

**Minutes of the
Bayfield County Executive Committee Meeting
4:30PM, April 6, 2017**

Emergency Operations Center (EOC), Bayfield County Annex Building, Washburn, WI

Members Present: Brett Rondeau, Jeff Silbert, William Bussey, Shawn Miller, Fred Strand

Members Excused: Harold Maki

Others Present: Mark Abeles-Allison-County Administrator, Kris Kavajecz-Assistant, Craig Parks-Maintenance Supervisor, Denise Tarasewicz-Register of Deeds, Henry Pittner-BKV Group, Bruce Schwartzman-BKV Group, Jeff Lightner-Custodian, Jason Bodine-Forest Administrator, Kay Cederberg-Clerk of Court, Judge John Anderson, Kim Lawton-District Attorney, Kevin Johnson-CVSO, Nikki Revak-DHS Financial Manager, Dan Heffner-Deputy Register of Deeds, Roger Johnson (Veterans Park), Ray Kangas (Veterans Park), Jane Snilsberg (Veterans Park), Scottie Sandstrom-BCEDC, Bill Bailey

Meeting called to order at 4:30pm by Chairman Rondeau.

Public Comment: None

Minutes of March 9, 2017: Motion Strand, Miller to approve minutes of the March 9 2017 meeting. Motion Carried.

Space and Security Presentation and Discussion, BKV Group: Consultants provided a presentation to the security and facilities committee and several additional department heads earlier in the day to gather further input. The consultants reviewed a 2-page preliminary report of recommendations. The recommendations are based on discussions with departments as well as information gathered from national security organizations with regard to safety/security standards. The primary recommendation is to “zone” the courthouse into 2 separate zones: secured and non-secured. Persons entering the secured area (court, DA, Child Support, Clerk of Court) would go through a security screening area. The list of recommendations was reviewed.

Committee members asked if costs could also be provided for each of the recommendations. Committee would also like to see proposed “stages” for implementation.

The current layout of Annex Basement office spaces was clarified.

Recommendation will include additional staffing for courthouse security.

Another workshop meeting will be held on May 11th, with anticipated presentation to the Executive Committee and County Board in May.

Iron River Veteran's Memorial Project, Ray Kangas: An initial proposal on this project was presented to the county about a year ago. A brochure was presented with a draft schematic of the proposed park. Kangas reported that there are several ideas for fundraising for the park. A survey needs to be done of the property, soil borings and elevations obtained. Phase 1 would include the construction of a small building. The property that is being considered is currently in County Forest.

Jason Bodine reported on the process that needs to be approved by the Forestry Committee and then the County Board. The State would then need to approve the property to be "unenrolled" in County Forest Management. Bodine reported that to his knowledge the 10 acres being considered does not have high value timber on it.

Corporation Counsel has stated that the County could consider donating the property once approved by the County Forestry Department and State. He would recommend a reversionary clause in the deed stating the return of the property to the county if it were to cease to be used as a veterans park in the future.

Bodine stated that with approval of the Forestry Committee, the Veterans Park group could go forward with soil borings provided there were no safety concerns created by the borings.

Kangas reported that they have a number of ideas for fundraisers. The group is also in the process of obtaining 501c3 status.

Motion Bussey, Silbert to add this topic to the Forestry Committee agenda to include the recommendation of the Executive Committee to authorize the Veterans Park group to begin soil borings on the proposed site and that they keep the Forestry Committee up to date on the status. Motion Carried.

Requirements for Zoning of the site will be forwarded to Snilsberg.

Business Park Road Design Proposal: 3 proposals for road design/construction were received. Abeles-Allison provided a handout summarizing the proposals and the recommendation of the Business Park Committee. The committee also met with the Town of Eileen about the proposed new road. The Business Park Committee has recommended the bid from Cedar Corporation.

Sandstrom joined the meeting at this time.

Motion Bussey, Miller to postpone discussion on this topic until the next meeting to give members time to review the information. Discussion took place regarding the fact that the bid includes bidding and construction inspection and a concern that the award of this would imply that the construction of the road is imminent. Does the road need to be

blacktopped. Sandstrom was invited to provide input before the motion was acted on. Sandstrom provided several reasons why the Business Park Committee is recommending that the bid be awarded to Cedar Corporation. The committee suggested having a representative from Cedar Corporation and C&S Design address the committee at the next meeting. *Motion Carried (5-0)* Bussey reported that he will not be here for the next Executive Committee meeting. Silbert asked if the County Highway Department could construct the road if it were designed.

Solar Grant Resolution: Bussey reported that Bill Bailey made a presentation to the committee several months ago regarding a community solar project that would involve a solar photovoltaic collaboration with the County, City of Washburn and Washburn School District. The proposal would be for the county to pay for the panels at contracted price over a designated period of time. Once the panels are paid for, the county continues to receive the power generated by the panels. UW Madison engineering students have done some work to identify potential locations for the solar photovoltaic equipment. The resolution being considered expresses support for Bill Bailey to submit a grant application for the project design. The resolution does not commit the county to going forward with an actual installation.

Motion Silbert, Strand to recommend approval of the Solar Grant Resolution to the Full County Board. Motion Carried (5-0)

Motion Bussey, Miller to authorize the County Administrator to have Corporation Counsel investigate the legal ramifications of this project prior to the recommendation going to the County Board. Motion Carried (5-0)

County Fund Balance Designation: Abeles-Allison reviewed fund balances as of the 2015 audit. In 2016 there was approximately \$10 million in undesignated fund balance. Considering the 2017 budget, undesignated funds are anticipated to be approximately \$5 million.

The reason for designating funds is to more accurately reflect amounts that are and are not currently committed.

The committee discussed the county's liability with regard to Northern Lights debt.

Bussey reported that Xcel Energy is considering a solar energy farm in the area that the county may want to consider buying in to. The cost of the buy-in may also be considered for funds to be designated.

Future Board Compensation: The county is a year away from County Board elections. Compensation needs to be set prior to papers being taken out. A summary of compensation for other counties was reviewed. The consensus of the committee is that compensation is adequate, although they would like to investigate a way to address the length of time invested for those board members that have significant travel time in

addition to actual meeting time. Question was also asked if a day of travel, such as to a conference, is considered a “meeting” for purposes of per diem.

Reports:

- A. Overtime Policy Report: Abeles-Allison provided a handout of a proposal that has been made by the Highway Department to address overtime pay. The county currently follows the Fair Labor Standards Act with regard to overtime calculations. This topic will be discussed at the upcoming Personnel Committee meeting. One topic of discussion that may be considered is pay for “on call” status.
- B. 2016 Financial Report and Treasurer Report for March, 2017: Treasurer Report was not available due to the meeting date change. The year-end 2016 financial report was reviewed.
- C. Northern Lights Update: Currently waiting for the first quarter report from the organization’s auditor.
- D. Superior Day Issues: No reports
- E. Pigeon Lake Sale: The committee stated that they are not interested in this property. It was suggested to forward the information to Scottie Sandstrom to assist with promotion of the property.
- F. Tower Update: Electrical work has begun. Installation of equipment has begun. Testing of antennae is underway. Completion on track for June or July.
- G. Budget Survey: Was not reviewed.

Meeting Adjourned at 6:55pm