

**Minutes of the  
Bayfield County Executive Committee Meeting  
4:00pm, August 13, 2020**

**Meeting was held in the County Board Room and Remotely, with phone  
and/or video access for members and the public.**

**Members Present:** Jeff Silbert, Dennis Pocerlich, Brett Rondeau, Fred Strand, Mary Dougherty (exited at 5:00pm), Larry Fickbohm

**Members Excused:**

**Others Present:** Mark Abeles-Allison, *County Administrator*; Kristine Kavajecz-*Human Resource Director (remote)*; Marty Milanowski, Scott Galetka, Jeremy Oswald, Kay Cederberg, Kellie Pedersen

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

Public Comment: None Received

Approval of Minutes of July 9, 2020: Motion Strand, Pocerlich to approve minutes of the July 9, 2020 Executive Committee meeting. Motion Carried (6-0)

Public Health COVID-19 Report: Currently setting up for the Cable testing site taking place tomorrow. Current status is "High".

Ashland County Airport, 2021 Funding Request Presentation: Bill Moore explained the reasons for the \$20,000 funding request for 2021, or any amount over the past contribution of \$10,000. He expressed appreciation .

Request to move up item 12 on the agenda. Consensus of the committee is to approve this. Discussion and Possible Action on Letter regarding Wisconsin Confined Animal Feeding Operation regulations to the Wisconsin Counties Association.

Daugherty explained that she is requesting that the county issue a letter to the Wisconsin Counties Association asking for clarification of their position related to CAFO's. Daugherty shared an overview of her conversation with a representative of WCA and indicated that WCA appears to need further information on county abilities with regard to CAFO's. Draft letters for WCA were provided in the meeting packet. Committee discussed having a dialogue rather than issuing a formal letter. Abeles-Allison was authorized to initiate a conversation.

Budget Presentations by Departments Reporting to Executive.

- a. Clerk of Court: Kay Cederberg: \$487,970 Expenses proposed, down slightly from 2020. Levy \$238,995 proposed. Also reviewed a couple of Capital Improvement project requests for painting and window shades just over \$5,000. \$10,000 for courtroom equipment maintenance.
  - b. Treasurer
  - c. Clerk: Capital Improvement request of \$56,000 for new election equipment and \$6,000 for gas pump hardware and software. County Clerk expense budget proposal of \$414,587. This may decrease slightly as a result of the recent election.
  - d. Register of Deeds: Capital Improvement request of \$19,020 for scanning of 95 volumes of records. Expense budget anticipated to be very similar to 2020.
  - e. Criminal Justice: Barb Flynn provided an overview of the programming and grants that are managed through the Criminal Justice Program. Daugherty exited the meeting at this time.
  - f. Land Records: Scott Galetka reviewed the staff and activities of the department. Drone is used to assist the Sheriff's Office and Zoning office with various scenarios.
  - g. County Administrator: Similar revenues anticipated in 2021. Expenses will increase in 2021 due to the recent position modifications and addition of the part-time staff in 2020. Potential increase in levy will be approximately \$15,000-\$20,000.
  - h. Major Capital Improvements: Two major improvements being discussed for 2021 are a switch to the WISCOM system for radio communications and a new generator for the Sheriff's office. This generator provides back-up energy for the Jail and dispatch center. Further details on capital improvement items in the maintenance budget were reviewed.
- b. Discussion and Possible Action WHEDA PILOT Project Application: Kellie Pedersen requested that Bayfield County agree to serve as the lead applicant for the project application. There is no financial commitment required.  
*Motion Silbert, Fickbohm to authorize that Bayfield County serve as the lead applicant for the WHEDA Pilot project application. Motion Carried (5-0)*
- c. Discussion and Possible Action Regarding Washburn VFW Building / Youth Center, Cooperative Effort between Bayfield County/ UW Extension, City of Washburn and Washburn Schools: Correspondence from a contractor was reviewed, which outlined structural concerns with the facility. Recommendation was received to replace the sanitary system at a cost of approximately \$7,000. The estimated total cost of repairs would be approximately \$67,000. A replacement structure is estimated at about \$105,000, including demolition and removal of the existing building.

*Motion Silbert, Fickbohm to approve the youth center Outdoor Charter at the Washburn VFW building location.* The motion does not allocate funding for the effort. Comments from various committee members that there are many opportunities throughout the county that could be used for this type of project. Additional concern was expressed that Washburn is not central in the county and the facility would primarily be accessed by the Washburn School District. Comment was shared that it seems that a storage facility appears to be the need rather than a meeting facility. Consensus of the committee is supportive of the Charter, but not the location.

Silbert offered to withdraw his motion. Motion has a second, so must be voted on.  
*Motion Failed (0-6)*

Consensus of the committee is to move up item 15 on the agenda.

Discussion and Possible Action Regarding Pigeon Lake Flood Mapping Grant: Mary reported that there are currently 9 homes uninhabitable with 2 in danger. Pigeon Lake is a seepage lake and continues to expand/rise. Municipal Flood Grant application was submitted by Town of Drummond for flood mapping of the area. The Grant application was not funded. Request of \$33,000 to fund a portion of the flood mapping, with a matching amount to be funded by the Town and property owners. This item can be considered for funding in the 2021 budget.

Discussion and Possible Action Regarding Budget Transfer from courthouse to jail capital projects: \$680,000 budgeted in 2019. Asking for approval of \$30,000 transfer from courthouse capital projects that will not be completed in 2020 to be allocated to the Jail project as a result of several change orders.

*Motion Pocernich, Fickbohm to transfer up to \$30,000 from courthouse capital projects to the Jail project. Motion Carried (5-0)*

Report regarding EDA Infrastructure grant investigation at Bayfield County Business Park: Abeles-Allison reported that outreach has been expanded to the NGLVC and US Forest Service regarding partnership on this project.

Discussion and Possible Action NW Regional Planning, CEDS Listing: This is an annual list provided to NW Regional Planning of potential projects that could be identified for regional grant funding.

Discussion and Possible Action, 2020 Budget as it relates to CARES, Routes To Recovery Reimbursements: \$249,000 Cares funding was awarded to be used through November. Approximately \$40,000 is remaining. Office entry partitions are being

considered for the Zoning, Land Records and Health Departments. Touchless fixtures in restrooms and for entry doors are also being considered.

Discussion and Possible Action Regarding 2020 Projects on Hold: Forestry is projecting a significant shortfall in revenues in 2020. Some Capital Improvement projects are being considered to be delayed. \$80,000 for last phase of electrical project at the Fairgrounds. Consensus is that this could be delayed to the Spring of 2021.

Discussion regarding Wisconsin State Emergency Order #1 Violation Reporting: Electronic complaint form was taken off of social media and off of the county web site after concerns were received that these were encouraging complaints. Statement was made that it was not the intent to encourage complaints.

Reports:

- a. Financial Report, end of July: Revenues are at about 62% for the year (58% benchmark). Forestry revenues are down about \$800,000 from the previous year. Expenses in general fund are at 51%. Highway expenses are up from last year because a road project was completed earlier in the year.
- b. Treasurer's Report, end of July: Reviewed.

The committee did not go into closed session.

Construction Project Update: Jail project anticipated to conclude end of August.

Meeting adjourned at 6:36pm