

**Minutes of the
Bayfield County Executive Committee Meeting
4:00pm, September 14, 2020
Meeting was held in the County Board Room and Remotely, with phone
and/or video access for members and the public.**

Members Present: Brett Rondeau, Jeff Silbert, Dennis Pocerlich, Fred Strand, Mary Dougherty

Members Excused: Marty Milanowski,

Others Present: Mark Abeles-Allison-County Administrator, Kristine Kavajecz-Human Resources Director, Bob Anderson-Highway Superintendent, Elizabeth Skulan-Human Services Director, Nikki Revak-Financial Manager DHS, Paul Johanik-Highway Commissioner, Jim Crandall, Steve Sandstrom, Jeremy Oswald, Sheriff Paul Susienka, Charly Ray, Larry Fickbohm (5:40)

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

Public Comment: None Received

Approval of Minutes of September 10, 2020: *Motion Strand, Silbert to approve minutes of the September 10, 2020 Executive Committee meeting. Motion Carried (6-0)*

2021 Budget:

Abeles-Allison reviewed the timeline for public hearing and budget publication. Changes spreadsheet was shown that will be used to track possible changes to the budget as discussions take place. The spreadsheet is used to make final decisions once all presentations and discussion are concluded.

The budget summary spreadsheet for the proposed budget was reviewed, which summarizes all funds with associated proposed revenues, expenses and levy. Departments in the General Fund are also detailed separately.

Base levy is \$8,792,798 . \$45,368 in net new construction may also be added to the levy. Additional funds can be levied, which are exempt from the base levy lid. Additional levy is applied for Nursing Home Debt Service, Highway Debt and Libraries. Bridge aide for Towns is also exempt, however, there is no amount levied in 2020 for this purpose because there is a fund balance available for Bridge Aide that will be used for 2021.

89% of the county's levy is used for the 3 largest departments: Human Services, Highway and Sheriff's office.

Human Services: Elizabeth Skulan provided an overview of the Human Services Fund proposed budget. She reported that in 2021, Bayfield County will no longer be the fiscal agent for the ADRC of the North, this accounts for a significant reduction in the budget. Requested an increase in the county levy initially for meals. This was eliminated by the County Admin, who recommended that Risk Reserve be used instead. Skulan reported that congregate meal sites are not currently being used. A grab and go system is being used. This service is a higher cost. During the pandemic the Federal Government has opened the home delivered meal program to any senior. The current Risk Reserve Fund for DHS is \$355,000. Skulan reported that the Human Services Board is supportive of the request for additional levy rather than the use of Risk Reserve. There were previously 4 sections in the department: Family Services, Aging/Disability Services, Economic Support, and Administrative Support Services. The Comprehensive Community Services (CCS) program was added in 2019. In 2020 a Manager was added to create a separate section in the department. The CCS program is primarily funded with State and Federal dollars.

Human Services budget is approximately \$5.7 million, a 23% drop from 2020, with \$1.8 million of levy.

Sheriff's Office: Sheriff Susienka

\$6.74 million budget. \$3.27million levy. Several new personnel over the past 6 months have resulted in significantly lower personnel expenses in the department. Health Insurance premium savings will also be observed. Prisoner boarding revenues have decreased significantly related to the pandemic.

Pleased with the K-9 performance so far.

The committee reviewed the Squad Car Fund, which is utilized as an internal fund. This fund is budgeted at approximately \$240,000. Sheriff's Office is experimenting with a leased vehicle. Snowmobile purchase is also going to be included in the squad fund beginning in 2021.

Sheriff requested a copy of the budget book once finalized.

HIGHWAY FUND: Paul Johanik, Bob Anderson

\$250,000 is proposed to be transferred from the General Fund for Highway projects in 2021. \$849,950 in Fund balance is proposed to be applied in 2021.

The county is 12 years into the 20-year plan to reconstruct all county highways, which will bring highway bases up to standard, reducing the cost for repairs after that point. Committee reviewed a map and plan for highway projects in 2021.

Radios that are currently being used are near obsolete. The department would like to transition to WISCOM along with the Sheriff's office. Current system is an analog system. WISCOM would be more robust, redundant system that would provide a much safer, accessible radio system. Approximately 100 radios would be needed and would be placed in each piece of equipment. Another option is being evaluated, which would be a portable radio that could be moved from vehicle to vehicle.

Johanik and Anderson reviewed the equipment purchase plan for 2021. Anticipating at least one retirement in 2021.

Capital Improvement Fund:

Abeles-Allison explained that these are one-time large expenditures. They are put into the CIP fund so that they do not skew the normal operating budget for departments. Budget is for \$1.5 million dollars. There are two large forestry projects included, which have offsetting revenues. A list of other proposed CIP projects and purchases was reviewed.

Airports are proposed to be funded at the 2020 level. Bayfield County Economic Development is also proposed at the 2020 level.

Next meeting is Sept 23 at 3:00pm.

Meeting adjourned at 5:45pm.

Respectfully submitted by Kris Kavajecz.