

WISCONSIN
**Calumet
County**



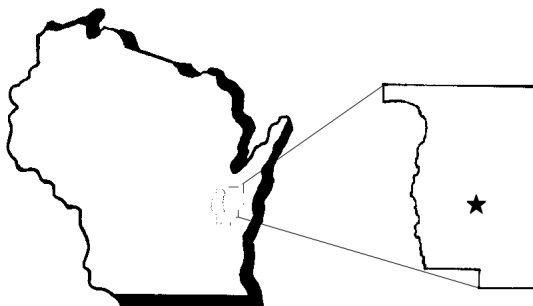
OFFICIAL DIRECTORY
2019-2020

Compiled By:
Beth A. Hauser, Calumet County Clerk
Jessica L. Fox, Deputy County Clerk
October 2019

CALUMET COUNTY COURTHOUSE

206 Court Street
Chilton, WI 53014-1198

www.calumetcounty.org



OFFICE HOURS

Monday thru Friday
8:00 a.m. - 4:30 p.m.

Alice M. Connors County Board Chairperson
Merlin Gentz..... Vice-Chairperson
Todd Romenesko..... County Administrator
Beth A. Hauser..... County Clerk

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October 2019

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Commissioner, Social Security Administration Nancy A. Berryhill
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Village of Stockbridge, City of Appleton, City of Brillion,
City of Kaukauna and City of Menasha **State Senate - District 1**
Assembly - District 3

City of Kiel **State Senate - District 9**
Assembly - District 27

Town of Charlestown, Town of Chilton,
Town of Rantoul, Village of Hilbert, Village of Potter
and City of Chilton **State Senate - District 9**
Assembly - District 25

Town of Brothertown, Town of New Holstein
and City of New Holstein **State Senate - District 20**
Assembly - District 59

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Ann Walsh Bradley, Rebecca Grassl Bradley,

Daniel Kelly, Rebecca Frank Dallet

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Chief Judge - Lisa S. Neubauer

Presiding Judge - Paul F. Reilly

Judges - Mark D. Gundrum

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PARKS DEPARTMENT

www.travelcalumet.com

Becker Lake

Located on County JJ in the northeast portion of Calumet County

Brothertown Harbor

N5691 Harbor Road, Chilton WI 53014

Calumet County Park

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Fox River State Recreational Trail

From the Brown County line south to Ott Road

Friendship State Recreational Trail

Located between Forest Junction and Brillion

Ledge View Nature Center

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CALUMET COUNTY SERVICES PROVIDED

CALUMET COUNTY PARKS DEPARTMENT provides many different outdoor recreational activities.

CALUMET COUNTY PARK is located on the eastern shore of Lake Winnebago just north of Stockbridge on County Highway EE. Activities include: picnicking, hiking and mountain biking trails, 6 lane boat launch facility/safe harbor of refuge with ample boat and trailer parking, modern toilet facilities and a popular camping area that has 71 campsites, of which 59 are electric sites for the modern camping RV. We also have several basic tent camping sites. For the winter enthusiast we have a tube hill with a tow rope, an area for sledding and cross country trails.

LEDGE VIEW NATURE CENTER is located on Short Road off County Highway G just south of Chilton and has the following activities: major events, cave tours, observation tower, interpretive center, leisure activities, nature activities, picnicking, snow-shoeing, cross country skiing and maple syruping.

STOCKBRIDGE HARBOR is one of the best boat launch/safe harbor of refuge facilities on Lake Winnebago. It is located on the west end of County Highway E in the Village of Stockbridge. This recently constructed facility includes: 6 launch/landing lanes, ample parking for boats and trailers, modern toilet facilities and access for offshore fishing.

You may use the docking slips on the north bulkhead for overnight docking. There is self-registration available for usage with electricity.

BROTHERTOWN HARBOR, the newest addition to the Calumet County Parks Department, is located on the east shore of Lake Winnebago in the Town of Brothertown. This launch was remodeled in 2009. The harbor has been dredged, three new wider launch lanes are now in place, and the entire parking area has been paved. Area lighting and a permanent pit toilet are additions to this boat launch facility/safe harbor of refuge.

BECKER LAKE PARK is located in the northeast corner of Calumet County near Brillion. Calumet County owns the southwest corner of land adjoining Becker Lake. Wetlands have been developed and prairie planted to recreate wildlife habitat. A trail has also been added through this park.

FRIENDSHIP STATE TRAIL is the trail that connects Brillion and Forest Junction along Highway 10, and was opened in late 2003. This trail was developed in partnership with the Wisconsin DNR, Calumet County and the Friends of the Friendship Trail.

This 6-mile trail passes through woods, scenic farmland and through the City of Brillion to Horn Park. The trail passes by Brillion High School and connects with the Fox River Trail in Forest Junction. The trail can be used for hiking and biking. No motorized vehicles are permitted during the hiking and biking season. Horseback riding is allowed during that permitted season.

In winter this trail is part of the Calumet County Snowmobile Trail System and snowmobiles are permitted.

FOX RIVER TRAIL - This 4-mile trail, opened in the spring of 2007, runs from the Brown County line south to Ott Road, just north of Hilbert. The trail can be used for hiking and biking. No motorized vehicles are permitted during the hiking and biking season. Horseback riding is allowed during that permitted season.

In the winter this trail is part of the Calumet County Snowmobile Trail System and snowmobiles are permitted.

CALUMET COUNTY SNOWMOBILE TRAILS - The Calumet County Parks Department is responsible for operating and maintaining the 131 state funded miles of snowmobile trails throughout Calumet County by participating in the State Snowmobile Program.

The Parks Department works with several snowmobile clubs throughout Calumet County. The clubs start working on the trail early in Fall and are finished long after the snow is melted and the crops are replanted in the Spring.

Snowmobilers can call our Parks Activity Line at 920-849-1494 to get the latest updated information on the trails and their condition. The line is updated daily or whenever it is needed during periods of natural snow.

CLERK OF COURTS performs the duties regarding civil cases, judgments, mechanic's liens, divorce records, paternity proceedings, passports, and registration of public deputy sheriffs and court commissioners. They also handle ordinance violations and other civil actions, small claims, criminal matters, and actions to collect forfeitures. Jury management is also handled through this office.

CORPORATION COUNSEL Wisconsin Statute 59.42(1)(c) states that "the duties of the corporation counsel shall be limited to civil matters and may include giving legal opinions to the board and its committees and interpreting the powers and duties of the board and county officers."

The Corporation Counsel's Office serves as the County's attorney. The Corporation Counsel reports to and works closely with the County Administrator, performing legal research and issues legal opinions, as needed.

The County Board and committees, as well as all departments, may utilize the Corporation Counsel in seeking legal advice as matters arise in the operation of County business. Contracts for every department are routed through the Corporation Counsel office to review legal properness. The Corporation Counsel also assists in developing policies to be utilized by the County.

The Corporation Counsel represents the interests of the County in guardianships/protective placements, mental health, drug, and alcohol commitments, small claims, ordinance violations, in-rem tax foreclosure matters, and fee collections for departments.

The Corporation Counsel makes court appearances on behalf of the State of Wisconsin for the Child Support Agency at child support hearings, to establish child support and paternity, as well as modification of child support orders, and contempt actions when child support is not being paid. Child support case workers rely on advice from the Corporation Counsel in interpreting the law as it applies to the cases they are working on.

The Corporation Counsel is present at County Board meetings to answer legal questions as they arise, is knowledgeable in how Robert's Rules apply to the County Board and ensures they are applied properly.

DEPARTMENT OF ADMINISTRATION

- **COUNTY ADMINISTRATOR** is the chief administrative officer of the County and as such, directs, administers and coordinates activities of the County in support of policies, goals and objectives established by the County Board. The County Administrator appoints members of all Boards and Commissions, subject to the confirmation by the County Board. The County Administrator appoints the heads of all departments of the County except those elected by the people or appointed by

elected officers, after concurrence with the Chair of the Home Committee and the County Board Chair. The County Administrator is responsible for submitting the annual budget to the County Board.

- **ECONOMIC DEVELOPMENT** the Community Economic Development Program serves the needs of the businesses including business retention, business expansion, supporting start-ups and entrepreneurs, and helping with workforce development. We also work with cities, villages, and towns on local economic development and quality of life priorities such as downtown revitalization and business attraction. We support these efforts through direct assistance and by drawing on economic development resources from the state and region.
- **HUMAN RESOURCES** administers a comprehensive human resource program by administering effective and consistent programs, policies, and practices while ensuring countywide compliance with applicable human resource laws and regulations. Advises the county board, department heads, supervisors, and employees on issues of employee compensation, employee and labor relations, benefits administration training and education, recruitment and selection, and workers' compensation.
- **COMMUNICATIONS** oversees, develops and executes communication functions for the county. Works closely with Department of Administration leadership and other key staff to assist in the development and communication of strategic programs, projects, initiatives, and general information to build and sustain a strong sense of shared purpose, clarity, engagement and enthusiasm across Calumet County. Responsible to coordinate with key personnel to increase the quality and consistency of communications across a wide spectrum of internal and external audiences. Proposes and manages projects, and acts as social media expert for the county.

COUNTY CLERK serves as secretary to the County Board and several of its committees, is chief elections official and maintainer of County records. The Clerk is responsible for issuance of marriage licenses to county residents, dog licenses to municipal treasurers, DNR sports licenses and temporary license plates to residents. Payments to various associations are prepared through the office at specific times of the year. The office is also responsible for the telephone switchboard, incoming and outgoing mail and UPS.

COUNTY TREASURER is charged with the maintenance and administration of the following: property tax records (lottery & gaming, first dollar, and state school credits), special assessments, property valuation codes and amounts, receiving, accounting, and disbursing all monies belonging to the County, the settlement process with municipal treasurers for tax collection, collection of postponed and delinquent taxes, processing eligible foreclosure properties, receiving and paying for the State portion of the annual tax role, taxation of (real estate, Circuit Court, Probate Court, Land Records, Vital Records, Marriage License) fees and costs, and maintaining bankruptcy status. The County Treasurer also provides customer service through person to person, telephone, mail and online correspondence.

HEALTH AND HUMAN SERVICES is a multi-purpose agency providing a wide range of services to adults, children, and families. The Calumet County Department of Health and Human Services provides all the services, and carries all the legal responsibilities of a County Social Services Department, 51.42/437 Board and Public Health under the authority of State Statute 251.

The Human Services Divisions administer child welfare services, social work services for Juvenile Court, social work services to families and adults, custody mediation and studies, foster home programs, county daycare certification, Medicaid, BadgerCare and childcare eligibility, and Food Share Program.

The Child Support Agency (CSA) within Health and Human Services provides services to the custodial parent in collection of child support and obtaining health insurance for the minor child(ren). The CSA locates absent partners, ascertains paternity, establishes child support orders, modifications, revisions, and enforces court orders. The CSA services are available to all parents who reside in Calumet County.

The Department also provides a complete range of services to citizens and their families who have alcohol and drug abuse issues, mental health issues and children with developmental disabilities.

The Department can provide services directly through offices in Chilton or Appleton or through contract with other agencies. After hours crisis services are available at 832-4646 or 849-9317.

The Aging and Disability Resource Center (ADRC), as part of a Consortium with Outagamie and Waupaca Counties, provides Information and Assistance to persons over the age of 18 or who are disabled, persons 65 or older, and their family members. Information about county resources and programs is offered as well as linkages to further assessment of needs and connection to appropriate programs to meet those needs. Services are designed to promote independence and a high quality of life for elders, persons with physical as well as developmental disabilities, and persons with mental health and drug or alcohol abuse. The ADRCs also provide programs such as meals on wheels, meal sites, nutrition, transportation, benefit specialists, prevention and wellness programs, and outreach services.

The Health Division provides preventive and health promotion services to individuals, families, schools and the community. The three major Public Health responsibilities are: protecting the health of the community; promoting the health of individuals and families; providing technical support for health promotion and protection activities. Some of the services provided are: Immunization Clinics, Health Check Clinics, WIC (Women, Infant, Children) Program, School Health, Community Health Education Services, Prenatal Education, Parenting Classes, Public Health Nurse home visitation, Communicable Disease investigation and epidemiology, Nuisance complaint follow-up, Injury Prevention Services, Nutrition Education, Prenatal Care Coordination, Wisconsin Well Woman Program and Perinatal Care Coordination Services. The Health Division Manager serves as the County Health Officer.

The Department also operates a Home Health Care and Hospice agency, Calumet County Hospice provides care to terminally ill patients when curative therapy is no longer effective or desired. Calumet County Home Health Care provides home based skilled nursing care and therapies.

The services are available to all citizens of the county regardless of age, sex, race, financial status or limiting factors.

HOME HEALTH CARE provides skilled nursing care in the home setting to individuals who may be acutely, chronically or terminally ill. The total needs of the patient are assessed and a plan of care is developed with the patient, patient representative (if applicable), physician and nurse. Home Health Aide care for bathing assistance is also provided as needed. In addition, the agency contracts with outside therapy vendors to provide physical, occupational and speech therapy. The agency meets all Federal and State regulations and is licensed to provide skilled care and to bill insurance carriers for services provided. The agency administers an equipment loan closet to assist families in providing care at home (i.e. hospital beds, wheelchairs, etc.).

HOSPICE is a specialized type of care for those facing a life-limiting illness and it includes support for the patient's family caregivers. The agency staff addresses the physical, emotional, and spiritual needs of the patient and family. Hospice care concentrates on managing a patient's pain and other symptoms so that the patient may live as comfortable as possible and make the most of the time that remains. The hospice agency meets all Federal and State regulations and is licensed to provide skilled care and to bill insurance carriers for services provided. Hospice is provided by an interdisciplinary team made up of a physician, social worker, registered nurses, volunteers, spiritual counselor, nurse's aides, and therapies. Hospice care takes place in the patient's home which can include an assisted living facility or skilled nursing facility.

CALUMET COUNTY PUBLIC HEALTH works in partnership with the community to promote health and prevent illness and injury. The Health Division Manager serves as the County Health Officer. Public health staff includes a public health supervisor, public health nurses, WIC (Women, Infants and Children) program staff, and support staff. Calumet County Public Health provides multiple services that address communicable and chronic diseases, including prevention education, investigation, and surveillance. Direct services to individuals include immunizations, vision and hearing screenings, prenatal and other maternal/child health education, and child passenger safety education. Calumet County Public Health also conducts periodic community health assessments and community health improvement planning to address Calumet County's health priorities. Calumet County's Community Health Improvement Plan is implemented through the collaborative efforts of Calumet County Public Health and multiple community partners.

DISTRICT ATTORNEY is the prosecutor in all cases of crime and ordinance violations committed in Calumet County. Adult criminal cases include felonies, misdemeanors and traffic offenses. Juvenile cases include delinquencies, children in need of protection and services, and termination of parental rights.

FAMILY COURT COMMISSIONER has all the powers of a court commissioner in legal actions affecting the family. He holds all temporary order hearings in any actions affecting marriage, establishes the amount of support, orders property division pending the actual divorce, sets visitation and temporary child custody. He also advises the parties to divorce of counseling services available and implements the initial income assignment from the noncustodial parent. He grants default divorces, establishes paternity, and may also perform marriages.

FINANCE DEPARTMENT is responsible for the financial management of the County. This includes assisting with the preparation of the County Budget, monitoring all financial information systems, and administrating purchasing functions. The Finance Department is also responsible for processing the employee payroll and performing the duties of County Auditor as prescribed by Wisconsin Statute.

HIGHWAY DEPARTMENT The Highway Department's mission statement is to provide a safe and quality transportation infrastructure within the county. This investment is done by constructing and maintaining our 220 miles of our state and county trunk highway system. The department helps serve twenty-one municipalities ranging from eight townships, five villages, and seven cities. In addition, our department maintains our satellite shop in Sherwood, and our main shop in Chilton.

INFORMATION TECHNOLOGY shall develop, acquire, maintain and improve automated systems, electronic transfers, filings and communications which support the information needs of the county in a timely, cost effective manner.

MEDICAL EXAMINER is an appointed position of the County Board. It is a statutory office that consists of the Medical Examiner and several deputies. State Statute 979 defines the circumstances under which a death becomes the responsibility of the office to investigate. The Examiner and deputies work in close cooperation with all of the law enforcement agencies in the County to determine cause and manner of death in all homicides, suicides, accidental and any unusual or unexplained circumstances of death. It is also the responsibility of the Office to issue permits for cremations, autopsies and exhumations. The Medical Examiner must also establish policies for the reporting of deaths by hospice agencies, nursing homes, hospitals and residential care facilities within the County's jurisdiction. The Office is also empowered by statute, in cooperation with the District Attorney, to hold an inquest into the circumstances of a death.

PLANNING, ZONING AND LAND INFORMATION

- **PLANNING:** The County Planning Department provides assistance with subdivision development, farmland preservation initiatives, historic preservation, planning safe routes to school and other trail planning, and is responsible for the development of the county's land use related plans. The Department also assists with economic development efforts and promotes recreation and tourism in the county. There is a housing function in the department which helps qualified applicants secure home buyer and home rehabilitation financing.
- **CODE ADMINISTRATION:** The code administration section of the office is responsible for administering the various land use related codes. Assistance is provided with zoning (i.e. building permits), floodplain and shore land zoning, sanitation (septic systems), land division, wetland regulation, wind energy standards, verifying farmland preservation zoning certificates, and limiting building height in communication paths (Fresnel zone management).

- **LAND INFORMATION OFFICE:** Administers the development and maintenance of the county-wide geographic information system (GIS) for use by the County departments, local municipalities, utilities, the private sector, and the general public. Other programs administered by the Land Information Department include rural house numbering, parcel mapping, and E911 data.

LAND & WATER CONSERVATION assists individuals, groups, and local units of government in natural resource management planning and in the installation of conservation practices. It conducts inventories to identify resource problems and provides technical expertise to solve the problems. It administers cost share grant programs for the installation of conservation practices and county ordinances related to animal waste storage and runoff management, well abandonment, construction site erosion control, post-construction storm water management and non-metallic mining reclamation. The department also has a comprehensive drinking water program, which includes a well water testing program for county residents.

PUBLISHING AND RECORDS MANAGEMENT is responsible for providing technical support for desktop publishing and forms design, printing and photocopy services, bindery and finishing, records management services and website management. This office also coordinates the purchasing of all office equipment, paper related supplies, special printing requests, and equipment related to printing, photocopy, fax. This support is provided to all County offices. Some of these services are provided to municipalities, tax-funded and governmental affiliated associations.

REAL PROPERTY LISTER is charged with the following duties and responsibilities: records land transfers to the tax system; makes all land description and tax map changes; coordinates and maintains annual municipal assessment rolls; solidifies data for tax rolls; assists with the creation of individual tax bills; updates and modifies data processing procedures; creates and maintains real property ownership records; proofs property documents and information for accuracy, completeness, and legality; prepares and maintains tax parcel mapping using County Geographical Information System (GIS) software and methods; assembles assessment code and valuation data for the preparation of the work rolls, assessment rolls, notices, and special assessment rolls for municipal contracted assessors; and works with the State, other County Departments, and Municipal Clerks to maintain and determine land integrity and legal conforming title. The Real Property Lister also provides explanation and instruction of policy procedure in response to telephone, personal, and online inquiry from co-workers, abstractors, attorneys, real estate agents, surveyors and the general public as necessary. Performs as Deputy to the County Treasurer and fulfills all related County Treasurer duties in their absence.

REGISTER OF DEEDS does the recording of real estate and personal property documents. The office does not prepare documents for recording. Certified copies of vital records such as birth, death, marriage, and divorce decrees can be obtained from this office. Military Discharge documents are filed and certified copies are available to the Veterans.

REGISTER IN PROBATE is responsible for the maintenance of probate, guardianship, trust, conservatorship and mental commitment files. Also, the Probate Registrar is responsible for the administration of informal probate, as well as the maintenance of these records.

JUVENILE CLERK is responsible for the maintenance of delinquency, CHIPS, termination of parental rights and adoption files.

SHERIFF is the chief law enforcement officer in the County pursuant to Ch. 59.27, Wis. Stats. and must protect all properties either by himself or through his deputies. The Sheriff takes charge and custody of the jail and persons therein and keeps records of all prisoners committed, charged and/or convicted of any arrests. The Sheriff is also responsible to maintain peace on and along the highways of the County. Is responsible to investigate all accidents occurring on the highways and other premises held open to the public for use of their motor vehicles. Has the responsibility to detect and strictly enforce all traffic laws as to deter violations and therefore, prevent accidents. Responds to emergency situations and makes investigations into many violations of criminal laws of the state. Also responsible for enforcing laws on our waterways and snowmobile trails.

- **EMERGENCY MANAGEMENT** provides a local point of contact for citizens, local groups and organizations, community leaders and local units of government, to provide information and guidance on disaster preparedness, response, recovery and hazard mitigation activities.

The Emergency Management Coordinator coordinates community disaster planning, administers grant programs, and assists with training and exercise functions to encourage an inclusive, proven partner based, and multi-disciplined approach to all types of potential hazardous events that may threaten the community.

During a disaster the Emergency Management Coordinator assists local governments in an advisory role, and directly supports responding agency operations by coordinating information, obtaining resources, and initiating disaster relief/recovery programs.

UW-MADISON DIVISION OF EXTENSION positions are joint Calumet County-Madison appointments. Extension educators provide educational programs for all youth and adults regardless of race, creed, ethnic, or economic background. The expertise of UW specialists are integrated into local program needs. The two county positions are:

AGRICULTURE EDUCATOR provides counseling to agricultural producers and agribusinesses in the areas of financial, human resource, and general business management. Develops and presents educational programs that update producers on research-based technologies relating to dairy and crop production.

THE 4-H PROGRAM COORDINATOR leads and manages the full range of the 4-H Youth Development programs including clubs, educational experiences, and camps. Program Coordinators also design, deliver, and evaluate research-based educational programming and services.

VETERANS SERVICE OFFICE counsels veterans and dependents on entitlement to benefits and assists in preparation of their claims. Provides emergency aid to eligible veterans and families. Administers all federal, state and local laws pertaining to veterans benefits. Assists veterans in obtaining treatment at VA Health Care Facilities.

TOWNS, VILLAGES AND CITY OFFICIALS

TOWN OF BRILLION

www.townofbrillion.com

Town Hall: 920-989-1602 N8892 Randolph St., PO Box 216, Forest Junction 54123

CHAIRMAN - Kevin Fischer.....	920-213-4889, N8591 Keuer Road, Brillion
SUPERVISOR –Dale Maile.....	450-4343, W1536 Conservation Rd., Brillion
SUPERVISOR - Gary Weins	418-4029, N7706 Irish Rd., Hilbert
CLERK - Karen Jannette	756-5363, W1550 Dreier Rd., Hilbert
	Email: clerk@townofbrillion.com
TREASURER - Sharon Ott.....	989-1367, N8329 Hwy 57, Hilbert
ASSESSOR - Associated Appraisal Consultants, Inc.....	749-1995
	1314 W. College Avenue, Appleton 54914
BUILDING INSPECTOR - Paul Birschbach	849-9274
	18 W. Main Street, Suite L, Chilton
	Email: binspector@frontier.com
FIRE CHIEF - Carl Weber.....	989-1301, N8761 Church St., Forest Junction
ROAD SUPERVISOR - Darryl Parkin.....	875-0175, Municipal Building

TOWN OF BROTHERTOWN

Town Hall: 920-849-9008 W3880 St. Charles Rd., Chilton 53014

CHAIRMAN - Chuck Schneider	849-4881, N2289 Co. Rd. C, Chilton
SUPERVISOR - Larry Propson	849-7623, W4688 W. Jefferson Rd., Chilton
SUPERVISOR - Delmar Buechel	849-9842, N2666 Townhall Rd., Chilton
CLERK - LeAnne Karls	418-0949, N2445 S. Tower Road, Chilton
	Email: townofbrothertown@gmail.com
TREASURER - Lori Fhlug	849-7073, W3916 St. Charles Road, Chilton
HIGHWAY SUPERVISOR - Logan Schmitz.....	849-9008
ASSESSOR - Scott Tennesen	920-432-3502, PO Box 282, Kaukauna
BUILDING INSPECTOR - Paul Birschbach	849-9274
	18 W. Main Street, Suite L, Chilton
	Email: binspector@frontier.com

TOWN OF CHARLESTOWN

www.townofcharlestown.com

Town Hall: 920-849-2885 N3685 Hwy. T, Chilton 53014

CHAIRMAN - Wilmer Geiser.....	849-4339, N3576 Cty. T, Chilton
SUPERVISOR - Donald E. Bonlander, Sr.....	849-2898, N3742 N. Mill Road, Chilton
SUPERVISOR - Shane L. Peik.....	849-4985, N4727 Irish Rd., Chilton
	Email: shane_peik@townofcharlestown.com
CLERK - Sharon Allen.....	849-9774, N4503 Irish Rd., Chilton
TREASURER - Kim Mueller.....	920-585-8791, W1011 Bruckner Rd , New Holstein
ROAD SUPERVISOR - Dave Aebischer.....	849-2885
ASSESSOR - Troy Zacharias, Action Appraisers.....	766-7323
	PO Box 557, Kaukauna
BUILDING INSPECTOR - Paul Birschbach	849-9274
	18 W. Main Street, Suite L, Chilton
	Email: binspector@frontier.com

TOWN OF CHILTON

www.townofchilton.com

Town Hall Office: 920-849-4720 N4695 Cty. BB, Chilton Fax: 920-849-7475

CHAIRMAN - John J. Schwarz 378-6762, W3778 Hickory Hills Rd., Chilton
SUPERVISOR - Randy Lisowe 418-1953, W3576 Hwy 151, Chilton
SUPERVISOR - Tim Lau 849-3614, N4521 McHugh Rd., Chilton
CLERK - Sheila Koehler-Oakley 849-4720, c/o Town of Chilton
TREASURER - Linda Hedrich 849-4433, W2282 Cty E, Chilton
ASSESSOR - Associated Appraisal Consultants, Inc. 749-1995
1314 W. College Avenue, Appleton 54914
BUILDING INSPECTOR/ZONING ADMINISTRATOR - Paul Birschbach 849-9274
18 West Main Street, Suite L, Chilton
Email: binspector@frontier.com

TOWN OF NEW HOLSTEIN

Town Hall: 920-898-4606 W1465 Tecumseh Rd., New Holstein 53061

CHAIRMAN - Gary Winkler 898-5575, N1339 County Rd A, New Holstein
Email: chairman.tnh@gmail.com
SUPERVISOR - Dean Konen 894-7452, N630 Seven Corners Rd., Kiel
Email: supervisor1.tnh@gmail.com
SUPERVISOR - Ben Henke 418-3388, W371 Danes Rd, New Holstein
Email: supervisor2.tnh@gmail.com
CLERK - Cheryl Heller 898-5538, N1556 Seven Corners Rd., New Holstein
Email: townclerkheller@gmail.com
TREASURER - Mary Jo Muellenbach 898-5682, N1092 Dorn Rd., Chilton
Email: treasurer.tnh@gmail.com
BUILDING INSPECTOR - Paul Birschbach 849-9274
18 W. Main Street, Suite L, Chilton, WI
Email: binspector@frontier.com
ASSESSOR - Scott Tennessen 920-423-3502, PO Box 282, Kaukauna 54130
St. Anna Fire Department 894-2625
New Holstein Fire Department 898-4241

TOWN OF RANTOUL

www.townofrantoul.com

Town Shop: 920-853-3100 Mailing address: N7001 Long Lake Rd., Brillion 54110

Phone: 920-756-2570 Email: clerk@townofrantoul.com

CHAIRMAN - Eugene Mertz 853-3398, N5634 Cty. Y, Hilbert
SUPERVISOR - David Jannette 901-3452, W1550 Dreier Rd., Hilbert
SUPERVISOR - Gregg Eickert 588-7575, W581 Hwy JJ, Brillion
CLERK - Mary Schwartz 756-2570, N7001 Long Lake Rd., Brillion
TREASURER - Connie Loose 853-3154, W368 RiverView Rd., Chilton
ASSESSOR - Action Appraisers 766-7323 or 888-796-0603, PO Box 557, Kaukauna
ROAD SUPERVISOR - Mark Wunrow 853-3100 or 853-1684
FIRE CHIEF - Rob Schoen 853-3245, PO Box 82, Potter
ZONING ADMINISTRATOR - Eugene Mertz 853-3398, N5634 Cty. Rd Y, Hilbert
BUILDING INSPECTOR - Paul Birschbach 849-9274
18 W. Main Street, Suite L, Chilton

TOWN OF STOCKBRIDGE

www.townofstockbridge.org

Town Shop: 920-439-1688 N4331 Hwy. 55, Chilton 53014

CHAIRMAN - Ken Schaefer..... 439-1740, W5180 County Rd. F, Chilton
SUPERVISOR - Jeff Yelton 989-2222, N6279 Lakeshore Drive, Hilbert
SUPERVISOR - Connie Loewe 989-1981, N6383 Fairy Springs Rd., Hilbert
CLERK - Steven Phipps 418-5709, N5024 Long Rd., Chilton
..... Email: stockbridgeclerk@gmail.com
TREASURER - Ralph F. Schmid..... 849-9770, N3551 Cty. C, Chilton
ASSESSOR - Associated Appraisal Consultants 749-1995
PO Box 2111, 1314 W. College Ave., Appleton 54914
FIRE CHIEF - Mike Funk 418-1130, 119 School St., Stockbridge

TOWN OF WOODVILLE

Town Hall: 920-989-1459 W3350 County B, Hilbert 54129

Email: townofwoodville@yahoo.com

CHAIRMAN - Corey Schmidt..... 378-0676, N9255 Brant St. John Road, Brillion
SUPERVISOR - Jeff Wisnet..... 475-9054, N7230 County Rd BB, Hilbert
SUPERVISOR - David Genslak 810-0592, W3227 Dundas Rd., Kaukauna
CLERK - Ellen Pattermann 507-0274, W4114 Cty Rd B, Hilbert
TREASURER - Sarah Thiel 989-1390, W3151 Cty. B, Hilbert
ASSESSOR - Action Appraisers & Consultants Inc. 920-766-7323
PO Box 557, Kaukauna, WI

VILLAGE OF HARRISON

www.harrison-wi.org

Harrison Municipal Building: 920-989-1062

W5298 State Hwy. 114, Menasha 54952

Fax: 920-989-1077

VILLAGE PRESIDENT - Kevin M. Hietpas .. 731-2222, W5940 Sweet Clover Dr., Harrison 54915

VILLAGE TRUSTEES

Darlene Bartlein 637-4400, W6753 Manitowoc Road, Menasha 54952
Lou Miller 621-8093, N8168 State Park Road, Menasha 54952
Gary Nickel 636-0342, W5474 Red Clover Trail, Harrison 54915
Ryan Lisowe 203-3528, N9016 Papermaker Pass, Menasha 54952
Tamra Nelson 540-8512, N9147 Sunflower Lane, Harrison 54915
Vacant

ADMINISTRATOR - Travis Parish Email: tparish@harrison-wi.org

CLERK/TREASURER - Jennifer Weyenberg..... Email: jweyenberg@harrison-wi.org

PLANNER - Mark Mommaerts..... Email: mmommaerts@harrison-wi.org

ROAD DEPT. SUPERINTENDENT - Robert Kesler..... Shop/Garage - 989-1139

Email: bkesler@harrison-wi.org

BUILDING INSPECTOR - Paul Birschbach 8 a.m.- 9:30 a.m., 989-2924

Email: pbirschbach@harrison-wi.org

ASSESSOR - Accurate Appraisal LLC 749-8098

PO Box 415, 1428 Midway Rd., Menasha 54952

FIRE CHIEF - Amos Mikkelson..... Email: amikkelson@harrison-wi.org

VILLAGE OF HILBERT

www.villageofhilbert.com

Village Office: 920-853-3241 26 N. 6th Street, PO Box 266, Hilbert 54129

Fax: 920-853-3515

PRESIDENT - Mark Breckheimer 464-0220, 325 W. Star Ct., Hilbert
VILLAGE TRUSTEES

James Schrubbe 860-6182, 142 E. Fox Trl., Hilbert

Michael Bolwerk 850-7307, 127 S. 9th St, Hilbert

Peggy Nolan 475-2258, 147 1st St., Hilbert

Tim Keuler 418-0991, 47 S. 7th St., Hilbert

Daniel Starfeld 464-0253, 916 W. Main St., Hilbert

Thomas Roehrig 257-3633, 114 S. 7th St., Hilbert

CLERK/TREASURER/ADMINISTRATOR - Dennis DuPrey Village Office
Email: hilbertclerk@villageofhilbert.com

DEPUTY CLERK-TREASURER - Marissa Kieso Village Office

ASSESSOR - Troy Zacharias, Action Appraisers 766-7323 - PO Box 557, Kaukauna

FIRE CHIEF - Michael Loose 920-853-3438, 45 N. 5th St., PO Box 266, Hilbert
Email: hilbertfire@villageofhilbert.com

BUILDING INSPECTOR - Paul Hermes..... 920-858-0102, 730 Windflower Way, Kimberly

VILLAGE OF POTTER

Village Office: 920-853-7600 PO Box 162, Potter 54160

PRESIDENT - Gary Lemke 853-3846, PO Box 144, Potter

TRUSTEE - Rob Schoen 853-3245, PO Box 82, Potter

TRUSTEE - Jay Schoen 418-1100, 217 Central St., Potter

CLERK - Heather Gibler 903-7901, W2071 Stanelle Rd, Brillion

TREASURER - Dennis Gruett 853-3323, W1374 Schneider Rd, Hilbert

ASSESSOR - Tennessen Appraisal, LLC 841-9880, PO Box 282, Kaukauna

FIRE CHIEF - Rob Schoen..... 853-3245, PO Box 82, Potter

VILLAGE OF SHERWOOD

Village Office: 989-1589 PO Box 279, Sherwood 54169 Fax - 989-4084

PRESIDENT - Joyce Laux 989-1956, N412 Military Rd., Sherwood

VICE PRESIDENT - Roger Kaas 989-2106, W4840 Escarpment Ter., Sherwood

TRUSTEES

Ned Marks 989-2299, W4897 Escarpment Terr., Sherwood

Bob Benz 989-1760, N7639 Lower Cliff Rd., Sherwood

Kathy Salo 989-1524, W4865 Forest Ln, Sherwood

Lisa Ott 989-2741, N7987 Mustang Dr., Sherwood

David C. Miller 929-1955, W4925 Carrington Ct., Sherwood

CLERK-TREASURER - Jo Ann Lesser Village Office
Email: clerk.sherwood@villageofsherwood.org

VILLAGE ADMINISTRATOR - Randy Friday Village Office
Email: administrator.sherwood@villageofsherwood.org

UTILITY & FINANCE CLERK - Kathy Mader Village Office
Email: utilities@villageofsherwood.org

OFFICE COORDINATOR - Bridgette O'Rourke Village Office
 Email: officecoordinator@villageofsherwood.org
 ASSESSOR - Associated Appraisal Consultants, Inc. 749-1995
 1314 W. College Ave., Appleton 54914
 FIRE CHIEF-Amos Mikkelson Harrison Volunteer Fire Department
 989-1062, W5298 Hwy. 114, Menasha

VILLAGE OF STOCKBRIDGE

www.villageofstockbridge.org

Village Office: 920-439-1700 116 S. Military St, Stockbridge 53088
 PRESIDENT - Amy Zahringer. 439-1066, 126 New St., Stockbridge
 TRUSTEES - Marilyn Behnke 439-1899, 502 James St., Stockbridge
 Tim Lemke 439-1143, 100 Mill Creek Ct., Hilbert
 Nathan Bowe 418-2043, 525 Richard St., Hilbert
 Greg Zickuhr 439-1186, N5397 St. Catherine's Bay Rd., Hilbert
 Ty Bodden 948-5076, 419 N. Military Rd., Stockbridge
 Tammy Mackai 209-4968, 135 New St., PO Box 370, Stockbridge
 CLERK-TREASURER - Lisa Averkamp 439-1700, PO Box 292, Stockbridge
 Email: villageofstockbridge@tds.net
 ASSESSOR - Grota Appraisals Email: LesAhrens@wi-assessor.com
 262-253-1142, N88 W16573 Main Street, Menomonee Falls 53051
 LAW ENFORCEMENT - Calumet County Sheriff's Dept..... 849-2335
 206 Court St., Chilton
 FIRE CHIEF - Mike Funk..... 418-1130, 119 School St., Hilbert

CITY OF APPLETON

www.appleton.org

City Hall: 832-6443 100 N. Appleton St., Appleton 54911 Fax: 832-5823
 MAYOR - Timothy M. Hanna 832-6400
 100 N. Appleton St., Appleton 54911-4799
 ALDERPERSON - 5th District - Edward Baranowski 749-1713
 1824 S. Sundown Lane, Appleton 54915
 ALDERPERSON - 15th District - Keir Dvorachek 205-6246
 219 E Murray Ave, Appleton, 54915
 ALDERPERSON - 8th District - Matt Reed 740-6986
 425 E Maple St., Appleton 54915
 CLERK - Kami Lynch 832-6443, City Office
 Email: kami.lynch@appleton.org
 DEPUTY - Kayla Filen 832-6443, City Office
 Email: kayla.filen@appleton.org
 DIRECTOR OF FINANCE - Anthony Saucerman 832-6442, City Office
 ATTORNEY - James P. Walsh 832-6423, City Office
 ASSESSOR - DeAnn Brosman 832-5850, City Office
 POLICE CHIEF - Todd Thomas 832-5512, 222 S. Walnut St., Appleton
 FIRE CHIEF - Len VanderWyst 832-5810, 700 N. Drew St., Appleton

CITY OF BRILLION

www.ci.brillion.wi.us

Emergency Services Building: 756-2250 130 Calumet St., Brillion 54110 Fax: 756-2351

City Hall: 756-2250 201 N. Main St., Brillion 54110 Fax: 7562351

MAYOR - Gary Deiter.....756-2343, 225 Apollo Ct., Brillion

ALDERPERSON - At-Large:

Joe Levash 418-3840, 104 Bentwood Drive, Brillion

Tim Hanson 756-9729, 480 Hiawatha Dr., Brillion

Betty Nies 756-3952, 618 Columbus Ave., Brillion

Wally Sonnabend..... 756-2779, 423 Springdale Dr., Brillion

Carrie Wenzel 419-5267, 728 Lee Ave., Brillion

Mel Edinger 756-3506, 412 Fawn Dr., Brillion

Sarah Pielhop.....242-2025, 215 S. Main St., Brillion

CITY ADMINISTRATOR-CLERK-TREASURER - Lori Gosz..... 756-2250

..... Email: admin@ci.brillion.wi.us

PUBLIC WORKS DIRECTOR - Andy Geiger Email: pwd@ci.brillion.wi.us

LIBRARY DIRECTOR - Rachel Hitt 756-3215, 326 N. Main St., Brillion

Email: rhitt@mcls.lib.wi.us

ATTORNEY - Andy King..... 849-9323, 50 E. Main St., Chilton

ASSESSOR - Accurate Appraisal LLC..... 800-770-3927

PO Box 415, 1428 Midway Rd., Menasha 54952

POLICE CHIEF - Jo Ann Mignon..... 756-2221, 130 Calumet St., Brillion

Email: pdadm@ci.brillion.wi.us

POLICE OFFICERSCaptain Kirk Schend, Michael Alt, Matt Kluck, TJ Bastian,

Anthony Schweighl, PSLO Officer Ben Bastian, Andrew Williams

FIRE CHIEF - Joe Diener 756-2424, 130 Calumet St., Brillion

Email: fd@ci.brillion.wi.us

BUILDING INSPECTOR - Birschbach Inspection Service Inc., Paul Birschbach

849-9274, 18 W. Mains St Suite L, Chilton, 53014

Email: binspector@frontier.com

MUNICIPAL COURT JUDGE - Jean Van Frachen 756-2727

610 Madison St., Brillion

CITY OF CHILTON

<http://www.chilton.govoffice.com>

City Hall: 849-2451 42 School St., Chilton 53014 Fax: 849-2025

MAYOR - Rick Jaeckels 585-3979, 401 Park St., Chilton

Email: chiltonmayor@chiltonwi.com

ALDERMEN District 1, Ward 1

Ron Gruett.....849-2735, 1000 Wieting Ct., Chilton

Email: rpgruett@charter.net

Mark Willems 849-4237, 1017 Fox St., Chilton

Email: willems@charter.net

ALDERMEN District 2, Wards 2 & 5

Clayton Thornber.....849-4971, 267 Kiesner Dr., Chilton

Email: mccormick-08@hotmail.com

Tom Reinl 849-9853, 109 Lehner St., Chilton
 Email: tom@reinlaccounting.com

ALDERMEN District 3, Ward 3

Michael Goebel 1156 Jemima Lane, Chilton
 Email: mike@altitude.roofing.net

Kathy Schmitzer 849-2584, 927 Park St., Chilton
 Email: klsgreat@gmail.com

ALDERMEN District 4, Ward 4

Andrew Deehr 849-1153, 1012 Hillside Lane, Chilton
 Email: adeehr@gmail.com

Vacant

CLERK/TREASURER - Helen Schmidkofer City Hall
 Email: chiltonclk@chiltonwi.com

ASSESSOR - Accurate Appraisal LLC 749-8098
 PO Box 415, 1428 Midway Rd., Menasha 54952

BUILDING/PLUMBING INSPECTOR - Paul Birschbach 920-849-9274
 18 West Main Street, Suite L, Chilton
 Email: binspector@frontier.com

ATTORNEY - Derek McDermott 849-9323, 50 E. Main St., Chilton

POLICE CHIEF - Craig Plehn City Hall
 Email: chiltonchief@chiltonwi.com

POLICE CAPTAIN - Jason Kvalheim City Hall

POLICE OFFICERS
 Officers - Joshua Harn, Lisa Winsted, Michael Young, Steven Petrie, Brad Kuehl

FIRE CHIEF - Ben Schoenborn City Hall
 Email: chiltonfd@chiltonwi.com

DIRECTOR OF PUBLIC WORKS - Todd Schwarz City Hall
 Email: chiltondpw@chiltonwi.com

STREET SUPERINTENDENT - Travis Boll City Hall

CITY OF KAUKAUNA

www.cityofkaukauna.com

City Hall: 920-766-6300 Fax: 967-5273

201 W. Second St., PO Box 890, Kaukauna 54130

MAYOR - Anthony J. Penterman 920-766-6310

ALDERMEN 4th District

Pennie Thiele 920-766-2702
 Email: pennie.thiele@kaukauna-wi.org

Mike Coenen 920-759-9776
 Email: mike.coenen@kaukauna-wi.org

CLERK/TREASURER - Sally Kenney 920-766-6300
 Email: Skenney@kaukauna-wi.org

ATTORNEY - Kevin Davidson 920-766-6318
 Email: cityattorney@kaukauna-wi.org

ASSESSOR - Bowmar Appraisals, Inc. 920-733-5369
 3005 West Brewster St., Appleton, WI 54914

BUILDING INSPECTOR - Jon Oldenberg 920-766-6325
 Email: inspection@kaukauna-wi.org
 MUNICIPAL JUDGE - John VanDrunen 920-766-6378
 CHIEF OF POLICE - John Manion 920-766-6333
 FIRE CHIEF - Paul Hirte 920-766-6320 Ext 1
 PUBLIC WORKS - John Sundelius, Director of Public Works..... 920-766-6305
 Tim Clark, Street Foreman 920-766-6337
 PLANNING & COMMUNITY DEV - Robert Jakel, AICP 920-766-6315

CITY OF KIEL

www.ci.kiel.wi.us

City Hall: 894-2909, 621 6th St., PO Box 98, Kiel 53042 Fax: 894-2585

MAYOR - Mike Steinhardt 894-3764, 502 River Ter., Kiel
 ALDERPERSON - 6th Ward - Alice Achter 894-7241, 512 11th St., Kiel,
 CITY ADMINISTRATOR/CLERK - Jamie J. Aulik 894-2909, x 102
 Email: Jamie.aulik@kielwi.gov
 TREASURER - Janelle Moritz 894-2909, Ext. 104, City Hall
 ATTORNEY - Gary Jahn 849-9323, PO Box 146, Chilton
 ASSESSOR - Mike Denor - Fair Market Assessments LLC 1-800-236-1638
 2555 Continental Ct., Suite 2, Green Bay 54311
 MUNICIPAL JUDGE - Dean Dietrich City Hall
 POLICE CHIEF - David Funkhouser 849-2211, 619 Paine St., Kiel
 FIRE CHIEF - Robert Hennings City Hall
 BUILDING INSPECTOR - Paul Birschbach 920-378-2857
 18 W Main St., Ste L, Chilton

CITY OF MENASHA

www.cityofmenasha-wi.gov

City Hall: 967-3600 140 Main St., Menasha 54952 Fax: 967-5273

MAYOR - Donald Merkes City Hall 967-3600
 Email: merkes@ci.menasha.wi.us
 ALDERPERSON - 8th District - Randy Ropella 830-2473
 1128 Southfield Drive, Menasha
 CLERK - Deborah Galeazzi City Hall 967-3603
 Email: dgaleazz@ci.menasha.wi.us
 COMPTROLLER/TREASURER - John Jacobs City Hall 967-3631
 ASSESSOR - Associated Appraisal Consultants Inc. 749-1995
 1314 W. College Avenue, Appleton 54914
 ATTORNEY - Pamela A. Captain City Hall 967-3600
 POLICE CHIEF - Tim Styka 967-3501, 430 First St., Menasha
 FIRE CHIEF - Kevin Kloehn 886-6200, 125 E. Columbian Ave., Neenah

CITY OF NEW HOLSTEIN

<http://www.ci.newholstein.wi.us>

City Hall: 898-5766 2110 Washington St., New Holstein 53061 Fax: 898-5879

MAYOR - Dianne K. Reese 898-5766, 2302 Cindy Ln., New Holstein
 Email: dreese@wppienergy.org

ALDERMAN - 1st Aldermanic District:

Frances Schmitz..... 898-5539, 1501 Coolidge St., New Holstein
Gene Woelfel 898-4498, 1703 Sunset Ln., New Holstein

ALDERMAN - 2nd Aldermanic District:

Jason Dyer 286-2022, 1923 Roosevelt Ave, New Holstein
Wally Dudzinske 898-5693, 2412 Van Buren St, New Holstein

ALDERMAN - 3rd Aldermanic District:

Jerry Hallstrom 898-5746, 1702 Mayflower St, New Holstein
Terry Theissen 948-7748, 1707 Pilgrim Way, New Holstein

ALDERMAN - 4th Aldermanic District:

Bob Bosma 898-4160, 1705 McKinley St., New Holstein
Scott Konkle 920-979-0387, 1908 Van Buren St., New Holstein

ADMINISTRATOR/CLKERK-TREASURER - Cassandra Langenfeld

Email: clangenfeld@wppienergy.org

DEPUTY CLERK/TREASURER - Lori Beck..... Email: lbeck@wppienergy.org

ATTORNEY - Gary Jahn..... 849-9323, 50 E. Main St., Chilton

ASSESSOR - Michael Stutz..... 898-5766

Email: mstutz@wppienergy.org

POLICE CHIEF - Brian T. Reedy 898-4241

Email: reedy.brian@ci.new-holstein.wi.us

POLICE CAPTAIN - Jeffrey R. Hebl..... 898-4241

Email - hebl.jeff@ci.new-holstein.wi.us

POLICE OFFICERS

Robert A. Baldwin, Brian Justman, Bill Galarno, Kurtis Stephany,
Chuck Schroeder, Mike Golbach, Erin Scharbarth, Cory Thome, Keegan Blish,
Macullen Schnell

FIRE CHIEF - Denis Mayer..... 898-4132, 2103 Pleasant Ave., New Holstein

MUNICIPAL JUDGE - Kelly Sippel..... City Hall 898-5766

Email: e97kws@gmail.com

EMERGENCY MANAGEMENT DIRECTOR - Jeffrey Hebl 898-4241

Email: hebl.jeff@ci.new-holstein.wi.us

BUILDING/PLUMBER INSPECTOR - Cary Nate 920-901-0288

Email: cary.nate@grandchute.net

LIBRARY DIRECTOR - Danielle Hankins 898-5165

2115 Washington St., New Holstein - Email: d@newholsteinlibrary.org

DIRECTOR OF PUBLIC WORKS - Jason Meyer City Hall 898-5766

Email: jrmeyer@wppienergy.org

GENERAL MANAGER N.H. UTILITIES - Randy Jaeckels City Hall 898-5776

Email: rjaeckels@wppienergy.org

CITY ENGINEERS - Robert E. Lee & Assoc. 920-662-9641

4664 Golden Pond Park Court, Oneida 54155

RECREATION DIRECTOR 898-5766

CALUMET COUNTY BOARD OF SUPERVISORS

District 1 C. of Appleton (Ward 44)

HOPE KARTH *Appointed Into Office, 2017*

Residence - 475-9076, 16 Robincrest Court, Appleton 54915

Email: hope.karth@calumetcounty.org

District 2 C. of Appleton (Ward 26)

MERLIN GENTZ *Elected Into Office, 1998-2008, 2012*

Residence - 731-1670, 2611 S. Greenview St., Appleton 54915

Email: merlin.gentz@calumetcounty.org

District 3 C. of Appleton (Ward 13)

KEVIN WEINBERGER *Elected Into Office, 2014*

Residence - 740-6755, 3 Reef Court, Appleton 54915

Email: kevin.weinberger@calumetcounty.org

District 4 V. of Harrison (Ward 18);

C. of Appleton (Wards 14 and 46)

DUAINE STILLMAN *Elected Into Office, 2006*

Residence - 733-2005, 1216 Honey Bunch Ct., Appleton 54915

Email: duaine.stillman@calumetcounty.org

District 5 C. of Appleton (Ward 45)

MATTHEW BUDDE *Elected Into Office, 2010*

Residence - 907-0753, 45 Pheasant Ct., Appleton 54915

Email: matthew.budde@calumetcounty.org

District 6 V. of Harrison (Wards 3 & 4)

C. of Appleton (Ward 12)

DAVE LA SHAY *Elected Into Office, 2012*

Residence - 731-1277, W5914 Peaceful Ln., Appleton 54915

Email: dave.lashay@calumetcounty.org

District 7 V. of Harrison (Wards 5, 6 & 10)

PETER K. STIER *Elected Into Office, 2010*

Residence - 419-3050, W5962 Sweet Clover Dr., Appleton 54915

Email: pete.stier@calumetcounty.org

District 8 V. of Harrison (Ward 17); C. of Appleton (Ward 47);

City of Menasha (Wards 16-20)

TOM STOFFEL *Elected Into Office, 2018*

Residence - 920-209-9815, 1041 Garda Court, Menasha 54952

Email: tom.stoffel@calumetcounty.org

- District 9** V. Harrison (Wards 11-13)
ED KLECKNER *Elected Into Office, 2012*
Residence - 738-0632, W6366 Firelane 8, Menasha 54952
Email: ed.kleckner@calumetcounty.org
- District 10** V. of Harrison (Wards 7, 8, 9 & 14);
C. of Kaukauna (Ward 11)
JOSEPH W. MUELLER *Elected Into Office, 2010*
Residence - 989-1068, W4991 State Hwy. 114, Sherwood 54169
Email: joe.mueller@calumetcounty.org
- District 11** V. of Sherwood (Wards 2-4)
BILL BARRIBEAU *Elected Into Office, 1982-98, 2000*
Residence - 989-2676, N8067 Grassy Court., Sherwood 54169
Email: bill.barribeau@calumetcounty.org
- District 12** T. of Chilton (Ward 2); T. of Woodville (Ward 1);
V. of Harrison (Ward 15); V. Hilbert (Ward 3);
V. of Sherwood (Ward 1)
PATRICK J. LAUGHRIN *Elected Into Office, 1992*
Residence - 989-2002, W3752 Harrison Rd., Hilbert 54129
Email: patrick.laughrin@calumetcounty.org
- District 13** T. of Brillion (Wards 1 & 2); City of Brillion (Ward 1)
MARILYN SCHUH *Appointed Into Office, 2019*
Residence - 756-2861, W144 Rusch Rd., Brillion 54110
Email: marilyn.schuh@calumetcounty.org
- District 14** City of Brillion (Wards 2-4)
GARY L. DEITER *Elected into Office, 2016*
Residence - 756-2343, 225 Apollo Court, Brillion 54110
Email: gary.deiter@calumetcounty.org
- District 15** T. of Chilton (Ward 3); T. of Rantoul;
V. of Hilbert (Wards 1 & 2); and V. of Potter
MARY SCHWALENBERG *Appointed into Office, 2011*
Residence - 853-3440, 215 Woodside Dr., PO Box 114, Potter 54160
Email: mary.schwalenberg@calumetcounty.org
- District 16** V. of Harrison, (Ward 16,);T. of Stockbridge (Wards 1 & 2);
V. of Stockbridge, V. Sherwood, (Ward 5)
JUDITH HARTL *Appointed into Office 2017*
Residence - 470-4857, N5983 Moehn Road, Hilbert 54129
Email: judith.hartl@calumetcounty.org

District 17 T. of Brothertown (Wards 1 & 2); T. of Chilton (Ward 1);
T. of New Holstein (Ward 2); and T. of Stockbridge (Ward 3)

MIKE HOFBERGER *Elected Into Office, 2016*

Residence - 418-5432, W4424 Schluchter Rd., Chilton 53014

Email: mike.hofberger@calumetcounty.org

District 18 C. of Chilton (Wards 1, 2 & 5)

ALICE M. CONNORS *Appointed Into Office, 1981*

Residence - 849-4185, 211 W. Main St., Chilton 53014-1543

Email: alice.connors@calumetcounty.org

District 19 T. of Charlestown;

C. of Chilton (Wards 3 & 4)

RONALD DIETRICH *Appointed into Office, 2011*

Residence 849-3211, W1879 Shady Ln., New Holstein 53061

Email: ronald.dietrich@calumetcounty.org

District 20 C. of New Holstein (Wards 1, 2, 4 & 5)

JAMES STECKER *Appointed Into Office, 1997*

Residence - 898-4761, 2113 Illinois Ave., New Holstein 53061

Email: james.stecker@calumetcounty.org

District 21 T. of New Holstein (Wards 1 & 3); C. of Kiel (Ward 7)

C. of New Holstein (Ward 3)

KENNETH DRAHEIM *Elected Into Office, 1986*

Residence - 898-4495, 2024 Main St., New Holstein 53061-1139

Email: kenneth.draheim@calumetcounty.org

2018-2020 COMMITTEES

(All Terms Expire April 21, 2020 unless otherwise noted)

ADMINISTRATIVE SERVICES COMMITTEE

Merlin Gentz, Chair
Ronald Dietrich
Patrick Laughrin
Pete Stier

Bill Barribeau, Vice Chair
Mary Schwalenberg
Tom Stoffel

AGING & DISABILITY RESOURCE CENTER/ LONG TERM SUPPORT ADVISORY COMMITTEE

Duaine Stillman, Chair
Carole Luedeke
Tom Jones
Gerald Moehn
Tom Stoffel
Cal. Co. Health & Humans Services Designee
Cal. Co. Health Designee

Kevin Weinberger, Vice Chair
Bill Barribeau
Janice Marx
Helen Scieszka
Robert Stanek

AGING & DISABILITY RESOURCE CENTER SERVING CALUMET, OUTAGAMIE AND WAUPACA COUNTIES ADVISORY COMMITTEE

Jon Cousins, Chair
Hope Karth

Joelle Myers
Steve Meyer

AGRICULTURAL & EXTENSION EDUCATION COMMITTEE

Merlin Gentz, Chair
Patrick Laughrin
Mike Hofberger

Duaine Stillman, Vice Chair
Joe Mueller

BRILLION LIBRARY BOARD

Marilyn Schuh term expires 7-1-2021
Rev. Dr. Marc Alexrod, President..... term expires 7-1-2021

CALUMET COUNTY TRAFFIC SAFETY COMMISSION

Amanda Jacobson
Kent Katalinick
Cal. Co. Sheriff designee
Cal. Co. Highway Commissioner

Levi Gibler
Jerry Koenig
3 DOT Representatives
Cal. Co. Corporation Counsel

CHILTON LIBRARY BOARD

Mike Hofberger term expires 7-1-21
Mary Depies term expires 7-1-21
Steven Phipps term expires 7-1-21
Ray Mueller term expires 7-1-21

**COMMITTEE ON THE RULES OF ORDER OF THE CALUMET
COUNTY BOARD OF SUPERVISORS**

Matthew Budde, Chair
Dave La Shay
Kevin Weinberger

Gary Deiter
Tom Stoffel, Vice Chair

CHILDREN WITH DISABILITIES EDUCATION BOARD

Marilyn Schuh, Vice Chair
Mary Schwalenberg
Robert Wilberscheid

Judith Hartl, Chair
Kenneth Irwin

COUNTY DEER ADVISORY COMMITTEE

Larry Seipel

COUNTY PARKS COMMISSION

Mary Schwalenberg, Chair
Kenneth Draheim
Lyle Ott
Daniel Thiel

Pete Stier, Vice Chair
Jerry Koenig
Ed Kleckner

COUNTY SURVEYOR

Bradley Buechel..... term expires 1-31-2020

**EAST CENTRAL WISCONSIN REGIONAL
PLANNING COMMISSION (ECWRPC)**

Alice Connors
Hope Karth

Rick Jaeckels

ETHICS INQUIRY COMMITTEE

Ethics Inquiry Members have not yet been determined

FOX VALLEY WORKFORCE DEVELOPMENT BOARD

Brad Grant..... term expires 6-30-2020
Laura Biehn term expires 6-30-2021

**GLACIERLAND RESOURCE & CONSERVATION
DEVELOPMENT COUNCIL**

James Brey
Patrick Laughrin (alternate)

Mike Hofberger
Ray Mueller

**HEART OF THE VALLEY METROPOLITAN
SEWERAGE DISTRICT (HVMSD)**

Patrick Hennessey term expires 10-1-2019

HEALTH & HUMAN SERVICES BOARD

Mary Schwalenberg, Chair
Kevin Weinberger, Vice Chair
James Stecker
Elroy Schreiner
Sharon Rink

Merlin Gentz
Ronald Dietrich
Judith Hartl
Kenneth Irwin

HIGHWAY COMMITTEE

Kenneth Draheim, Chair
Matthew Budde, Vice Chair
Joe Mueller

Bill Barribeau
Ronald Dietrich

INTERNATIONAL TRADE, BUSINESS & ECONOMIC DEVELOPMENT COUNCIL (ITBEC)

Cal. Co. Planning Director Designee
Matthew Budde

LAND AND WATER CONSERVATION COMMITTEE

Mike Hofberger, Chair
Patrick Laughrin, Vice Chair
Dave La Shay

Judy Hartl
Merlin Gentz
Amy Shiplett

LAND INFORMATION COUNCIL

Cal County Administrator
Brad Buechel
Cal Co Deputy Treasurer/Real Property Lister
Cal Co Conservationist
Cal Co Information Technology Director
Cal Co Register of Deeds
James Mayer
Jerry Thiel
Cal Co Emergency Management Coordinator

Matthew Budde
Mike Zuege
Cal Co GIS Administrator
Cal Co Finance Director
Cal Co Planning Director
Cal Co Systems Administrator
Mark Mommaerts
Cal Co Treasurer

LANDFILL STANDING COMMITTEE

Marilyn Schuh

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

Kenneth Draheim, Chair
Ed Kleckner, Vice Chair
Gary Deiter
Mark Sherry
Duaine Stillman
Jason Kossel
Cal. Co. Sheriff Designee
American Red Cross Designee
Cal. Co. Emergency Management Coordinator
Cal. Co. Highway Commissioner
Cal. Co. Land and Water Conservation Designee

Tim Lau
Mary Lou Schneider
Randy Friday
Carl Mohl
Eric Plate
Katherine Goff
Cal. Co. Health Designee

MANITOWOC-CALUMET COUNTIES LIBRARY SYSTEMS BOARD

Ron Dietrich term expires 1-1-20
Mary Muellenbach term expires 1-1-20
Raymond Mueller, Chair term expires 1-1-22
Darcie Schwalenberg-Kesler term expires 1-1-21

NEW HOLSTEIN LIBRARY BOARD

Ron Dietrich term expires 7-1-21
Phillip Vergowe term expires 7-1-19

PLANNING, ZONING, AND FARMLAND PRESERVATION COMMITTEE

Mike Hofberger, Chair	Ed Kleckner, Vice Chair
Hope Karth	Lyle Ott
Matthew Budde	Gary Deiter
Wilmer Geiser	

PROTECTION OF PERSONS AND PROPERTY COMMITTEE

Pete Stier, Chair	Joe Mueller
Alice Connors, Vice Chair	Marilyn Schuh
James Stecker	

VETERANS SERVICE COMMISSION

Dave La Shay, Chair (term expires 4-21-2020)
James Stecker, Vice Chair (term expires 4-20-2021)
Joe Mueller (term expires 4-19-2022)

WINNEBAGO WATERWAYS COMMITTEE

Cal Co Administrator	Alice Connors
Cal Co Land and Water Conservation Chair	

ZONING BOARD OF ADJUSTMENTS

Deb Reinhart term expires 6/30/2019
Kevin Fischer term expires 6/30/2020
Jon Cousins term expires 6/30/2020
Gary Winkler term expires 6/30/2021
David Jannette term expires 6/30/2021
VACANT, Alternate 1 term expires 6/30/2019
VACANT, Alternate 2 term expires 6/30/2018

FEDERAL & STATE OFFICES

CALUMET COUNTY FARM SERVICE AGENCY (FSA)

Phone: 920-849-3570 206 Court St., Chilton Fax: 855-758-0832

Thomas Schneider, County Executive Director tom.schneider@wi.usda.gov
Vicky Mueller, Chief Program Technician vicky.mueller@wi.usda.gov
Cheryl Hephner, Program Technician cheryl.hephner@wi.usda.gov
Karen Propson, Program Technician karen.propson@wi.usda.gov
Amber Dobberpuhl, Farm Loan Officer amber.dobberpuhl@wi.usda.gov

NATURAL RESOURCES CONSERVATION SERVICE (NRCS)

Phone: 920-849-3570 206 Court St., Chilton

Joe Smedberg, District Conservationist Ext. 106 joe.smedberg@wi.usda.gov
Andy Berndt, Soil Conservation Technician Ext. 107 andrew.berndt@wi.usda.gov

DEPARTMENT OF NATURAL RESOURCES

Phone: 920-424-3050 625 E Cty Rd Y Ste 700, Oshkosh, WI 54901

Michael J. Disher, DNR Warden 920-362-1078
Frank Kirschling, County Forester 920-360-1514

RURAL DEVELOPMENT

920-907-2976 Ext. 4 485 S Military Rd, Fond du Lac 54937

FEDERAL SOCIAL SECURITY ADMINISTRATION

Nationwide: 1-800-772-1213

Sheboygan Office 606 N. 9th St., Sheboygan 53081
Appleton Office 607 W. Northland Ave., Appleton 54911-1929

WISCONSIN DEPARTMENT OF REVENUE

Supv of Assessments 920-458-5179
..... 200 N. Jefferson St., Suite 140, Green Bay 54301
District Audit Supervisor 920-832-2727, 265 W. Northland Ave., Appleton 54911

WISCONSIN DEPARTMENT OF TRANSPORTATION

Craig Thompson, Secretary of Transportation Madison 53707
Mark Kantola, Director of Transportation, Northeast Region Green Bay 54304

WISCONSIN EMERGENCY MANAGEMENT

Administrator 608-242-3232, 2400 Wright St., Madison 53707-7865
East Central Region Director 920-929-3730
..... 851 S. Rolling Meadows Dr., Fond du Lac 54936

COOPERATIVE EDUCATIONAL SERVICE AGENCY NO. 7

Jeffrey Dickert, Admin..... 920-492-5960, 595 Baeten Rd., Green Bay 54304
C. E. S. A. NO. 7 BOARD OF CONTROL

Sue Todey, Chair	SEVASTOPOL	
PO Box 127, Sturgeon Bay, WI 54235		
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Email: zirzow@tm.net		920-684-7066
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SCHOOL DISTRICTS & TECHNICAL COLLEGES

APPLETON AREA SCHOOL DISTRICT

122 E. College Ave., Suite 1A, Appleton, WI 54911

Phone: 920-832-6161

<http://www.aasd.k12.wi.us>

SUPERINTENDENT - Dr. Judith Baseman 920-832-6126
Email: basemanjudith@asd.k12.wi.us

ASSISTANT SUPERINTENDENT SCHOOL

Ben Vogel 920-832-6301, Email: vogelben@asd.k12.wi.us

James Huggins 920-832-6142, Email: hugginsjames@asd.k12.wi.us

Nannette Bunnow 920-832-6301, Email: bunnownannette@asd.k12.wi.us

ASSISTANT SUPERINTENDENT OF PUPIL SERVICES

Polly VandenBoogaard 920-832-6114, Email: vandenboogaard@asd.k12.wi.us

BOARD OF EDUCATION

PRESIDENT - Kay S. Eggert 920-738-7517

1524 S. Weimar St., Appleton, 54915

VICE PRESIDENT - Diane S. Barkmeier 920-733-6535

2311 E. Hammond Ave., Appleton, 54911

TREASURER - James R. Bowman 920-731-3754

701 Canterbury Dr., Appleton, 54915

CLERK - Barry P. O'Connor 920-739-6469

500 E. Timberline Drive, Appleton, 54913

MEMBER - Leah Olson 920-547-0447

1306 E. Jardin Street, Appleton, 54911

MEMBER - Deborah C. Truyma 920-735-0617

840 Cambridge Court, Appleton, 54915

BRILLION SCHOOL DISTRICT

315 South Main Street, Brillion, WI 54110

Phone: 920-756-2368 Fax: 920-756-3705

<http://www.brillion.k12.wi.us/district/>

PRINCIPAL (6-8g) - Bonnie Olson 920-756-2166 #4001

PRINCIPAL (4k-5g) - Carrie Deiter 920-756-3624 #3002

BOARD OF EDUCATION

PRESIDENT - Brian Horn 920-864-2735 (h)

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VICE PRESIDENT - Gordon Gasch 920-419-1106 (c)

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<http://www.chilton.k12.wi.us/>

SUPERINTENDENT - Susan Kaphingst920-849-8109
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530 W. Main St., Chilton..... Email: breitlowt@chilton.k12.wi.us
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421 Court St., Chilton Email: kielm@chilton.k12.wi.us
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W3576 Hwy 151, Chilton..... Email: lisower@chilton.k12.wi.us
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SUPERINTENDENT/MS PRINCIPAL/HS PRINCIPAL - Anthony Sweere.....
920-853-3558, Email: sweeret@hilbertK12.org
PRINCIPAL (Elementary) - Amy Schmitz..... 920-853-3558
Email: schmitza@hilbertK12.org

BOARD OF EDUCATION

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N7571 Harwood Rd., Hilbert Email: jfranczek@banta.com
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KAUKAUNA SCHOOL DISTRICT

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Phone: 920-766-6100 Fax: 920-766-6104

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DR. H.B. TANNER LEARNING CENTER PRINCIPAL - Elizabeth Thoreson..... 920-766-6150

VICTOR HAEN ELEMENTARY SCHOOL PRINCIPAL - Holly Magness 920-766-6134

PARK COMMUNITY CHARTER SCHOOL PRINCIPAL - Kenneth Kortens 920-766-6129

ELECTA QUINNEY ELEMENTARY SCHOOL PRINCIPAL - Stacy Knapp..... 920-766-6116

NEW DIRECTIONS LEARNING COMMUNITY PRINCIPAL - Abbey Frischmann.....

..... 920-766-6116

RIVER VIEW SCHOOL PRINCIPAL - Daniel Joseph..... 920-766-6111

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PRESIDENT - Kathy Breitzman..... 920-540-1936

1844 Cobblestone Court, Kaukauna Email: breitzmank@kaukaunasd.org

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www.kiel.k12.wi.us

SUPERINTENDENT - Dr. Brad Ebert 920-894-2266

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PRINCIPAL (Middle) - Dr. Deborah Sixel..... 920-894-2264

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PRINCIPAL (Elementary) - Chad Ramminger 920-894-2265

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 MEMBER - Dan Karls.....920-894-7582
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 www.kimberly.k12.wi.us

SUPERINTENDENT - Robert S. Mayfield, Ed.D.....920-788-7900
 Email: jschleicher@kimberly.k12.wi.us
 PRINCIPAL (HIGH) - Jackie Schleicher.....920-687-3024
 Email: m.rietveld@kimberly.k12.wi.us
 PRINCIPAL (JR Gerritts Middle) - Eric Brinkmann.....920-788-7905
 PRINCIPAL (Mapleview Intermediate) - Jason Nate920-788-7910
 PRINCIPAL (Woodland Intermediate) - Dave Lamers...920-730-0924
 PRINCIPAL (Janssen Elementary) - Hercules Nikolaou.....920-788-7915
 PRINCIPAL (Sunrise Elementary) - Sean Fitzgerald.....920-954-1822
 PRINCIPAL (Westside Elementary) - Jonathan Peterson.....920-739-3578
 PRINCIPAL (Woodland Elementary) - Timothy Doleys.....920-730-0924
 PRINCIPAL (4K Center for Literacy) - Sean Fitzgerald920-432-4190

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 MEMBER - Chuck Rundquist.....920-739-1057
 Email: crundquist@kimberly.k12.wi.us

MENASHA JOINT SCHOOL DISTRICT

100 Main Street, Menasha, WI 54952
Phone: 920-967-1400 Fax: 920-751-5038
www.mjsd.k12.wi.us

SUPERINTENDENT - Chris L. VanderHeyden	920-967-1401
	Email: vanderheydenc@mjsd.k12.wi.us
PRINCIPAL (HIGH) - Mike Slowinski	920-967-1800
PRINCIPAL (Banta ES) - Gina Zacharias	920-967-1880
PRINCIPAL (Butte des Morts ES) - Bridget Mowbray	920-967-1900
PRINCIPAL (Clovis Grove ES) - Tammy Richter	920-967-1950
PRINCIPAL (Gegan ES) - Liz LaNou	920-967-1360
PRINCIPAL (Jefferson ES) - Kristi Gonzalez	920-967-1660
PRINCIPAL (Nicolet ES) - Kristi Gonzalez	920-967-1710
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	Email: lingnofskij@mjsd.k12.wi.us
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www.nhsd.k12.wi.us

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PRINCIPAL (Middle) - Amanda Jacobson	920-898-4769 ex 4001
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PRINCIPAL (Elementary) - Tanya Fenner	920-898-4208 ex 2064
	Email: tfenner@nhsd.k12.wi.us

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www.stockbridge.k12.wi.us

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 Email: chamarx@stockbridge.k12.wi.us
 PRINCIPAL - Curt Meshak920-439-1158
 Email: curmeshak@stockbridge.k12.wi.us

BOARD OF EDUCATION

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SCHOOL DISTRICT ADMINISTRATOR (TREASURER) - Bob Lloyd 920-960-1647
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WISCONSIN Calumet County

RULES OF ORDER OF THE CALUMET COUNTY BOARD OF SUPERVISORS



CALUMET COUNTY MISSION STATEMENT:

- As a team of elected representatives, in partnership with staff, we are accountable to the citizens of Calumet County.
- We are responsible for the creation of public policy and the oversight of county services, so they are delivered in a courteous and effective manner to ensure that Calumet County remains a great place to live, work and play.

PART I: RULES

RULE I: COUNTY BOARD OF SUPERVISORS

The governing body shall be known as "Calumet County Board of Supervisors". The Board shall consist of twenty-one (21) Supervisors representing twenty-one (21) Districts.

RULE II: TERM OF OFFICE

The Calumet County Board of Supervisors shall serve a two (2) year term expiring on the third (3rd) Tuesday in April in even-numbered years.

RULE III: ELECTION OF OFFICERS

- A. The Board shall, on the third (3rd) Tuesday of April, in even-numbered years, elect, by secret ballot according to Wisconsin State Statute 19.88(1), a Chair, a Vice Chair, and a Second Vice Chair who serve a two (2) year term. The manner in which the County Board Chair, Vice Chair, and Second Vice Chair are elected shall be as follows:
- B. Secret ballots shall be used to elect the Chair, Vice Chair, and a Second Vice Chair, with a nominating ballot followed by formal ballots until a majority vote of the members present elects such officers. Only persons named on a nominating ballot shall be considered during a formal ballot and any ballot cast in violation of this rule shall be considered void. Each position shall be voted by separate ballot. Each nominee may speak for three (3) minutes.

RULE IV: ABSENCE OF THE CHAIR, VICE CHAIR, VACANCIES, AND REMOVAL

- A. In the absence of both the Chair and the Vice Chair, the Second Vice Chair shall take on the duties of the Chair during the meeting.
- B. If a vacancy occurs on the Board, the Chair, with the approval of the Board, shall appoint a person who is a qualified elector and resident of the Supervisory District to fill the vacancy for the unexpired portion of the term to which the person is appointed and until his successor is elected and qualified.
- C. The Chairperson shall have the authority to remove and reassign any member appointed to a committee with the approval of two-thirds (2/3) vote of the members of the County Board.

- D. The County Administrator may remove any member appointed to a board or commission with the approval of two-thirds (2/3) vote of the members of the County Board.
- E. Resignations of a County Supervisor must be given to the Sheriff and the Sheriff shall file such resignation with the County Clerk. All resignations must be presented in writing. A resignation takes effect 72 hours after receipt.

RULE V: MEETINGS

- A. All Meetings
 - 1. The term “Committee” shall be used herein to refer to Committees, Boards, Commissions, Councils, Partnerships, and Groups unless otherwise specifically noted.
 - 2. Meetings may be cancelled, postponed or Special Meetings set, except those expressly required by law. County Board meetings see below.
 - 3. If a Board member cannot attend a regularly scheduled Board or Committee meeting for any reason, the Supervisor shall contact the Board Chair, the Committee Chair or County Clerk at least two (2) days before the meeting in question with an explanation of the anticipated absence. The Supervisor shall be entered in the Board minutes as excused. If circumstances render advance notice of absence impossible, the Supervisor shall contact the Chair within one (1) week of the absence. At the next Regular Board Meeting or Committee Meeting, the Chair shall enter the excused statement in the meeting minutes. For any unexcused absence, sanctions can be authorized by the Board Chair or Committee Chair, whichever is applicable, and approved by the majority of the County Board.
 - 4. The Chair may cancel a meeting if the Chair determines there is a lack of items on the agenda requiring action by the Board, Commission, Committee, or Council, or if inclement weather makes travel too dangerous.
 - 5. Sanctions may include: private reprimand, public reprimand, removal from committee assignment, payment of a forfeiture and/or a request for the resignation of the Board member.
 - 6. The length of a session shall be the term of one meeting.
 - 7. Agendas
 - a. The Home Committee Chair shall be responsible for preparing their meeting agendas and shall approve the Agenda before it is sent to the Committee Members.

- b. Agenda items generally listed as: “Any other business”, “Any unfinished business”, “Any new business”, “Miscellaneous Reports” or “For the good of the Department” shall not be included. Items to be discussed shall identify the topic to be discussed with enough specificity so the members of the Committee and the public will know what will be discussed. If the item is not clearly identified, the Committee may not take any action on the issue.
- c. Committee Agendas shall follow this format:
 - Date:
 - Time:
 - Place:
 - Agenda:
 - 1.) Meeting Announcement and Posting
 - 2.) Roll Call
 - 3.) Pledge of Allegiance
 - 4.) Approval of Agenda
 - 5.) Approval of Minutes (list date(s) of meeting(s))
 - 6.) Public Participation (if requested by the Committee Chair)
 - 7.) Report of Committee Members (list items for action)
 - 8.) Communications
 - 9.) Items for Action or Discussion:
 - 10.) Report of Departments (list items for action)
 - 11.) Set Next Meeting Date
 - 12.) Closed Session, Pursuant to Wisconsin State Statute, Chapter 19 (This shall have the approval of the Corporation Counsel as to contents.)
 - 13.) Adjournment

So as not to disturb the meeting, all cell phones must be placed on vibrate and all calls taken outside the meeting room.

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the (name of Department and phone number where they may call) at least twenty-four (24) hours before the scheduled meeting time so appropriate arrangements can be made.

This is a public meeting. As such, all members or a majority of the members of the County Board may be in attendance. While a majority of the County Board members, or the majority of any given County Board Committee may be present, only the above committee will take official action based on the above agenda.

8. Rescheduling committee meetings - when it is necessary to reschedule a committee meeting, the Chair of the committee shall direct the preparer of the agenda to contact all committee members to inform them of the need to reschedule. The preparer of the agenda will then choose the meeting date and time when a majority of the committee members can attend. The preparer of the agenda shall contact all committee members to inform them of the new meeting date and time and proceed with preparing and distributing an amended agenda.
9. Joint Committee Meetings
 - a. The Chairs of the Committees that have requested a joint meeting(s) shall agree to the agenda items relating to the Joint Committee Meeting and relay that information to the appropriate Department Head. For all joint committee meetings, there shall be one agenda and one set of minutes for the joint meeting. The minutes shall be read and approved before the adjournment of the joint meeting, if another joint meeting is not scheduled. The Chairs of the Committees involved in a joint meeting(s) shall determine who shall chair the meeting(s). The members of all committees involved in a Joint Committee Meeting may make motions and vote on all agenda items.
10. Use of Technology During meetings
 - a. Cellular Phones, Laptops, Tablets, iPads, and other computing devices.
 - 1.) All technology devices must be placed on vibrate before the start of any meeting.
 - 2.) If a Supervisor must take a call on an important matter during a Meeting, he shall mark himself absent, and immediately leave the meeting room before answering the call.
 - 3.) In no instance shall any Supervisor answer a cellular call while present in the meeting room while the meeting is in session.

- 4.) Cell phones may be used to read and review meeting materials, and access information pertinent to the items being discussed at a meeting.
 - 5.) Technology shall not be used during meetings to surf the web (except as stated" above), email, engage in instant or text messaging of any kind or to engage in non-county related business.
- b. Email, Instant or Text Messaging.
- 1.) All communication between Supervisors during a County Board or Committee Meeting shall be completed verbally and shall not include texting, instant messaging or email. Exceptions to this rule may be made in the case of disability where the Supervisor is unable to communicate by using his voice due to illness, injury or disability.
 - 2.) A Supervisor shall not engage in any email, instant messaging or text messaging during any meeting with County Employees.

B. County Board Meetings

1. The Board shall meet in Regular Session on the following dates:
 - a. The third (3rd) Tuesday in April in the even numbered years shall be the Organizational Meeting.
 - 1.) For the Organizational Meeting, the order of business shall be:
 - a.) Reading of Certificate of Membership
 - b.) Administration of Oath of Office
 - c.) Call of the Roll
 - d.) Pledge of Allegiance
 - e.) Adoption of Rules of Order of the Calumet County Board of Supervisors
 - f.) Election of Chair (two (2) year term)
 - g.) Approval of Agenda
 - h.) Election of Vice-Chair (two (2) year term)
 - i.) Election of a Second Vice-Chair (two (2) year term)
 - j.) The order of business for all other meetings
 - b. The Annual Meeting shall be held on the last Monday of October or the first (1st) Monday of November of each year.

- 1.) The purpose of the Annual Meeting is to establish the yearly budget.
 - c. The third (3rd) Tuesday in each month that the Board shall meet unless otherwise designated by two-thirds (2/3rds) majority vote of the Board.
 - d. All meetings shall begin at 8:30 a.m. from the Annual Meeting through April, and 7:00 p.m., May through September, unless a different hour shall be specified by two-thirds (2/3rds) majority vote of the Board. The place of the meetings shall be in the County Board Room of the Courthouse in the City of Chilton, Wisconsin, or some other place as designated by two-thirds (2/3rds) majority vote of the Board.
2. The order of business for County Board meetings may be as follows:
 - a. Roll Call
 - b. Pledge of Allegiance
 - c. Approval of Agenda
 - d. Approval of Minutes
 - e. Petitions
 - f. Communications
 - g. Public Participation
 - h. Special Business
 - i. Resolutions and Ordinances
 - j. Supervisors' Reports of Meetings and Seminars Attended
 - k. County Administrator Appointments and Reports
 - l. Notice Next Meeting Date
 - m. Closed Session, Pursuant to Wisconsin State Statute, Chapter 19
 - n. Adjournment

So as not to disturb the meeting, all cell phones must be placed on vibrate and all calls taken outside the meeting room.

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the (name of Department and phone number where they may call) at least twenty-four (24) hours before the scheduled meeting time so appropriate arrangements can be made.

This is a public meeting. As such, all members or a majority of the members of the County Board may be in attendance. While a majority of the County Board members, or the majority of any given County Board Committee may be present, only the above committee will take official action based on the above agenda.

- C. In the case of an emergency, the County Board Chair and Vice Chair may call a Special Meeting. The calling of the meeting must be in writing, specify the time, date and place and be delivered to the County Clerk at least forty-eight (48) hours before the meeting. The County Clerk shall prepare an agenda and notify each Supervisor by mail, fax, e-mail or telephone of the time and date of the meeting.

If a County Board meeting is canceled, the County Clerk shall notify each Supervisor of the cancellation.

D. Agendas and minutes

1. All Resolutions and Ordinances shall be delivered to the County Clerk seven (7) days prior to the Board meeting or a shorter time period if approved by the Chair for good cause.
2. The County Clerk shall, at least four (4) days before each meeting of the Board, present to each Board Supervisor written minutes of the previous County Board meeting and an itemized agenda of the matters to be considered by the Board.
3. The Chair, in conjunction with the County Clerk, shall prepare the agenda. Copies of all Resolutions and Ordinances shall be submitted to the Board of Supervisors along with the agenda and written minutes of the previous meeting.
4. Minutes should be prepared by the County Clerk for each Board meeting.
5. At the beginning of the meeting, the Board shall review and approve the minutes of the previous meeting.

RULE VI: QUORUM

A majority of the Supervisors who are entitled to a seat on the Board shall constitute a quorum.

A majority of the members of any Committee shall constitute a quorum for the transaction of business.

If a quorum is not present for any called meeting, no meeting shall take place.

For joint meetings, a majority of each committee must be present constitute a quorum. A joint meeting shall be defined as more than one committee called to attend the same meeting. Each Supervisor gets one (1) vote regardless of the number of committees the Supervisor is on at the joint meeting.

RULE VII: PARLIAMENTARY PROCEDURE

- A. To the extent applicable, the procedures set forth in this Rule shall also apply to all committees, boards and commissions established solely by the Calumet County Board of Supervisors.
- B. Except as modified by these Rules and in all matters not specifically provided for, the Rules of Parliamentary Procedure contained in the latest edition of Robert's Rules of Order shall govern the Board in all cases where applicable.
- C. Each member of the Board shall be issued a current edition of Robert's Rules of Order, or a condensed version, upon request to the County Clerk following the Organizational Meeting.
- D. The Chair shall preserve order and shall decide questions of order, subject to an appeal to the whole Board, and shall vote on all questions taken by ayes and nays except an appeal from its own decisions.
- E. Every matter that comes before the Board, may without motion, be referred to its appropriate Committee by the Chair. Any Resolutions and Ordinances not presented by a Committee, which are referred by the Chair to a Committee of the Board must be returned to the County Board for action within 90 days after referral.
- F. When a motion is made and seconded, it shall be stated by the Chair prior to debate. If a majority of the Supervisors present require it, the motion (except to adjourn, postpone, table or commit), shall be reduced to writing and if a motion contains several points, any Supervisor may require it to be divided.
- G. On all questions, it shall be proper to call for a division or for the ayes and nays if made previous to the decision of the Chair. A motion, Resolution or Ordinances may be withdrawn at any time before an amendment or decision, but all motions, amendments, Resolutions or Ordinances shall be entered at large upon the minutes unless withdrawn.

- H. It is expected that every Supervisor shall vote when a question is put to vote, unless the Supervisor abstains from voting.
- I. Whenever any Supervisor is to speak in debate or deliver any remarks to the Board, he shall address the Chair, confine his remarks to the question under debate, and avoid personality. No Supervisor shall speak more than thrice on the same subject without leave of the Board except to answer questions from the Chair or the Board.
- J. In all cases, the Supervisor who shall first address the Chair shall speak first (1st); where two (2) Supervisors address the Chair at the same time, the Chair shall name the Supervisor who is to speak first (1st).
- K. Any Supervisor called to order shall immediately cease debate, unless permitted to explain. The Board, if appealed to, shall decide the case. If there is no appeal, the decision of the Chair shall be submitted to.
- L. All questions shall be put in the order in which they were moved except privileged questions.
- M. Motions.

RANKING MOTIONS

These motions are listed in order of rank. When any one of these motions is pending, those above are in order and those below are not in order.

Privileged Motions	Require Second?	Can Debate?	Can be Amended?	Vote Required
13. Fix the Time to Which to Adjourn	Yes	No	Yes	Majority
12. Adjourn	Yes	No	No	Majority
11. Recess	Yes	No	Yes	Majority
10. Raise a Question of Privilege	No	No	No	Chair
9. Call for the Orders of the Day	No	No	No	Chair

Subsidiary Motions	Required Second?	Can Debate?	Can be Amended?	Vote Required
8. Lay on the Table	Yes	No	No	Majority
7. Close Debate	Yes	No	No	2/3
6. Limit or Extend Limits of Debate	Yes	No	Yes	2/3
5. Postpone to a Certain Time	Yes	Yes	Yes	Majority
4. Commit or Refer	Yes	Yes	Yes	Majority
3. Amend	Yes	Yes	Yes	Majority
2. Postpone Indefinitely	Yes	Yes	No	Majority
1. Main Motion	Yes	Yes	Yes	Majority
NON-RANKING MOTIONS				
Objection to Consideration of Question	No	No	No	2/3
Point of Order	No	No	No	Chair
Suspend the Rules	Yes	No	No	2/3
Motions Bringing a Question Before Assembly Again	Require Second?	Can Debate?	Can be Amended?	Vote Required
Reconsider	Yes	Yes	No	Majority
Rescind with Notice	Yes	Yes	Yes	Majority
Amended Something Previously Adopted with Notice	Yes	Yes	Yes	Majority
Take from the Table	Yes	No	No	Majority

- N. A motion to adjourn shall always be in order; a motion to lay on the table shall be decided without debate; but this rule shall not authorize any Supervisor to move an adjournment when another Supervisor has the floor or when the Board is voting.
- O. It shall be in order for any Supervisor who voted on the prevailing side, or a Supervisor who has been excused from the previous Board meeting, to move for reconsideration of the vote on any question on the same or next regular meeting of the Board.
- P. The Chair may, without suspension of the rules, call upon any county employee for remarks on matters pertaining to their Office or Department.
- Q. Any person not a Supervisor, desirous of addressing the Board on any subject, shall first (1st) obtain permission from the Chair prior to the meeting so the item can be placed on the agenda.
- R. The public may address the Board at the portion of the agenda listed as Public Participation. The person shall sign their name, address, and the topic they will speak on. The guidelines for Public Participation shall be followed:
 - 1. The topic may pertain to any item they wish to present with the exception of political candidate endorsement.
 - 2. Identify themselves and if representing a group, identify the group.
 - 3. State clearly and concisely the issue, limiting comments to a maximum of THREE (3) MINUTES. Written material may be provided. It is not necessary to read an entire document.
 - 4. Avoid speaking at length to a previously presented issue by briefly expressing support for that issue.
 - 5. Plan group representation by appointing one (1) or two (2) members to present an issue.

RULE VIII: VOTING

It is expected that every Supervisor present at any meeting of the Board, express his opinion on a question by his vote, unless the Supervisor abstains from voting. Voting may be done by paper ballot with the Supervisor writing his name on the ballot and by marking the ballot indicating his vote. Electronic voting may also be used. A vote on any question shall be taken by roll call when called for by any member of the Board.

RULE IX: RULE CHANGES

- A. These Rules may be suspended by two-thirds (2/3rds) majority vote of the Supervisors present. The vote on any motion to suspend the Rules may be taken by paper ballots or electronic voting of ayes and nays.
- B. These Rules may be amended by Resolution at any Regular Session of the Board by two-thirds (2/3rds) majority vote of all Supervisors of the Board then present.

RULE X: BUDGETARY AND POLICY RESPONSIBILITIES

- A. New positions or permanent increases in part-time allocations to full-time status shall be approved through budget process pursuant to law and shall be presented to the Board in the form of a resolution. However, when the County Administrator determines that an unbudgeted position is necessary, regardless of the need for additional appropriations, a resolution for the unbudgeted position shall be approved by a majority vote of the Administrative Services Committee, and two-thirds (2/3rds) vote of the full County Board.* All position resolutions shall have an approved position description attached to it and shall contain the following information:
 - 1. Position title
 - 2. Proposed classification
 - 3. Effective date
 - 4. Rationale for the position
 - 5. Identification of the state or federal mandates that may have caused the need
 - 6. Description of how the position fits into the long-range and strategic plans of the department and/or county
 - 7. Salary, fringe benefit and other related costs
 - 8. Other pertinent information such as tenure restrictions, revenue contingencies, or other limiting factors shall also be identified in the resolution.

*The exception to this, as also provided in the Personnel and General Administrative Policy Manual, is: Home Healthcare/Hospice Positions. The County Administrator has the authority to increase/decrease full-time equivalents (FTEs) in the Table of Organization for Home Healthcare/Hospice with flexibility to meet the needs of patients (clients/consumers) provided there is no impact on the approved budget.

- B. Unless explicitly provided, the Board does not intend to create a committee for purposes of implementing any policy or action of the Board.
- C. Developing the yearly budget is an administrative responsibility and the Board's action does not start until the Administrator submits the budget.
- D. Capital Improvements Rule
When there is a capital improvement project related to structures (excluding roadways) over one million dollars, the following expectations and roles will be applicable:

Home Committee –

Includes Parks Commission (all Park buildings and properties), Highway Committee (all Highway Department buildings), Protection of Persons and Property (for the Jail) and the Administrative Services Committee (for the Courts and Courthouse projects).

The home committee of the project will be responsible for recommending the project to the Board of Supervisors for consideration. Responsibilities also include:

Design

- If appropriate, solicit and review proposals for architect/engineering service and make recommendations to the Board.
- Recommend final design of interior (square feet and general layout), exterior (conceptual only based), site (if applicable-may need to be staff and experts only.)

Construction Management

- If appropriate, solicit and review proposals for construction management and make recommendations to the Board.
- If contracting for a Guaranteed Maximum Price is found to be in the best interest of the county the committee shall approve the Guaranteed Maximum Price (GMP). If the GMP exceeds the budget, the home committee would make a recommendation to the Administrative Services Committee, who then forwards a recommendation to the County Board.

Environmental, Remediation, and Demolition

- Makes recommendation to County Board if removal of hazardous substances exceeds the environmental, remediation, and demolition estimated costs for overall project.
- Recommend to County Board timing of Request for Proposals for environmental, remediation, and the demolition.

Board of Supervisors –

The Board of Supervisors will be responsible for approving consideration of a capital improvement project from the home committee. The Board of Supervisors shall approve the overall project budget amount. Responsibilities also include:

Design

- Approve final design of interior (square feet and general layout), exterior (conceptual only based), site (if applicable-may need to be staff and experts only.)

Construction Management

- If GMP exceeds the project budget, determine whether to exceed project budget or take other action.

Administrator and Staff -

Responsibilities include:

Design

- Select Architect
- In conjunction with the architect/engineer and/or construction manager will be responsible for working through the phases of design and preparation for recommendations to the home committee.

Construction Management

- If appropriate, review proposals for construction management and make recommendations to the home committee.
- In conjunction with the construction manager and/or architect/engineer will work through the phases of pre-construction, construction, and occupancy.
- Shall review and approve or deny any requested change orders.

Environmental and Demolition (If applicable)

- In conjunction with contractor, shall decide how to undertake or arrange for the handling, removal, treatment, storage, transportation, and disposal of hazardous substances or constituents found or identified at the site.

RULE XI: DUTIES OF THE CHAIR OF THE BOARD

- A. The Chair preserves the order of the Board, and should decide all the questions of order, subject to an appeal of the Board.

- B. The Chair may excuse the attendance of members and the excuse shall be entered into the minutes of the Board.
- C. The Chair shall preserve and may speak on points of order in preference to other Supervisors and shall be required to vote on all questions and matters pertaining to the Board except questions on appeal from his decisions and his vote shall be recorded with the rest.
- D. The Board Chair shall only be a member of the Protection of Persons and Property Committee, the East Central Wisconsin Regional Planning Commission (ECWRPC), and the Winnebago Waterways Committee.
- E. The Chair shall be an ex officio member of all Committees, Boards and Commissions, but may vote and count toward the quorum only in the absence of a member of the Committee.
- F. The Chair shall ensure the Board and individual Board members act consistently with the Board's own Rules and Policies.
- G. The Chair shall preside at Board meetings in an efficient and effective manner and shall set the general tone for each meeting through positive leadership. Deliberation will be fair, open, and thorough, but also efficient, timely, orderly, and to the point.
- H. The Chair shall ensure the other Board members are informed of current and pending Board issues and processes.
- I. The County Board Chair, or designee, shall represent the county at all ceremonial events or functions, when requested, and shall represent the county upon request of groups or organizations to present county positions or programs.
- J. The Chair of the Board is a member of the Board, and has the same rights in debate as any other member. However, the Chair is also obligated to maintain impartiality when presiding over the assembly. If the Chair believes that a crucial factor relating to a question before the assembly has been overlooked, the Chair must relinquish his seat before addressing the Board. The Vice Chair will then assume the Chair for the duration of the discussion and action on the agenda item.
- K. The Chair, in conjunction with the Vice Chair, Second Vice Chair and the County Administrator, shall make recommendations for the initial appointments of committees, boards, and commissions.

RULE XII: DUTIES OF THE VICE CHAIR

- A. The Vice Chair shall assume the duties of the Chair in the event of the Chair's temporary absence. A temporary absence is deemed to mean that the Chair is unable to carry out the duties of his office for a period of time that is for ninety (90) days or less.
- B. The Vice Chair shall assume the duties of the Chair in the event the Chair relinquishes his seat to address the assembly. At the conclusion of the discussion and action of the agenda item in which the Chair addressed the assembly, the Chair may resume his seat.
- C. The Vice Chair shall assume the duties of the Chair in the event of a permanent absence due to disability, incapacity, death, resignation or removal. A permanent absence is deemed to mean that the Chair is unable to carry out the duties of his office for a period of time that exceeds ninety (90) days.
- D. The Vice Chair, in conjunction with the Chair, Second Vice Chair and the County Administrator, shall make recommendations for the initial appointments of committees, boards, and commissions.

RULE XIII: DUTIES OF SECOND VICE CHAIR

- A. The Second Vice Chair shall assume the duties of the Chair at a Board of Supervisor meeting in the event of the Chair and the Vice Chair's temporary absence during a Board meeting.
- B. The Second Vice Chair shall assume the duties of the Chair in the event the Chair and Vice Chair relinquish their seat to address the assembly. At the conclusion of the discussion and action of the agenda item in which the Chair addressed the assembly the Chair shall resume their seat.
- C. If the Vice Chair assumes the duties of the Chair in the event of a permanent absence due to disability, incapacity, death, resignation or removal, the Second Vice Chair shall assume the duties of the Vice Chair. An election as provided in Rule III shall be held to elect a new Second Vice Chair for the remaining term.
- D. The Second Vice Chair, in conjunction with the Chair, Vice Chair and the County Administrator, shall make recommendations for the initial appointments of committees, boards, and commissions.

RULE XIV: ROLE OF THE COUNTY BOARD SUPERVISOR

- A. Calumet County is a body corporate of the State of Wisconsin. The County Board of Supervisors is the governing body of Calumet County. Calumet County has 21 districts, and the voters in each district elect one Supervisor to serve on the County Board. The term of office is two years. To be elected as a Supervisor, a candidate must be 18 years of age or older and be a resident of the supervisory district within which they are a candidate at the time election papers are taken out. Once elected, the Supervisor must remain a resident of that district during the duration of their term in office to continue to serve as the representative of that district. The duties, powers and responsibilities of the County Board of Supervisors are defined by the laws of the State of Wisconsin and the Rules of Order of the Calumet County Board of Supervisors.
- B. County Supervisors are expected to individually contribute to a collaborative effort to set a vision and strategic mission goals and make broad policy decisions that support the strategic mission to advance the priorities of the county. Examples of such activities, include, but are not limited to:
1. Taking part in the activities of the Board and serving on one or more Standing Committees or Special Committees, Boards and Commissions enumerated in the Rules of Order;
 2. Participating in the process of debate and voting on proposed ordinances, resolutions and motions in County Board and Committee meetings;
 3. Providing policy and direction to the management of the county regarding delivery of county services while refraining from the delivery, management or administration of daily operations of the county;
 4. Being responsive to the needs of their constituency through effective communication;
 5. Establishing priorities for the delivery of county services through the annual budget and tax levy.
- C. Service as a County Supervisor is an honor and a trust, which compels the office holder to serve the public through use of his or her judgment for the benefit of the public, and binds him or her to uphold the Constitution of the United States, the Constitution of the State of Wisconsin, and to carry out impartially the laws of the Nation, State and County.

- D. County Supervisors, being representatives drawn from society at large, are recognized to hold different views, values, and loyalties that may result in personal conflict. Personal integrity, courtesy and a willingness to work toward consensus on commonly accepted goals are essential traits as we acknowledge that the County Board of Supervisors' influence and authority comes from collective action and not from individual action.
- E. County Supervisors:
1. Are dedicated to the democratic ideals of honesty, openness and accountability in all matters involving county government;
 2. Are willing to accept responsibility for decision-making that can affect many;
 3. Understand the county's mission, priorities, challenges, needs and demographics;
 4. Understand the difference between governance and management and accept that their role is to set policy while management carries out policy;
 5. Understand the importance of distinguishing between personal opinions and County Board positions when communicating with the public and the media, exert a good faith effort to communicate the full truth about county matters and avoid structuring information to achieve a personal advantage;
 6. Are good listeners and will speak to issues, but also recognize when discussion must conclude and a decision must be made;
 7. Are committed to building community partnerships;
 8. Actively practice and support stewardship of the county's fiscal and natural resources by supporting public policy for the best use of land, water and air consistent with the public interests, community need and a vision for the future and adopt fiscal policies that promote the most effective, efficient and ethical use of public funds;
 9. Perform the duties of their office with fairness and impartiality to build public confidence in government;
 10. Support the principle of equal employment and oppose discrimination in all county operations;
 11. Strive to seek and consider citizen input; and
 12. Strive for excellence through continuous learning, seek opportunities to acquire skills and knowledge, and dedicate the time necessary to adequately attend to the assignments and duties of the office.

RULE XV: EMAIL

- A. Each supervisor will be provided with a county email account. While no supervisor is required to conduct county business by email, a supervisor who does so is required to use the county email account for all communications that pertain to county business.
- B. Meeting notices and other information shall be provided to each supervisor by email at the same time that meeting notices and other information are distributed to the news media.
- C. A supervisor shall be provided with a hard copy of email distributed information upon supervisor request.
- D. A supervisor may communicate with other supervisors by email for the purpose of setting a meeting time, place, and agenda; but a supervisor should not engage in any substantive discussion of county business with any other supervisor by email.
- E. A supervisor may communicate with his or her constituents by email.
- F. These standards apply to all members of county governmental bodies.

RULE XVI: COMPENSATION / REIMBURSEMENT FOR SERVICES

Supervisors and Committee members shall receive compensation if any of the following apply:

- A. A Supervisor is a member of a Committee and has received an agenda and attends the meeting. This includes telephonic meetings.
- B. A Supervisor has been requested to attend a meeting by either the Board Chair or the Chair of the Committee. If possible, this request shall be included in the minutes of the meeting and the Supervisor shall indicate on their voucher that they were requested to attend said meeting.
- C. If the Chair of a Committee has been requested by the County Administrator or Department Head to meet, the Chair shall be entitled to compensation for the meeting.

Please note: If a Supervisor or Committee member inadvertently receives an agenda from another Committee they are not a member

of, and they have not been requested to attend the meeting by either the Board Chair or the Chair of the Committee, they are not entitled to compensation.

The following items are reimbursable as Supervisors or Committee members:

- A. Mileage for each mile traveled in going to and returning from meetings of the Board or Committee meetings by the most usual and direct route.
- B. If travel has occurred to a meeting prior to the member becoming aware the meeting has been canceled, or travel to a meeting where a quorum is not present and the meeting cannot be held, the Supervisor or Committee member will be reimbursed for mileage by the most usual and direct route.
- C. Supervisors and Committee members are not entitled to compensation and mileage if they are reimbursed from another source for attending the meeting.

Approval Requirements:

- A. If not previously budgeted, a Supervisor or Committee member may seek overnight lodging and other allowed expenses for meetings attended, if there is need to stay overnight, with the approval of the County Board Chair. All lodging arrangements shall be made through the Department Head in order to save paying the tax. If a Supervisor or Committee member charges a room to their personal credit card, the County will not reimburse for the unnecessary tax paid.
- B. Supervisors who attend programs when not a member of the related Committee, Board, or Commission, in order to gain knowledge of a subject pertaining to County Government, may be reimbursed for the program costs, compensation and mileage for the training, provided there is prior permission granted by the County Board Chair.
- C. All out-of-state travel shall be approved by the County Board.

Compensation Rates/Reimbursement Procedure:

- A. The compensation for all Board and Committee meetings shall be set by Resolution of the Board by not later than November 30th of

each odd-numbered year. If the Board fails to set the compensation by November 30th of each odd-numbered year, the compensation for all Board and Committee meetings shall remain the same as the prior term.

- B. All mileage shall be reimbursed at the rate set by the Internal Revenue Service.
- C. Reimbursement for meals and lodging must follow the same procedures as set forth for employees in the Calumet County Personnel and General Administrative Policy Manual.
- D. If expenses for meals, lodging, and conference registration have been incurred and the Supervisor or Committee member does not attend the meeting or conference, absent being excused from attending by the Chair, the Supervisor or Committee member shall be responsible for costs incurred by the County.
- E. For any meeting in which a quorum is not met due to an unexcused absence of a member, each absent member may be responsible to reimburse the county for any expenses incurred for attending members. If more than one member is absent, each absent member will equally share in the expenses incurred and reimburse the County those expenses.
- F. All claims for reimbursement for Committee meetings filed by the Supervisors shall be made on the "Meeting/Expense Voucher" form, and include only expenses incurred prior to the end of the preceding month and be submitted monthly.
- G. Pursuant to Wisconsin State Statute 59.70(21) reimbursement of up to \$250 will be provided to a member of the Conservation Congress to attend the Annual Conservation Congress Convention.
- H. All Supervisors, Board, Commission, and Committee members shall participate in direct deposit for all their pay through up to three (3) banking institutions of their choosing, Direct Deposit Authorization Forms are available in the Personnel Division of the Department of Administration.

RULE XVII: RESOLUTIONS AND ORDINANCES

- A. Resolutions and Ordinances presented by a Committee of the County Board may be acted on upon their first (1st) presentation at a County

Board meeting. Resolutions and Ordinances not presented by a Committee, may be referred by the Chair to a Committee of the Board with a time limit of 90 days to be returned to County Board for action. Ordinances shall be submitted to the Corporation Counsel for drafting comments and opinions.

- B. Resolutions and Ordinances presented for consideration at any meeting must be in writing and bear the signature of at least two (2) Supervisors offering the same, or if by a Committee, the signatures of a majority of that Committee. The exception to this is the Budget Resolution, which shall be presented by the County Administrator.
- C. Beginning with the April meeting, Resolutions and Ordinances shall be designated by their number, which number shall be the year of the Organizational Meeting of the County Board then in session followed by the sequential number of the Resolution or Ordinance introduced in that Session. For example: Resolution 2004-1 or Ordinance 2004-1.
- D. When a Resolution or Ordinance is presented to the Board for action, the County Clerk shall read the title and the Board members who signed the document.

RULE XVIII: HOME RULE

To give the county the largest measure of self-government under the Administrative Home Rule authority granted to Counties in Section 59.03(1), these Rules shall be liberally construed in favor of the rights, powers and privileges of the county to exercise any organizational or administrative power not contrary to the Constitution or to any enactment of the Legislature that is of statewide concern and which uniformly affects every county.

RULE XIX: GENDER NEUTRALITY

- A. Pronouns of masculine gender used herein refer to persons of either sex.

RULE XX: CODE OF ETHICS

- A. Declaration of Policy. To ensure that the public can have complete confidence in the integrity of Calumet County Government, County Board members, and appointed members of Committees, Boards and Commissions, hereinafter referred to as "Officials", shall respect and adhere to the fundamental principles of ethical service. The proper operation of County Government demands that:

1. Officials be independent, impartial and responsible to the people;
2. Decisions are made in the proper channels of the County Government structure;
3. County offices shall not be used for personal gain;
4. County business shall be conducted in such a way so as to re-enforce the public's confidence in its integrity.

In recognition of those fundamental principles, there is hereby created a Code of Ethics.

- B. Purpose. The purpose of this Code is to establish ethical standards of conduct for all Officials by identifying those acts or actions that are not compatible with the best interest of the county. Citizens who serve as Officials, retain their rights as citizens to personal and economic interests. Therefore, the standards of ethical conduct for Officials must distinguish between minor and inconsequential conflicts which are unavoidable and those conflicts, which are substantial and material. The provisions of the Code, and such rules and regulations, which may be established, are to be interpreted in the context of the above principles and are deemed to be in the best interest of the public.
- C. Responsibility of Public Office. Officials hold office to serve the public interest. They are bound to uphold the Constitution of the United States, the Constitution of the State of Wisconsin, and to carry out efficiently and impartially all laws of the United States and the State of Wisconsin and the Ordinances of Calumet County. Further, they are bound to the standards of ethics set forth in this Code and to faithfully discharge the duties of their office. The public interest must be their primary concern.
- D. Coverage. This Code governs all, County Board members and appointed members of Committees, Boards and Commissions.
- E. Exemptions. Political contributions, which are reported under Wisconsin Statutes, Chapter 11, are exempt from the provisions of this Code.
- F. Definitions.
1. Person: Any individual, corporation, partnership, joint venture, association or organization.
 2. Financial Interest: Any interest which yields, directly or indirectly, a monetary or other material benefit to the Official or to any person employing or retaining services of the Official.

3. Anything of Value: Any property, favor, service, payment, advance, forbearance, loan or promise of future employment. County offices shall not be used to obtain anything of value. This does not include door prizes, compensation and expenses paid by the county, fees and expenses which are permitted by Wisconsin Statute 19.56, political contributions which are reported under Wisconsin Statutes, Chapter 11, or hospitality extended for a purpose unrelated to the county business.
4. Anything of Insignificant Value: Includes such things as unsolicited advertising or promotional material such as pens, pencils, notepads, calendars, informational or educational materials of insignificant value, (an item from a vendor that costs less than \$25.00 on a one time basis, but not more than \$50.00 worth of items in a calendar year from a vendor), plaques, other advertising giveaways or any other thing which is not likely to influence the judgment of individuals covered by this Code.
5. Privileged Information: Any written or oral material related to county government which has not become part of the body of public information and which is designated by statute, court decision, lawful orders, Ordinances or Resolutions as privileged.
6. Officials: All County Board members and appointed members of Committees, Boards and Commissions.
7. Immediate Family: An Official's spouse, children, stepchildren, parents, stepparents, or other legal relation who contributes more than one-half of the support of the Official or receives that level of support from the Official.

G. Fair and Equal Treatment.

1. Use of Public Property: An Official shall not knowingly permit the use of county services or county owned vehicles, equipment, materials for unauthorized non-governmental purposes or for unauthorized personal convenience or for profit, unless approved by the County Administrator.
2. Obligations to Citizens: An Official shall not grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen. This section does not affect the duty of County Supervisors to diligently represent their constituency.

H. Conflicts of Interest.

1. It is a conflict of interest to accept anything of value if it could reasonably be expected to influence their vote, governmental

actions or judgments or is provided to such Official because of their position or office and could reasonably be considered as a reward for any governmental action or inaction.

- a. It is not a conflict of interest for an Official to receive an unsolicited item of insignificant value.
2. Business Interest: An Official shall not engage in any business or transaction or act in regard to any financial interest, direct or indirect, which:
 - a. Is incompatible with the proper discharge of their official duties for the benefit of the public;
 - b. Is contrary to the provisions of this Code; or
 - c. May impair their independence of judgment or action in the performance of their official duties.
 3. Employment: An Official shall not engage in or accept any private employment or render any service for a private interest when such employment or service is incompatible with the proper discharge of their Official duties or which may impair their independence of judgment or action in the performance of their official duties unless otherwise permitted by law or unless disclosure is made as hereinafter provided.
 4. Contracting: An Official or a business in which an Official holds a ten percent (10%) or greater interest, may not enter into a contract with the county involving a payment or payments of more than three thousand dollars (\$3,000) amount within a twelve (12) month period unless the Official has made a written disclosure of the nature and extent of such relationship or interest to the County Administrator and reported such interest to the County Board. Further, pursuant to Wisconsin Statutes 946.13, an Official is prohibited from participating in the formation of a contract or contracts with Calumet County involving the receipts or disbursements of more than fifteen thousand dollars (\$15,000) in any year.
- I. Financial Interest in Legislation. A member of the County Board, who has a financial interest in any proposed action before the County Board, shall disclose the nature and extent of such interest to the County Board Chair prior to or during the initial discussion of such action and shall refrain from partici-

pating in the discussion of, and voting on, such action. A member of the County Board shall request to be excused by the Board or Committee Chair for the duration of any deliberations concerning such action in which the member has a financial interest. Any other Official who has a financial interest in any proposed action before the County Board, and who participates in discussion with or gives an official opinion or recommendation to the County Board, shall first disclose the nature and extent of such interest to the County Board.

- J. Disclosure of Privileged Information. An Official shall not knowingly disclose or permit the disclosure of privileged information to any person not lawfully authorized to receive such privileged information. An Official shall not use privileged information to advance their personal financial interest or that of their immediate family.
- K. Violation of County Board Rules and Calumet County Personnel and General Administrative Policy Manual. County Board Supervisors, and appointed members of Committees, Boards and Commissions shall not violate Rules or Policy.
- L. Investigations and Enforcement.
 - 1. Advisory Opinions: Any person governed by this Code of Ethics may apply in writing to the Corporation Counsel for an advisory opinion and shall be guided by any opinion rendered. The applicant shall present their interpretation of the facts at issue and of the applicable provisions of this Code before the advisory opinion is rendered. All requests for opinion and opinions rendered shall be in writing. Records of the Corporation Counsel's opinion requests and investigations of violations shall be closed to public inspection, as required by Wisconsin Statutes Chapter 19. However, such records may be made public with the consent of the applicant.
 - 2. Complaints: The Corporation Counsel shall accept a verified written Complaint (sworn to be true before a notary public) which states the name of the Official alleged to have committed a violation of the Code and sets forth the material facts involved in the allegation. The Corporation Counsel shall forward a copy of the Complaint to the accused Official and the Ethics Inquiry Committee within ten (10) days. However, no action may be taken on any Complaint that is filed more than one year after a violation of the Ethics Code is alleged to have occurred.
 - a. Preliminary Investigations:

- 1.) Following the receipt of a verified Complaint, the Ethics Inquiry Committee shall conduct a preliminary investigation with respect to alleged violation (s) of this Code.
 - 2.) A preliminary investigation shall not be initiated unless the Corporation Counsel notifies the accused Official in writing. The notice shall state the exact nature and purpose of the investigation, the individual's specific action or activities to be investigated and a statement of such person's due process rights.
 - 3.) If the Ethics Inquiry Committee finds probable cause to believe the allegations contained in the Complaint, the Complaint shall be referred to a hearing before the Ethics Inquiry Committee.
 - 4.) If the Ethics Inquiry Committee does not find probable cause to believe the allegations in the Complaint, it shall set forth in writing the reasons why and submit the report to the County Board at the next regularly scheduled meeting.
 - 5.) If the accused Official admits to probable cause, or does not contest the allegations in the Complaint, a hearing is not necessary and the Committee may forward its recommendations to the County Board for further action by the Board. The Committee may make the following recommendations:
 - a.) Order the Official to conform his or her behavior to be in compliance with the Ethics Code;
 - b.) Private or public censure;
 - c.) Referral to the District Attorney to commence enforcement and penalties as permitted by Wisconsin Statutes.
- b. Hearing:
- 1.) Burden of Proof: The burden of proving a violation alleged in the Complaint shall be on the complainant. Violations shall be proven by evidence that is clear, satisfactory and convincing.
 - 2.) The Committee shall keep a record of the hearing.
 - 3.) The Committee shall have the power to compel the attendance of witnesses and to issue subpoenas as granted to other Boards and Commissions under Wisconsin Statutes 885.01

- 4.) Within the ten (10) workdays of the conclusion of the hearing, the Committee shall file its written findings of fact and conclusions of law and recommendations with the County Board of Supervisors, which shall be signed by all participating Committee members.
- 5.) If the Ethics Inquiry Committee finds that clear, satisfactory and convincing evidence exists for believing the allegations of the Complaint, the Ethics Inquiry Committee shall refer its written findings of fact and conclusions of law and recommendation to the County Board. The Committee may choose any of the following recommendations:
 - a.) Order the Official to conform their behavior to be in compliance with the Ethics Code;
 - b.) Private or public censure;
 - c.) Referral to the District Attorney to commence enforcement and penalties as permitted by Wisconsin Statutes;
- 6.) If after a hearing, the Ethics Inquiry Committee does not find clear, satisfactory and convincing evidence for believing the allegations of the Complaint, the Complaint shall be dismissed.

M. Ethics Inquiry Committee.

1. Membership: The Ethics Inquiry Committee shall consist of two permanent members whose terms shall be for two years to run concurrently with the term of the County Board Chair. One permanent member shall be the County Board Chair and one permanent member shall be the Family Court Commissioner of the county. There shall be a temporary third member who shall be a member of the County Board, appointed by the Chair of the County Board and approved by the County Board. This third member shall be appointed upon the Board receiving a written complaint of violation or injury and ruling as to the violation of these Rules or resolution. This third member appointment shall be made with due care to ensure impartiality.

If a complaint is filed against the County Board Chair, he or she shall be disqualified and the Vice-Chair of the County Board shall replace him or her and become temporary Chair of the Ethics Inquiry Committee, and as such temporary Chair, he or she shall appoint the third member to the County Board in lieu of such appointment by the Chair of the County Board.

2. Powers and Duties: The Ethics Inquiry Committee shall be responsible for investigating a complaint, conducting a fact finding hearing (unless the accused Official admits to probable cause, or does not contest the allegations in the Complaint) and reporting its findings to the County Board of Supervisors. The County Board of Supervisors has the final decision making power to determine the appropriate sanction for an accused Official.
3. By adoption of this Rule and in accordance with Wisconsin Statutes, 68.16, the Board specifically elects not to allow an appeal to Circuit Court under Chapter 68 for County Board Supervisors and appointed members of Committees, Boards and Commissions.
4. The Corporation Counsel shall provide legal advice, secretarial service and assistance to the Committee.

N. Wisconsin Statutes Incorporated.

1. Wisconsin Statutes Incorporated by Reference: The following Sections of the Wisconsin Statutes are hereby incorporated by reference and made a part of the Code of Ethics:
 - a. 19.01 Oaths and Bonds;
 - b. 19.21 Custody and Delivery of Official Property and Records;
 - c. 19.81-19.89 Open Meetings of Governmental Bodies, Officials, Employees and Candidates.
2. Violation of Incorporated Statutes: Officials shall comply with the Sections of Wisconsin Statutes incorporated in this Code and failure to do so shall constitute a violation of the Code of Ethics.

RULE XXI: RECOGNITION OF COUNTY BOARD SUPERVISORS, AND CITIZEN MEMBERS OF COMMITTEES, BOARDS AND COMMISSIONS

- A. All members of the Calumet County Board of Supervisors and all citizen members of the County Board's Committees, Boards and Commissions shall be recognized by the presentation of a certificate

of appreciation, a resolution presenting the same and at the discretion of the Board of Supervisors, acknowledgement in the local news media for every five (5) consecutive years of service on the County Board or its Committees, Boards or Commissions.

- B. County Board Supervisors and citizen members will also be recognized for their service at the time of their resignation, recall, election defeat or death. The County Administrator's office shall be responsible for the administration of this rule.

RULE XXII: MISCELLANEOUS

Bereavement Recognition. Flowers or plants in the approximate value of fifty dollars (\$50.00) will be sent to families of all past and present Board members, upon notification that the past or present Board member has passed away. The County Clerk shall be responsible for the administration of this rule.

PART II: COMMITTEES, COMMISSIONS, BOARDS AND COUNCILS

RULE XXIII: APPOINTMENTS AND SERVICE OF COMMITTEES, BOARDS AND COMMISSIONS

- A. The County Board Chair shall appoint all members of Committees, subject to confirmation of the County Board. The County Administrator shall appoint all members of Boards and Commissions, subject to confirmation of the County Board. Initial appointments shall occur at the Organizational Meeting held in April of even numbered years. Recommendations for the initial appointments shall be made by the Chair, Vice Chair and County Administrator.
- B. After the initial appointment to the Committees, Boards and Commissions, all future appointments shall be made by the County Administrator or County Board Chair and confirmed by the Board.
- C. County Board Supervisors may serve as the chair of only two committees at one time.
- D. Opportunities may arise where County Board Supervisors may apply for appointments to committees, boards and commissions outside those identified in the Rules of Order of the Calumet County Board. If practical, these applications shall be submitted to the County Board for approval before the application deadline. If the timing is such that the Board will not meet before the application deadline, the County Board Chair will act on the application and submit the recommendation for appointment to the County Board at their next meeting for approval.

- E. Committees shall as its first Order of Business, elect a County Board Supervisor Chair and a Vice Chair. The Recording Secretary shall be the County Clerk or designee of the County Clerk. The Secretary shall keep records and minutes of all Committee meetings. In the election of the Chair and Vice Chair by the Committee, the first (1st) ballot shall be a Nominating Ballot, to be followed by succeeding Formal Ballots until a majority vote of the members present elects such officer. Only persons named on a Nominating Ballot shall be considered during a Formal Ballot and any ballot cast in violation of this Rule shall be considered void. Each position shall be voted by separate ballot. Each nominee may speak for three (3) minutes.
- F. In the event the Chair leaves the position of Chair during the term of office, the Vice Chair shall assume the Chair position and an election shall be held to elect a Vice Chair for the remaining term.
- G. Each Committee shall set policy for all programs and activities of the Departments it oversees.
- H. Shall act on all requests from Departments it oversees.
- I. Monitor the expenditure of county funds committed to the Department or agency in terms of its stated goals and objectives.
- J. Act on all Resolutions and Ordinances affecting any Department or agency that it oversees.
- K. The Chair of each Committee shall report Committee activities on a regular basis at Board meetings.

RULE XXIV: COMMITTEES

A. ADMINISTRATIVE SERVICES COMMITTEE

- 1. Membership. The Administrative Services Committee shall be comprised of seven (7) County Board Supervisors. The County Board Chair shall appoint members to the Committee for a two (2) year term, subject to confirmation of the County Board.
- 2. Duties and Responsibilities.
 - a. At the organizational meeting, the members shall elect a Chair and a Vice Chair from members of the Committee. The Recording Secretary shall be the County Clerk or designee of the County Clerk. The organiza-

- tional meeting shall occur within 30 days of approval of the committee appointments.
- b. Review the annual budget and tax levy.
 - c. Monitor the operating and capital budgets and approve and recommend adjustments.
 - d. Administer the Contingency Fund pursuant to Wisconsin Statutes and in accordance with financial policies.
 - e. Review and establish financial and investment policies.
 - f. Discuss and review the TIF District activities with the Finance Director.
 - g. Recommend resolutions for appropriations to the Board for adoption.
 - h. Provide general oversight for all fiscal policies, and approve those fiscal policies not having a direct fiscal impact on the county.
 - i. Review and approve property and general liability insurance policies and review claims filed against the county, with the assistance of the Corporation Counsel.
 - j. Review and approve, as appropriate, medical expense claims and vehicle damage claims up to \$250 made by volunteers of the county.
 - k. Review the delinquent property taxes, tax foreclosures and the subsequent sale of foreclosed property.
 - l. Responsibility for the purchase and sale of all county land except for Highway right-of-way.
 - m. Review the use of technology within Departments.
 - n. Review grants and Department programs and projects.
 - o. Review procedures for maintenance of county records, use, archival, and storage.
 - p. Review Departments annual budgets and refer to the County Administrator for further action and review financial reports.
 - q. The Committee shall confer and have policy making responsibilities for Corporation Counsel, County Administrator, Finance, Information Services, Maintenance, Personnel, and Real Property Lister. The Committee shall also confer and have policy making responsibilities, to the extent permitted by law, for the Offices of the County Clerk, Treasurer and Register of Deeds.
 - r. Provide leadership for setting policy pertaining to wages, benefits, hours, and other conditions of employment for all county employees including jurisdiction for the Calumet County Personnel and General Administrative Policy Manual. Approve those personnel policies not having a direct fiscal impact on the county.

- s. Review and approve, as appropriate, the annual renewals for the employee benefits plans.
- t. Administer the investigatory or disciplinary procedures in matters pertaining to the County Administrator.
- u. Review new position requests that have not been budgeted and make recommendations to the Board for final approval.
- v. Review all new and updated managerial or supervisory job descriptions.
- w. Review and approve, as appropriate, all employee reclassification requests.
- x. Establish parameters for the negotiation of wages, benefits, and other conditions of employment for the county's collective bargaining agreements.
- y. Review and administer employee grievances in accordance with statute and/or collective bargaining agreement.
- z. Responsible for periodic performance appraisals of the County Administrator with concurrence of the Board.
- aa. The Committee shall confer and have policy making responsibilities for Economic Development.

B. AGING AND DISABILITY RESOURCE CENTER SERVING CALUMET, OUTAGAMIE AND WAUPACA COUNTIES ADVISORY COMMITTEE (The full by-laws for the Committee may be obtained from the ADRC.)

- 1. Membership.
 - a. The Advisory Committee shall consist of twelve (12) members. Three (3) members, one from each county, shall be County Board Supervisors, or appointed members to the County Human or Health and Human Services Committee and/or Board. Six (6) members will be consumers of services, family members or guardians from one of the following target groups: Elderly (age 60 and above), people with physical disabilities, developmental disabilities and persistent or chronic mental illness; one member representative from a community agency; one member representative from an advocacy organization and one member representative from the Business Community. Composition of the membership shall strive to represent the ethnic, economic and geographic diversity of Calumet, Outagamie, and Waupaca Counties. An equal number of representatives from each county will be selected unless there are compelling reasons to vary from this practice. The membership does not include individuals with a real or potential conflict of interest.

- b. Each county shall have 4 representatives on the Advisory Committee. Appointment of the counties' four representatives will follow that county's policy on committee appointments.
 - c. Initially, four (4) members will be appointed for three (3) year terms; four (4) members will be appointed for two (2) year terms, and four (4) members will be appointed for a one (1) year term. Each county will divide their representatives into the initial term categories.
 - d. All members appointed from Outagamie and Waupaca counties shall serve for three (3) year terms following the initial term. Members appointed from Calumet County shall serve two (2) year terms following the initial term. No Advisory Committee member may serve more than six consecutive years on the Advisory Committee.
2. Duties and Responsibilities.
- a. Develop a mission statement for the Aging and Disability Resource Center (ADRC) that is consistent with the goals of the statewide redesign long term care system:
 - b. Determine the structure, policies and procedures of the ADRC within the guidelines and local governance structures of the three collaborating partners;
 - c. Ensure that the ADRC collaborative has a viable plan for implementation and operation;
 - d. Oversee the operation of the ADRC collaborative;
 - e. Identify unmet needs and prepare plans to meet them;
 - f. Ensure input from consumers, service providers and local constituents in general in the policies, practice and goals of the ADRC;
 - g. Provide financial oversight for the ADRC budget, including developing a budget and monitoring expenditures; and
 - h. Ensure that the terms of the State/County ADRC contract are fulfilled.

C. AGING AND DISABILITY RESOURCE CENTER/LONG TERM SUPPORT ADVISORY COMMITTEE

1. Membership. The ADRC/LTS Advisory Committee shall be comprised of twelve (12) members of whom at least fifty-one percent (51%) of the members shall be sixty (60) years of age or over, at least five (5) persons receiving long term community support services, each of whom represents one of the following groups; elderly persons, physically disabled persons, develop-

mentally disabled persons, chronically mentally ill persons, chemically dependent persons and four (4) members shall be County Board Supervisors, one (1) Health representative, one (1) representative of the Human Services Department as provided by Wisconsin Statutes 46.23. The County Board Chair shall appoint members to the Committee for two (2) year terms, subject to confirmation of the Board. Membership on this committee is subject to a term limit of 6 consecutive years or 3 consecutive two-year terms.

2. Duties & Responsibilities.

- a. At the organizational meeting, the members shall elect a Chair, who shall be a County Board Supervisor, Vice Chair, and a Secretary from members of the Committee. The Committee may also approve a Recording Secretary.
- b. Responsible for advising the Human Services Board on policy-making of the programs pursuant to Wisconsin Statutes 46.23(3)(b) 2c and 46.23(5).
- c. Compile and distribute information about older adults.
- d. Review annual plan.
- e. Advocate on behalf of older adults.
- f. Serve as a point of contact for information, assistance, and referral.
- g. Review proposals relating to matters affecting older adults.
- h. Monitor the nutrition, transportation, and other programs provided by the Department.
- i. Review Department annual budget and confer with the County Administrator for further action and review of financial reports.
- j. The Committee shall confer and have advisory responsibility to the Human Services Board for the Aging and Disability Resource Center and Long Term Support within Human Services.
- k. The Committee shall recommend a plan for participation in the Community Options Program provided by Wisconsin Statutes 46.27.
- l. Review policies, practices and data to determine that the standards for equal opportunity in service delivery and employment are met and in compliance with all applicable State and Federal Statutes and regulations relating to nondiscrimination in employment, service delivery and language access.

D. AGRICULTURAL AND EXTENSION EDUCATION COMMITTEE

1. Membership. The Agricultural and Extension Education Committee shall be comprised of five (5) County Board Supervisors, who may be members of the Land and Water Conservation Committee. The County Board Chair shall appoint members to the Committee for a two (2) year term, subject to confirmation of the County Board.
2. Duties and Responsibilities.
 - a. At the organizational meeting, the members shall elect a Chair and a Vice Chair from members of the Committee. The Recording Secretary shall be the County Clerk or designee of the County Clerk. The organizational meeting shall occur within 30 days of approval of the committee appointments.
 - b. Work with the University Extension and the U.S. Department of Agriculture.
 - c. Review county dog damage claims and establish fair market values.
 - d. Review Department annual budget and refer to the County Administrator for further action and review financial reports.
 - e. The Committee shall confer and have policy making responsibilities for the Department.

E. COMMITTEE ON THE RULES OF ORDER OF THE CALUMET COUNTY BOARD OF SUPERVISORS

1. Membership. The Committee on Committees shall be comprised of five (5) County Board Supervisors. The County Board Chair shall appoint members to the Committee for a two (2) year term, subject to confirmation of the County Board.
2. Duties and Responsibilities.
 - a. At the organizational meeting, the members shall elect a Chair and a Vice Chair from members of the Committee. The Recording Secretary shall be the County Clerk or designee of the County Clerk.
 - b. Recommend changes to the Rules of Order of the Board to the Calumet County Board for adoption.

F. HIGHWAY COMMITTEE

1. Membership. The Highway Committee shall be comprised of five (5) County Board Supervisors. The County Board Chair shall appoint members to the Committee for a two (2) year term, subject to confirmation of the County Board.
2. Duties and Responsibilities.
 - a. At the organizational meeting, the members shall elect a Chair and a Vice Chair from members of the Committee. The Recording Secretary shall be the County Clerk or designee of the County Clerk. The organizational meeting shall occur within 30 days of approval of the committee appointments.
 - b. Purchase and sell county road machinery as authorized by the Board.
 - c. Determine if county construction and maintenance should be done by the Highway Department or by private contract.
 - d. Direct the expenditure of highway maintenance funds received from the State and the County.
 - e. Review Department annual budget and refer to the County Administrator for further action and review financial reports.
 - f. The Committee shall confer and have policy making responsibilities for the Department.

G. LAND AND WATER CONSERVATION COMMITTEE

1. Membership. The Land and Water Conservation Committee shall be comprised of six (6) members of whom five (5) shall be County Board Supervisors, and at least two (2) shall be members of the Agriculture and Extension Education Committee pursuant to Wisconsin Stats. §59.56(3) (b), and one (1) member of the Consolidated Farm Service Agency Committee. The County Board Chair shall appoint members to the Committee for a two (2) year term or until a successor is appointed, whichever is longer, subject to confirmation by the County Board.
2. Duties and Responsibilities.
 - a. At the organizational meeting, the members shall elect a Chair, who shall be a County Board Supervisor, and a Vice Chair from members of the Committee. The Recording Secretary shall be the County Clerk or designee of the

County Clerk. The organizational meeting shall occur within 30 days of approval of the committee appointments.

- b. Shall have the powers and duties pursuant to Wis. Stats. §§92.07 through 92.17.
- c. Review the Land and Water Conservation Department annual budget, according to the powers and duties of the Committee under Wis. Stat. §92 and the Calumet County Code of Ordinances, and make recommendations to the County Administrator for further action and review financial reports.
- d. The Committee shall confer and have policy making responsibilities for the Land and Water Conservation Department according to the powers and duties of the Committee under Wis. Stat. §92.
- e. Hold hearings under Wis. Stat. §281.65(7) upon a written request of an owner or operator of a designated critical site in a priority watershed or priority lake plan under Wis. Stat. §281.65(5m) or a modification plan under §281.65(5s).
- f. Perform all other duties prescribed by law.

H. LANDFILL STANDING COMMITTEE

1. Membership. The Landfill Siting Committee shall be comprised of five (5) members, of which, one shall be a County Board Supervisor appointed by the County Board Chair. The County Board Chair shall appoint the member to the Committee for a two (2) year term, subject to confirmation of the County Board.
2. Duties and Responsibilities.
 - a. This Committee is an advisory Committee and not a policy making Committee.
 - b. Establish fire department/explosion procedures.
 - c. Review all communications.
 - d. Discuss construction progress.
 - e. Discuss issues or concerns concerning the landfill.

I. LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

1. Membership. Superfund Amendments and Re-authorization Act (SARA) Title III (Section 301 (c)) requires that the Committee consist of at least one (1) representative from each of the following groups; Elected State and Local Officials, Law Enforcement, Fire, Health, Local Environmental, Representatives of

Facilities subject to the Emergency Planning requirements, Civil Defense, First-aid, Hospital and Transportation Personnel, Community Groups, and Broadcast and Print Media. In addition to the SARA membership requirements, one member shall also be a representative of Emergency Management. There shall be at least 13 regular members but not more than 19 members on the LEPC Committee. The County Board Chair shall appoint members to the Committee for a one (1), two (2) or three (3) year terms, as applicable which shall be renewable subject to confirmation of the County Board.

2. Duties and Responsibilities.
 - a. This Committee is an advisory Committee and not a policy making Committee.
 - b. At the organizational meeting, the members shall elect a Chair and a Vice Chair from members of the Committee. The Recording Secretary shall be the County Clerk or designee of the County Clerk.
 - c. The LEPC's primary responsibility is to develop and review annually an emergency response plan for hazardous and toxic spills. The LEPC plan must evaluate resources for preparing for and responding to a potential chemical accident.

J. PLANNING, ZONING AND FARMLAND PRESERVATION COMMITTEE

1. Membership. The Planning, Zoning and Farmland Preservation Committee shall be comprised of seven (7) members of which at least four (4) members are to be County Board Supervisors. The County Board Chair shall appoint members to the Committee for a two (2) year term, subject to confirmation of the County Board.
2. Duties and Responsibilities.
 - a. At the organizational meeting, the members shall elect a Chair, who shall be a County Board Supervisor, and a Vice Chair from members of the Committee. The Recording Secretary shall be the County Clerk or designee of the County Clerk. The organizational meeting shall occur within 30 days of approval of the committee appointments.
 - b. Review the Planning, Zoning and Land Information Department annual budget according to the powers and duties of the Committee under Wisconsin Statutes and the Calumet County Code of Ordinances, and make recommendations to the County Administrator for further action, and review financial reports.

- c. Review and recommend approval to the Board of all Planning Documents formulated by the Planning, Zoning and Land Information Department including the Farmland Preservation Plans, Outdoor Recreation Plans, Comprehensive Plans, Land Use Plans, from Wis. Stats. §59.69.
- d. Responsible for matters relating to recreation, community facilities and utilities, transportation, natural resources, and housing.
- e. The Committee shall confer and have policy making responsibilities for the Planning, Zoning and Land Information Department according to the Committee's powers under Wisconsin Statutes and the Calumet County Code of Ordinances.

K. PROTECTION OF PERSONS AND PROPERTY COMMITTEE

1. Membership. The Protection of Persons and Property Committee shall be comprised of five (5) County Board Supervisors; one (1) shall be the County Board Chair. The County Board Chair shall appoint members to the Committee for a two (2) year term, subject to confirmation of the County Board.
2. Duties and Responsibilities.
 - a. At the organizational meeting, the members shall elect a Chair and a Vice from members of the Committee. The Recording Secretary shall be the County Clerk or designee of the County Clerk. The organizational meeting shall occur within 30 days of approval of the committee appointments.
 - b. Review Departments' annual budgets and refer to the County Administrator for further action and review financial reports.
 - c. Except as provided by law, the Committee shall confer and have policy making responsibilities for the Clerk of Circuit Court, District Attorney, Emergency Management, Family Court Commissioner, Medical Examiner, Register in Probate and the Sheriff.
 - d. At least once per year, inspect and examine the Calumet County Jail as to health, cleanliness and discipline, and further inspect the Jail Register showing the names, ages and cause of committal of each prisoner. If the committee observes that any laws have been violated, it shall immediately give notice of the violation to the Calumet County District Attorney. (See Wis. Stat. 59.54(15).)

L. REVOLVING LOAN FUND COMMITTEE

1. Membership. The Revolving Loan Fund Committee shall be comprised of five (5) members of which there shall be two (2) County Board Supervisors, and one (1) representative from any of the following groups: Accounting Professional, Banking Professional, Attorney, Business person. The County Board Chair shall appoint members to the Committee for a two (2) year term, subject to confirmation of the County Board.
2. Duties and Responsibilities.
 - a. At the organizational meeting, the members shall elect a Chair, who shall be a County Board Supervisor, and a Vice Chair from members of the Committee. The Recording Secretary shall be the County Clerk or designee of the County Clerk.
 - b. Responsible for the management of the revolving loan fund program.
 - c. Develop criteria for evaluating business loan applications that will promote economic development and job creation and retention.

M. WINNEBAGO WATERWAYS COMMITTEE

1. Membership. The Committee shall be comprised of three members from each participating County consisting of the County Executive or County Administrator of each of the Counties; the Chair of the County Board from each of the Counties; and the Chair of each County Board Land and Water Conservation Committee or designee.
2. Duties and Responsibilities
 - a. Effectuate the Winnebago System Program as developed by the Committee.
 - b. Policy-making entity with broad responsibility for the budgeting and appropriate funds and monitoring activities of any service provider or other entity charged with any responsibility in the Winnebago Waterways Program.

RULE XXV: COMMISSIONS

A. CALUMET COUNTY TRAFFIC SAFETY COMMISSION

1. Membership. The Calumet County Traffic Safety Commission shall be comprised of ten (10) members. The County Adminis-

trator shall appoint members from the following areas: County Law Enforcement, County Highway Commissioner, Education Profession Representative, two (2) Citizen Representatives, Medical Profession Representative, Legal Profession Representative. The Wisconsin Department of Transportation assigns the following three (3) appointments to the Commission; State Patrol Trooper, State Traffic Engineer, and State Traffic Safety Representative. The County Administrator shall appoint members to the Commission for a two (2) year term, subject to confirmation of the County Board.

2. Duties and Responsibilities.
 - a. This Commission is an advisory Commission and not a policy making Commission.
 - b. At the organizational meeting, the members shall elect a Chair and a Vice Chair from members of the Commission. The Recording Secretary shall be the County Clerk or designee of the County Clerk.
 - c. Act as an advisory Commission to the County Highway Safety Coordinator.
 - d. Secure voluntary coordination and reinforcement of highway safety activities conducted by the political subdivisions of the county in matters pertaining to driver education, codes and laws, traffic laws, alcohol in relation to highway safety, identification and surveillance of accident locations, traffic records, emergency medical services, highway design, construction and maintenance, traffic control devices, pedestrian safety, police traffic services, debris hazard control and clean up and school bus safety.

B. COUNTY PARKS COMMISSION

1. Membership. The County Parks Commission shall be comprised of seven (7) members, of which at least four (4) members are to be County Board Supervisors. The County Administrator shall appoint members to the Commission for a two (2) year term, subject to confirmation of the County Board.
2. Duties and Responsibilities.
 - a. At the organizational meeting, the members shall elect a Chair, who shall be a County Board Supervisor, and a Vice Chair from members of the Commission. The Recording Secretary shall be the County Clerk or designee of the County Clerk. The organizational meeting shall occur

within 30 days of approval of the committee appointments.

- b. Have general policy making responsibility for parks and recreation property operated, maintained and developed by the county.
- c. Set policies and recommend funding levels for establishing and implementing Park programs and activities in the Parks and recreation properties.
- d. Review Department annual budget and refer to the County Administrator for further action and review financial reports.
- e. The Commission shall confer and have policy making responsibilities for the Department.

C. EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION (ECWRPC)

1. **Membership.** The East Central Wisconsin Regional Planning Commission shall be comprised of two (2) County Board Supervisors: the County Board Chair, and one (1) member of the Planning, Zoning, Land and Water Conservation Committee. The County Administrator shall appoint a member to the Commission for a two (2) year term, subject to confirmation of the County Board.
2. **Duties and Responsibilities.**
 - a. This Committee is an advisory Committee and not a policy making Committee.
 - b. The ECWRPC was created to engage in activities within the purposes for which Regional Planning Commissions were created under Wisconsin Statutes 66.0309. It brings together representatives from eight (8) Counties who besides serving as Commissioners who meet as a group on a bimonthly basis, also serve, individually, on various sub-committees. The primary purpose is to engage in regional planning. As such, its functions are to conduct all types of research studies, collect and analyze data, prepare maps, charts and tables. It has the function and duty of making and adopting a master plan for the eight (8) County Regions. The master plan, with its accompanying maps, plans, charts, programs and descriptive and explanatory matter, shall show the Commission's recommendations for the physical development of the region, including traffic arteries, bridges, public places, parks, recrea-

tional areas, airports, sewer and water lines as well as areas for industrial, commercial, residential, agricultural and recreational development. It is through the work of the Commission and its Committees that the planning is constantly being attended to. It is a dynamic process and it is solely advisory to the local governments.

D. VETERANS SERVICE COMMISSION

1. Membership. The Veterans Service Commission shall be comprised of three (3) Veterans who are Calumet County residents. The County Board Chair shall appoint members to the Commission for staggered three (3) year terms, subject to confirmation of the County Board.
2. Duties and Responsibilities.
 - a. At the organizational meeting, the members shall elect a Chair and a Vice Chair from members of the Commission. The County Veterans Service Officer shall serve as the executive secretary of the Commission.
 - b. Provide aid to needy veterans, or to spouses, surviving spouses, minor and dependent children of veterans, and the needy parents of veterans pursuant to Wisconsin Statutes Ch. 45.

RULE XXVI: BOARDS

A. BRILLION LIBRARY BOARD

1. Membership. The County Administrator shall appoint two (2) members, of which at least one (1) shall be a County Board Supervisor at the time of the appointment, to the Brillion Library Board for a three (3) year term, subject to confirmation of the County Board.
2. Duties and Responsibilities.
 - a. Duties of the Board include maintaining and operating a public library. The Board's role is policy making only as it relates to use, management, regulation, budgeting and preservation of the public library as provided in Wisconsin Statutes, Chapter 43.

B. CHILTON LIBRARY BOARD

1. Membership. The County Administrator shall appoint four (4) members, of which one (1) shall be a County Board Supervisor at the time of the appointment, to the Chilton Library Board for a three (3) year term, subject to confirmation of the County Board.
2. Duties and Responsibilities.
 - a. Duties of the Board include maintaining and operating a public library. The Board's role is policy making only as it relates to use, management, regulation, budgeting and preservation of the public library as provided in Wisconsin Statutes, Chapter 43.

C. COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD

1. Membership. The Children with Disabilities Education Board shall be comprised of five (5) members, of whom three (3) members are to be County Board Supervisors and shall be representatives of that part of the county participating in the program. The County Administrator shall appoint members to the Board for a two (2) year term, subject to confirmation of the County Board.
2. Duties and Responsibilities.
 - a. At the organizational meeting, the members shall elect a Chair, who shall be a County Board Supervisor, and a Vice Chair from members of the Board. The Recording Secretary shall be the County Clerk or designee of the County Clerk. The organizational meeting shall occur within 30 days of approval of the committee appointments.
 - b. Provide the duties as provided in Wisconsin Statutes 115.817 (5).
 - c. Approve the annual budget and present it to the Board and review financial reports.

D. FOX VALLEY WORKFORCE DEVELOPMENT BOARD

1. Membership. The Fox Valley Workforce Development Board consists of members from Calumet, Fond du Lac, Green Lake, Waupaca, Waushara and Winnebago Counties and shall be comprised of twenty-eight to thirty-two (28-

32) members, with two (2) members from Calumet County. The Local Elected Official (County Board Chair) shall appoint members to the Board for a three (3) year term, subject to confirmation of the County Board.

2. Duties and Responsibilities.
 - a. Shall foster an environment of accessible, high quality, efficient and affordable training and employment opportunities to individuals, employees, and employers.

E. HEALTH AND HUMAN SERVICES BOARD

1. Membership. The Health and Human Services Board shall be comprised of nine (9) members, of which at least three (3) shall be persons who are not elected officials or employees of the county, as referenced in WI State Statute 251.03 and who have demonstrated interest or competence in the field of public or community health. A good faith effort shall be made to appoint a physician and a registered nurse. The County Administrator shall appoint members to the Board for a two (2) year term, subject to confirmation of the County Board.
2. Duties and Responsibilities.
 - a. At the organizational meeting, the members shall elect a Chair, who shall be a County Board Supervisor, and a Vice Chair from members of the Board. The Recording Secretary shall be the County Clerk or designee of the County Clerk. The organizational meeting shall occur within 30 days of approval of the committee appointments.
 - b. Oversee the Departments and assure enforcement of the Public Health, Home Health and Hospice, Human Services and Veteran Services Statutes, Rules and Regulations.
 - c. Assess public health needs and advocate for the provision of reasonable and necessary public health services.
 - d. Develop policy and provide leadership that fosters local involvement and commitment.
 - e. Assure that measures are taken to provide an environment in which individuals can be healthy.
 - f. Assume full legal responsibility and authority for the operation of the Home Health Care and Hospice Program.

- g. Responsible for the policy making of the programs pursuant to Wisconsin Statutes 46.23, 46.25, 46.27, 46.82, and 42 USC 651-658 and 45 CFR 300-399.
- h. Review Departments' annual budgets and refer to the County Administrator for further action and review financial reports.
- i. The Board shall confer and have policy making responsibilities for the Department of Health and Human Services and Veterans Service Department.

F. MANITOWOC-CALUMET COUNTIES LIBRARY SYSTEM BOARD

- 1. **Membership.** The Manitowoc-Calumet Counties Library System Board shall be comprised of four (4) members, of which at least one (1) is to be a County Board Supervisor. The County Administrator shall appoint the members to the Board for three (3) year terms, staggered, beginning on January 1, subject to confirmation of the County Board.
- 2. **Duties and Responsibilities.**
 - a. This Committee is an advisory Committee and not a policy making Committee.
 - b. Duties of the Board include maintaining, operating a public library in conjunction with Manitowoc County. The Committee's role is policy making only as it relates to use, management, regulation, budgeting and preservation of the public library system as provided in Wisconsin Statutes, Chapter 43.

G. NEW HOLSTEIN LIBRARY BOARD

- 1. **Membership.** The County Administrator shall appoint two (2) members, of which at least one (1) shall be a County Board Supervisor at the time of the appointment, to the New Holstein Library Board for a three (3) year term, subject to confirmation of the County Board.
- 2. **Duties and Responsibilities.**
 - a. Duties of the Board include maintaining and operating a public library. The Board's role is policy making only as it relates to use, management, regulation, budgeting and preservation of the public library as provided in Wisconsin Statutes, Chapter 43.

H. ZONING BOARD OF ADJUSTMENT

1. Membership. The Zoning Board of Adjustment shall be comprised of five (5) members and two (2) alternates, and all must reside outside of the limits of incorporated cities and villages. No two (2) members may reside in the same town. Preference shall be given to members who reside in a town which has adopted county zoning. The County Administrator shall appoint members and alternates to the Zoning Board of Adjustment for three (3) year, staggered terms, subject to confirmation of the County Board. Terms shall be staggered such that no more than 2 member's terms of office are expired in any 1 year. Each term shall begin July 1.
2. Duties and Responsibilities.
 - a. At the organizational meeting, the members shall elect a Chair and a Vice Chair from members of the Board. The Recording Secretary shall be the County Clerk or designee of the County Clerk. The first alternate shall act, with full power, only when a member of the Board of Adjustment refuses to vote because of a conflict of interest or when a member is absent. The second alternate shall act only when the first alternate refuses to vote because of a conflict of interest or is absent, or if more than one member of the Board of Adjustment refuses to vote because of a conflict of interest or is absent.
 - b. Hear and decide appeals where it is alleged there is error in any order, requirement, decision or determination made by an administrative officer.
 - c. Hear and decide special exceptions to the terms of an Ordinance upon which the Board of Adjustment is required to pass.
 - d. Authorize, upon appeal in specific cases, such variance from the terms of an Ordinance, as will not be contrary to the public interest, where owing to special conditions, a literal enforcement will result in practical difficulty or unnecessary hardship, so that the spirit of the Ordinance shall be observed, public safety and welfare secured and substantial justice done.

RULE XXVII: COUNCILS

A. GLACIERLAND RESOURCE AND CONSERVATION DEVELOPMENT COUNCIL

1. Membership. The Glacierland Resource and Conservation Development Council is comprised of the Counties of Brown, Calumet, Door, Fond du Lac, Kewaunee, Manitowoc, Oneida Indian Nation, Outagamie, Sheboygan and Winnebago. Each will appoint three (3) members and one (1) alternate. One (1) member shall be a County Board Supervisor and two (2) members will not be affiliated with County Government. The County Board Chair shall appoint members to the Council for a two (2) year term, subject to confirmation of the County Board.
2. Duties and Responsibilities.
 - a. This Council is an advisory Council and not a policy making Council.
 - b. An independent, non-profit, non-partisan incorporated group having, as its primary concern the social, environmental and economic needs of the area. To address these concerns and needs, this Council will key on the development and conservation of all natural resources to promote economic development and improve the quality of life. The Council is organized within the meaning of Section 501 (c) (3) of the Internal Revenue Code.

B. INTERNATIONAL TRADE, BUSINESS & ECONOMIC DEVELOPMENT COUNCIL (ITBEC)

1. Membership. ITBEC is comprised of five (5) Regions in Wisconsin and Calumet County is in the East Central Region comprised of Brown, Calumet, Door, Fond du Lac, Kewaunee, Manitowoc, Outagamie, Ozaukee, Sheboygan and Winnebago Counties. Each County shall appoint two (2) members to represent their county, one (1) shall be a County Board Supervisor, who shall be a member of Planning, Zoning, and Farmland Preservation Committee, and the other shall be the designee of the Director of Planning, Zoning and Land Information. The County Board Chair shall appoint members to the Council for a two (2) year term, subject to confirmation of the County Board.

2. Duties and Responsibilities.
 - a. This Council is an advisory Council and not a policy making Council.
 - b. The purpose of the Council is to promote and seek grants for Economic and Tourism activity in the Region.

C. LAND INFORMATION COUNCIL

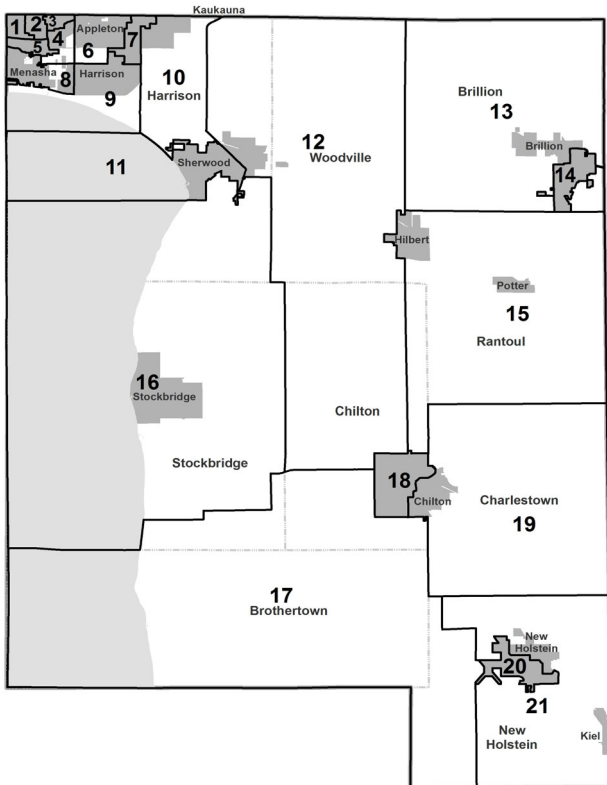
1. Membership. The Land Information Council shall be comprised of not less than 8 members. The council shall consist of the Register of Deeds, the Treasurer, and if one has been appointed, the Real Property Lister or their designees and the following members: one (1) County Board Supervisor, a representative of the Land Information office; a Realtor[®], or a member of the Realtors Association employed within the county; a public safety or emergency communications representative employed within the county; the County Surveyor or a registered professional land surveyor employed within the county; and any other members of the board or public the board designates. The County Administrator shall appoint members to the Council for a two (2) year term, subject to confirmation of the County Board.
2. Duties and Responsibilities.
 - a. At the organizational meeting, the members shall elect a Chair and a Vice Chair from members of the Council. The Recording Secretary shall be the County Clerk or designee of the County Clerk.
 - b. The Land Information Council shall review the priorities, needs, policies, and expenditures of a land information office established by the board and advise the county on matters affecting the land information office.

Adopted April 17, 2018

CALUMET COUNTY SUPERVISOR DIRSTRICTS

County Seat Chilton, Wisconsin

Land Area in Square Miles324 (207,360 acres)



CALUMET COUNTY HISTORICAL DATA

Calumet County was organized in 1836 under the laws of Wisconsin Territory. In 1840, Calumet County's territory was declared to be non-existent and it reverted back to Brown County. It was re-established on February 18, 1842 when the Act declaring Calumet County non-existent was rescinded. The boundaries of Calumet County were first set in the Revised Statutes of 1849, Chapter 20.

Originally spelled "Chalumet", Calumet County derived its name from a Menominee Indian Village lying on the east shore of Lake Winnebago. The name means 'peace' and signifies the Indian Pipe of Peace. "We Extend the Calumet to All Mankind" was first adopted as the County's official slogan by a county newspaper editor nearly a century ago. The Indians believed that the smoke from the Peace Pipes of the resident Menominees ascended to the Great Spirit from within the peaceful border of the County. Traces of prehistoric mound builders can be found today as evidence of their earlier occupation.

Calumet County is located between Lake Winnebago and Lake Michigan and boasts several parks on the shores of Lake Winnebago. It covers an area of 324 square miles or 207,360 acres. There are eight townships, five incorporated villages and seven cities.

The County Seat, originally located in Stockbridge, was moved to Chilton in 1856. The County's population at the time of incorporation was 275. By 1850, it had risen to 1,753. By 1860 census, it had grown to 7,895. Notwithstanding the Civil War, the population continued to grow. In 1870, it had risen to 12,335. Despite poor wheat yields due to disease and drought, the population increased to 16,631 in 1880 where it remained until the early 1960's. Explanations for this lack of growth include the outward migration of the wheat farmers, and the lack of urban centers. The County maintained a farming and manufacturing economy that was heavily reliant upon agriculture. After World War II, people began to migrate from the major city centers and the rural atmosphere became more appealing once more. This trend was a major reason why the population increased to 46,292 residents in 2008.

In 1839, Congress granted the Brothertown Indians rights of citizenship. In 1843, the Stockbridge Indians received similar recognition.

Earliest records available show that the first County Board meeting was held in 1851 in Stockbridge. The first courthouse and jail in the City of Chilton was a wooden structure built in about 1860 at the present site. It was destroyed by fire. The current front portion was rebuilt in 1912. During construction, the courts joined the other county officers located across the street. Once the Courthouse was completed in about January of 1914, the building across the street was used for the County Jail. The first County Board Session held in the new courthouse occurred on January 6, 1914. In 1976, a courthouse/jail addition was constructed to the east and north of the original structure. The second floor was added over the jail portion of the original structure in 1983 for Human Services. The most recent addition occurred in 1998.

The first newspaper was published in 1857, *The Chilton Times*, John P. Hume, Editor. Colonel Bean established the first bank in 1859 and named it the Shawano Bank of Chilton. The first steam boat to ply the waters of Lake Winnebago was built in Calumet County by the Brothertown Indians under the supervision of Peter Hoteling, a white man and later captain of the boat.

Calumet County...Did You Know?

Until the early 1800's, Lake Winnebago was marshy and filled with acres of wild rice. In 1850, the milling industry began constructing temporary dams on the Fox River and used water power to turn saw mills and flour mills. These dams raised the water level in Lake Winnebago by two feet, flooding 50,000 acres of marshy land and rice beds on the south and southwest sides of the lake.

Pleasure boating on Lake Winnebago began in the early 1900's. For 10 cents a ticket, water enthusiasts could go on 'excursions' on large passenger boats. The boats picked up passengers in Pipe, Brothertown, and Stockbridge and took them to Appleton and Oshkosh for shopping and dining trips. Orchestras and bands serenaded passengers as they sipped soda or beer and enjoyed the ride. The last excursion left Stockbridge in August of 1917.

The state's 16th largest tree is located in Calumet County—a cottonwood in Stockbridge. Calumet County has ten trees on the DNR's Wisconsin Champion Tree list.

Wisconsin's first public school teacher, Electa Quinney, is buried in Stockbridge.

Harry Steenbock, a Calumet County native and bio-chemistry professor at UW-Madison, discovered the effects that Vitamin D has on humans. His science determined that lack of Vitamin D is what caused rickets.

The Niagara Escarpment runs through the county. This great feature spans the middle of the North American continent connecting countries, as it stretches from Wisconsin, through Canada, and to Niagara Falls in the State of New York.

Lake Winnebago has the largest lake sturgeon population in North America. Lake sturgeon, a prehistoric fish, can grow up to 6 feet in length and 200 pounds. Female lake sturgeon can grow to be 150 years old!

In 2012, the largest sturgeon ever harvested on Lake Winnebago (a female) was 125 years old, weighed 240 lbs. and measured 87.5 inches.

Lake Winnebago is the largest inland lake in Wisconsin; however it is very shallow. It covers 215 square miles and 137,000 acres, but with a maximum depth of 21 feet.

Bald eagles can be found nesting in the trees along the shores of the Manitowoc River; osprey in the Brillion Marsh.

Deer hunting in the county's state wildlife areas brings in almost \$4 million annually in revenue. Hunting is the oldest human sport; nationally more Americans hunt and shoot than play golf.

Tourism contributes \$24 million to the local economy, but agriculture contributes \$253 million.

What has more economic impact to this region than the Packers/Lambeau Field (\$144 million/year) and EAA (\$80 million/year) combined? Fishing on the Lake Winnebago System, which generates \$234 million and supports 4,300 jobs every year.

POPULATION OF CALUMET COUNTY

	2010 Census	2018 Final Estimate
TOWN OF:		
Brillion	1,486	1,533
Brothertown	1,329	1,331
Charlestown	775	778
Chilton	1,143	1,158
Harrison	10,839	0
New Holstein	1,508	1,514
Rantoul	798	817
Stockbridge.....	1,456	1,508
Woodville	980	987
VILLAGE OF:		
Harrison	0	12,786
Hilbert	1,132	1,171
Potter	253	250
Sherwood	2,713	3,114
Stockbridge.....	636	651
CITY OF:		
Appleton.....	11,088	11,680
Brillion	3,148	3,246
Chilton	3,933	3,894
Kaukauna.....	0	0
Kiel.....	309	317
Menasha.....	2,209	2,771
New Holstein	3,236	3,152
COUNTY TOTAL.....	48,971	52,658

FAX DIRECTORY

CALUMET COUNTY GOVERNMENT:

Aging & Disability Resource Center	849-1635
Child Support.....	849-1484
Clerk of Courts.....	849-1483
Corporation Counsel.....	849-1617
County Administrator	849-1475
County Clerk (*used for County Departments, if not listed)	849-1469
District Attorney	849-1464
Emergency Management.....	849-1472
Economic Development.....	849-1475
Finance Department.....	849-1475
Health Division	849-1476
Highway Department	849-1405
Human Resources.....	849-1475
Human Services Division.....	849-1468
Ledge View Nature Center.....	849-2185
Land and Water Conservation	849-1481
Medical Examiner	849-1609
Parks Department.....	439-0970
Planning, Zoning and Land Information	849-1481
Register of Deeds.....	849-1616
Information Technology	849-1481
Sheriff's Department, Office	849-1431
Sheriff's Department, Jail.....	849-1489
Sheriff's Department, Dispatch.....	849-1613
Treasurer/Real Property Lister	849-1636
UW-Extension.....	849-1614
Veterans Service Office.....	849-1635

MUNICIPALITIES:

City of Appleton.....	832-5823
City of Brillion	756-2351
City of Chilton.....	849-2025
City of Kiel.....	894-2585
City of Menasha.....	967-5273
City of New Holstein	898-5879
Town of Chilton	849-7475
Town of Rantoul	756-2570
Village of Harrison.....	989-1077
Village of Hilbert.....	853-3515
Village of Sherwood.....	989-4084

OTHER:

Farm Service Agency (FSA)	855-758-0832
Probation and Parole.....	849-9641

TELEPHONE DIRECTORY

CALUMET COUNTY GOVERNMENT OFFICES

206 Court St., Chilton

Area Code 920

Aging & Disability Resource Center	849-1451
Transportation	849-1440
Child Support	849-1454
Support Payments	1-800-991-5530
Circuit Judge.....	849-1465
Clerk of Courts	849-1414
Small Claims and Civil	849-1415
Traffic	849-1417
Corporation Counsel	849-1443
County Administrator	849-1448
County Clerk	849-1458
District Attorney.....	849-1438
Economic Development	849-1680
Family Court Commissioner	725-5305
Finance Department	849-1446
Health Division	849-1432
Highway Department, 241 E. Chestnut St., Chilton	849-1434
Highway Shop.....	849-1602
Home Health Care/Hospice.....	849-1424
Human Resources	849-1611
Human Services Division	849-1400
After Hours Crisis Line	849-9317
Information Technology	849-1456
Land and Water Conservation.....	849-1442
Medical Examiner	849-2335
Parks Department, County Park, N6150 Cty. EE, Hilbert	439-1008
Ledge View Nature Study Area, W2348 Short Rd., Chilton	849-7094
Stockbridge Harbor	439-1807
Planning, Zoning and Land Information	849-1442
Publishing and Records Management.....	849-1445
Register of Deeds	849-1441
Register in Probate	849-1455
Sheriff - EMERGENCY	911
Kaukauna Area Emergency.....	1-800-442-9878
Sheriff.....	849-2335
Captain	849-1437
Jail	849-1447
Records/Reports	849-1436
Treasurer	849-1457
University of Wisconsin - Extension	
Agriculture/Agribusiness.....	849-1450
4-H/Youth Development	849-1450
Veterans Service Office	849-1452

COURTHOUSE - GENERAL INFORMATION

Local 849-2361
Toll Free..... 833-620-2730

OTHER OFFICES

Farm Service Agency (FSA) 849-3570
Natural Resources Conservation Service (NRCS) 849-3570

ZIP CODES

Appleton..... 54911, 54912, 54913, 54914, 54915
Brillion 54110
Chilton 53014
Forest Junction 54123
Hilbert 54129
Kaukauna..... 54130
Kiel 53042
Menasha..... 54952
New Holstein 53061
Potter 54160
Sherwood 54169
Stockbridge..... 53088

