and file a copy with the court. By signing and returning the waiver form, you are allowed more time to respond than if a summons had been served.

2016 JAN 28 A 9:05

ATTACHMENT 1

U.S. DISTRICT COURT
EASTERN DISTRICT-WI
FILED

U.S. MARSHAL
MILWAUKEE, WI

COMPLAINT FORM

(for filers who are prisoners without lawyers)

2015 DEC 22 A 10:54

JON W. SANFILIPPO
CLERK

UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF WISCONSIN

(Full name of plaintiff(s))

MARTIN MENDOZA-SANCHEZ

v.

Case Number:

(Full name of defendant(s))

15-C-1533
(to be supplied by Clerk of Court)

DAVID BETH-SHERIFF

DR. BUTLER

JANE & JOHN DOE OFFICIALS

Kenosha county Detention Facility - Entity policies & procedures
customs.

A. PARTIES

1. Plaintiff is a citizen of WISCONSIN and is located at
(State)

4777-88th AVE Kenosha, WI 53144
(Address of prison or jail)

(If more than one plaintiff is filing, use another piece of paper.)

2. Defendant DAVID BETH SHERIFF (Name)
is (if a person or private corporation) a citizen of WISCONSIN (State, if known)
and (if a person) resides at 1000-55th St Kenosha, WI 53140 (Address, if known)
and (if the defendant harmed you while doing the defendant's job)
worked for Kenosha County Detention Center 4777-88th Ave Kenosha, WI 53144 (Employer's name and address, if known)

(If you need to list more defendants, use another piece of paper.)

B. STATEMENT OF CLAIM

On the space provided on the following pages, tell:

1. Who violated your rights;
2. What each defendant did;
3. When they did it;
4. Where it happened; and
5. Why they did it, if you know.

On or About 09-28, 2015, Plaintiff was
transported from the Indiana Dept of Corrections
on an Immigration Detainer. Upon entry into
the Kenosha Co. Detention Center (KCDC hereinafter).
Sheriff David Beth as well as KCDC Sgt's,
Corporals, Agents and employees failed to
implement a system to separate non-violent
offenders from violent offenders. Moreover,
said officials failed to implement policies, practices or

Defendants

Dr. Butler, et al.,
Kenosha County Detention Center
4777 - 88th Ave
Kenosha, WI 53144

Jane & John Doe officials, et al.,
Classification of inmates
Kenosha County Detention Center
4777 - 88th Ave
Kenosha, WI 53144

John Doe correctional officer, et al
Kenosha County Correctional officer
4777 - 88th Ave
Kenosha, WI 53144

procedures to keep INS (immigration prisoners separate from federal prisoners). Cors officer was the S/O on Dorm D-North on 09-20-15 who ignored inmate David Williams aggressive behavior toward immigration inmates such as plaintiffs. Williams is a federal inmate. On 09-20-15 David Williams had been bullying a large number of immigration detainees when plaintiff asked Williams to back off. Williams became hostile and aggressive toward plaintiff and charged plaintiff physically. Plaintiff pushed Williams away in a form of self-defense. Williams beat plaintiff up severely, causing plaintiff a head fracture which resulted in two eye surgeries. Dr. Butler of Kroc has been deliberately indifferent toward defendant's head fracture (which still exist) and defendant's head fracture and eye pain is causing plaintiff excruciating head and eye pain and Dr. Butler refuses to treat plaintiff's excruciating medical condition. Eye surgeries occurred before 09-20-15 but 9-20-15 fight worsened injuries. Plaintiff applied self defense only.

Page 3-A
STATEMENT OF CLAIM continued

Plaintiff is suing under 42 U.S.C. 1983, invoking the pendent jurisdiction under 893.82 Wis. Stats.

Had the customs, policies, practices and procedures had been properly executed separating violent offenders such as David Williams away from plaintiff the physical force and violence in D-North at Kerc would have never occurred.

Plaintiff is a non-violent individual whose serious injuries were sustained due to a failure to train by Sheriff David Beth. By the failure of Kerc to separate Immigration Detainees from Federal Detainees.

Defendants acted under color of state law, knowingly, willingly, intentionally and intelligently with reckless disregard to the plaintiff's health and safety.

C. JURISDICTION

I am suing for a violation of federal law under 28 U.S.C. § 1331.

OR

I am suing under state law. The state citizenship of the plaintiff(s) is (are) different from the state citizenship of every defendant, and the amount of money at stake in this case (not counting interest and costs) is \$ _____.

D. RELIEF WANTED

Describe what you want the Court to do if you win your lawsuit. Examples may include an award of money or an order telling defendants to do something or to stop doing something.

- A. Award plaintiff one million dollars
\$1,000,000.00 in compensatory damages.
- B. Award plaintiff punitive damages \$500,000.00
- C. Order a classification system separating
immigration detainees from federal detainees.
- D. Order corrective surgery for plaintiff's
head fracture.
- E. Order eye surgery to correct plaintiff's
pain-blurred vision.
- F. Any other relief the court deems
just and proper.

E. JURY DEMAND

Jury Demand – I want a jury to hear my case.

OR

Court Trial – I want a judge to hear my case.

I declare under penalty of perjury that the foregoing is true and correct.

Complaint signed this 15th day of December 2015.

Respectfully Submitted,

Martin S. Mendoza
Signature of Plaintiff

6178 M-00
Plaintiff's Prisoner ID Number

4777-88th AVE

Kenosha, WI 53144
(Mailing Address of Plaintiff)

(If more than one plaintiff, use another piece of paper.)

REQUEST TO PROCEED IN DISTRICT COURT WITHOUT PREPAYING THE FULL FILING FEE

I DO request that I be allowed to file this complaint without paying the filing fee. I have completed a Request to Proceed in District Court without Prepaying the Full Filing Fee form and have attached it to the complaint.

I DO NOT request that I be allowed to file this complaint without prepaying the filing fee under 28 U.S.C. § 1915, and I have included the full filing fee with this complaint.

UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF WISCONSIN

2016 JAN 28 A 9:05

MARTIN MENDOZA-SANCHEZ,

Plaintiff,

v.

Case No: 15-C-1533

DAVID BETH, et al.,

Defendants.

U.S. MARSHAL
MILWAUKEE, WI

ORDER GRANTING PLAINTIFF'S MOTION FOR LEAVE TO
PROCEED IN FORMA PAUPERIS AND
SCREENING COMPLAINT UNDER 28 U.S.C. § 1915(e)(2)

Martin Mendoza-Sanchez, who is proceeding pro se, has lodged a complaint under 42 U.S.C. § 1983, asserting that his civil rights were violated by the Kenosha County Sheriff and various officials at the Kenosha County Detention Center. Before the court is plaintiff's petition for leave to proceed in forma pauperis.

A district court may authorize a plaintiff to proceed in forma pauperis, meaning that he does not have to prepay the \$400 filing fee to commence the lawsuit, if the plaintiff submits an affidavit setting forth the assets he possesses, indicating that he is unable to pay the fees, and stating his belief that he is entitled to redress. 28 U.S.C. § 1915(a).

Plaintiff has filed such an affidavit. He states that he is being held on an immigration detainer, is unemployed, has no property or assets, and has only \$0.02 in his checking account. Based on plaintiff's affidavit, the court is satisfied that he meets the requirements for proceeding in forma pauperis in this case.

Screening of Plaintiff's Complaint

The court is required to screen complaints brought by individuals proceeding in forma pauperis. 28 U.S.C. § 1915(e)(2). The court must dismiss a complaint or portion thereof if the plaintiff has raised claims that are legally "frivolous or malicious," that fail to state a claim upon which relief may be granted, or that seek monetary relief from a defendant who is immune from such relief. 28 U.S.C. § 1915(e)(2).

To state a cognizable claim under the federal notice pleading system, plaintiff is required to provide a "short and plain statement of the claim showing that [he] is entitled to relief[.]" Fed. R. Civ. P. 8(a)(2). It is not necessary for a plaintiff to plead specific facts and his statement need only "give the defendant fair notice of what the . . . claim is and the grounds upon which it rests." *Bell Atlantic Corp. v. Twombly*, 550 U.S. 544, 555 (2007) (quoting *Conley v. Gibson*, 355 U.S. 41, 47 (1957)). However, a complaint that offers "labels and conclusions" or "formulaic recitation of the elements of a cause of action will not do." *Ashcroft v. Iqbal*, 556 U.S. 662, 678 (2009) (quoting *Twombly*, 550 U.S. at 555). To state a claim, a complaint must contain sufficient factual matter, accepted as true, "that is plausible on its face." *Id.* (quoting *Twombly*, 550 U.S. at 570). "A claim has facial plausibility when the plaintiff pleads factual content that allows the court to draw the reasonable inference that the defendant is liable for the misconduct alleged." *Id.* (citing *Twombly*, 550 U.S. at 556). The complaint allegations "must be enough to raise a right to relief above the speculative level." *Twombly*, 550 U.S. at 555 (citation omitted).

In considering whether a complaint states a claim, courts should follow the principles set forth in *Twombly* by first, "identifying pleadings that, because they are no more than

conclusions, are not entitled to the assumption of truth.” *Iqbal*, 556 U.S. at 679. Legal conclusions must be supported by factual allegations. *Id.* If there are well-pleaded factual allegations, courts must, second, “assume their veracity and then determine whether they plausibly give rise to an entitlement to relief.” *Id.*

To state a claim for relief under 42 U.S.C. § 1983, a plaintiff must allege that: 1) he was deprived of a right secured by the Constitution or laws of the United States; and 2) the deprivation was visited upon him by a person or persons acting under color of state law. *Buchanan-Moore v. County of Milwaukee*, 570 F.3d 824, 827 (7th Cir. 2009) (citing *Kramer v. Village of North Fond du Lac*, 384 F.3d 856, 861 (7th Cir. 2004)); see also *Gomez v. Toledo*, 446 U.S. 635, 640 (1980). The court is obliged to give a plaintiff's pro se allegations, “however inartfully pleaded,” a liberal construction. See *Erickson v. Pardus*, 551 U.S. 89, 94 (2007) (quoting *Estelle v. Gamble*, 429 U.S. 97, 106 (1976)).

Plaintiff is an immigration detainee being held at the Kenosha County Detention Center. He alleges that immigration detainees are housed alongside federal inmates, which has led to violence against him and other detainees. He sues Sheriff David Beth, John/Jane Doe Officials, and the Kenosha County Detention Center for their creation and enforcement of a policy allowing violent criminal offenders to be housed with non-violent immigration detainees.

Because of this policy, plaintiff further asserts that an inmate beat him severely, fracturing his skull and causing him to undergo two eye surgeries. He claims that defendant John Doe ignored the inmate's threatening behavior and failed to protect him

from the attack. Plaintiff also claims that Dr. Butler has refused to treat his “excruciating medical condition.” (Doc. 1 at 4.)

Plaintiff may proceed against Beth and John/Jane Doe officials based on his allegations that they created and enforced a policy allowing immigration detainees to be housed alongside criminal offenders, violating the Fourteenth Amendment. See *Edwards v. Johnson*, 209 F.3d 772, 778 (5th Cir. 2000) (holding that an immigration detainee is treated as the equivalent of a pretrial detainee so that the detainee’s constitutional claims are considered under the due process clause instead of the Eighth Amendment). However, he may not proceed against Kenosha County Detention Center on this basis because it is not a “person” within the meaning of § 1983. *Wagoner v. Lemmon*, 778 F.3d 586, 592 (7th Cir. 2015). On the other hand, plaintiff may proceed on his Fourteenth Amendment claims against John Doe for his failing to protect him and against Baker for refusing to treat his serious medical condition. Plaintiff may use discovery to identify the John/Jane Doe defendants. The court anticipates that defendants will cooperate in this regard to ensure the Doe defendants are promptly identified. Therefore,

IT IS ORDERED that plaintiff’s motion for leave to proceed in forma pauperis (Doc. 2) is GRANTED.

IT IS FURTHER ORDERED that defendant Kenosha County Detention Center is DISMISSED.

IT IS FURTHER ORDERED that the United States Marshal shall serve a copy of the complaint and this order upon David Beth and Dr. Butler pursuant to Federal Rule of Civil Procedure 4. The plaintiff is advised that Congress requires the U.S. Marshals Service to charge for making or attempting such service. 28 U.S.C. § 1921(a). The current fee for

waiver-of-service packages is \$8.00 per item mailed. The full fee schedule is provided at 28 C.F.R. §§ 0.114(a)(2), (a)(3). Although Congress requires the court to order service by the U.S. Marshals Service precisely because in forma pauperis plaintiffs are indigent, it has not made any provision for these fees to be waived either by the court or by the U.S. Marshals Service.

IT IS FURTHER ORDERED that defendants David Beth and Dr. Butler shall file a responsive pleading to the complaint.

IT IS FURTHER ORDERED that plaintiff shall submit all correspondence and legal material to:

Office of the Clerk
United States District Court
Eastern District of Wisconsin
362 United States Courthouse
517 E. Wisconsin Avenue
Milwaukee, Wisconsin 53202

PLEASE DO NOT MAIL ANYTHING DIRECTLY TO THE COURT'S CHAMBERS. It will only delay the processing of the matter. As each filing will be electronically scanned and entered on the docket upon receipt by the clerk, plaintiff need not mail copies to defendants. All defendants will be served electronically through the court's electronic case filing system. Plaintiff should also retain a personal copy of each document filed with the court.

Plaintiff is further advised that failure to make a timely submission may result in the dismissal of this action for failure to prosecute.

In addition, the parties must notify the Clerk of Court of any change of address. Failure to do so could result in orders or other information not being timely delivered, thus affecting the legal rights of the parties.

Dated at Milwaukee, Wisconsin, this 26th day of January, 2016.

BY THE COURT

/s/ C.N. Clevert, Jr.

C.N. CLEVERT, JR.

U.S. DISTRICT JUDGE

GL - 4 - 16



COUNTY OF KENOSHA

COUNTY CLERK

Mary T. Schuch-Krebs

1010 - 56th Street
Kenosha WI 53140
(262) 653-2552
Fax: (262) 653-2564

CLAIM AGAINST KENOSHA COUNTY

FULL NAME State Farm Ins also Joe Wolske DATE 1/15/2016
ADDRESS PO BOX 106172
Atlanta GA 30348
TELEPHONE NUMBER: Home: NA
Work: 877-787-8274 x 6156926941
DATE & TIME OF ACCIDENT OR LOSS 10/19/2015 2:30 PM

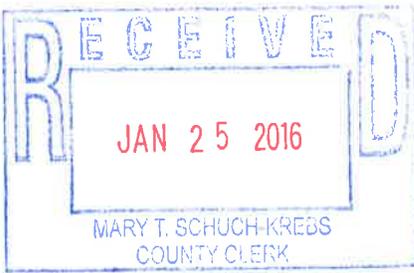
LOCATION OF ACCIDENT Geneva Road near 317th Ave

DESCRIPTION OF ACCIDENT OR LOSS your vehicle failed to
yield right of way to our insureds vehicle,
hitting and causing damage.

WITNESS: Name _____
Address _____
Phone _____

AMOUNT OF CLAIM (damages) \$ 16509.78
CLAIMANT'S SIGNATURE [Signature] also Joe Wolske

Please attach receipts, estimates, and/or other supporting data to this form.
RETURN THIS FORM TO: KENOSHA COUNTY CLERK
1010 - 56TH STREET
KENOSHA WI 53140



GL - 5 - 16

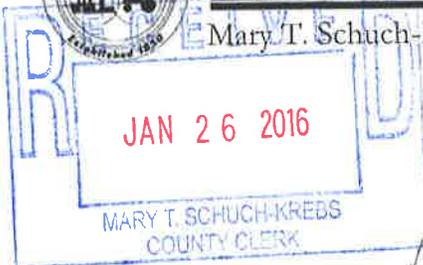


COUNTY OF KENOSHA

COUNTY CLERK

Mary T. Schuch-Krebs

1010 - 56th Street
Kenosha WI 53140
(262) 653-2552
Fax: (262) 653-2564



CLAIM AGAINST KENOSHA COUNTY

FULL NAME Adam Peter McKnight DATE 1-26-16

ADDRESS 4630 Wilson RD Kenosha WI 53142

TELEPHONE NUMBER: Home: 262-818-6180

Work: _____

DATE & TIME OF ACCIDENT OR LOSS 12-20-15 11:06 am

LOCATION OF ACCIDENT 60th Street just before Hwy 31 in Kenosha

DESCRIPTION OF ACCIDENT OR LOSS I was traveling west bound on 60th street in Kenosha approaching the intersection of 60th Street and Highway 31 when Kenosha Sheriff Kevin Panyk attempted to merge from the right lane into the left lane striking my vehicle. I attempted to avoid the collision by applying my brakes and swerving away from the sheriff.

WITNESS: Name Josef Eisenbraun

Address 4519 50th Street

Kenosha WI 53144

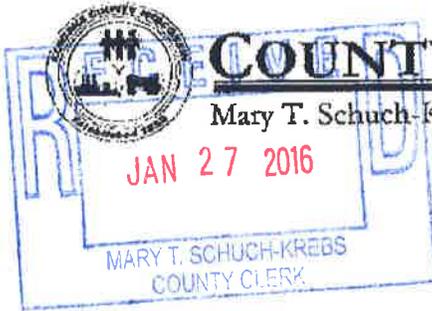
Phone 262-344-4042

AMOUNT OF CLAIM (damages) \$ 3130.09

CLAIMANT'S SIGNATURE Adam McKnight

Please attach receipts, estimates, and/or other supporting data to this form.

RETURN THIS FORM TO: KENOSHA COUNTY CLERK
1010 - 56TH STREET
KENOSHA WI 53140



COUNTY OF KENOSHA

COUNTY CLERK

Mary T. Schuch-Krebs

1010 - 56th Street
 Kenosha WI 53140
 (262) 653-2552
 Fax: (262) 653-2564

CLAIM AGAINST KENOSHA COUNTY

FULL NAME GARY Schindel DATE 1-27-16

ADDRESS 11706 231st
Trevor, WI 53129

TELEPHONE NUMBER: Home: 262-862-9312

~~Work~~ 262-206-0961

DATE & TIME OF ACCIDENT OR LOSS 1-19-16

10:17 AM

LOCATION OF ACCIDENT Hwy C Trevor WI 1/2
mile east of Hwy 83

DESCRIPTION OF ACCIDENT OR LOSS windshield cracked.

I was driving on Hwy C past Kenosha
County crew cleaning trees on side of
road. A stick of something shot out
of tree shredder and hit my
wind shield cracking it.

WITNESS: Name _____

Address _____

Phone _____

AMOUNT OF CLAIM (damages) \$ 175.00
100

CLAIMANT'S SIGNATURE Gary Schindel

Please attach receipts, estimates, and/or other supporting data to this form.

RETURN THIS FORM TO: KENOSHA COUNTY CLERK
 1010 - 56TH STREET
 KENOSHA WI 53140

GL-7-16



COUNTY OF KENOSHA

Mary T. Schuch-Krebs

COUNTY CLERK

1010 - 56th Street
Kenosha WI 53140
(262) 653-2552
Fax: (262) 653-2564

FEB

2 2016

CLAIM AGAINST KENOSHA COUNTY

FULL NAME Briana Polly DATE 2/1/16

ADDRESS 2281 Highpoint Dr.
Lindenhurst IL 60046

TELEPHONE NUMBER: Home: (847) 445-8915
Work: _____

DATE & TIME OF ACCIDENT OR LOSS 1/10/16
5:44 AM

LOCATION OF ACCIDENT 152ND AVE Kenosha County.

DESCRIPTION OF ACCIDENT OR LOSS _____

Accident case number 16-004309
2001 Jeep Cherokee total loss - undriveable
Blue Book value \$3,500
Towing fees \$530

WITNESS: Name _____

Address _____

Phone _____

AMOUNT OF CLAIM (damages) \$ 4,030

CLAIMANT'S SIGNATURE Briana Polly

Please attach receipts, estimates, and/or other supporting data to this form.

RETURN THIS FORM TO: KENOSHA COUNTY CLERK
1010 - 56TH STREET
KENOSHA WI 53140