

**Minutes of the  
Bayfield County Executive Committee Meeting  
4:00pm, January 10, 2019  
Emergency Operations Center (EOC), Bayfield County Annex, Washburn, WI**

**Members Present:** Fred Strand, Brett Rondeau , Jeff Silbert, Jeremy Oswald, Dennis Pocernich, Tom Gordon

**Members Excused:**

**Others Present:** Mark Abeles-Allison-County Administrator, Kris Kavajecz-Assistant, Scott Fibert-County Clerk, Kim Mattson-Accountant

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

**Public Comment:** None

*Motion Gordon, Pocernich to approve Minutes of December 13, 2018. Motion Carried*

**2018 Financial Overview:** Review of the end of December 2018 cash balance report from the Treasurer's office. The cash balance is about \$2.3 million less in 2018 than in 2017. In part, this is due to unreimbursed flood expenses and changes to the Northern Lights lease payment schedule. The committee reviewed the end of 2018 financial report as of January 10, 2019. Fund balance history was reviewed. Abeles-Allison explained that historically, if excess revenues have been observed, those monies would be used for special projects and highways the next year. Because excess revenues are declining, more fund balances are being needed to fund capital projects and highway projects. Current undesignated fund balance is around \$6million. If excess revenues were not available, fund balances would be used up in 2-3 years.

**Audit Contract:** Mid-December the county was notified that Maitland, Singler and VanVlack will no longer be conducting audits. RFP was distributed for audit services. Only one company provided a proposal for audit services. Baker Tilly conducts audits throughout the state including several local governmental entities. References were checked and several conversations have been held with BakerTilly. After negotiation, Baker Tilly has agreed to a reduced fee for the first year, with a 5-year commitment.

*Motion Gordon, Pocernich to approve an agreement with Baker Tilly to provide audit services for a period of 5 years. Motion Carried.*

**Highway Finance Plan:** Draft Highway Plan for 2020-2024 was reviewed. Discussion was held regarding options available to ensure that sufficient funding is available to meet county highway reconstruction goals in the coming years as excess revenues decrease. This information is being provided as information for the Executive Committee for budgeting/planning purposes. A more in-depth discussion will be held with the Highway Committee at their upcoming meeting.

**Highway Budget Amendment:** The committee reviewed a draft resolution addressing 2018 expenses in the Highway Department as a result of flooding and late bills for construction work. The department will be over budget. A transfer will need to be approved from the General Fund to the Highway Fund. The exact figures will be provided at the County Board meeting.

*Motion Gordon, Pocerlich to recommend to the county board to authorize a budget amendment transferring fund balance from the General Fund to the Highway Fund to offset temporary overages for 2018. Motion Carried.*

**Reports:**

- a. Bayfield Wireless Update:** The project is ongoing
- b. Contract Employee Agreements:** Contractor had difficulty obtaining health insurance coverage for their employees for 2019. This issue has been resolved.
- c. Northern Lights Update:** Director Jennifer Augustine has resigned. Applications for Administrator are being reviewed with interviews planned in the near future. Discussion was held regarding whether the County will have a representative on the selection committee. Silbert reported that a sewer main broke, estimated cost of repair \$26,000 with another significant expense to upgrade the failing system. Carriage Health has made a new proposition to reduce the monthly cost to \$5,000 temporarily.
- d. Construction Projects:** 3 construction projects have not yet gone out to bid.

**Approval of Closed Session Minutes of December 13, 2018.**

*Motion Pocerlich, Silbert to approve closed session minutes of December 13, 2018. Motion Carried.*

Meeting Adjourned at 5:06 pm.

*Minutes submitted by Kristine Kavajecz*