

**Minutes of the  
Bayfield County Executive Committee Meeting  
4:00pm, January 13, 2022**

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

**Members Present:** Jeff Silbert, Dennis Pocernich, Fred Strand, Brett Rondeau, Larry Fickbohm, Mary Dougherty (remote)

**Members Excused:**

**Others Present:** Mark Abeles-Allison-County Administrator, Kristine Kavajecz-Human Resources; Marty Milanowski-County Board, Marta Purdy with Baker Tilly, Craig Parks-Maintenance Supervisor, Chuck Finn-Mt Ashwabay, Jeremy Oswald-County Board

Called to order at 4:00 by Chairman Rondeau.

**Public Comment: None Received**

Approval of Minutes of December 9, 2021: *Motion Pocernich, Strand to approve Executive Committee minutes of December 9, 2021. Motion Carried (5-0)*

**BakerTilly Priority Funding Discussions:** Marta Purdy was introduced as the lead person with Baker Tilly to assist with Federal funding projects. A list of projects/priorities that could be considered if federal funding were available was reviewed.

Initial topics/project areas include: Highway Infrastructure, Northern Lights Facilities, Housing, Human Services Programs, Recreation related projects, Tribal Land Repatriation, Business Park Utilities, Broadband, County-wide communication systems, Cybersecurity and technology upgrades, county office space and storage, water resources, public health, Energy initiatives.

Purdy indicated that Baker Tilly would need detail on each proposed project including the need, estimated costs, ownership, goals and objectives for the project, community partners, existing resources, along with additional items.

Chuck Finn reported that Mt Ashwabay and Big Top Chatauqua are merging. They are investigating additional economic development opportunities for the site. The new group will be called the Ashwabay Alliance.

**Annex/Jail Roof Bids:** Handout was provided, also provided in the drop box that summarized the proposed project. Parks explained the current status of the roof over the western half of the annex building. Garland Roofing Systems assisted with the bid letting. Four bids were received, coming in about \$168,000 over the original estimate of \$500,000. Recommendation of the County Administrator and Maintenance Supervisor is to move forward with the primary annex

roof replacement at a cost of \$638,000 plus a 5% contingency. This would result in a need of approximately \$170,000 from fund balance.

*Motion Pocernich, Fickbohm to accept the bids from Jackson and Associates for all three projects upon completion of background/reference check and that the guarantee from Garland Roofing Systems be included. Motion Carried (6-0)*

**Bridge Aid Project, Town of Port Wing:** *Motion Pocernich, Silbert to approve the bridge aide request from the Town of Port Wing. Motion Carried (6-0)*

**2022 Airport Budget Allocations:** One time distribution for the airports was included in the 2022 budget. These are one-time allocations.

*Motion Pocernich, Silbert to allocate \$10,000 one-time (\$5,000 each airport) funds as outlined in the 2022 budget. Motion Carried (6-0)*

**Allocation of contingency funds for department furniture/ID Printer:** Use of contingency funds in the amount of \$10,000 for office furniture and \$3,100 for an ID printing machine are requested. These items were missed in the budget.

*Motion Silbert, Pocernich to allocate \$13,100 from contingency for office furniture and ID printing machine as discussed. Motion Carried. (6-0)*

**Resolution supporting Highway EIGP Energy Grant Submittal:** Level 2 charging station (overnight), 2-4 stations. Microgrid for backup energy at the Highway Garage.

*Motion Strand, Pocernich to approve the resolution and forward to the full county board for approval. Motion Carried (6-0)*

**IT Department Summer Intern:** *Motion Silbert, Pocernich to authorize a limited term summer intern for the IT Department. Motion Carried (6-0)*

**Draft Revenue Financial Policy:** Auditors have recommended a policy be developed related to use of One-Time Revenues and Use of Unpredictable Revenues. A draft policy was reviewed.

*Motion Pocernich, Fickbohm to approve the policy on Financial Revenues. Motion Carried (6-0)*

## **Reports:**

**County Board Rules:** WCA has some resources related to this topic. Pocernich recommended that the county board review the policies and operational procedures. He also recommended that some committees be evaluated on whether they could be combined. Board rules could be reviewed during the upcoming County Board orientation session.

**Sales Tax:** Sales tax figures for 2021 showed a record high and monthly record highs in 10 of 12 months. Sales taxes increased nearly 20% over the previous year.

**EMS Report:** Continuing to have good participation in the meetings. \$1,000 distributions to

the services have been distributed.

**Financial Report, end of December 2021:** Final bills and payroll are still coming in.

Current figures show revenues and expenditures less than 2020. Bottom line is currently showing that expenses are slightly over revenues. Fund balance has not yet been applied.

**Treasurer's Report, end of December 2021:** Current balances are about \$3 million over the previous year, largely due to ARPA funds.

The committee did not go into closed session. A handout was provided outlining questions for the County Administrator evaluation. Suggestion to have the evaluation input received electronically again as it was done last year.

Meeting adjourned at 5:38 p.m.

Respectfully submitted by Kris Kavajecz.