

**Minutes of the
Bayfield County Executive Committee Meeting
4:00pm, July 28, 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 (remote)

Members Excused: Dennis Pocernich

Others Present: Mark Abeles-Allison-County Administrator, Kristine Kavajecz-Human Resources Director, Marty Milanowski, Tom Renz-Coroner, Paul Houck-Information Technology Director, Scott Galetka-Land Records Administrator,

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

Approval of Minutes of July 14, 2022: *Motion Strand, Silbert to approve minutes of the July 14, 2022 Executive Committee meeting. Motion carried,*

Public Comment: None Received.

Department Budget Presentations

Tom Renz-Coroner, requested an additional laptop for one of the deputy coroners in the 2023 budget. The budget will also increase per diems from \$75. The fee has not been changed for over 30 years. Calls generally take a minimum of 6 hours. Propose to raise the cremation fee to approximately \$85. Request to purchase cameras for scenes. Staff are currently using personal cell phones to obtain photos, which presents confidentiality and security concerns. Would like to provide shirts identifying staff as part of the coroner staff. 5 cameras at a cost of approximately \$1000 total. Increase of per diems to \$100 would result in approximately an additional \$1,400 expense.

Land Records-Scott Galetka: LIDAR (Capital Improvement request) imagery \$108,665. Strategic Initiative Grants are normally directed toward the Public Land Survey System. NexGen911 competitive grant. Requesting a vehicle (van/truck) to store and transport equipment for UAV, such as search/rescue, gravel pits, etc. New legislation will require the county to maintain funds on properties sold for 5 years. This will reduce the revenue from land sales for 2023. Committee members asked how many times the vehicle would need to be loaded/unloaded on an annual basis.

IT Department-Paul Houck: Request for one additional full-time Network Administrator position. VMWare renewals will increase. Virtual desktop infrastructure renewals and expansion are needed for Forestry and Land Records primarily. Looking into changing the security system for card readers to a different vendor. Video wall for jailer station for monitoring of various areas of the jail. Scanning project in Zoning, cameras in the jail and Sheriff's satellite location in Drummond. Highway Department card readers.

Maintenance: Floor scrubber, Jail toilet , HVAC sensors, Motion faucets, Motion towel dispensers, Mini-split relocations, Floor Tile in elevators, Mortar work, Chip seal parking lots, Maintenance truck/plow, Signage for Annex/Sheriff's Office.

Treasurer: Nothing out of the ordinary.

Investment Policy as it relates to County Investments: County policy is currently to invest with banks with a physical presence in the county, plus the state investment pool. Additional investment opportunities outside of the county could be considered. Treasurer will attend a future meeting to discuss this.

Maximus Contract: Indirect cost contract cost annually has been \$5,225 for the past 10 years. Indirect costs are used to determine the indirect operational costs, which are used for state and federal reimbursements. Proposal is to lock in the current price for 3 years and then a \$275 increase for an additional 3 years.

*Motion Oswald, Strand to authorize a 6-year contract with Maximus at the terms discussed.
Motion Carried (5-0) 1 absent.*

Joint Dispatch Study Funding: Bayfield County and Ashland County have had initial discussions about the feasibility of joint dispatch services for the 2 counties. The first step in the process will be to conduct a feasibility study. Ashland County has agreed to pay 50% of the cost of the study to a max contribution of \$25,000. There is grant funding available that could be applied for to assist with the cost of combining the PSAPs. Abeles-Allison asked for permission to develop an RFP for a Feasibility Study.

Motion Rondeau, Oswald to authorize up to \$25,000 toward the cost of a feasibility study for joint dispatch. Motion Carried (5-0)

Meeting adjourned at 5:00 p.m.

Respectfully submitted by Kristine Kavajecz.