

**RESOLUTION NO. 2021-91**

**Resolution Authorizing the Village of Caledonia to Enter into An Intergovernmental Agreement Regarding Creation of a Racine County Public Health Division with Racine County**

The Village Board for the Village of Caledonia, Racine County, Wisconsin resolves as follows:

WHEREAS, the Village of Caledonia entered into a Intermunicipal Agreement with other Racine County municipalities (“member Municipalities”) for a joint board of health and multiple municipal local health department (hereinafter referred to as the “Central Racine County Board of Health” and the “Central Racine County Health Department) pursuant to Wis. Stat. Sections 66.0301, 251.02(3r) and 251.09 which provide for the establishment of a joint local board of health and multiple municipal local health department to provide health services: and

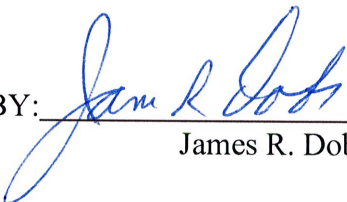
WHEREAS, the parties would like to dissolve both the Central Racine County Health Department as a multiple municipal local health department and the current Central Racine County Board of Health and transfer jurisdiction for all public health department services provided by Central Racine County Health Department to Racine County;

NOW THEREFORE BE IT RESOLVED that the Village Board Council of the Village of Caledonia hereby authorizes and approves the INTERGOVERNMENTAL AGREEMENT REGARDING CREATION OF A RACINE COUNTY PUBLIC HEALTH DIVISION AND ACCOMPANYING EXHIBITS as set forth more fully in Exhibit A which is attached hereto and incorporated herein and such other non-substantive terms, conditions and final edits as the Corporation Counsel and the Human Services Director deem necessary and appropriate.

BE IT FURTHER RESOLVED that the Village President and Village Clerk are authorized to execute any contracts, agreements, or other documents necessary to carry out the intent of this resolution.

Adopted this 16<sup>th</sup> day of August, 2021.

**VILLAGE OF CALEDONIA**

BY:   
James R. Dobbs, Village President

ATTEST:   
Joslyn Hoeffert, Village Clerk

**INTERGOVERNMENTAL AGREEMENT REGARDING  
CREATION OF A RACINE COUNTY PUBLIC HEALTH DIVISION**

THIS AGREEMENT is made and entered into by and among Racine County, Wisconsin (“COUNTY”), the Central Racine County Public Health Department (“CRCHD”), the undersigned current member municipalities of the CRCHD (“MEMBER MUNICIPALITIES”), the Village of Elmwood Park and the Village of Wind Point. The COUNTY, CRCHD, MEMBER MUNICIPALITIES and the Villages of Elmwood Park and Wind Point are each sometimes referred to herein as a “PARTY” and collectively as the “PARTIES.”

**RECITALS**

WHEREAS, the provision of public health services is a matter of both state and local concern;

WHEREAS, Chapter 251 of the Wisconsin Statutes requires counties to establish a county health department<sup>1</sup> and appoint a “Local Health Officer”<sup>2</sup> to serve all areas of the county that are not served by a city health department that was established prior to January 1, 1994, by a qualifying town or village health department, by a qualifying multiple municipal local health department, or by a qualifying city-city health department;

WHEREAS, a county health department’s jurisdiction and a county’s local health officer’s jurisdiction extends to the entire area represented by the county board. However, a county health department’s jurisdiction does not extend to cities, villages and towns that have local health departments unless the applicable city’s, village’s, or town’s local board of health determines to come under the jurisdiction of the county health department;

WHEREAS, Racine County is one of only a few counties remaining in the State of Wisconsin that has separate full service municipally-funded public health departments<sup>3</sup>;

WHEREAS, all municipalities in Racine County are currently served by a city health department or a multiple municipal local health department, as contemplated by Chapter 251 of the Wisconsin Statutes. Accordingly, the COUNTY currently has no jurisdiction over and does not operate a county health department;

WHEREAS, in Racine County, public health services are currently provided to municipalities by two health departments: (1) the City of Racine Public Health Department and (2) the Central Racine County Health Department (CRCHD);

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<sup>1</sup> State law does not require that counties use the term “local health department.” Wis. Stat. § 251.02(4).

<sup>2</sup> A “Local Health Officer” means the person appointed to oversee and administer a local health department under Wis. Stat. § 251.06.

<sup>3</sup> See Wisconsin Local Public Health Department Listings, <https://www.dhs.wisconsin.gov/lh-depts/contacts/local-health-department-listing.pdf>.

WHEREAS, the City of Racine operates the City of Racine Public Health Department, which provides public health services to the City of Racine, Village of Elmwood Park and Village of Wind Point;

WHEREAS, the CRCHD is currently responsible for providing public health services to the following municipalities: City of Burlington<sup>4</sup>, Town of Burlington, Village of Caledonia, Town of Dover, Village of Mt. Pleasant, Village of North Bay, Town of Norway, Village of Raymond, Village of Rochester, Village of Sturtevant, Village of Union Grove, Town of Waterford, Village of Waterford and Village of Yorkville;

WHEREAS, the mission of the CRCHD is to improve the health of the communities it serves through health promotion, disease prevention, and protection from health and environmental hazards. The CRCHD, a Level III Health Department, monitors health concerns of MEMBER MUNICIPALITIES and aims to prevent health problems before they occur;

WHEREAS, under its current structure as a multi-jurisdictional health department, put in place initially through an Intermunicipal Agreement, which is attached here as Exhibit A, the CRCHD does not have a county structure from which to receive support; see also Exhibit B;

WHEREAS, as a result of the ongoing global pandemic, the CRCHD saw a nearly 1000% increase in its workload over a five-month timeframe, as compared to its workload in 2019. The CRCHD has determined its small number of staff and low levy-funding, which have historically been organizational strengths, have left the CRCHD insufficiently equipped to continue appropriately responding on a long-term basis to the public health needs of the communities it serves;

WHEREAS, on May 21, 2020, the Board of Health for the CRCHD approved a letter to be sent to Racine County Executive Jonathan Delagrave expressing interest in beginning a dialogue regarding the possibility of CRCHD becoming a department of Racine County;

WHEREAS, the COUNTY and the CRCHD have a proven history of effectively integrating resources to best serve residents of MEMBER MUNICIPALITIES. Prior to COVID-19, the COUNTY and the CRCHD collaborated on programs such as home visitation and trauma-informed care. During the pandemic, the COUNTY and the CRCHD have coordinated programs and services such as creation of community testing sites, assistance with contact tracing, procurement of supplies and personal protective equipment, and development of alternate care, isolation and quarantine facilities;

WHEREAS, the PARTIES recognize the infrastructure support, operational management, and other essential support offered by the COUNTY are essential to ensure the longevity and effectiveness of public health services provided to MEMBER MUNICIPALITIES and the Villages of Elmwood Park and Wind Point and, accordingly, it is the desire of the PARTIES to memorialize this understanding in a written agreement;

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<sup>4</sup> The CRCHD's service area includes all of the City of Burlington, a small portion of which is located in Walworth County.

WHEREAS, the MEMBER MUNICIPALITIES have each given notice as required pursuant to Wis. Stat. § 251.15 and authorize the transition of such public health services and the execution of this Agreement; see Exhibit E;

WHEREAS, on April 22, 2021, as set forth in Exhibit F, the Village of Elmwood Park sent a letter to the City of Racine Health Department indicating the Village Board of Trustees voted unanimously not to renew its Agreement with the City of Racine for the provision of public health services, which expires on December 31, 2021;

WHEREAS, on June 14, 2021, as set forth in Exhibit F, the Village of Wind Point sent a letter to the City of Racine Health Department indicating the Village Board of Trustees voted not to renew its Agreement with the City of Racine for the provision of public health services, which expires on December 31, 2021;

WHEREAS, this Agreement is intended to facilitate and assist in accomplishing the creation of a Racine County Public Health Division and to define the public health services and the level of such services to be provided by the Racine County Public Health Division to the MEMBER MUNICIPALITIES and the Villages of Elmwood Park and Wind Point and is further intended to ensure the continuation of those services beyond the implementation date;

WHEREAS, the delivery of public health department services by a Racine County Public Health Division would be in the public interest and would result in economy and uniformity in the delivery of such services without a reduction in the existing scope or level of services;

WHEREAS, the MEMBER MUNICIPALITIES agree to dissolve the CRCHD as a multiple municipal local health department and transfer some furnishings and fixtures to the COUNTY for use in setting up a full service COUNTY-run office to provide services;

WHEREAS, the MEMBER MUNICIPALITIES, the CRCHD, and the Villages of Elmwood Park and Wind Point agree to make available all records, both hard copy and computerized, for use by the Racine County Public Health Division under such terms and conditions as meet legal current legal standards and are needed by the Racine County Public Health Division to facilitate continued service delivery;

NOW THEREFORE, the PARTIES, in consideration of the mutual promises, agreements, undertakings, and understandings hereinafter set forth an intergovernmental cooperative agreement pursuant to Wis. Stat. § 66.0301 and agree that the MEMBER MUNICIPALITIES shall dissolve the CRCHD and Board of Health and COUNTY shall establish a Racine County Public Health Division to provide full services to the MEMBER MUNICIPALITIES and the Villages of Elmwood Park and Wind Point as provided for under Wis. Stat. § 251.02 and further agree as follows:

**1. TRANSITION FROM CRCHD SERVICES TO COUNTY SERVICES**

The MEMBER MUNICIPALITIES will dissolve the CRCHD as a multiple municipal local health department and the current Board of Health and thus transfer jurisdiction for all public health department services currently provided by the MEMBER MUNICIPALITIES through the

CRCHD to the COUNTY. The Villages of Elmwood Park and Wind Point, having terminated their respective contracts with the City of Racine for the provision of public health services, will also thus transfer jurisdiction for public health services to the COUNTY. The COUNTY will initiate the provision of such services through the creation of a Racine County Public Health Division, with such transition to take place in an orderly and efficient manner and expected to take effect as of January 1, 2022.

## **2. ESTABLISHMENT OF A RACINE COUNTY PUBLIC HEALTH DIVISION**

The COUNTY shall, consistent with the provisions set forth herein and applicable law, establish a Racine County Public Health Division that shall be adequately staffed, equipped, and supplied to provide public health services to residents of MEMBER MUNICIPALITIES and the Villages of Elmwood Park and Wind Point and serve as a local health department as set forth in Wis. Stat. § 251.02. The Racine County Public Health Division shall be a division within the Racine County Human Services Department and headed by a Local Health Officer. The COUNTY will maintain the CRCHD's current national accreditation and qualification as a Level III Health Department.

Pursuant to Wis. Stat. § 251.15(3), MEMBER MUNICIPALITIES have given notice of withdrawal from the CRCHD at least one year prior to commencement of the fiscal year at which the withdrawal takes effect. Pursuant to the 2013 Amended Intermunicipal Agreement establishing and governing the CRCHD ("2013 Agreement"), MEMBER MUNICIPALITIES were required to give a two-year written notice before terminating the 2013 Agreement. MEMBER MUNICIPALITIES hereby amend the 2013 Agreement to allow for termination consistent with the notice required under Wis. Stat. § 251.15(3), and further, incorporate and ratify their prior notice of withdrawal from the CRCHD given on or about September of 2020 in full satisfaction of that notice requirement. The Parties anticipate the Racine County Public Health Division will become effective on January 1, 2022. However, until the Racine County Public Health Division becomes effective, the CRCHD will remain in place to provide public health services. Should the effective date be delayed for any reason, the CRCHD's continuation of services shall be negotiated to include the Villages of Elmwood Park and Wind Point.

To effectuate a transition from the CRCHD to a COUNTY-run health division, the PARTIES have identified and commit to the following priorities:

- a. Enhancing fiscal and operational stability in the provision of public health services to MEMBER MUNICIPALITIES and the Villages of Elmwood Park and Wind Point;
- b. Creating synergy between the current CRCHD and current Racine County departments by maximizing resources and expertise of both organizations;
- c. In recognition that public health needs cross municipal boundaries, working to further enhance the effectiveness and efficiency in delivery of public health services;
- d. Implementing equitable funding and governing mechanisms for a COUNTY health department, as described herein.

### 3. GOVERNANCE

#### A. BOARD OF HEALTH

The MEMBER MUNICIPALITIES will voluntarily dissolve the current Board of Health for the CRCHD effective on the date the Racine County Public Health Division is implemented, anticipated to be January 1, 2022. The COUNTY will ensure that at the date the COUNTY begins providing services and continuing thereafter, a County Board of Health will be operational.

- i. **Composition.** The Racine County Public Health Division shall be governed by a Board of Health (hereinafter “Board”). The composition of the Board members is prescribed in part by Wis. Stat. § 251.03. Consistent with statutory requirements, the Board shall consist of not more than nine members who reflect the diversity of MEMBER MUNICIPALITIES and the Villages of Elmwood Park and Wind Point and who have demonstrated an interest or competence in the field of public health or community health. § 251.03(1), Wis. Stats.
- ii. **Membership.** The Board of Health will consist of the following members: five (5) citizens who are not elected officials or employees of Racine County with competence in public health and who reside in Member Municipalities; three (3) Racine County Board Supervisors serving districts with a majority of constituents in MEMBER MUNICIPALITIES and the Villages of Elmwood Park and Wind Point; and one (1) medical advisor. The County will make a good faith effort to appoint a registered nurse and a physician and shall strive to maintain continuity in staffing these critical positions. § 251.03(1), Wis. Stats.

Members of the Board of Health will be appointed by the County Executive, subject to confirmation by the County Board of Supervisors. Upon any vacancy, the Health Officer and/or Board of Health will recommend names of potential appointees to the County Executive. The County Executive may choose to appoint current members of the CRCHD Board of Health. Proposed initial appointments, which are subject to formal appointment by the County Executive and confirmation by the County Board, are enumerated in Exhibit H.

- iii. **Objectives.** The Board shall ensure that the Racine County Public Health Division provides all services required by Chapter 251 of the Wisconsin Statutes and DHS 140 of the Wisconsin Administrative Code for a Level III health department. Such services include, but are not limited to, public health nursing services, prevention and control of communicable disease and other diseases, promotion of health and abatement or removal of human health hazards. DHS 140.06.

The Board of Health will provide leadership that fosters local involvement and commitment, emphasizes public health needs, and

advocates for equitable distribution of public health resources. The Board of Health shall make recommendations to the Local Health Officer regarding overall operations. The Board of Health shall comply with any regulations set forth in State Statute and that may be set forth in Racine County's Code of Ordinances and the Board of Health's Bylaws.

**iv. *Duties.*** Consistent with the requirements of Chapter 251, the Board shall:

1. Ensure the enforcement of state public health statutes and public health rules of the department as per § 251.04(1), Wis. Stats. The Board may contract or subcontract with a public or private entity to provide public health services. Any contractor's staff shall meet the appropriate qualifications for the applicable positions.
2. Ensure that the Division shall at all times meet the standards of a Level I, II or III health department. § 251.04(2), Wis. Stats.
3. Assess public health needs and advocate for the provision of reasonable and necessary public health services. The Board shall develop policy and provide leadership that fosters local involvement and commitment, emphasizes public health needs and advocates for equitable distribution of public health resources and complementary private activities commensurate with public health needs. § 251.04(6), Wis. Stats.
4. Ensure measures are taken to provide an environment in which individuals can be healthy. § 251.04(7), Wis. Stats.
5. Ensure that the Division employs qualified public health professionals, including a public health nurse to conduct general public health nursing programs under the direction of the Board and in cooperation with the Wisconsin department of health services, and may employ one or more sanitarians to conduct environmental programs and other public health programs not specifically designated by statute as functions of the public health nurse. § 251.04(8), Wis. Stats.
6. Serve as the quasi-judicial body for purposes of appeals from orders issued by or actions taken by the Local Health Officer or enforcement action taken under the Food Safety Recreational Licensing Program.
7. Prepare an annual budget of its proposed expenditures for the ensuing fiscal year, and submit same to the County Board for an appropriation. § 251.10, Wis. Stats.

**v. *Legislative Powers.***

1. The Board may adopt bylaws, policies and procedures for its own guidance, and for the governance of the Racine County Public Health Division, that it considers necessary to protect and improve

public health. Regulations adopted may be no less stringent than, and may not conflict with, state statutes and rules of the Wisconsin department of health services. § 251.04(3), Wis. Stats.

2. Regulations and orders of the Board shall be published as a class I notice under Ch. 985 of the Wisconsin Statutes and shall take effect immediately after publication. § 251.135, Wis. Stats.

**vi. Meetings.**

1. The Board shall, at a minimum, meet quarterly as required by Wis. Stat. § 251.04(5).
2. All meetings shall be conducted in compliance with Wisconsin open meetings law. The Chairperson shall be responsible to ensure all meetings are properly noticed.
3. The Racine County Clerk shall provide clerking services, including but not limited to assisting the Chair in the issuance of agendas, taking minutes of all Board meetings and maintaining the official records of the Board.

**4. STAFFING OF THE RACINE COUNTY PUBLIC HEALTH DIVISION**

- A. *Staffing Levels.* The Racine County Division of Public Health will be part of the Racine County Human Services Department and will be staffed by COUNTY staff consisting of transferred employees from the CRCHD, to include: one (1) Health Officer; one (1) Deputy Health Officer; one (1) Environmental Health Manager; one (1) Community Health Manager; one (1) Public Health Fiscal Manager; one (1) Associate Community Health Manager; one (1) Environmental Health Supervisor; one (1) Community Health Supervisor; two (2) Home Visiting Supervisors; two (2) Public Health Strategists; three (3) Environmental Health Sanitarians; two and one fifth (2.2) Public Health Nurses; six (6) Public Health Nurse Home Visitors; five (5) Public Health Educator Home Visitors; two (2) Public Health Specialists; two (2) Epidemiologists; one (1) 16 hour LTE EMT; Health Technician II; and one (1) Health Technician I to support the operations in MEMBER MUNICIPALITIES and the Villages of Elmwood Park and Wind Point. Any new hires made by CRCHD in 2021 and not specifically referenced in the staffing levels set-forth herein are not part of the cost structure currently funded by the MEMBER MUNICIPALITIES and will not be subject to transfer to the COUNTY Health Division unless specifically approved by the COUNTY. Any new 2021 positions that are 100% grant-funded and not enumerated above but which are in the 2022 budget shall be transferred to the COUNTY.
- B. *Staffing Changes.* The County Executive shall report any permanent increase or reductions to the COUNTY Board of Health, However, and notwithstanding the provisions of Section 2 of this Agreement, the level of



staffing may be adjusted periodically, if needed to meet changing service needs or requirements.

- C. *Salary and Benefits.* Transferred Employees shall receive the following consideration as Racine County employees:
  - i. COUNTY salaries and benefits will be applied pursuant to the newly established Public Health Salary Schedule, consistent with Transferred Employees' existing pay. It is the intent of the COUNTY that Transferred Employees shall become COUNTY employees on the Implementation Date, anticipated to be January 1, 2022, at pay scale ranges set forth in Exhibit C. Fringe benefits for Transferred Employees shall be adjusted subject to COUNTY's current benefits plan. FMLA, casual days, short and long term disability, life insurance shall begin on the Implementation Date.
  - ii. Current employment status (full-time or part-time) when incorporating Transferred Employees shall be adjusted, subject to COUNTY's benefits plan.
  - iii. COUNTY's group health insurance program participation as appropriate under the applicable pay plan, to take effect on the Implementation Date of January 1, 2022, and there shall be no exclusions for existing illnesses/injuries.
  - iv. Vacation benefits per the COUNTY vacation schedule, based on the Transferred Employee's hire date with the Village of Caledonia and conditions of hire with the MEMBER MUNICIPALITIES., and carry over up to 80 hours of previous unused vacation.
- D. *Policy & Procedures.* Transferred Employees shall adhere to current COUNTY Human Resources Policies and Procedures.

## **5. LEVEL OF SERVICES**

The COUNTY will provide services to include all public health department services currently provided by the CRCHD to residents of MEMBER MUNICIPALITIES and the Villages of Elmwood Park and Wind Point and meet the requirements and service levels of Chapter 251, Wis. Stats. The COUNTY also recognizes and affirms that local community needs vary from area to area and affirms that the Racine County Public Health Division will have flexibility in undertaking specific programs and activities to meet special needs identified in the COUNTY.

The COUNTY will make a good-faith effort to locate the Racine County Public Health Division in an area that is both within its jurisdiction and centrally located for residents of MEMBER MUNICIPALITIES and the Villages of Elmwood Park and Wind Point.

The Public Health Division will provide the services as specified in Wis. Stat. § 251.05 and all other relevant State Statutes and Administrative Codes. The Health Officer will administer the Division in accordance with Wis. Stat. § 251.06(3). The Public Health Division will remain

Agents of the State for the Department of Agriculture, Trade and Consumer Protection (DATCP), Department of Safety and Professional Services (DSPS), and Department of Natural Resources (DNR). The Board of Health will be responsible for development and adoption of policies for the Public Health Division. However, the COUNTY maintains final approval for all Public Health Division operations. The COUNTY will support the Public Health Division with processes that ensure the ability to quickly approve necessary grant funds. Over the course of 2021 (and 2022, as needed), the CRCHD and the COUNTY will work together to move operational contracts such as phones, internet, IT services and connectivity.

## **6. ORDINANCE AMENDMENTS**

The MEMBER MUNICIPALITIES and the Villages of Elmwood Park and Wind Point agree to repeal or amend their health ordinances enabling the COUNTY to adopt and enforce relevant COUNTY health ordinances. The PARTIES further agree that the COUNTY health ordinances, when adopted, anticipated to be January 1, 2022, shall supersede all public health related ordinances of MEMBER MUNICIPALITIES and the Villages of Elmwood Park and Wind Point. The COUNTY shall also collect whatever fees and charges have been approved by the County Board for Racine County Public Health Division inspections, licenses, permits, and services that are generally applicable to residents and businesses throughout Racine County. Fees and charges will go to the Racine County Public Health Division budget.

## **7. ENFORCEMENT OF ORDINANCES**

The COUNTY, through the County Board of Health and Racine County Public Health Division, shall, during the term of this Agreement, unless otherwise precluded by law, enforce valid COUNTY public health related ordinances, including those which require public inspections as a condition of license or permit approval. Furthermore, it is understood that nothing contained herein precludes the COUNTY or its Public Health Division from enacting health regulations or Ordinances as authorized by law.

## **8. JURISDICTION**

The Racine County Public Health Division will serve all residents of MEMBER MUNICIPALITIES and the Villages of Elmwood Park and Wind Point pursuant to Wis. Stat. § 251.08. The PARTIES acknowledge that the Racine County Public Health Division, as proposed herein, does not include all municipalities located within the County. Specifically, the City of Racine is not among the MEMBER MUNICIPALITIES and remains part of the City of Racine Public Health Department.

The PARTIES acknowledge that should the City of Racine seek to join a Racine County Public Health Division, the COUNTY would be obligated by statute to provide public health services to that municipality. Pursuant to Wis. Stat. § 251.08, cities, towns and villages having local health departments may by vote of their local boards of health determine to come under the jurisdiction of a county health department.

However, the COUNTY, MEMBER MUNICIPALITIES, the CRCHD, and the Villages of Elmwood Park and Wind Point are the exclusive signatories to this Agreement. To the extent that the COUNTY receives notice at any future date that the City of Racine wishes to join the Racine

County Public Health Division, the COUNTY will evaluate the terms of any such transition based on the circumstances as they exist at that time.

## **9. FUNDING**

Funding of the Racine County Public Health Division shall be under the control of the Racine County Board of Supervisors and shall be part of the annual budget process beginning for calendar year 2022. The MEMBER MUNICIPALITIES and the Villages of Elmwood Park and Wind Point acknowledge that the COUNTY tax levy for health services shall include all MEMBER MUNICIPALITY and Village of Elmwood Park and Wind Point property owners effective with the 2021 tax levy, payable in 2022. In 2022, the COUNTY hereby commits to providing the funding, via COUNTY tax levy, to fully implement the service and staffing required to execute the provision of necessary services.

Beginning on the transition date, anticipated to be January 1, 2022, the MEMBER MUNICIPALITIES and the Villages of Elmwood Park and Wind Point shall transfer the tax levy for 2021 to the COUNTY to fund the Racine County Public Health Division for 2022. For planning purposes, the COUNTY has calculated a full year levy transfer for 2022 of \$887,218, as set forth in Exhibit G. Any grant funds allocated to the CRCHD for an annual contract in effect from a July-June term or an October-September term will be transferred to the County as of January 1, 2022.

Upon completion of the CRCHD 2021 audit, the CRCHD fund balance as of December 31, 2021 will be transferred to the COUNTY to be placed into a restricted fund to be utilized by the Racine County Public Health Division to make up any potential levy funding shortfalls, both during the transition and into future years until the balance is depleted.

When the COUNTY assumes financial responsibility for the Racine County Public Health Division, it will implement an equitable taxation model. Pursuant to Wis. Stat. § 251.08, no part of any expense incurred under this section by a county health department may be levied against any property within any city, village or town that has a local health department and that has not determined to come under the jurisdiction of the county health department.

The COUNTY will establish Racine County Public Health Division as a special revenue fund that does not lapse into the general revenue fund, provided public health services are not for the entire county.

## **10. FURNITURE AND EQUIPMENT TO BE TRANSFERRED TO THE COUNTY**

The MEMBER MUNICIPALITIES and the CRCHD hereby agree to collaboratively work with the COUNTY to develop a detailed list of medical supplies and office furnishings, equipment, and related fixtures currently utilized by the CRCHD, which may be appropriately transferred for the Racine County Public Health Division or may be surplus following the transition of health-related services. The CRCHD and MEMBER MUNICIPALITIES hereby agree to donate or contribute all surplus items to COUNTY on an “as needed” basis for use by the COUNTY in setting up and operating the new Racine County Public Health Division.

## **11. PAPER AND COMPUTERIZED RECORDS**

As required by the State Division of Public Health, the CRCHD and MEMBER MUNICIPALITIES and the Villages of Elmwood Park and Wind Point will archive and retain (as required by law) all departmental records following the initiation of county-run services, until such documents may be destroyed pursuant to any applicable records retention ordinance or the provision of Wis. Stat. § 19.21. Notwithstanding the foregoing, the CRCHD and Villages of Elmwood Park and Wind Point shall transfer to the COUNTY immunization records and current case files. COUNTY shall have access to all paper and computerized records of the CRCHD and Villages of Elmwood Park and Wind Point which may be needed to facilitate the transition process and may later be needed for the continued provision of public and environmental health services. COUNTY shall follow the applicable confidentiality requirements regarding the records of any service recipients which may come under COUNTY control. The transfer of records shall be done in compliance with all appropriate State and Federal statutes.

## **12. CONTRACTUAL SERVICES WITH OTHER AGENCIES**

MEMBER MUNICIPALITIES and the CRCHD have entered into agency agreements with the State Department of Health Services, the Department of Agriculture, Trade and Consumer Protection (DATCP), the Department of Safety and Professional Services (DSPS), the Department of Natural Resources (DNR), and Department of Children and Families for the purpose of making various inspections and investigations related to environmental and public health matters. COUNTY agrees to renegotiate as necessary and fully assume the requirements of those agreements upon the Implementation Date, anticipated to be January 1, 2022. A list of all such agreements and obligations is set forth in Exhibit D. As it relates to Vendor Contractual Obligations, which are also set forth in Exhibit D, the PARTIES agree to work in good faith to determine whether such contracts should terminate or otherwise be renegotiated. CRCHD maintains responsibility for and agrees to negotiate any contracts expiring in 2021.

## **13. TERM OF AGREEMENT**

This Agreement shall be and remain in full force and effect for so long as COUNTY maintains a Public Health Division and Board of Health as required by and in accordance with Wis. Stat. § 251.02.

## **14. AMENDMENT**

This Agreement may be amended or modified only by a written instrument signed by all parties.

## **15. NOTICES**

Each notice required by or relating to this Agreement shall be in writing and shall specifically refer to this Agreement by name (INTERGOVERNMENTAL AGREEMENT REGARDING CREATION OF A RACINE COUNTY PUBLIC HEALTH DIVISION) and shall refer specifically to the number(s) of the section(s) or subsection(s) to which the notice relates. Any such notice shall be delivered to each notice addressee of the Party receiving the notice by personal delivery (or alternatively, if the address specified for such notice addressee is an office

address, by personal delivery during normal business hours to the person apparently in charge of such addressee's office), or shall be mailed to such addressee by certified mail – return receipt requested or by first class mail, or shall be transmitted to such addressee by facsimile (provided that the notice is mailed the same day by first class mail), at the applicable address, as stated below. Each notice shall be effective upon delivery in person, or two days after mailing by certified mail – return receipt requested or first-class mail, or upon facsimile transmission with receipt confirmed, or upon actual receipt without regard to the method of delivery or transmission, whichever occurs first.

Any time period specified by this contract in connection with a notice requirement shall be determined with respect to the effective date of the notice unless a different intent is clearly stated. The governing body of any Party shall have authority to waive, in writing, any notice that it is entitled to receive under this contract.

Unless otherwise specified in this Agreement, notice to any PARTY shall be sent to its Clerk, at the address of the respective Village Hall, City Hall, or County Courthouse and, for the CRCHD, to the Chair of the Board of Health or to the Health Officer at 10005 Northwestern Avenue, Franksville, WI 53216.

#### **16. OBLIGATION TO IMPLEMENT AGREEMENT**

Each PARTY shall promptly take such actions as may be necessary or desirable to effectuate and implement this Agreement.

#### **17. INDEMNIFICATION**

Each Party agrees to indemnify, defend, and hold harmless every other PARTY and its officials, officers, and employees from and against any and all claims, damages, costs, and expenses (including reasonable attorney fees) arising out of or resulting from any alleged act or omission of the indemnifying PARTY or its officials, officers, or employees relating to this agreement. This provision is not intended to and shall not be interpreted to limit insurance coverage or limits of liability under Wisconsin law that may be available to each Party or governmental immunity or other defenses that may be available to each Party, each and all of which are expressly reserved by each Party.

#### **18. SEVERABILITY**

In the event that any provision of this Agreement, or any part thereof, is held or determined by a court or agency of competent jurisdiction to be invalid or unenforceable, the balance of this contract shall be deemed to be severable and shall survive.

#### **19. COMPLETE AGREEMENT**

This Agreement represents the complete agreement of the PARTIES and supersedes all agreements, warranties, representations and promises, either written or oral, made during the course of negotiations leading up to this Agreement.

**20. COUNTERPARTS**

This Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute the same instrument.

**21. APPROVAL BY GOVERNING BODIES**

Each of the PARTIES hereby represents that this Agreement was duly approved by its governing body on or before the date stated below, in accordance with all applicable state and local laws, and that its governing body has caused its duly authorized officers to execute this contract on its behalf on the date stated after each signature below.

IN WITNESS WHEREOF, the PARTIES have caused this Agreement to be duly executed as dated below and effective as of January 1, 2022.

CITY OF BURLINGTON

\_\_\_\_\_  
Carina Walters  
City Administrator

\_\_\_\_\_  
Diahn Halbach  
City Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

TOWN OF BURLINGTON

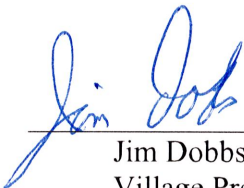
\_\_\_\_\_  
Jeff Lang  
Town Chair

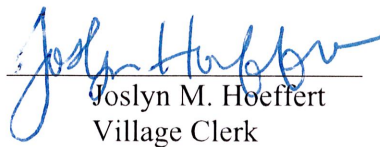
\_\_\_\_\_  
Jeanne Rennie  
Town Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

VILLAGE OF CALEDONIA

  
\_\_\_\_\_  
Jim Dobbs  
Village President

  
\_\_\_\_\_  
Joslyn M. Hoeffert  
Village Clerk

8/16/2021  
\_\_\_\_\_  
Date

8/16/2021  
\_\_\_\_\_  
Date

TOWN OF DOVER

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Sam Stratton  
Town Chairman

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Camille Gerou  
Town Clerk

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Date

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Date

VILLAGE OF ELMWOOD PARK

---

Ernie Rossi  
Village President

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Christophe Jenkins  
Village Administrator

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Date

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Date

VILLAGE OF MT. PLEASANT

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David DeGroot  
Village President

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Stephanie Kohlhagen  
Village Clerk & Treasurer

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Date

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Date

VILLAGE OF NORTH BAY

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Mark Schall  
Village President

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Dori Panthofer  
Village Clerk

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Date

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Date

TOWN OF NORWAY

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Jean Jacobson  
Town Chair

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Patricia Campbell  
Town Clerk

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Date

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Date

VILLAGE OF RAYMOND

---

Kari Morgan  
Village President

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Linda Terry  
Village Clerk

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Date

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Date

VILLAGE OF ROCHESTER

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Edward Chart  
Village President

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Sandra Swan  
Village Clerk

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Date

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Date

VILLAGE OF STURTEVANT

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Michael Rosenbaum  
Village President

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Cheryl Zamecnik  
Village Clerk

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Date

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Date



VILLAGE OF UNION GROVE

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Steve Wicklund  
Village President

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Rebecca Wallendal  
Village Clerk

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Date

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Date

VILLAGE OF YORKVILLE

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Douglas Nelson  
Village President

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Michael McKinney  
Village Clerk

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Date

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Date

TOWN OF WATERFORD

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Tom Hincz  
Town Chair

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Tina Mayer  
Town Clerk

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Date

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Date

VILLAGE OF WATERFORD

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Don Houston  
Village President

---

Rachel Ladewig  
Village Clerk

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Date

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Date

VILLAGE OF WIND POINT

---

Susan Sanabria  
Village President

---

Casey Griffiths  
Village Administrator/Clerk-Treasurer

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Date

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Date

RACINE COUNTY

---

Jonathan Delagrave  
County Executive

---

Wendy Christensen  
County Clerk

---

Date

---

Date

CENTRAL RACINE COUNTY HEALTH DEPARTMENT

---

Margaret Gesner  
Health Officer

---

Fran Petrick  
Chair, Board of Health

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Date

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Date

**EXHIBIT LIST**

- |                  |   |
|------------------|---|
| <b>EXHIBIT A</b> | Intermunicipal Agreement  |
| <b>EXHIBIT B</b> | CRCHD Board of Health – Current Bylaws (2018)                                     |
| <b>EXHIBIT C</b> | Racine County Pay Scale Range – Transferred Employees                             |
| <b>EXHIBIT D</b> | CRCHD Current Contracts, Memorandums of Understanding and Asset List              |
| <b>EXHIBIT E</b> | Notices Pursuant to Wis. Stat. Ch. 251 From All Member Municipalities             |
| <b>EXHIBIT F</b> | Notice of Nonrenewal of Contract From the Villages of Elmwood Park and Wind Point |
| <b>EXHIBIT G</b> | Local Tax Levy Transfer Summary   |
| <b>EXHIBIT H</b> | Proposed Initial Appointments to the Racine County Board of Health                |

AGREEMENT

THIS AGREEMENT is made and entered into as of the date last executed by any of the parties, among the VILLAGE OF CALEDONIA, a municipal body (hereinafter referred to as "Caledonia"), VILLAGE OF MOUNT PLEASANT, a municipal body (hereinafter referred to as "Mount Pleasant"), VILLAGE OF STURTEVANT, a municipal body (hereinafter referred to as "Sturtevant"), and VILLAGE OF NORTH BAY, a municipal body (hereinafter referred to as "North Bay").

RECITALS

WHEREAS, Caledonia, Mount Pleasant, Sturtevant and North Bay are villages located in Racine County which entered into a 2010 Intermunicipal Agreement for a joint board of health and joint health department (hereinafter referred to as the "Central Racine County Board of Health" and the "Central Racine County Health Department") pursuant to Wis. Stat. Sections 66.0301, 252.02(3r) and 251.09 which provide for the establishment, governance, financing and management of a joint local board of health and joint local health department to provide health services; and

WHEREAS, The Villages of Union Grove ("Union Grove") and Town of Waterford ("Waterford") contracted with the Central Racine County Health Department ("CRCHD") in 2012 and 2013, respectively, for the provision of public health services and are utilizing the Board of Health for CRCHD ("Board of Health") as their designated Board of Health during the terms of their respective Agreements; and

WHEREAS, the parties would like to amend the Intermunicipal Agreement to provide for representation on the Board of Health for Union Grove, Waterford and other municipalities that may enter into the Intermunicipal Agreement with the villages of Caledonia, Mt. Pleasant, Sturtevant and North Bay in the future;

WHEREAS, the parties would like to amend the Intermunicipal Agreement to denote that municipalities which contract for public health services with CRCHD ("Contract Municipalities") no longer have a local Board of Health but rather utilize the "Board of Health" as their designated Board of Health during the terms of their respective Agreements;

NOW, THEREFORE, for and in consideration of the mutual covenants herein set forth, the parties agree as follows:

1. **Authority.** This Agreement is entered into pursuant to the authority set forth in Wis. Stat. Sections 66.0301, 251.09, and 251.02(3r).
2. **Creation of Joint Local Board of Health and Joint Local Health Department.** Caledonia, Mount Pleasant, Sturtevant and North Bay (the "Member Municipalities") agree to create a joint local board of health to exercise the powers and perform the duties of a local board of health in each of the municipalities. Caledonia, Mount Pleasant, Sturtevant and North Bay hereby create a joint local health department, per Wis. Stat. Section 251.02(3r), that shall be designated "Central Racine County Health Department" (hereinafter referred to as "Health Department").
  - a. **Members.** Pursuant to Wis. Stat. Section 251.03(4r), the parties determine that the Board of Health shall be made up of the following members:
    - i. Medical Advisor (1), appointed and confirmed by Board of Health
    - ii. Health Officer (1), appointed and confirmed by Board of Health
    - iii. Mount Pleasant Trustee (1), appointed by the Village President
    - iv. Caledonia Trustee (1), appointed by the Village President
    - v. North Bay Trustee or citizen (1), appointed by the Village President
    - vi. Sturtevant Trustee, employee or citizen (1), appointed by the Village President
    - vii. Mount Pleasant citizen, preferably a registered nurse (1), appointed by the Village President
    - viii. Caledonia citizen, preferably a registered nurse (1), appointed by the Village President
    - ix. Citizen member-at-large (1), appointed by Health Officer, confirmed by Board of Health
    - x. A trustee/supervisor, employee or citizen appointed from each additional Member Municipality to serve during the term of its Agreement.

The Board of Health shall elect a chairperson, vice-chairperson and secretary.

- b. **Powers and Duties.** The Board of Health shall constitute the policy-making body for the Health Department, and shall exercise authority over financial and personnel matters, as set forth below. The Board of Health shall be responsible for operating and maintaining at least a Level II Health Department to jointly serve the Member Municipalities and Contract Municipalities, and is established as the joint local board of health of the

Member Municipalities and Contract Municipalities pursuant to Wis. Stat. § 251.02(3r). The Board of Health shall have the powers and perform such duties as are prescribed in Wis. Stat. Sections 251.04 and 251.05, except as otherwise specifically provided in this agreement or in joint ordinances adopted by the Member Municipalities, and Contract Municipalities. The Board of Health is authorized to enter into agreements to provide public health services to Contract Municipalities provided such municipalities are required to share in the costs of the Health Department on the same per capita basis as set forth in this Agreement. The Board of Health is further authorized to add additional Member Municipalities by joint resolution of the Board of Health and a requesting municipality that incorporates the terms and conditions of this intermunicipal agreement, and that further requires adoption of the Joint Health Department Ordinance governing the municipalities. The addition of Member Municipalities shall require a favorable vote of two-thirds (2/3) of the entire membership of the Board of Health.

- c. Budget and Financial Oversight. The Board of Health shall annually develop and adopt a budget. Each Member Municipality shall be responsible for its share of the budget, in accordance with the methodology as set forth below. Each Contract Municipality shall be responsible for its share of the budget, in accordance with the methodology as set forth below and as stated in each Contract Municipality's agreement with the Board of Health. By September 1st of each year, the Board of Health shall forward a copy of its adopted budget to each Member Municipality. Any increase in the levy portion of the budget exceeding the average percentage of net new growth of Member Municipalities shall require the approval of the majority of Member Municipalities. In the event that the levy limit methodology set forth in Chapter 66 of the Wisconsin Statutes is amended, any increase in the levy portion of the budget shall be consistent with the new statutory methodology. At year end, any unspent portion of the approved budget shall go to the Health Department's fund balance. The Board of Health shall have the authority to approve capital expenditures less than \$25,000 if using monies in the current fund balance. For capital expenditures of \$25,000 or more, or where a capital expenditure requires additional funding from the Villages, the approval of the majority of Member Municipalities shall be required. Funding for additional personnel, that is not otherwise covered by grant or non-levy funding, shall require the approval of the majority of Member Municipalities.
- d. Fiscal Agent. The Village of Caledonia shall be the fiscal agent for the Health Department. Responsibilities include assistance with budget preparation, processing of purchase orders, payroll, employee benefits administration, compliance with State and Federal employment-related

standards, and procurement of insurance policies, including comprehensive general liability coverage, bodily injury coverage, property damage coverage, auto coverage, health insurance, and worker's compensation coverage. Annually in the budget process, an appropriation shall be made to the Fiscal Agent of no less than 0.75% and not to exceed 1% of Health Department levy and grant revenues. (Grant revenues that do not include this appropriation as an allowable cost will not be subject to the appropriation.) The Health Department will make payments to the Fiscal Agent on a quarterly basis.

- e. Financing. The Member Municipalities shall share all the costs of the Health Department based on per capita financing (using the Wisconsin Department of Administration's ("DOA") most recent population estimate for each municipality). The Department of Correction population will not be counted as part of the Village of Sturtevant population estimate. Contract Municipalities are required to share in the costs of the Health Department on the same per capita basis as set forth in this Agreement and in the agreements with said municipalities. On or before January 15 of each year during the term of this agreement, the Member Municipalities and Contract Municipalities shall forward to Caledonia at least half their respective shares of the operating budget for that year. On or before July 15 of each year during the term of this agreement, the Member Municipalities and Contract Municipalities shall forward to Caledonia the second half of their respective shares of the operating budget for that year.
- f. Personnel. Subject to the appropriations in the budget, the Board of Health shall have authority to employ and determine the compensation of such personnel for the Health Department, and may employ the services and fix the compensation of such other agents or consultants as the Board of Health deems necessary or convenient for the operation and management of the Health Department. The Board of Health and the Health Officer shall have the authority to terminate the employment of such personnel as set forth below, subject to any applicable laws, rules, regulations and agreements with respect to the same. All personnel will be considered as employees of Caledonia for reporting purposes, and shall operate under and be subject to the Caledonia Personnel Policy Manual, unless otherwise stated below. To meet this standard:
  - i. The Health Officer shall be appointed by the Board of Health pursuant to Wis. Stat. Section 251.06(4)(c). The Health Officer shall meet the qualifications set forth in Wis. Stat. Section 251.06.

- ii. The Health Officer shall report to the Board of Health, which shall be responsible for performing evaluations of the Health Officer on a schedule to be determined by it.
  - iii. The Board of Health shall be responsible for all employment decisions pertaining to the Health Officer.
  - iv. The Board of Health shall approve all Health Department hires. Per Wis. Stat. Section 254.04(8), the Board of Health shall employ qualified public health professionals. The Health Officer, as an employee of and manager for the Village of Caledonia and per Wis. Stat. Section 251.06(3)(e), shall appoint all necessary subordinate personnel, ensure they meet appropriate qualifications, and have supervisory authority over all subordinate personnel. When possible, a Board of Health member shall be part of the interview panel for new hires.
  - v. Board of Health members shall be indemnified and held harmless by the Member Municipalities and Contract Municipalities for actions taken within the scope of their responsibilities. Board of Health members shall be covered by a Public Officials/Governmental Entity Policy. In addition, the Board of Health and Health Department shall be added as additional insureds on each municipality's general liability policy.
  - vi. With approval of the Board of Health, the Health Officer may discipline, suspend and terminate staff. All written discipline shall be reviewed by the Board of Health Personnel Committee. All suspensions and terminations shall be reviewed by the Board of Health Personnel Committee and approved by the Board of Health.
  - vii. Complaints and Grievances. The Board of Health shall work with the Village of Caledonia to ensure that its employment-related policies and procedures are consistent with applicable Personnel Manual (and collective bargaining agreements if applicable).
3. **Operations.** The Board of Health shall have authority to enter into contracts as are necessary or convenient for the management and operation of the Health Department, provided, however that funding has been included as part of the approved budget. All employment contracts and contracts involving expenditures of \$25,000 or more shall be reviewed by the Board of Health attorney prior to signing. All operations of the Health Department shall be conducted in accordance with the requirement and standards of the applicable statutes,





- 8. Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute the same instrument.
- 9. Merger and Integration. This Agreement contains the entire agreement of the parties, and supersedes all prior negotiations, agreements and understandings with respect thereto.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed on the dates indicated below.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2013.

VILLAGE OF CALEDONIA

By: \_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Clerk

Dated this \_\_\_\_ day of \_\_\_\_\_, 2013.

VILLAGE OF MOUNT PLEASANT

By: \_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Clerk

Dated this \_\_\_\_ day of \_\_\_\_\_, 2013.

VILLAGE OF STURTEVANT

By: \_\_\_\_\_  
President

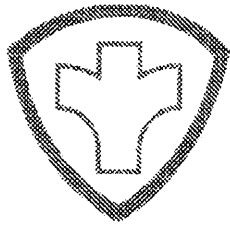
Attest: \_\_\_\_\_  
Clerk

Dated this \_\_\_\_ day of \_\_\_\_\_, 2013.

VILLAGE OF NORTH BAY

By: \_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Clerk



**CRCHD**

Central Racine County Health Department

CENTRAL RACINE COUNTY  
**BOARD OF HEALTH**  
**BY-LAWS**

**2018**

Central Racine County Health Department  
10005 Northwestern Avenue, Suite A  
Franksville, WI 53126

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**1. BOARD OF HEALTH ESTABLISHED.**

The Central Racine County Board of Health, referred to as Board of Health, was established January 1, 2011, through Intermunicipal Agreement in accordance with Wis. Stat. Sections 66.0301, 251.09 and 251.02(3r), providing for the establishment, governance, financing and management of a joint local board of health and joint local health department to provide public health services to Caledonia, Dover, Mt. Pleasant, North Bay, Norway, Raymond, Rochester, Sturtevant, Union Grove, Yorkville, Town and Village of Waterford, Town and City of Burlington.

**2. BOARD MEMBERSHIP AND ORGANIZATION**

Members. Pursuant to Wis. Stat. Section 251.03(4r) and in accordance with the Intermunicipal Agreement, the Board of Health shall be made up of the following members:

- (a) Medical Advisor (1), appointed and confirmed by Board of Health
- (b) Health Officer (1), appointed and confirmed by Board of Health
- (c) Mt. Pleasant Trustee (1), appointed by the Village President
- (d) Caledonia Trustee (1), appointed by the Village President
- (e) North Bay Trustee or citizen (1), appointed by the Village President
- (f) Sturtevant Trustee, employee or citizen (1), appointed by the Village President
- (g) Mt. Pleasant citizen, preferably a registered nurse (1), appointed by the Village President
- (h) Caledonia citizen, preferably a registered nurse (1), appointed by the Village President
- (i) Citizen member-at-large (1), appointed by Health Officer, confirmed by Board of Health
- (j) Dover Board Member, employee or citizen (1), appointed by the Town Chair
- (k) Norway Board Member, employee or citizen (1), appointed by the Town Chair
- (l) Raymond Board Member, employee or citizen (1), appointed by the Town Chair
- (m) Rochester Trustee (1), appointed by the Village President
- (n) Union Grove Trustee (1), appointed by the Village President
- (o) Yorkville Board Member, employee or citizen (1), appointed by the Village President
- (p) Town of Waterford Board Member (1), appointed by the Town Chair
- (q) Village of Waterford Trustee (1), appointed by the Village President
- (r) Town of Burlington Board Member, employee or citizen (1), appointed by the Town Chair
- (s) City of Burlington Alderman (1), appointed by the Mayor
- (t) A trustee/supervisor, employee or citizen appointed from each new Member Municipality to serve during the term of its Agreement.

The term for each Municipal representative is set by each Municipality. The term for the Medical Advisor, Citizen member-at-large, and Health Officer are indefinite until a replacement is needed.

Officers. Pursuant to Wis. Stat. Section 251.03(4r) and in accordance with the Intermunicipal Agreement, the Board of Health shall elect:

- (a) Chairperson
- (b) Vice Chairperson
- (c) Clerk (Secretary)

Meetings. The Board of Health shall meet:

- (a) At least quarterly, at the call of the Chairperson, and at such other times as the Board of Health may determine in accordance with Wis. Stat. Section 251.04(5). Central Racine County Board of Health meets monthly unless otherwise noted. For Board of Health meetings, members may call in by phone for extenuating circumstances. Whenever one or more members participate by conference call or video conferencing, the Board shall ensure that such participation is broadcast through speakers and/or monitors at one or more sites that are open to the public and otherwise complies with the Wisconsin Open Meetings Law, as may be amended.
- (b) Elect a chairperson, vice-chairperson and clerk/secretary. The above-listed officers shall serve indefinitely until the Board calls for a new election of officers, or the Board adopts revised by-laws that call for some other term of office.
- (c) Official oaths shall be taken by all members in accordance with section 19.01 of the Wisconsin Statutes.

### **3. BOARD OF HEALTH ORIENTATION**

- (a) New Board of Health members shall receive the Central Racine County Health Department *Orientation Manual for Board of Health Members*, *Central Racine County Board of Health By-Laws*, and the *Intermunicipal Agreement* from the Health Officer.

### **4. RULES AND MINUTES**

- (a) Robert's Rules of Order shall apply to all meetings of the Board of Health except as otherwise provided by state statute.
- (b) A majority of the members shall constitute a quorum.
- (c) All questions shall be determined by a concurring vote of the majority of the Board of Health members present unless otherwise provided.
- (d) A majority vote of the Board of Health members present shall be necessary in the following instance: to adopt any resolution, regulation or effect any other action on the part of the Board.
- (e) Minutes of the meetings and proceeding of the Board of Health shall be kept by Central Racine County Health Department. These records shall be files in the office of Central Racine County Health Department and shall be public record

unless a closed session of the Board is permitted under section 19.85 of the Wisconsin Statutes. Records shall not be destroyed except pursuant to law.

- (f) Meetings of the Board of Health shall be open to the public except where a closed session is permitted under section 19.85 of the Wisconsin Open Meetings Law. Notice of the date, time, and place of each meeting along with the agenda for each meeting shall be published in accordance with section 19.84 of the Wisconsin Statutes.

## **5. POWERS AND DUTIES OF THE BOARD OF HEALTH**

- (a) The Board of Health shall constitute the policy-making body for the Health Department, and shall exercise authority over financial, personnel and all other matters as set forth in the Intermunicipal Agreement. The Board of Health shall have the powers and perform such duties as are prescribed in Wis. Stat. Sections 251.04 and 251.05, except as otherwise specifically provided in the Intermunicipal Agreement or in joint ordinances adopted by all member municipalities.
- (b) The Board of Health shall assure the enforcement of state public health statutes and public health rules of the department as specified in Wis. Stat. Section 251.04(1).
- (c) The Board of Health shall be responsible for operating, maintaining and assuring at least a Level II Health Department to jointly serve the municipalities in accordance with the Intermunicipal Agreement and pursuant to Wis. Stat. Section 251.04(2).
- (d) The Board of Health may adopt those regulations, for its own guidance and for the governance of Central Racine County Health Department, that it considers necessary to protect and improve public health. The regulations may be no less stringent than, and may not conflict with, state statutes and rules of the department as specified in Wis. Stat. Section 251.04(3).
- (e) The Board of Health shall report to the department as required by rule and in accordance with Wis. Stat. Section 251.04(4).
- (f) The Board of Health shall determine the outlines and principles governing the administration of the Central Racine County Health Department. In doing so the Board of Health shall:
  - i. Assess public health needs and advocate for the provision of reasonable and necessary public health services pursuant to Wis. Stats. 251.04(6)(a).
  - ii. Develop policy and provide leadership that fosters local involvement and commitment, that emphasizes public health needs and that advocates for equitable distribution of public health resources and complementary

private activities commensurate with public health needs pursuant to Wis. Stats. 251.04(6)(b).

- (g) The Board of Health shall assure that measures are taken to provide an environment in which individuals can be healthy pursuant to Wis. Stat. Section 251.04(7).
- (h) In accordance with the Intermunicipal Agreement and pursuant to Wis. Stat. Section 251.04(8), the Board of Health shall employ qualified public health professionals and shall determine the compensation of such personnel for the Health Department, and may employ the services and fix the compensation of such other agents or consultants as the Board of Health deems necessary or convenient for the operation and management of the Health Department. The local health officer qualifications are pursuant to Wis. Stats. 261.06.
- (i) In accordance with the Intermunicipal Agreement and Wis. Stats 251.115, the Board of Health shall annually develop and adopt a budget. By September 1st of each year, the Board of Health shall forward a copy of its adopted budget to each municipality.
- (j) The Board of Health may request assistance from other municipal officers, departments, commissions, and boards.
- (k) The Board of Health shall approve all prospective grants and monies for the purposes of the provision of public health except for annual state allocated dollars.

#### **6. BOARD OF HEALTH: LOCAL HEALTH DEPARTMENT DUTIES**

- (a) The Board of Health ensures that the Health Department, pursuant to (251.05(3), shall:
  - Regularly and systematically collect, assemble, analyze and make available information on the health of the community, including statistics on health status, community health needs and epidemiologic and other studies of health problems.
  - Develop public health policies and procedures for the community.
  - Involve key policymakers and the general public in determining and developing a community health improvement plan that includes actions to implement the services and functions specified under s. 250.03 (1) (L).
  - Submit data, as requested, to the local public health data system established by the department.
  - Act as agent of the department, if designated by the secretary under s. 250.042 (1).
- (b) Pursuant to Wis. Stats 251.09, the Health Department may jointly provide health services with other local health departments as agreed upon under s. 66.0301, if approved by Board of Health.



**7. BOARD OF HEALTH: JURISDICTION OF HEALTH DEPARTMENT**

- (a.) Pursuant to Wis. Stats 251.08, the Health Department jurisdiction shall extend to the entire area represented by the governing body of the county, city, village or town that established the local health.

**8. REFERENCES**

- a. Wis. Stats. 251 November 13, 2018
- b. Intermunicipal Agreement
- c. Board of Health Orientation

**Racine County Public Health Division**

|   | <b>Min</b> | <b>Mid</b>  | <b>Max</b> |
|---|------------|-------------|------------|
| <b>HN05</b><br>Health Technician  | \$15,4300  | \$18,9050   | \$22,3800  |
| <b>HN10</b><br>Senior Health Technician   | \$18,0700  | \$22,5200   | \$26,9700  |
| <b>HN20</b><br>Registered Nurse/Paramedic/EMT<br>Public Health Educator<br>Public Health Specialist                                   | \$22,5600  | \$27,6350   | \$32,7100  |
| <b>HN30</b><br>Epidemiologist   | \$26,3400  | \$32,2700   | \$38,2000  |
| <b>HN35</b><br>Public Health Strategist<br>Environmental Health Sanitarian<br>Public Health Nurse<br>Public Health Nurse Home Visitor | \$27,8900  | \$34,1600   | \$40,4300  |
| <b>HE45</b><br>Community Health Supervisor<br>Home Visiting Supervisor<br>Environmental Health Supervisor                             | \$62,322   | \$73,661    | \$85,000   |
| <b>HES0</b><br>Associate Community Health Manager   | \$73,000   | \$81,034    | 89,068     |
| <b>HES5</b><br>Community Health Manager<br>Public Health Fiscal Manager<br>Environmental Health Manager                               | \$73,000   | \$86,172    | \$99,344   |
| <b>HE60</b><br>Deputy Health Officer  | \$76,000   | \$93,710.50 | \$111,421  |
| <b>HE65</b><br>Health Officer   | \$85,000   | \$102,500   | \$120,000  |

**Central Racine County Health Dept  
 Provider Contractual Obligations - Agent Contracts**

| Contract Name   | Contract Dates          |
|---|-------------------------|
| WI Dept of Agriculture, Trade and Consumer Protection (DATCP) | 07/01/2019 - 06/30/2022 |
| WI Dept of Safety and Professional Services (DSPS)            | 11/8/2016 - 12/31/2021  |
| WI Dept of Natural Resources                                  | 01/01/2021 - 12/31/2021 |
| WI DCF, Child Abuse and Prevention Board                      | 01/01/2021 - 12/31/2021 |
| WI Dept of Health Services                                    | 01/01/2021 - 12/31/2021 |
| WI Dept of Health Services                                    | 01/01/2021 - 12/31/2021 |
| WI Dept of Health Services                                    | 07/01/2020 - 06/30/2021 |
| WI Dept of Health Services                                    | 07/01/2020 - 06/30/2021 |
| WI Dept of Health Services                                    | 02/01/2020 - 09/30/2021 |

Central Racine County Health Dept  
Vendor Contractual Obligations

| Vendor Name                | Contract Description                                | Start Date         | End Date           | Renewal Date       | Term   | Amount   | Notes  |
|----------------------------|---|--------------------|--------------------|--------------------|--|--|--|
| IT Management Services     | IT Management Services                              | Apr 2021           | Apr 2021           | Apr 2021           | 1 year automatic renewal   | \$1,053 / month based on number of users               |  |
| CCB Technology             | Firewall Security Software                          | Expires Feb 2022   | Expires Feb 2022   | Expires Feb 2022   | 1 year   | \$1,200 / year   |  |
| CCB Technology             | Server Warranty                                     | Expires Mar 2021   | Expires Mar 2021   | Expires Mar 2021   | 1 year   | \$1,300 / year   |  |
| CCB Technology             | Office 365 Level E3 Subscriptions                   | Expires Mar 2021   | Expires Mar 2021   | Expires Mar 2021   | 1 year   | \$7,200 / year (52 users, remaining user: month month) |  |
| Carfax Computing Co        | Reserve Office 365 Cloud Backup System              | Expires Mar 2021   | Expires Mar 2021   | Expires Mar 2021   | 1 year   | \$750 / month or \$9,000 / annual                      |  |
| Proge Management           | Office Efficiency Service                           | Expires Dec 2021   | Expires Dec 2021   | Expires Dec 2021   | 1 year   | \$600 / year   |  |
| Konica Minolta             | Printer Leasing                                     | Expires Dec 2021   | Expires Dec 2021   | Expires Dec 2021   | 3 year contract  | \$1,100 / year   | Written notification at least 30 days prior to the end of contract or renewal term |
| Language Live              | Internet Security Training Software                 | Expires Dec 2021   | Expires Dec 2021   | Expires Dec 2021   | 3 year contract  | \$1,100 / annual                                       | n/a - contract was only for consumables  |
| Proge Management           | Telephone Interpretation Services                   | Expires Feb 2021   | Expires Feb 2021   | Expires Feb 2021   | 1 year   | varies greatly   | 3 year term to be paid in full   |
| Proge Management           | Printer Master Lease                                | Expires Feb 2021   | Expires Feb 2021   | Expires Feb 2021   | 1 year   | \$500 / year   | None (Base Contract)   |
| Professional Service Group | Contracted Contact Tracing & COVID Clinic Support   | Expires 12/31/2021 | Expires 12/31/2021 | Expires 12/31/2021 | 30 day written notification  | \$21.25 / hour for services provided                   |  |
| Ring Central               | VOIP Services                                       | Expires 12/31/2021 | Expires 12/31/2021 | Expires 12/31/2021 | Written notification 30 days prior to expiration of the current term | \$25 / user / month; \$5,000 / annual                  |  |
| Jiroc n                    | Document Shredding Service                          | Expires 06/30/2025 | Expires 06/30/2025 | Expires 06/30/2025 | Written notification 60 days prior to expiration of the current term | \$100 / month  |  |
| Stericycle                 | Medical Waste Service Agreement                     | Expires Feb 2021   | Expires Feb 2021   | Expires Feb 2021   | Written notification 60 days prior to renewal date                   | \$130 per pick up                                      |  |
| Spektron                   | Fiber Internet                                      | Expires Apr 2021   | Expires Apr 2021   | Expires Apr 2021   | 1 year   | \$950 / month  |  |
| Trend Micro with Vias      | Anti-virus Security Package                         | Expires 06/30/2022 | Expires 06/30/2022 | Expires 06/30/2022 | Written notice to landlord 60 days prior                             | \$63,215.93 / annual 2021, \$63,865.19 / annual 2022   |  |
| US Bank Lease              | Office and Storage Space 2nd Floor                  | Expires 10/31/2020 | Expires 10/31/2020 | Expires 10/31/2020 | Written notice 60 days with effective date last day of month         | \$6,364.59 / month                                     |  |
| US Bank Lease              | First Floor Temporary Preemies Covid-19 Vaccinators | Expires 10/31/2020 | Expires 10/31/2020 | Expires 10/31/2020 | State Contract   | \$1,200 / month  |  |
| US Cellular                | Cellular phone service                              |                    |                    |                    |  |  |  |

Central Racine County Health Dept  
Equipment List

| Item                               | Quantity | CH Clinic Reception | CH Clinic Waiting Room | CH Clinic Exam Room | CH Clinic Office | CH Mgmt. Office | Contact Tracers | EC Office | EH File & Storage Room | EH Offices | Main Reception | Main Conference Room | Mail & Print Area | Fiscal Manager | Health Officer | PH Strategist Office | HV Office | HV Supplies Storage | Key Pad Storage |  |
|------------------------------------|----------|---------------------|------------------------|---------------------|------------------|-----------------|-----------------|-----------|------------------------|------------|----------------|----------------------|-------------------|----------------|----------------|----------------------|-----------|---------------------|-----------------|--|
| Work Station / Desk                | 53       | 1                   |                        |                     | 1                | 3               |                 | 4         |                        | 8          | 1              |                      |                   |                |                | 2                    | 12        |                     |                 |  |
| Health Officer Desk / Chair/eva3   | 1        |                     |                        |                     |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Meeting Table - HHO Officer        | 3        |                     |                        |                     |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Meeting Table Chair's HHO Office   | 5        |                     |                        |                     |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Phone - Ring Central               | 50       | 1                   |                        |                     | 2                | 3               |                 | 4         |                        | 8          | 1              |                      |                   | 1              | 5              | 2                    | 2         |                     |                 |  |
| Phone - Cell                       | 29       |                     |                        |                     | 2                | 3               |                 | 4         |                        | 6          |                |                      |                   | 1              | 1              |                      |           |                     |                 |  |
| Monitors Portable Radios           | 18       |                     |                        |                     |                  |                 |                 |           | 18                     |            |                |                      |                   |                |                |                      | 12        |                     |                 |  |
| Radio Charger - 6 Bunk, Multi Unit | 3        |                     |                        |                     |                  |                 |                 |           | 3                      |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Table                              | 10       |                     |                        |                     |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      | 10        |                     |                 |  |
| Laptop Computers                   | 32       |                     |                        |                     | 2                | 3               | 2               | 4         |                        | 8          |                |                      |                   | 1              | 1              | 2                    | 10        |                     |                 |  |
| Desktop Computers                  | 13       |                     |                        |                     |                  |                 | 12              |           |                        |            | 1              |                      |                   |                |                | 2                    | 10        |                     |                 |  |
| Computer Monitors                  | 53       | 1                   |                        |                     | 2                | 4               | 12              | 5         |                        | 11         | 1              |                      |                   | 2              | 2              | 2                    | 31        |                     |                 |  |
| Head Sets                          | 28       |                     |                        |                     | 2                | 3               | 12              |           |                        | 8          |                |                      |                   |                | 1              | 2                    |           |                     |                 |  |
| Refrigerator - Standard            | 1        |                     |                        |                     |                  |                 |                 |           |                        |            |                | 1                    |                   |                |                |                      |           |                     |                 |  |
| Refrigerator - Igloo               | 2        |                     |                        |                     |                  |                 |                 |           | 2                      |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Microwave                          | 2        | 1                   |                        |                     |                  |                 |                 |           |                        |            |                | 1                    |                   |                |                |                      |           |                     |                 |  |
| Coffee Maker                       | 1        |                     |                        |                     |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Scale - upright                    | 1        |                     |                        | 1                   |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Blood Pressure                     | 1        |                     |                        | 1                   |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Medical Supply Cart                | 1        |                     |                        | 1                   |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Rolling Exam Stool                 | 3        |                     |                        | 1                   | 1                |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Chair - Exam                       | 6        |                     |                        | 1                   | 1                |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Chair - Conference (all chairs)    | 56       |                     |                        |                     |                  |                 |                 |           |                        |            | 3              |                      |                   |                |                |                      | 56        |                     |                 |  |
| Chair - Desk                       | 34       | 1                   |                        |                     | 2                | 3               |                 | 4         |                        | 2          | 1              |                      |                   | 1              | 1              | 13                   |           |                     |                 |  |
| Chair - Side                       | 8        |                     |                        |                     |                  | 2               |                 | 1         |                        | 2          |                |                      |                   | 1              | 2              | 2                    |           |                     |                 |  |
| Printer - Canon                    | 1        |                     |                        |                     |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Printer - Brother                  | 1        |                     |                        |                     |                  | 1               |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Printer - HP Portable              | 5        |                     |                        |                     |                  |                 |                 |           |                        | 5          |                |                      |                   |                |                |                      |           |                     |                 |  |
| TV - Box Light                     | 1        |                     |                        |                     |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| TV - Samsung                       | 1        |                     |                        |                     |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| DVD Player - Samsung               | 1        |                     | 1                      |                     |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Table - Conference                 | 2        |                     |                        |                     |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Table - Conference Side Cube       | 4        |                     |                        |                     |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Table - Folding                    | 1        |                     |                        |                     |                  |                 |                 |           | 1                      |            |                |                      |                   |                |                |                      | 1         |                     |                 |  |
| Table - Work Area                  | 5        |                     |                        |                     | 2                |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Book Shelf                         | 4        |                     |                        |                     |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           | 3                   |                 |  |
| Cabinet - Storage                  | 11       |                     |                        | 4                   |                  |                 |                 |           | 2                      |            | 2              |                      | 1                 |                |                |                      | 2         |                     | 1               |  |
| Cabinet - Mail Station             | 1        |                     |                        |                     |                  |                 |                 |           |                        |            |                |                      | 1                 |                |                |                      |           |                     |                 |  |
| Wire Shelf Unit                    | 8        |                     |                        |                     |                  |                 |                 |           | 1                      |            |                |                      |                   |                |                |                      |           |                     | 2               |  |
| File Cabinet - Records 6 Drawer    | 5        |                     |                        |                     |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     | 1               |  |
| File Cabinet - Lateral 5 Drawer    | 2        |                     |                        |                     |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     | 1               |  |
| File Cabinet - Lateral 4 Drawer    | 14       |                     |                        |                     | 1                |                 |                 |           | 6                      |            |                |                      |                   |                |                |                      |           |                     | 1               |  |
| File Cabinet - Lateral 3 Drawer    | 1        |                     |                        |                     |                  |                 |                 |           |                        | 1          |                |                      |                   |                |                |                      | 2         |                     | 5               |  |
| File Cabinet - Vertical 4 Drawer   | 2        |                     |                        |                     |                  |                 |                 |           |                        |            | 1              |                      |                   | 1              |                |                      |           |                     | 1               |  |
| Mail Box Center                    | 5        |                     |                        |                     |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Postage Meter                      | 1        |                     |                        |                     |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Scale - Package / Mail             | 1        |                     |                        |                     |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Scale - Baby                       | 14       |                     |                        |                     |                  |                 |                 | 3         |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
|                                    | 472      |                     |                        |                     |                  |                 |                 |           |                        |            |                |                      |                   |                |                |                      |           |                     |                 |  |
| Totals                             | 972      | 9                   | 5                      | 8                   | 18               | 26              | 78              | 125       | 14                     | 67         | 12             | 65                   | 1                 | 9              | 15             | 22                   | 51        | 6                   | 17              |  |

**Central Racine County Health Dept  
Asset List**

| Description  | Last of Year | Quantity | Program     | Acquisition Date | Amount       |
|--|--------------|----------|-------------|------------------|--------------|
| Network Server   |              | 1        |             | 3/8/2016         | \$6,350.00   |
| Printer / Copier - Konica 368  |              | 1        | RCHVN/RHB   | 9/29/2016        | \$7,990.00   |
| Printer / Copier - Konica 368  |              | 1        | ADMIN/FC    | 12/12/2017       | \$7,990.00   |
| Ford Fusion 2016   | 2068         | 1        | RHB         | 11/30/2015       | \$17,390.00  |
| Ford Focus 2017  | 4267         | 1        | RCHVN       | 2/27/2017        | \$17,188.00  |
| Ford Focus 2017  | 4268         | 1        | RCHVN       | 2/27/2017        | \$17,188.00  |
| Ford Focus 2018  | 6973         | 1        | FC          | 2/16/2018        | \$16,659.00  |
| Dodge Caravan 2018   | 6771         | 1        | EH          | 2/21/2018        | \$22,974.00  |
| Ford Fusion 2016   | 6414         | 1        | EH          | 7/24/2015        | \$17,390.00  |
| Ford Fusion 2015   | 1903         | 1        | EH          | 11/13/2014       | \$17,315.00  |
| Ford Fusion 2017   | 6201         | 1        | General Use | 11/29/2016       | \$17,613.00  |
| Fund Balance to be brought to the County - estimated amount as of 12/31/2020 |              |          |             |                  | \$950,000.00 |

**Miscellaneous**

| <b>Vendor</b>            | <b>Description</b>     | <b>Length of Contract</b> | <b>Follow Up:</b>                                | <b>Est Cost (monthly/annual)</b> |
|--------------------------|------------------------|---------------------------|--|----------------------------------|
| Journal Times            | Newspaper subscription | Annual                    | Newspaper Subscriptions cancel or change address | \$5.13 / annual                  |
| Southern Lakes Newspaper | Newspaper subscription | Annual                    | Newspaper Subscriptions cancel or change address | \$33 / annual                    |
| Standard Press           | Newspaper subscription | Annual                    | Newspaper Subscriptions cancel or change address | \$58 /annual                     |
| Waterford Post           | Newspaper subscription | Annual                    | Newspaper Subscriptions cancel or change address | \$58 / annual                    |



**CITY OF BURLINGTON**

**Administration Department**

300 N. Pine Street, Burlington, WI, 53105  
(262) 342-1161 -- (262) 763-3474 fax  
www.burlington-wi.gov

**To:** Racine County Board of Supervisors  
Jonathan DeLagrove, County Executive  
Margaret Gesner, Central Racine County Board of Health

**From:** Carina G. Walters, City Administrator

**CC:** City of Burlington Common Council

**Date:** October 20, 2020

**Re:** **Notice of Withdrawal: Central Racine County Health Department**

Dear Ms. Gesner and Mr. Delegrave,

Please accept this letter on behalf of the City of Burlington Common Council as formal written notice pursuant to Wis. Stat. § 251.15(2m) of the City's intent to withdraw from the Central Racine County Health Department.

Consolidating health services currently provided by the Central Racine County Health Department into a single county health department through an equitable cost allocation will enhance public health, enhance fiscal and operational stability, improve the coordination of a community health plan, improve coordination of response to community health needs and health problems, and maximize efficiency of public resources.

To that end, the City of Burlington supports the establishment of the Racine County Health Department which shall provide the services of a Level III local health department, with a local health officer who meets the qualifications specified by Wis. Stat. § 251.06(1)(c), and which shall serve all areas of Racine County not otherwise served by a city, village, or town local health department.

The City of Burlington further supports the establishment of the Racine County Board of Health in accordance with Wis. Stat. § 251.03, the members of which shall be appointed by the Racine County Executive, subject to confirmation by the Racine County Board of Supervisors, and which shall exercise its powers and duties set forth at Wis. Stat. § 251.04.

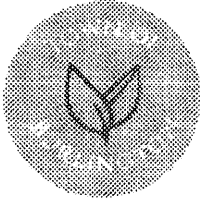
The City of Burlington's withdrawal from the Central Racine County Health Department will be effective December 31, 2021.

Sincerely,

Carina G. Walters  
City Administrator

EXHIBIT E





Town of Burlington  
32288 Bushnell Road · Burlington, WI 53105  
Phone: (262) 763-3070 Fax: (262) 763-2118  
E-Mail: [brian.graziano@townofburlington.com](mailto:brian.graziano@townofburlington.com) | [www.TownofBurlington.com](http://www.TownofBurlington.com)

10/8/2020

Margaret Gesner  
Central Racine County Health Department  
10005 Northwestern Avenue  
Franksville, WI 53126

Dr. Ms. Gesner,

Please accept this letter as formal written notice pursuant to Wis. Stat. § 251.15(2m) of the Town of Burlington's intent to withdraw from the Central Racine County Health Department.

Consolidating health services currently provided by the Central Racine County Health Department into a single county health department through an equitable cost allocation will enhance public health, improve coordination of a community health improvement plan, improve coordination of response to community health needs and health problems, and maximize efficiency of public resources.

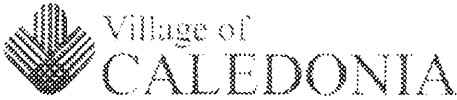
To that end, The Town of Burlington supports the establishment of the Racine County Health Department which shall provide the services of a Level III local health department, with a local health officer who meets the qualifications specified by Wis. Stat. § 251.06(1)(c), and which shall serve all areas of Racine County not otherwise served by a city, village, or town local health department.

The Town of Burlington further supports the establishment of the Racine County Board of Health in accordance with Wis. Stat. § 251.03, the members of which shall be appointed by the Racine County Executive, subject to confirmation by the Racine County Board of Supervisors, and which shall exercise its powers and duties set forth at Wis. Stat. § 251.04.

The Town of Burlington's withdrawal from the Central Racine County Health Department will take effect December 31, 2021."

Regards,

Brian Graziano  
Administrator/Treasurer  
Town of Burlington



OFFICE OF THE ADMINISTRATOR

Thomas J. Christensen  
5043 Chester Lane  
Racine, WI 53402  
www.caledonia-wi.gov

off. ce: 262-835-6404  
tchristensen@caledonia-wi.gov

September 17, 2020

Central Racine County Board of Health  
Attn: Margaret Gesner, Health Officer  
Central Racine County Health Department  
10005 Northwestern Avenue  
Franksville, WI 53126

Racine County Board of Supervisors  
c/o Mr. Thomas Roanhouse, Chairperson and  
Mr. Jonathan Delagrave, County Executive  
730 Wisconsin Avenue  
Racine, WI 53403

Dear Ms. Gesner, Mr. Roanhouse, and Mr. Delagrave,

Please accept this letter as formal written notice pursuant to Wis. Stat. § 251.15(2m) of the Village of Caledonia's intent to withdraw from the Central Racine County Health Department.

Consolidating health services currently provided by the Central Racine County Health Department into a single county health department through an equitable cost allocation will enhance public health, improve coordination of a community health improvement plan, improve coordination of response to community health needs and health problems, and maximize efficiency of public resources.

To that end, the Village of Caledonia supports the establishment of the Racine County Health Department which shall provide the services of a Level III local health department, with a local health officer who meets the qualifications specified by Wis. Stat. § 251.06(1)(c), and which shall serve all areas of Racine County not otherwise served by a city, village, or town local health department.

The Village of Caledonia further supports the establishment of the Racine County Board of Health in accordance with Wis. Stat. § 251.03, the members of which shall be appointed by the Racine County Executive, subject to confirmation by the Racine County Board of Supervisors, and which shall exercise its powers and duties set forth at Wis. Stat. § 251.04.

The Village of Caledonia's withdrawal from the Central Racine County Health Department will take effect December 31, 2021.

Sincerely,

A handwritten signature in cursive script that reads "Thomas J. Christensen".

Thomas J. Christensen  
Village Administrator

Cc via email: City Council, City of Burlington c/o Ms. Carina Walters, City Administrator  
Town Board, Town of Burlington c/o Mr. Brian Graziano, Town Administrator  
Town Board, Town of Dover, c/o Ms. Camille Gerou, Town Clerk-Treasurer  
Village Board, Village of Mt. Pleasant, c/o Ms. Maureen Murphy, Village Administrator

Village Board, Village of North Bay, c/o Ms. Dori Panthofer, Village Clerk  
Town Board, Town of Norway, c/o Mr. Thomas Kramer, Town Administrator  
Village Board, Village of Raymond, c/o Ms. Linda Terry, Village Clerk  
Village Board, Village of Rochester, c/o Ms. Betty Novy, Village Administrator  
Village Board, Village of Sturtevant, c/o Mr. Gerald Nellesen, Village Administrator  
Village Board, Village of Union Grove, c/o Mr. Michael Hawes, Village Administrator  
Town Board, Town of Waterford, c/o Ms. Tina Mayer, Town Clerk Village Board,  
Village of Waterford, c/o Mr. Zeke Jackson, Village Administrator Town Board,  
Town of Yorkville, c/o Mr. Michael McKinney, Town Clerk-Treasurer/ Administrator

# TOWN OF DOVER

4110 South Beaumont Avenue Kansasville, WI 53139

Phone (262) 878-2200 Fax (262) 878-2595

www.townofdooverwi.com

|              |                  |                |                      |                 |                 |
|--------------|------------------|----------------|----------------------|-----------------|-----------------|
| Chairman     | Supervisor #1    | Supervisor #2  | Roads Dept           | Clerk/Treasurer | Municipal Judge |
| Sam Stratton | Mike Shenkenberg | Jared Guillien | DHD Maintenance Inc. | Camille Gerou   | Heather Niski   |
| 262 206-4843 | 262 661-9932     | 262 994-6975   | 262 206-1319         | 878-2200 Ext 10 | 878-2200 Ext11  |

October 12, 2020

Central Racine County Board of Health  
c/o Ms. Margaret Gesner, Health Officer  
Central Racine County Health Department  
10005 Northwestern Avenue  
Franksville, WI 53126

Racine County Board of Supervisors  
c/o Mr. Thomas Roanhouse, Chairperson &  
Mr. Jonathan Delagrave, County Executive  
730 Wisconsin Avenue  
Racine, WI 53403

**Re: Notice of Withdrawal: Central Racine County Health Department**

Dear Ms. Gesner, Mr. Roanhouse, and Mr. Delagrave,

Please accept this letter as formal written notice pursuant to Wis. Stat. §251.15(2m) of the Town of Dover's intent to withdraw from the Central Racine County Health Department.

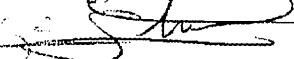
Consolidating health services currently provided by Central Racine County Health Department into a single county health department through an equitable cost allocation will enhance public health, improve coordination of a community health improvement plan, improve coordination of response to community health needs and health problems, and maximize efficiency of public resources.

To that end, the Town of Dover supports the establishment of the Racine County Health Department which shall provide the services of a Level III local health department, with a local health officer who meets the qualifications specified by Wis. Stat. §251.06(1)(c), and which shall serve all areas of Racine County not otherwise served by a city, village, or town local health department.

The Town of Dover further supports the establishment of the Racine County Board of Health in accordance with Wis. Stat. §251.03, the members of which shall be appointed by the Racine County Executive, subject to confirmation by the Racine County Board of Supervisors, and which shall exercise its powers and duties set forth at Wis. Stat. §251.04.

The Town of Dover's withdrawal from Central Racine County Health Department will take effect December 31, 2021.

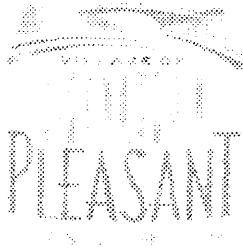
Sincerely,



Sam Stratton  
Town Chairman

C (via email):

City Council, City of Burlington c/o Ms. Carina Walters, City Administrator  
Town Board, Town of Burlington c/o Mr. Brian Graziano, Town Administrator  
Village Board, Village of Caledonia c/o Mr. Tom Christensen, Village Administrator  
Village Board, Village of Mt. Pleasant, c/o Ms. Maureen Murphy, Village Administrator  
Village Board, Village of North Bay, c/o Ms. Dori Panthofer, Village Clerk  
Town Board, Town of Norway, c/o Mr. Thomas Kramer, Town Administrator  
Village Board, Village of Raymond, c/o Ms. Linda Terry, Village Clerk  
Village Board, Village of Rochester, c/o Ms. Betty Novy, Village Administrator  
Village Board, Village of Sturtevant, c/o Mr. Gerald Nellessen, Village Administrator  
Village Board, Village of Union Grove, c/o Mr. Michel Hawes, Village Administrator  
Town Board, Town of Waterford, c/o Ms. Tina Mayer, Town Clerk  
Village Board, Village of Waterford, c/o Mr. Zeke Jackson, Village Administrator  
Town Board, Town of Yorkville, c/o Mr. Michael McKinney, Town Clerk-Treasurer/Administrator



September 15, 2020

Dear Colleagues,

Please accept this letter as formal written notice pursuant to Wis. Stat. § 251.15(2m) of the Village of Mount Pleasant's intent to withdraw from the Central Racine County Health Department.

9611 Campus Drive  
Mount Pleasant, WI 53406

T 262.864.7800  
F 262.834.7801  
info@mtpleasantwi.gov  
www.mtpleasantwi.gov

Police Non-Emergency  
T 262.834.0454

South Shore Fire Dept.  
Non-Emergency  
T 262.554.8812

Consolidating health services currently provided by the Central Racine County Health Department into a single county health department through an equitable cost allocation will enhance public health, improve coordination of a community health improvement plan, improve coordination of response to community health needs and health problems, and maximize efficiency of public resources. To that end, the Village of Mount Pleasant supports the establishment of the Racine County Health Department which shall provide the services of a Level III local health department, with a local health officer who meets the qualifications specified by Wis. Stat. § 251.06(1)(c), and which shall serve all areas of Racine County not otherwise served by a city, village, or town local health department. The Village of Mount Pleasant further supports the establishment of the Racine County Board of Health in accordance with Wis. Stat. § 251.03, the members of which shall be appointed by the Racine County Executive, subject to confirmation by the Racine County Board of Supervisors, and which shall exercise its powers and duties set forth at Wis. Stat. § 251.04.

The Village of Mount Pleasant's withdrawal from the Central Racine County Health Department will take effect December 31, 2021."

Sincerely,

David DeGroot  
Village President  
Village of Mount Pleasant

Cc: Racine County Executive  
CRCHD Health Officer  
City of Burlington  
Town of Burlington  
Town of Dover  
Town of Norway  
Town of Waterford  
Village of Caledonia  
Village of North Bay

Racine Co. Board of Supervisors  
Racine Co. Board of Health  
Village of Raymond  
Village of Rochester  
Village of Sturtevant  
Village of Union Grove  
Village of Waterford  
Village of Yorkville



September 14, 2020

Racine County Executive  
730 Wisconsin Avenue  
Racine, WI 53403

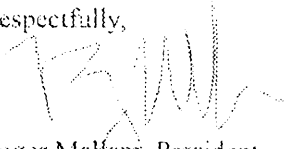
Dear County Executive Delagrave,

Please accept this letter as formal written notice pursuant to Wis. Stat. § 251.15(2m) of the Village of North Bay's intent to withdraw from the Central Racine County Health Department.

Consolidating health services currently provided by the Central Racine County Health Department into a single county health department through an equitable cost allocation will enhance public health, improve coordination of a community health improvement plan, improve coordination of response to community health needs and health problems, and maximize efficiency of public resources. To that end, the Village of North Bay supports the establishment of the Racine County Health Department which shall provide the services of a Level III local health department, with a local health officer who meets the qualifications specified by Wis. Stat. § 251.06(1)(c), and which shall serve all areas of Racine County not otherwise served by a city, village, or town local health department. The Village of North Bay further supports the establishment of the Racine County Board of Health in accordance with Wis. Stat. § 251.03, the members of which shall be appointed by the Racine County Executive, subject to confirmation by the Racine County Board of Supervisors, and which shall exercise its powers and duties set forth at Wis. Stat. § 251.04.

The Village of North Bay's withdrawal from the Central Racine County Health Department will take effect December 31, 2021.

Respectfully,

  
Roger Mellem, President  
Village of North Bay

CC: County Board Supervisor  
Margaret Gesner, Health Officer, CCRHD  
Municipal Administrator -- Sturtevant, Caledonia, Mt. Pleasant, Dover, Norway, Raymond,  
Rochester, Union Grove, Yorkville, Town and Village of Waterford, Town and Village of  
Burlington

# TOWN OF NORWAY

RACINE COUNTY, WI  
6419 HEG PARK ROAD  
WIND LAKE, WI 53185

Town Clerk 262-895-6335  
Treasurer 262-895-2463  
Bldg. Insp. 262-895-2732  
Fax # 262-895-6601

September 28, 2020

Central Racine County Board of Health  
Attn: Margaret Gesner, Health Officer  
Central Racine County Health Department  
10005 Northwestern Avenue  
Franksville, WI 53126

Racine County Board of Supervisors  
c/o Mr. Thomas Roanhouse, Chairperson and  
Mr. Jonathan Delegrave, County Executive  
730 Wisconsin Avenue  
Racine, WI 53403

Dear Ms. Gesner, Mr. Roanhouse and Mr. Delegrave,

Please accept this letter as formal written notice pursuant to Wis. Stat. § 251.15(2m) of the Town of Norway's intent to withdraw from the Central Racine County Health Department.

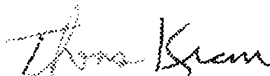
Consolidating health services currently provided by the Central Racine County Health Department into a single county health department through an equitable cost allocation will enhance public health, improve coordination of a community health improvement plan, improve coordination of response to community health needs and health problems, and maximize efficiency of public resources.

To that end, the Town of Norway supports the establishment of the Racine County Health Department which shall provide the services of a Level III local health department, with a local health officer who meets the qualifications specified by Wis. Stat. § 251.06(1)(c), and which shall serve all areas of Racine County not otherwise served by a city, village, or town local health department.

The Town of Norway further supports the establishment of the Racine County Board of Health in accordance with Wis. Stat. § 251.03, the members of which shall be appointed by the Racine County Executive, subject to confirmation by the Racine County Board of Supervisors, and which shall exercise its powers and duties set forth at Wis. Stat. § 251.04.

The Town of Norway's withdrawal from the Central Racine County Health Department will take effect December 31, 2021.

Sincerely,



Thomas Kramer  
Administrator

September 29, 2020

Central Racine County Board of Health  
c/o Margaret Gesner, Health Officer  
Central Racine County Health Department  
10005 Northwestern Avenue  
Franksville, WI 53126

Racine County Board of Supervisors  
c/o Mr. Thomas Roanhouse, Chairperson &  
Mr. Jonathan Delagrave, County Executive  
730 Wisconsin Avenue  
Racine, WI 53403

In re: Notice of Withdrawal: Central Racine County Health Department

Dear Ms. Gesner, Mr. Roanhouse and Mr. Delagrave,

Please accept this letter as formal written notice pursuant to Wis. Statutes 251.15(2m) of the Village of Raymond's intent to withdraw from the Central Racine County Health Department.


Consolidating health services currently provided by the Central Racine County Health Department into a single county health department through an equitable cost allocation will enhance public health, improve coordination of a community health improvement plan, improve coordination of response to community health needs and health problems, and maximize efficiency of public resources.

To that end, the Village of Raymond supports the establishment of the Racine County Health Department which shall provide the services of a Level III local health department, with a local health officer who meets the qualifications specified by Wis. Statutes 251.06(1)(c), and which shall serve all areas of Racine County not otherwise served by a city, village, or town local health department.

The Village of Raymond further supports the establishment of the Racine County Board of Health in accordance with Wis. Statutes 251.03, the members of which shall be appointed by the Racine County Executive, subject to confirmation by the Racine County Board of Supervisors, and which shall exercise its powers and duties set forth at Wis. Statutes 251.04.

The Village of Raymond's withdrawal from the Central Racine County Health Department will take effect December 31, 2021.

Sincerely,

  
Gary Masterson  
Village President  
Village of Raymond



# Village of Rochester

300 W. Spring Street  
P.O. Box 65  
Rochester, WI 53167

(262) 534-2431 Phone  
(262) 534-4084 Fax  
email: [info@rochesterwi.us](mailto:info@rochesterwi.us)  
website: <http://rochesterwi.us>

Reflections of  
the Past...



Visions of  
the Future

September 16, 2020

Central Racine County Board of Health  
c/o Ms. Margaret Gesner, Health Officer  
Central Racine County Health Department  
19005 Northwestern Avenue  
Franksville, WI 53126

Racine County Board of Supervisors  
c/o Mr. Thomas Roanhouse, Chairperson &  
Mr. Jonathan Delagrave, County Executive  
730 Wisconsin Avenue  
Racine, WI 53403

## **Re: Notice of Withdrawal: Central Racine County Health Department**

Dear Ms. Gesner, Mr. Roanhouse, and Mr. Delagrave,

Please accept this letter as formal written notice pursuant to Wis. Stat. § 251.15(2m) of the Village of Rochester's intent to withdraw from the Central Racine County Health Department.

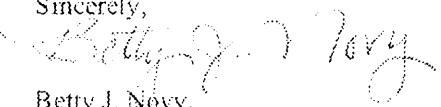
Consolidating health services currently provided by the Central Racine County Health Department into a single county health department through an equitable cost allocation will enhance public health, improve coordination of a community health improvement plan, improve coordination of response to community health needs and health problems, and maximize efficiency of public resources.

To that end, the Village of Rochester supports the establishment of the Racine County Health Department which shall provide the services of a Level III local health department, with a local health officer who meets the qualifications specified by Wis. Stat. § 251.06(1)(c), and which shall serve all areas of Racine County not otherwise served by a city, village, or town local health department.

The Village of Rochester further supports the establishment of the Racine County Board of Health in accordance with Wis. Stat. § 251.03, the members of which shall be appointed by the Racine County Executive, subject to confirmation by the Racine County Board of Supervisors, and which shall exercise its powers and duties set forth at Wis. Stat. § 251.04.

The Village of Rochester's withdrawal from the Central Racine County Health Department will take effect December 31, 2021.

Sincerely,

  
Betty J. Novy,  
Village Administrator

### **c (VIA EMAIL):**

City Council, City of Burlington c/o Ms. Carina Walters, City Administrator  
Town Board, Town of Burlington c/o Mr. Brian Graziano, Town Administrator  
Village Board, Village of Caledonia c/o Mr. Tom Christensen, Village Administrator

Town Board, Town of Dover, c/o Ms. Camille Gerou, Town Clerk-Treasurer  
Village Board, Village of Mt. Pleasant, c/o Ms. Maurcen Murphy, Village Administrator  
Village Board, Village of North Bay, c/o Ms. Dori Panthofer, Village Clerk  
Town Board, Town of Norway, c/o Mr. Thomas Kramer, Town Administrator  
Village Board, Village of Raymond, c/o Ms. Linda Terry, Village Clerk  
Village Board, Village of Sturtevant, c/o Mr. Gerald Nellessen, Village Administrator  
Village Board, Village of Union Grove, c/o Mr. Michael Hawes, Village Administrator  
Town Board, Town of Watertford, c/o Ms. Tina Mayer, Town Clerk  
Village Board, Village of Watertford, c/o Mr. Zeke Jackson, Village Administrator  
Town Board, Town of Yorkville, c/o Mr. Michael McKinney, Town Clerk-Treasurer/  
Administrator

**RESOLUTION 2020-47**

**A RESOLUTION BY THE VILLAGE BOARD OF THE VILLAGE OF STURTEVANT  
AUTHORIZING THE WITHDRAWL FROM THE CENTRAL RACINE COUNTY HEALTH  
DEPARTMENT AND APPROVING THE CONSOLIDATION OF THE HEALTH  
DEPARTMENT SERVICES INTO THE RACINE COUNTY GOVERNMENT**

**WHEREAS**, prior to 1990, the Health Department Services was performed as a division of County government and following this all the municipalities in Racine County (other than the City of Racine) developed and were members of the Central Racine County Health Department; and,

**WHEREAS**, there have been ongoing discussions between the Central Racine County Board of Health and Racine County regarding consolidation of health services into the County Government; and,

**WHEREAS**, the current Pandemic and other health emergencies have highlighted the integration of resources and assistance that the County and the Health Department have needed and used; and,

**WHEREAS**, the overwhelming support from the municipalities and the Racine county Government is to consolidate all the Health Services under the auspices of the County of Racine; and

**NOW THEREFORE**, the Village Board of the Village of Sturtevant, Racine County, Wisconsin does, hereby resolve that:

1. The Village, pursuant to state statute, must officially provide a one year notice of impending withdrawal from the Central Racine County Health Department, of which that one year shall be at least one year (365 calendar days) prior to and coincide with the provision of Health Department service beginning with Racine County on or about January 1, 2022; and,
2. The Village shall support and provide notice to the County of Racine that the Village does intend to be part of the consolidated County of Racine Health Department Service.

Adopted by the Village Board of the Village of Sturtevant, Racine County, Wisconsin, this 1<sup>st</sup> day of Sept, 2020.

**VILLAGE OF STURTEVANT**

By Jayne Hoffmann  
Jayne Hoffmann, Village President

Attest Amanda Ingle  
Amanda Ingle, Village Clerk



Phone: 262-878-1318  
Fax: 262-878-3782

925 15<sup>TH</sup> Avenue  
Union Grove, WI 53182

September 10, 2020

Margaret Gesner, MS, Health Officer  
Central Racine County Health Department  
10005 Northwestern Avenue  
Franksville, WI 53126


Dear Ms. Gesner,

Please accept this letter as formal written notice pursuant to Wis. Stat. § 251.15(2m) of Village of Union Grove's intent to withdraw from the Central Racine County Health Department.

Consolidating health services currently provided by the Central Racine County Health Department into a single county health department through an equitable cost allocation will enhance public health, improve coordination of a community health improvement plan, improve coordination of response to community health needs and health problems, and maximize efficiency of public resources. To that end, Village of Union Grove supports the establishment of the Racine County Health Department which shall provide the services of a Level III local health department, with a local health officer who meets the qualifications specified by Wis. Stat. § 251.06(1)(c), and which shall serve all areas of Racine County not otherwise served by a city, village, or town local health department. Village of Union Grove further supports the establishment of the Racine County Board of Health in accordance with Wis. Stat. § 251.03, the members of which shall be appointed by the Racine County Executive, subject to confirmation by the Racine County Board of Supervisors, and which shall exercise its powers and duties set forth at Wis. Stat. § 251.04.

Village of Union Grove's withdrawal from the Central Racine County Health Department will take effect December 31, 2021.

Sincerely,

  
Michael Aimche  
Village President



Office of the Chairman  
Thomas W. Hincz

September 21, 2020

Central Racine County Board of Health  
Attn: Margaret Gesner, Health Officer  
10005 Northwestern Avenue  
Franksville, WI 53126

Racine County Board of Supervisors  
c/o Mr. Thomas Roanhouse, Chairperson and  
Mr. Jonathan Delagrave, County Executive  
730 Wisconsin Avenue  
Racine, WI 53403

Dear Ms. Gesner, Mr. Roanhouse, and Mr. Delagrave,

Please accept this letter as formal written notice pursuant to Wis. Stat. § 251.15(2m) of the Town of Waterford's intent to withdraw from the Central Racine County Health Department.

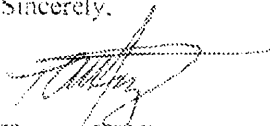
Consolidating health services currently provided by the Central Racine County Health Department into a single county health department through an equitable cost allocation will enhance public health, improve coordination of a community health improvement plan, improve coordination of response to community health needs and health problems, and maximize efficiency of public resources.

To that end, the Town of Waterford supports the establishment of the Racine County Health Department which shall provide the services of a Level III local health department, with a local health officer who meets the qualifications specified by Wis. Stat. § 251.06(1)(c), and which shall serve all areas of Racine County not otherwise served by a city, village, or town local health department.

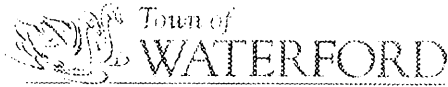
The Town of Waterford further supports the establishment of the Racine County Board of Health in accordance with Wis. Stat. § 251.03, the members of which shall be appointed by the Racine County Executive, subject to confirmation by the Racine County Board of Supervisors, and which shall exercise its powers and duties set forth at Wis. Stat. § 251.04.

The Town of Waterford's withdrawal from the Central Racine County Health Department will take effect December 31, 2021.

Sincerely,



Thomas W. Hincz  
Town Chairman



*Office of the Chairman*  
Thomas W. Hiney

Cc via email: City Council, City of Burlington c/o Ms. Carina Walters, City Administrator  
Town Board, Town of Burlington c/o Mr. Brian Graziano, Town Administrator  
Village Board, Village of Caledonia, c/o Mr. Thomas Christensen, Village  
Administrator  
Town Board, Town of Dover, c/o Ms. Camille Gerou, Town Clerk-Treasurer  
Village Board, Village of Mt. Pleasant, c/o Ms. Maureen Murphy, Village  
Administrator  
Village Board, Village of North Bay, c/o Ms. Dori Panthofer,  
Village Clerk Town Board, Town of Norway, c/o Mr. Thomas  
Kramer, Town Administrator  
Village Board, Village of Raymond, c/o Ms. Linda Terry, Village  
Clerk  
Village Board, Village of Rochester, c/o Ms. Betty Novy, Village  
Administrator Village Board, Village of Sturtevant, c/o Mr. Gerald Nellessen,  
Village Administrator Village Board, Village of Union Grove, c/o Mr.  
Michael Hawes, Village Administrator  
Village of Yorkville, c/o Mr. Michael McKinney, Village Clerk,  
Village of Waterford, c/o Mr. Zeke Jackson.



December 14, 2020

Ms. Gesner,

Please accept this letter as formal written notice pursuant to Wis. Stat. § 251.15(2m) of the Village of Waterford's intent to withdraw from the Central Racine County Health Department.

Consolidating health services currently provided by the Central Racine County Health Department into a single county health department through an equitable cost allocation will enhance public health, improve coordination of a community health improvement plan, improve coordination of response to community health needs and health problems, and maximize efficiency of public resources. To that end, [Municipality] supports the establishment of the Racine County Health Department which shall provide the services of a Level III local health department, with a local health officer who meets the qualifications specified by Wis. Stat. § 251.06(1)(c), and which shall serve all areas of Racine County not otherwise served by a city, village, or town local health department. [Municipality] further supports the establishment of the Racine County Board of Health in accordance with Wis. Stat. § 251.03, the members of which shall be appointed by the Racine County Executive, subject to confirmation by the Racine County Board of Supervisors, and which shall exercise its powers and duties set forth at Wis. Stat. § 251.04.

Contingent on entering into a MOU between the County, CRCHD, and other presently served communities, it is our intent to withdrawal from the Central Racine County Health Department on December 31, 2021

Don Houston  
Village President  
Village of Waterford

# VILLAGE OF YORKVILLE

925 15<sup>th</sup> Avenue, Union Grove, Wisconsin 53182

Phone: (262) 878-2123

Fax: (262) 878-1680

michael@villageofyorkville.com

Douglas Nelson  
President

Robert Funk  
Trustee

Daniel Maurice  
Trustee

Cory Bartlett  
Trustee

Sieve Nelson  
Trustee

September 21, 2020

Central Racine County Board of Health  
Attn: Margaret Gesner, Health Officer  
Central Racine County Health Department  
10005 Northwestern Avenue  
Franksville, WI 53126

Racine County Board of Supervisors  
c/o Mr. Thomas Roanhouse, Chairperson and  
Mr. Jonathan Delagrave, County Executive  
730 Wisconsin Avenue  
Racine, WI 53403

Dear Ms. Gesner, Mr. Roanhouse, and Mr. Delagrave,

Please accept this letter as formal written notice pursuant to Wis. Stat. § 251.15(2m) of the Village of Yorkville's intent to withdraw from the Central Racine County Health Department.

Consolidating health services currently provided by the Central Racine County Health Department into a single county health department through an equitable cost allocation will enhance public health, improve coordination of a community health improvement plan, improve coordination of response to community health needs and health problems, and maximize efficiency of public resources.

To that end, the Village of Yorkville supports the establishment of the Racine County Health Department which shall provide the services of a Level III local health department, with a local health officer who meets the qualifications specified by Wis. Stat. § 251.06(1)(c), and which shall serve all areas of Racine County not otherwise served by a city, village, or town local health department.

The Village of Yorkville further supports the establishment of the Racine County Board of Health in accordance with Wis. Stat. § 251.03, the members of which shall be appointed by the Racine County Executive, subject to confirmation by the Racine County Board of Supervisors, and which shall exercise its powers and duties set forth at Wis. Stat. § 251.04.

The Village of Yorkville's withdrawal from the Central Racine County Health Department will take effect December 31, 2021.

Sincerely,



Michael McKinney  
Administrator/Clerk



Cc via email: City Council, City of Burlington c/o Ms. Catha Walters, City Administrator  
Town Board, Town of Burlington c/o Mr. Brian Graziano, Town Administrator  
Village Board, Village of Caledonia, c/o Mr. Thomas Christensen, Village Administrator  
Town Board, Town of Dover, c/o Ms. Camille Geron, Town Clerk-Treasurer  
Village Board, Village of Mt. Pleasant, c/o Ms. Maureen Murphy, Village Administrator  
Village Board, Village of North Bay c/o Ms. Dori Panhofer, Village Clerk  
Town Board, Town of Norway, c/o Mr. Thomas Kramer, Town Administrator  
Village Board, Village of Raymond, c/o Ms. Linda Ferry, Village Clerk  
Village Board, Village of Rochester, c/o Ms. Betty Novy, Village Administrator  
Village Board, Village of Sturtevant, c/o Mr. Gerald Nellissen, Village Administrator  
Village Board, Village of Union Grove, c/o Mr. Michael Hawee, Village Administrator  
Town Board, Town of Waterford, c/o Ms. Tina Mayer, Town Clerk Village Board  
Village of Waterford, c/o Mr. Zeke Jackson, Village Administrator Town Board



3131 Taylor Ave #1  
Racine WI 53405  
262-554-7818

April 22<sup>nd</sup>, 2021

City of Racine Health Department  
Attn: Dottie-Kay Bowersox  
730 Washington Ave  
Racine, WI 53405

Re: AGREEMENT FOR PUBLIC HEALTH SERVICES  
BETWEEN THE CITY OF RACINE HEALTH DEPART AND THE VILLAGE  
OF ELMWOOD PARK - 2014

NOTICE OF NONRENEWAL

Dear Ms Bowersox,

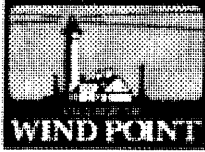
The Village of Elmwood Park hereby notifies you that it does not intend to renew the above agreement, which ends its newest renewable term on December 31, 2021. The Village Board of Trustees voted unanimously to terminate on April 8<sup>th</sup>, 2021.

In the meantime, the Village appreciates the services your Department has provided during our tenure and wish you best of luck as we continue to battle the ongoing health crises.

Sincerely,

Christophe E. Jenkins  
Administrator/Clerk/Treasurer  
Village of Elmwood Park

EXHIBIT F



Village of Wind Point | (202) 279-3700  
Village Office | P.O. Box 3722  
215 N. Four Mile Rd | Wind Point, WI 53400  
Racine, WI 53400 | [www.windpoint.org](http://www.windpoint.org)

June 14, 2021

City of Racine Health Department  
Attn: Dottie-Kay Bowersox  
730 Washington Ave  
Racine, WI 53405

Re: Notice of Non-Renewal - Agreement for Public Health Services Between the City of Racine Health Department and the Village of Wind Point

Dear Ms. Bowersox,

The Village of Wind Point hereby notifies you that it does not intend to renew the agreement for public health services between the Village of Wind Point and City of Racine, which ends its newest renewal term on December 31, 2021. The Village Board of Trustees voted to not renew the agreement on June 10, 2021.

The Village of Wind Point appreciates the services your department has provided during out tenure and wish you the best of luck in the future.

Sincerely,

Casey Griffiths  
Administrator/Clerk-Treasurer  
Village of Wind Point

**Local Tax Levy Transferred by Municipality to Racine County  
for the initial funding of the Racine County Public Health Division  
Effective January 1, 2022**

| <b>Muni Type</b>           | <b>Municipality Name</b> | <b>Levy Contribution</b> |
|----------------------------|--------------------------|--------------------------|
| Village                    | Mount Pleasant           | \$ 207,134               |
| Village                    | Caledonia                | \$ 193,354               |
| City                       | Burlington               | \$ 83,955                |
| Town                       | Norway                   | \$ 61,482                |
| Town                       | Waterford                | \$ 49,925                |
| Town                       | Burlington               | \$ 49,841                |
| Village                    | Waterford                | \$ 43,578                |
| Village                    | Union Grove              | \$ 40,216                |
| Village                    | Sturtevant               | \$ 38,023                |
| Village                    | Raymond                  | \$ 30,891                |
| Village                    | Rochester                | \$ 29,652                |
| Town                       | Dover                    | \$ 28,690                |
| Village                    | Yorkville                | \$ 24,213                |
| Village                    | Wind Point               | \$ 2,820                 |
| Village                    | North Bay                | \$ 1,816                 |
| Village                    | Elmwood Park             | \$ 1,628                 |
| <b>TOTAL LEVY TRANSFER</b> |                          | <b>\$ 887,218</b>        |

### **Proposed 2022 Board of Health Members**

Five (5) citizens who are not elected officials or employees of Racine County with competence in public health and who reside in Member Municipalities and/or the Villages of Elmwood Park and Wind Point:

1. Frances Petrick, RN (Mount Pleasant)
2. Susan Stroupe, RN (Caledonia)
3. John Monsen (Rochester)
4. Vikki Prochaska, RN (Mount Pleasant)
5. Sherry Gruhn (Yorkville)

Three (3) Racine County Board Supervisors serving districts with a majority of constituents in Member Municipalities and/or the Villages of Elmwood Park and Wind Point:

1. Tom Kramer (Norway)
2. Scott Maier (Union Grove)
3. Robert Miller (Mount Pleasant)

One (1) medical advisor:

1. Dr. Mark DeCheck