GRANT COUNTY

COUNTY BOARD AGENDA

The Grant County Board of Supervisors will meet at 10:00 a.m., Tuesday, July 21, 2026 in the County Board Meeting Room 264 in the Administration Building, 111 S. Jefferson Street, Lancaster, WI 53813 pursuant to the adjournment of the June 15, 2026 County Board Meeting.

Join Zoom Meeting
https://co-grant-wi-gov.zoom.us/j/86527627451?pwd=j9aWMeO3JNvNLSSDGYEQEbjzbADNBm.1
Dial by your location: (312) 626 6799
Meeting ID: 865 2762 7451
Passcode: 580974

Consideration will be given and/or action taken on any or all of the following items:

1. Call to Order
2. Pledge of Allegiance to the Flag
3. Open Meeting Law Certification
4. Roll Call
5. Approval of Agenda
6. Approval of Minutes
7. Administrator Report
8. Communications
9. Appointments
10. Grants
11. 625th Zoning Amendments
    - RZ26-09 George Lazarus, Town of Platteville
    - RZ26-10 Keith and Ruth Nolt, Town of Hickory Grove
12. Discussion and Possible Action on Town of Wingville Adoption of Data Center Interim Zoning
13. Discussion and Possible Action to authorize the County Board Chair and County Clerk to sign a deed transferring the following properties 246-00123-0000 and 246-00589-0000 to the City of Lancaster
14. Discussion and Possible Action on out of budget spending for Witness Mileage for the District Attorney
15. Discussion and Possible Action on out of budget spending for Transcripts for the District Attorney
16. Discussion and Possible Action on out of budget spending for Psychiatric Evaluation for Clerk of Court
17. Discussion and Possible Action on Resolution 2026-15 Creating an Ad Hoc Strategic Planning Committee
18. Policies
    - 2.7 Investments Policy
    - Overtime and Compensatory Time Policy
    - Mileage Reimbursement Policy
19. Dog Claims
20. Committee Reports
21. Future Agenda Items
22. Adjournment pursuant to the next County Board Meeting on August 18, 2026 at 10:00 a.m.

Grant County Board of Supervisors
June 16, 2026
Administration Building
111 S. Jefferson Street
Lancaster, WI 53813

The Grant County Board of Supervisors meeting was called to order at 10:00 a.m. by County Board Chairman Robert Keeney. The Pledge of Allegiance was recited. Chairman Keeney asked the Deputy County Clerk, Tammy Hampton, to verify that the meeting was held in compliance with the open meeting law. Hampton verified the meeting was posted in the Administration Building, Courthouse, on the county website, and the Herald Independent.

Roll Call was taken with sixteen (16) members present in the room: Gary Ranum, Robert Keeney, Brian Johnsrud, Gary Kjos, Lynn Kirschbaum, Joseph Mumm, JoAnn Wiederholt, James McCartney, Carol Beals, Diane Nelson, Kathy Kopp, Roger Lange, Dan Durley, John Beinborn, Michael Timmerman and Brian Lucey. Patrick Schroeder asked to be excused.

Approval of Agenda: John Beinborn, second by Diane Nelson made a motion to approve the agenda. Motion carried by voice vote.

Approval of Minutes: Kathy Kopp, second by Dan Durley made a motion to approve the minutes from the May 19, 2026 meeting. Motion carried by voice vote.

Administrator Report: Nate Dreckman, Administrator, reported on three (3) items: A questionnaire on the budget was emailed to Grant County Supervisors to complete; Cottingham & Butler to present in July regarding wage analysis; and a new Tourism & Marketing Coordinator will be starting June 30.

Communications: Amy Olson, Fairgrounds & Operations Director, presented on promotional material for the Grant County Fair. Anyone looking to volunteer should reach out to Amy at the Fair Office. New this year, a foam party for the kids. Fire at night, foam during the day. Also new this year, the monster trucks will be back. Amy also presented on the impact study on fairs across the US for 2024; as well as our own impact study for the Grant County Fair. Amy started digital marketing two (2) years ago in promoting the fair; and she is utilizing multiple platforms to promote and market Grant County Fair.

Keeney, County Board Chairman, presented that June is Alzheimer's & Brain Health Awareness and World Elder Abuse Month so the Dome will be lit purple this week in recognition of those. The WCA Conference will be Sept 22-24 at the Kalahari. County Board Supervisors interested in attending should contact Tonya White.

Appointments: Kathy Kopp, second by Gary Ranum made a motion to appoint Michael Ruga as the Veteran's Service Officer. Motion carried by voice vote.

Joseph Mumm, second by James McCartney made a motion to appoint Jeni Oyen-Reed as the realtor on the Land Information Council. Motion carried by voice vote.

Grants: Rosie Watson, Unified Community Services Case Manager, presented the Walmart Spark Good Grant. One (1) grant each to support individual skilled development and community closet; through Platteville for Grant County residents and Dodgeville for Iowa County residents. John Beinborn, second by Roger Lange made a motion to authorize Unified Community Services to apply for up to four (4) grants for up to $5,000 with no match. Motion carried by voice vote.

Rosie Watson, Unified Community Services Case Manager, presented the Cabela's Outdoor Fund. A $5,000 grant with no match to support outdoor recreation and skill building activities. The grant must be used within one (1) year of award. Dan Durley, second by Diane Nelson made a motion to approve the request for a Cabela's grant for outdoor recreation in the amount of $5,000. Motion carried by voice vote.

624th Zoning Amendment: Joseph Mumm, second by Roger Lange made a motion to approve the 624th Zoning Amendment for Dutch Springs LLC in the Town of Potosi. Motion carried by voice vote.

Discussion/possible action on Resolution 2026-13 regarding the Designation of a Depository: Carrie Eastlick, Grant County Treasurer, presented on the designation of four (4) institutions – Clare Bank NA, Community First Bank, Mound City Bank, and State of Wisconsin – Local Government Investment Pool – as depositories in which funds of Grant County may from time to time be deposited or transferred by the Treasurer of Grant County. Carol Beals, second by John Beinborn made a motion to approve Resolution 2026-13 regarding the designation of a depository. Motion carried by voice vote.

Discussion/possible action on Resolution 2026-14 regarding Data Center Development Moratorium: Robert Keeney, County Board Chairman, presented on the resolution of zoning ordinance drafted by Conservation, Sanitation & Zoning Department at their earlier meeting. The resolution having been reviewed by both Corporation Counsel and WCA Counsel. John Beinborn, second by James McCartney made a motion to adopt Resolution 2026-14 data center development moratorium. Motion carried by voice vote.

Discussion and possible action on changing Administration Building Operating Hours: Michael Ruga, Veteran's Service Officer, presented on proposed change to the Administration Building operating hours from the current schedule of 8:00 a.m. to 4:30 p.m., Monday through Friday, to 7:00 a.m. to 4:30 p.m., Monday through Thursday and 7:00 a.m. to 12:00 p.m. on Friday effective July 6, 2026. Carol Beals, second by Kathy Kopp made a motion to approve the change in Administration Building operating hours as presented. Motion carried by voice vote.

Policy Updates

Highway Department Hours of Work: Angela Gerndt, Human Resources Manager, presented the policy change. Carol Beals, second by Michael Timmerman made a motion to approve as presented, but striking the line Monday through Thursday – 6:00 a.m. through 4:00 p.m. and changing the word October to June. Motion carried by voice vote.

Dog Claims: John Beinborn, second by Joseph Mumm made a motion to approve $60 to Rivers and Bluffs Animal Shelter for 5 days the dog stayed in their care. Motion carried by voice vote.

Reports:

ADRC: Kathy Kopp presented.
Ag/Ext/Fair: Kathy Kopp presented.
CJCC: Gary Ranum presented.
CSZD: Joseph Mumm presented.
DMATS: Robert Keeney presented.
EXEC: Robert Keeney presented.
GCEDC: John Beinborn presented.
Health: JoAnn Wiederholt presented.
Highway: Michael Timmerman presented.
Orchard Manor: Carol Beals presented.
Public Safety: Gary Ranum presented.
Social Services: Diane Nelson presented.
SWCAP: Carol Beals presented.
UCS: Robert Keeney presented.
Veterans: Gary Ranum presented.
WRRT: Robert Keeney presented.

Future Agenda Items:

Wage Analysis
Strategic Plan – Facilitator and Ad Hoc Committee
Dairy Breakfast

Adjournment: Joseph Mumm, second by John Beinborn made a motion to adjourn to July 21, 2026 at 10:00 a.m. Motion carried by voice vote.

625th AMENDMENT TO THE
GRANT COUNTY ZONING ORDINANCE
July 21, 2026

WHEREAS, a petition for map amendment was filed and a public hearing was held by the Grant County Conservation, Sanitation and Zoning Committee, meeting the requirements of Chapter 59.69 (5) (e) 2.

WHEREAS, a proof of publication and giving notice to each affected township clerk of such hearing is attached to this document. Chapter 59.69 (5) (e) 4

WHEREAS, the Conservation, Sanitation and Zoning Committee now recommends to the Board of Supervisors of Grant County the adoption of the following map amendments.

NOW THEREFORE BE IT RESOLVED that the Grant County Board of Supervisors does ordain as follows. That the Zoning District Map for Grant County will be amended to reflect the following:

PETITION #RZ26-09: Rezone Request for George Lazarus, PIN:050-00901-0000 (pt) & PIN:050-00893-0000 (pt) to change the zoning classification from Farmland Preservation (FP) to Agricultural 2 (A2) for a proposed subdivision. This is for ± 14.06 ac located in the SW ¼ of the NE ¼ and the SE ¼ of the NW ¼ of Section 30, T3N, R1W in Platteville Township.

PETITION #RZ26-10: Rezone Request for Keith & Ruth Nolt, PIN:024-00203-0000 (pt) to change the zoning classification from Farmland Preservation (FP) to Agricultural 2 (A2) for the proposed conditional use of a school. This is for ± 6.5 ac located in the NE ¼ of the NW ¼ of Section 10, T7N, R2W in Hickory Grove Township.

Adopted by the Grant County Board of Supervisors this 21st day of July, 2026

___________________________________ ______________________________

Robert Keeney, County Board Chairman Attest: Tonya White, County Clerk

Parcel Reference Map

5/18/2026, 11:17:43 AM

Tax Parcels

PF Section Quarter Quarters

PF Sections

1:4,624

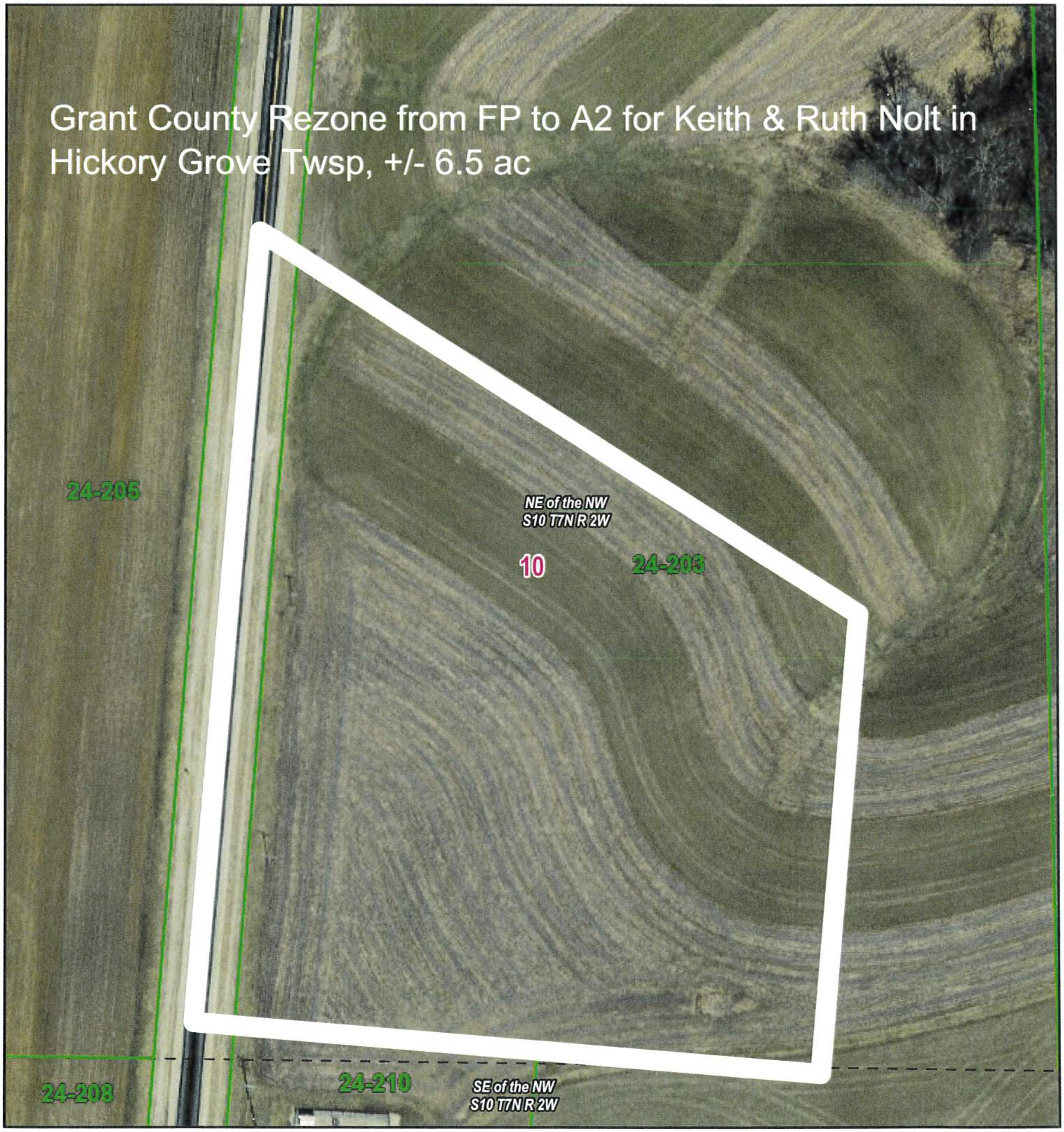
0 215 430 860 ft

0 65 130 260 m

Ayers Associates, City of Platteville

Grant County GIS

Parcel Reference Map



5/18/2026, 12:53:39 PM

1:1,431

Tax Parcels

PF Sections

PF Section Quarter Quarters

0 65 130 260 ft

0 20 40 80 m

Grant County GIS

This map is for advisory purposes only. This document is not a legal survey nor is it intended to be used as such.

ORDINANCE NO. 2026-03

AN ORDINANCE ESTABLISHING INTERIM ZONING IN THE TOWN OF WINGVILLE, GRANT COUNTY, WISCONSIN

WHEREAS, the Town electors authorized the Town Board to exercise village powers pursuant to Wis. Stat. § 60.10(2)(c) at a special town meeting on April 16, 2024; and

WHEREAS, the Town electors authorized the Town Board to exercise zoning authority pursuant to Wis. Stat. § 60.10(2)(h) at a special town meeting on June 22, 2026; and

WHEREAS, Grant County zoning is in force in the Town due to the Town Board approving the June 20, 2017 comprehensive revision to the Grant County Zoning Code on June 23, 2026, and

WHEREAS, the Town has not adopted its own zoning ordinance; and

WHEREAS, subject to approval by the Grant County Board, the Town Board may enact an interim zoning ordinance to preserve existing uses while a comprehensive zoning ordinance is being prepared pursuant to Wis. Stats. §§ 60.10(2)(c) and (h), 60.62, 61.35, and 62.23(7)(da); and

WHEREAS, the Town Board of the Town of Wingville intends to adopt a comprehensive zoning ordinance and believes that in the interim the status quo should be maintained:

NOW, THEREFORE, Pursuant to the powers granted to the Town Board pursuant to Wis. Stats. §§ 60.10(2)(c) and (h), 60.62, 61.35, and 62.23(7)(da), the Town Board of the Town of Wingville, Grant County, Wisconsin, do ordain as follows:

(1) The use of all real estate and appurtenant structures located thereon within the Town of Wingville shall not be changed from the use existing on the date of this ordinance, except as provided in Section (3) of this ordinance.

(2) No buildings shall be erected within the Town of Wingville which would alter or change any existing use, except as provided in Section (3) of this ordinance.

(3) Exceptions:

(a) Except as provided in Section (3)(c) of this ordinance, the use of real estate and appurtenant structures located thereon may be changed from the use existing on the date of this ordinance, if authorized by the Grant County Comprehensive Zoning Ordinance.

(b) Except as provided in Section (3)(c) of this ordinance, a building may be erected within the Town of Wingville which would alter or change any existing land use, if authorized by the Grant County Comprehensive Zoning Ordinance.

(c) No exception to Sections (1) or (2) of this ordinance shall be granted for a large-scale data center.

(4) Definitions:

(a) A "data center" is defined as one or more facilities or an array of connected facilities, whose principal use is for the storage, management, processing, and transmission of digital data, which houses computer or network equipment systems, servers, appliances and other associated components related to digital data operations. The facility may also include air handlers, power generators, water cooling and storage facilities, utility substations, and other associated utility infrastructure to support sustained operations at the data center. Data centers may also contain accessory office uses necessary to monitor and manage sustained operations at the data center.

(b) A "large-scale data center" is defined as the use of a data center as a principal and primary use, when it has a floor area greater than 10,000 square feet contained within a single building or collection of buildings or exceed 5 MW of electric power demand.

(5) This ordinance shall become null and void upon the adoption and publication of a comprehensive zoning ordinance or two (2) years from the effective date hereof, whichever occurs first.

(6) This ordinance shall be effective upon its passage, posting and approval by the Grant County Board. The Town Clerk shall send a copy of this Ordinance to the Grant County Clerk upon posting.

Adopted by the Town Board of the Town of Wingville approved this 23 day of June 2026.

Kevin Bickford, Town Chair

COUNTERSIGNED:

Tracy Fillback

Tracy Fillback, Town Clerk

Date adopted:	6.23.26
Date notice posted:	6.23.26
Effective date:	6.24.26

U.S. Department of Homeland Security
FEMA Region 5
536 S. Clark St. 6th Floor
Chicago, IL 60605

FEMA

May 4, 2026

Greg Engle, Administrator
Wisconsin Emergency Management
2400 Wright Street, P.O. 7865
Madison, Wisconsin 53707-7865

Dear Administrator Engle:

Thank you for your letter to the U.S. Department of Homeland Security's FEMA Region 5 office. FEMA has approved the transfer of two properties acquired with Hazard Mitigation Grant Program (HMGP) funds under FEMA-1768-DR-WI, project 1768.17 Grant County Acquisition. Grant County will transfer the title of the acquired properties listed below to the city of Lancaster:

Property Address	Parcel Number	Current Ownership	Ownership to be Transferred to
639 E. Maple Street Lancaster, Wisconsin 53813	246-00589-0000	Grant County	City of Lancaster
141 N. Jackson Street Lancaster, Wisconsin 53813	246-00123-0000	Grant County	City of Lancaster

The letter from Grant County submitted by the Wisconsin Emergency Management indicates the transfer will be bound by the terms of 44 C.F.R. Part 80 regarding deed restriction, floodplain management, monitoring and reporting of the properties. The letter specified that if the city of Lancaster loses eligibility status, the property interests will revert to Grant County. The property transfer requests are consistent with the requirements set forth in 44 C.F.R. § 80.19(b).

Once the transfer is complete, please provide FEMA a copy of the recorded deed.

If you have any questions, please contact Tselane Morgan-Hatter at (202) 615-6652 or send an email to tselane.morganhatter@fema.dhs.gov.

Sincerely,

JASON J BLUM Digitally signed by JASON J BLUM Date: 2026.05.04 17:04:27 -05'00'

for Julia McCarthy
Acting Mitigation Division Director

To: Public Safety Committee

From: Ryan Kieler, District Attorney

Request for additional Budget Funds

I am requesting additional funds above what is in the 2026 Budget in an amount of $2,000. This is for an additional $1,500 in witness mileage and $500 for transcripts.

My office currently has $1,000 budgeted for 2026 for witness mileage. To date we have spent $605.60 to reimburse witnesses for mileage to court when they have needed to testify in one of our cases. We also have a pending expense of approximately $450 which we have not yet paid due to the fact that it would put us over our budget allotment in this category for the year. It is hard to predict which cases will go to trial for the rest of the year, but there will certainly be additional hearings and trials that we need to bring witnesses to court to testify in. When witnesses are located out of state, it costs more to bring them here to testify. We try our best to work with them to find the most reasonable travel costs to cheap expenses down. I would anticipate that another $1,500 in witness mileage costs would cover our expenses in this category for the rest of the year.

We originally allocated $500 for the cost of transcripts that we request during the year. We have currently spent $306 and have another pending bill to send out for $112. This puts us nearly at our limit in this category for the year despite being only half way through the year. We request transcripts from hearings in other cases when we believe there will be testimony that assists our prosecution in related criminal cases. There is a cost to get a transcript prepared. This is another expense that is hard to predict, but I would anticipate at this point that and additional $500 would cover this category for the rest of the year.

I am requesting that this be placed on the Committee meeting in July. I will be there to address this request and any questions about it.

GRANT COUNTY

RESOLUTION NO. 2026-15

A RESOLUTION ESTABLISHING AN AD HOC STRATEGIC PLANNING COMMITTEE

WHEREAS, the Grant County Board of Supervisors recognizes the importance of establishing a clear strategic direction to guide county government operations, services, priorities, and resource allocation; and

WHEREAS, the development of a county strategic plan will help align policymaking, financial planning, departmental goals, and public service delivery with the long-term needs of Grant County residents; and

WHEREAS, the County Board finds it necessary and appropriate to create an ad hoc committee to oversee, guide, and support the strategic planning process;

NOW, THEREFORE, BE IT RESOLVED by the Grant County Board of Supervisors that an Ad Hoc Strategic Planning Committee is hereby created.

BE IT FURTHER RESOLVED that the purpose of the Ad Hoc Strategic Planning Committee shall be to:

1. Review the County's current mission, vision, goals, and operational priorities;
2. Gather input from County departments, elected officials, staff, community stakeholders, and residents as appropriate;
3. Evaluate strategic issues, opportunities, and challenges affecting County government;
4. Develop and recommend a proposed strategic plan for consideration by the County Board; and
5. Report its findings, recommendations, and proposed plan to the County Board.

BE IT FURTHER RESOLVED that the Ad Hoc Strategic Planning Committee shall include 2 to 3 County Board Supervisors and such County department heads as may be designated or appointed by the County Board Chairperson, subject to confirmation by the County Board.

BE IT FURTHER RESOLVED that the County Board Chairperson shall designate the Committee Chair.

BE IT FURTHER RESOLVED that the Ad Hoc Strategic Planning Committee shall serve in an advisory capacity only and shall make recommendations to the County Board, which retains final authority on adoption of any strategic plan and related policy decisions.

BE IT FURTHER RESOLVED that the Committee shall meet as needed and shall comply with all applicable Wisconsin open meetings and public records requirements.

BE IT FURTHER RESOLVED that the Ad Hoc Strategic Planning Committee shall work toward completion of its review and recommendations, including a proposed strategic plan, within 6 to 8 months of its formation.

BE IT FURTHER RESOLVED that the Committee shall continue until the earlier of:
1. Submission of its final recommendations and proposed strategic plan to the County Board; or
2. Dissolution by further action of the County Board.

BE IT FURTHER RESOLVED that County staff shall provide administrative support to the Committee as authorized by the County Board or County Administrator.

Presented and recommended for passage this 14th day of July, 2026, by the Executive Committee of the Grant County Board of Supervisors, Lancaster, Wisconsin.

______________________________	______________________________
Robert C. Keeney, Co. Board Chair	Joseph Mumm, Vice Chair
______________________________	______________________________
Kathy Kopp	Carol Beals
______________________________	______________________________
Mike Timmerman	Gary Ranum

Adopted this 21st day of July, 2026.

GRANT COUNTY BOARD OF SUPERVISORS

By: ______________________________
Robert C. Keeney, Co. Board Chair

Attest: ____________________________
Tonya White, County Clerk

2.7 INVESTMENTS

County Board Approval	08/18/2009
Effective	08/18/2009
Revision	07/21/2026

I. Governing Authority

Investment Policy Statement of Purpose and Legality

This document specifically outlines the investment policies and practices of Grant County and has been developed to serve as the reference point for the management of Grant County's assets. It is the policy of Grant County to invest public funds in a manner which will provide the highest investment return with minimum risk while meeting the daily cash flow demands of the County of Grant. This Investment Policy and related investment program shall be operated in conformance with federal, state and local regulations and legal requirements governing the investment of public funds.

II. Scope

This policy applies to the investment of all financial assets of Grant County.

1. ***Pooling of Funds***
   Except for cash in certain restricted and special funds, the County of Grant will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration.

III. General Objectives

The primary objectives, in priority order, of investment activities shall be ***safety, liquidity, and yield***:

1. ***Safety***
   Safety of principal is the foremost objective of this investment policy. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in individual investments and the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

   a. Credit Risk
      Grant County will minimize credit risk, which is the risk of loss due to the failure of the security issuer or backer, by:
      - Limiting investments to the types of securities listed in Section VII of this Investment Policy.
      - Pre-qualifying the financial institutions and advisers with which Grant County will do business in accordance with Section V.

- Diversifying the investment portfolio so that the impact of potential losses from any one type of security or from any one individual issuer will be minimized.

b. Interest Rate Risk
Grant County will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates, by:
- Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.
- Investing operating funds primarily in shorter-term securities, money market funds, or similar investment pools and limiting the average maturity of the portfolio in accordance with this policy (see section VIII).

2. ***Liquidity***
The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. A portion of any portfolio may be placed in money market funds or local government investment pools which offer same-day liquidity for short-term funds.

3. ***Yield***
Return on investment is of secondary importance compared to the safety and liquidity objectives described above, however, investment portfolios shall be designed with the objective of attempting to attain a market rate of return (as defined by the Performance Benchmark defined in section IX) throughout budgetary and economic cycles, taking into account investment risk constraints and liquidity needs. Securities shall generally be held until maturity with the following exceptions:
- A security with declining credit quality may be sold prior to maturity to minimize loss of principal.
- A security swap would improve the quality, yield, or target duration (as defined in Section VIII) of the portfolio.
- Liquidity needs of the portfolio require that the security be sold.

4. ***Local Consideration*s**
Where possible, funds may be invested for the betterment of the local economy or that of local entities within the State. Grant County may accept a proposal from an eligible institution which provides for a reduced rate of interest provided that such institution documents the use of deposited funds for community development projects.

IV. Standards of Care

1. ***Prudence***
Investments shall be made with judgment and care – under circumstances then prevailing – which persons of prudence, discretion and intelligence exercise in the management of their own

affairs, not for speculation but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

2. ***Ethics and Conflicts of Interest***
   Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program that they or their immediate family members might have or which could impair their ability to make impartial investment decisions.

   Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business within this jurisdiction and they shall further disclose any large personal financial/investment positions that could be related to the performance of the County, particularly with regards to the time of purchases and sales.

3. ***Delegation of Authority***
   Pursuant to s. 59.62(1), Wis. Stats., the Grant County Board hereby delegates to the county treasurer the authority to act as the investment officer. The Executive Committee will provide any information and/or recommendations to the treasurer to aid in investment decisions. The investment officer shall act in accordance with established procedures and internal controls consistent with this investment policy as stated in Section VI. The investment officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

V. Authorized Financial Institutions and Depositories

1. ***Authorized Financial Institutions, Depositories***
   Grant County follows the Wisconsin State Statutes Chapter 34 requirements and designation of depositories. The investment officer may choose to invest in instruments offered by minority and community financial institutions. In addition to this, the listing of Grant County's financial institutions and depositories authorized to provide investment services are as follows:
   - Community First Bank
   - ~~BMO Harris~~
   - ~~Wisconsin Bank & Trust~~ UMB Bank
   - Mound City Bank

- Peoples State Bank
- Clare Bank
- ~~MidWest One Bank~~ Nicolet National Bank
- Heartland Credit Union
- Royal Bank
- ~~Tennyson/Potosi Community Bank~~ Conservation First Bank
- Dupaco Community Credit Union
- Fidelity Bank & Trust
- Marine Credit Union
- ~~Old National Bank~~

All financial institutions must supply the following as appropriate:

- Audited financial statements demonstrating compliance with state and federal capital adequacy guidelines.
- Proof of state registration.
- Evidence of adequate insurance coverage or any other documents required by Grant County.

An annual review of the financial condition and registration of all qualified financial institutions will be conducted by the investment officer.

VI. Safekeeping and Custody

1. ***Delivery vs. Payment***
   All trades of marketable securities will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds.

2. ***Safekeeping***
   Securities will be held by an independent third-party custodian selected by Grant County as evidenced by safekeeping receipts in Grant County's name. The safekeeping institution shall annually provide a copy of their most recent report on internal controls (Statement of Auditing Standards No. 70, or SAS 70).

3. ***Internal Controls***
   The investment officer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of Grant County are protected from loss, theft or misuse. The internal controls structure shall address the following points:
   - Control of collusion
   - Separation of transaction authority from accounting and recordkeeping
   - Custodial safekeeping
   - Avoidance of physical delivery securities
   - Clear delegation of authority to subordinate staff members

- Written confirmation of transactions for investments and wire transfers
- Dual authorizations of wire transfers
- Development of a wire transfer agreement with the lead bank and third-party custodian

VII. Suitable and Authorized Investments

1. ***Investment Types***
   Minimal risk tolerance with long-term expectations for each asset classification will guide the strategic decision regarding individual purchases and overall portfolio structure. Grant County is empowered to invest in certain types of securities by Wis. Statute 66.0603. These include:
   - Time deposits in any credit union, bank, savings bank, trust company or savings and loan association that is authorized to transact business in this Public Unit Deposit Letter of Credit (PUD LC), bonds or securities issued or guaranteed as to principal and interest by the federal government or by a commission, board or other instrumentality of the federal government.
   - Bonds or securities of any county, city, drainage districts, technical college district, village town or school district of this state.
   - Repurchase agreements that are fully collateralized by bonds or securities issued by the federal government or a commission or board thereof or bonds that are guaranteed as to principal and interest by the federal government or a commission or board thereof.
   - Money market accounts at banks or other financial institutions.
   - The State of Wisconsin Local Government Investment Pool.

2. ***Collateralization***
   Where applicable, full collateralization will be required on all demand deposit accounts, including checking accounts and non-negotiable certificates of deposit.

3. ***Repurchase Agreements***
   Repurchase agreements shall be collateralized

VIII. Investment Parameters

1. ***Diversification***
   The investments shall be diversified by:
   - Limiting investments to avoid overconcentration in securities from a specific issuer or business sector (excluding U.S. Treasury securities).
   - Limiting investment in securities to only those with the highest credit ratings.
   - Limiting stated maturities on individual securities such that the portfolio target duration does not exceed 3 years.
   - Investing in securities with varying maturities.
   - Continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIPs), money market funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing

obligations.

2. ***Maximum Maturities***
   To the extent possible, Grant County shall attempt to match its investments with anticipated cash flow requirements. Grant County will not directly invest in securities maturing more than three (3) years from the date of purchase or in accordance with state and local statutes and ordinances. Grant County shall adopt average maturity limitations (which often range from 90 days to 3 years), consistent with the investment objectives.

   Because of inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as local government investment pools, money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.

3. ***Competitive Bids***
   The investment officer shall obtain competitive bids from at least two financial institutions on all purchases of investment instruments.

IX. Reporting

1. ***Methods***
   The investment officer shall prepare an investment report monthly. The report should be provided to Grant County Executive Committee and the Grant County Board of Supervisors. The report will include the following:
   - Listing of individual securities held at the end of the reporting period.
   - Listing of investment by maturity date.

2. ***Performance Standards***
   Grant County's cash management portfolio shall be designed with the objective of regularly meeting or exceeding the 3-month U. S. Treasury Bill and the average Fed Funds rate.

X. Policy Considerations

1. ***Exemption***
   Any investment currently held that does not meet the guidelines of this policy shall be exempted from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested only as provided by this policy.

XI. Approval of Investment Policy

The investment policy shall be formally approved and adopted by The Grant County Board of Supervisors and reviewed periodically.

Overtime and Compensatory Time Policy

~~**Policy:** To provide a consistent system for distributing overtime/compensatory time in compliance with the overtime-pay provisions of the Fair Labor Standards Act.~~

~~**Earning Compensatory Time**~~. ~~Compensatory time is earned by performing work in excess of the 40 hour work week, where such work is required and pre-authorized by an employee's supervisor. The Highway department and Orchard Manor employees shall follow their departmental overtime/compensatory time policies.~~

~~The compensatory time system does not permit an employee to voluntarily work outside of normal hours in order to accumulate compensatory hours. An employee working unauthorized time will be subject to discipline. It is expected that employees will work diligently during the 40 hour work week to complete the required work so that work outside normal hours does not become necessary. Employees are not allowed to donate work time to the county.~~

~~Any paid or unpaid leave time shall not be counted as hours worked for overtime purposes.~~

~~**Overtime pay for supervisory employees exempt under the Fair Labor Standards Overtime**~~

~~**Regulations.** Refer to the Grant County Administration Manual for further definition and description.~~

~~**Non-exempt Employees.** A non-exempt employee required to work in excess of 40 hours per week for his/her department or office shall receive compensatory time on the basis of one and one-half (1-1/2) hours for every one (1) hour worked in excess of the 40-hour work week. Special exemptions apply to some employees (e.g. Nursing Homes, Law Enforcement, Agriculture etc.). Such compensatory time may be taken when it will not unduly disrupt the operations of the department and with the approval of the department head. A non-exempt employee may accumulate no more than 80 hours of compensatory time. Upon termination, a non-exempt employee shall be paid for the unused compensatory hours at the final straight-time regular rate received by that employee. No non-exempt employee may be absent from his/her position of employment for more than 40 hours per month in the utilization of compensatory time. Departments may establish standards on compensatory time consistent with State and Federal laws but must not exceed maximum accumulations as authorized in this policy.~~

~~**Monitoring Compensatory Time.** The Department head shall monitor compensatory time earned and used on a monthly basis by an employee.~~

Purpose

To provide a consistent and legally compliant system for the authorization, earning, use, monitoring, and payout of overtime and compensatory time in accordance with the overtime-pay provisions of the Fair Labor Standards Act (FLSA) and in accordance with public accountability principles of the FLSA, and to protect the efficient and effective use of County resources in furtherance of the interests of our communities and taxpayers served by the County.

Applicability

This policy applies to all County employees, including employees of the Highway Department and Orchard Manor. However, this policy does not apply to the specific matters for sworn law enforcement officers that are specifically addressed in the collective bargaining agreement addressing overtime and compensatory time accrual and use. Where Department provisions are identified below, those provisions apply in addition to the general requirements of this policy.

Authorization and General Rules

For most non-exempt County employees, overtime or compensatory time may be earned only based on hours worked in excess of forty (40) hours in a workweek that are required and authorized by the County. Before working more than forty hours in a workweek, the employee must receive authorization from the employee's supervisor.

For sworn law enforcement and jailer employees not covered by a collective bargaining agreement, the County uses a 14-day work period under Section 207(k) of the FLSA. Accordingly, a nonexempt sworn law enforcement officer employee would need to work at least 80 hours in the 14-day work period before being eligible to accrue and earn FLSA overtime.

Employees may not unilaterally work outside of their normal schedule for the purpose of receiving additional pay or for accumulating overtime or compensatory time. Unauthorized work time is prohibited and may result in disciplinary action.

Employees are expected to work efficiently, effectively, and diligently during the regular work schedule to complete assigned duties, thereby avoiding and minimizing overtime.

Nonexempt employees are not permitted to donate work time to the County.

Paid or unpaid leave time shall not be counted as hours worked for overtime or compensatory time accrual purposes.

Special FLSA exemptions may apply to certain employees, including, but not limited to, nursing home employees, law enforcement employees, agricultural employees, Highway Department employees, and Orchard Manor employees, as permitted by law.

For all County employees, any premium rates paid that are not required by the FLSA or other laws shall offset any FLSA or state law overtime liability of the County to the extent permitted by law.

Exempt Employees

Supervisory or other employees classified as exempt under the overtime provisions of the FLSA are not eligible for overtime pay or compensatory time. Refer to the Grant County Administration Manual for further definition and description.

Non-Exempt Employees

Earning Compensatory Time

A non-exempt employee required to work in excess of in the base number of hours in the workweek (for example, 40 hours for most employees) or base hours in the applicable work period may accrue compensatory time with the approval of the supervisor at the rate of one and one-half (1.5) hours for each one (1) hour worked in excess of those base hours, unless overtime pay is required by law. Accrual of compensatory time requires the approval of the employee's department head. When the department head does not realistically and in good faith expect to be able to grant within a reasonable period the request for use of such time, the department head shall not authorize the accrual.

Compensatory time must be earned through required and pre-authorized work. Voluntary or unauthorized work is prohibited.

The County only permits nonexempt employees to accrue FLSA compensatory time pursuant to 29 CFR 553.20-.27. The County does not permit nonexempt employees to accrue "other" compensatory time pursuant to 29 CFR 553.28.

Accumulation Limits

A non-exempt employee may accumulate no more than eighty (80) total hours of compensatory time balance.

Once an employee reaches the maximum compensatory time balance, any additional overtime worked shall be compensated as overtime pay.

Use of Compensatory Time

Compensatory time may be taken within a reasonable period after making the request with the approval of the department head or supervisor and shall be scheduled so as not to unduly disrupt operations of the Department or County. For any compensatory time earned prior to the implementation of this policy that constitutes "other compensatory time," such other compensatory time may only be used when authorized by the supervisor, regardless of whether the use would be unduly disruptive.

Compensatory time is expected to be used on a timely basis, generally within one (1) month of accumulation, unless administrative approval is granted to extend its use.

The County reserves the right to schedule the use of compensatory time or to pay out accrued unused compensatory time, particularly when the County does not realistically and in good faith expect to be able to grant within a reasonable period the request for use of such time.

Effective August 1, 2026, departments shall ensure that employees use available accrued compensatory time prior to using other accrued paid leave, to the extent permitted by law.

No non-exempt employee may be absent from their position of employment for more than forty (40) hours per month through the use of compensatory time unless required by law.

Subject to the final determination of the County Administrator, an employee may request, when extraordinary circumstances arise, that accrued compensatory time be paid out in lieu of use as paid time off.

Annual Payout of Compensatory Time

Any unused compensatory time balance remaining shall be paid out annually to non-exempt employees in December.

Separation from Employment

Upon separation of employment, a non-exempt employee shall be paid for any unused compensatory time at the employee's final straight-time regular rate of pay, in accordance with the FLSA.

Call-In and Call-Back Pay as Overtime Pay

This subsection only applies to nonexempt employees working in the following position classifications: Highway Section Patrol Workers, Operators, and Maintenance Technicians.

While not required by the FLSA, work performed prior to or after an employee's normal scheduled hours shall be compensated at the rate of one and one-half (1.5) times the employee's applicable hourly rate of pay as follows.

An employee who is called in and reports for duty prior to the start of their scheduled shift shall be paid at the rate of one and one-half (1.5) for hours worked prior to the start of the employee's scheduled shift. Nothing herein prohibits the County from altering scheduled work shifts with advance notice, which shall not result in call-in pay. The County reserves the right to terminate the shift prior to the employee working the full shift, nor shall the employee suffer a loss of time and one-half as a result of being sent home early following scheduled hours worked.

An employee who is called back to work and reports for duty after having completed their regular day's work and left or an employee who is on his or her scheduled day off shall be paid two (2) hours at time, one and one-half (1.5) times the applicable hourly rate of pay for up to the first two hours of work, regardless of whether it is less than two hours (for example, the employee works one hour and 15 minutes on the callback, the employee receives two hours pay at time and one-half). The employee shall be paid straight time for hours worked above two hours during the callback unless FLSA overtime is required.

All overtime payments made under this subsection shall offset any FLSA overtime liability of the County to the extent permitted by law. All hours worked under this subsection cannot be used for purposes of accruing compensatory time.

Department Specific Procedures

Department specific procedures are contained within the Administration Manual. Review that document for further clarification. The following departments have specific procedures listed there:

- Sheriff's Office
- Highway Department
- Health Department
- Orchard Manor
- Social Services
- Fairgrounds

Monitoring and Administration

Department heads shall monitor authorizations, overtime, and compensatory time earned and used by employees. Departments may establish internal standards on use of compensatory time consistent with state and federal law, provided such standards do not exceed the maximum accumulations authorized in this policy.

Compliance

This policy shall be administered in compliance with the Fair Labor Standards Act and applicable state and federal laws. In the event of a conflict between this policy and applicable law, the law shall control.

Grant County Mileage Reimbursement Policy

Purpose

This policy establishes standards and internal controls for reimbursing mileage to employees, elected officials, and appointees for authorized use of personal vehicles while conducting official Grant County business. The purpose of this policy is to ensure mileage reimbursement requests are necessary, reasonable, properly documented and authorized, and consistent with county financial controls.

Scope

This policy applies to all Grant County employees, elected officials, and appointees who request mileage reimbursement for county business travel.

Eligibility and Authorization

Mileage reimbursement is available only for authorized travel necessary to conduct official Grant County business.

Travel must be approved by the employee's supervisor or department head in accordance with county procedures.

Travel that is personal, portal-to-portal (for example, home to office location to home), primarily for employee convenience, otherwise unrelated to official county business, or unauthorized, is not reimbursable.

Reimbursement Rate

Mileage will be reimbursed at the IRS standard mileage rate in effect on the date of travel, unless the County Board establishes a different reimbursement rate by formal action.

Commute and Primary Work Location

Mileage between an employee's residence and the assigned primary work locations for the work day is not reimbursable. Portal-to-portal travel is also not compensable work time.

Primary Work Locations Defined:

> *The employee's primary work locations include the county facility, office, or other regular assigned work sites where the employee ordinarily reports to perform their job duties, as designated by the County or department. Some employees are assigned to more than one regular work site, which means the employee has more than one the primary work location. Primary work locations are designated by the department head for payroll, supervision, and consideration for travel reimbursement.*

A nonexempt employee who is assigned on a special one-day assignment to an alternative work location may be eligible for compensation for travel time, offset by normal commute time. Exempt employees are not eligible for additional compensation

When an employee travels directly from home to a special one-day assignment work site, reimbursement may be authorized but is limited to mileage that exceeds the employee's normal commute.

Employees with multiple assigned primary work locations may be reimbursed for authorized travel between work locations occurring in the course of the work day when assigned, but not for normal commuting to and from their primary work locations to home.

Practical examples

Example 1

If an employee:

- lives 10 miles from Site A,
- lives 18 miles from Site B,
- is assigned to Site A three days/week and Site B two days/week,
- and Site A and Site B are the primary work locations,

then:

- travel from home to Site A = normal commute, not reimbursable
- travel from home to Site B = normal commute, not reimbursable
- travel from Site A to Site B = reimbursable only if travel is with authorization

Example 2

If an employee whose primary work location is Site A:

- lives 10 miles from Site A,
- lives 18 miles from Site B,
- is assigned to Site A five days/week,
- and Site A is the primary work location,

then:

- travel from home to Site A = normal commute, not reimbursable
- travel from home to Site B = normal commute, but mileage is reimbursable if travel is authorized
- travel from Site A to Site B = reimbursable only if travel is with authorization

Mileage Calculation

Mileage must be calculated using actual mileage with travel based on the shortest reasonable route as determined by Google Maps or another county-approved mapping tool. Detours, scenic routes, and mileage associated with personal stops are not reimbursable.

In order to calculate actual mileage, the employee must document the mileage amount on the vehicle at the start of the travel and at the end of the travel.

Grant County reserves the right to verify claimed mileage using county-approved mapping software or other reasonable documentation.

Required Documentation

Mileage reimbursement requests for personal vehicle use must include:

- authorization
- date or dates of travel
- address of origin and address of destination
- specific business purpose
- starting and ending mileage
- total miles claimed
- employee certification that the claim is accurate
- supervisor approval

Claims that are incomplete or lack sufficient supporting documentation may be denied.

Submission Requirements

Mileage reimbursement requests must be submitted monthly and no later than 15 days after the end of the month in which the travel occurred.

Mileage submitted must be on the approved Grant County mileage reimbursement form.

Late submissions or those not on the approved form may be denied unless approved in writing by the department head.

County Vehicle Use

When a county-owned vehicle is available and practical for the business purpose, it shall be used instead of a personal vehicle.

Mileage reimbursement may be denied if a county-owned vehicle was reasonably available and the employee chose to use a personal vehicle without adequate justification determined by the Department Head.

Prohibited Reimbursements

Mileage reimbursement will not be paid for:

- normal commuting between an employee’s residence and primary work locations
- personal errands or other non-county travel
- mileage reimbursed through another method
- mixed personal and business travel unless the business portion is clearly documented and separately identifiable

Review, Audit, and Enforcement

Mileage reimbursement records are subject to review and audit.

Employees claiming mileage are responsible for accurate documentation.

Supervisors and department heads are responsible for reviewing claims for business purpose, reasonableness, and compliance with this policy.

Knowingly submitting false, misleading, or inflated mileage claims may result in denial of reimbursement, repayment of funds, disciplinary action, and any other remedy available under county policy or applicable law. Knowingly approving or negligently approving such claims may result in disciplinary action.

Alternative Reimbursement Options

In lieu of mileage reimbursement, the County may authorize a vehicle allowance for positions with regular and predictable travel when approved through the County's established compensation, budget, or board approval process.

An approved vehicle allowance may replace per-mile reimbursement, as specified in the applicable authorization.

Administration

The Finance Department is responsible for administering this policy, prescribing forms and procedures, and reviewing claims for compliance.

Departments are responsible for authorizing the business necessity of travel and approval of submissions.

Any exception to this policy must be approved in writing by the Finance Director and County Administrator, and by the Executive Committee.

Policy Review and Revision

This policy shall be reviewed periodically by the Finance Director and the County Administrator.

Substantive changes to this policy shall be made through the County's established policy approval process. Administrative forms and procedures may be updated as needed, so long as they remain consistent with this policy