

# Kenosha County



Legislation Committee

Agenda

Kenosha County Administration Building  
2nd Floor Committee Room

Tuesday, October 18, 2022 at 6:30 PM

NOTE: UNDER THE KENOSHA COUNTY BOARD RULES OF PROCEDURE ANY REPORT, RESOLUTION, ORDINANCE OR MOTION APPEARING ON THIS AGENDA MAY BE AMENDED, WITHDRAWN, REMOVED FROM THE TABLE, RECONSIDERED OR RESCINDED IN WHOLE OR IN PART AT THIS OR AT FUTURE MEETINGS. NOTICE OF SUCH MOTIONS TO RECONSIDER OR RESCIND AT FUTURE MEETINGS SHALL BE GIVEN IN ACCORDANCE WITH SECTION 2 C OF THE COUNTY BOARD RULES. FURTHERMORE, ANY MATTER DEEMED BY A MAJORITY OF THE BOARD TO BE GERMANE TO AN AGENDA ITEM MAY BE DISCUSSED AND ACTED UPON DURING THE COURSE OF THIS MEETING AND ANY NEW MATTER NOT GERMANE TO AN AGENDA ITEM MAY BE REFERRED TO THE PROPER COMMITTEE. ANY PERSON WHO DESIRES THE PRIVILEGE OF THE FLOOR PRIOR TO AN AGENDA ITEM BEING DISCUSSED SHOULD REQUEST A COUNTY BOARD SUPERVISOR TO CALL SUCH REQUEST TO THE ATTENTION OF THE BOARD CHAIRMAN

1. Call To Order
2. Citizen Comments
3. Reports From Chairperson
4. Reports From Committee Members
5. Communications
6. Approval Of Minutes
7. Review Of Corporation Counsel 2023 Budget

Documents:

[2023 BUDGET - CORPORATION COUNSEL.PDF](#)

8. Ordinance Amending The Process For Filling A Vacancy On The County Board

Documents:

[ORDINANCE AMENDING CHAPTER 3.01 FILLING VACANCIES.PDF](#)

9. Other Matters As May Be Appropriately Brought Before The Committee
10. Adjourn

There may be a quorum of other Committees of the County Board.

## **OFFICE OF CORPORATION COUNSEL**

### **ACTIVITIES**

This office provides legal advice and support to elected officials, appointed officers, department heads, division heads and employees of Kenosha County and serves as the general counsel for all items and activities requiring legal services and support. It provides legal representation in liability claims made against the county and prosecutes claims and ordinance violations brought on behalf of Kenosha County. It provides counsel in labor relations activities while assisting in the development of constructive labor/management relationships. The office handles all Chapter 51 commitments and all Chapter 55 guardianships for long-term protective placements.

### **GOALS AND OBJECTIVES**

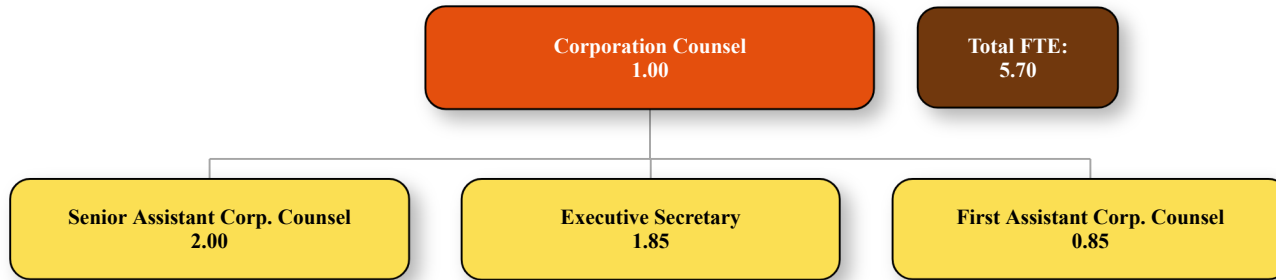
- To guide Kenosha County's executive and legislative branches of government toward lawful enactments; to defend the public treasury and public offices when threatened with litigation.
- Research and draft county ordinances and resolutions.
- Issue formal and informal legal opinions.
- Update and maintain the Municipal Code of Kenosha County and the Kenosha County Policy and Rules Manual.
- Participate in the training of newly elected members of the Board of Supervisors.
- Continue training of attorney staff, with each attending a minimum of two professional seminars during the year.
- Handle major contract and real estate transactions.
- Continue representation in all mental health/protective placement cases, assisting the Department of Human Services in finding ways to deliver the best services most efficiently.
- Work with the IT Department to modernize and streamline the office's mental commitment and protective placement cases, focusing both on storage of files and preparation of documents.
- Assist in labor contract proposals, negotiations, arbitrations, mediations and grievances.

# CORPORATION COUNSEL

DIVISION	POSITION TITLE	CLASS TYPE	2019	2020	2021	2022	2023
	CORPORATION COUNSEL	E15	1.00	1.00	1.00	1.00	1.00
	FIRST ASSISTANT CORP. COUNSEL	E13	0.85	0.85	0.85	0.85	0.85
	SENIOR ASSISTANT CORP. COUNSEL	E12	2.00	2.00	2.00	2.00	2.00
	EXECUTIVE SECRETARY	NE6	1.85	1.85	1.85	1.85	1.85
<b>DIVISION TOTAL</b>			<b>5.70</b>	<b>5.70</b>	<b>5.70</b>	<b>5.70</b>	<b>5.70</b>



## County of Kenosha Corporation Counsel



**DEPT/DIV: EXECUTIVE - OFFICE OF THE CORPORATION COUNSEL**

	(1)	(2)	(3)	(4)	(5)	(6)
	2021	2022	2022 Budget	2022	2022	2023 Proposed
	Actual	Adopted	Adopted &	Actual	Projected	Operating and
		Budget	Modified 6/30	as of 6/30	at 12/31	Capital Budget
Personnel	700,159	714,263	714,263	337,264	714,263	753,282
Contractual	155,856	42,648	42,648	19,995	42,648	82,648
Supplies	40,384	41,450	41,450	14,844	41,450	44,450
Fixed Charges	3,704	4,776	4,776	4,776	4,776	5,374
<b>Total Expenses for Reporting Unit</b>	900,103	803,137	803,137	376,879	803,137	885,754
<b>Total Revenue for Reporting Unit</b>	0	(700)	(700)	0	0	(40,000)
<b>Total Levy for Reporting Unit</b>	900,103	802,437			803,137	845,754

**DEPT/DIV: EXECUTIVE - OFFICE OF THE CORPORATION COUNSEL**

**REPORTING UNIT: OFFICE OF THE CORPORATION COUNSEL**

**FUND: 100 DIVISION - SUBDIVISION #: 020-0200**

Account Description:	Account	(1)	(2)	(3)	(4)	(5)	(6)
		2021 Actual	2022 Adopted Budget	2022 Budget Adopted & Modified 6/30	2022 Actual as of 6/30	2022 Projected at 12/31	2023 Proposed Operating and Capital Budget
SALARIES	511100	493,318	521,867	521,867	239,936	521,867	540,223
SALARIES-OVERTIME	511200	522	1,250	1,250	772	1,250	1,250
SALARIES-TEMPORARY	511500	16,638	0	0	0	0	0
FICA	515100	36,883	39,923	39,923	17,881	39,923	41,424
RETIREMENT	515200	33,296	33,921	33,921	15,489	33,921	36,820
MEDICAL INSURANCE	515400	117,383	115,328	115,328	61,623	115,328	131,454
LIFE INSURANCE	515500	1,073	985	985	575	985	1,135
WORKERS COMPENSATION	515600	1,046	989	989	989	989	976
<b>Appropriations Unit: Personnel</b>		<b>700,159</b>	<b>714,263</b>	<b>714,263</b>	<b>337,264</b>	<b>714,263</b>	<b>753,282</b>
LEGAL FEES	521200	153,960	40,000	40,000	19,342	40,000	80,000
TRIAL COSTS	521230	1,896	2,500	2,500	653	2,500	2,500
OFFICE MACHINES	524200	0	148	148	0	148	148
<b>Appropriations Unit: Contractual</b>		<b>155,856</b>	<b>42,648</b>	<b>42,648</b>	<b>19,995</b>	<b>42,648</b>	<b>82,648</b>
POSTAGE	531100	43	0	0	0	0	0
OFFICE SUPPLIES	531200	1,419	2,500	2,500	774	2,500	2,500
PRINTING/DUPLICATION	531300	0	200	200	0	200	200
SUBSCRIPTIONS	532200	7,422	7,000	7,000	2,673	7,000	9,000
BOOKS & MANUALS	532300	21,873	21,000	21,000	8,672	21,000	22,000
MILEAGE & TRAVEL	533900	0	750	750	0	750	750
STAFF DEVELOPMENT	543340	9,627	10,000	10,000	2,725	10,000	10,000
<b>Appropriations Unit: Supplies</b>		<b>40,384</b>	<b>41,450</b>	<b>41,450</b>	<b>14,844</b>	<b>41,450</b>	<b>44,450</b>
PUBLIC LIABILITY INSURANCE	551300	3,704	4,776	4,776	4,776	4,776	5,374
<b>Appropriations Unit: Fixed Charges</b>		<b>3,704</b>	<b>4,776</b>	<b>4,776</b>	<b>4,776</b>	<b>4,776</b>	<b>5,374</b>
<b>Total Expense for Reporting Unit</b>		<b>900,103</b>	<b>803,137</b>	<b>803,137</b>	<b>376,879</b>	<b>803,137</b>	<b>885,754</b>

<b>REPORTING UNIT:</b>	<b>REVENUE: OFFICE OF THE CORPORATION COUNSEL</b>
<b>FUND: 100</b>	<b>DIVISION - SUBDIVISION #: 020-0200</b>

Account Description:	Account	(1)	(2)	(3)	(4)	(5)	(6)
		2021 Actual	2022 Adopted Budget	2022 Budget Adopted & Modified 6/30	2022 Actual as of 6/30	2022 Projected at 12/31	2023 Proposed Operating and Capital Budget
ARPA FEDERAL GRANT	443293	0	0	0	0	0	40,000
REVENUE JOINT SERVICES	445780	0	700	700	0	0	0
<b>Appropriations Unit: Revenue</b>		<b>0</b>	<b>700</b>	<b>700</b>	<b>0</b>	<b>0</b>	<b>40,000</b>
<b>Total Funding for Reporting Unit</b>		<b>0</b>	<b>700</b>	<b>700</b>	<b>0</b>	<b>0</b>	<b>40,000</b>

<b>Total Expenses for Reporting Unit</b>	900,103	803,137	803,137	376,879	803,137	885,754
<b>Total Revenue for Reporting Unit</b>	0	(700)	(700)	0	0	(40,000)
<b>Total Levy for Reporting Unit</b>	900,103	802,437			803,137	845,754

# KENOSHA COUNTY

## BOARD OF SUPERVISORS

### ORDINANCE NO.

Subject: Amendment of MCKC Chapter 3.01 (1) (g) – Filling of Vacancies Occurring Within a Term	
Original <input type="checkbox"/> Corrected <input type="checkbox"/> 2nd Correction <input type="checkbox"/> Resubmitted <input type="checkbox"/>	
Date Submitted:	Date Resubmitted:
Submitted By: Supervisor Zach Rodriguez	
Fiscal Note Attached <input type="checkbox"/>	Legal Note Attached <input type="checkbox"/>
Prepared By: Supervisor Zach Rodriguez	Signature:

THE KENOSHA COUNTY BOARD OF SUPERVISORS DOES HEREBY ORDAIN that the Municipal Code of Kenosha County Chapter 3.01 (1)(g), the County Board Rules of Procedure, is hereby amended as follows:

(g) Filling of Vacancies Occurring Within A Term. Vacancies in the office of County Supervisor shall be filled in the following manner: (6/7/16)

1. If the vacancy occurs after the Spring non-partisan election but prior to December 1 of an even numbered year the vacancy shall be filled by an election in the Spring non-partisan election of the odd-numbered year, such election being for the unexpired portion of the term; prior to such an election the County Board Chair shall appoint a successor, in accordance with the provision set forth in section ~~iv~~ 4, who shall be confirmed by the County Board and shall serve until his or her successor is elected at such non-partisan election in the odd numbered year;
2. Except as hereinafter provided, if the vacancy occurs after December 1 of an even numbered year, including at any time during an odd numbered year, the vacancy shall be filled by an election in the Spring non-partisan election of the next even-numbered year; prior to such an election the County Board Chair shall appoint a successor, in accordance with the provision set forth in section ~~iv~~ 4, who shall be confirmed by the County Board and shall serve until his or her successor is elected at such non-partisan election in the next even-numbered year;
3. If the vacancy occurs after the deadline for filing nomination papers for the Spring election in an even numbered year, the County Board Chair may, at his or her discretion, appoint a successor in accordance with the provision set forth in section ~~iv~~ 4 or leave the office vacant;
4. Prior to making an appointment pursuant to the provision set forth herein, the County Board Chair shall advertise for the position in the County's official publication for legal notices for not less than five business days; he or she



shall interview all interested candidates and report the qualifications of all such interested persons to the County Board, along with the qualifications of his or her appointee, no later than the first County Board meeting occurring at least twenty days after the final day the advertisement is published. Following this presentation, the vote on confirmation shall take place at the next County Board meeting. Persons appointed shall be qualified electors and residents of the supervisory district in which the vacancy occurred. All reasonable efforts shall be made to publish the advertisement for the vacant position within ten business days of the effective date of the vacancy.

5. Pursuant to Sec. 19.285, Wis. Stats., if the vacancy is caused by the expiration of the term of an incumbent and a successor has not been determined due to the pendency of a recount or an appeal from a recount determination, the County Board Chair may fill such a vacancy on a temporary basis or leave it vacant. The procedure outlined in section ~~iv~~ 4 for advertising the vacancy and interviewing all applicants need not be followed in such a case; the County Board Chair may simply appoint an individual, who shall be confirmed by the County Board, to serve until such time as a successor is qualified.

Respectfully Submitted,

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Zach Rodriguez

Approved by:

Legislative Committee:

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Excused</u>
_____ Brian Thomas, Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ John Poole, Vice-Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Amanda Nedweski	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Zach Stock	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Andy Berg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Daniel Gaschke	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Monica Yuhas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>