

SHEBOYGAN COUNTY ORDINANCE NO. 03 (2010/11)

Re: **Consolidating the Planning and Land and Water Conservation Departments**

WHEREAS, in recent years, the Wisconsin legislature has broadened the duties and responsibilities that counties are required to perform in the area of land and water conservation and planning with the enactment of such legislation as erosion control and stormwater management initiatives, animal waste storage, and non-metallic mining, to name a few, and

WHEREAS, as a consequence of the additional responsibilities that have been assigned to the Land and Water Conservation Department and the Planning and Resources Department, the missions of the two Departments are becoming closer to each other, and

WHEREAS, in an effort to provide greater efficiencies and better service to Sheboygan County, the County Board has moved the offices of the Land and Water Conservation Department into space adjacent to the Planning and Resources Department, and

WHEREAS, the County Board has recognized the similarity of the missions of the Land and Water Conservation Department and the Planning Department when it established the Planning, Resources, Agriculture, and Extension Committee as a united oversight Committee for the two Departments, and

WHEREAS, given the increasingly similar missions of the two Departments, the physical proximity of the two Departments, and the united County Board oversight of the two Departments, it would be appropriate to combine the two Departments into a single agency headed by a single Department Head to be known as the Planning and Conservation Department; and

WHEREAS, certain changes to the Table of Organization for the combined Department changing the total authorized staff for the combined departments from 18 to 15, as specified below, are appropriate at the present time, and additional changes may be considered at a later time, when the benefit of substantial experience in operating the combined Department is available;

NOW, THEREFORE, the County Board of Supervisors of the County of Sheboygan does ordain as follows:

Section 1. **Creating Chapter 74**. There is hereby created a new Chapter 74, Planning and Conservation Department, which shall read as follows:

CHAPTER 74
PLANNING AND CONSERVATION DEPARTMENT

74.01 CREATION OF PLANNING AND CONSERVATION DEPARTMENT. Pursuant to Wis. Stat. §§ 59.03 and 59.51, there is hereby established and created a Sheboygan County Planning and Conservation Department to be administered by a Director of Planning and Conservation appointed by the County Administrator and such other necessary personnel authorized by the County's Table of Organization (Chapter 40 of this County Code of Ordinances).

74.02 DUTIES AND RESPONSIBILITIES. The Sheboygan County Planning and Conservation Department shall be assigned the duties of and act as the agency responsible for:

- (1) developing and administering the County soil and water conservation program pursuant to Wis. Stat. § 59.70(20) and Wis. Stat. ch. 92 including but not limited to administering farmland preservation, resource management and planning, and soil erosion control;
- (2) the erosion control and stormwater management provisions of Chapter 75 of the County Code;
- (3) the animal waste storage provisions of Chapter 76 of the County Code;
- (4) the non-metallic mining provisions of Chapter 78 of the County Code;
- (5) the planning and zoning agency pursuant to Wis. Stat. §§ 59.69(2) and 59.692;
- (6) the County sanitary regulation provisions of Chapter 70 of the County Code;
- (7) the subdivision regulations provision of Chapter 71 of the County Code;
- (8) the shoreland zoning requirements of Chapter 72 of the County Code;
- (9) the floodplain zoning requirements of Wis. Stat. § 87.30 and Chapter 73 of the County Code;
- (10) technical and staff assistance as may be required for the Board of Adjustments under Chapter 76 of the County Code;
- (11) the stewardship fund established under 71.13(5) of the County Code;
- (12) the County parks and recreational facilities pursuant to Chapter 24 of the County Code;
- (13) the non-motorized transportation pilot program established in Sheboygan County pursuant to Sec. 1807 of P.L. 109-59 (Part B) of 2005, 109th Congress;
- (14) the uniform numbering system provisions of Chapter 36 of the County Code; and
- (15) other duties and assignments as the County Administrator and the County Board might assign.

74.03 TRANSITIONAL PROVISIONS. All references in the Code to Land and Water Conservation Department, Planning Department, County Conservationist, or Planning Director shall hereafter refer to the Planning and Conservation Department or the Planning and Conservation Director, respectively.

Section 2. **Repealing Section 40.02(15) and Amending Section 40.02(18).**
 Section 40.02(15) of the Sheboygan County Code is repealed and Section 40.02(18) is amended as follows:

	Present	Proposed
	<u>FTE</u>	
(15) LAND AND WATER CONSERVATION RESERVED		
County Conservationist	1	0
Engineering Supervisor	1	0
Conservation Specialist I, II	3	0
Secretary II, III	<u>1</u>	<u>0</u>
Total	6	0
 (18) PLANNING AND CONSERVATION		
Director	1	1
Assistant Director Land Use Regulation Manager	1	1
County Conservationist	0	1
Engineering Supervisor	0	1
Conservation Specialist I, II	0	2
Zoning Administrator/Deputy Zoning Administrator	2	2
Code Administrator	1	1
Non-motorized Transportation Pilot Program Manager	1	0*
<i>The above position will sunset and be removed from the T/O upon notification by the Planning and Conservation Department to the Human Resources Department that there is no longer 100% funding for all costs related to the position.</i>		
<i>*The NMTTP Manager and NMTTP Specialist positions will not both be filled at any given time.</i>		
Non-motorized Transportation Pilot Program Specialist	1	1*
<i>The above position will sunset and be removed from the T/O upon notification by the Planning and Conservation Department to the Human Resources Department that there is no longer 100% funding for all costs related to the position.</i>		
<i>*The NMTTP Manager and NMTTP Specialist positions will not both be filled at any given time.</i>		
GIS Specialist	1	1
Mapping Technician	1	1
Planning Technician I, II, III	2	2
Secretary I, II, III	<u>1</u>	<u>1</u>
Total	12	15
Combined totals	18	15

Section 3. **Amending Section 47.02.** The provisions of Section 47.02 are amended as follows (only those portions affected appear):

15	Child Support Enforcement Attorney	Corporation
Counsel	Director	Building Services
	Director	Planning/Conserv
	Inspector (Assistant Department Head)	Sheriff
	Manager	Airport
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13	County Conservationist	Land/Water Cons
	Deputy Director	Finance
	Director of Operations (Operational Commander)	Sheriff
	Director – Social Services	Rocky Knoll
	Purchasing Agent ¹	Finance
	Supervisor – Program	Health/Human Svcs
	Supervisor – Social Work	Health/Human Svcs
	Supervisor – TASC and Contract Services for Mental Health/AODA	Health/Human Svcs
	Surveyor/Engineer	Highway
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12	Area Nurse Manager	Rocky Knoll
	Land Use Regulation Manager	Planning/Conserv
	Captain – Criminal Investigations/Operations Commander	Sheriff
	Correctional Administrator	Sheriff
	County Conservationist	Planning/Conserv
	Captain – Patrol Operations Commander	Sheriff
	Captain – Support Services	Sheriff
	Director	Child Support
	Environmental Health Officer	Health/Human Svcs
	Manager – Accounting (Highway)	Finance
	Manager – Economic Support	Health/Human Svcs
	Manager – Special Projects	Finance
	Network/System Administrator	Information
Systems	Supervisor – ADRC	Health/Human Svcs
	Supervisor – Long-term Support/Developmental Disability	Health/Human Svcs
	Supervisor – Nurse (Night Shift)	Rocky Knoll
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11	Assistant Director	Planning
	Assistant Director – Nursing	Rocky Knoll
	Clinical Admissions/Case Manager	Rocky Knoll
	Dietician - Registered	Rocky Knoll
	Law Clerk	Family Court Comm
	Resident Assessment Coordinator	Rocky Knoll
	Superintendent – Patrol	Highway
	Supervisor – Engineering	Land/Water Cons

¹ If this position no longer performs services to the City of Sheboygan pursuant to the Agreement with the City of Sheboygan authorized by Resolution No. 12 (2008/09), this position will return to Grade 12.

Systems	Supervisor – Building Services Supervisor – Payroll Analyst	Building Services Information
10	Analyst Assistant Correctional Administrator Director – Activities Director – Building Services Director – Food Services Manager – Non-Motorized Transport Pilot Program Senior Accountant Senior Accountant Superintendent – Shop Supervisor – Economic Support Supervisor – Food Services Supervisor – Victim/Witness Assistance Program	Human Resources Sheriff Rocky Knoll Rocky Knoll Rocky Knoll Planning/Conserv. Finance Health/Human Svcs Highway Health/Human Svcs Rocky Knoll District Attorney

Section 3. **Amending Section 90.06.** The provisions of Section 90.06 of the County Code are hereby amended as follows:

90.06 ISSUANCE OF CITATIONS. As authorized by Wis. Stat. § 66.119(2) any County law enforcement officer may issue the citations authorized by this Chapter. In addition, those persons who are correctional supervisors of the jail or who hold the position of Planning and Conservation Director or the Director's designee, ~~Code Administrator, Zoning Administrator, Land Conservation Department,~~ or Check Fraud Investigator may issue citations with respect to Ordinances which are directly related to their official responsibilities.

Section 4. **Effective Date.** The herein Ordinance shall take effect upon enactment and publication.

Respectfully submitted this 17th day of August, 2010

PLANNING, RESOURCES, AGRICULTURE, AND EXTENSION COMMITTEE*

Jacob Van Dixhorn
Jacob Van Dixhorn, Chairperson

Michael S. Ogea, Vice-Chairperson

Al Bosman
Al Bosman, Secretary

James Baumgart
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Adrian Van Dixhorn
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ENACTED 09/21/2010

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