

**Minutes of the
Bayfield County Executive Committee Meeting
4:30pm, July 12, 2018
Emergency Operations Center, Bayfield County Annex, Washburn, WI**

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

Members Excused:

Others Present: Mark Abeles-Allison-County Administrator, Kris Kavajecz-Assistant, Judge John Anderson, Kay Cederberg-Clerk of Court, City of Washburn Administrator-Scott Kluver, Information Technology Director-Paul Houck, Maintenance Director-Craig Parks; Scottie Sandstrom-BCEDC Director, Richard Avol-City of Washburn Mayor, Jennifer Augustine-Director of Northern Lights, Colleen Daly representing Northern Lights.

Meeting Called to Order at 4:30pm by Rondeau.

Public Comment: None Received

Motion Gordon, Silbert to approve minutes of May 10, 2018. Motion Carried.

Condemnation Committee Reimbursement Rate, Judge Anderson: Judge Anderson reported on the requirement of a county to have a condemnation committee and set compensation for the members. Bob Campbell, Matt Crowell, Rick Dale, Robyn Lulich, Bill McKinney, Kathleen Russell have been selected for appointment to this committee by Judge Anderson. Judge Anderson recommends an hourly rate of \$20 per hour for their services and access to the county's Corporation Counsel for legal advice as necessary. Pocernich recommended that the group meet to review their responsibilities and elect a chairman for the group.

Motion Pocernich, Gordon to recommend to the full county board to offer \$20 per hour, but not less than \$50 per meeting to the condemnation committee members and that an organizational meeting be set prior to the end of the year and to allow the commission access to County Corporation Counsel for legal services.. Motion Carried.

Public Defender Shortage / Judge Anderson: Effective January 1, 2020, the hourly rate for court appointed cases will be \$100 per hour (up from \$70). In most cases, the county recovers about 90% of court appointed attorney fees. Public Defenders office is having difficulty finding attorneys. Judge Anderson may be required to appoint attorneys, however, the public defender's office will only be required to reimburse the county \$40/hr. It is anticipated that county costs for defense attorneys will increase significantly over the next couple of years.

Motion Gordon, Pocernich to address item #14 on the agenda. Motion Carried.

City of Washburn Business and Land Issues: Abeles-Allison reviewed the situation related to a potential business development near the county highway garage in Washburn. Kluver and Richard Avold, Mayor of Washburn explained that a marine contractor is interested in locating near the marina in Washburn. The business would employ 6-12 persons. The committee discussed various options for parcels.

Motion Gordon, Strand to authorize the County Administrator work with the City of Washburn to identify options to move this business location forward. Discussion included having a conversation with the Lions Club and VFW regarding potential relocation options. Motion Carried.

Department's reporting to the Executive Committee, 2019 Budget Presentations:

Information Technology, Paul Houck: Houck reported that the 2019 budget request is being compiled. Increased storage capacity for back-ups (imagery, sheriff dept data), Firewall upgrades, Additional Fob Door controls, Propose to convert the jail camera system to be consistent with the courthouse camera system. Network switches are 6 years old. Cost for upgrades is about \$160,000. New phone system, VOIP, cannot be operated on the existing switch network. The committee discussed whether a fund should be created specifically for IT equipment expenses.

County Phone Assessment: Current phone system is about 17 years old. Can no longer get parts. Phone system failures are becoming more frequent. IT recommends bringing in a consultant to do a phone assessment to determine true phone needs. IT has enough money in their 2018 budget to complete this assessment.

Motion Silbert, Pocernich to approve an agreement with Ehlert and Associates for a phone assessment, to include the creation of an RFP for a phone system. Motion Carried.

Flood-related activities AND Possible Action on Budget Amendments: Highway is estimating damages to county roads at \$2.7 million. If no FEMA designation, reimbursement will be about 75%. With FEMA designation, reimbursement will be closer to 83%. Governor Walker has submitted a request to FEMA for reimbursement. It is anticipated that the state will repave County Highway G as a result of the detour for US Highway 2.

BCEDC Quarterly Report: Report was provided in the packet. Sandstrom provided an overview of the second quarter report. Business Park road construction is underway.

Motion Pocernich, Silbert to receive the BCEDC Quarterly report and place it on file. Motion Carried.

Northern Lights Update: Jennifer Augustine and Colleen Daly with Northern Lights provided a report on the strategic planning progress. Augustine reported that a meeting was held in May to identify the major economic concerns of Northern Lights, and to establish a sustainability plan for the organization. Further information will be available and presented at the July County

Board Meeting. Northern Lights will be identifying approximately 3 specific action items and associated action plans to ensure the sustainability of the organization.

PILT Class Action Suit: A class action suit has been filed against the federal government by Cane County Utah. Corporation Counsel has recommended becoming members of the class action suit.

Motion Gordon, Oswald to authorize the County Administrator to complete the application to participate in the PILT Class Action Suit. Motion Carried.

Northwest Regional Planning, Comprehensive Economic Development Strategy (CEDs) report: The committee reviewed the current items on the CEDs list.

Motion Gordon, Silbert to authorize the County Administrator to revise and submit the CEDs list to Northwest Regional Planning Commission prior to the August 2, 2018 deadline. Motion Carried.

Committee Chair Guidance Letter: The committee reviewed a guidance letter for committees and chairman outlining responsibilities.

Motion Strand, Pocerlich to approve the Committee Chair Guidance Letter. Motion Carried.

2018/2019 Budget:

- **Unreimbursed Expense allowance for flooding:** The committee reviewed a letter that was distributed to municipalities explaining that unreimbursed expenses related to a designated emergency can be used to exceed the municipalities levy limit.
- **Benefits / WRS / LTD:** County contributions will decrease slightly.
- **Projects**
 - **Telephone System:** discussed previously in the meeting
 - **Jail Renovation, padded cell, room reconfiguration:** estimated at \$200,000-\$400,000 range.

Motion Strand, Oswald to authorize the unreimbursed flood expenses to be included in the preliminary 2019 budget, exceeding the levy limit, for consideration by the county board. Motion Carried.

Reports

- a. **Emergency Medical Services / Ambulance, July 31, 4:30 meeting.** This meeting is being planned with Emergency Services Directors in the county to discuss Emergency Services and the top challenges they are facing. Several topics to be discussed at the proposed meeting were reviewed.
- b. **Treasurer Report June, 2018:** End of June 2018 report was reviewed. Balances are down about \$600,000 from the same time last year and about \$181,000 from the previous month.

- c. Financial Report for June, 2018:** First 6 months of the year show that revenues are down approximately \$200,000 from the previous time last year. Expenditures are up approximately \$400,000 over the same time last year.
- d. Modified August Meeting Date:** Chairman requested that the August meeting date be changed to Wednesday, August 8 at 4:30pm.

The committee did not go into closed session.

Meeting Adjourned at 6:30pm. *Minutes submitted by Kristine Kavajecz*