

Bayfield County Clerk

Scott S. Fibert, *County Clerk*

Kim Mattson, *Accountant*

Gail M. Reha, *Bookkeeper*

Jeran Rekemeyer, *Deputy Clerk*

Allison Radke, *Clerk III*



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Minutes of the:
Bayfield County Board of Supervisors' Meeting
September 26th, 2018 6:00 p.m.

Bayfield County Board Room, Bayfield County Courthouse, Washburn, WI

The Bayfield County Board of Supervisors was called to order at 6:01 p.m. by Bayfield County Chairman, Dennis Pocernich. A roll call was taken by *County Clerk*, Scott Fibert, as follows: George Newago- present; Thomas Gordon- present; Larry Fickbohm- present; Harold Maki- present; Jeremy Oswald- present; Jeffrey Silbert- present; Dennis Pocernich- present; Fred Strand- present; Thomas Snilsberg- present; Marty Milanowski- present; David Zepczyk- present; James Crandall- present; Brett Rondeau- present. Total: 13 present, 0 absent. A quorum was present to conduct business.

The following were also present for today's meeting: *County Clerk*- Scott Fibert; *County Administrator*- Mark Abeles-Allison; *Clerk III*- Allison Radke; *Zoning Director*- Rob Schierman; *Health Department Director*- Sara Wartman; *Retired Board of Adjustment Member*- Randy Matis; *Former Attorney for the Board of Adjustment*- Mike Fauerbach.

3. **Pledge of Allegiance**; The Pledge of Allegiance was recited by all in attendance, followed by a moment of silence for Brett Rondeau's father in critical condition and the passing of Bill Sloan.
4. **Motion Regarding Minutes of the August 28th, 2018 Bayfield County Board of Supervisors' Meeting**;

Motion by Rondeau, Gordon to approve the minutes of the August 28th, 2018 meeting. One correction was made. Bolen is currently the Executive Director of the Cable Area Chamber of Commerce, rather than on the Chamber Board of Directors. Motion carried.
5. **Public Comment** – No public comment was received.
6. **Bayfield County Resolution No. 2018-80; In Appreciation of Randy Matis for his 18 years of dedicated service with the Bayfield County Board of Adjustment**;

WHEREAS, Randy Matis has served Bayfield County with distinction, honor and dedication as a member of the Board of Adjustment for 18 years.

NOW, THEREFORE, BE IT RESOLVED, that the Bayfield County Board of Supervisors assembled this 26th day of September 2018, honors Randy Matis for his 18 years of public service to Bayfield County and expresses gratitude for his efforts, wishing him well in the years ahead.

Motion by Crandall, Rondeau to approve Resolution No. 2018-80. Motion carried.

Rob Schierman, *Zoning Director*, thanked Randy Matis and presented him with his award. *Former Attorney for the Board of Adjustment*, Mike Fauerbach, also spoke to thank Randy Matis for his service and contributions. *County Administrator Abeles-Allison* also commented in respect and appreciation for his work.

7. Bayfield County Amendatory Ordinance No. 2018-14; To edit and replace Title 9, Chapter 2 Fee schedule for the Bayfield County Health Department, Environmental Health; Sara Wartman, Director of the Health Department;

Health Department Director, Sara Wartman explained Amendatory Ordinance No. 2018-14. The change would replace the fee schedule in Appendix A only. Wartman said there were both increases and decreases in the fee schedule based on an environmental health time study.

**Bayfield County Health Department Environmental Health Fee Schedule
REFERENCE DOCUMENT APPENDIX A**

LODGING

ATCP 72 Hotels, Motels & Tourist Rooming Houses and ATCP 73 Bed & Breakfast Establishments

A 10% State Administration Fee will be added to all Licensing categories for the 2017/2018 licensing year.

<input type="checkbox"/> Tourist Rooming House (1-4 rooms)	\$150.00*	# of keyed units _____	<input type="checkbox"/> Pre-Inspection - \$260.00
<input type="checkbox"/> Bed & Breakfast (8 or less rooms)	\$150.00*	# of keyed units _____	<input type="checkbox"/> Pre-Inspection - \$260.00
<input type="checkbox"/> Hotel/Motel (5-30 rooms)	\$205.00	# of keyed units _____	<input type="checkbox"/> Pre-Inspection - \$480.00
<input type="checkbox"/> Hotel/Motel (31-99 rooms)	\$280.00	# of keyed units _____	<input type="checkbox"/> Pre-Inspection - \$665.00
<input type="checkbox"/> Hotel/Motel (100-199 rooms)	\$355.00	# of keyed units _____	<input type="checkbox"/> Pre-Inspection - \$795.00
<input type="checkbox"/> Hotel/Motel (200+ rooms)	\$490.00	# of keyed units _____	<input type="checkbox"/> Pre-Inspection - \$1,185.00

***This fee includes one free bacteriological water test and sampling provided by Bayfield County Health Department.**

CAMPGROUNDS

ATCP 79: Campgrounds

A 10% State Administration Fee will be added to all Licensing categories for the 2017/2018 licensing year.

<input type="checkbox"/> Campground (1-10 sites)	\$175.00	# of sites _____	<input type="checkbox"/> Pre-Inspection - \$300.00
<input type="checkbox"/> Campground (11- 25 sites)	\$215.00	# of sites _____	<input type="checkbox"/> Pre-Inspection - \$380.00
<input type="checkbox"/> Campground (26-50 sites)	\$250.00	# of sites _____	<input type="checkbox"/> Pre-Inspection - \$565.00
<input type="checkbox"/> Campground (51-100 sites)	\$305.00	# of sites _____	<input type="checkbox"/> Pre-Inspection - \$700.00
<input type="checkbox"/> Campground (101-199 sites)	\$355.00	# of sites _____	<input type="checkbox"/> Pre-Inspection - \$830.00
<input type="checkbox"/> Campground (200+ sites)	\$410.00	# of sites _____	<input type="checkbox"/> Pre-Inspection - \$965.00

SWIMMING POOLS & WATER ATTRACTIONS

ATCP 76 Safety, Maintenance and Operation of Public Swimming Pools

A 10% State Administration Fee will be added to all Licensing categories for the 2017/2018 licensing year.

License: **\$200.00** per pool

Pre-Inspection - **\$250.00** per pool

RECREATIONAL & EDUCATIONAL CAMP

ATCP 78 Recreational and Educational Camps

A 10% State Administration Fee will be added to all Licensing categories for the 2017/2018 licensing year.

License \$505.00

Pre-Inspection - **\$600.00**

REINSPECTION FEE

Reinspection fee will be \$150 minimum fee (initial hour) + \$60.00/hr every hour thereafter.

Subsequent reinspections will be \$250.00 minimum fee (initial hour) + \$60.00/hr every hour thereafter.

All Restaurant and Retail food service establishments must follow **ATCP 75** and the **Wisconsin Food Code**

A 10% State Administration Fee will be added to all Licensing categories after **April 1, 2017**.

RESTAURANTS

- | | | |
|--|----------------|--|
| <input type="checkbox"/> Prepackaged off-premise | \$105.00 | <input type="checkbox"/> Pre-Inspection = \$130.00 |
| <input type="checkbox"/> Full-service – Simple* | \$230.00 | <input type="checkbox"/> Pre-Inspection = \$320.00 |
| <input type="checkbox"/> Full-service – Moderate* | \$330.00 | <input type="checkbox"/> Pre-Inspection = \$470.00 |
| <input type="checkbox"/> Full-service – Complex* | \$540.00 | <input type="checkbox"/> Pre-Inspection = \$770.00 |
| <input type="checkbox"/> Additional Food Prep Area \$100.00 (for facilities that have separate food prep areas besides their main kitchen) | | |

SPECIAL ORGANIZATIONS SERVING MEALS

This category is for organizations that serve meals to the public at least 4 days, but less than 12 days per year.

- | | | | |
|---|----------|---|----------|
| <input type="checkbox"/> Prepackaged | \$105.00 | <input type="checkbox"/> Full-service – Moderate* | \$330.00 |
| <input type="checkbox"/> Full-service – Simple* | \$230.00 | <input type="checkbox"/> Full-service – Complex* | \$540.00 |

MOBILE FOOD ESTABLISHMENTS

"Mobile food establishment" means a restaurant or retail FOOD ESTABLISHMENT where FOOD is served or sold from a movable vehicle, push cart, trailer, or boat which periodically or continuously changes location and requires a SERVICE BASE to accommodate the unit for servicing, cleaning, inspection and maintenance or except as specified in ¶ 9-103.11 (D). A mobile restaurant **MUST** be licensed by the State IF it crosses county lines.

- | | | |
|---|----------------|--|
| <input type="checkbox"/> Prepackaged | \$105.00 | <input type="checkbox"/> Pre-Inspection = \$130.00 |
| <input type="checkbox"/> Full-service – Simple* | \$230.00 | <input type="checkbox"/> Pre-Inspection = \$320.00 |

<input type="checkbox"/> Full-service – Moderate*	\$330.00	<input type="checkbox"/> Pre-Inspection = \$470.00
<input type="checkbox"/> Full-service – Complex*	\$540.00	<input type="checkbox"/> Pre-Inspection = \$770.00

MOBILE SERVICE BASE		
<input type="checkbox"/> Prepackaged	\$105.00	<input type="checkbox"/> Pre-Inspection = \$165.00
<input type="checkbox"/> Full-service – Simple*	\$230.00	<input type="checkbox"/> Pre-Inspection = \$320.00
<input type="checkbox"/> Full-service – Moderate*	\$330.00	<input type="checkbox"/> Pre-Inspection = \$470.00
<input type="checkbox"/> Full-service – Complex*	\$540.00	<input type="checkbox"/> Pre-Inspection = \$770.00

Retail Food Service Fee Categories:			
<i>(To be determined by Inspector at time of inspection)</i>			
License Fee		Pre-Inspection	
<input type="checkbox"/>	Food sales of at least \$1,000,000 and processes potentially hazardous food	\$685.00	\$350.00
<input type="checkbox"/>	Food sales of at least \$25,000 but less than \$1,000,000 and processes potentially hazardous food	\$300.00	\$250.00
<input type="checkbox"/>	Food sales of at least \$25,000 and is engaged in food processing, but does not process potentially hazardous food	\$200.00	\$150.00
<input type="checkbox"/>	Food sales of less than \$25,000 and is engaged in food processing	\$60.00	\$125.00
<input type="checkbox"/>	Does not engage in food processing.	\$45.00	\$125.00

TATTOO/BODY PIERCING ESTABLISHMENT FEES			
License Fee		Pre-Inspection	
<input type="checkbox"/>	Tattoo Establishment	\$135.00	\$255.00
<input type="checkbox"/>	Body Piercing Establishment	\$135.00	\$255.00
<input type="checkbox"/>	Tattoo/Body Piercing Establishment (Combined)	\$220.00	\$400.00
<input type="checkbox"/>	Temporary Tattoo Establishment Fee	\$100.00	
<input type="checkbox"/>	Temporary Body Piercing Establishment Fee	\$100.00	
<input type="checkbox"/>	Temporary Tattoo/Body Piercing Establishment Fee	\$100.00	

Motion by Silbert, Gordon to approve Amendatory Ordinance No. 2018-14. Motion carried.

8. Bayfield County Resolution No. 2018-81; Aquatic Invasive Species Education, Prevention, and Planning Grant Application, Bayfield County Aquatic Invasive Species Project 2019-2021;

County Administrator Abeles-Allison explained the grant application for the Aquatic Invasive Species Project. Bayfield County has successfully applied for this grant for the past 10-12 years, on 2 year cycles.

WHEREAS, Bayfield County is committed to provide high quality water resources for use by the public for recreation and enjoyment of natural beauty, and;

WHEREAS, Bayfield County is presently implementing the Bayfield County Aquatic Invasive Species Strategic Plan, revised and adopted in November 2016, to protect all water resources in the county from introductions of aquatic invasive species, to control those aquatic invasive species populations that exist, and to help safeguard water quality, wildlife habitat, property values and the tourism industry, and;

WHEREAS, we recognize some activities of the plan need to be expanded and deepened to strengthen the overall prevention and containment strategies, and improve the risk assessment of AIS in the majority of high use water bodies in the county, and;

WHEREAS, we are committed, experienced, networked, and qualified to carry out the responsibilities of an aquatic invasive species education, prevention, and planning grant.

NOW, THEREFORE, BE IT RESOLVED, that the Bayfield County Board of Supervisors assembled this 26th day of September 2018, requests grant funding and assistance available from the Wisconsin Department of Natural Resources under the “Aquatic Invasive Species Education, Prevention, and Planning Program” and hereby authorizes the County Conservationist, Land and Water Conservation Department, to act on behalf of Bayfield County to:

- submit an application to the State of Wisconsin for financial aid for aquatic invasive species education, prevention, and planning purposes;
- sign documents;
- take necessary action to undertake, direct, and complete an approved aquatic invasive species education, prevention, and planning grant; and
- submit reimbursement claims along with necessary supporting documentation within six months of project completion date.

BE IT FURTHER RESOLVED THAT Bayfield County will meet the obligations of the aquatic invasive species education, prevention, and planning project including timely publication of the results and meet the financial obligations of an aquatic invasive species grant, including the prompt payment of our 25% commitment to aquatic invasive species control project costs.

Motion by Strand, Milanowski to approve Resolution No. 2018-81. Motion carried.

9. Bayfield County Resolution No. 2018-82; Request to Amend the Bayfield County Land & Water Conservation 2018 Budget due to increased revenues and matching expenditures;

Bayfield County Land & Water Conservation received grant funding of \$10,111 based on 2 grants.

WHEREAS, the Bayfield County Land and Water Conservation Department requests that their 2018 budget be amended as follows to reflect grant funding modifications;

WHEREAS, the Land & Water Conservation was awarded a new DNR-WMA 19-0002 (NWCMA) grant in 2018 and after the 2018 budget was submitted. The grant period runs through June 30, 2020, in the amount of \$12,127.

WHEREAS, the Land & Water Conservation was awarded Modification (Mod 007) U.S. Forest Service Weed Cooperative Agreement in 2018 and after the 2018 budget was submitted. The grant period runs through September 30, 2019, in the amount of \$40,000.

NOW, THEREFORE, BE IT RESOLVED, that the Bayfield County Board of Supervisors, meeting this September 26, 2018, approve the following budget amendments to reflect modifications to the grant, cost-share and/or cooperative agreements.

Increase revenue account 100-28-43590-103 (DNR-WMA 19-0002/NCWMA) by \$900.00

Increase expense account 100-28-56139-50290 Contractual (DNR-WMA 19-0002/NCWMA) by \$500.00

Increase expense account 100-28-56139-50530 Rent (DNR-WMA 19-0002/NCWMA) by \$400.00

Increase revenue account 100-28-43580-008 (USFS Weed Coop. Agreement-NCWMA) by \$9211.00

Increase expense account 100-28-56110-50290 Contractual (USFS Weed Coop. Agreement-NCWMA) by \$9211.00

Motion by Strand, Gordon to approve Resolution No. 2018-82.

A roll call was taken as follows: Newago-yes, Gordon-yes, Fickbohm- yes, Oswald-yes, Silbert-yes, Pocerlich-yes, Strand-yes, Snilsberg-yes, Milanowski-yes, Zepczyk-yes, Crandall-yes, Rondeau-yes, Maki-yes. Motion carried. (13-yes, 0-no) Motion carried.

10. Bayfield County Resolution No. 2018-83; Request to Amend the 2018 UW-Extension Budget, 292-Fund, due to increase in revenue and expenses;

UW-Extension received a grant of \$59,114 for the Hazelnut Hedgerow Grant.

WHEREAS, a contract has been made between the Wisconsin Department of Agriculture, Trade and Consumer Protection and the Board of Regents in the University of Wisconsin System, University of Wisconsin for a 2017 Specialty Crop Multi-State Grant Program Contract “Expanding North American hazelnut production through the hedgerow hazelnut system” with Bayfield County UW-Extension as one of the sub-grant recipients which will start on July 11, 2018 and end on May 31, 2021.

WHEREAS, the 2018 Bayfield County UW-Extension budget needs to be amended to reflect these increases in revenues and expenses:

Revenue Accounts to increase for a total of: 59,113.88

292-25-43570-12 Hazelnut Hedgerow Grant in the amount of: \$59,113.88

Disbursement Accounts to increase for a total of: \$59,113.88

292-25-55652-50290 - Contractual Services in the amount of: \$34,611.38

#292-25-55652-50311 - Postage in the amount of: \$600.00

- # 292-25-55652-50332 - Mileage in the amount of: \$16,852.50
- # 292-25-55652-50336 - Lodging in the amount of: \$1,200.00
- # 292-25-55652-50340 - Operating Supplies in the amount of: \$5,850.00

NOW, THEREFORE, BE IT RESOLVED that the Bayfield County Board of Supervisors assembled this 26th day of September 2018 does hereby amend the UW-Extension 292 budget to reflect the increase in revenues by \$ 59,113.88 and an increase in expenditures by \$59,113.88

Motion by Strand, Crandall to approve Resolution No. 2018-83.

A roll call was taken as follows: Newago-yes, Gordon-yes, Fickbohm- yes, Oswald-yes, Silbert-yes, Pocernich-yes, Strand-yes, Snilsberg-yes, Milanowski-yes, Zepczyk-yes, Crandall-yes, Rondeau-yes, Maki-yes. Motion carried. (13-yes, 0-no) Motion carried.

11. Discussion and Possible Action regarding Coroner Fee Indexing by cost of living adjustment;

Supervisor Rondeau left the meeting at 6:22 p.m.

Motion by Gordon, Fickbohm to approve the Coroner Fee Indexing from \$75 to \$76.57. Motion carried.

There was not a roll call with this motion; the Coroner Fee Indexing was adopted with the budget.

12. Appointment to the Bayfield County Board of Adjustment;

No action was taken. This agenda item will be postponed to the next meeting.

13. The Bayfield County Board of Supervisors may entertain a motion to move in and out of Executive/Closed Session pursuant to:

§19.85(1)(e), deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; or

§19.85(1)(g) to confer 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.

Motion by Crandall, Milanowski to move into Executive/Closed Session at 6:23 p.m.

The following were allowed to remain in Closed Session: *County Clerk-* Scott Fibert; *County Administrator-* Mark Abeles-Allison; *Clerk III-* Allison Radke.

There being no further business to conduct in Executive/Closed Session, *a motion was made by Newago, Zepczyk to return to open session at 7:02 p.m. Motion carried.*

14. Appointment to the Bayfield County Northern Lights Services Board; Larry Fickbohm, to complete the 2 year term ending April 2020;

Motion by Oswald, Gordon to appointment Larry Fickbohm on the Bayfield County Northern Lights Service Board. Motion carried.

15. Discussion and Possible Action regarding modification of the Northern Lights Service Lease;

Motion by Maki, Newago to approve amending the 2017 Lease with Northern Lights for a \$10,000 monthly payment for all of 2019, with the provision that unpaid principal and interest will be continued. Motion carried.

16. Administrator's Report:

a) Future County Board Meeting Dates:

- ✓ **October 30th, 2018;**
- ✓ **November 13th, 2018;** November's meeting is a statutory meeting.
- ✓ **No December** County Board meeting anticipated at this time. It will be scheduled if required.

b) 2019 Budget Report;

County Administrator Abeles-Allison announced that there is an Executive meeting on September 27th at 6:00 p.m. Everyone was encouraged to attend. Two additional meetings are scheduled for: October 10th at 4:00 p.m. and October 12th at 4:00 p.m.

c) EMT Services Report;

County Administrator Abeles-Allison reported that there is difficulty recruiting EMTs for Bayfield County. The majority of the Emergency Services workers in the County are volunteers. This is an issue for recruiting. Options were discussed including greater compensation for work. The main needs according to the EMT meeting were support, advocacy, and recruitment. It was described as a continual project. There has been discussion about an EMS appreciation dinner.

d) Board Room Safety Exercise;

County Administrator Abeles-Allison explained the location of the emergency exits and that there is a button to push in case of emergency. County Board members were encouraged to exit through an alternate door.

17. Supervisors' Reports;

It was reported that UW-Extension will have Extension Week from October 7-13th. There was acknowledgment of Debi Smith's passing, a Bayfield County employee from the Department of Tourism. Different upcoming meetings and events were discussed, including the Cervid Disease Study Committee meeting. There was an update about the Regional Planning Commission and about a document called they produced called the Comprehensive Economic Development Strategy

Annual Update. Other events that were mentioned include: October 13th is a meeting for the Bayfield County Lakes Forum and October 27th there is an Awards ceremony for 4-H.

18. Future Agenda Items; None identified.

19. Adjournment;

There being no further business to come before the Bayfield County Board of Supervisors, *Chairman* Pocernich adjourned the meeting at 7:28 p.m.

Respectfully submitted,

SCOTT S. FIBERT

Bayfield County Clerk

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(alr)(k)WORD-COUNTY BOARD– COUNTY BOARD MINUTES- MINUTES Sept 26 2018