

ROCK COUNTY, WISCONSIN

Updated: 06/08/2020

NOTE: This is a Teleconference



COUNTY BOARD STAFF COMMITTEE MONDAY, JUNE 8, 2020 – 4:30 P.M. CALL: 1-312-626-6799 MEETING ID: 856 6347 0393

Join Zoom Meeting

<https://us02web.zoom.us/j/85663470393>

Meeting ID: 856 6347 0393

One tap mobile

+13017158592,,85663470393# US (Germantown)

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Join by Skype for Business

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If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Monday, June 8, 2020. To submit a public comment use the following email: marilyn@co.rock.wi.us.

Join from a telephone:

- On your phone, dial the phone number provided above
- Enter the meeting ID number when prompted, using your dial-pad.
- Please note that long-distance charges may apply. This is not a toll-free number.
- Supervisors: Please identify yourself by name
- Please mute your phone when you are not speaking to minimize background noises
- We are new at holding meetings this way, so please be patient

Instructions for the hearing impaired –

<https://support.zoom.us/hc/en-us/articles/207279736-Getting-started-with-closed-captioning>

Please contact Marilyn at (608)757-5510 if you are going to be late or if you will not be able to attend the meeting.

**COUNTY BOARD STAFF COMMITTEE
MONDAY, JUNE 8, 2020 – 4:30 P.M.**

Agenda

1. Call to Order
2. Approve Agenda
3. Approval of Minutes – May 26, 2020
4. Election of Vice Chair
5. Public Comment - sent in via email by noon Monday, June 8, 2020
6. Transfers
7. Review of Payments
8. Resolutions and Committee Action
 - A. Recognizing Patricia Degan
 - B. To Recognize Jeanine Froeber
 - C. Recognizing Michelle Barnett for Service to Rock Haven
 - E. Creation of New Policy 5.54 Work – Telecommuting
 - F. Revision to Administrative Policy and Procedure 5.31 Overtime, Flex and After Hours Payments
 - G. Revision to Administrative Policy and Procedure 5.37 Shift Differential
 - H. Authorizing Hazard Pay for COVID-19 Contact Staff
 - I. Approving Release of Deed Restrictions on 1747 Center Ave.
9. Adjournment

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.

Please contact Marilyn at (608)757-5510 if you are going to be late or if you will not be able to attend the meeting.



COUNTY BOARD STAFF COMMITTEE
Minutes – May 26, 2020

Call to Order. Chair Purviance called the meeting of the County Board Staff Committee to order at 4:30 P.M. via telephone conference.

Committee Members Present via Phone: Supervisors Purviance, Bostwick, Brien, Leavy, Peer, Podzilni, Sweeney, Yeomans and Zajac.

Committee Members Excused: None.

Staff Members Present via Phone: Josh Smith, County Administrator; Randy Terronez, Assistant to County Administrator; Annette Mikula, Human Resources Director; Richard Greenlee, Corporation Counsel; Bridget Laurent, Deputy Corporation Counsel; Lisa Tollefson, County Clerk; Brent Sutherland, Facilities Management Director.

Others Present: Supervisor Mary Beaver.

Approval of Agenda. Supervisor Yeomans moved approval of the agenda as presented, second by Supervisor Peer. ADOPTED.

Set Meeting Date and Time. Supervisor Bostwick moved to have the meetings on the second and fourth Monday of each month at 4:30 P.M., second by Supervisor Leavy.

Supervisor Yeomans moved to amend the motion and change the time to 4:00 P.M., second by Supervisor Podzilni. FAILED on the following vote: YES – Supervisors Leavy, Yeomans, Brien, and Podzilni; NO – Supervisors Zajac, Peer, Sweeney, Bostwick, and Purviance.

PASSED on the following vote to the original motion: YES – Supervisors Zajac, Leavy, Yeomans, Sweeney, Brien, Bostwick, and Purviance; NO – Supervisors Podzilni and Peer. Meeting will be held on the second and fourth Mondays of each month at 4:30 P.M.

Approval of Minutes – April 7, 2020. Supervisor Peer moved approval of the minutes of April 7, 2020 as presented, second by Supervisor Yeomans. ADOPTED.

Public Comment. None.

Transfers. None.

Review of Payments. The Committee accepted the reports.

Resolutions and Committee Action.

Recognizing Correctional Officer Richard L. Jeanette

“**NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2020 does hereby recognize Correctional Officer Richard L. Jeannette for his over 20 years of faithful service and recommends that a sincere expression of appreciation be given to Correctional Officer Richard L Jeannette along with best wishes for the future.”

Supervisor Peer moved approval of the above resolution, second by Supervisor Zajac. ADOPTED.

Recognizing Lynn Burdick

“**NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2020 does hereby recognize Lynn Burdick for her 27 years of service and extend best wishes to her in her future endeavors.”

Supervisor Brien moved approval of the above resolution, second by Supervisor Bostwick. ADOPTED.

Amending County Board Rules I and IV

“**NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this ___ day of May, 2020 hereby amends the Rules of Procedure of the Rock County Board of Supervisors as follows:

(1) Rule I-I. shall be created as follows:

I. If, an emergency situation arises, in which in the opinion of the Chair and Vice Chair collectively, it would be unsafe, or a threat to the health of members of the Board of Supervisors, or members of the public, to hold an in-person meeting, then on a temporary basis, any meeting of the Rock County Board of Supervisors may be conducted by electronic audio-visual means. Any electronic meetings must be conducted in accordance with the Wisconsin Open Meetings Law, Wis. Stat. § 19.81, et. seq., such that reasonable notice is provided to the public in accordance therewith, and the meeting is reasonably accessible to members of the public. During any electronic meeting of the County Board, any period normally designated for public hearing or public comment may be omitted, at the sole discretion of the Chair, except those public comment, or public hearing periods, which are required by state law or administrative rule. In lieu of receiving public comments during an electronic meeting, the public shall be made aware of other means by which they may submit their comments, such as email, phone,

or U.S. Mail. In order to facilitate the orderly proceeding of business, when necessary as determined at the sole discretion of the Chair, a resolution or ordinance may be brought before the County Board of Supervisors for consideration without report from a governing committee of the County Board as required by Rule IV-D. For the purposes of Rules I-I and IV-P an “emergency situation” shall include, but not limited to: a declared local state of emergency under chapter 323 of the Wisconsin Statutes; a public health emergency, pandemic, or epidemic that puts members of the Board of Supervisors, staff, or the public in danger; a natural disaster that threatens public safety; or any other situation or event that represents a substantial threat to the health or safety of the Board of Supervisors, staff, or the public.

(2) Rule IV–P. shall be created as follows:

P.If, an emergency situation arises, in which in the opinion of the Chair or presiding official of any committee, board or commission of the County Board, it would be unsafe to the members of the body, or unsafe to members of the public, to hold an in person meeting, then on a temporary basis, any meeting of the body may be held by remote electronic audio-visual means consistent with the requirements of Rule I–I.”

Supervisor Leavy moved approval of the above resolution, second by Supervisor Brien.

Mr. Greenlee went over the requested changes from the previous meeting.

ADOPTED.

Amending County Board Rule IV-N

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ___ day of May, 2020 hereby amends the Rules of Procedure of the Rock County Board of Supervisors as follows:

(1) Rule IV-N. shall be created as follows:

N. A majority of committee members will determine the day and time that the committee will meet. However, in no event shall a Standing Committee of the County Board listed in Rule V, except for the Rail Transit Commission, hold its regularly scheduled meetings before 4:30 p.m. unless all Supervisors on the committee 2/3 of all committee members agree that the time of the meeting may be earlier.”

Supervisor Bostwick moved approval of the above resolution, second by Supervisor Leavy.

Supervisor Sweeney moved to strike “unless all Supervisor on the committee agree that the time of the meeting may be earlier”, second by Supervisor Yeomans. FAILED on the following vote: YES – Supervisors Peer, Leavy, Sweeney and Brien; NO – Supervisors Zajac, Podzilni, Yeomans, Bostwick and Purviance.

Supervisor Bostwick moved to change line 11 to read “unless 2/3 of all committee members agree that the time of the meeting may be earlier”, second by Supervisor Leavy. PASSED unanimously.

ADOPTED with this change on the following vote: YES – Supervisors Leavy, Yeomans, Sweeney, Brien, Bostwick, and Purviance; NO – Supervisors Zajac, Podzilni and Peer.

Creation of New Policy 5.54 Work – Telecommuting

Supervisor Brien moved approval of new Policy 5.54 Work - Telecommuting, second by Supervisor Peer.

Committee discussed efficiencies; performance expectations and if data had been collected; and having something in place for legal purposes.

Supervisor Yeomans moved to table this to the next meeting to address these issues, second by Supervisor Leavy. TABLED to the June 8, 2020 meeting.

Revision to Administrative Policy and Procedure 5.18 Holiday Pay

Supervisor Peer moved approval of the revision to Policy 5.18 Holiday Pay, second by Supervisor Yeomans.

Ms. Mikula said the recommended revisions are to make the 24/7 language consistent.

ADOPTED.

Revision to Administrative Policy and Procedure 5.31 Overtime, Flex and After Hours Payments

Supervisor Zajac moved approval of the revision to Policy 5.31 Overtime, Flex and After Hours Payments, second by Supervisor Yeomans.

Ms. Mikula stated this change needed to be made to make sure we have on call service at the fairgrounds for the isolation center and they would receive on call pay. The Committee had questions for Facilities Management and no one was present to answer the questions.

Supervisor Yeomans moved to table to the June 8, 2020 County Board Staff meeting, second by Supervisor Podzilni.

TABLED to the June 8, 2020 meeting on the following vote: YES – Supervisors Brien, Leavy, Peer, Podzilni, Sweeney, Yeomans, Zajac, and Purviance; NO – Supervisor Bostwick.

Communications, Announcements and Information.

American Tower Fairgrounds Cell Tower Proposal Supervisor Sweeney moved to deny the request from American Tower, second by Supervisor Yeomans. DENIED.

Public Comment Period on County Board Agenda The Committee discussed the large amount of comments sent via email to the May 14, 2020 County Board meeting and how best to handle comments for future meetings. It was decided to break the 200 plus comments into three categories – before 4 P.M., after 4 P.M., and in support of resolution 12.F. For future meeting if comments come in after the deadline the County Clerk will let them know and go over the guidelines with them.

Pending Litigation Related to County Safer-at-Home Order Mr. Greenlee informed the Committee and staff that Rock County was included in a lawsuit with 14 other counties and entities. He said the various groups named agreed to split defense costs.

Adjournment. Supervisor Bostwick moved adjournment at 6:23 P.M., second by Supervisor Brien. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION**
FOR THE MONTH OF MAY 2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
01-1320-0000-64200	Training					
		P2000024	05/14/2020	US BANK	REFUND & CHARGE FOR 2 CONFEREN	(595.32)
County Administrator PROG TOTAL						(595.32)

I have reviewed the preceding payments in the total amount of **(\$595.32)**

Date: _____
Dept Head _____
Committee Chair _____

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION**
FOR THE MONTH OF MAY 2020

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Inv/Enc Amt</u>
03-1110-0000-63107	Legal Notices	P2000010	05/28/2020	ADAMS PUBLISHING GROUP OF SOUT	PUB OF 4.9 MINUTES	1,087.71
County Board PROG TOTAL						1,087.71

I have reviewed the preceding payments in the total amount of **\$1,087.71**

Date: _____
Dept Head _____
Committee Chair _____

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF MAY 2020**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
06-1620-0000-63202	Law Books					
		P2000211	05/14/2020	US BANK	LAW BOOKS	572.00
06-1620-0000-63300	Travel					
		P2000211	05/14/2020	US BANK	TRAVEL	(236.26)
06-1620-0000-64200	Training					
		P2000211	05/14/2020	US BANK	TRAINING	(250.00)
Corporation Counsel PROG TOTAL						85.74

I have reviewed the preceding payments in the total amount of **\$85.74**

Date: _____
Dept Head _____
Committee Chair _____

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF MAY 2020**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
08-1420-0000-61925	Background/Test					
		P2000319	05/14/2020	US BANK	BACKGROUND CHECK	11.00
		P2000337	05/21/2020	WISCONSIN DEPARTMENT OF JUSTIC	BACKGROUND AND TESTING	368.90
		P2000487	05/28/2020	MERCY HEALTH SYSTEM	BACKGROUND AND TESTING	140.00
		P2001308	05/14/2020	NORTH DAKOTA ATTORNEY GENERAL	NORTH DAKOTA BACKGROUND CHECK	15.00
		P2001353	05/28/2020	DANE COUNTY CLERK OF COURTS	RECORDS REQUEST TRISHNA BHOLAI	7.50
08-1420-0000-63100	Office&Misc Exp					
		P2000319	05/14/2020	US BANK	OFFICE SUPPLIES	601.84
08-1420-0000-64417	RH Expenses					
		P2000337	05/21/2020	WISCONSIN DEPARTMENT OF JUSTIC	BACKGROUND AND TESTING	65.10
Human Resources PROG TOTAL						1,209.34

I have reviewed the preceding payments in the total amount of **\$1,209.34**

Date: _____ Dept Head _____
 Committee Chair _____

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION**
FOR THE MONTH OF MAY 2020

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Inv/Enc Amt</u>
19-1915-0066-61610	Health Insurance	P2000764	05/14/2020	MERCYCARE HEALTH PLANS	DRUG/ALC SCREENS 2020	210.00
Health Insurance PROG TOTAL						210.00

I have reviewed the preceding payments in the total amount of **\$210.00**

Date: Dept Head _____

Committee Chair _____

RESOLUTION NO. ____

AGENDA NO. ____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Katherine Luster
INITIATED BY



Ashley Barrette
DRAFTED BY

Human Service Board
SUBMITTED BY

March 30, 2020
DATE DRAFTED

RECOGNIZING PATRICIA DEGAN

1 **WHEREAS**, Patricia Degan has served the citizens of Rock County for twenty-seven (27)
2 years as a dedicated and valued employee of Rock County; and,
3

4 **WHEREAS**, Ms. Degan began her career with Rock County on August 25th, 1993 as clerical
5 support with the Human Services Department; and,
6

7 **WHEREAS**, Ms. Degan accepted a position in January of 1994 as Administrative Assistant
8 for the Community Support Program within the Human Services Department, which she
9 remained in the rest of her career; and,
10

11 **WHEREAS**, during Ms. Degan's time employed by Rock County, she was a pillar to the
12 Rock County Community Support team. She made a lasting impression and difference in
13 numerous client lives. Ms. Degan was also an incredible resource to staff and ensured the
14 office ran smoothly; and,
15

16 **WHEREAS**, Ms. Degan will retire from her service with the Rock County Human Services
17 Department on April 1st, 2020; and,
18

19 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors,
20 duly assembled this _____ day of _____, 2020, does hereby recognize Patricia
21 Degan for her twenty-seven (27) years of service and extend best wishes to her in her future
22 endeavors.

Recognizing Patricia Degan
Page 2

Respectfully Submitted,

ROCK COUNTY HUMAN SERVICES BOARD

Brian Knudson, Chair

Sally Jean Weaver-Landers, Vice Chair

Pam Bostwick

Kaelyb Lokrantz

J. Russell Podzilni

Ashley Kleven

Kathy Schulz

Angelina Reyes

Shirley Williams

COUNTY BOARD STAFF COMMITTEE

Kara Purviance, Chair

Richard Bostwick

Tom Brien

Kevin Leavy

Louis Peer

J. Russell Podzilni

Alan Sweeney

Bob Yeomans

Jeremy Zajac

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Katherine Luster
INITIATED BY



April Heim
DRAFTED BY

Human Service Board
SUBMITTED BY

April 1, 2020
DATE DRAFTED

TO RECOGNIZE JEANINE FROEBER

WHEREAS, Jeanine Froeber has served the citizens of Rock County for twenty-five (25) years as a dedicated and valued employee of Rock County; and,

WHEREAS, Ms. Froeber began her career on April 10, 1995 with Rock County as an Account Clerk II at the Rock County Healthcare Center. As an Account Clerk II, Ms. Froeber worked with accounts for many clients preparing reports, expenses, and account balances for Rock County residents; and,

WHEREAS, Ms. Froeber began as an Account Clerk III with the Rock County Healthcare Center on November 6, 2007, further serving customers and their accounts as they utilized services through the Rock County system. Her knowledge and expertise regarding Medicare, Medicaid, and private insurance helped her maintain the various resident accounts at Rock Haven. She provided compassionate and kind service as she worked with the residents and families with their financial responsibilities; and,

WHEREAS, Ms. Froeber was promoted through her excellent service provision to the Developmental Disability (DD) Board Financial Supervisor, overseeing the budget and financial management of the DD Board programs. She accurately and efficiently prepared contracts and oversaw staff working within the various DD Board programs. She used her passion of accounting to maintain optimal fiscal functioning throughout the department. She supervised staff from the DD Board in their management of the various financial processes for recipients throughout Rock County; and,

WHEREAS, Ms. Froeber began in the Economic Support (ES) Division of the Human Services Department on January 9, 2017, as an Economic Support Specialist. Ms. Froeber brought with her an extensive knowledge of accounting and attention to detail from her prior positions, to assist in managing and establishing eligibility for Public Assistance programs such as Medical Assistance and FoodShare. She worked within the complex system of Elderly, Blind, and Disabled (EBD) Medicaid and Long Term Care (LTC) programs to provide excellent service to Rock County's most vulnerable citizens. She brought compassion and kindness to each interaction as she encountered many individuals within the seven counties of the Southern Consortium Call Center. Ms. Froeber has used her many talents and diligence to benefit many Rock County citizens throughout her twenty-five (25) year career; and,

WHEREAS, Ms. Froeber has shown a variety of skills and knowledge which assisted her in navigating the complex policies for the various programs she has dedicated her career. She has shown excellent customer service for the clients she has served in Rock County. She has provided quality case management and patience for clients as they enter the Long Term Care system within Rock County. She has been a valued member of the team, often tackling difficult cases and supporting her team members. Her time, energy, and talent will be missed; and,

WHEREAS, Ms. Froeber has decided to retire from Rock County after 25 years of dedicated service on April 10, 2020; and,

WHEREAS, Ms. Froeber has proven herself to be a compassionate, caring and committed employee, always advocating for the clients and staff in the many areas she has served.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors, duly assembled this _____ day of _____ does hereby recognize Jeanine Froeber for her 25 years of service and extend best wishes to her in her future endeavors.

ROCK COUNTY HUMAN SERVICES BOARD

Brian Knudson, Chair

Sally Jean Weaver-Landers, Vice Chair

Pam Bostwick

Kaelyb Lokrantz

J. Russell Podzilni

Ashley Kleven

Kathy Schulz

Angelina Reyes

Shirley Williams

COUNTY BOARD STAFF COMMITTEE

Kara Purviance, Chair

Richard Bostwick

Tom Brien

Kevin Leavy

Louis Peer

J. Russell Podzilni

Alan Sweeney

Bob Yeomans

Jeremy Zajac

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Melissa R. Wittwer,
Child Support Director
INITIATED BY



Melissa R. Wittwer, Child
Support Director
DRAFTED BY

Public Safety and Justice Committee
SUBMITTED BY

April 13, 2020
DATE DRAFTED

RECOGNIZING MICHELLE BARNETT FOR SERVICE TO ROCK COUNTY

- 1 **WHEREAS**, Michelle Barnett has served the citizens of Rock County for the past 20 years as a dedicated
- 2 and valued employee of Rock County Child Support Services and is retiring on May 1, 2020; and
- 3
- 4 **WHEREAS**, Michelle Barnett began her career with Rock County Child Support Services on March 13,
- 5 2000 as a Clerk Typist II; and
- 6
- 7 **WHEREAS**, Michelle Barnett has played an integral role in assisting Rock County Child Support
- 8 Services in transitioning from paper files to an electronic method of record keeping and has been relied
- 9 upon to manage a variety of duties related to the paper and electronic filing methods for the agency; and
- 10
- 11 **WHEREAS**, the Rock County Board of Supervisors representing the citizens of Rock County wishes to
- 12 commend Michelle Barnett for her years of service with Rock County Child Support Services.
- 13
- 14 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 15 this _____ day of _____, 2020, does hereby recognize Michelle Barnett for her years
- 16 of service and extends their best wishes to her in her future endeavors.

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

COUNTY BOARD STAFF COMMITTEE

/s/ Mary Beaver
Mary Beaver, Chair

Kara Purviance, Chair

/s/ Brian Knudson
Brian Knudson

Richard Bostwick, Vice Chair

/s/ Jacob Taylor
Jacob Taylor

Tom Brien

/s/ Ron Bomkamp
Ron Bomkamp

Kevin Leavy

/s/ Danette Rynes
Danette Rynes

Louis Peer

J. Russell Podzilni

Alan Sweeney

Bob Yeomans

Jeremy Zajac

ROCK COUNTY, WISCONSIN



Human Resources Dept.
Rock County Courthouse
51 South Main Street
Janesville, WI 53545
Phone: (608)757-5520
FAX: (608)757-5512

To: County Board Staff Committee

From: Annette Mikula

Date: May 20, 2020

Re: Creation of new Policy 5.54 Work - Telecommuting

As a result of the pandemic, a significant number of Rock County employees have been telecommuting. This is a new policy that would address the changing needs of the work force. The primary goal of this telecommuting policy is to keep the work force safe and healthy while balancing the need to deliver essential services to the residents of Rock County. This policy will identify the telecommuting expectations, guidelines, and procedures. In addition, the policy defines the terms and conditions of telecommuting.

Cc: Josh Smith

Administrative Policy & Procedure Manual

Section: Human Resources

Policy: Work-Telecommuting

Policy No: 5.54

Effective: 5/20/2020

Revising: new

The COVID-19 public health pandemic has resulted in a need to address the changing needs of our workforce. The County's primary goal is to keep its work force safe and healthy while balancing the need to deliver essential services to the residents of Rock County.

This policy is designed to grant flexibility to our workforce in order to properly engage in social distancing, enabling our workforce and residents they serve to stay safe.

Rock County is taking an active approach in ensuring the health and wellness of its employees, officers, their families and the public we serve. The following is effective immediately and will remain in effect until further notice.

Department Heads are to prioritize tasks within their departments and limit face to face contacts and meetings to those that are absolutely necessary. The delivery of mandated services should be done in the most protective manner using technology whenever feasible. Telecommuting shall be considered for nonessential staff that can conduct County business outside of the office. There may be limitations related to equipment needs and technology issues.

Telecommuting Expectations Guidelines & Procedures

During a pandemic, social distancing (1) is critical to preventing the spread of the disease among our employees and the people we serve. Telecommuting is key to achieving social distancing, though it is not the only mechanism. This Policy will cover definitions, expectations, guidelines, and procedures for telecommuting during a pandemic.

Telecommuting is a cooperative arrangement based on the needs of the job and Rock County. The following are the telecommuting guidelines and approval procedures for employees during a pandemic.

1. In General

Department heads or designee (including elected officials) shall direct all employees to telecommute when the such work is the most consistent way of following social distancing guidelines established by the Rock County Public Health Department.

Department heads or designees, should work with IT staff to identified equipment barriers. If equipment supply is limited, County leaders and IT have discretion to prioritize equipment issuance based on essential operational needs. We ask for your patience as requests are processed as quickly as possible, given operational urgencies.

Employees should be flexible during an pandemic so that we continue to provide essential County services while protecting their health, the health of their families, and the public's health.

2. Preparing and Executing Telecommute

Telecommuting is a new style of work for most individuals and departments at Rock County and will require an adjustment in management styles, communication, and work culture. Every team will figure out what works best for them. As the emergency declaration progresses, memos and FAQs will be added to the County Human Resources Intranet page to assist employees and supervisors with successfully working remotely.

3. Terms and Conditions of Telecommuting

Under this Telecommute Policy, employees are required to adhere to the following terms and conditions for continued employment and to remain in good standing. All Telecommute Employees shall abide by the following telecommute rules:

- a) Employees shall complete the Rock County Telecommute Agreement. The form can be found at <https://www.co.rock.wi.us/rchr/forms>.
- b) Department Heads shall demonstrate flexibility with the work schedules and tasks requested that may be outside of the norm. The public relies on County services to meet their health and financial needs and, as public servants, every effort must be made to keep services running. This means employees may have to use their home or personal internet/WIFI, space in your house or apartment, and other accommodations that would not be asked of employees during non-emergency times. Or, for example, employees telecommuting while providing dependent care may have responsibilities that affect availability; supervisors and co-workers should be understanding and flexible to people's different needs during an emergency. All staff requesting to work flexible hours must first communicate and get approval from their department head or designee
- c) Employees may use personal cell phones for County-related phone calls and emails if the employee does not have a County-issued cell phone per privacy precautions as outline in the Rock County Computer Policy.
- d) Employees will be required to check their county voicemail account at a minimum of once per day to receive messages and respond accordingly to those messages.
- e) Consistent with the organization's expectations of information security for employees working at the office, telecommuting employees will be expected to ensure the protection of information accessible from their home office. Employees will not allow any individual residing with or visiting employee's home to access Rock County-owned equipment, or any files, folders, email, and other confidential or sensitive data on any personally owned equipment.

- f) Meetings with clients or visitors conducting business with Rock County will not be held in the employee's telecommuting location.
- g) Notify a supervisor and IT Help Desk (cssupport@co.rock.wi.us) in the event of Rock County equipment malfunction or theft, as soon as possible. If the malfunction or theft precludes employee from working on assignments, the employee should work with their supervisor and IT to identify an interim solution, as soon as possible, which may include working from a different location or device.
- h) Consider their remote workspace an extension of their Rock County workspace and all work-related injuries and illnesses must be reported to employee's supervisor and Human Resources immediately.
- i) Employees should not assume any specified period of time for emergency telework arrangements, and Rock County may require employees to return to regular, in-office work at any time.

4. Equipment Care

- a) Telecommuting employees must abide by Rock County's policies covering information security and data privacy.
- b) Maintenance on Rock County-owned equipment will be performed only by a Rock County authorized technician.

5. IT Right to Monitoring, Employee No Expectation of Privacy and Information Security

Rock County reserves the right to monitor any and all equipment on the Rock County network, and the right to remove or disable the network connection should the equipment show the behavior of infection, indicators of compromise, or use in violation of the Rock County Acceptable Use Policy.

6. Non-Reimbursable Non-Payable Expenses

- a) Costs related to telecommuting are non-reimbursable/non-payable by Rock County.
- b) Rock County will not reimburse employee for any home or personal WIFI/internet connectivity expenses.
- c) Maintenance/repair of all personally owned equipment shall be non-reimbursable/non-payable by Rock County.

7. Timekeeping

Employees must accurately record the time they begin and end their work, as well as the beginning and ending time of each meal period. They must also record the beginning and ending time of any split shift or departure from work for personal reasons (i.e. household chores, caring for household dependents, trips to grocery stores, medical appointments, etc). It is the employee's responsibility to sign his or her time record to certify the accuracy of all time recorded.

ROCK COUNTY, WISCONSIN



**Human Resources Dept.
Rock County Courthouse
51 South Main Street
Janesville, WI 53545
Phone: (608)757-5520
FAX: (608)757-5512**

To: County Board Staff Committee

From: Annette Mikula

Date: May 27, 2020

Re: Revision to Administrative Policy and Procedure 5.31 Overtime, Flex and After Hours Payments

This is a modification to Administrative Policy 5.31 on Overtime, Flex and After Hours Payments. This proposed change is to remove the specific departments listed under the Facilities Management section for on call pay. With the potential for the shelter to be needed at the Craig Center, this will allow for on call coverage at the Fairgrounds and this modification allows for an employee to be assigned for that location.

Additional updates were made to this policy after the feedback received at the May 26, 2020 County Board Staff meeting to clarify when an employee is entitled to get on call pay.

Cc: Josh Smith

Section to be changed

(Facilities Management) Each regular full-time Employee shall receive time and one-half of his/her hourly wage rate for all hours worked in excess of eight hours per day, or forty hours per week. In the event an Employee is off duty and called in to work in excess of eight hours per day, he/she shall be paid a minimum of time and one-half for two hours.

Employees shall be expected to respond to a call to work outside their respective regular and normal schedule of daily work hours. When an Employee is off duty and directed to report to work outside of his/her regular and normal schedule of daily work hours, he/she shall receive time and one-half of his/her hourly rate of pay for all hours actually worked, provided that in the event he/she work less than two hours, he/she shall, nevertheless receive time and one-half his/her hourly rate of pay for a two-hour period of time; further provided, that the aforesaid two-hour minimum call-in provision of this section shall apply only if the Employee called into work is sent home prior to the commencement of his/her next regular and normal schedule of daily work hours, in which event the hours actually worked as a result of such call-in shall not be considered a part of the regular and normal schedule of daily work hours.

Any Maintenance Staff ~~at the Youth Services Center, Rock Haven, or the Jail~~ that who is required by management to be on call ~~carry a County issued cell phone~~ during non-work hours will be compensated at the rate of \$100 per week for each week that the Employee is on call ~~carries the cell phone~~.



ROCK COUNTY, WISCONSIN
Human Resources Dept.
Rock County Courthouse
51 South Main Street
Janesville, WI 53545
Phone: (608)757-5520
FAX: (608)757-5512

To: County Board Staff Committee

From: Annette Mikula

Date: June 4, 2020

Re: Revision to Administrative Policy and Procedure 5.37 Shift Differential/Incentive Pay

There are two proposed changes to this policy, one on the shift differential language at Rock Haven, and the second to add incentive pay to employees that are working with COVID-19 positive residents at Rock Haven.

This proposed change is to update the Shift Differential Pay at Rock Haven in Administrative Policy 5.37. We have been getting a number of questions recently from employees and payroll related to the shift differential language. There is a difference between the way that shift differential is paid for the RN staff and the LPN and CNA staff. We are looking to propose an update that would change when shift differential is paid, and be consistent across the employee groups. We want to pay shift differential based on the shift the individual is working, not their regular shift. This way the differential is clearly tied to working the PM or Night shift. We also want to clarify that pool staff are eligible for the differential if they work PM or Night shift. There currently is not any policy language that says that pool staff are eligible. We currently have a disconnect between what the policy says and our current practice, and this is what we want to resolve.

This proposed change is to create new language for incentive pay for Rock Haven employees that are working with residents who have tested positive for COVID-19. We have encountered challenges staffing the unit where we have COVID-19 positive residents and we want to offer the temporary incentive to employees who are working on this unit and with our COVID-19 positive residents. This incentive will only be in effect when we have COVID-19 positive residents at Rock Haven.

Cc: Josh Smith

Shift Differential

(AMHS RH)

Shift Differential - Nurses. All nursing personnel (regular or pool) working the 2:00 pm-10:30 p.m. shift or the 10:15 p.m.- 6:45 a.m. shift ~~on a regular basis~~ shall receive \$2.00 per hour in addition to their regular hourly salary for all hours worked during the pm or night shift. If an employee is mandated to work either the PM or night shift they will receive the shift differential for the mandated hours during that shift.

(AFSCME1258)

Shift Differential ~~for Shift differential~~ all personnel (regular or pool) will be paid based on the position code of the employee's regularly held position. (i.e. a day shift employee shall not receive shift differential regardless of any particular shift worked) the shift worked.

- ~~1.~~ Any employee whose work shift the pm or night shift ~~starts after 11:30 a.m. and before 8:00 p.m.,~~ will receive a shift premium of \$1.00 for all hours worked during the pm or night shift. ~~An employee, whose work shift starts after 8:00 p.m. and before 4:00 a.m., will receive a shift premium of \$1.00 for all hours worked.~~

The three shifts are as follows:

- Day Shift – any work shift starting at, or after 4:00 a.m. and before 12:00 noon.
- PM Shift – any work shift starting at, or after 11:30 a.m. and before 8:00 p.m.
- Night Shift – any work shift starting at, or after 8:00 p.m. and before 4:00 a.m.

If an employee is mandated to work either the PM or night shift they will receive the shift differential for the mandated hours during that shift.

Rock Haven COVID-19 Incentive Pay

Rock Haven employees that are working on a closed unit with COVID-19 positive residents will receive a \$5.00 per hour incentive pay for all hours worked.

Have any of your counties approved any type of "hazard pay" or "hazard bonus" for essential employees? I recall this was posed around a month ago, and many were looking into it, but I am curious if there has been any movement on this. Our county administration is looking into options at this point.

Brown	Brown County has not implemented hazard pay. We plan to utilize our existing incentive procedures as needed for difficult to fill shifts. Amounts would be \$50-100 per shift for those assigned to COVID-19 patients, in the event we cannot fill the shift normally or have increased infection control needs altering their normal duties/routine. We determined that we'd use our existing procedures and assess the situation, ie. 1 ill patient versus 10 ill patients.
Clark	Clark is not doing anything about a hazard pay at this time.
Dane	We have not considered hazard pay for the employees.
Grant	We are not actually offering any hazard pay at this time, although staff has requested it. We are short in the nursing department, so we have allowed exempt nurses to be paid straight time for working over 40 hr./wk.
Marathon	Marathon and Lincoln county – we have not at this point, it is still open to discussion but we have made no decision to move forward with hazard pay. Local health care is not doing this as well and we are following suit.
Polk	No we have not at this time
Richland	Nothing so far in Richland County
Sauk	Our county has had no such discussions. Unfortunately our board made a resolution to pay staff that were off of work due to the closure of other county buildings but they didn't include any language to support essential workers which was rather disheartening.
Sheboygan	We are proposing an additional \$10/hr hazard pay for any employee working on our COVID-19 unit once we have a positive case or outbreak. Staff working on other units that have COVID-19 will also be eligible for hazard pay. This has not been approved as our County Administrator would like to see what other counties are doing. Please see attached draft.
Trempealeau	Trempealeau County has not considered this yet
Vernon	we will be paying an additional \$10.00/hr for any nurse or cna working our COVID-19 unit.

Washington	We are in the midst of decisions and policies on this as well. Challenge is with some County staff being furloughed – what is the balance for the “essential workers” in the SNF and AL?
Winnebago	“Hazard pay” for all essential county workers is currently being discussed with HR and our County Executive, but nothing has been proposed or approved yet. From my understanding, this won’t be much. We are also wanting to implement a per shift or per hour bonus at the facility level for staff who work on our designated COVID-19 unit when we get a positive case. My thought was \$100/8-hour shift.

SHEBOYGAN

Temporary Hazard Pay due to Covid-19

Background: In anticipation of staffing shortages Rocky Knoll would like to offer a temporary hazard pay incentive to our healthy staff to work on the designated Covid-19 unit.

Purpose: The purpose of temporary hazard pay is to provide Rocky Knoll employees, defined as Emergency Responders and Health Care Providers in Policy 704- FMLA, the opportunity to earn hazard pay during the current health care crisis. The current Covid-19 pandemic has placed unusual work demands and stress on Rocky Knoll employees.

Goal: In order to address staffing shortages at Rocky Knoll during the Covid-19 pandemic, Rocky Knoll employees working on the designated Covid-19 unit or unit where there are positive cases of Covid-19, will receive \$10/hr in addition to their base rate for hazard pay.

Duration: This temporary hazard pay will take affect during the Covid-19 pandemic. It will also take affect when the Covid-19 unit is stood up or if there is an outbreak of Covid-19 on a different unit at Rocky Knoll.

Application: The temporary hazard pay applies to all Rocky Knoll employees working on the designated Covid-19 unit and/or unit where this is a Covid-19 outbreak.

Expiration: This temporary incentive will be paid out up to three months and its provisions are subject to change without notice at any time.

Are any of the facilities providing additional pay for direct and/or indirect staff during this COVID 19 time?

What amounts? Based on what (hours/days/assignments), etc.?

Clark	Clark is not doing anything about a hazard pay at this time.
Columbia	: Columbia County is discussing \$5/hr hazard pay for High Risk county employees; this would be based on hours worked and, for the health care center, only applies to employees working in the health care center. I don't know what the Executive Committee will use for a start date or end date.
Dane	We do not have an hourly COVID pay bonus for the employees, but the County does have 80 hours of COVID sick time pay if one is symptomatic or family is affected by COVID etc.
Grant	We are not actually offering any hazard pay at this time, although staff has requested it. We are short in the nursing department, so we have allowed exempt nurses to be paid straight time for working over 40 hr./wk.
Marathon	Marathon and Lincoln not at this time -- we are still evaluating as we are not seeing the surge as other areas of the state have,
Polk	We are not providing any additional pay at this time.
Richland	Not in Richland County
Sauk	We had already implemented a \$5/hr premium pay for our CNAs picking up anything extra prior to the pandemic. This helped immensely with open shifts that we had and seems to be helping with coverage during this as well.
Sheboygan	We are not offering any additional pay or incentives.
Trempealeau	Trempealeau County has not considered this yet
Vernon	we will be paying an additional \$10.00/hr for any nurse or cna working our COVID-19 unit.
Winnebago	"Hazard pay" for all essential county workers is currently being discussed with HR and our County Executive, but nothing has been proposed or approved yet. From my understanding, this won't be much. We are also wanting to implement a per shift or per hour bonus at the facility level for staff who work on our designated COVID-19 unit when we get a positive case. My thought was \$100/8-hour shift.



Lakeland Health Care Center

Memorandum

To: Lakeland Health Care Center Board of Trustees
Human Resources Committee

Cc: Mark W. Luberda, County Administrator

From: Elizabeth Aldred, Health & Human Services Director –
Superintendent of County Institutions

Date: April 17, 2020

RE: Addition of a Special Pay Premium for Direct, On-Going COVID
Resident Treatment at LHCC

Lakeland Health Care Center is requesting the addition of a special pay code for individuals who are asked to work with a COVID positive person in the event that someone at Lakeland Health Care Center becomes infected.

Over the course of the current pandemic we have had to plan for a potential exposure due to a sick resident or staff. In the case of a resident who tests positive for the Coronavirus we have developed an infection control plan that takes into account infection control policies such as Personal Protective Equipment (PPE), isolation rooms and an isolation area with a negative pressure environment in our vacant wing. Our staff have all been training on droplet precautions and infection control practices. All staff within the facility are wearing masks at all times and are wearing other PPE when working with a new resident or a resident that has respiratory symptoms, a fever or has been outside of the facility for a medical appointment.

Even with these extensive precautions in place it is possible that we may have a person or persons who may become ill and test positive for the COVID-19. If that were to occur we would place the resident in one of our negative pressure rooms. If three or more individuals were to become sick we would open our C-wing as an isolation wing. Standard treatment precautions for this illness are to assign specific staff to work in this environment. Staff who worked on this wing would not be allowed to work with other residents to reduce the risk of spread.

We would be required to maintain appropriate staffing levels when working with any of our residents. One C.N.A can be assigned up to seven residents at a time. One RN/LPN would also need to be assigned to make sure that skilled nursing services are available while the individual is sick.

We are in the process of asking for volunteers for an infection control team. Volunteers for the infection control team would be called upon to work with COVID positive resident(s). They would be asked to work up to 12 hr. shifts so that we could limit the number of staff that came into direct contact with a symptomatic resident. They would be given PPE to protect them from exposure to the illness and would be expected to provide all necessary services including bathing, feeding and toileting as necessary. Food would be supplied from the kitchen and passed to the staff person to reduce exposure of other staff within the facility.

At this time we are seeking your approval for a special pay premium for staff who are assigned to work with a COVID-19 positive resident.

Type of Premium	How Much	Who	Special notes
Infection control team	\$1.50/ hr	RN Unit Supervisor LPN Unit Supervisor Certified Nursing Assistant Certified Medical Assistant Recreation Therapy Lead Other Licensed RN/LPN staff	Received when assigned to work with a COVID positive resident in an isolation area.

Our research has shown that hospitals and nursing homes in the SE region of the state are providing premium pay to staff who are assigned to work with individual who are positive for the illness.

Facility	Incentive pay
Froedtert Hospital	\$15/hr for RNs
Aurora Health Care	\$10/hr for working in hospital and \$10/hr additional for working with a COVID positive patient
Private Nursing home #1, #2	\$5/hr
Private Nursing home #3	Time and a half
Private Nursing home #4	\$1-2/ hr
Private Nursing home #5	\$1-2/hr when there is a positive for all staff
Private Nursing home #6	\$1/hr for exempt RNs, \$0.75 for LPN, \$0.50 for all other staff. This facility is providing increase payment prior to a COVID positive case and is evaluating additional pay when working with a resident who is positive.

Sheboygan County Nursing Home	Proposal to their county board will discuss \$5, \$10, or \$20/hr options
La Crosse County Nursing Home	\$1/ hr
Ozaukee County Nursing Home	\$20/ hr
Kenosha County Nursing Home	5% increase
Green County Nursing Home	\$10/hr of nurses

As a manner of context the following are the base wage ranges for the provided positions.

Title	Beginning of Pay Range*	End of Pay Range
C.N.A.	14.58	19.75
CMA	15.59	21.07
LPN Unit Supervisor	23.36	30.47
RN Unit Supervisor	30.98	40.36
Recreation Therapy Leader	15.59	21.07

*These above noted pay ranges do not include special pay premiums for shift differential, weekend, or holiday pay.

Developing a cost analysis for this special pay premium would be based on the following factors:

The expected course of the illness would be 14-21 days.

# of residents testing positive	Number of staff working at any point in time	Total cost for the premium pay At \$1/hr.	Total Cost of the premium pay at \$1.50/hr.	Total cost for the premium pay At \$5/hr.
0-7 residents	2 staff	\$1008	\$1260	\$5,040
8-15 residents	3 staff	\$1512	\$1764	\$7,560
16- 23 residents	4 staff	\$2016	\$2268	\$10,080
24-30 residents	5 staff	\$2520	\$2772	\$12,600

Special pay premiums would end when there are no remaining residents in the facility that are COVID positive and remain symptomatic. Once COVID positive residents are transferred to a hospital setting, or for any reason no longer at

LHCC, or are cleared by their treating physician they will no longer require staff who are receiving special premium pay.

Other staff within the facility who are working with A-symptomatic and COVID negative residents will not be eligible for premium pay. Staff who are not considered essential to be on the COVID isolation unit or rooms will not be eligible for a premium pay.

In the grid above we have identified the RN, LPN, CMA, C.N.A and recreation therapy leaders as individuals who can receive premium pay. All recreation therapy leaders are C.N.A certified and therefore could function in the role of a C.N.A. Staff that are given a secondary classification of a C.N.A will also qualify. Staff that work in the business office or as part of the leadership team who are licensed or certified in one of these categories may also qualify for the premium pay under these circumstances, even if the certification is due to a temporary waiver of certain requirements.

Staff working on second and third shift as well as those working on holidays and weekends would remain eligible for their premium pay for those categories. Shift differential, holiday and weekend pay allocations would have no impact on the facility as those funds are already budgeted for. It is unsure if funding for these premium payments will be reimbursable under specialty payments related to the state of emergency. The State of Wisconsin decided this week to not authorize hazard payments at this time for essential workers.

Based on the above noted information, it is my recommendation that we add a special pay premium of a minimum of \$1.50 per hour to all staff who are assigned to work on with residents who meet the above stated criteria.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Supervisor Doug Wilde
INITIATED BY



Randy Terronez
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

May 28, 2020
DATE DRAFTED

Authorizing Hazard Pay for COVID-19 Contact Staff

1 **WHEREAS**, on March 24, 2020, the Wisconsin Department of Health Services issued Emergency
2 Order #12 "Safer at Home" to slow the spread of the Novel Coronavirus by ordering all Wisconsin
3 Residents to stay at their current residence unless they needed to use or provide essential business and
4 services until April 24, 2020; and,
5
6 **WHEREAS**, subsequent orders and other state directives have been promulgated to continue efforts to
7 slow the spread of the Novel Coronavirus, including a Rock County Health Order; and,
8
9 **WHEREAS**, Rock County maintains a jail, a nursing home, and a youth services center which are by
10 subject to the among the highest risk levels of all facilities for Novel Coronavirus outbreaks; and,
11
12 **WHEREAS**, employees of the County who continually provide essential services in these facilities face
13 daily encounters in high-risk settings with high-risk populations that are, or may be, infected with the virus,
14 putting their own health and safety as well as that of their families at risk; and,
15
16 **WHEREAS**, it is in the best interests of the County to recognize and honor these employees for their
17 service in the face of these daily dangers face through compensation of \$500 in hazard pay.
18
19 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors, duly
20 assembled this ____ day of _____, 2020, does hereby authorize payment of \$500 for all
21 employees of the Sheriff's Office, Rock Haven and Youth Services Center. Said hazard pay would be
22 disbursed as a single lump sum at an approximate cost of \$225,500 with funds to come from the General
23 Fund Balance.
24
25 **BE IT FURTHER RESOLVED** that County staff provide a budget reconciliation/budget amendment
26 resolution of the funds expended no later than the end of December, 2020.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

Kara Purviance, Chair

J. Russell Podzilni

Richard Bostwick

Alan Sweeney

Tom Brien

Bob Yeomans

Kevin Leavy

Jeremy Zajac

Louis Peer

FISCAL NOTE:

The cost of providing \$500 hazard pay to each staff member in the Sheriff's Office, Rock Haven and YSC is approximately \$225,500. The General Fund is in a good position and will be able to support the approximately \$225,500 in hazard pay payments.

The County's unassigned General Fund fund balance is approximately \$34 million. Best practice is to have an unassigned fund balance of at least 90 days of expenditures (or 25% of expenditures) so that an entity can weather emergency situations. The County's policy is to maintain a fund balance of 20% - 25%. Currently, the unassigned fund balance is at about 23%. Much of the fund balance is fairly liquid (cash, Local Government Investment Pool investments and Treasuries). The current fund balance, liquidity of investments, the effect on the fund balance and cash flow due to: the Small Business Loan Program, fronting of COVID-19 related expenses for County and provider use, decrease in sales tax revenue, likely increase in delinquent taxes, etc., were all considered before determining the use of \$225,500 for hazard pay would be feasible.

/s/ Sherry Oja

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to § 59.22(2), Wis. Stats.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

COVID-19 has had, or has the potential to have, a more significant impact on certain County positions than others, particularly those identified in this resolution who work in congregate living settings. I would support recognizing this fact and the staff in these positions. Providing them with additional compensation through this approach would be an option that other counties have taken.

/s/ Josh Smith

Josh Smith
County Administrator

Executive Summary
Hazard Pay – COVID 19 Contact Staff

The resolution authorizes \$500 lump sum hazard pay for staff having daily contact with at-risk populations of the Sheriff's Office, Rock Haven and Youth Services Center. These areas are in situations whereby county staff have an on-going direct contact with high-risk COVID or potential COVID clients.

While data from Wisconsin counties is sparse for hazard pay, a few counties have adopted some form of hazard pay. Additionally, hazard pay is more prevalent in the private sector.

Funds would come from the fund balance of the General Fund and amount to approximately \$225,500.

It is unknown at this time if these expenses would be reimbursable for federal/state COVID 19 funding.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Staff Committee
INITIATED BY

County Board Staff Committee
SUBMITTED BY



Corporation Counsel Richard Greenlee
DRAFTED BY

June 4, 2020
DATE DRAFTED

Approving Release of Deed Restrictions on 1747 Center Ave

- 1 **WHEREAS**, Hamza Properties, LLC, is the current owner of a property located at 1747 Center Avenue
- 2 in Janesville and that property is immediately adjacent to the 1717 Center Avenue property that the County
- 3 is currently redeveloping to serve the Human Services Department ; and,
- 4
- 5 **WHEREAS**, the parcel located at 1747 Center Avenue was a part of the parcel that constitutes 1717 Center
- 6 Avenue prior to 1998 when at that time, 1747 Center Avenue was subdivided from 1717 Center Avenue
- 7 and sold off to be developed as a gas station. At the time of creation and sale, the whole parcel was owned
- 8 by NDC, Inc., who was operating a grocery store at the 1717 Center Avenue site; and
- 9
- 10 **WHEREAS**, when NDC, Inc. created and then sold the 1747 Center Avenue parcel in 1998, it placed
- 11 certain restrictions on development which were contained on the recorded deed. These deed restrictions
- 12 were designed to prohibit any new business from competing directly with the grocery store and, as such,
- 13 prohibited the parcel from being used as a retail grocery store, unless it was in conjunction with a gas
- 14 station; and
- 15
- 16 **WHEREAS**, Hamza, who purchased the parcel in 2019, would like to redevelop the 1747 Center Avenue
- 17 property into a restaurant and convenience store that would serve both employees working in the 1717
- 18 Center Avenue building, and rock county residents; and,
- 19
- 20 **WHEREAS**, it is in the interests of the County, the City of Janesville, and the residents of Rock County
- 21 to redevelop the 1747 Center Avenue property in this manner; and,
- 22
- 23 **WHEREAS**, as the successor in interest to NDC, Inc., Rock County has the legal authority to release the
- 24 deed restrictions by recorded agreement.
- 25
- 26 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 27 this _____ day of _____, 2020 does authorize the release of all deed restrictions entered on
- 28 the parcel located at 1747 Center Avenue and authorizes the Chair of the Board of Supervisors, and the
- 29 County Clerk, to sign all necessary agreements to execute such release.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

Kara Purviance, Chair

J. Russell Podzilni

Richard Bostwick

Alan Sweeney

Tom Brien

Bob Yeomans

Kevin Leavy

Jeremy Zajac

Louis Peer

FISCAL NOTE:

The releasing of the deed restrictions and redevelopment of this property should have a positive effect on the tax roll.

/s/ Sherry Oja

Sherry Oja
Finance Director

LEGAL NOTE:

The Board of Supervisors is authorized to take this action pursuant to Wis Stat. § 59.52(6).

/s/Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator