

**Minutes of the  
Bayfield County Executive Committee Meeting  
4:00pm, March 9, 2023**

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

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

**Members Excused:**

**Others Present:** Mark Abeles-Allison-County Administrator, Kristine Kavajecz-Human Resources Director, Kim Mattson-Accountant, Bill Bussey, Jason Bodine-Forest Administrator, Paul Houck-IT Director, Judge John Anderson, Marty Milanowski, Kim Lawton-District Attorney, Madeline Rekemyer, Meagan Quaderer-Emergency Management Director, Larry Fickbohm

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

*Motion Oswald, Strand to approve minutes of the February 9, 2023 Executive Committee Meeting. Motion Carried (6-0).*

**Public Comment:**

Bill Bussey: Provided comments supporting the FCOR and CCOR modifications being considered at this meeting.

**County Board Information Technology:** Houck reported that iPads are devices primarily intended to consume/access data, they are not intended to draft documents. An upgrade to Office365 would be required to provide MSOffice software. The cost would be an additional \$400 per year, per user. Houck reported that there is a portal that board members can use as well. Suggestion is to upgrade those board members that need it.

**IT Policy Regarding TikTok on County Devices:** The State of Wisconsin and Federal Government has banned the use of the TikTok and several other applications listed on federal and state computers. The Bayfield County IT department recommends that the county follow suit on county equipment.

Consensus of the committee is to authorize Houck to move forward with development of a county policy fashioned after the state Executive Order on this topic.

**Justice Programs and County Supervision Options:** Lawton reported on a pilot program that is being trialed in 2023 that will bridge a current gap in the system pre-sentencing. A total of 5 participants is the goal for 2023. The mission of the Bayfield County Community Supervision Program, which is a joint venture between the Bayfield County District Attorney's Office and

Bayfield County Criminal Justice Department, is to decrease the number of individuals convicted of criminal offenses and overall recidivism by increasing the efficacy of deferred prosecution agreements via evidence-based, risk-needs-assessed case management and supervision.

The Bayfield County Supervision Program is a deferred entry of judgement program allowing low to medium risk offenders to have their charges reduced or dismissed upon successful completion of their program.

**Courthouse Hours:** Courthouse doors are currently open until 8:00pm. Judge Anderson and Court Security Officer recommend modifying the hours that the doors are open. Departments were surveyed for input on this topic. As of March 20<sup>th</sup>, exterior doors will be locked at 6pm and departments that have meetings after that time will be responsible for ensuring access to the building after that time.

**Carbon Offset Reserve, County and Forestry, Plans:** Bodine reported that an outline for the FCOR program has been in development for the past year. The FCOR program is ready to be forwarded to the County Board for approval. Abeles-Allison reviewed the CCOR program outline that will be forwarded to the County Board for approval.

*Motion Silbert, Strand to forward the proposal on to the full county board for approval.*

Discussion: Comment that this is a living document that may require modifications as the program is implemented. Question was asked if a County Board supervisor should be included on the oversight committee.

*Motion Carried (6-0)*

**Consolidated Dispatch:** A memo was handed out to committee members explaining the current status of discussions/consideration of a consolidated dispatch. Initial grant proposal was denied by the state. The state is supportive of this project with further information/action. Quaderer reported on her discussions with authorities of this funding. One of the 2 counties must have a minimum of 2 dispatchers on duty at all times by May 1, 2023 and there must be a complete implementation plan. The committee was asked to authorize funding for additional staff to meet the requirements for the grant. A proposal has been shared with Ashland County to fund a portion of this cost.

*Motion Oswald, Pocernich to create a consolidation planning committee, authorize hiring 2 additional CCO's, reapply for the grant on May 1, and extend the contract with Mission Critical Partners to complete the implementation plan. Motion Carried (6-0)*

**Budget Amendment for Jail Kitchen Hours:** The Personnel Committee approved adding 21 hours to the Jail Kitchen for core staffing. Estimated additional cost is \$25,000 funded through additional boarding revenues this year and/or contingency if needed for 2023.

*Motion Silbert, Dougherty to authorize funding for 21 additional hours per week in the jail kitchen. Motion Carried (6-0)*

**2022 Multi-Departmental Budget Amendment:** \$80,822 is the additional fund balance that is needed to offset the cost of additional personnel costs in 2022 that resulted from the wage schedule adjustment that was approved in April 2022. The committee reviewed a resolution outlining the exact budget line items that are impacted.

*Motion Pocernich, Silbert to approve the 2022 year-end budget amendment for multiple departments and forward to the full county board for approval. Motion Carried (6-0)*

**Congressionally Designated Funding Requests:** Abeles-Allison reviewed a list of several recommendations that were forwarded to Senator Baldwin's office for Congressionally Designated Funding. The requests were due earlier this week.

**Countywide EMS Funding Expenditures:** All EMS Services have signed on to the Countywide EMS funding agreement.

*Motion Strand, Pocernich to move forward with the \$20,000 payment to each EMS service as budgeted. Motion Carried (6-0)*

**Appointment Confirmation of Sandra Naas to the State of Wisconsin Natural Resources Board:** *Motion Pocernich, Silbert to support the appointment of Sandra D Naas to the DNR Board and forward to the full county board for approval. Motion Carried (6-0)*

**Courtroom Security Glass:** Review of estimates for different levels of security glass for the court security cubicle in the courtroom.

*Motion Silbert, Dougherty to approve the Level 5 court security glass estimate. Motion Carried (6-0)*

**Cable Airport 2023 Budget Allocation:** Report from the County Administrator that local towns are contributing \$10,000 per year for airport expenses. Traditionally, the county has matched the contributions of the towns. The 2023 budget currently includes \$5,000 for the Cable Airport.

*Motion Silbert, Pocernich to authorize an additional \$5,000 from Contingency for the Cable Airport, increasing the 2023 total contribution to \$10,000. Motion Carried (6-0)*

**\$1,500 FY 2023 Levy Adjustment:** To ensure that the levy did not exceed authorized levels, the budget was modified prior to submittal to the state. Contingency was reduced by \$1500. The

County Administrator is reporting this to the committee and asking for formal authorization for audit purposes.

*Motion Pocernich, Silbert to approve a modification of the 2023 levy by \$1500 to ensure that the levy did not exceed the authorized levy limit. Motion Carried (6-0)*

**a. Reports:**

- a. Financial Reports end of February 2023 and End of Year 2022:** Report included in the meeting packet.
- b. Treasurer's Report, end of February 2023:** Up about \$800,000 over this time last year, primarily due to strong forestry revenues.
- c. Courthouse Hours:** Discussed earlier in the meeting.
- d. Utility Feasibility Study and Business Park:** Town of Eileen received approval for a feasibility study.
- e. WCA Platform Issues for 2024, Discussion:** A list of topics was reviewed, with the intent to modify the list prior to submittal later this Spring.
- f. Construction Project Updates:** Review of proposed office layout plans for the Annex Building (Health, Land Conservation, Emergency Management). Review of proposed plan for Cable Highway Garage replacement.
- g. Opioid Update:** Second settlement details will be presented at the County Board Meeting for consideration.

*Motion Pocernich, Dougherty to move into Closed Session pursuant to §19.85(1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Discussion and Possible Action, February 9, 2023 Minutes and Business Park Land Negotiations. Motion Carried (6-0) Entered closed session at 5:55pm.*

*Motion Pocernich, Dougherty to return to open session. Motion Carried (6-0) Returned to open session at 6:00 pm.*

Meeting adjourned at 6:00 p.m.

*Respectfully submitted by Kristine Kavajecz.*