

**Minutes of the
Bayfield County Executive Committee Meeting
4:00pm, September 9, 2021**

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

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

Members Excused:

Others Present: Mark Abeles-Allison-County Administrator, Kristine Kavajecz-Human Resources Director, Elizabeth Skulan-Human Services Director, Judge John Anderson, Marty Milanowski, Dan Heffner-Register of Deeds, Meagan Quaderer-Emergency Management Director, Andy Runice-Chief Deputy, Jeremy Oswald

Meeting Called to Order at 4:00pm by Rondeau.

Public Comment: None Received

Motion Silbert, Fickbohm to approve Minutes of the August 11, 2021, Executive Committee Meeting. Motion Carried (6-0)

Proposed 2022 Budget Presentation and Possible Dates for Budget Review Meetings
2022 Proposed budget was provided to committee members. Abeles-Allison reviewed the budget process. An electronic form of the proposed budget is also available on the County Web site. The big picture numbers were reviewed. The summary worksheet lists all funds and then details the General Fund by department. General Fund levy proposed to go up 3.11%. Valuation has increased the largest amount in over 20 years. Total levy to increase by \$171,918 over 2021 with a total levy proposed of \$11,484,814. Average mill is proposed at 3.93, down from 4.181. Overall, 19% increase in the budget is primarily due to: \$1.64 million ARPA funds, Land Acquisition, Roof Project, Highway projects, Delta Landfill. Many of these are one-time projects with offsetting revenues. \$137,000 of fund balance is proposed to be used to balance the budget for 2022. Proposed staffing changes were reviewed. Capital Projects includes a 5–10-year building assessment and improvement plan. A wage schedule complete reassessment is also included in the budget.

Budget meetings were set for:
Tuesday, September 14, 2pm
Monday, September 20, 6pm
Wednesday, September 22, 4pm
Wednesday, Sept 29, 4pm

Public Defender Staffing in Northwest Wisconsin: Judge Anderson explained that the local Public Defender's office has recently experienced a severe loss of staff. This will likely result in not enough staff to meet the needs. The Judge will be required to appoint private attorneys to fill this void at county expense. These expenses will attempt to be reimbursed but is not guaranteed. Judge is making the board aware of the situation. Judge recommends that the county consider lobbying the state to change statute to require the public defender office to reimburse the county for costs that the public defender office would have incurred if they had the available staff.

DNR Surface Water Grant Application Resolution: Pre-application has been submitted. Corporation Counsel does not see any concerns with submittal of an application.

Motion Silbert, Dougherty to approve the resolution and forward to the County Board for consideration. Motion Carried (6-0)

Bayfield County Resolution No. 2021-xx; Providing for the issuance, sale, and delivery of a \$1,650,000 general obligation promissory note, series 2021, Establishing terms and conditions therefore, directing its execution and delivery, Creating a debt service account therefore and awarding the sale thereof; County Highway Reconstruction work borrowing in 2021 for 2022: Corporation Counsel prepared this resolution authorizing a bond for highway reconstruction work. The proposal for reconstruction in 2022 is 8.6 miles.

Motion Fickbohm, Silbert to approve the resolution and forward to the County Board for consideration. Motion Carried (6-0)

EDA Funding for Telemark/Birkie: Request was received from the Birkie for the county to provide a letter of support for their proposed project. It is noted that an entity in Bayfield County is also submitting an application for this funding. The grants will be very competitive. The committee has requested a formal request from the Birkebeiner Foundation.

Motion Fickbohm, Silbert to draft a support resolution once a formal request is received and forward it to the full county board for consideration. Motion Carried (6-0). It was noted that there would be no financial responsibility for Bayfield County related to this project or request.

Johnson Controls Upgrade, ARPA funds: Abeles-Allison reported that the controls upgrade project will be proceeding this Fall.

Motion Silbert, Dougherty to approve the Johnson Controls upgrade for \$46,000 to come from ARPA funds. Motion Carried (6-0)

Early Start of Aging Services Coordinator, ARPA Funds: Request was received to start this position now rather than the beginning of 2022 (3 months early). Funding is available in the DHS budget to cover the expense since a couple of positions have been vacant for a period of time.

Motion Pocernich, Fickbohm to authorize hiring the Aging Services Coordinator immediately rather than waiting until 2022. Motion Carried (6-0)

Additional American Rescue Plan Act Fund Projects: A summary memo of proposed projects was provided to committee members. The list of proposed projects was reviewed. Proposed projects included:

- Nursing home assistance
- City of Bayfield requested assistance with a signage and sewer project. 1/3 of that project would be \$38k.
- Brick Food Shelf, phase 2. HVAC upgrade to pantry and warehouse, local lobby expansion. 1/3 contribution would be \$41k.
- County Business Park Utility Assistance, \$40k (Assist companies with a portion of sewer expense)
- Outdoor Recreation Projects: \$100k. (Original \$700k list),
- Broadband Project at Delta/Twin Bear Campgrounds, \$16k,
- Emergency Services, Radio Replacement,
- Mason Area EMS, \$30k, restroom facility improvements, ambulance hall.
- Emergency Services Trailer, \$40k,
- County Wide Senior Transportation, \$25k,
- Clerk of Court, Office Relocation, \$200k,
- Health Department, Fall Staffing, Supervisory Nursing, \$60k,

Strand exited the meeting at 5:15pm.

Each project was discussed. The committee also reviewed the full allocation of ARPA funds and the summary of projects that have been approved to date. The consensus of the committee is that they would like to reserve some of the funding for projects that may arise in the future since funding does not have to be expended until 2024.

Motion Pocernich, Fickbohm to recommend authorizing \$50,000 Countywide On Demand Transportation program, \$60,000 for Health Department additional staff (6 identified positions) through ARPA funding and forward to County Board for consideration. Motion Carried (5-0)

Motion Silbert, Pocernich to recommend \$200,000 for Clerk of Court office relocation and up to

and additional \$150,000 for eligible Nursing Home Improvements through ARPA funding and forward to the County Board for consideration. Motion Carried (5-0)

The balance of ARPA funding shall be reserved for future project considerations.

Reports:

Financial Report, end of August 2021: General Fund revenues up over this time last year. Human Services within budget. Highway within budget. Large expenses coming up in Highway.

Treasurer's Report, end of August 2021: Disbursements have been made to schools.

Delta Landfill: Letter was sent to the Town. No response has been received.

Motion Pocernich, Dougherty to receive the Treasurer's report and place on file. Motion Carried (5-0)

The committee did not go into closed session.

Meeting adjourned at 6:00 p.m.

Respectfully submitted by Kris Kavajecz.