

## Lincoln County Board of Supervisors

Meeting: January 21, 2014

The Lincoln County Board of Supervisors met at the Lincoln County Service Center, 801 N. Sales Street, Room 255, Merrill, in session assembled pursuant to law. Chair Lussow called the meeting to order at 6:00 p.m. Pledge of allegiance followed. Roll was called with the following present: Alber, Bailey, Bloomer, Breitenmoser, Caylor, Fox, Giese, Gilk, Hetfeld, Lee, Loka, Lussow, Nelson, Pike, Plant, Rankin, Rusch, Saal, Vander Sanden, Woller, and Zeitz (21). Supervisor Weaver was excused.

4. a. Announcements: None
- b. Service Recognitions for January 2014:
  - 15 Years: Daniel Leydet, Finance Department
  - 20 Years: Jerry Jagmin, Highway Department
  - 25 Years: Gloria Schenzel, Health Department
- c. Appointments & Re-Appointments:
  - M/S Alber/Bailey to approve all six at once. Motion carried on a voice vote.
  - 1. Appoint Jeff Hetfeld to North Central Health Care Community Service Program Board (term expires 12/31/2016)
  - 2. Re-appoint Andrew Shaney to Civil Service Commission (term expires 12/31/2018)
  - 3. Re-appoint Michael Evenson to Civil Service Commission (term expires 12/31/2015)
  - 4. Re-appoint Don Friske to Civil Service Commission (term expires 12/31/2017)
  - 5. Re-appoint Paul Gilk to Pine Crest Board of Trustees (term expires 12/31/2016)
  - 6. Re-appoint William Zeitz to Pine Crest Board of Trustees (term expires 12/31/2016)
5. Approval of the Journal –M/S Caylor/Bailey to accept the minutes as presented. Motion carried on a voice vote.
6. a. Letters – None
- b. Memorials – None
7. Reports of Standing & Special Committees:
  - A. Finance Committee: 2013 Year-to-Date Budget Report – Finance Director – Dan Leydet
  - B. Finance Committee: Standard & Poor’s County Rating – Finance Director – Dan Leydet
  - C. Administrative & Legislative Committee:
    - Administrative Coordinator’s Written Report – December - Randy Scholz
8. Resolutions and Ordinances for Board Action

## 1) Resolution 2014-01-01

Resolution Expressing Gratitude to the Bierman Family Foundation, Inc. for the Grant Award of \$60,000 for Defibrillator Units

WHEREAS, Lincoln County Emergency Medical Services (EMS) Tomahawk Division was in need of two defibrillator units with a replacement cost of around \$60,000 in order to better serve the citizens of Lincoln County; and

WHEREAS, the funding for the replacement of the defibrillators would have come from Lincoln County funds; and

WHEREAS, a letter was sent to the Bierman Family Foundation, Inc. requesting grant funds to aid in the purchase of the defibrillator units; and

WHEREAS, the Bierman Family Foundation, Inc. responded with a grant award of \$60,000 which was accepted by the Lincoln County Board of Supervisors on December 10, 2013.

NOW, THEREFORE BE IT RESOLVED, that on behalf of the Citizens of Lincoln County the Lincoln County Board of Supervisors expresses sincere gratitude for the \$60,000 grant award from the Bierman Family Foundation Inc.

BE IT FURTHER RESOLVED, that this resolution be sent to the Bierman Family Foundation Inc. with sincerest gratitude.

Dated this 21<sup>st</sup> day of January 2014.

Introduced by: EMS/Judicial Committee                      Committee Action: Passed (5-0) on January 8, 2014

Fiscal Impact: N/A

M/S Caylor/Woller to adopt Resolution 2014-01-01. Following discussion, motion carried on a voice vote.

## 2) Resolution 2014–01-02

## Approve Filling Authorized Position in Highway Department – Highway Worker

WHEREAS page 7 of the Lincoln County Personnel Policy specifies a procedure for approval authorized positions, and

WHEREAS this position will be shared between the Highway Department and Forestry Department, and

WHEREAS the Administrative Coordinator has recommended filling the vacant position, and

WHEREAS the Lincoln County Highway Committee and Personnel Committee approved filling the authorized vacant position

NOW, THEREFORE BE IT RESOLVED, that the Lincoln County Board of Supervisors accepts the recommendation of the Highway Committee and Personnel Committee and approves filling the authorized vacant position:

Fiscal Impact:

Exact saving unknown – savings with new employee – lower pay, less vacation, less sick leave

Dated this 21st day of January, 2014

Introduced by: Highway Committee      Date Passed: January 2, 2014      Committee Vote: Unanimous

Introduced by: Personnel Committee      Date Passed: January 9, 2014      Committee Vote: Unanimous

M/S Plant/Pike to adopt Resolution 2014-01-02. Following discussion, motion passed on a voice vote.

## 3) Resolution 2014-01-03

## Approve Filling Authorized Position in Sheriff Office – Patrol Deputy

WHEREAS page 7 of the Lincoln County Personnel Policy specifies a procedure for approval authorized positions, and

WHEREAS the Lincoln County Sheriff has recommended filling a vacant position, and

WHEREAS the Administrative Coordinator has recommended filling the vacant position, and

WHEREAS the Law Enforcement Committee and Personnel Committee approved filling the authorized vacant position

NOW, THEREFORE BE IT RESOLVED, that the Lincoln County Board of Supervisors accepts the recommendation of the Law Enforcement Committee and Personnel Committee and approves filling the authorized vacant position:

Fiscal Impact:

Exact saving unknown – savings with new employee – lower pay, less vacation, less sick leave

Dated this 21st day of January, 2014

Introduced by: Law Enforcement Committee      Date Passed: January 8, 2014      Committee Vote: Unanimous

Introduced by: Personnel Committee      Date Passed: January 9, 2014      Committee Vote: Unanimous

M/S Caylor/Woller to adopt Resolution 2014-01-03. Following discussion, motion carried by voice vote.

## 4) Resolution 2014-01-04

## Approve Filling Authorized Position in Social Services Department Fiscal Information Specialist II

WHEREAS page 7 of the Lincoln County Personnel Policy specifies a procedure for approval authorized positions, and

WHEREAS the Administrative Coordinator has recommended filling the vacant position, and

WHEREAS the Social Services and Personnel Committees have approved filling the authorized vacant position

NOW, THEREFORE BE IT RESOLVED, that the Lincoln County Board of Supervisors accepts the recommendation of the Social Services and Personnel Committees and approves filling the authorized vacant position

Fiscal Impact:

Hours reduced from 36 to 24. Savings is \$6505 for salary and fringe. Other savings from new employee – lower pay, less vacation and sick leave

Dated this 14th day of January, 2014

Introduced by: Social Services Committee      Date Passed: January 2, 2014      Committee Vote: Unanimous

Introduced by: Personnel Committee      Date Passed: January 9, 2014      Committee Vote: Unanimous

M/S Rusch/Nelson to adopt Resolution 2014-01-04. Following discussion, motion carried by voice vote.

## 5) Resolution 2014-01-05

Approve Filling New Position in Social Services Department – Secretary Receptionist/Energy Assistant  
 WHEREAS page 7 of the Lincoln County Personnel Policy specifies a procedure for approval of new positions,  
 and  
 WHEREAS the Social Services Director has recommended combining two part time positions into one position,  
 and  
 WHEREAS the Administrative Coordinator has recommended approving the new position, and  
 WHEREAS the Social Services Committee and Personnel Committee approved the new position  
 NOW, THEREFORE BE IT RESOLVED, that the Lincoln County Board of Supervisors accepts the recommendation  
 of the Social Services Committee and Personnel Committee and approves filling the new position:

Fiscal Impact:

None. The Energy Assistance job duties are covered 100% by State allocation. Any additional costs for position  
 are covered by cost savings in other departments as well as increased State allocation

Dated this 21st day of January, 2014

Introduced by: Social Services Committee                      Date Passed: January 2, 2014      Committee Vote: Unanimous

Introduced by: Personnel Committee                              Date Passed: January 9, 2014      Committee Vote: Unanimous

M/S Woller/Caylor to adopt Resolution 2014-01-05. Following discussion, motion carried by a voice  
 vote.

## 6) Resolution 2014-01-06

Authorizing North Central Health Care to Apply for Coordinated Services Team Initiatives Statewide Expansion  
 Funding

WHEREAS, the legislature has appropriated additional General Purpose Revenue in the amounts of \$1,250,000  
 in SFY 2014 and \$2,500,000 in SFY 2015 to expand Coordinated Services Team (CST) Initiatives in Wisconsin;  
 and

WHEREAS, the Dept of Health Services/Division of Mental Health and Substance Abuse Services is seeking  
 applications for funding from counties that do not currently receive funding for this program; and

WHEREAS, the vision of CST is to implement a practice change and system transformation by having a  
 strength-based coordinated system of care, driven by a shared set of core values, that is reflected and  
 measured in the way we interact with and deliver supports and services for families involved in multiple  
 systems of care, such as: substance abuse, mental health, child welfare, juvenile justice, and special education;  
 and

WHEREAS, to apply for available funding of up to \$62,123 from the State, Lincoln County Social Services  
 Committee has recommended designating North Central Health Care as the administering agency for the CST  
 program in Lincoln County and authorizes them to establish a CST Coordinating Committee as required by the  
 program; and

WHEREAS, the Department of Social Services sees values to the clients it serves in applying for this funding and  
 establishing this programming and intends to work cooperatively with NCHC to bring CST programming to its'  
 clients; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors does hereby adopt the recommendations of  
 the Social Services Committee as referenced herein.

Dated: January 21, 2014

Introduced by: Social Services Committee                      Date Passed: 1/21/14      Committee Vote: Unanimous

Fiscal Impact: up to \$62,123 state program funding

M/S Alber/Woller to adopt Resolution 2014-01-06. Following discussion, motion carried by a voice  
 vote.

## B. 1) Ordinance 2014-01-602

An Ordinance Amending the General Code of the County of Lincoln (Ch 1 & 2 organizational issues & merging  
 Planning & Zoning Comm and Land Information, Conservation & University Extension Comm)

The County Board of Supervisors of Lincoln County, Wisconsin, does hereby ordain:

## 1.02 APPOINTED OFFICIALS.

The following officials of the County shall be appointed in the manner and for the term indicated  
 below:

Official	Appointed By	Term
Child Support Attorney	County Board	Indefinite
County Conservationist	County Board	Indefinite
Developmental Disabilities Director	County Board	Indefinite
Emergency Management Director	County Board	Indefinite
Land Services Administrator	County Board	Indefinite
Pine Crest Administrator	Pine Crest Board, subject to <u>conferencemation</u> by County Board	Indefinite
Zoning Administrator	County Board	Indefinite

1.14 CORPORATION COUNSEL. (Am. #2005-09-455)

The offices of Corporation Counsel and Assistant Corporation Counsel shall be as contained in the job descriptions for such positions.

1.15 EMERGENCY MANAGEMENT DIRECTOR. (Am. #242-94)

The County Emergency Management Director shall also serve as the County's Safety Coordinator with perform such duties as are contained in the job description for such position.

1.18 CITIZEN APPOINTMENT TO COMMITTEES.

(1) [COMMITTEE APPOINTMENTS.] The County Board will appoint citizens members to the following committees as outlined in the table below:

Ordinance Reference	Committee (Responsible Department)	Number of Citizen Members	Term	Number Appointed Each Year	Term Expires (Month)
<u>1.20</u>	Commission on Aging (Commission on Aging)	8	3 years §46.82, Wis. Stats.	varies	April 30
Special Considerations: 1. <del>Can be reappointed only once.</del> 2. <del>Majority of the Commission must be age 60+.</del>					
<u>1.23</u>	Developmental Disabilities Board (51.437-DD Dept)	6	3 years §51.437 (7)(am)3(b), Wis. Stats.	2	Dec. 31
Special Considerations: <del>At least 3 members of board must be appointed from developmentally disabled citizens or parents.</del> <del>§51.437(7)(am), Wis. Stats.</del>					

1.24 51.42 BOARD.

~~The County 51.42 Board shall participate in the North Central Health Care Facilities.~~

2.01 ORDER OF BUSINESS.

(1)The order of business shall be as follows:

- (a)Call to Order/Roll Call. A majority of members elected must be present in order to transact business.
- (b)Pledge of Allegiance.
- (c)Announcements/Appointments/Awards and Recognitions.
- (d)Reading and Approval of Journal. The journal shall be read and open to correction but the reading may be dispensed with by a majority vote of the Board.
- (e)Letters, Petitions, Memorials, Etc.
- (f)Reports of Standing and Special Committees.
- (g)Resolutions and Ordinances May be Offered.
- ~~(h)Resolutions and Ordinances May be Considered.~~

~~(h) Report of Claims.~~

~~(i) Adjournment.~~

### 2.03 ORGANIZATION.

(3) At this organizational meeting, unless otherwise provided by statute, the County Board shall elect the following elective committees below in the manner prescribed at §2.05(8) of this chapter. Members shall serve until their successors are sworn or until they resign. ~~Immediately following their election, the committees shall meet to elect a committee chair.~~ (Am. #242-94; #243-94; #279-96; #2006-03-470)

~~(a) Land Conservation and University Extension Committee - 5 supervisors. (Am. #333-98)~~

County Highway Committee - 5 supervisors.

(b) *Social Services Committee* - 5 supervisors.

(c) *Personnel Committee* - 5 supervisors.

(ed) *Administrative and Legislative Committee* - County Board Chair, Vice-Chair and 5 supervisors.

(4) At this organizational meeting the County Board Chair shall appoint a committee consisting of the Board Chair, Vice-Chair, and 3 supervisors, who shall nominate members for the following committees for ratification by the County Board. Members shall serve until their successors are sworn or until they resign. (Am. #242-94; #243-94; #2006-03-470)

(a) *Finance and Insurance Committee* - 5 supervisors.

(b) *Forestry, Land and Parks Committee* - 5 supervisors.

(c) *Law Enforcement, EMS and Judicial Committee* - 5 supervisors.

(d) *Solid Waste Committee* - 5 supervisors.

~~(e) Planning and Zoning Land Services Committee - 7 supervisors. (Am. #333-98)~~

(f) *Public Property Committee* - 5 supervisors.

(g) Health Insurance Trustees - Finance and Insurance Committee members, County Board Chair, Personnel Committee Chair.

### 2.05 GENERAL RULES OF THE BOARD.

#### (10) DEPARTMENT REPORTS.

~~(a) The Chair, without suspension of rules, shall be permitted to call upon the heads of any of the departments for information on a subject under discussion pertaining to their departments.~~

~~(b) Each County department shall prepare an annual report of activities to be filed with the County Clerk on or before February 28 of each year. When departments have charge of one or more activities, they are urged to consolidate their reports into one whenever possible. (Am. #299-97)~~

### 2.07 COMMITTEES—GENERAL.

(1) QUORUM. ~~No action shall be taken by any committee~~ shall convene unless a majority of members shall be present. No member shall be entitled to draw pay except for actual attendance at ~~such a~~ meeting or for actual service rendered to the County.

(2) SUBCOMMITTEES. No subcommittees shall be formed without full County Board approval.

### 2.08 ELECTIVE COMMITTEES.

(1) LAND INFORMATION, CONSERVATION AND UNIVERSITY EXTENSION COMMITTEE. (Am. #271-96; #279-96; #333-98; #2004-02-433)

~~(a) Membership. This Committee shall consist of 5 supervisors.~~

~~(b) Oversight. The Committee shall act as the policy and oversight committee for the Land Information and Conservation Department, Register of Deed Office, and UW Extension Department.~~

~~(c) Responsibilities. This Committee shall:~~

~~1. Assume the duties and responsibilities as described in Ch. 92, Wis. Stats.~~

~~2. Be the coordinating body to suggest policies and procedures to plan, implement and maintain a County-wide land information system.~~

~~3. See that recording fees retained under §59.72(5), Wis. Stats., are disbursed to develop, plan and implement a land information system for Lincoln County.~~

4. Assume the duties and responsibilities as described in Chs. 59.56 and 59.57, Wis. Stats.

5. ~~Employ individuals for extension work in the County, subject to approval of the University of Wisconsin Extension.~~

(2 1) COUNTY HIGHWAY COMMITTEE. (Am. #203-91)

(a) *Membership*. This Committee, shall consist of 5 supervisors.

(b) *Oversight*. The Committee shall act as the policy and oversight committee for the Highway Department.

(c) *Responsibilities*. This Committee shall:

1. Assume the duties and responsibilities as described in §83.015(2) Wis. Stats.

2. Represent the County in the expenditure of County funds and constructing or maintaining, or aiding in constructing or maintaining, highways. (See §83.015(1)(a), Wis. Stats.)

3. Ensure that the County Highway Commissioner or a designated representative serves on the County Traffic Safety Commission. (See §83.013, Wis. Stats.)

4. Contract with cities, villages and towns within the County borders which enable the County to construct and maintain streets and highways in such municipalities when it is in the best interests of the County. (See §83.035, Wis. Stats.)

(3 2) SOCIAL SERVICES COMMITTEE. (Am. #243-94; #2011-02-566)

(a) *Membership*. This Committee shall consist of 5 supervisors. It shall be organized under the provisions of §46.22(1)(m), Wis. Stats. ~~For the balance of the 2010—2012 supervisory term the supervisors presently serving on the Developmental Disabilities Board shall sit as members of this Committee. Thereafter, the Committee shall again consist of 5 elected supervisors.~~

(b) *Oversight*. (Am. #2011-12-577) The Committee shall act as the policy and oversight committee of the Social Services Department.

(c) *Responsibilities*. This Committee shall:

1. Assume the duties and responsibilities as described in §46.22(1)(b), Wis. Stats.

2. ~~Represent the County in veterans' matters and shall confer with the County Veteran's Service Officer as may be necessary from time to time in establishing and recommending budgets, correlating services and other matters necessary to the efficient operation of such departments. (See Ch. 45, Wis. Stats.)~~

3. Appoint the director for the Social Services Department.

4. ~~Participate in and administer the integrated service program for children with severe disabilities.~~

(4 3) PERSONNEL COMMITTEE. (Cr. #242-94)

(5 4) ADMINISTRATIVE AND LEGISLATIVE COMMITTEE. (Cr. #242-94; Am. #271-96)

(b) *Oversight*. (Am. #2004-02-433; Am. #2011-12-577) The Committee shall act as the policy and oversight committee for the Administrative Coordinator, the office of Corporation Counsel, Computer Services Information Technology Department, UW-Extension and Veteran Services Department.

2.09 APPOINTIVE COMMITTEES.

The following appointive committees of the County Board shall elect their own chair, vice-chair and secretary. Members of the committees shall hold appointments until their successors are sworn or until they resign. It is suggested that the membership of these committees be geographically distributed. A permanent vacancy of the committee chair shall be filled by appointment by the County Board Chair.

(3) LAW ENFORCEMENT, EMERGENCY MEDICAL SERVICES AND JUDICIAL COMMITTEE.

(a) *Membership*. This Committee shall consist of 5 supervisors. (Am. #271-96)

(b) *Oversight*. The Committee shall act as the policy and oversight committee of the Sheriff, District Attorney, Circuit Court (including Register in Probate), Clerk of Court, Coroner, emergency medical service and Court Commissioners.

(c) *Responsibilities*. This Committee shall:

1. Act as liaison between the County Board and the Civil Service Commission and the Civil Service Grievance Committee.
2. Set policy, review budgets and contract for emergency medical services (ambulance).
3. Serve as County Board representative on the Emergency Management Committee with the County Board Chair and the mayors of Tomahawk and Merrill, provided those municipalities adopt a parallel ordinance to Chapter 6 of this Code of Ordinances. This Committee shall be the oversight committee to the County Emergency Management Director. It shall work with the State Division of Emergency Government and with such County and local emergency management officers as may be appointed and shall make recommendations to the County Board relative to emergency planning and preparations. (Am. #244-94; #271-96)
4. Serve as County Board representative on the Joint Communications Division Oversight Committee. Other members shall be the County Board Chair, the Mayor of Merrill and 2 additional representatives appointed by the Mayor. This Committee shall be the oversight committee to the Sheriff's Department Communication Division. (Cr. #2004-09-442)

(4) SOLID WASTE COMMITTEE.

- (a) *Membership.* This Committee shall consist of 5 supervisors.
- (b) *Oversight.* The Committee shall act as the policy and oversight committee of the County Solid Waste Landfill.
- (c) *Responsibilities.* This Committee shall:
  1. Work in the direction and for the objectives set forth in the original resolutions creating the Solid Waste Committee.

(5) ~~PLANNING AND ZONING~~ LAND SERVICES COMMITTEE.

- (a) *Membership.* This Committee shall consist of ~~5~~ 7 supervisors and one citizen member who is the chairperson (or the chairperson's designee) of the county farm service agency committee. The farm service agency designee may only vote when the committee is dealing with land conservation issues.

(b) *Oversight.* The Committee shall act as the policy and oversight committee of the County Land Services ~~Zoning~~ Department and Register of Deeds Office.

- (c) *Responsibilities.* This Committee shall:
  - ~~1-2.~~ Assume the duties and responsibilities relating to zoning as described in §59.69, Wis. Stats. Be charged with the responsibility for all County zoning.
  - ~~3.2.~~ Assume the duties and responsibilities relating to land conservation as described in Ch 92, Wis. Stats.
  - ~~4.3.~~ Be the coordinating body to suggest policies and procedures to plan, implement and maintain a County-wide land information system.
  - ~~5.4.~~ See that recording fees retained under §59.72(5), Wis. Stats., are disbursed to develop, plan and implement a land information system for Lincoln County.

This ordinance shall take effect following its passage and publication.

Dated: January 21, 2014

Introduced by: Administrative & Legislative Committee Date Passed: 1/9/14 Committee Vote: unanimous

Fiscal Impact: None anticipated

M/S Saal/Rusch to adopt Ordinance 2014-01-602. Discussion followed. M/S Zeitz/Gilk to reinstate the word 'Petition' under 2.01(e). Motion carried by voice vote. Discussion followed. M/S Bloomer/Zeitz to return sub 2.07(1) to original language. Motion defeated by voice vote. Discussion followed. M/S Alber/Saal to strike 'or for actual service rendered to the County' from 2.07(1). Motion carried by voice vote. Question was called with amendments. Motion carried by voice vote.

9. Reports of Claims – None

10. M/S Caylor/Breitenmoser to approve the mileage and per diem for this meeting. Motion carried on a voice vote.

11. Next County Board Meeting: Tuesday, February 18, 2014, at 9:00 a.m., at Lincoln County Service Center, 801 N Sales St., Room 255, Merrill, WI 54452
12. M/S Plant/Vander Sanden to adjourn. Motion carried on a voice vote. Meeting adjourned at 6:51 p.m.

I, Christopher J Marlowe, County Clerk in and for said Lincoln County, Wisconsin do hereby certify the within and foregoing is a true and accurate recital of all proceedings by and before the Board of Supervisors at their regular meeting, January 21, 2014.

Christopher J Marlowe, County Clerk