



Bayfield County Administrator

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Mark Abeles-Allison, *County Administrator*

Kristine Kavajecz, *Human Resource Director*

Paige Terry, *Clerk III*

BAYFIELD COUNTY EXECUTIVE COMMITTEE MEETING

Brett T. Rondeau, *Chair*

Fred Strand

Jeff Silbert

Mary Dougherty

Dennis Pocernich

Jeremy Oswald, *Vice-Chair*

*** AGENDA ***

Dear Committee Members:

This letter is written to inform you of the Bayfield County Executive Committee Meeting scheduled for **4:00pm Tuesday, September 27, 2022** in the **Bayfield County Board Room**. **This meeting will be held in-person and remotely.** Supervisors and the public will be able to participate in the Meeting in person or via voice either by using the internet link or phone number below.

Microsoft Teams meeting

Join on your computer, mobile app or room device

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Meeting ID: 242 931 966 339

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+1 715-318-2087,,888240182# United States, Eau Claire

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Contact Bayfield County at 715-373-6181 if you have access questions or email Mark.Abeles-Allison@bayfieldcounty.wi.gov if during the meeting.

Any person wishing to attend who, because of a disability, requires special accommodations, should contact the County Clerk's office at 715-373-6100, at least 24 hours before the scheduled meeting time, so appropriate arrangements can be made.

Notice is hereby given that in the event the standing committee does not have a quorum the County Board Chair or Vice Chair may act as an ex officio member (County ordinance, Chapter 3, section 2-3-1 (c)). Notice is hereby given that a majority of the Bayfield County Board may be present at the meeting to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the Bayfield County Board pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis. 2d 553, 494 N.W.2d 408(1993), and must be noticed as such, although the County Board will not take any formal action at this meeting.

- 1) Call to Order
- 2) Approval of Minutes of September 22, 2022
- 3) Public Comment, 3 minutes per person, up to 15 minutes total.
- 4) Discussion and Possible Action on 2023 Budget
 - a) Budget Changes Spreadsheet Review
 - b) Internal Service, Debt Service, Dog License, Housing, Jail Assessment and CDBG Fund Review
 - c) Personnel Review
 - d) Forestry Department Review
 - e) General Fund Department Review
 - f) Highway Bonding
 - g) Fund Balance Revenue
- 5) Discussion and Possible Action Regarding Additional Potential Meeting Schedule: Options below (meetings to be both virtual and in-person). Possible dates and times below.
 - a) 4:00pm Thursday, September 29
 - b) 4pm, Monday October 3.
 - c) 2pm, Thursday, October 6 (before Personnel at 4pm)
- 6) Adjourn

**Minutes of the
Bayfield County Executive Committee Meeting
4:00pm, September 22, 2022**

**Meeting was held Remotely through Microsoft Teams and in person in the
Bayfield County Board Room, Washburn, WI**

Members Present: Jeff Silbert, Fred Strand, Brett Rondeau, Jeremy Oswald, Mary Dougherty, Dennis Pocernich

Members Excused:

Others Present: Mark Abeles-Allison-County Administrator, Kristine Kavajecz-Human Resources Director, Marty Milanowski, Kim Mattson-Accountant (remote), Meagan Quaderer - Emergency Management Director (remote), Bob Anderson-Highway Commissioner, Madelaine Rekemeyer (remote), Jeremy Oswald (remote), John Rautio, Elizabeth Skulan-Human Services Director, Cole Rabska-BCEDC Director, Sheriff Paul Susienka, Lynn Divine-County Clerk (remote), Charly Ray (4:15)

Called to order at 4:00 p.m. by Chairman Rondeau.

Approval of Minutes of July 28, 2022: *Motion Strand, Silbert to approve minutes of the July 28, 2022 Executive Committee meeting. Motion carried (6-0),*

Public Comment: None Received

2023 Proposed Budget

- a. Introduction and Overview of Process:** Abeles-Allison provided an overview of the budget book. The large yellow sheets summarize the entire budget (department request and Administrator recommended). Proposed county-wide mill rate of 3.788. Equalized value increased to \$3.3 billion, an increase of 13%. Proposed levy is \$12,534,773, an increase of \$1.05 million. The 100 Fund is the General Fund, which houses all of the county departments with the exception of Highway and Human Services. The budget includes approximately \$4.5 million of fund balances. ARPA revenues and expenses have been set up in their own separate fund.
- b. Sheriff Office Budget Review:** Sheriff Susienka reported that there are no new requests for staffing. There are active discussions about possible consolidation of dispatch services with Ashland County. The committee discussed the capital improvement requests included in the budget.
- c. Human Services Budget Review:** Elizabeth Skulan explained that total expenditures are proposed to increase 12%, approximately \$658,000, however, there will be no increase in levy. CCS and Childrens Long Term Care programs

are mandated with no allowable waiting lists. Two paid internships are included for 2023 as a tool for possible recruitment.

- d. **Highway Budget Review:** The budget includes a 21% increase due to skyrocketing costs and the inclusion of bridge aid. The levy for highway reflects a 26.8% increase. The budget continues to focus on reconstruction of approximately 8 miles of road per year. Capital equipment requests are estimated at \$900,000. A list of proposed equipment purchases/replacements was reviewed. Construction in 2023 is proposed to be focused on CTH N and CTH A. \$865,000 of highway fund balance is proposed to be used along with \$1.45million of county fund balance. Total budget for the Highway Department is proposed at \$10,262,016. Strand reported that there will be a Project Tour on Oct 14 for those that would like to participate, which will include the Delta Landfill project.
- e. **Capital Improvements:** The list of projects included for 2023 was reviewed. Comment was shared that the board room sound system should also be considered.

Additional Budget Meeting Schedule: (meetings to be both virtual and in-person).

- 4:00pm Tuesday, September 27 (before board meeting at 6)
- 4:00pm Thursday, September 29 (after personnel meeting/negotiations, 2-4pm)
- 4:00pm, Monday October 3.
- 2pm, Thursday, October 6 (before Personnel at 4pm) if needed

Gift Card Policy: Typographical correction was identified. Discussion on whether a limit should be included for individual card amounts that could be authorized.

Motion Pocernich, Dougherty to approve the Gift Card Policy. Motion Carried (6-0)

Coroner Fees Adjustments In 2023: This fee is for the services provided by the coroner staff prior to a cremation taking place. *Motion Strand, Silbert to approve the increase as proposed. Motion Carried (6-0)*

Fund Balance Commitments to the Bayfield County Board: Postponed until the next meeting.

Reports:

- f. **Financial Report, end of August 2022:** Highway expenditures are up \$3million over this time last year due to late bills being received for 2022.
- g. **Treasurer's Report, end of August 2022:** Highest balances ever.
- h. **Joint Dispatch Update:** Bayfield and Ashland Counties both agreed to facilitate a feasibility study for Joint Dispatch. The study will begin next week. There is a potential grant that is due October 24 that the consultant will assist with.

ARPA projects are beginning, including the Northern Lights project. Abeles-Allison reported that the Renovation project moving the Clerk of Court, Register of Deeds, Child Support offices will begin next week.

Countywide EMS: Handout was provided that outlined the proposal for a county-wide EMS program. Meagan Quaderer explained that the idea is not to take over EMS services, but to assist the existing services and meet mass casualty planning requirements and allow for additional grant funding opportunities.

*Motion Pocernich, Silbert to direct the County Administrator and Emergency Management Director to continue to investigate the possibility of County-Wide EMS.
Motion Carried (6-0)*

Motion Pocernich, Dougherty to enter into Closed Session pursuant to §19.85(1)(c,g), to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Business Park Land Purchase. Rabska was invited to remain in the closed session. Entered closed session at 6:35pm

Motion Pocernich, Strand to return to open session. Motion Carried. Returned to open session at 6:45pm

Meeting adjourned at 6:45p.m.

Respectfully submitted by Kristine Kavajecz.