

**Minutes of the
Bayfield County Executive Committee Meeting
4:00pm, July 8, 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, Paul Houck-Information Technology Director, Jeremy Oswald, Scott Galetka-Land Records Administrator, Lynn Divine-County Clerk, Mike Carriveau-Bayfield Wireless, Meagan Quaderer-Emergency Management Director, Elizabeth Skulan-Human Services Director, Jenna Galligan-Treasurer, John Carlson-Corporation Counsel

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

Public Comment: None Received

Motion Pocernich, Fickbohm to approve Minutes of the June 10, 2021 Executive Committee Meeting. Motion Carried (6-0)

Motion Pocernich, Silbert to approve revised minutes from the March 11, 2021 Executive Committee meeting. Motion Carried (6-0).

Department Budget Presentations:

- a. County Clerk 2022 Budget Presentation; *Lynn Divine, County Clerk*, postponed until August.
- b. Information Technology Services 2022 Budget Presentation; *Paul Houck, IT Director*.
 - i. Renew support for firewall, \$34,000. 3 years of support. Most critical line of defense.
 - ii. Battery back-up, \$10,000
 - iii. Video Wall for jailer station, \$5,000
 - iv. Door system upgrade, \$2,500
 - v. Replace door opener for Dispatch Center \$2,500
 - vi. Server license upgrade \$30,000.
 - vii. Meeting room upgrades for remote participation. \$10,000
 - viii. Dual Multi-factor Authentication. \$28,000 for 5 years

ix. Cyber security enhancements. No estimated cost yet.

25 laptops have been ordered.

Bayfield Wireless Agreements: Mike Carriveau. Broadband grant application was denied in 2019. In 2020, the County Board approved an agreement with Bayfield Wireless to advance the broadband project. A 20-year lease was implemented. A new grant application was submitted and has been approved. Carriveau provided a proposal for a revised lease for Hillside Tower. The 20-year lease has a Bayfield County contribution of \$96,000. Instead of Bayfield Wireless paying for a spot on the tower, the county would contribute that lease amount to the expansion project (amounts would offset).

Motion Silbert, Strand to approve the Hillside Tower Lease Agreement with Bayfield Wireless as proposed and forward to the full county board for approval. Motion Carried (6-0).

Consensus of the committee is for the Administrator to compose a resolution and provide it to the County Board for consideration.

Broadband Forward Ordinance Language: Abeles-Allison explained that the fee language in the ordinance conflicts with the county's zoning permit fees. The original ordinance was anticipated to cover right of ways, fiber. Clarification is being made that towers that are specifically for broadband would fall under this ordinance fee, however, if the tower included cellular service, it would fall under the general zoning fees. This is a use permit, not a construction permit fee.

Addressing Sign Ordinance Amendment: In March 2021, Land Records began oversight of the address sign application program from Emergency Management. Request is made to formally modify the ordinance to reflect this change. The Sheriff's committee has approved moving oversight to the Land Records Office, whose oversight committee is the Executive Committee.

Abeles-Allison reviewed the ordinance with proposed language modifications. A copy was provided to committee members electronically.

Motion Pocernich, Fickbohm to approve the ordinance amendments as presented and forward to the full county board for consideration. Motion Carried (6-0)

Real Estate Sales: Bayfield County currently utilized Wisconsin Surplus for land sales. There is no cost to the county to utilize Wisconsin Surplus. Consensus of the committee is to continue working with Wisconsin Surplus.

Bayfield County Business Park Sign Project: The Business Park committee has recommended that the county invest in an additional sign for the Business Park, with individual businesses to purchase a placard for their business.

Motion Silbert, Pocernich, to approve purchase of an additional sign for the Business Park from the Business Park budget. Motion Carried (6-0)

Communication Tower Leases Contract Buyout: Abeles-Allison reviewed a summary of current tower leases and revenues. Pros and cons of selling the leases were reviewed. Consensus of the committee is to leave the leases in place.

Fund Balance Assignments: A summary of existing balances was reviewed. A list of potential new assignments was reviewed:

- \$5,500,000 five-year highway funding plan
- \$1,000,000 Pigeon Lake County Highway N restoration
- \$750,000 Compensated balances (sick, vacation)
- \$1,500,000 roof repairs
- \$150,000 unpaid taxes
- \$100,000 GrandView Garage

Recommendation was made to look into options for repair or replacement of the GrandView Garage.

Motion Strand, Dougherty to approve fund balance assignments as proposed. Motion Carried (5-1) Pocernich opposed.

DOJ Supplemental Grant Budget Amendment: County was awarded \$150,000 for jail body scanner, electronic door upgrades for the courtroom cells, and electronic scanner for the court.

Motion Silbert, Fickbohm to approve the DOJ Supplemental Grant Budget Amendment and forward to the full county board for approval. Motion Carried (6-0)

ARPA funds:

County Tower Alarming: Quaderer reported that tower sights do not currently have alarms to alert when equipment is not working (air conditioning, generators etc). The proposal is to install alarms for high/low temperatures, generator

functions and intruders. Notification would go to a designated email list and to Duluth-Superior Communications. Estimated cost is \$15,000.

Business Park Business Sewer: Sewer system for a new tenant at the business park.

NEOGOV Learn Module: Estimated cost is \$9,000 per year for a 3-year contract.

Board Room Camera:

Legal Expenses: Legal expenses related to ARPA projects.

Human Services: Elizabeth Skulan explained a request for an additional Aging Services Coordinator. Cost is estimated at approximately \$80,000 per year, \$360,000 for 4 years. ARPA could fund this for 4 years, with levy being used to support the position after that time. A request is also made for a modification to the meal delivery routes. Cost for the meal delivery route modifications (vehicles, equipment, staff) total approximately \$475,000 for 4 years.

Tri-County Corridor: Request from the Corridor Commission for \$10,000 for interim maintenance of the corridor, then \$6,000 per year. Comments from the committee that assurances would need to be in place to ensure the security of funds going forward.

Reports:

Financial Report, end of June 2021: At the 50% mark at the end of June. Forestry revenues are strong. All funds are within budget at this point of the year.

Treasurer's Report, end of June 2021: Balances up slightly.

Social Media and Press Publications: Statistics regarding social media utilization was reviewed.

Motion Pocernich, Strand to move into Closed Session pursuant to §19.85(1)(g), Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

a. Closed Session Minutes; February 11, 2021:

b. Legal Action

x. Tribal Taxation

xi. Washburn Tax Delinquency

Motion Carried (6-0) Entered closed session at 6:00pm.

Motion Dougherty, Strand to return to open session. Motion Carried (6-0) Returned to open session at 6:45p.m.

Meeting adjourned at 6:45 p.m.

Respectfully submitted by Kris Kavajecz.