

**LINCOLN COUNTY  
ADMINISTRATIVE AND LEGISLATIVE COMMITTEE**

**Wednesday, February 7, 2024, 3:30 PM**

Meeting Location: Room 255 County Board Room Government Services Center  
801 N. Sales St., Merrill, WI 54452

Electronic Attendance Available: Persons wishing to attend the meeting electronically may enter the meeting prior to the start time indicated above using the following number or address:

Conference Call: 1 470-655-5119

Access Code: 435 973 352#

Meeting ID: <https://meet.google.com/vqx-jsdx-gno>

**Please Note:** Closed Session will only include those Committee Members that are attending in person. The teleconference cannot start until the host (county clerk) dials in and enters the host password. In the event there is an unforeseen technical difficulty that prevents all or a part of the meeting from being available electronically, the meeting will continue in person and those wishing to attend can appear in person at the location indicated in this agenda.

**AGENDA**

1. Call Meeting to Order
2. Approval of Minutes from 01.03.24
3. Consent Agenda
  - a. 2024 Year to Date Financials
  - b. Timesheet(s) Approval
  - c. Expense Reimbursement(s) Approval - None
  - d. Activity Reports (written) & Discussion as needed
    - i. County Clerk
    - ii. UW Extension
    - iii. Veterans Office
    - iv. Information Technology
    - v. Corporation Counsel
    - vi. Administrative Coordinator
4. Setting Elected Officials Salaries - Register of Deeds, County Clerk, & Treasurer
5. Discussion regarding Ice Drags and Request for Ordinance
6. Approve ADRC Lease
7. Approval of Standard Cooperative Agreement - Corporation Counsel/Child Support 2024-2025
8. Approval of Amendment to NCHC Nursing Home Management Agreement
9. ARPA
  - a. Year To Date Approvals/Progress/Anticipated Requests
  - b. Town of Harrison Request
  - c. Town of Skanawan Request
  - d. Town of Schley
10. Resolutions
  - a. Setting Annual Compensation for County Elected Officials
  - b. Solid Waste PPE Policy
  - c. Township Requests
11. Policy/Ordinance
  - a. PPE; Payroll & Deductions
  - b. Amending Sections 7.03
12. Set Next Meeting Date March 6th, 2024; Adjourn

**DISTRIBUTION:**

Committee Members – D. Friske-Chair, J. Boyd, L. Anderson-Malm, J. DePasse, A. Cummings, G. Hartwig; K. Wickham. Other County Board Supervisors, Department Heads

Posted on: \_\_\_\_\_ at: \_\_\_\_\_ a.m./p.m. by: \_\_\_\_\_

There may be a quorum of other Lincoln County committees present at this meeting.

Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of this meeting. You may contact the County Clerk at 715.539.1019. Please do so as early as possible so that proper arrangements can be made. Requests are kept confidential.

GENERAL REQUIREMENTS:

1. Must be held in a location which is reasonably accessible to the public.
2. Must be open to all members of the public unless the law specifically provides otherwise.

NOTICE REQUIREMENTS:

1. In addition to any requirements set forth below, notice must also be in compliance with any other specific statute.
2. Chief presiding officer or his/her designee must give notice to the official newspaper and to any members of the news media likely to give notice to the public.

MANNER OF NOTICE:

Date, time, place, and subject matter, including subject matter to be considered in a closed session, must be provided in a manner and form reasonably likely to give notice to the public.

TIME FOR NOTICE:

1. Normally, a minimum of 24 hours prior to the commencement of the meeting.
2. No less than 2 hours prior to the meeting if the presiding officer establishes there is a good cause that such notice is impossible or impractical.

EXEMPTIONS FOR COMMITTEES AND SUB-UNITS:

Legally constituted sub-units of a parent governmental body may conduct a meeting during the recess or immediately after the lawful meeting to act or deliberate upon a subject which was the subject of the meeting, provided the presiding officer publicly announces the time, place, and subject matter of the sub-unit meeting in advance of the meeting of the parent governmental body.

PROCEDURE FOR GOING INTO CLOSED SESSION:

1. Motion must be made, seconded, and carried by roll call majority vote and recorded in the minutes.
2. If motion is carried, chief presiding officer must advise those attending the meeting of the nature of the business to be conducted in the closed session, and the specific statutory exemption under which the closed session is authorized.

STATUTORY EXEMPTIONS UNDER WHICH CLOSED SESSIONS ARE PERMITTED:

1. Deliberation of judicial or quasi-judicial matters. Sec. 19.85(1)(a)
2. Considering dismissal, demotion, or discipline of any public employee or the investigation of charges against such person and the taking of formal action on any such matter; provided that the person is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action is taken. The person under consideration must be advised of his/her right that the evidentiary hearing be held in open session and the notice of the meeting must state the same. Sec. 19.85(1)(b).
3. Considering employment, promotion, compensation, or performance evaluation data of any public employee. Sec. 19.85(1)(c).
4. Considering strategy for crime detection or prevention. Sec. 19.85(1)(d).
5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1)(e).
6. Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data. Sec. 19.85(1)(f).
7. Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1)(g).
8. Considering a request for advice from any applicable ethics board. Sec. 19.85(1)(h).

CLOSED SESSION RESTRICTIONS:

1. Must convene in open session before going into closed session.
2. May not convene in open session, then convene in closed session and thereafter reconvene in open session with twelve (12) hours unless proper notice of this sequence was given at the same time and in the same manner as the original open meeting.
3. Final approval or ratification of a collective bargaining agreement may not be given in closed session.

BALLOTS, VOTES, AND RECORDS:

1. Secret ballot is not permitted except for the election of officers of the body or unless otherwise permitted by specific statutes.
2. Except as permitted above, any member may require that the vote of each member be ascertained and recorded.
3. Motions and roll call votes must be preserved in the record and be available for public inspection.

USE OF RECORDING EQUIPMENT:

The meeting may be recorded, filmed, or photographed, provided that it does not interfere with the conduct of the meeting or the rights of the participants.

LEGAL INTERPRETATION:

1. The Wisconsin Attorney General will give advice concerning the applicability or clarification of the Open Meeting Law upon request.
2. The municipal attorney will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

PENALTY:

Upon conviction, any member of a governmental body who knowingly attends a meeting held in violation of Subchapter IV, Chapter 19, Wisconsin Statutes, or who otherwise violates the said law shall be subject to forfeiture of not less than \$25.00 nor more than \$300.00 for each violation.

## **ADMINISTRATIVE AND LEGISLATIVE COMMITTEE**

**Wednesday, January 3, 2024, 3:30 PM**

Meeting Location: Room 247/248 Government Services Center  
801 N. Sales St., Merrill, WI 54452

MEMBERS PRESENT: Don Friske, Greg Hartwig, Lori Anderson-Malm, Julie DePasse, Jesse Boyd, Angela Cummings, Ken Wickham

DEPARTMENT HEADS PRESENT: Renee Krueger, John Olson, Travis Spoeher, Karry Johnson. Samantha Fenske, Chris Marlowe

### **MINUTES**

1. Call Meeting to Order by Friske at 3:30pm
2. Approve Minutes of 12.06.23: M/S DePasse/Boyd to approve - carried.
3. Consent Agenda
  - a. Financials
    - i. 2023 Year To Date - Nothing substantial to report
  - b. Timesheet(s) Approval: M/S Cummings/Wickham to approve timesheets as presented - carried.
  - c. Expense Reimbursement(s) Approval: M/S DePasse/Hartwig to approve Expense Reimbursement - carried.
4. Discussion and possible action regarding "Insurance Review Team" - Discussion regarding what the purpose of an Insurance Review Team would entail and who would participate. M/S Friske/Wickham to authorize the Administrative Coordinator to put together an internal working group as discussed - carried.
5. Opioid Position/Task Force Update - Krueger informed the committee that the Health Department has increased the hours of a part-time employee using grant funds. This person will begin to attend training, conferences, etc and begin learning about use of the Opioid Settlement funds with the expectation that she will convene and lead the Task Force in developing our local plan. Should the grant funds be exhausted, her continuation of this work would be funded through the opioid settlement.
6. ARPA Discussion and Possible Action
  - a. Municipality Requests - Motion by Cummings to lay over the request from Town of Schley by unanimous consent. Wickham noted that the Town of Harrison deadline was overlooked and requested they be allowed to continue to submit. The chair noted that additional considerations may be reviewed at another meeting and encouraged the Town to submit their request. The Town of Russell and the Town of King presented their requests. Committee discussion about intent of use of funds and elements of the requests that fell within the scope. The Town of Skanawan request was reviewed by the committee and additional information was requested and concerns regarding the proposal were expressed. M/S Wickham/Boyd to approve the Town of Russell for \$75,000 as detailed in their request and Town of King in the amount of \$67,718 with the option to bring back a revised proposal for an all accessible kayak/canoe dock - carried. M/S Wickham/DePasse to hold over the request from the Town of Skanawan and direct Administrative Coordinator to contact them and invite them to the next meeting - carried.

- b. State Highway 107 project - Wickham provided overview of proposed project. Committee discussed challenges to funding this project and continued questions. Further information is needed, but the timelines and the scope of this project make the reality of committing to funding this project difficult.
  - c. Update on Uniquely WI - Krueger shared that there were about 8 submissions from the request to the community to submit. There are another 7-8 that will be developed and provided to the Uniquely WI project team. They will then select their top 3-5 stories and hope to begin on the first project in January already.
- 7. Resolutions
  - a. Authorizing ARPA Funding in the Amount Not to Exceed \$100,000 for City of Tomahawk Sara Park Campsite Development - M/S Hartwig/Boyd to approve - carried.
  - b. Draft Resolution for Municipalities - addressed through #6a
  - c. Accepting \$400 WDVA Transportation Services Grant - M/S DePasse/Wickham to approve - carried
- 8. Motion to go into closed session: M/S Wickham/DePasse to move to closed session to include Johnson & Krueger-roll call vote; carried.
- 9. Convene into Closed Session pursuant to: Wis. Stats. § 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", to wit:
  - a. Pine Crest Contract Negotiations
  - b. ADRC Lease
- 10. Reconvene to open session: M/S Depasse/Hartwig to reconvene to open session - roll call vote; carried.
- 11. Take any necessary action on the closed session items(s). - no action
- 12. Set Next Meeting Date February 7, 2024; Adjourn 5:20 pm

**Minutes prepared by: Renee Krueger**



## YEAR-TO-DATE BUDGET REPORT

FOR 2024 01

JOURNAL DETAIL 2024 1 TO 2024 1

			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>10 COUNTY BOARD</b>									
<b>0001 COUNTY BOARD CHAIRMAN</b>									
10100151 511000	C.B. WAGE SALARY		7,500	7,500	.00	.00	.00	7,500.00	.0%
2024/01/000002	01/01/2024 BUC	7,500.00 REF							
2024/01/000031	01/16/2024 PRJ	625.00 REF PAYROL							
2024/01/000152	01/01/2024 GEN	-625.00 REF DJ							
10100151 511001	C.B. PER DIEM		18,000	18,000	.00	.00	.00	18,000.00	.0%
2024/01/000002	01/01/2024 BUC	18,000.00 REF							
2024/01/000031	01/16/2024 PRJ	943.62 REF PAYROL							
2024/01/000152	01/01/2024 GEN	-943.62 REF DJ							
10100151 520000	C.B. EMP BENEFIT		1,951	1,951	.00	.00	.00	1,951.00	.0%
2024/01/000002	01/01/2024 BUC	1,951.00 REF							
2024/01/000031	01/16/2024 PRJ	112.02 REF PAYROL							
2024/01/000152	01/01/2024 GEN	-112.02 REF DJ							
10100151 555000	C.B. TRAV TRAIN		2,500	2,500	.00	.00	.00	2,500.00	.0%
2024/01/000002	01/01/2024 BUC	2,500.00 REF							
10100151 560000	C.B. SUPPLIES		500	500	.00	.00	.00	500.00	.0%
2024/01/000002	01/01/2024 BUC	500.00 REF							
10100160 411100	C.B. TAX LEVY		-30,451	-30,451	-30,451.00	-30,451.00	.00	.00	100.0%
2024/01/000002	01/01/2024 BUC	-30,451.00 REF							
2024/01/000188	01/01/2024 GEN	-30,451.00 REF SF							
TOTAL NO PROJECT			0	0	-30,451.00	-30,451.00	.00	30,451.00	100.0%
TOTAL COUNTY BOARD CHAIRMAN			0	0	-30,451.00	-30,451.00	.00	30,451.00	100.0%
<b>0002 COUNTY BOARD COMMITTEES</b>									
10100251 511001	COMM PER DIEM		25,000	25,000	.00	.00	.00	25,000.00	.0%

## YEAR-TO-DATE BUDGET REPORT

FOR 2024 01

JOURNAL DETAIL 2024 1 TO 2024 1

		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10100251 511001	COMM PER DIEM							
2024/01/000002	01/01/2024 BUC	25,000.00	REF					
2024/01/000031	01/16/2024 PRJ	1,039.21	REF PAYROL					
2024/01/000152	01/01/2024 GEN	-1,039.21	REF DJ					
						ORIGINAL BUDGET 2024 WARRANT=240116 RUN=4 COUNTY B REV 2023 ACC WAGES PD 01/12/24		
10100251 520000	COMM BENEFITS	1,913	1,913	.00	.00	.00	1,913.00	.0%
2024/01/000002	01/01/2024 BUC	1,913.00	REF					
2024/01/000031	01/16/2024 PRJ	58.94	REF PAYROL					
2024/01/000152	01/01/2024 GEN	-58.94	REF DJ					
						ORIGINAL BUDGET 2024 WARRANT=240116 RUN=4 COUNTY B REV 2023 ACC WAGES PD 01/12/24		
10100251 554001	PRINTING ALLOCATIO	1,250	1,250	.00	.00	.00	1,250.00	.0%
2024/01/000002	01/01/2024 BUC	1,250.00	REF					
						ORIGINAL BUDGET 2024		
10100251 555000	COMM TRAVEL TRAIN	3,500	3,500	.00	.00	.00	3,500.00	.0%
2024/01/000002	01/01/2024 BUC	3,500.00	REF					
						ORIGINAL BUDGET 2024		
10100251 556001	COMM DUES WCA	5,281	5,281	5,281.00	5,281.00	.00	.00	100.0%
2024/01/000002	01/01/2024 BUC	5,281.00	REF					
2024/01/000011	01/04/2024 API	5,281.00	VND 400241 VCH357725	WI COUNTIES ASSOCIAT	MEMBERSHIP DUES			344852
10100251 556002	COMM ITBEC	1,001	1,001	1,001.00	1,001.00	.00	.00	100.0%
2024/01/000002	01/01/2024 BUC	1,001.00	REF					
2024/01/000177	01/25/2024 API	1,001.00	VND 000327 VCH358374	NO CENTRAL ITBEC	2024 BUDGET ALLOCATION			345152
10100251 556003	COMM REG PLAN COMM	22,000	22,000	19,659.00	19,659.00	.00	2,341.00	89.4%
2024/01/000002	01/01/2024 BUC	22,000.00	REF					
2024/01/000029	01/11/2024 API	19,659.00	VND 000331 VCH358054	NO CENTRAL WI REGION	2024 SERVICE CHARGE			344934
10100251 556004	COMM CHAM OF COMM	1,800	1,800	.00	.00	.00	1,800.00	.0%
2024/01/000002	01/01/2024 BUC	1,800.00	REF					
						ORIGINAL BUDGET 2024		
10100251 560000	COMM SUPPLIES	4,000	4,000	.00	.00	.00	4,000.00	.0%
2024/01/000002	01/01/2024 BUC	4,000.00	REF					
						ORIGINAL BUDGET 2024		
10100251 561101	POSTAGE	1,400	1,400	.00	.00	.00	1,400.00	.0%
2024/01/000002	01/01/2024 BUC	1,400.00	REF					
						ORIGINAL BUDGET 2024		

## YEAR-TO-DATE BUDGET REPORT

FOR 2024 01

JOURNAL DETAIL 2024 1 TO 2024 1

			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10100254 532000 BIRTH TO THREE PRO			112,378	112,378	28,094.50	28,094.50	.00	84,283.50	25.0%
2024/01/000002 01/01/2024 BUC			112,378.00 REF						
2024/01/000177 01/25/2024 API			28,094.50 VND	400689 VCH358373	MARATHON CO SPECIAL		ORIGINAL BUDGET 2024 BIRTH TO 3 1ST QTR PAYMENT		345147
10100260 411100 COMM TAX LEVY			-179,523	-179,523	-179,523.00	-179,523.00	.00	.00	100.0%
2024/01/000002 01/01/2024 BUC			-179,523.00 REF				ORIGINAL BUDGET 2024		
2024/01/000188 01/01/2024 GEN			-179,523.00 REF SF				TO RECORD 2024 TAX LEVY		
TOTAL NO PROJECT			0	0	-125,487.50	-125,487.50	.00	125,487.50	100.0%
TOTAL COUNTY BOARD COMMITTEES			0	0	-125,487.50	-125,487.50	.00	125,487.50	100.0%
<b>0003 PUBLIC LIBRARIES</b>									
10100355 531220 LIBRARY SERVICES			663,286	663,286	.00	.00	.00	663,286.00	.0%
2024/01/000002 01/01/2024 BUC			663,286.00 REF				ORIGINAL BUDGET 2024		
10100355 532000 LIBRARY SERV-OTHER			28,229	28,229	.00	.00	.00	28,229.00	.0%
2024/01/000002 01/01/2024 BUC			28,229.00 REF				ORIGINAL BUDGET 2024		
10100360 411100 PUBLIC LIBRARIES T			-691,515	-691,515	-691,515.00	-691,515.00	.00	.00	100.0%
2024/01/000002 01/01/2024 BUC			-691,515.00 REF				ORIGINAL BUDGET 2024		
2024/01/000188 01/01/2024 GEN			-691,515.00 REF SF				TO RECORD 2024 TAX LEVY		
TOTAL NO PROJECT			0	0	-691,515.00	-691,515.00	.00	691,515.00	100.0%
TOTAL PUBLIC LIBRARIES			0	0	-691,515.00	-691,515.00	.00	691,515.00	100.0%
<b>0004 HUMANE SOCIETY</b>									
10100454 532000 HUMANE SOCIETY			41,000	41,000	.00	.00	.00	41,000.00	.0%
2024/01/000002 01/01/2024 BUC			41,000.00 REF				ORIGINAL BUDGET 2024		

YEAR-TO-DATE BUDGET REPORT

FOR 2024 01

JOURNAL DETAIL 2024 1 TO 2024 1

			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10100460 411100 HUMANE SOCIETY TAX			-41,000	-41,000	-41,000.00	-41,000.00	.00	.00	100.0%
2024/01/000002 01/01/2024 BUC			-41,000.00 REF						
2024/01/000188 01/01/2024 GEN			-41,000.00 REF SF						
							ORIGINAL BUDGET 2024 TO RECORD 2024 TAX LEVY		
TOTAL NO PROJECT			0	0	-41,000.00	-41,000.00	.00	41,000.00	100.0%
TOTAL HUMANE SOCIETY			0	0	-41,000.00	-41,000.00	.00	41,000.00	100.0%
0007 NORTH CENTRAL HEALTH CARE									
10100754 532000 NCHCF PROF SERV			1,058,854	1,058,854	.00	.00	.00	1,058,854.00	.0%
2024/01/000002 01/01/2024 BUC			1,058,854.00 REF						
							ORIGINAL BUDGET 2024		
10100760 411100 NCHCF TAX LEVY			-1,058,854	-1,058,854	-1,058,854.00	-1,058,854.00	.00	.00	100.0%
2024/01/000002 01/01/2024 BUC			-1,058,854.00 REF						
2024/01/000188 01/01/2024 GEN			-1,058,854.00 REF SF						
							ORIGINAL BUDGET 2024 TO RECORD 2024 TAX LEVY		
TOTAL NO PROJECT			0	0	-1,058,854.00	-1,058,854.00	.00	1,058,854.00	100.0%
TOTAL NORTH CENTRAL HEALTH CARE			0	0	-1,058,854.00	-1,058,854.00	.00	1,058,854.00	100.0%
0008 NO CENTRAL COM ACTION PROGRAM									
10100856 532000 NCCAP			8,000	8,000	.00	.00	.00	8,000.00	.0%
2024/01/000002 01/01/2024 BUC			8,000.00 REF						
							ORIGINAL BUDGET 2024		
10100860 411100 NCCAP TAX LEVY			-8,000	-8,000	-8,000.00	-8,000.00	.00	.00	100.0%
2024/01/000002 01/01/2024 BUC			-8,000.00 REF						
2024/01/000188 01/01/2024 GEN			-8,000.00 REF SF						
							ORIGINAL BUDGET 2024 TO RECORD 2024 TAX LEVY		
TOTAL NO PROJECT			0	0	-8,000.00	-8,000.00	.00	8,000.00	100.0%
TOTAL NO CENTRAL COM ACTION PROGR			0	0	-8,000.00	-8,000.00	.00	8,000.00	100.0%

## YEAR-TO-DATE BUDGET REPORT

FOR 2024 01

JOURNAL DETAIL 2024 1 TO 2024 1

			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>0075 WVLS</b>									
10107555 556000	WVLS MEMBERSHIP		4,177	4,177	.00	.00	.00	4,177.00	.0%
2024/01/000002	01/01/2024 BUC		4,177.00	REF			ORIGINAL BUDGET 2024		
10107560 411100	WVLS PROPERTY TAXE		-4,177	-4,177	-4,177.00	-4,177.00	.00	.00	100.0%
2024/01/000002	01/01/2024 BUC		-4,177.00	REF			ORIGINAL BUDGET 2024		
2024/01/000188	01/01/2024 GEN		-4,177.00	REF SF			TO RECORD 2024 TAX LEVY		
TOTAL NO PROJECT			0	0	-4,177.00	-4,177.00	.00	4,177.00	100.0%
TOTAL WVLS			0	0	-4,177.00	-4,177.00	.00	4,177.00	100.0%
<b>0099 FAMILY CARE</b>									
10109954 536000	ADRC EXPENDITURE		149,466	149,466	.00	.00	.00	149,466.00	.0%
2024/01/000002	01/01/2024 BUC		149,466.00	REF			ORIGINAL BUDGET 2024		
10109954 571000	STATE FAMILY CARE		289,849	289,849	.00	.00	.00	289,849.00	.0%
2024/01/000002	01/01/2024 BUC		289,849.00	REF			ORIGINAL BUDGET 2024		
10109960 411100	FAMILY CARE TAX LE		-439,315	-439,315	-439,315.00	-439,315.00	.00	.00	100.0%
2024/01/000002	01/01/2024 BUC		-439,315.00	REF			ORIGINAL BUDGET 2024		
2024/01/000188	01/01/2024 GEN		-439,315.00	REF SF			TO RECORD 2024 TAX LEVY		
TOTAL FAMILY CARE			0	0	-439,315.00	-439,315.00	.00	439,315.00	100.0%
TOTAL COUNTY BOARD			0	0	-2,398,799.50	-2,398,799.50	.00	2,398,799.50	100.0%
TOTAL REVENUES			-2,452,835	-2,452,835	-2,452,835.00	-2,452,835.00	.00	.00	
TOTAL EXPENSES			2,452,835	2,452,835	54,035.50	54,035.50	.00	2,398,799.50	
GRAND TOTAL			0	0	-2,398,799.50	-2,398,799.50	.00	2,398,799.50	100.0%

\*\* END OF REPORT - Generated by Deana Jankowsky \*\*

## YEAR-TO-DATE BUDGET REPORT

FOR 2024 01

JOURNAL DETAIL 2024 1 TO 2024 1

			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>44 UW EXTENSION</b>									
<b>0000 DIVISION</b>									
10440060 411100	UW EXTENSION TAX L		-45,000	-45,000	-45,000.00	-45,000.00	.00	.00	100.0%
2024/01/000002	01/01/2024 BUC	-45,000.00 REF							
2024/01/000188	01/01/2024 GEN	-45,000.00 REF SF							
								ORIGINAL BUDGET 2024 TO RECORD 2024 TAX LEVY	
	TOTAL NO PROJECT		-45,000	-45,000	-45,000.00	-45,000.00	.00	.00	100.0%
	TOTAL DIVISION		-45,000	-45,000	-45,000.00	-45,000.00	.00	.00	100.0%
<b>0019 4 H PROGRAM EDUCATOR</b>									
10441955 530000	4H EDUCATOR CONTRA		36,250	36,250	.00	.00	.00	36,250.00	.0%
2024/01/000002	01/01/2024 BUC	36,250.00 REF						ORIGINAL BUDGET 2024	
10441955 555000	TL 4H TRAVEL/TRAIN		3,500	3,500	.00	.00	.00	3,500.00	.0%
2024/01/000002	01/01/2024 BUC	3,500.00 REF						ORIGINAL BUDGET 2024	
10441955 561100	TL - OFFICE SUPPLI		3,000	3,000	.00	.00	.00	3,000.00	.0%
2024/01/000002	01/01/2024 BUC	3,000.00 REF						ORIGINAL BUDGET 2024	
10441955 571000	TL 4 H MISCELLANEO		2,250	2,250	115.00	115.00	.00	2,135.00	5.1%
2024/01/000002	01/01/2024 BUC	2,250.00 REF						ORIGINAL BUDGET 2024	
2024/01/000177	01/25/2024 API	115.00 VND 001450 VCH358358						WI ASSOC OF EXT 4-H RENEW MEMBERSHIP DUES	345176
	TOTAL 4 H PROGRAM EDUCATOR		45,000	45,000	115.00	115.00	.00	44,885.00	.3%
	TOTAL UW EXTENSION		0	0	-44,885.00	-44,885.00	.00	44,885.00	100.0%
	TOTAL REVENUES		-45,000	-45,000	-45,000.00	-45,000.00	.00	.00	
	TOTAL EXPENSES		45,000	45,000	115.00	115.00	.00	44,885.00	
	GRAND TOTAL		0	0	-44,885.00	-44,885.00	.00	44,885.00	100.0%

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## YEAR-TO-DATE BUDGET REPORT

FOR 2024 01

JOURNAL DETAIL 2024 1 TO 2024 1

			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>27 VETERANS DEPARTMENT</b>									
<b>0000 DIVISION</b>									
10270054 511000	VETERANS SALARIES		118,206	118,206	6,767.33	6,767.33	.00	111,438.67	5.7%
2024/01/000002	01/01/2024 BUC	118,206.00	REF					ORIGINAL BUDGET 2024	
2024/01/000021	01/12/2024 PRJ	4,511.56	REF PAYROL					WARRANT=240112 RUN=2 GENERAL	
2024/01/000152	01/01/2024 GEN	-2,255.78	REF DJ					REV 2023 ACC WAGES PD 01/12/24	
2024/01/000170	01/26/2024 PRJ	4,511.55	REF PAYROL					WARRANT=240126 RUN=2 GENERAL	
10270054 520000	VETERANS EMPLOYEE		49,838	49,838	3,281.90	3,281.90	.00	46,556.10	6.6%
2024/01/000002	01/01/2024 BUC	49,838.00	REF					ORIGINAL BUDGET 2024	
2024/01/000021	01/12/2024 PRJ	1,799.17	REF PAYROL					WARRANT=240112 RUN=2 GENERAL	
2024/01/000152	01/01/2024 GEN	-328.22	REF DJ					REV 2023 ACC WAGES PD 01/12/24	
2024/01/000170	01/26/2024 PRJ	1,810.95	REF PAYROL					WARRANT=240126 RUN=2 GENERAL	
10270054 552001	VETERANS TELEPHONE		550	550	.00	.00	.00	550.00	.0%
2024/01/000002	01/01/2024 BUC	550.00	REF					ORIGINAL BUDGET 2024	
10270054 554001	PRINTING ALLOCATIO		850	850	.00	.00	.00	850.00	.0%
2024/01/000002	01/01/2024 BUC	850.00	REF					ORIGINAL BUDGET 2024	
10270054 555000	VETERANS TRAVEL TR		5,500	5,500	.00	.00	.00	5,500.00	.0%
2024/01/000002	01/01/2024 BUC	5,500.00	REF					ORIGINAL BUDGET 2024	
10270054 560000	VETERANS SUPPLIES		750	750	.00	.00	.00	750.00	.0%
2024/01/000002	01/01/2024 BUC	750.00	REF					ORIGINAL BUDGET 2024	
10270054 561101	VETERANS POSTAGE		600	600	.00	.00	.00	600.00	.0%
2024/01/000002	01/01/2024 BUC	600.00	REF					ORIGINAL BUDGET 2024	
10270054 561440	VETERANS GRAVE CAR		1,750	1,750	.00	.00	.00	1,750.00	.0%
2024/01/000002	01/01/2024 BUC	1,750.00	REF					ORIGINAL BUDGET 2024	

# LINCOLN COUNTY



## YEAR-TO-DATE BUDGET REPORT

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JOURNAL DETAIL 2024 1 TO 2024 1

			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10270060 411100 VETERANS TAX LEVY			-173,344	-173,344	-173,344.00	-173,344.00	.00	.00	100.0%
2024/01/000002 01/01/2024 BUC		-173,344.00 REF							
2024/01/000188 01/01/2024 GEN		-173,344.00 REF SF							
							ORIGINAL BUDGET 2024 TO RECORD 2024 TAX LEVY		
TOTAL NO PROJECT			4,700	4,700	-163,294.77	-163,294.77	.00	167,994.77-3474.4%	
10008 COUNTY VETERAN OFFICER GRANT									
10270054 435600 10008 VETERANS OFFI			-10,000	-10,000	.00	.00	.00	-10,000.00	.0%*
2024/01/000002 01/01/2024 BUC		-10,000.00 REF							
							ORIGINAL BUDGET 2024		
TOTAL COUNTY VETERAN OFFICER GRAN			-10,000	-10,000	.00	.00	.00	-10,000.00	.0%
TOTAL DIVISION			-5,300	-5,300	-163,294.77	-163,294.77	.00	157,994.77	3081.0%
0054 VETERANS RELIEF									
10275454 511001 VETERANS RELIEF PE			1,000	1,000	.00	.00	.00	1,000.00	.0%
2024/01/000002 01/01/2024 BUC		1,000.00 REF							
2024/01/000031 01/16/2024 PRJ		173.78 REF PAYROL							
2024/01/000152 01/01/2024 GEN		-173.78 REF DJ							
							ORIGINAL BUDGET 2024 WARRANT=240116 RUN=4 COUNTY B REV 2023 ACC WAGES PD 01/12/24		
10275454 571000 VETERANS RELIEF MI			4,300	4,300	.00	.00	.00	4,300.00	.0%
2024/01/000002 01/01/2024 BUC		4,300.00 REF							
							ORIGINAL BUDGET 2024		
TOTAL VETERANS RELIEF			5,300	5,300	.00	.00	.00	5,300.00	.0%
TOTAL VETERANS DEPARTMENT			0	0	-163,294.77	-163,294.77	.00	163,294.77	100.0%
TOTAL REVENUES			-183,344	-183,344	-173,344.00	-173,344.00	.00	-10,000.00	
TOTAL EXPENSES			183,344	183,344	10,049.23	10,049.23	.00	173,294.77	
GRAND TOTAL			0	0	-163,294.77	-163,294.77	.00	163,294.77	100.0%

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# LINCOLN COUNTY



## YEAR-TO-DATE BUDGET REPORT

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JOURNAL DETAIL 2024 1 TO 2024 1

			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>25 INFORMATION TECHNOLOGY</b>									
<b>0000 DIVISION</b>									
10250049 499990	FUNDS APPLIED (BUD		-100,000	-100,000	.00	.00	.00	-100,000.00	.0%*
2024/01/000002	01/01/2024 BUC	-100,000.00 REF						ORIGINAL BUDGET 2024	
10250051 511000	IT SALARIES / WAG		346,455	346,455	21,331.94	21,331.94	.00	325,123.06	6.2%
2024/01/000002	01/01/2024 BUC	346,455.00 REF						ORIGINAL BUDGET 2024	
2024/01/000021	01/12/2024 PRJ	13,408.12 REF PAYROL						WARRANT=240112 RUN=2 GENERAL	
2024/01/000152	01/01/2024 GEN	-6,704.06 REF DJ						REV 2023 ACC WAGES PD 01/12/24	
2024/01/000170	01/26/2024 PRJ	14,627.88 REF PAYROL						WARRANT=240126 RUN=2 GENERAL	
10250051 520000	IT EMPL BENEFITS		146,178	146,178	10,644.14	10,644.14	.00	135,533.86	7.3%
2024/01/000002	01/01/2024 BUC	146,178.00 REF						ORIGINAL BUDGET 2024	
2024/01/000007	01/01/2024 PRJ	1.61 REF PAYROL						WARRANT=231229 RUN=V VOID	
2024/01/000010	01/01/2024 GEN	-1.61 REF SF						PR CORR TO CORRECT YEAR	
2024/01/000021	01/12/2024 PRJ	5,836.65 REF PAYROL						WARRANT=240112 RUN=2 GENERAL	
2024/01/000152	01/01/2024 GEN	-975.44 REF DJ						REV 2023 ACC WAGES PD 01/12/24	
2024/01/000170	01/26/2024 PRJ	5,782.93 REF PAYROL						WARRANT=240126 RUN=2 GENERAL	
10250051 530000	IT PROFESSIONAL SE		15,000	15,000	.00	.00	.00	15,000.00	.0%
2024/01/000002	01/01/2024 BUC	15,000.00 REF						ORIGINAL BUDGET 2024	
10250051 552001	IT TELEPHONE		1,100	1,100	35.99	35.99	.00	1,064.01	3.3%
2024/01/000002	01/01/2024 BUC	1,100.00 REF						ORIGINAL BUDGET 2024	
2024/01/000177	01/25/2024 API	35.99 VND 005069 VCH358372			VERIZON WIRELESS			CELL PHONES	345173
10250051 554001	PRINTING ALLOCATIO		200	200	.00	.00	.00	200.00	.0%
2024/01/000002	01/01/2024 BUC	200.00 REF						ORIGINAL BUDGET 2024	
10250051 555000	IT TRAVEL TRAINING		10,000	10,000	.00	.00	.00	10,000.00	.0%
2024/01/000002	01/01/2024 BUC	10,000.00 REF						ORIGINAL BUDGET 2024	

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## YEAR-TO-DATE BUDGET REPORT

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	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
TOTAL NO PROJECT	67,650	67,650	-713,273.12	-713,273.12	.00	780,923.12-1054.4%	
TOTAL DIVISION	67,650	67,650	-713,273.12	-713,273.12	.00	780,923.12-1054.4%	
<b>0098 ADRC IT SUPPORT</b>							
10259851 461901 ADRC IT SUPPORT FE	-67,650	-67,650	.00	.00	.00	-67,650.00	.0%*
2024/01/000002 01/01/2024 BUC	-67,650.00	REF					
						ORIGINAL BUDGET 2024	
TOTAL ADRC IT SUPPORT	-67,650	-67,650	.00	.00	.00	-67,650.00	.0%
TOTAL INFORMATION TECHNOLOGY	0	0	-713,273.12	-713,273.12	.00	713,273.12	100.0%
TOTAL REVENUES	-926,833	-926,833	-759,183.00	-759,183.00	.00	-167,650.00	
TOTAL EXPENSES	926,833	926,833	45,909.88	45,909.88	.00	880,923.12	
GRAND TOTAL	0	0	-713,273.12	-713,273.12	.00	713,273.12	100.0%

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## YEAR-TO-DATE BUDGET REPORT

FOR 2024 01

JOURNAL DETAIL 2024 1 TO 2024 1

			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>21 CORPORATION COUNSEL</b>									
<b>0000 DIVISION</b>									
10210051 511000	CORP COUNSEL SALAR		94,247	94,247	3,695.60	3,695.60	.00	90,551.40	3.9%
2024/01/000002	01/01/2024 BUC	94,247.00	REF						
2024/01/000021	01/12/2024 PRJ	3,060.65	REF PAYROL						
2024/01/000152	01/01/2024 GEN	-2,032.00	REF DJ						
2024/01/000170	01/26/2024 PRJ	2,666.95	REF PAYROL						
10210051 520000	CORP COUNSEL EMPLO		39,372	39,372	2,161.06	2,161.06	.00	37,210.94	5.5%
2024/01/000002	01/01/2024 BUC	39,372.00	REF						
2024/01/000021	01/12/2024 PRJ	1,311.03	REF PAYROL						
2024/01/000152	01/01/2024 GEN	-295.66	REF DJ						
2024/01/000170	01/26/2024 PRJ	1,145.69	REF PAYROL						
10210051 531020	CORP COUNSEL OUTSI		52,500	52,500	53.00	53.00	.00	52,447.00	.1%
2024/01/000002	01/01/2024 BUC	52,500.00	REF						
2024/01/000014	01/04/2024 API	53.00	VND 400099 VCH357729	MARATHON CO DEPT OF					344857
10210051 531210	CORP COUNSEL CODIF		2,800	2,800	.00	.00	.00	2,800.00	.0%
2024/01/000002	01/01/2024 BUC	2,800.00	REF						
10210051 552001	CORP COUNSEL TELEP		800	800	40.29	40.29	.00	759.71	5.0%
2024/01/000002	01/01/2024 BUC	800.00	REF						
2024/01/000177	01/25/2024 API	40.29	VND 005069 VCH358372	VERIZON WIRELESS					345173
10210051 554001	PRINTING ALLOCATIO		700	700	.00	.00	.00	700.00	.0%
2024/01/000002	01/01/2024 BUC	700.00	REF						
10210051 555000	CORP COUNSEL TRAVE		3,000	3,000	.00	.00	.00	3,000.00	.0%
2024/01/000002	01/01/2024 BUC	3,000.00	REF						
10210051 560000	CORP COUNSEL SUPPL		750	750	.00	.00	.00	750.00	.0%
2024/01/000002	01/01/2024 BUC	750.00	REF						

## YEAR-TO-DATE BUDGET REPORT

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JOURNAL DETAIL 2024 1 TO 2024 1

		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10210051 561101	CORP COUNSEL POSTA	100	100	.00	.00	.00	100.00	.0%
2024/01/000002	01/01/2024 BUC	100.00 REF				ORIGINAL BUDGET 2024		
10210051 564000	CORP COUNSEL LIBRA	1,500	1,500	.00	.00	.00	1,500.00	.0%
2024/01/000002	01/01/2024 BUC	1,500.00 REF				ORIGINAL BUDGET 2024		
10210060 411100	CORPORATION COUNSE	-200,269	-200,269	-200,269.00	-200,269.00	.00	.00	100.0%
2024/01/000002	01/01/2024 BUC	-200,269.00 REF				ORIGINAL BUDGET 2024		
2024/01/000188	01/01/2024 GEN	-200,269.00 REF SF				TO RECORD 2024 TAX LEVY		
TOTAL NO PROJECT		-4,500	-4,500	-194,319.05	-194,319.05	.00	189,819.05	4318.2%
<b>10003 STATE CHILD SUPPORT</b>								
10210051 435600	10003 CORP COUNSEL	-9,000	-9,000	.00	.00	.00	-9,000.00	.0%*
2024/01/000002	01/01/2024 BUC	-9,000.00 REF				ORIGINAL BUDGET 2024		
10210051 511000	10003 CORP COUNSEL	9,509	9,509	939.78	939.78	.00	8,569.22	9.9%
2024/01/000002	01/01/2024 BUC	9,509.00 REF				ORIGINAL BUDGET 2024		
2024/01/000021	01/12/2024 PRJ	431.79 REF PAYROL				WARRANT=240112 RUN=2 GENERAL		
2024/01/000170	01/26/2024 PRJ	507.99 REF PAYROL				WARRANT=240126 RUN=2 GENERAL		
10210051 520000	10003 CORP COUNSEL	3,991	3,991	403.18	403.18	.00	3,587.82	10.1%
2024/01/000002	01/01/2024 BUC	3,991.00 REF				ORIGINAL BUDGET 2024		
2024/01/000021	01/12/2024 PRJ	184.96 REF PAYROL				WARRANT=240112 RUN=2 GENERAL		
2024/01/000170	01/26/2024 PRJ	218.22 REF PAYROL				WARRANT=240126 RUN=2 GENERAL		
TOTAL STATE CHILD SUPPORT		4,500	4,500	1,342.96	1,342.96	.00	3,157.04	29.8%
TOTAL DIVISION		0	0	-192,976.09	-192,976.09	.00	192,976.09	100.0%
<b>4508 JUVENILE</b>								
<b>13573 TPR ADOPTION SERVICES</b>								
10210854 435600	13573 TPR GRANT REV	0	0	-173.00	-173.00	.00	173.00	100.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
2024/01/000017 01/05/2024 CRP	-173.00	REF TR					
					NON-DEPARTMENTAL		
TOTAL TPR ADOPTION SERVICES	0	0	-173.00	-173.00	.00	173.00	100.0%
TOTAL JUVENILE	0	0	-173.00	-173.00	.00	173.00	100.0%
4545 FOSTER PARENT TRAINING							
10397 CHIPS LEGAL SERVICE 4E							
10214554 435600 10397 CHIPS REV	0	0	-322.40	-322.40	.00	322.40	100.0%
2024/01/000017 01/05/2024 CRP	-322.40	REF TR					
					NON-DEPARTMENTAL		
10214554 511000 10397 WAGES-CHIPS L	0	0	1,460.47	1,460.47	.00	-1,460.47	100.0%*
2024/01/000021 01/12/2024 PRJ	571.49	REF PAYROL			WARRANT=240112	RUN=2 GENERAL	
2024/01/000170 01/26/2024 PRJ	888.98	REF PAYROL			WARRANT=240126	RUN=2 GENERAL	
10214554 520000 10397 FRINGE-CHIPS	0	0	626.70	626.70	.00	-626.70	100.0%*
2024/01/000021 01/12/2024 PRJ	244.80	REF PAYROL			WARRANT=240112	RUN=2 GENERAL	
2024/01/000170 01/26/2024 PRJ	381.90	REF PAYROL			WARRANT=240126	RUN=2 GENERAL	
TOTAL CHIPS LEGAL SERVICE 4E	0	0	1,764.77	1,764.77	.00	-1,764.77	100.0%
TOTAL FOSTER PARENT TRAINING	0	0	1,764.77	1,764.77	.00	-1,764.77	100.0%
TOTAL CORPORATION COUNSEL	0	0	-191,384.32	-191,384.32	.00	191,384.32	100.0%
TOTAL REVENUES	-209,269	-209,269	-200,764.40	-200,764.40	.00	-8,504.60	
TOTAL EXPENSES	209,269	209,269	9,380.08	9,380.08	.00	199,888.92	
GRAND TOTAL	0	0	-191,384.32	-191,384.32	.00	191,384.32	100.0%

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## YEAR-TO-DATE BUDGET REPORT

FOR 2024 01

JOURNAL DETAIL 2024 1 TO 2024 1

			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>20 ADMINISTRATIVE PERSONNEL</b>									
<b>0000 DIVISION</b>									
10200051	511000	ADMIN SALARIES	148,682	148,682	8,498.10	8,498.10	.00	140,183.90	5.7%
2024/01/000002	01/01/2024	BUC	148,682.00	REF				ORIGINAL BUDGET 2024	
2024/01/000021	01/12/2024	PRJ	5,665.40	REF PAYROL				WARRANT=240112 RUN=2 GENERAL	
2024/01/000152	01/01/2024	GEN	-2,832.70	REF DJ				REV 2023 ACC WAGES PD 01/12/24	
2024/01/000170	01/26/2024	PRJ	5,665.40	REF PAYROL				WARRANT=240126 RUN=2 GENERAL	
10200051	520000	ADMIN EMPLOYEE BEN	63,989	63,989	4,649.02	4,649.02	.00	59,339.98	7.3%
2024/01/000002	01/01/2024	BUC	63,989.00	REF				ORIGINAL BUDGET 2024	
2024/01/000021	01/12/2024	PRJ	2,529.92	REF PAYROL				WARRANT=240112 RUN=2 GENERAL	
2024/01/000152	01/01/2024	GEN	-412.16	REF DJ				REV 2023 ACC WAGES PD 01/12/24	
2024/01/000170	01/26/2024	PRJ	2,531.26	REF PAYROL				WARRANT=240126 RUN=2 GENERAL	
10200051	531020	ADMIN LEGAL SERVIC	5,000	5,000	.00	.00	.00	5,000.00	.0%
2024/01/000002	01/01/2024	BUC	5,000.00	REF				ORIGINAL BUDGET 2024	
10200051	531190	ADMIN INHOUSE TRAI	2,000	2,000	.00	.00	.00	2,000.00	.0%
2024/01/000002	01/01/2024	BUC	2,000.00	REF				ORIGINAL BUDGET 2024	
10200051	552001	ADMIN TELEPHONE	900	900	.00	.00	.00	900.00	.0%
2024/01/000002	01/01/2024	BUC	900.00	REF				ORIGINAL BUDGET 2024	
10200051	553000	ADMIN ADVERTISING	3,000	3,000	.00	.00	.00	3,000.00	.0%
2024/01/000002	01/01/2024	BUC	3,000.00	REF				ORIGINAL BUDGET 2024	
10200051	554001	PRINTING ALLOCATIO	3,000	3,000	.00	.00	.00	3,000.00	.0%
2024/01/000002	01/01/2024	BUC	3,000.00	REF				ORIGINAL BUDGET 2024	
10200051	555000	ADMIN TRAVEL TRAIN	4,000	4,000	155.64	155.64	.00	3,844.36	3.9%
2024/01/000002	01/01/2024	BUC	4,000.00	REF				ORIGINAL BUDGET 2024	
2024/01/000011	01/04/2024	API	25.00	VND 400215 VCH357726	WI ASSOC OF CO PERSO	MEMBERSHIP DUES		344850	
2024/01/000153	01/18/2024	API	130.64	VND 999658 VCH358269	KRAUSE, CHARLOTTE	MILEAGE, SUPPLIES		13483	

## YEAR-TO-DATE BUDGET REPORT

FOR 2024 01

JOURNAL DETAIL 2024 1 TO 2024 1

		ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
10200051 560000	ADMIN SUPPLIES	1,000	1,000	.00	.00	.00	1,000.00	.0%
2024/01/000002	01/01/2024 BUC	1,000.00	REF			ORIGINAL BUDGET 2024		
10200051 561101	ADMIN POSTAGE	300	300	.00	.00	.00	300.00	.0%
2024/01/000002	01/01/2024 BUC	300.00	REF			ORIGINAL BUDGET 2024		
10200051 571000	COUNTY WIDE SAFETY	3,000	3,000	.00	.00	.00	3,000.00	.0%
2024/01/000002	01/01/2024 BUC	3,000.00	REF			ORIGINAL BUDGET 2024		
10200060 411100	ADMINISTRATION TAX	-234,871	-234,871	-234,871.00	-234,871.00	.00	.00	100.0%
2024/01/000002	01/01/2024 BUC	-234,871.00	REF			ORIGINAL BUDGET 2024		
2024/01/000188	01/01/2024 GEN	-234,871.00	REF SF			TO RECORD 2024 TAX LEVY		
TOTAL DIVISION		0	0	-221,568.24	-221,568.24	.00	221,568.24	100.0%
TOTAL ADMINISTRATIVE PERSONNEL		0	0	-221,568.24	-221,568.24	.00	221,568.24	100.0%
TOTAL REVENUES		-234,871	-234,871	-234,871.00	-234,871.00	.00	.00	
TOTAL EXPENSES		234,871	234,871	13,302.76	13,302.76	.00	221,568.24	
GRAND TOTAL		0	0	-221,568.24	-221,568.24	.00	221,568.24	100.0%

\*\* END OF REPORT - Generated by Deana Jankowsky \*\*





## Lincoln County 4-H



[melissa.yates@wisc.edu](mailto:melissa.yates@wisc.edu)

715-539-1074

*4-H involves youth in **project-based education**. Through project learning, youth can explore their interests (“sparks”) and master new skills. 4-H projects are meant to be hands on to create a memorable learning experience. Since 4-H started in the early 1900s, youth have learned by doing.*

### Program Focus:

4-H programs in science, healthy living and civic engagement are backed by a network of 100 public university extensions and a robust community of 4-H volunteers and professionals. Through hands-on learning, youth build not only confidence, creativity and curiosity, but also life skills such as leadership and resiliency to help them thrive today and tomorrow.

### Program Update:

- Our enrollment continues to grow to **219 youth members, 47 approved volunteers, and 32 more volunteers finishing trainings and screenings**. More 4-H interest is generated every month.

- Lincoln County 4-H has **six youth members who are planning to attend two national travel experiences this summer** who have applied for grants from the 4-H Leaders Association. This application process includes a cover letter, application, three references, and one letter of recommendation, followed by an interview. It is a great opportunity for youth to learn these skills while in a program where they can get valuable feedback from mentors. The 4-H Leaders Association is able to sponsor 4-H youth and programming by hosting events like the Winterfest Family Night at the Tomahawk VFW on January 20<sup>th</sup>, community donations, and by running a food stand at the fair.
- On January 3<sup>rd</sup>, a new 4-H group started called the **Horse Bowl Team**. The Horse Bowl is a competition similar to Jeopardy, but for all things horses. Did you know that horse height is measured by hands? Did you know the maximum height of a pony is 14.2 hands? In what hand should you carry the halter when you are preparing to catch a horse? (Left Hand – which could come in handy if there is an emergency and there is one running down the road.) Other **education about how to manage/take care of horses is also taking place**. Two youth divisions of up to 6 members each are meeting weekly to prepare for the competition in May.
- **11 youth, along with adults, attended a leather making workshop** that was held January 27<sup>th</sup> in Tomahawk, sponsored by the 4-H Explorers 4-H Club. The **4-H Backyard Bird workshop** was rescheduled to February 3<sup>rd</sup> because of weather. Youth will learn about common Wisconsin birds in the Winter and summer, best bird seed to feed them, and built a birdhouse. This event was in collaboration with the Merrill Country Store.
- **4-H Summer camp** is a large undertaking, which is why it is nice to **plan this collaboratively with Marathon and Wood County 4-H**. This past month we took applications for youth camp counselors and adult volunteer chaperones. They will be attending **one training per month through June given by the 4-H educators to prepare them to be effective leaders at camp**. They will learn leadership and communication skills, ages and stages of youth development, 1<sup>st</sup> aid and CPR and safety skills, along with creating a welcoming and fun experience for all campers.

**(Note: Melissa Yates will be off on paid leave for a month beginning February 6. During this period, and in the absence of support staff, 4-H questions are being directed to Area Extension Director Art Lersch. Office access/appointments will be more limited during this time due to unavailability of staff.)**

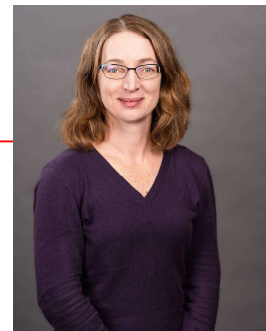
Respectfully,  
Melissa



**Terri Kolb –Administrator**  
[terri.kolb@wisc.edu](mailto:terri.kolb@wisc.edu)  
(715) 539-1073



**Shara Allen –Educator**  
[shara.allen@wisc.edu](mailto:shara.allen@wisc.edu)  
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ADVANCES HEALTHY EATING HABITS, ACTIVE  
LIFESTYLES, AND HEALTHY COMMUNITY  
ENVIRONMENTS FOR COUNTY RESIDENTS WITH  
LIMITED INCOMES.

#### **Program Focus:**

FoodWise, University of Wisconsin-Extension's nutrition education program is a federally funded effort that seeks to empower Wisconsin residents with limited-incomes to choose healthful diets and become more food secure by spending food dollars more wisely. FoodWise staff collaborates with community partners to "help make the healthy choice, the easy choice."

#### **Program Administrator's Key Efforts:**

- **Build support through collaboration for community-based food/nutrition and food security programs** for SNAP-eligible (limited-income) populations, including Head Start
- Provide **staff training, onboarding and needs-based programming and evaluation**, which is fiscally responsible

- **Collaborate with nutrition educators and partner agencies to plan and implement interventions that improve healthy food practices** and encourage practical healthy food and physical activity choices

#### **Administrator October and November Efforts:**

- FoodWise Leadership Team meetings (2 X/month) – program planning for Lincoln County Nutrition Educator Position
- FoodWise Statewide monthly Administrator/Coordinator meeting
- FoodWise Statewide monthly All-Staff meeting
- FoodWise Administrator Onboarding – ongoing 4 hours/month
- FoodWise fiscal and effort reporting
- Partner connections-see below
- Onboarding our new Lincoln/Taylor County Nutrition Educator- Shara
- Planning and facilitation of Area 3 and 4 FoodWise Educator Workshop In Rhinelander
- FY23 Impact Reports
- Established Food Pantry Network- quarterly planning and facilitation
- Transitioned StockBox leadership back to Extension

#### **Educator December and January Efforts:**

##### Meetings

- Merrill Enrichment Center personnel for the transfer of all StockBox paper and electronic files to UW-Extension. **FoodWise will take the lead in administering the program until another willing/able partner to do this is found.** Between 90 and 150 seniors typically receive free food boxes monthly. From **October 2022 to September 2023, over \$27,000 of free food provided by Milwaukee's Hunger Task Force was distributed to Lincoln County senior residents through the StockBox program.**
- UW-Extension Lincoln County staff quarterly meeting to discuss programming updates.
- Lincoln County Health Department staff to discuss local food pantry assessment initiatives for 2024.

- Area 3 and Area 4 FoodWise Educator meeting to **discuss programming and sharing of teaching resources. Experienced educators in the areas are helping to prepare the newer educators** for classroom and other venue teaching.

### Events

- Organized and attended the StockBox Distribution for Seniors at the Merrill Enrichment Center on January 23rd.
- FoodWise Educator **shadowing in Langlade County with Kindergarten, 2nd and 3rd graders. Led two Kindergarten nutrition education sessions in Elcho, WI.** Standard training procedure prior to entering the classroom or teaching other low-income audiences.
- Preparing to teach **nutrition education classes in both Lincoln County and Taylor County Head Start programs beginning in early spring.**

### Training

- New Employee Onboarding for UW-Madison and UW-Madison Extension
- New Employee Onboarding for FoodWise
  - In Person training in Madison focusing on how to teach participants with adverse childhood experiences, discussion on teaching the topic of weight, food prep demonstrations, and food safety.
- USDA's SNAP-Ed Around the Table Curriculum training that concentrates on trauma-sensitive facilitation while integrating social emotional learning as one builds food, nutrition, and cooking literacy.
- Completed the Utah State University Extension National Nutrition Certification Program. An online course for Nutrition Educators to provide basic nutrition information and effective teaching strategies.

### Partner Connections

- ADRC of Central WI
- Merrill Enrichment Center
- Lincoln County Health Department
- Healthy Lifestyles Coalition of Live Well Lincoln
- Aspirus
- Tomahawk Senior Congregate Meal Site and StockBox Manager
- Kinship of Tomahawk
- Prairie River School for Young Learners -Head Start

- Haven
- Hunger Task Force of Milwaukee
- Community Food Pantry of Merrill
- Merrill Area Schools

***For any questions related to this report or about Extension, please contact Art Lersch, Area Extension Director (Langlade, Lincoln, Price, Taylor Counties) at [art.lersch@wisc.edu](mailto:art.lersch@wisc.edu) or 715-218-5360***



**LINCOLN COUNTY**  
**VETERANS SERVICE**  
JOHN OLSON – CVSO  
801 North Sales Street, Suite 104 · Merrill, WI 54452  
Tel. (715) 539-1010

January 30, 2024

## Veterans Services Report for November 2023

### Office Activity / Summary

Activity	November	December	January	90 Day Avg
<u>Phone</u>	123	134	163	140
<u>Email</u>	37	26	53	39
<u>In-Person</u>	58	45	69	57
<u>Fax</u>	23	14	27	21
<u>Mail</u>	25	18	23	22
<u>Unspecified</u>	6	15	20	14
<u>Total</u>	272	252	357	293

### Trends

Focus of effort continues to be clearing back log of disability claims.

- 20 - New claims opened
- 27 - Claims completed and submitted

Continue to see a high volume of VA Disability claims and major increase in office traffic in January.

### Awards/Benefits

- Total Retroactive Awards Benefits to Lincoln County Residents YTD (JAN – DEC) =
- \$ 908,990.00
  - Average Retroactive pay: \$8,760.00
- Average Monthly Benefit Increase
- \$1,100

#### **LINCOLN COUNTY VISION STATEMENT:**

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## **Community News / Outreach**

### **LCHD / Healthy Minds**

Participating in LCHD, Gun lock safety campaign focused on suicide prevention and child safety.

988 Mental Health / Suicide Awareness Campaign

### **General Outreach (Supplemental ARPA Funds)**

Reviewing possible partnership with Madison Media Company to produce Outreach Materials

- 1.) County Wide Email Blast
- 2.) Targeted On Line Ads
- 3.) CTV Ads

Potential Start Date: March – Online/CTV Ad

October – Email Blast

December – 2<sup>nd</sup> round of Online/CTV Ads – if money remaining and need exists





**LINCOLN COUNTY  
INFORMATION TECHNOLOGY**

Travis Spoehr - Director  
801 North Sales Street, Suite 206 · Merrill, WI 54452  
Tel. (715) 539-1043

Administrative & Legislative Committee Meeting – February 7, 2024

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Activity & Statistics Report: 1/1/2024 to 2/7/2024

The Information Technology department has completed the following projects over the course of the reporting period:

- Renewal or purchase of the following subscriptions and licenses that are in use:
  - CivicPlus Ordinance Hosting
  - CivicPlus Website Hosting
  - CivicPlus Chatbot (new, ARPA funded pilot)
  - Infosec IQ Security Awareness and Education (new)
  - ChemsPro – State of WI DOT provides this for Highway job costing and accounting.
  - Timberbase – Forestry timber sales tickets and reporting.
  - AMAG Symmetry – Building card access and duress/panic button system.
  - ServiceDesk Plus – IT Help Desk, inventory, and contract management.
  - Zuercher 911 – Sheriff's Office RMS and CAD systems
  - Veeam - Backup and Disaster Recovery Software
  - Cisco SmartNet – Hardware warranty on integrated service routers, phone system
  - CUCM Flex Licensing – right-to-use licensing for the phone system
  - Lenovo Hardware Support - Health Inspector Tablets
  - ArchiveSocial – Archival system for social media accounts to comply with electronic records retention. Was also acquired by CivicPlus in 2023.
  - iMazing – Text message archival/retrieval for Social Services employees.
- On site inventory of all electronic assets has been completed.
- Participated in and presented at the first of two Lincoln County Symposiums for employee in-service training.
- Assisted in restoring some of the ADRC-CW's services that were unexpectedly down due to a server failure in the Merrill location.
- Deployed Cisco Jabber soft phone tools to employees' workstations.
- OwlLabs equipment has been procured and installed in the Family Courtroom aka Branch 3 and fully configured to meet the needs of the judges and court staff.
- Configuration of the ADRC's dedicated (backup) internet connection in Merrill.
  - This was prioritized due to the aforementioned and unexpected server failure.
  - Included move of wireless controller to Unifi Cloud Key, stand-alone appliance using a backup of the server configuration.

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**LINCOLN COUNTY  
INFORMATION TECHNOLOGY**

Travis Spoehr - Director  
801 North Sales Street, Suite 206 · Merrill, WI 54452  
Tel. (715) 539-1043

Administrative & Legislative Committee Meeting – February 7, 2024

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The Information Technology department continues to work on the following projects in addition to our regular preventative maintenance and daily break/fix work:

- Consideration being given to a checklist automation software that will assist with semi-automation of tasks, i.e. employee onboarding and termination procedures that span across multiple departments.
- Have begun to look into how best to organize IT documentation into an SOP manual.
  - A part of this is also how to leverage current systems to provide self-help and/or technology training at your own pace opportunities for all employees to access, and especially new hires.
- We will be kicking off the website upgrade to Drupal version 10 near-term. No firm schedule yet but we are queued for engagement with CivicPlus.
- Have begun to collect and assemble costs and details related to Lincoln County's phone systems and lines.
- Finished proof-of-concept on newer panic button devices and hubs. Working on cost/benefit of these, in addition to more manageable door scheduling, card reader access, as well as integration with cameras and our current emergency messaging/paging system.
- Continued work on steps and prerequisites necessary to transition to a dot gov domain. We have not received any notification that these have re-opened yet.
- Participation in the annual National Cybersecurity Review Survey, expect to complete. Free to participate and not only is a good benchmark for the maturity of Lincoln County's cybersecurity posture and program, but has now become a necessity for certain cybersecurity related grant eligibility.
- Continued work on planning and preparation for Next Generation 911 (NG911) emergency services and features.
  - Working with our current 911 software vendor on acquiring and implementation of equipment that will allow for text to 911. It has been determined that our system will not require any other software or hardware add-ons to make the transition.
  - Site survey and needs assessment is scheduled with the Emergency Services IP Network (ESInet) provider. A project manager from AT&T has been assigned.
- Continued assistance as needed for the branding and marketing efforts. Continued assistance with Uniquely Wisconsin, digital signage, and MapIt technical logistics.
- Continued assistance to the Broadband Commission.
  - BEAD final draft and review expected in Feb. or March.
  - Rapid Design study information has been presented to the Commission and provides a wealth of information regarding potential Broadband solutions based on various factors and limitations.
- WICAMS ID policy and procedure has been fully vetted and will be presented for approval in March.
  - This policy will replace most of Appendix C of the current IT policy in regards to photo identification.
- Testing continues on the Munis with the Finance Department and key stakeholders.
  - Finance and IT have now shifted focus to working with the Tyler Technologies implementation and support teams to address outstanding issues and roadblocks. Training focus has shifted now to Advanced Scheduler.

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Administrative & Legislative Committee Meeting – February 7, 2024

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- Time & Attendance. The IT and Finance departments have been production/live testing.
  - Working through business rules for OT and comp time payments, as well as issues with correct import into Munis ERP for payroll functions.
- Employee self-service (ESS).
  - Working on getting direct deposit advice images to display properly on screen and for employees to print.
- Advanced Scheduler.
  - Have met internally to discuss Sheriff's Office schedules and OT payment processing.
  - Training sessions have been scheduled.
- Tyler Content Manager and Enterprise Forms: More training is expected to be scheduled.

The Information Technology department expects to begin work on the following initiatives near-term or as indicated:

- Discussions with Land Services and Emergency Management on options for a new wide format printer a.k.a. a plotter.
- Researching and working with the Sheriff's Office to potentially move the TraCS internal database server to Badger TraCS private cloud. All the same features they have currently for a nominal annual hosting fee. This eliminates internal server and database maintenance efforts. Still pending scheduling by the software vendor to complete this outstanding task.
- Given consideration for applying multi-factor authentication to all systems that are capable to bolster security.
- Have begun to do some initial research on new backup and disaster recovery systems. Current system is not end of support or expected lifecycle, but the complexities of new feature sets and options are many.
- Additional work on COOP/COG plans with Emergency Management. IT's part in that is in relation to cybersecurity events, technology and access at alternative or temporary sites, and backup/disaster recovery of data and systems.

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## LINCOLN COUNTY INFORMATION TECHNOLOGY

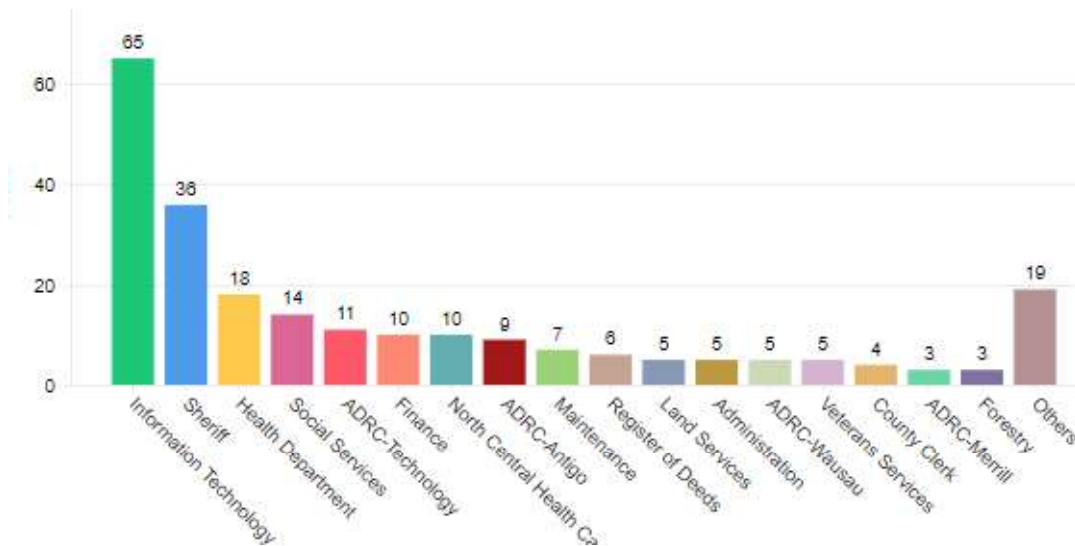
Travis Spoehr - Director  
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Tel. (715) 539-1043

Administrative & Legislative Committee Meeting – February 7, 2024

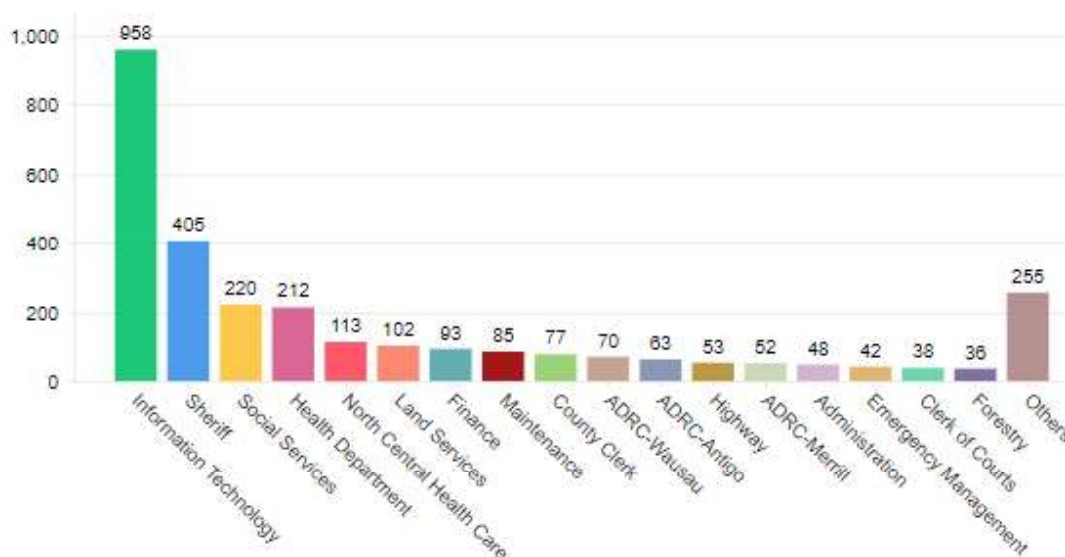
No (0) after-hours calls received this reporting period and 58 total in 2023. 4.8 per month in 2023 is below the historical average of 6 calls per month.

2922 Help Desk requests received in 2023. 235 requests received year to date in 2024.

2024 received requests by department, year to date:



2023 received requests by department:



### LINCOLN COUNTY VISION STATEMENT:

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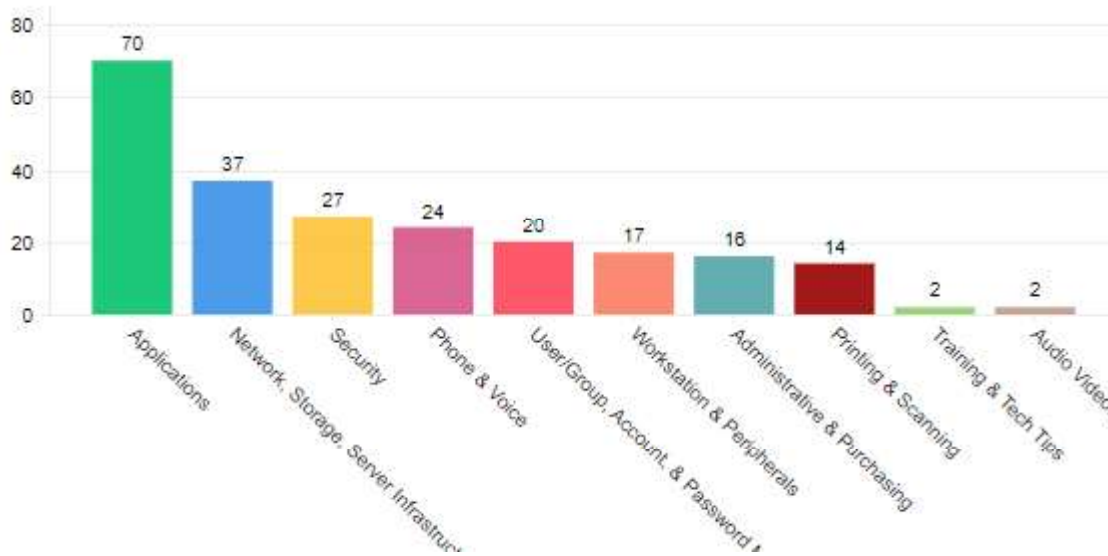
## LINCOLN COUNTY INFORMATION TECHNOLOGY

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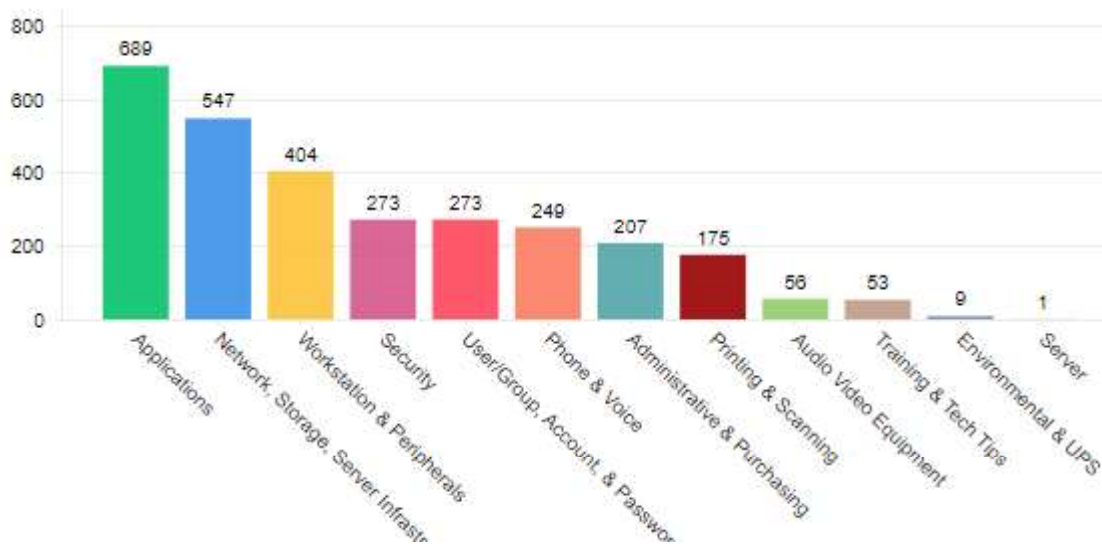
Administrative & Legislative Committee Meeting – February 7, 2024

2936 Help Desk requests completed in 2023. 229 requests completed year to date 2024.

2024 completed requests by category, year to date:



2023 completed requests by category:



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Administrative & Legislative Committee Meeting – February 7, 2024

Website statistics from Google Analytics for the reporting period:

Page title and screen class		↓ Views	Users	Views per user	Average engagement time	Event count
		100% of total	100% of total	Avg 0%	Avg 0%	All events 100% of total
1	Home Page   Lincoln County, Wisconsin	4,033	1,834	2.20	31s	15,765
2	GIS Mapping   Lincoln County, Wisconsin	2,009	1,172	1.71	15s	8,564
3	Jail   Lincoln County, Wisconsin	1,982	961	2.06	23s	10,436
4	Property Tax Records   Lincoln County, Wisconsin	1,481	933	1.59	12s	7,322
5	Meetings   Lincoln County, Wisconsin	1,385	362	3.83	2m 10s	7,680
6	Search   Lincoln County, Wisconsin	1,384	661	2.09	48s	4,582
7	Career Opportunities   Lincoln County, Wisconsin	1,112	595	1.87	28s	4,799
8	Real Estate and Tax Data Search   Lincoln County, Wisconsin	809	500	1.62	20s	3,103
9	Sheriff's Office   Lincoln County, Wisconsin	743	457	1.63	28s	2,926
10	Calendar   Lincoln County, Wisconsin	622	134	4.64	1m 18s	1,915

Website statistics from Google Analytics cumulative from June 14<sup>th</sup> conversion to Dec. 31, 2023:

Page title and screen class		↓ Views	Users	Views per user	Average engagement time	Event count
		100% of total	100% of total	Avg 0%	Avg 0%	All events 100% of total
1	Home Page   Lincoln County, Wisconsin	31,045	12,822	2.42	30s	123,619
2	GIS Mapping   Lincoln County, Wisconsin	16,408	7,678	2.14	19s	68,676
3	Jail   Lincoln County, Wisconsin	13,831	5,650	2.45	27s	73,438
4	Search   Lincoln County, Wisconsin	11,014	4,735	2.33	1m 01s	36,465
5	Meetings   Lincoln County, Wisconsin	10,132	2,250	4.50	2m 12s	53,725
6	Property Tax Records   Lincoln County, Wisconsin	8,983	5,023	1.79	15s	43,882
7	Real Estate and Tax Data Search   Lincoln County, Wisconsin	7,284	4,039	1.80	21s	28,120
8	Sheriff's Office   Lincoln County, Wisconsin	5,988	3,330	1.80	33s	23,590
9	Career Opportunities   Lincoln County, Wisconsin	4,749	2,587	1.84	34s	20,355
10	Calendar   Lincoln County, Wisconsin	4,291	919	4.67	1m 21s	13,496

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# LINCOLN COUNTY CORPORATION COUNSEL

KARRY A. JOHNSON  
801 North Sales Street, Suite 207 · Merrill, WI 54452  
Tel. (715) 539-1015 · Fax (715) 539-8053

## ACTIVITY REPORT 11/27/23 – 12/21/23

Department/Committee	Hours	Subject Matter
A&L	4.25	Prepare reports for committee; Review packet/Attend meeting;
Admin	62.75	WCA meetings; Rev legislative updates; Dept head meetings; Wis Legis Notif;; Caselaw Express; ORR posting/updates; Act 4 Implementation; Staff training; Comms w/ Broker, contract negotiations; Staff Development Training/day;
Child Support	17.75	Case prep and attend hearings; pleading review/approval; Filings on individual cases; Research;
Clerk of Courts	2.75	Property bonds; ORRs; Prep/File Answer in FCSL matter re: CoC/Judg creditor;
County Board	8.25	Rev/attend meeting; Municode updates; Other resolutions/ords; Opioid updates; Meetings/discussions w/ supervisors; Litigation matters;
County Clerk	2.5	FOIA ORR; Tax deed pymt agrs;
Emergency Management	8.75	WI CAMS draft/review; Review MOA; ORR; Attend Training; Disc re: Linco Sympo
Finance	2.0	ORRs; Minutes Q; Disc re: BOA/Ord re: atty
Forestry	3.0	RFPs & Contracts; Tax deed sales/Qs; Attend Comm mtg; Garvin Place; Tomahawk Timber K; Well Ks;
Health	1.25	Registered/Certified Mail Qs/Reqs; Licensing Q; MOU Florence Co/Forest Co;
Hwy	.50	Rev agenda/closed session language;
IT	3.0	Civic Plus K renewal, chatbot, resolution;
Land Services	9.5	Compliance/Zoning matters; NMM; Attend LSC meetings; Research CX filings; POWTS; CUP ordinance/§59.69 updates; Certiorari; Land Use Permit/NSF issue;
Law Enforcement/EMS/Judicial		
Pine Crest/LI/NCHC		
Probate/Courts	.75	WEC requests to RIP/emails w/ Becky; Court Security Mtg;
Public Property		Annual leases/review
Register of Deeds		
Sheriff	17.0	CBA, side letter; dog citations; FLSA/Volunteer; Outside Housing K; ORRs;
Social Services	16.25	GN & TPR matters, ORR & disco responses; CAN/DHA appeals;
Solid Waste	.25	Rev Agreement/discount
Treasurer	.25	Tax deed sales/proceeds; Treasurer's Aff
UW Ext		
Veterans Service		
Totals	160.75	
Court – prep/attend - <b>included</b> in Totals	29.5	(child support, social services, sheriff, land services)



# LINCOLN COUNTY CORPORATION COUNSEL

KARRY A. JOHNSON  
801 North Sales Street, Suite 207 · Merrill, WI 54452  
Tel. (715) 539-1015 · Fax (715) 539-8053

## ACTIVITY REPORT 01/02/24 – 01/28/24

Department/Committee	Hours	Subject Matter
A&L	4.5	Prepare reports for committee; Review packet/Attend meeting;
Admin	43.0	WCA meetings; Rev legislative updates; Dept head meetings; Wis Legis Notif;; Caselaw Express; ORR posting/updates; Act 4 Implementation; Staff training; Comms w/ Broker, contract negotiations; Staff Development Training/day; Linco Sympo Training Day 1
Child Support	21.25	Case prep and attend hearings; pleading review/approval; Filings on individual cases; Research;
Clerk of Courts	.75	ORRs;
County Board	5.75	Rev/attend meeting; Municode updates; Other resolutions/ords; Opioid updates; Meetings/discussions w/ supervisors; Litigation matters;
County Clerk	1.0	Tax Deed/Merrill Q; Election/Candidate issue;
Emergency Management	1.0	Disc re: Linco Sympo; Trail Ambassadors/Exercise;
Finance	5.0	ORRs; Humane Society K; Tax Deed/1099-S for sale proceeds, review/disc; Rev bonding letter
Forestry	3.0	Tax deed sales/Qs; Well Ks; Ch 16 & 19 Ords;
Health	2.5	Health/License susp Q, enforcement; subpoena/testify Q
Hwy		Rev agenda/closed session language;
IT		Civic Plus K renewal, chatbot, resolution;
Land Services	6.0	Compliance/Zoning matters; Certiorari;
Law Enforcement/EMS/Judicial		
Pine Crest/LI/NCHC		
Probate/Courts		WEC requests to RIP/emails w/ Becky; Court Security Mtg;
Public Property		Annual leases/review
Register of Deeds		
Sheriff	12.25	Dog citations; ORRs; Court trial
Social Services	47.75	GN & TPR matters, ORR & disco responses; CAN/DHA appeals; Extensive Discovery document review/redaction for TPRs; Rev/prep/attend internal DSS interviews for lead worker
Solid Waste	3.75	Rev Agreement/discount and RFP Qs
Treasurer	1.75	Tax deed sales/proceeds; Dog Tag/Lic Q;
UW Ext		
Veterans Service		
Totals	159.25	
Court – prep/attend - <b>included</b> in Totals	25.25	(child support, social services, sheriff, land services)





**LINCOLN COUNTY  
ADMINISTRATION**

Renee Krueger – Administrative Coordinator  
801 North Sales Street, Suite 202 · Merrill, WI 54452  
Tel. (715) 539-1010

**Administrative Coordinator  
Activity Report  
February 7, 2024**

**Administration:**

- The Dream Up! Team met with Elsa Duranceau, Executive Director of Lincoln County Economic Development, who provided an overview of the draft agenda regarding the First *Lincoln County Annual Summit to occur March 14 and 15*. This summit is an opportunity to bring our community leaders together to educate, showcase, and inspire economic growth. County representation includes Chair Friske as the opening speaker, Supervisor Wickham on behalf of the Broadband Commission, and myself on the State of the County as well as participating on the Childcare panel.
- The work with *Uniquely WI* to develop our stories continues. Three stories will be developed as well as a unique podcast. While we only can chose 3 stories, we will be able to develop our podcast to highlight a few of the other stories submitted. Once we release the “stories and podcast” we will begin planning for how to use the remainder stories as a marketing tool.
- We held our in-person all staff training. The day was filled with some required training, some team building activity, but mostly informational updates. Most feedback was positive and many expressed learning something that did not already know. For those that were unable to attend the January 15<sup>th</sup> session, there will be another one on February 19<sup>th</sup>.
- I was able to attend one out of the four sessions for the Merrill Fire Department Strategic Plan. The Emergency Management Director was able to attend two of the four. There was excellent engagement by staff and stakeholders and it will be exciting to see their finished product.
- The Executive Director, Gary Olson, had his 1-year review. I submitted an evaluation on as the Executive Board Representative for Lincoln County. The Mr. Olson has accomplished a great deal in regards to culture, organizational structure, and community partnership and we look forward to the continued partnership.
- There have been a number of personnel related issues throughout departments. I was able to create some forms and guidance to department heads as to how to proceed addressing behaviors that require correction action and/or discipline.
- Erin Ray with the Health Department will be facilitating the Opioid Commission and will be reaching out to identified members in the near future to targeting the first meeting to occur the beginning of May. She has had an opportunity to consult with other counties and view some webinars to become familiar with the project.

**WHERE THE NORTHWOODS START AND YOUR ADVENTURE BEGINS!**

**New Hires & Termination/Resignation/Retirement:**

- 7 Term/Res/Ret
- 3 Hires: 911 Dispatcher (1); Hwy (1); Clerk of Courts (1)

**Open Positions Updates:**

- Public Health Nurse (Part Time and LTE)
- Community Health Planner
- Health Aide
- Fabricator/Welder
- Circuit Court Bailiff
- Correctional Officer (4)
- 911 Telecommunication Office
- Highway Worker (3)



# The LINC...

Volume I

Issue IV

Editor: Charli Krause

January 2024



## Goodbye 2023 and Hello 2024!

First of all- I hope you all had a wonderful Holiday Season! It truly is the most Joyful (but BUSY) time of year. But now that we are in past the Holiday celebrations and a couple days into 2024- What are some things we are able to reflect on? What are some good things that happened in 2023 that we can bring with to 2024? January is the perfect time to reflect on the past year and set intentions for the year ahead.

Every year I try to set resolutions realistic enough to keep throughout the duration of the year. Whether it is career or personal- it is always nice to have a reminder to keep pushing you to reach new goals. This year my resolutions are: **Personal- Be more PRESENT!** I fall into the trap of social media WAY TO OFTEN! **Career- Make it to all the departments to say HI!** Although I do know/got to know most of you- there are some departments I have never been to!

If you made a resolution (career or personal) that you would like to share, please do! I would love to hear them! Sometimes accountability helps achieve goals!

## ALERT: Cybersecurity

January is the perfect time of year for a reminder to be mindful of cyberattacks! Cybersecurity is the practice of protecting systems, networks, and programs from digital attacks. Below is a statement from our IT Director on the importance of cybersecurity awareness:

"Securing IT assets is a challenge in and of itself. Although the IT team does many things in the background to manage

cybersecurity risks, all employees need to maintain a level of education and awareness that their actions or inactions may have severe consequences. The biggest threat we face is from phishing attacks via emails. The spoofs have become incredibly elaborate and convincing, so please exercise caution with links and attachments in all emails. They could be a path to malware or ransomware. If in doubt, never hesitate to reach out to the Help Desk for assistance and review: [helpdesk@co.lincoln.wi.us](mailto:helpdesk@co.lincoln.wi.us) or 715.539.1043. With security awareness for all employees in mind, the IT team is excited to introduce the County's new security awareness and testing platform, InfosecIQ. Please stay tuned for details from the IT team very soon!"

## UPCOMING REMINDERS:

- **MANDATORY Employee Training Dates:** January 15, 2024 OR February 19, 2024. These will be ALL DAY trainings required for all employees. Employees can choose to attend the January OR February date- you DO NOT need to attend both days. These dates are Lincoln County building closure dates.
- **Winter Weather is here!** Be mindful of winter safety with ice or heavy snow around your worksite!
- **Building Closers on Fridays at 1:00 PM**

## Q4 Anniversary's:

Darin Alft- Highway- 20 years  
Shari Rodriquez- DA's Office- 10 years  
Nicholas Behrens- Forestry- 10 years  
Brenda Rasmussen- DSS- 25 years



## Q4's TEAM SPOTLIGHT:

### IT Department!

Lincoln County's IT Director, Travis Spoehr, provided a statement highlighting the IT Department.

"Hello from the Lincoln County Information Technology team. To sum up our mission in simplest terms, we are tasked with the governance, maintenance, and overall functionality of Lincoln County's IT infrastructure and systems. These IT systems and infrastructure are supported across all departments and include thousands of hardware and software assets and components that must work together to be effective. Supporting these assets is highly technical and dynamic, but the Lincoln County IT team is dedicated to lifelong education and ready for the challenge! Recent examples that exemplify this dedication are Riley Kraucyk, Technology Support Specialist, completing his CompTIA A+ hardware certification and Matthew Pultz, Systems Administrator I, receiving his B.S. in Information and Technologies, Cum Laude (3.5-3.69 GPA), from UW-Stout."

## Operation Green Light

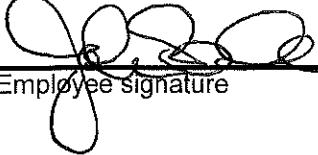


Lincoln County participated in Operation Green Light for the month of November. By shining a green light, we aim to let veterans know that they are seen, appreciated and supported. Kudos to Veteran's Service Office and Maintenance for making this happen! Photo credit to our very own Karry Johnson!

# Lincoln County Employee Timesheet

<b>Name:</b> John Olson Jr		<b>Department:</b> VETERANS SERVICE				<b>Pay Period:</b>										
<b>Employee Number:</b> 795																
<b>Representative Status:</b> Nonrepresented																
<b>FLSA Status:</b> Exempt																
						<b>From:</b> 12/26/2023				<b>To:</b> 1/8/2024						
12/26	12/27	12/28	12/29	12/30	12/31	1/1	1/2	1/3	1/4	1/5	1/6	1/7	1/8			<b>FMLA</b>
<b>Mon</b>	<b>Tue</b>	<b>Wed</b>	<b>Thur</b>	<b>Fri</b>	<b>Sat</b>	<b>Sun</b>	<b>Mon</b>	<b>Tue</b>	<b>Wed</b>	<b>Thur</b>	<b>Fri</b>	<b>Sat</b>	<b>Sun</b>	<b>Hours</b>	<b>Pay Category</b>	<b>hours</b>
	9.5	9	8.5					9	9.5	10	8.5			64	Regular: Veterans	
														0	Vacation:	
8				8			8							24	Holiday:	
														0	Paid Sick Allowance:	
														0	Paid Funeral Leave:	
														0	Worker's Compensation:	
8	8	8	8	8	0	0	8	8	8	8	8	0	0	80	<b>TOTAL HOURS PAID</b>	
														0		
														0		
8	9.5	9	8.5	8	0	0	8	9	9.5	10	8.5	0	0	88	<b>TOTAL HOURS REPORTED</b>	

I certify that the foregoing is true and correct.

  
 \_\_\_\_\_  
 Employee signature

\_\_\_\_\_  
 Supervisor signature

Mandatory for all employees

## GRANT ALLOWABLE EXPENDITURES

GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_

COMPLETED BY: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

Lincoln County Employee Timesheet

Name: John Olson Jr

Employee Number: 795

Representative Status: Nonrepresented

FLSA Status: Exempt

Department: VETERANS SERVICE

Pay Period:

From: 1/7/2024

To: 1/20/2024

1/7	1/8	1/9	1/10	1/11	1/12	1/13	1/14	1/15	1/16	1/17	1/18	1/19	1/20	Hours	Pay Category	FMLA hours
Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun			
8.5	8.5	8.5	9.5	8			8.5	9	8.5	8.5	8			85.5	Regular: Veterans	
														0	Vacation:	
														0	Holiday:	
														0	Paid Sick Allowance:	
														0	Paid Funeral Leave:	
														0	Worker's Compensation:	
8	8	8	8	8	0	0	8	8	8	8	8	0	0	80	TOTAL HOURS PAID	
														0		
														0		
8.5	8.5	8.5	9.5	8	0	0	8.5	9	8.5	8.5	8	0	0	85.5	TOTAL HOURS REPORTED	

I certify that the foregoing is true and correct.



Employee signature



Supervisor signature

Mandatory for all employees

GRANT ALLOWABLE EXPENDITURES

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

COMPLETED BY:

APPROVED BY:

# Time summary Pay period: B: 12/25/2023 - 1/7/2024

	Regular	Overtime	Comptime	Benefits	Deduction	Other	Amount	Total
SPOEHR, TRAVIS L (442)	32	0	0	48	0	0	0	80

100 (FT SALARY)	32
300 (VACATION)	24
504 (HOLIDAY)	24

Date	In	Out	Pay code	Time	Daily total	Weekly total	Total time	Amount	Comment
Mon, 12/25/2023	08:00	16:00	504 (HOLIDAY)	8	8	8	8	0	Christmas
Tue, 12/26/2023	08:00	16:00	300 (VACATION)	8	8	16	16	0	
Wed, 12/27/2023	08:00	16:00	300 (VACATION)	8	8	24	24	0	
Thu, 12/28/2023	08:00	16:00	300 (VACATION)	8	8	32	32	0	
Fri, 12/29/2023	08:00	16:00	504 (HOLIDAY)	8	8	40	40	0	New Year's Eve
				40			40		
Mon, 1/1/2024	08:00	16:00	504 (HOLIDAY)	8	8	8	48	0	New Year's Day
Tue, 1/2/2024	08:00	16:00	100 (FT SALARY)	8	8	16	56	0	
Wed, 1/3/2024	08:00	16:00	100 (FT SALARY)	8	8	24	64	0	
Thu, 1/4/2024	08:00	16:00	100 (FT SALARY)	8	8	32	72	0	
Fri, 1/5/2024	08:00	16:00	100 (FT SALARY)	8	8	40	80	0	
				40			40		

# Time summary Pay period: B: 1/8/2024 - 1/21/2024

	Regular	Overtime	Comptime	Benefits	Deduction	Other	Amount	Total
SPOEHR, TRAVIS L (442)	81.5	0	0	0	0	0	0	81.5

100 (FT SALARY)	81.5
-----------------	------

Date	In	Out	Pay code	Time logge	Daily total	Weekly total	Total time	Amount	Comment
Mon, 1/8/2024	08:00	16:00	100 (FT SALARY)	8	8	8	8	0	
Tue, 1/9/2024	08:00	16:00	100 (FT SALARY)	8	8	16	16	0	
Wed, 1/10/2024	08:00	16:00	100 (FT SALARY)	8	8	24	24	0	
Thu, 1/11/2024	08:00	16:00	100 (FT SALARY)	8	8	32	32	0	
Fri, 1/12/2024	08:00	16:00	100 (FT SALARY)	8	8	40	40	0	
				40			40		
Mon, 1/15/2024	08:00	16:30	100 (FT SALARY)	8.5	8.5	8.5	48.5	0	
Tue, 1/16/2024	08:00	18:00	100 (FT SALARY)	10	10	18.5	58.5	0	
Wed, 1/17/2024	08:00	17:00	100 (FT SALARY)	9	9	27.5	67.5	0	
Thu, 1/18/2024	08:00	14:00	100 (FT SALARY)	6	6	33.5	73.5	0	
Fri, 1/19/2024	08:00	16:00	100 (FT SALARY)	8	8	41.5	81.5	0	
				41.5			41.5		

Employee Signature: Travis Spaul

Committee Approval: \_\_\_\_\_



Lincoln County Employee Timesheet

Name:Karry Johnson

Employee Number:760

Representative Status:Nonrepresented

FLSA Status:Exempt

Department: Corporation Counsel

Pay Period:

From:1/8/2024

To:1/21/2024

1/8	1/9	1/10	1/11	1/12	1/13	1/14	1/15	1/16	1/17	1/18	1/19	1/20	1/21		FMLA	
Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Hours	Pay Category	hours
4	5.75	2.5	6.75	7.25			9.25	6.5	4.5	4	4.25			54.75	Regular: Corp Counsel	10210051.511000
0.5	0.5	0.75	1.25	0.5				0.5	2.5	3.5				10	Regular: Child Support	10210051.511000.10003
4.75	2.5	1.75	1	0.75				3.5	2	0.5	0.75			17.5	Regular: CHIPS Legal Service 4E	10214554.511000.10397
														0	Vacation:	
														0	Holiday:	
														0	Paid Sick Allowance:	
														0	Paid Funeral Leave:	
														0	Worker's Compensation:	
8	8	8	8	8	0	0	8	8	8	8	8	0	0	80	TOTAL HOURS PAID	
														0		
														0		
9.25	8.75	5	9	8.5	0	0	9.25	10.5	9	8	5	0	0	82.25	TOTAL HOURS REPORTED	

I certify that the foregoing is true and correct.

Employee signature

Supervisor signature

Mandatory for all employees

GRANT ALLOWABLE EXPENDITURES

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

COMPLETED BY:

APPROVED BY:

Lincoln County Employee Timesheet

Name:Karry Johnson

Employee Number:760

Representative Status:Nonrepresented

FLSA Status:Exempt

Department:Corporation Counsel

Pay Period:

From:12/25/2023

To:1/7/2024

12/25	12/26	12/27	12/28	12/29	12/30	12/31	1/1	1/2	1/3	1/4	1/5	1/6	1/7	Hours	Pay Category	FMLA hours	
Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun				
								5.75	4.75		2.5			13	Regular: Corp Counsel		10210051.511000
								0.75	3.75	4				8.5	Regular: Child Support		10210051.511000.10003
								2.5	1	2.75	5			11.25	Regular: CHIPS Legal Service 4E		10214554.511000.10397
	8	8	8											24	Vacation:		
8				8			8							24	Holiday:		
														0	Paid Sick Allowance:		
														0	Paid Funeral Leave:		
														0	Worker's Compensation:		
8	8	8	8	8	0	0	8	8	8	8	8	0	0	80	TOTAL HOURS PAID		
														0			
														0			
8	8	8	8	8	0	0	8	9	9.5	6.75	7.5	0	0	80.75	TOTAL HOURS REPORTED		

I certify that the foregoing is true and correct.



Employee signature



Supervisor signature

Mandatory for all employees

GRANT ALLOWABLE EXPENDITURES

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

COMPLETED BY:

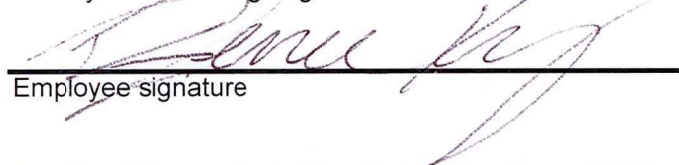
APPROVED BY:



# Lincoln County Employee Timesheet

Name: Renee Krueger		Department: Administration		Pay Period:												
Employee Number: 561																
Representative Status: Nonrepresented																
FLSA Status: Exempt																
		From: 12/25/2023		To: 1/7/2024												
12/25	12/26	12/27	12/28	12/29	12/30	12/31	1/1	1/2	1/3	1/4	1/5	1/6	1/7		FMLA	
Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Hours	Pay Category	Hrs
								7	9	9.5	8			33.5	Regular: ADMIN	10200051.511000
	8	8	7											23	Vacation:	
8				8			8							24	Holiday:	
														0	Paid Sick Allowance:	
														0	Paid Funeral Leave:	
														0	Worker's Compensation:	
8	8	8	8	8	0	0	8	8	8	8	8	0	0	80	TOTAL HOURS PAID	
														0		
														0		
8	8	8	7	8	0	0	8	7	9	9.5	8	0	0	80.5	TOTAL HOURS REPORTED	

I certify that the foregoing is true and correct.



Employee signature

Supervisor signature

Mandatory for all employees

## GRANT ALLOWABLE EXPENDITURES

GRANT NAME/PROJECT:	
GRANT NAME/PROJECT:	
GRANT NAME/PROJECT:	
GRANT NAME/PROJECT:	
GRANT NAME/PROJECT:	

COMPLETED BY: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

Lincoln County Employee Timesheet

Name: Renee Krueger

Employee Number: 561

Representative Status: Nonrepresented

FLSA Status: Exempt

Department: Administration

Pay Period: From: 1/8/2024 To: 1/21/2024

1/8	1/9	1/10	1/11	1/12	1/13	1/14	1/15	1/16	1/17	1/18	1/19	1/20	1/21		FMLA	
Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Hours	Pay Category	Hrs
6	6	7	9	9.5		7.5	5		4	9	1.5			64.5	Regular: ADMIN	10200051.511000
														0	Vacation:	
														0	Holiday:	
		1												1	Paid Sick Allowance:	
								8			8			16	Paid Funeral Leave:	
														0	Worker's Compensation:	
8	8	8	8	8	0	0	8	8	8	8	8	0	0	80	TOTAL HOURS PAID	
														0		
														0		
6	6	8	9	9.5	0	7.5	5	8	4	9	9.5	0	0	81.5	TOTAL HOURS REPORTED	

I certify that the foregoing is true and correct.

Employee signature

Supervisor signature

Mandatory for all employees

GRANT ALLOWABLE EXPENDITURES

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

GRANT NAME/PROJECT:

COMPLETED BY:

APPROVED BY:

Motion by:				
Second by:				
<b>Dist.</b>	<b>Supervisor</b>	<b>Y</b>	<b>N</b>	<b>Abs</b>
19	Allen			
6	Ashbeck			
1	Bialecki			
9	Bolder			
11	Breitenmoser			
13	Callahan			
12	Gilk			
20	Gorski			
14	Hafeman			
8	Heller			
17	Koth			
15	Lee			
16	Loka			
3	Mueller			
21	Nowak			
22	Panfil			
10	Ratliff			
7	Rusch			
5	Saal			
18	Voermans			
2	Weaver			
4	Woellner			
<b>Totals</b>				
Carried				
Defeated				
Amended				
Voice vote				
Roll call				

**SETTING TOTAL ANNUAL COMPENSATION FOR COUNTY ELECTED OFFICIALS PURSUANT TO  
SEC. 59.22, WIS. STATS.**

(County Clerk, Treasurer, Register of Deeds/ Jan, 2021 – Jan, 2025)

WHEREAS, pursuant to sec. 59.22, Wis. Stats., the Board must establish the total annual compensation to be paid to county elected officials (other than supervisors and circuit judges) prior to the earliest time for filing nomination papers for the county elective office; and

WHEREAS, the Board desires to establish the total annual compensation for county elected officials, which is separate and distinct from the fringe benefits offered by the County to elected officials, and which fringe benefits are subject to increase or decrease during the officer's term at the discretion of the Board and in accordance with state and federal law; and

WHEREAS, as part of the County's fringe benefit program county elected officials (a) may participate in the Wisconsin Retirement System in accordance with state law; and (b) are eligible to receive health insurance coverage under the same terms and conditions as the health insurance coverage offered to non-represented managerial county employees who are not law enforcement managerial employees or non-represented managerial employees described in sec. 111.70(1)(mm)2, Wis. Stats.; and

WHEREAS, for each month served, \$150 is contributed to the post employment health plan (PEHP) of each county elected official; and

NOW, THEREFORE BE IT RESOLVED, that the total annual compensation for county elected officers under sec. 59.22(1), Wis. Stats. shall be as follows, effective on the first day of a term of office that begins after the date of this resolution:

Elected Official	Total Annual Compensation			
	2021	2022	2023	2024
County Clerk	\$63,128	\$65,270	\$67,475	\$69,680
Treasurer	\$63,128	\$65,270	\$67,475	\$69,680
Register of Deeds	\$63,128	\$65,270	\$67,475	\$69,680

Elected Official	Total Annual Post-Employment Health Plan (\$150/month)			
	2021	2022	2023	2024
County Clerk	\$9,000*	\$1,800	\$1,800	\$1,800
Treasurer	\$9,000*	\$1,800	\$1,800	\$1,800
Register of Deeds	\$9,000*	\$1,800	\$1,800	\$1,800

\*This amount also compensates these officials for the 2017-2020 term during which they were not paid this type of compensation. This is a one-time non-precedent payment.

**Mileage, Meals and Lodging Expenses**

Reimbursed on the terms set forth in the Lincoln County Personnel Policy, which may be modified from time to time; and

STATE OF WISCONSIN )  
 ) SS  
COUNTY OF LINCOLN )

I hereby certify that this resolution/ordinance is a true and correct copy of a resolution/ordinance adopted by Lincoln County Board of Supervisors on:

\_\_\_\_\_  
Christopher J. Marlowe  
County Clerk

**No Fee for Service**

This compensation shall be in lieu of any fee for service or any other payments of any kind.

BE IT FURTHER RESOLVED that as and for fringe benefits, the aforementioned county elected officials are entitled to (a) participate in the Wisconsin Retirement System in accordance with law and the County shall pay only its share of contributions required by law; and (b) are eligible to participate in the County's health insurance program subject to the terms and conditions of the program, which may be modified from time to time, under the same terms and conditions as the plan and coverage offered to non-represented managerial county employees who are not law enforcement managerial employees or non-represented managerial employees described in sec. 111.70(1)(mm2, Wis. Stats.; and

Dated this 18<sup>th</sup> day of February, 2020

Introduced by: Personnel Committee

Committee Action:

Fiscal Impact:

**Wages**

The total wage increase for the 4 year term is \$19,656 (\$6,552 per person) which is set forth in the County's pay plan salary schedule that was implemented in 2017.

**Post-Employment Health Plan (PEHP)**

The total cost of the PEHP is \$43,200 (\$14,400/person) for the 4 year term. In 2021 there is a one-time lump sum payment of \$21,600 (\$7,200 per elected official). In addition, each elected official will receive an annual PEHP payment of \$1,800 (\$150 per month x 12 months). County employees do not receive this compensation.

Drafted by: Jason Hake, Administrative Coordinator

Motion by:				
Second by:				
<b>Dist.</b>	<b>Supervisor</b>	<b>Y</b>	<b>N</b>	<b>Abs</b>
19	Allen			
6	Ashbeck			
1	Bialecki			
11	Breitenmoser			
13	Callahan			
9	Friske			
12	Gilk			
20	Gorski			
14	Hafeman			
8	Heller			
17	Koth			
15	Nelson			
16	Loka			
3	McCrack			
22	Panfil			
5	Peterson			
7	Rusch			
21	Simon			
18	Voermans			
2	Weaver			
4	Wendt			
10	Woller			
<b>Totals</b>				
Carried				
Defeated				
Amended				
Voice vote				
Roll call				

Resolution 2022-03-12

**SETTING ANNUAL COMPENSATION FOR COUNTY ELECTED OFFICIALS  
(Clerk of Courts, Sheriff, Coroner) January 2023 through January 2027**

**WHEREAS**, pursuant to sec. 59.22 of the Wisconsin State Statutes, the County Board must establish the total annual compensation to be paid to county elected officials (other than supervisors and circuit judges) prior to the earliest time of filling nomination papers for the county elective office; and

**WHEREAS**, the Board desires to establish the total annual compensation for the county elected officials, which is separate and distinct from the fringe benefits offered by the County to elected officials, and which fringe benefits are subject to increase or decrease during the officer's term at the discretion of the Board and in accordance with state and federal law; and

**WHEREAS**, as part of the County's fringe benefit programs, county elected officials may participate in fringe benefits in accordance with state law.

**NOW, THEREFORE BE IT RESOLVED**, that the total annual compensation for county elected officials of Clerk of Courts, Coroner and the Sheriff under sec. 59.22(1) Wis. Stats, shall be as follows, effective on the first day of the term of office that begins after the date of this resolution:

ELECTED OFFICE	2023	2024	2025	2026
Clerk of Court	\$70,356.76	\$71,412.11	\$72,483.29	\$73,570.54
Coroner (1040 hours)	\$29,880.00	\$30,627.82	\$31,393.70	\$32,178.54
Sheriff	\$90,046.58	\$91,847.51	\$93,684.46	\$95,558.15

This compensation shall be in lieu of any fee for service or any other payments of any kind, with the exception of standard reimbursement of business expenses set forth in the Lincoln County Personnel Policy.

**BE IT FURTHER RESOLVED** that as and for fringe benefits, the aforementioned county elected officials are entitled to (a) participate in Wisconsin Retirement System in accordance with law and the County shall pay only its share of the contributions required by law; and (b) are eligible to participate in the County's health insurance program subject to the terms and conditions of the program, which may be modified from time to time, under the same terms and conditions as the plan and coverage offered to non-represented managerial county employees who are not law enforcement managerial employees or no-represented managerial employees described in sec. 111.70(1)(mm2) Wis. Stat.

Dated: March 15, 2022

Introduced by: A&L Committee

Endorsed by: A&L Committee: Kevin Koth, Hans Breitenmoser, Jr., Julie Allen, Don Friske, Paul Gilk, and Greta Rusch

Date Passed: 3/2/2022 Committee Vote: 6/0

Fiscal Impact: Wage increase total over 4 year period for all listed positions equals \$14, 557.24.

Drafted by: Cate Wylie, Administrative Coordinator

STATE OF WISCONSIN )  
 ) ss  
COUNTY OF LINCOLN )

I hereby certify that this resolution/ordinance is a true and correct copy of a resolution/ordinance adopted by the Lincoln County Board of Supervisors on:

\_\_\_\_\_  
Christopher J. Marlowe  
County Clerk

## **PART IV NATURAL RESOURCES**

### **Chapter 46 WATER TRAFFIC, BOATING, WATER SPORTS, AND WATER USE**

- 46.01 Purpose
- 46.02 Applicability and Enforcement
- 46.03 State Boating and Water Safety Laws Adopted
- 46.04 Safety Patrol Unit Designated
- 46.05 Official Map of Lake Delton
- 46.06 Water Exhibition Regulations
- 46.07 Public and private swimming areas
- 46.08 Regulation of Private Fishing and Swimming Rafts.
- 46.09 Regulating the landing of commercial aircraft on Lake Delton
- 46.10 Regulating access to Lake Delton
- 46.11 Regulating the rental of motorized watercraft
- 46.12 Speed restrictions on certain water areas of Lake Delton
- 46.13 Mooring of boats on Lake Delton
- 46.14 Penalties
- 46.15 Public Notice
- 46.16 Repeal of Prior Ordinances
- 46.17 Effective Date

#### **46.01 Purpose**

The purpose of this ordinance is to provide safe and healthful conditions for the enjoyment of Lake Delton, Blass Lake and Dell Creek consistent with public and private rights and the capability of the lake.

#### **46.02 Applicability and Enforcement**

The provisions of this ordinance shall apply to the waters of Lake Delton Blass Lake and Dell Creek and water related activities in and around these waters. The provisions of this ordinance shall be enforced by the officers of the Water Safety Patrol of the Village of Lake Delton and/or the Lake Delton Police Department, as herein established.

#### **46.03 State Boating and Water Safety Laws Adopted**

The statutory provisions describing and defining regulations with respect to water traffic, boats, boating and related water activities and safety in Chapter 30 of the Wisconsin Statutes are hereby adopted by reference and made a part of this ordinance.

#### **46.04 Safety Patrol Unit Designated**

Upon a grant of authority to the Village of Lake Delton pursuant to s. 30.79(4), Wis. Stats., the officers of the Police Department of the Village of Lake Delton are hereby designated as the "Lake Delton Safety Patrol Unit." The Chief of the Village Police Department shall be Commander of the Unit and be responsible for assignment of duties. The Unit is hereby charged with the special responsibility of policing Lake Delton, and enforcing this ordinance.

#### **46.05 Official Map of Lake Delton**

There is hereby established, as the Official Map of Lake Delton, the map which accompanies and is made a part of this ordinance bearing the date of March 15, 2000. The Official Map of Lake

Delton shall show the location and extent of all public accesses, municipal beaches, public beaches and restricted areas as heretofore platted, laid out, adopted, and established by law. This map is hereby designated as the "Official Map of Lake Delton" and shall be hereinafter referred to as the "Map," and all notations, references, and other information shown thereon shall be as much a part of this ordinance as though the matters and information thereon were fully described herein. Upon enactment of an ordinance changing the Map or any part thereof, the Map shall be changed to correspond to the ordinance.

#### **46.06 Water Exhibition Regulations**

A. No person shall conduct or participate in a water ski tournament, competition, exhibition or trial therefor which is sponsored or operated as a public presentation (hereinafter "water exhibition"), unless the water exhibition and its sponsor are duly licensed hereunder to operate in a water exhibition restricted area. Between the dates and during the hours when exclusive use of a water exhibition restricted area by a water exhibition licensee is authorized, the use of the navigable waters of the area by persons other than law enforcement officials and the water exhibition licensee is prohibited. In accordance with s. 30.68(7), Wis. Stats., this prohibition shall not apply in the case of an emergency, or to patrol or rescue craft.

B. Additional Water Exhibition Regulations. The use of a water exhibition restricted area is subject to the following additional requirements:

1. Lighting. A water exhibition restricted area shall be sufficiently lighted by the licensee to permit the reasonably safe presentation of a water exhibition.
2. Observers. Any boat towing one or more water skiers in a water exhibition need not have an observer other than the driver if the area is lighted as provided in paragraph (1) above. Operators of boats in a licensed water exhibition shall comply with Wis. Adm. Code Section NR 5.13.
3. Boats. No boat may remain untended in a water exhibition restricted area.
4. Pickup Areas. A water exhibition licensee shall maintain all pickup and dropoff areas authorized in the licensee's license, which areas shall be as shown on the Map as part of the water exhibition restricted area.
5. Jumps. A water exhibition licensee shall maintain all waterski jumps authorized in the licensee's license. The jumps shall be securely moored, lighted during the hours between sunset and sunrise by a white light visible all around the horizon, and shall be authorized and maintained in accordance with the Laws of the State of Wisconsin and the applicable regulations of the Wisconsin Department of Natural Resources.
6. Intoxicants. In addition to the provisions of s. 30.681(1) and 30.69 (4), Wis. stats., No boat operator or water exhibition participant otherwise authorized to use a water exhibition restricted area shall do so, if under the influence of an intoxicant, as defined in s. 125.02, Wis. Stats., or a controlled substance as defined in s. 961.01, Wis. Stats.
7. Sounds. A water exhibition shall be conducted so that the sound level of all activities is reasonable.

C. Water Exhibition Restricted Area "A." The following shallow area in the navigable waters of the Village of Lake Delton is hereby declared to be suitable for use as a water exhibition restricted area by reason of its location in a portion of Lake Delton where conflicts among water sports can be minimized. The area is hereby established as a water exhibition restricted area to be known as Water Exhibition Restricted Area "A":

That area of Lake Delton, Sauk County, Wisconsin, lying within and bounded by the following described lines:

Beginning at a point on the North and South 1/4 line of Section 21, Township 13 North, Range 6 East, Sauk County, Wisconsin which is 25 feet southeasterly from the shore line; thence North 64° East, 330 feet; thence South 64° East, 65 feet; thence southerly to a point on the south line of the Northwest 1/4 of the Northeast 1/4 of said Section 21, which is 360 feet easterly from the Southwest corner thereof; thence continuing southerly on the same course, 60 feet; thence southwesterly to a point that is 25 feet northwesterly from the most northerly tip of the shoreline at Lot 1, Block 2, Plat of the Village of Delton, thence southwesterly to a point that is 30 feet northwesterly from the point where the east line of North Delavan Street intersects the shore line; thence southwesterly to a point 25 feet northwesterly from the point where the west line of Lot 1, Block 3, Plat of the Village of Delton intersects the shore line; thence southwesterly, 320 feet more or less to a point that is 25 feet northwesterly from the shore line; thence northwesterly at right angles from the last mentioned course to the northwesterly shore line; thence northeasterly along the shore line to a point opposite the point of beginning; thence southeasterly, 25 feet to the point of beginning.

The shore lines referred to in this description are at normal water level of the lake and all distances from the shore line are at right angles from the shore line. All bearings are referenced to Grid North.

The boundaries of Water Exhibition Restriction Area "A," and the waterway markers establishing those boundaries, are illustrated on the Map, which is attached hereto and made a part of this Ordinance.

D. Additional Water Exhibition Restricted Areas; General. The Village of Lake Delton may, in the interest of the public health, safety and welfare, upon application by prospective water exhibition sponsors, establish additional water exhibition restricted areas after consideration of the suitability of the proposed areas for general water exhibition use. All water exhibition-restricted areas and their licensed users shall be governed by this ordinance, the laws of the State of Wisconsin, and the applicable regulations of the Wisconsin Department of Natural Resources.

E. Licensing. The terms and conditions of the authorized use by a water exhibition licensee of a water exhibition restricted area established hereunder shall be established by the Village Board which shall consider the following factors when determining whether to license a water exhibition and its sponsor:

1. The character of the license applicant,
2. The license applicant's experience, financial responsibility and technical competence,
3. The suitability of the proposed water exhibition for the water exhibition restricted area, and
4. The general public health, safety and welfare.



The Village Board shall also seek to protect existing values of land, riparian rights, investment, and enterprise. In the event two or more license applicants shall apply for authority to use the same water exhibition restricted area, the Village Board shall, during a public hearing, also consider the relative value to the community and public of the proposed uses.

F. Licensing Procedure. A license to use a water exhibition restricted area shall be granted by the Village Board, acting in accordance with s. 30.77, Wis. Stats., after consideration of the license applications submitted to it on forms provided by the Village Clerk. A license application shall require the applicant to provide the following information:

1. The name, mailing address and telephone number of the license applicant: and if the applicant is a corporation, the state of its incorporation and the names and addresses of its officers.

2. A description of the water exhibition proposed, (including the proposed dates and hours of licensed restricted use, and the locations of water skiing jumps and pickup and drop off areas, if any, which shall be illustrated on a map attached to the application),

3. A brief description of the license applicant's experience, financial responsibility and technical ability to present the proposed water exhibition.

- a. The Village of Lake Delton may require additional information from any applicant, if it deems it necessary in order to exercise its judgment. All applications filed with the Village Clerk shall be considered at the next following regular or special meeting of the Village Board, and shall be granted or denied by a majority vote of those present at the meeting. If there is more than one applicant, the judgment of the Village Board shall be final since the license is a privilege. The applicant shall amend an application to conform to reasonable requests of the Village Board. Applications for renewal licenses shall be considered in the same manner as original applications.

- b. The Village Board may provide for a public hearing for consideration of the grant of an original or renewal license, and shall do so upon the request of a license applicant. At a public license hearing, an applicant shall be permitted to present evidence in his own behalf and rebut evidence offered by others.

G. Insurance. Before any water exhibition license applicant shall be granted a license by the Village Board, a copy of a liability insurance policy written by a company licensed to do business in Wisconsin, with coverage of \$300,000.00 per person and \$100,000.00 for property damage shall be filed with the clerk of the Village Board.

H. Water Show Licenses. A license to use a water exhibition restricted area shall be in a written form prepared by the clerk of the Village Board in accordance with its direction. It shall state:

1. The duration of the license, which shall not exceed four years,

2. The days and hours of licensed use, and

3. In general, the type of water exhibition authorized. In addition, a license shall include a map which shall describe the boundaries of the water exhibition restricted area, the authorized location of waterway markers as provided in Wis. Adm. Code section NR 5.09, the location of water skiing jumps and pickup and dropoff areas, if any, and the days and hours of authorized restricted use by the licensee.

I. License Fees. The clerk of the Village Board shall collect an annual License fee of \$100 upon issuance of a water exhibition license, and a \$100 fee at one-year intervals thereafter until expiration of the license. Fees collected shall be used to defray the cost of administering this ordinance.

J. Exemption from certain statutes. Persons participating in water exhibitions or races in accordance with a license issued hereunder are exempt from complying with the requirements of s. 30.61 (1) or (10), 30.62 (2), 30.66, 30.68 (4m), 30.69 (1) (a) (c) or (3) (a) to (c), Wis. Stats. and part VII, Section 4 of this ordinance.

K. Prohibited activities; Anchored Boats. It shall be unlawful for the owner or operator of any boat to anchor or permit a boat to be anchored in the area designated as Restricted Area "X" during those times in which a water exhibition has been duly licensed to be performed in Water Exhibition Restricted Area "A" under this ordinance, provided however, that nothing contained herein shall restrict the rights of a riparian owner to moor an unoccupied boat to a duly authorized permanent mooring buoy. In accordance with s. 30.68(7), Wis. Stats., this prohibition shall not apply in the case of an emergency, or to patrol or rescue craft.

L. Restricted Area X. The following shallow area located in the channel along the southern boundary of Water Exhibition Restricted Area "A" on the waters of Lake Delton is hereby declared to be a restricted area within which anchoring of boats shall be prohibited during times at which licensed shows are performed in Water Exhibition Restricted Area "A" to minimize interferences with navigation and conflicts among waterway users. The restricted area hereby established shall be known as Restricted Area "X," described more particularly as follows:

That area of Lake Delton, Sauk County, Wisconsin, lying within and bounded by the following described lines: Beginning at the waterway marker which establishes the southwestern corner of Water Exhibition Restricted Area "A", as created and defined by this Ordinance; thence southerly on a line parallel with the north-south quarter section line of Section 21 to the intersection with the shore line; thence easterly along the shore line to a point on the shoreline which is 200 feet easterly from the north-south quarter section line of Section 21; thence northerly on a line parallel with the north-south quarter section line to the intersection with the south boundary line of Water Exhibition Restricted Area "A"; thence westerly along the south boundary line of Water Exhibition Restricted Area "A" to the point of beginning.

The shore line referred to in this description is the actual shore line as determined by the water level of the lake at any given time.

M. Waterway Markers-Restricted Areas A and X. The boundaries of Restricted Areas A and X shall be marked by waterway markers placed and maintained by the Lake Delton Public Works Department, or others designated to specifically place such markers, at locations authorized by the Village of Lake Delton. Authorized locations of the waterway markers are depicted on the Map, which shall be appropriately posted in accordance with s. 30.77(4), Wis. Stats. These markers shall be placed immediately prior to the performance of the licensed show and shall be removed immediately after the completion of the licensed show. In the event permanent markers are placed, such markers shall have clearly marked the times that anchoring in Restricted Areas "A" and "X" is prohibited. All waterway markers placed and maintained under authority of this ordinance shall conform to s. 30.74(2), Wis. Stats., and Wisconsin Administrative Code section NR 5.09.

#### **46.07 Public and private swimming areas**

A. Public Swimming Areas; General. Upon application by any person and after due consideration of riparian rights, the Village of Lake Delton may in the interest of the public health, safety and welfare and in conjunction with municipal bathing beaches or beaches which are open to the general public or used by large numbers of people, operated by resorts, clubs, civic organizations or subdivisions, establish additional public swimming areas. Permits for the

placement of swimming areas or informational buoys shall not be approved until it has been determined that the placement of such buoys will not infringe upon the rights of riparians or the public. Before establishing an additional public swimming area, the Village of Lake Delton shall make a joint application to the Wisconsin Department of Natural Resources to obtain the necessary clearances. Applications shall be prepared by the person petitioning the Village Board for the establishment of a public swimming area and shall be made in duplicate and give the owner's name and legal description of the property in front of which the public swimming area buoys are to be placed. Applications shall be accompanied by a chart or sketch showing the exact location of the buoys expressed in distance and direction from one or more fixed objects whose precise location is known. The duration of a public swimming area permit shall not exceed four years, but authority to continue operation of a public swimming area may be renewed upon petition to the Village of Lake Delton. All public swimming areas heretofore established by authority of the Village of Lake Delton, or the Wisconsin Department of Natural Resources shall be governed by this ordinance and their operators shall apply to the Village Board for authority to restrict such areas to swimming. For purposes of this Part III of this Ordinance, the term "public swimming areas" includes both municipally owned and privately owned beaches.

B. Park Drive Public Beach. The following area is hereby established as a public swimming area to be known as Park Drive Public Beach Restricted Area "B":

That area of Lake Delton, Sauk County, Wisconsin lying within and bounded by the following described lines:

Beginning at the intersection of the shore line with the southeasterly extension of the southwesterly line of Lot 12, Plat of Hiawatha at the Dells; thence southeasterly along the extension of the southwesterly line of Lot 12 a distance of 170 feet; thence southwesterly at right angles with the last mentioned course, 66 feet; thence northwesterly at right angles with the last mentioned course to the shore line; thence northerly and northeasterly along the shore line to the point of beginning.

The shore lines referred to in this description are at normal water level of the lake.

The boundaries of the above area and the locations of waterway markers establishing those boundaries are illustrated on the Map, which is attached hereto and made a part of this ordinance. No person shall operate a boat within a public swimming area.

C. Waterway Markers – Swimming Areas. The boundaries of Public Swimming Area "B" and the boundaries of all water exhibition restricted areas shall be marked by waterway markers placed and maintained by the Lake Delton Public Works at locations authorized by the Village Board. The boundaries of other public swimming areas shall be marked by waterway markers placed and maintained by the operator of the public swimming areas at locations authorized by the Village Board.

D. Public Swimming Area Markers. The following rules apply to the placement of markers designating public swimming areas in accordance with the provisions of s. 30.74(2), Wis. Stats., and Wis. Adm. Code Section NR 5.09.

1. No boats shall operate in bathing beach areas, which are marked by the placement of buoys pursuant to this ordinance.
2. All buoys shall mean state approved buoys for bathing beach markings.

#### **46.08 Regulation of Private Fishing and Swimming Rafts.**

A. The Village Board of the Village of Lake Delton having determined that Lake Delton is a popular recreational lake that is highly congested and having further determined that the placement of swimming rafts and fishing rafts on Lake Delton are deemed to interfere with the

public's right in navigable waters, enacts this ordinance regulating the mooring of swimming and fishing rafts on Lake Delton. No person, firm or corporation shall install, moor or maintain a swimming or fishing raft as defined in s. 30.01 (6e) and/or (1p), without first obtaining a permit. The provisions of s. 30.13, Wis. Stats. regulating swimming rafts and fishing rafts are adopted and incorporated herein. Each applicant for a raft permit shall establish that said raft shall comply with the provisions of s. 30.13, Wis. Stats., and the provisions of paragraph (B) below. Each permit issued hereunder shall run from July 1 through June 30 of the following year. The permits fees shall be established by the Village Board.

B. Criteria for issuance of fishing and swimming rafts. No permit for a swimming or fishing raft shall be issued unless the raft shall meet the following criteria:

1. the raft shall not be more than 100 feet from the nearest shoreline.
2. the raft shall have reflective markings
3. the owner shall provide proof of insurance
4. the raft shall not exceed 150 square feet in area
5. the water depth shall be at least four (4') feet and raft must be marked "No Diving"
6. diving boards and trampolines are prohibited.
7. If a written protest from a neighboring parcel located within 100 feet of the applicant's parcel, is filed with the Village Clerk no permit authorizing the placement of a fishing or swimming raft shall be issued except upon the 2/3rd majority vote of the Village Board.

C. Village Clerk. The Village Clerk shall prepare application forms and upon filing of an application for a swimming or fishing rafts the Village Clerk shall notify adjoining landowners within 100 feet of the applicants land of the application and of scheduled the hearing date.

**46.09 Prohibiting the Landing of Aircraft on Lake Delton.** It shall be unlawful for any person to ascend or land with any aircraft, including but not limited to gliders, balloons, seaplanes and helicopters, upon the body of water in the Village of Lake Delton, Sauk County, Wisconsin, known as Lake Delton. This proscription shall not apply to emergency landings, or to military or National Guard personnel or to any medical helicopter. *(46.09 Modified and Amended by Ordinance 19-009 Passed: 8/12/2019 Published: 8/29/2019)*

#### **46.10 Regulating access to Lake Delton and the Wisconsin River**

A. Findings. The Village Board, having discussed the matter of the use of public accesses to Lake Delton by commercial users and heavy vehicles and having reviewed the matter of the construction and design of the public accesses to Lake Delton, makes the following findings:

1. There are three public accesses to Lake Delton identified as:
  - a. the Adams Street Boat Ramp, located adjacent to the Adams Street Bridge; and
  - b. the Claire Isle Boat Ramp, located on the northeastern end of Lake Delton; and
  - c. the East Hiawatha Boat Ramp located on the northern end of Lake Delton
2. The public accesses differ in their design and construction, and the use of those public accesses that are not designed or constructed for use by commercial or heavy vehicles can lead to interference with the recreational use of the boat ramps as well as pose a threat of damage to the public accesses.

B. Restrictions on Use of Public Access – Lake Delton

1. Except as provided under subparagraphs 2 and 4 below, all public accesses described above in Section A. (1) shall be closed to all vehicles weighing in excess of Ten Thousand (10,000) pounds gross vehicle weight.
2. The East Hiawatha Boat Ramp shall be open to use by amphibious motor vehicles as described in s. 341.05(20), Wis. Stats., when the use of the access is part of the route approved in accordance with the conditions of a permit issued by the village.
3. The Department of Public Works shall install signs at these public accesses notifying the public of the 10,000-pound weight restriction and the prohibition of commercial use.
4. Except as specifically allowed under section 46.10(B) 2, the Public Boat Ramps providing access to Lake Delton are for recreational use only and no commercial use is allowed. For purposes of this section commercial use is defined as the routine conveying, embarking, or disembarking passengers for hire, and the launching and landing of vessels for hire. The one-time launching and landing of commercial vehicles in the Spring and Fall is permitted.

#### C. Restrictions on Use of Public Access-Wisconsin River

1. Newport Park Boat Ramp. The Newport Park Boat ramp was developed pursuant to a Knowles-Nelson Stewardship Fund grant which requires the village to ensure that the primary purpose of the Boat Ramp is to provide for recreational access to the Wisconsin River. Given its unique location, the Newport Park Boat Ramp provides the prime access to the Wisconsin River downstream of the Kilbourn Dam. In order to protect the recreational use of the Newport Park Boat Ramp, commercial use is not allowed.

#### D. Newport Park Boat Launch Fees.

1. All owners and operators of watercraft using the Newport Park Boat Launch shall pay the required launching fee. Any owner or operator failing to pay the required fee shall be subject to a forfeiture as provided in s.42.25 (F).

2. The following fees are charged for launching boats at Newport Park:

<i>Permit</i>	<i>Fee</i>
<b>Daily</b>	
Trailered\Motorized watercraft	\$8.50
<b>Annual</b>	
Trailered\Motorized water craft	
Resident	\$65.00
Non-resident	\$85.00
Seniors	\$50.00

3. Daily permits are available at Newport Boat Launch and must be displayed on the dashboard of the motor vehicle parked at Newport Boat Launch. Annual permits may be purchased at the office of the Village Clerk. Annual permits shall be affixed to the tongue of the trailer parked at Newport Boat Launch or on the rear bumper of the vehicle. Failure to properly display the permit shall be deemed as a violation of this section.

(46.10 Modified and Amended by Ordinance 17-013 Passed: 9/11/2017 Published: 9/20/2017)

#### **46.11 Regulating the rental of motorized watercraft**

A. Licenses Required. It shall be unlawful for any person, firm or corporation to rent, or offer to rent, any motorized watercraft without having first secured a license therefore. Application for such license shall be made to the Village Clerk and shall be issued only by the approval of the Village Board.

B. License Terms, Conditions and Fees.

1. The following licenses shall be granted for the type of establishment renting or offering to rent to the public motorized watercraft:

a. General License permitting the rental of all types of motorized watercraft subject to the limitations of this section.

b. Limited License permitting the rental of motorized watercraft excluding personal watercraft.

c. Motel & Resort License for those establishments renting motorized watercraft, excluding personal watercraft, to overnight guests staying at the motel or resort.

2. There shall be a maximum of four general licenses issued for the rental of motorized watercraft to the public in the Village of Lake Delton. This provision shall be effective on July 1, 2000.

3. Each licensee must have its motorized watercraft in safe operating condition and equipped so as to comply with all state boating regulations.

4. Each license shall limit the maximum number of motorized watercraft available for rent to Twenty-five (25) and General Licenses shall further limit the maximum number of personal watercraft available for rent to Four (4).

5. At the time of application for each license, there shall be paid to the Village Clerk/Treasurer, a fee according to the following schedule:

a. General License \$500.00

b. Limited License \$300.00

c. Motel & Resort License \$ 10.00

6. No license shall be granted until there has been deposited, with the Village Clerk, a true and correct copy of the applicant's liability insurance policy with minimum limits, for General Licenses of \$1,000,000 personal injury and \$100,000 property damage and for Limited and Motel & Resort Licenses of \$300,000 personal injury and \$100,000 property damage issued by insurance companies acceptable to the Village Board, covering personal injury or property damage arising out of the operation for which the license is required, such copy to be kept on file during the license term. The Village Clerk shall notify the agent issuing such policy that in the event of cancellation of such policy, the said Clerk is to be immediately notified thereof.

C. Each licensee, or its employees, is required to personally instruct each operator on the safe operation of the motorized watercraft and on the rules and regulations governing water traffic on Lake Delton. Each licensee is required to provide to the operator a written list of boating rules and regulations governing the operation of the motorized watercraft. Each licensee is required to post in a conspicuous place a Notice of Water Traffic Rules for Lake Delton as established by this ordinance and as subsequently modified or amended by the Village Board. As part of the required training of the motorized watercraft operators, prior to allowing an operator to leave the licensed premises each licensee shall require their customers to watch a water safety film produced by the licensee or the State of Wisconsin Department of Natural Resources. Failure to comply with these provisions constitutes a violation of this ordinance.

D. Each licensee is required to supervise and assist the operation of its motorized watercraft by its clientele. When either four or more of its personal watercraft or a total of 15 or more of its motorized watercraft are on the lake, the licensee is required to have an employee in a motorized boat on the lake so as to be able to supervise and assist its motorized watercraft. Each licensee shall provide each person authorized to operate its personal watercraft, or other motorized watercraft, with an identifying wristband signifying the consent of the licensee to operate the motorized watercraft.

E. Unauthorized operation of motorized watercraft. Operation of any motorized watercraft by one other than the lessee of the licensee or one whom the licensee has specifically authorized to operate motorized watercraft shall be a violation of this Ordinance.

F. Non-Operational Hours. No licensee shall permit the use of any of its personal watercraft between the hours of 8:00 p. m. and 8:00 a. m. each day.

G. Application for License. Application for each license shall be made to the Village Clerk and shall be valid only for the establishment designated in such license, if issued.

H. Revocation of License by Chief of Police. In addition to the penalties set forth in Part X 1. (B) of this ordinance, if any licensee violates any provision of this ordinance, the chief of police shall notify the licensee in writing that the violation occurred, and shall state that repeated violations will result in the revocation of the license. Upon repeated violations of this ordinance, the chief of police shall revoke the license. In the absence of extenuating circumstances, three violations during any license year shall be considered repeated violations sufficient to require revocation of the license.

I. Revocation of License by Village Board. In addition to the penalties as set forth in Part X 1. (B) of this Ordinance, if any licensee violates any provision of this Ordinance said license may be suspended or revoked by the Village Board after a hearing for good cause shown, or in any case where the provisions of this ordinance are violated. The Village Board shall give the licensee at least 10 days written notice of the date of such hearing and of the charges and be afforded the opportunity to present evidence bearing on the question.

#### **46.12 Speed restrictions on certain water areas of Lake Delton**

A. Need. Because of the danger of erosion of the lake shore adjoining the water areas of Lake Delton as hereinafter described, the intensive public use being made of those areas, and in the interest of public safety, health and welfare, and the capability of the water resource, local boating restrictions are necessary on such water areas of the lake.

B. Speed Restriction. No person shall operate any boat in the following- described area at greater than a slow no-wake speed:

1. Extending from the Sarrington Mill site Southerly over that part of Lake Delton, Blass Lake and Dell Creek, ending at the Mirror Lake Dam (Timme Mill Dam), more particularly described as:

A SLOW-NO WAKE ZONE OF LAKE DELTON located in the SW 1/4 of the NE 1/4, the NW 1/4 of the SE 1/4, the NE 1/4 of the SW 1/4, the SE 1/4 of the SW 1/4, and the SW 1/4 of the SW 1/4, all in Section 21, T 13N R6E, Village of Lake Delton, Sauk County, Wisconsin, more particularly described as follows: All water from shore line to shore line in Lake Delton, Blass Lake and Dell Creek in the area commencing in the SW 1/4 of the NE 1/4, approximately 900 feet north of the East and West 1/4 line of said Section 21: thence continuing southerly through the SW 1/4 of the NE 1/4 and continuing southwesterly through the NW 1/4 of the SE 1/4, the NE 1/4 of the SW 1/4, and the SE 1/4 of the SW 1/4; thence westerly through the SW 1/4 of the SW 1/4 to the Mirror Lake Dam (Timme Mill Dam).

2. Extending westerly Outlot 2 Plat of First Addition to Hiawatha at the Dells on Lake Delton to the line separating Lots 20 and 21, Plat of First Addition to Hiawatha at the Dells on Lake Delton:

A SLOW-NO WAKE ZONE OF LAKE DELTON lying north of a line running westerly from the most western point of Outlot 2 to the lot line between Lots 20 and 21 all located in the Plat of First Addition to Hiawatha at the Dells on Lake Delton all located in the SE1/4 of the NE 1/4, in Section 16, T13N, R6E, Village of Lake Delton, Sauk County, Wisconsin.

A copy of the Map outlining these areas is attached hereto and incorporated herein by express reference.

C. Area Markings. Each of the above-described areas shall be marked by regulatory markers as required by s. 30.74 (2)(a), Wis. Stats., and shall be placed as approved by the Department of Natural Resources of the State of Wisconsin, as prescribed by Wisconsin Administrative Code, section NR 5.09. Authorized locations shall be depicted on the Map.

D. Slow No-wake during specified hours. No person shall operate any boat greater than a slow, no-wake speed, which is defined as the slowest possible speed so as to maintain steerage, between the hours of 8:00 P.M and 8:00A.M. This restriction only applies from 8:00 P.M. on the Friday before Memorial Day through 8:00 a.m on the Tuesday following Labor Day.

E. In accordance with the authorization contained in s.30.66 (3) (ag) 2., the provisions of s. 30.66 (3) (ag) do not apply to the waters of Lake Delton.

#### **46.13 Mooring of boats on Lake Delton**

A. Moorings Prohibited Without Permit. No moorings for boats or watercraft of any type shall be placed upon or under the waters of Lake Delton without first obtaining a permit therefor from the Village Board.



B. Permits. Applications for permits shall in the form prescribed by the Wisconsin Department of Natural Resources, "Waterway Marker Placement Application - In Water." Completed forms are to be filed with the Village Clerk and shall contain the following information:

1. Name, address and telephone number of the applicant.
2. The name, address and telephone number of the owner of the land in front of which the mooring is to be placed.
3. The description of the real estate in front of which the mooring is to be placed.
4. The written consent of the aforesaid landowner to the placing of such mooring.
5. A sketch or chart showing the proposed location of the mooring, its distance from the ordinary high water mark, and its relationship, if any, to other existing moorings, established traffic lanes, marked swimming or bathing areas, and structures including piers, rafts, docks and wharves located within 500 feet of the proposed mooring.
6. A description of the type of mooring, including its physical description, markings, approximate depth of water, and the approximate length of rope or cable connecting the mooring buoy to its anchor.

C. Restrictions. No mooring permits shall be issued for any of the following:

1. Any mooring, which obstructs or interferes with public rights or interests in the navigable waters.
2. Any mooring for which the riparian owner has not given written permission for the placement and use.
3. Any mooring, which interferes with the rights of other riparian owners.
4. Any mooring which adversely affects critical or significant fish or wildlife habitat.
5. Any mooring which is determined by the Village Board to be a safety hazard because of its proximity to any other mooring, any properly marked and established lane, any properly marked swimming or bathing area, or any structure, including any pier, raft, dock or wharf.
6. Any mooring which will have more than one boat attached.
7. Any mooring, which would be in violation of or in conflict with the "Uniform Navigation Aids" rules established by the Department of Natural Resources.

D. Department of Natural Resources Approval. Any permit issued for any mooring more than 150 feet from the ordinary high water mark shall also be submitted to the Department of Natural Resources for approval, unless the permit is for a mooring within a designated mooring area. No mooring shall be placed pursuant to such permit until the Department of Natural Resources approval has been received.

#### **46.14 Penalties**

A. Enforcement; Penalties.

1. The Village Police Department shall be responsible for enforcement of this ordinance.
2. Wisconsin state boating penalties as found in section 30.80 of the Wisconsin Statutes, and deposits as established in the Uniform Deposit and Bail Schedule established by the Wisconsin Judicial Conference, are hereby adopted by reference with all references to fines amended to forfeitures and all references to imprisonment deleted.
3. Any person, agent, firm or corporation violating any provision of this Ordinance not constituting a state boating penalty as identified above, shall, upon conviction thereof; forfeit not more than \$100.00 for the first offense with a deposit required of \$ 100.00 and not more than \$500.00 for the second offense, with a deposit required of \$500.00, and the costs of prosecution

A separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

#### **46.15 Public Notice**

A. Notice of the local regulations adopted under this Ordinance, and copies of water exhibition licenses and public swimming area maps shall be posted at all public access points on Lake Delton and filed with the Department of Natural Resources, pursuant to s. 30.77(4), Wis. Stats.

B. Separability. If any portion of this ordinance is for any reason held to be invalid by reason of any decision of any court of competent jurisdiction, such decision shall not affect the validity of any other portion of the ordinance. The Village hereby declares that it would have enacted the valid portions of this ordinance regardless of the invalidity of one or more portions of this ordinance.

#### **46.16 Repeal of Prior Ordinances**

All ordinances adopted by the Village Board of Lake Delton prior to the adoption of these ordinances, which are in conflict, are hereby repealed.

#### **46.17 Effective Date**

This ordinance shall take effect immediately upon passage and posting or publication as provided by law.

*Section 46.12 (E) modified and amended [ADOPTED 8/29/2009]*

*(46.10 (C) Modified by Ordinance 13-011 Passed: 8/26/2013 Published: 8/31/2013)*

*(46.10 Modified and Amended by Ordinance 17-013 Passed: 9/11/2017 Published: 9/20/2017)*

*(46.09 Modified and Amended by Ordinance 19-009 Passed: 8/12/2019 Published: 8/29/2019)*

## OFFICE LEASE

THIS LEASE AGREEMENT is made between Lincoln County, 801 N. Sales Street— Suite 158 (Attn: Maintenance Director), Merrill, WI 54452 (Landlord) and ADRC-CW, 2600 Stewart Avenue - Suite 25 (Attn: Executive Director), Wausau, Wisconsin 54401 (Tenant) as follows:

1. Leased Premises. The Landlord leases to the Tenant approximately 2237 square feet on the first floor of the Lincoln County Health and Human Services Center office building at 607 N. Sales Street, Merrill, Wisconsin, known as the Leased Premises, to include Rooms 228, 229, 232, 233, 234, 235, 236, 237 and two supply closets together with the non-exclusive right of use of the common areas of the building and grounds. Tenant is allowed to use such county-owned furnishings as are currently in the leased space; however, this is a lease for unfurnished office space.

2. Term of Lease. This Lease is for a term of five years, commencing January 1, 2024, and terminating December 31, 2028.

3. Security Deposit. The Tenant is not required to make a security deposit.

4. Rental. The Tenant shall pay the Landlord in advance by the first day of each quarter. Landlord will bill Tenant and payment shall be due by the first of January, April, July and October of each lease year. Based on the square footage of 2237, Tenant shall pay as follows:

	2.5% Increase				
	Year	Per sq ft	Annual	Quarter 1	% Increase
	2023	9.92	\$ 22,191	\$ 5,547.75	
1	2024	10.17	\$ 22,750	\$ 5,687.50	2.5%
2	2025	10.42	\$ 23,310	\$ 5,827.50	2.5%
3	2026	10.68	\$ 23,891	\$ 5,972.75	2.5%
4	2027	10.95	\$ 24,495	\$ 6,123.75	2.5%
5	2028	11.22	\$ 25,099	\$ 6,275.75	2.5%

5. Repairs, etc. The Landlord agrees that it will make all repairs to the leased premises (but not furnishings or personal property) and do all redecorating, remodeling, alteration and painting which the Landlord deems required or appropriate during the term and will maintain the Leased Premises in a safe, clean, neat and sanitary condition.

6. Altering and/or Remodeling. Tenant shall not do any altering and/or remodeling to the Leased Premises without the written consent of the Landlord.

7. Damage or Destruction of Leased Premises. It is mutually agreed by the parties hereto in case said building or any part thereof shall at any time be destroyed or damaged by fire or accident, Landlord may elect to terminate this lease or, in the alternative, then the rents hereby required or a fair and just portion thereof, according to the nature of the damage sustained shall, until said premises shall be

rebuilt or reinstated and made fit for occupancy or use, be suspended and cease to be payable unless such destruction or damage is caused in whole or in part by the actions or inactions of the Tenant or its employees or if the parties are unable to reach an agreement as to abatement of rent, then Landlord may terminate upon giving a thirty (30) day notice in writing to the Tenant. In case the building shall be substantially destroyed by fire or unavoidable casualty, then the term of this lease may be redetermined by the parties if either party gives written notice to the other party within thirty (30) days after such substantial destruction.

8. Use of Premises. The premises described above are leased to the Tenant for the sole purpose of operating its community services programs and the Tenant agrees that it will use the premises in such manner as to not interfere with or infringe on the rights of other tenants in the building. The Tenant agrees to comply with all applicable laws, ordinances and regulations in connection with its use of the Leased Premises.

9. Utilities. The Landlord shall provide adequate utilities to assure the comfort of the Tenant in its use of the Leased Premises.

10. Cleaning and Maintenance Services. The Landlord shall provide cleaning services of the type customarily furnished to business offices. Landlord agrees to be responsible for maintenance and prompt snow removal on all sidewalks, parking lots and driveways, and to be responsible for lawn care during the summer months.

11. Rights of Parties. The Landlord warrants the Tenant shall have the right of peaceful possession of the Leased Premises during the term of this Lease and so long as the Tenant shall not be in default. Tenant agrees to comply with all applicable laws and regulations.

12. Assignments and Subleases. The Tenant may not assign this Lease nor sublet the premises without the prior written consent of the Landlord.

13. Injury and Loss.

- A. Throughout the term, Landlord shall maintain general liability and casualty insurance on the building, equipment and fixtures, including the furniture and equipment of Tenant. Tenant acknowledges that this does not extend coverage to the personal property of Tenant and its employees nor does it cover injury to Tenant's employees while on the leased premises. Tenant waives all claims against Landlord for damages to personal property, goods or for injuries to persons on or about the leased premises, unless such damage is caused by the intentional acts of the Landlord,
- B. Each party shall at all times indemnify and hold the other harmless against all actions, claims, demands, costs, damages or expenses of any kind that may be brought or made against the other which the other may pay or incur by reason of the other's negligent performance of or failure to perform, any of their respective obligations under this lease.

14. Entry of Landlord. The Landlord reserves the right to enter the Leased Premises at reasonable times for the inspection of the same and reserves the right, during the last three (3) months of the term of the Lease, to show the premises at reasonable times to prospective tenants.

15. Rules and Regulations. The Tenant agrees to abide by all rules and regulations of the building imposed by the Landlord from time to time for the cleanliness, good appearance, proper maintenance, good order, and reasonable use of the premises and the building, and as may be necessary for the proper enjoyment of the building by all tenants and their clients, customers and employees.

16. Signs. The Tenant shall not install any signs in or about the premises without the prior written consent of the Landlord. The Landlord agrees to provide suitable (interior) directory signage to facilitate public identification of the Tenant.

17. Surrender. At the expiration of the Lease, the Tenant shall surrender the premises to the Landlord in as good condition as they were at the beginning of the term ordinary wear and tear excepted.

18. Notices. Any notices or demands to be given hereunder shall be given to the Landlord at Lincoln County Maintenance Director, 801 N. Sales Street — Suite 158, Merrill, WI 54452 and to the Tenant at 2600 Stewart Avenue, Suite 25, Wausau, Wisconsin 54401 and shall be by registered or certified mail.

19. Default. In the event the Tenant fails to pay any rental due under this Lease or fails to keep and perform any of its other terms or conditions, then 10 days after written notice of default from the Landlord, the Landlord may, if such default has not been corrected, terminate the lease by giving a written notice to Tenant to leave the premises by no later than the date specified in the written notice. Landlord may also resort to any and all legal remedies or combination of remedies which the Landlord may desire to assert.

If the Landlord shall default in performing its obligation under this Lease} the Tenant shall give the Landlord written notice of the deficiency, and the Landlord shall have a reasonable time to correct the same, and if not corrected within a reasonable time and such breach is a material breach, the Tenant may terminate this Lease or take such other legal steps to which it may be entitled,

Notwithstanding anything in this lease to the contrary, no event of default shall be deemed to have occurred under this lease if adequate funds are not appropriated during a subsequent fiscal period during the term of this lease so

as to enable the Tenant to meet its' obligations hereunder and written notice of the non-appropriation is given to Landlord — in which rent shall be due only for the months (or any portion thereof) that Tenant occupies the property.

20. Termination by Mutual Consent. Notwithstanding other terms and conditions herein, the parties may terminate this lease by mutual consent.

21. Change of ownership. In the event that the premises are no longer owned by Lincoln County, Lincoln County may require ADRC to re-locate to another Lincoln County building. In the event that notice is given to the ADRC to terminate the contract, the ADRC will be provided available Lincoln County options to assess what space will best meet their needs. However, ADRC may choose to terminate the Lincoln County contract and lease non-Lincoln County owned premises.

22. Amendment. The parties may amend the terms of this lease by mutual consent.

This Lease is executed by the parties on the dates indicated below.

LINCOLN COUNTY, WISCONSIN:

Date: \_\_\_\_\_  
Don Friske, Chair  
Lincoln County Board

Date: \_\_\_\_\_  
Patrick Gierl, Director  
Lincoln County Maintenance

Date: \_\_\_\_\_  
ADRC – CW Board Chair

Date: \_\_\_\_\_  
Mike Rhea, ADRC-CW  
Executive Director

Drafted by: R. L. Krueger, Lincoln County Administrative Coordinator

## STANDARD COOPERATIVE AGREEMENT

THIS AGREEMENT is entered into between the Lincoln (Name of County) County Board of Supervisors or the Child Support Agency (CSA) designated by the county board under Wis. Stat. § 59.53(5), and the Corporation Counsel (Cooperative Agency).

This agreement is required by the State/Agency Contract for Child Support and is intended to provide support for the Child Support Agency in carrying out the functions of the IV-D program under Wis. Stats. §§ 49.22 and 59.53(5) and section 454(33) of the Federal Social Security Act related to establishing paternity, establishing, and enforcing support obligations, collecting, and distributing support payments, establishing, and enforcing medical support obligations, locating absent parents, and reporting. State and federal reimbursement of allowable administrative costs incurred by the Cooperative Agency is provided through this agreement.

### A. EFFECTIVE DATES (45 CFR 303.107(f))

This agreement is in effect January 1, 2024, through December 31, 2025. Amendments to this agreement may be made upon the written concurrence of all parties. This agreement may be terminated by any party upon 30 days written notice to the other parties of intent to terminate. This agreement shall be renewed upon written agreement of all parties.

### B. COMPLIANCE (45 CFR 303.107(c))

The Cooperative Agency agrees to conform to Title IV-D of the Social Security Act; the Code of Federal Regulations (CFR) governing the Child Support Enforcement Program; and other applicable Wisconsin state statutes, federal regulations and administrative rules governing the child support program. The Cooperative Agency also agrees to cooperate with the CSA and to comply with the provisions of State/County Child Support Contract. The Cooperative Agency agrees to comply with any state or federally approved corrective action plans.

### C. RECORDS AND REPORTING REQUIREMENTS (45 CFR 303.107(e))

All records and documentation referring to CSA cases handled by the Cooperative Agency shall be maintained in accordance with federal regulations and shall be made available to state or federal personnel for conducting state and federal audits and reviews.

Pursuant to 45 CFR 303.2 (c), Establishment of cases and maintenance of case records, Cooperative Agency staff with Kids Information Data System (KIDS) update access shall appropriately document case activity. For Cooperative Agency staff that does not have KIDS update access, the CSA shall ensure that the CSA staff record IV-D case activity. Said documentation shall include the date of action, a description of services rendered, and the result of the action.

All IV-D related contacts, actions and other appropriate IV-D case activity must be recorded as case events in KIDS by the CSA or the Cooperative Agency.

Case records that are held or maintained by the Cooperative Agency must be maintained pursuant to the requirements under 45 CFR 303.2(c) and referenced by a note in KIDS. The note must identify the nature of the records and the specific location of the records.



**D. CONFIDENTIALITY** (Wis. Stat. §§ 49.83 and 49.22(2m)(a))

The CSA will provide the Cooperative Agency with all available information necessary to perform the tasks under this agreement. The information received from the CSA shall be used exclusively for the performance of its functions as described in this agreement. The Cooperative Agency will be responsible for safeguarding this information and may disclose information only in the administration of the programs under Wis. Stat. §49.22 (2m). The Cooperative Agency may not disclose information concerning applicants and recipients of IV-D services for any purpose not connected with the administration of the programs. Any person violating this section may be fined pursuant to Wis. Stat. §. 49.83.

The Cooperative Agency shall instruct all employees with access to KIDS information or other child support case information about the confidentiality required by state law and the penalties for violating confidentiality.

**E. PROTECTION OF KIDS DATA: PROTECTION AGAINST UNAUTHORIZED ACCESS OR DISCLOSURE** (Wis. Stat. §§ 49.83, 49.22(2m)(a), and 45 CFR 307.13)

The Cooperative Agency agrees to comply with the following measures to protect confidentiality of KIDS information and to protect child support case information against unauthorized access or disclosure:

- Only authorized Cooperative Agency employees shall be given access to KIDS. Said access shall be limited to the access levels necessary to perform job duties specified under this agreement.
- The Cooperative Agency shall instruct all employees with access to KIDS information or other child support case information about the confidentiality required by state and federal law.
- Child support case information and KIDS data shall be used only to the extent necessary to administer child support cases and the child support enforcement program, and shall not be used for any other purposes, and may not be re-released to any other organization or agency.
- KIDS information shall be stored in a place physically secure from access by unauthorized persons in conformance with the Wisconsin's Bureau of Child Support Policy Manual: Privacy Protection and Program Security sections regarding computer security.

The Cooperative Agency shall attest that all personnel with access to KIDS information will adhere to the policies and procedures of the Department of Children and Families (DCF) and state statutes regarding confidentiality and computer access. This includes, but is not limited to, completing a DCF-F-2923-E Request for Access form for each person who ends employment with the Cooperative Agency who had access to KIDS, and for each person no longer requiring access to KIDS. The CSA director or designee should periodically review each staff's access to KIDS to ensure the level of access is consistent with their job duties.



**F. FAMILY VIOLENCE INDICATOR** (Wis. Stat §§ 49.22(12) and 454 (26) of the Social Security Act)

Pursuant to Wisconsin statute and federal law, a CSA may not release information about the whereabouts of a person, if the person seeking information is subject to a temporary restraining order or injunction with respect to the person about whom the information is sought, or if the CSA has reason to believe that releasing the information might result in physical or emotional harm to the person about whom the information is sought. Child support workers are required to safeguard the privacy of said individuals by entering a participant privacy indicator in KIDS.

KIDS data includes information about all case participants, including persons with privacy protection. The Cooperative Agency will explain the sensitive nature of the privacy protection indicator to all agency personnel with access to case information and will comply with safeguards to protect the privacy of all parties, including individuals protected with a privacy protection indicator.

Information about protected individuals may not be published, used, transmitted, or otherwise shared, without first removing all information about location, employment or other information identifying the whereabouts of the protected individual.

**G. MONITORING AND CORRECTIVE ACTION** (45 CFR 304.20(b)(1)(ii))

The Cooperative Agency's performance, as set forth in this agreement, may be monitored by the CSA as needed to ensure effective implementation of its terms and to identify problems that affect the delivery of services covered by the agreement. The CSA may develop corrective action plans as necessary to avoid fiscal sanctions which may result if the Cooperative Agency does not meet its obligation under this agreement. The Cooperative Agency must notify the CSA of conditions that have caused or may hinder its ability to meet its obligations under this agreement. The Cooperative Agency will help develop corrective action plans and comply with them.

**H. FEDERAL FINANCIAL PARTICIPATION (FFP) REIMBURSEMENT FOR CHILD SUPPORT ACTIVITIES** (45 CFR 304.21)

The Cooperative Agency agrees to comply with the provisions of 45 CFR 304.21, FFP, in the costs of cooperative arrangements, as a condition for FFP. The Cooperative Agency may be reimbursed for administrative expenses incurred by the Cooperative Agency as a result of the activities performed under this agreement. Said reimbursement shall not exceed the percentage set by federal regulations or state statutes, and it may change during a given calendar year.

The CSA shall send written notification to the Cooperative Agency as soon as the CSA is officially notified of a proposed change in the reimbursement rate for administrative expenses.

**I. CHILD SUPPORT AGENCY'S DUTIES, FUNCTIONS, AND RESPONSIBILITIES**

The CSA is responsible for administering the county program to establish paternity, establish, and enforce child and spousal support orders, and to establish and enforce medical support orders pursuant to state and federal law.

The CSA will provide the Cooperative Agency with the necessary child support information, policies, and procedures to carry out the requirements of this agreement.

On behalf of the county, the CSA will seek reimbursement for the allowable costs incurred by the Cooperative Agency under the terms of this agreement by appropriately reporting those costs to the DCF.

**J. REQUIRED ATTACHMENTS TO COOPERATIVE AGREEMENTS**

**ATTACHMENT 1:** Required Duties and Performance Standards (45 CFR 303.107(a) and (b)) contains a clear description of the specific duties, functions and responsibilities of the Cooperative Agency, and clear and definite standards of performance.

**ATTACHMENT 2:** Methods of Determining Costs (45 CFR 303.107(d) and 45 CFR 304.21(c)) contains the methods of determining costs and the procedures for billing by the Cooperative Agency.

**ATTACHMENT 3:** Cooperative Agency Budget Worksheet (45 CFR 303.107(d)) contains a budget estimate and covered expenditures for the Cooperative Agency.

The Cooperative Agency and the CSA should monitor the cost of the Cooperative Agreement, so the cost remains necessary and reasonable for the child support program.

**K. SIGNATURES (45 CFR 304.21 (d))**

Reimbursement is available for IV-D costs incurred as of the first day of the calendar quarter in which this agreement is signed by parties sufficient to create a contractual arrangement under state law and county ordinance.

**FOR THE CHILD SUPPORT AGENCY:**

Jessi Rumsey

*Print Name: County Board Chair/Designee  
or CSA Designee under Wis. Stat. § 59.53(5)*

  
Signature

Director

*Title*

1/17/2024  
Date

**FOR THE COOPERATIVE AGENCY:**

Karry Johnson

*Print Name*

\_\_\_\_\_  
Signature

Attorney/Corporation Counsel

*Title*

\_\_\_\_\_  
Date



**Attachment 1**  
**Required Duties and Performance Standards**

**CORPORATION COUNSEL DUTIES (required for reimbursement of services)**

Provide legal services to the Child Support Agency (CSA), as follows:

- On behalf of the CSA, appear in court representing the State's interest in matters related to establishing paternity; and establishing, modifying, or enforcing child support and/or medical support, and/or maintenance, or any other matters related to services provided to IV-D cases. Provide at least 3.25 hours (8:15 – 11:30) for the regular schedule child support court time. Child support court time is currently scheduled for Thursday mornings on a bi-weekly basis from 9:00 am – 11:30 am. The yearly schedule is usually provided to the CSA by October 1st of each year and will be submitted to the Cooperative agency for review and approval. The CSA will prep all cases for court and provide court prep sheets to the Corporation Counsel for each child support hearing no later than noon on the business day preceding the scheduled child support court date. In addition to court time, legal services shall include court preparation time and follow-up. The Cooperating Agency shall be available to conference with a child support worker prior to court to address any questions or concerns regarding the court prep. It is understood by both parties that court appearances will be as ordered by the court. If at all possible, routine court appearances shall be handled by either letter or appearance by telephone to minimize time commitment.
- Review and approve or provide correction for all pleadings, including summons, petitions, orders to show cause, motions, etc., drafted by the CSA for scheduled IV-D court hearings. Use the electronic filing system established by the Director of State Courts for filing documents with the circuit court or provide direction to the CSA for the process of submission.
- Review and approve or provide correction on all orders drafted by the CSA following court.
- Create a KIDS case event to document all contacts and case actions taken by the Cooperative Agency or provide a summary to any worker in the child support unit for entry into KIDS. All information related to contacts and case actions should be documented into KIDS within one working day.
- At the discretion of the CSA; attend, if available, training sessions provided by the County CSA, the Bureau of Child Support (BCS) and/or the Wisconsin Child Support Enforcement Association (WCSEA).
- Assist with negotiation of settlement agreements for represented parties.
- Defer communication by mail, fax, or telephone on IVD matters to the CSA to allow the CSA to continue to serve as the first point of contact.
- Notify the DCF attorney of any appearance on behalf of the State in any appeal involving a IV-D case.

Ensure equal opportunity and equal access in service delivery. Help the CSA and the courts identify the need for translation and interpretation services, and the need to provide reasonable accommodations or aids for people with disabilities.

**CORPORATION COUNSEL STANDARDS OF PERFORMANCE**

Upon request of the CSA, and subject to the availability of Corporation Counsel, reserve conference time with workers for IV-D cases.

Reserve, at a minimum, (8) hours per month of court time for allotted child support court dates and appear at hearings (in person or remote, as directed by the Court) to represent the State's interests. Additional related duties up to (12) hours per month are expected, for a total approximate monthly commitment of (20) hours per month. It is understood that in the event attendance at a training or conference would occur, that given month's hourly commitment may exceed 20 hours.

**Attachment 1**  
**Required Duties and Performance Standards**

A maximum of 20 cases will be scheduled for court during the child support court schedule. It is expected the Cooperative Agency will conduct these hearings during the allotted time period.

Review and approve or provide direction for corrections on pleadings and orders that are submitted for review.

Upon request, provide direction to the CSA on policies and procedures.

Meet all timeframes for taking legal actions and establishing and enforcing orders, as set forth in the federal regulations and state policies, to the extent possible.

Subject to the availability of the court, cooperate with the CSA to meet federal timeframes for IV-D services:

- Within 90 calendar days of locating the alleged father or noncustodial parent, establish paternity and establish an order for support, or complete service of process necessary to commence proceedings.
- For cases in which service of process is necessary, establish paternity and establish an order for support from the date of service of process:
  - within six (6) months in 75% of the cases, and
  - within twelve (12) months in 90% of the cases.
- Within 180 calendar days of receiving a request for review or locating the non-requesting parent, review and adjust the order or determine that the order should not be adjusted.

Comply with the Civil Rights Compliance standards for agencies that deliver services under contract with or sub-contracts/cooperative agreements with the DCF.



## **Attachment 2: Methods of Determining Costs and Procedures for Billing Cooperative Agency**

This attachment contains checkboxes for the Cooperative Agreement agency and methodologies used. The attachment can be modified for the Cooperative Agency. Alternative methodologies may be used but must be documented as an attachment to the Cooperative Agreement.

Under 45 CFR 304.21(c), states have discretion with respect to the method of calculating eligible expenditures. However, any method used must account for the specific costs incurred on behalf of cases receiving IV-D services.

Depending upon the county practices, different methodologies may be appropriate to identify and document Federal Financial Participation (FFP) eligible costs for the various Cooperative Agencies. Pursuant to federal regulations, the amounts charged to the child support program by the Cooperative Agency must be reasonable and necessary to provide IV-D services. Amounts charged must also be reasonably assignable to IV-D services, and fully documented in the IV-D agency financial records.

### **Cooperative Agreement Agency (check one agency)**

- ☐ Clerk of Courts
- ☒ Corporation Counsel
- ☐ District Attorney
- ☐ Family Court Commissioner
- ☐ Sheriff's Department

### **Methodologies for Determining Costs for Staff & Non-salary Items (check each one that applies)**

#### **☒ Actual Time Accounting**

The Cooperative Agency will maintain detailed timesheets of actual time spent on IV-D activities. The detailed timesheets will include the actual dates, hours spent, activities performed, and IV-D case identifiers. (Optional: Attached IV-D Activity Time Log may be used to support this method.)

#### **Procedures for Billing:**

Provide detailed timesheets to the Child Support Agency (CSA) by the tenth (e.g., first, tenth) day of the month following the month that the activities were performed. The hours reported on the detailed timesheets will be multiplied by the staff person's hourly productive rate to establish IV-D charges eligible for FFP for the following staff:

Staff Titles (not names):  
Corporation Counsel

#### **Documenting Allowable Costs for Non-Salary Items**

The Cooperative Agency will claim non-salary IV-D costs to the extent that these costs are reasonable and necessary to assure quality IV-D services, the amounts charged are reasonably assignable to the IV-D program, and the costs are not reported twice. Cooperative Agency non-salary costs will be charged to the IV-D program as follows:

#### **Documenting Allowable Costs for Non-Salary Items**

The Cooperative Agency will claim non-salary IV-D costs to the extent that these costs are reasonable and necessary to assure quality IV-D services, and the amounts charged are reasonably assignable to the IV-D program. Cooperative Agency non-salary costs will be charged to the IV-D program as follows:

#### Direct Cost Item

#### Methodology/Cost Basis

Paper/printing

Cooperative Agency shall be provided a print code from the IT department that will allow for most printing and paper costs incurred to be billed directly to CSA through the monthly printing bill.

Conference/training costs including:  
Mileage, Meals, Registration  
Fees, and Room and Board

Registration fees and hotel reservations shall be submitted for  
and paid directly by the CSA for strictly IVD related training opportunities.  
A Travel and Expense report shall be submitted by the Cooperative Agency  
detailing expenses for mileage and meals.

Postage/Envelopes

All mail related to IVD cases shall be provided to the CSA to be  
mailed by the CSA using CSA envelopes and postage account.

Indirect Cost Items per Indirect Cost Allocation Plan: Printing Allocation, Travel/Training, Postage, Supplies,  
Reallocated County operating expenses

Methodology/Cost Basis: Lincoln County hires a firm (MAXIMUS) to complete a comprehensive Cost Allocation  
Plan each year. This cost allocation plan allocates costs based on direct effort. Costs are broken into subparts or  
activities such that each activity can be allocated on a statistical measure that is relevant to the service provided and  
the benefit received. MAXIMUS determines date to be included within the cost allocation process based on:  
Application of federal cost principles or full costing principles, as applicable, Interviews, Review of Financial  
Documents, Review of organizational structure, and Analysis of statistical data relative to benefit of services  
provided.

IV-D Activity Time Log (Sample)

<b>County Agency/Department:</b>
<b>Month and Year:</b>
<b>Name of Person completing the form:</b>
<b>Title of Person completing the form:</b>

Date	Begin Time	End Time	Total Units of Time	IV-D Case Identifier(s)	Description of IV-D activity/activities
01/02/23	8:30	10:00	1.50 hrs	IVD 99999 IVD 88888	Court hearing - paternity/establishment Court hearing - contempt

I certify that the above IV-D activities were completed as indicated.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_ Monthly Total Units/Hours: \_\_\_\_\_

**Family Court Case Activity Time Log (Sample)**

<b>County Agency/Department:</b>
<b>Month and Year:</b>
<b>Name of Person completing the form:</b>
<b>Title of Person completing the form:</b>

Date	Begin Time	End Time	Total Units of Time	Court Case	Description of Activity/Activities
01/02/23	8:30	10:00	1.50 hrs	2021FA000170	Court hearing - contempt

**I certify that the above activities were completed as indicated.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Title:** \_\_\_\_\_ **Monthly Total Units/Hours:** \_\_\_\_\_



## ATTACHMENT 3: COOPERATIVE AGENCY BUDGET WORKSHEET - CORPORATION COUNSEL

COUNTY:	Lincoln		
YEAR:	2024		
DESCRIPTION	POSITION/LOCATION	IV-D ALLOWABLE COSTS	FULL-TIME EQUIVALENT
<b>SALARY &amp; FRINGE:</b>			
CC STAFF	Corporation Counsel	\$ 17,217.60	0.12
CC STAFF			
CC STAFF			
TOTAL FTE'S			0.12
<b>OTHER COSTS:</b>	LOCATION	IV-D ALLOWABLE COSTS	
COURT TRANSLATOR			
MILEAGE, MEALS, CONF		\$ 1,000.00	
POSTAGE			
PRINTING			
REPAIRS & MAINT-COMP			
REPAIRS & MAINT-OFFICE			
SUPPLIES-OFFICE			
TELEPHONE			
			Detailed indirect cost plan documentation available upon request.
INDIRECT COSTS		\$ 3,180.00	
<b>COOPERATING AGENCY IV-D BUDGET TOTAL</b>		\$ 21,397.60	
<b>ESTIMATED 66% FFP REIMBURSEMENT</b>		\$ 14,122.42	

## **1<sup>st</sup> AMENDMENT TO NURSING HOME MANAGEMENT AGREEMENT**

**WHEREAS**, Lincoln County and North Central Health Care (“NCHC”), collectively referred to as the “Parties”, entered into a Nursing Home Management Agreement (“Agreement”) on or around 1<sup>st</sup> day of January, 2020; and

**WHEREAS**, by virtue of the Agreement, NCHC has assumed management and operations of Pine Crest Nursing Home (“Pine Crest”) beginning January 1, 2020; and

**WHEREAS**, Lincoln County is currently in contract negotiations with a private entity for the sale and transfer of Pine Crest; and

**WHEREAS**, at the time the Nursing Home Management Agreement was negotiated with NCHC, Lincoln County did not contemplate the potential future sale and transfer of Pine Crest to an unrelated 3<sup>rd</sup> party buyer and, as a result, it transferred certain property and rights to NCHC that are now instrumental in its bargaining and negotiations with the 3<sup>rd</sup> party buyer; and

**WHEREAS**, at the time the Nursing Home Management Agreement was negotiated with NCHC, the Agreement did not provide for early termination of the Agreement by mutual agreement of the parties; and

**WHEREAS**, in addition, the Agreement did not contemplate early termination in the event of sale and transfer of Pine Crest to an unrelated 3<sup>rd</sup> party buyer; and

**WHEREAS**, given the close partnership between Lincoln County and NCHC, NCHC’s continued dedication and commitment to serving its county partners, and the Parties’ mutual resolve to remove any barriers and hindrances that could obstruct or delay the sale and transfer deemed beneficial to Lincoln County, the Parties mutually agree to amend the Agreement in order to help facilitate the sale and transfer of Pine Crest and to allow early termination conditioned upon successful sale; and

**NOW, THEREFORE**, in consideration of the above premises, the mutual promises and covenants of the Parties set forth herein, and for other good and valuable consideration the receipt of which are hereby acknowledged, the Parties agree as follows:

### **Obligations of NCHC**

1. Upon sale of Pine Crest or mutual agreement for termination of the Nursing Home Management Agreement, NCHC shall transfer all equipment and personal property on Pine Crest premises to Lincoln County or 3<sup>rd</sup> party buyer at Lincoln County’s direction.
2. NCHC shall revise NCHC’s sick leave policy as it pertains to Pine Crest employee accrued sick leave bank, which revision shall be contingent upon approval of this amendment by the Lincoln County Board of Directors, and which revision shall provide for payout of accrued sick leave benefits to all employees whose sick leave benefits have not yet been vested under the condition that the employee remains employed with the 3<sup>rd</sup> party buyer of Pine Crest for six (6) months following the date of transfer.

3. Upon sale and transfer of Pine Crest to 3<sup>rd</sup> party buyer, NCHC shall not offer sick leave benefit payout to any former NCHC employee that fails to remain employed by the 3<sup>rd</sup> party buyer for six (6) months following the date of transfer.
4. NCHC shall not actively solicit any employee of Pine Crest for six (6) months following the sale and transfer to 3<sup>rd</sup> party buyer but shall be permitted to hire, at its discretion, those individuals or positions that separate employment from, or are deemed surplus to requirement by, the 3<sup>rd</sup> party buyer.
5. NCHC shall waive early notice of termination in the event of sale or transfer of Pine Crest to a 3<sup>rd</sup> party buyer.
6. NCHC shall continue to manage and operate Pine Crest until the sale and transfer to 3<sup>rd</sup> party buyer is finalized and, during the interim period until the transfer is complete, shall adhere to service and quality expectations in accordance with requirements of the Agreement and with commonly accepted standards within the nursing home industry. Furthermore, NCHC shall refrain from, and indemnify Lincoln County for damages resulting from, any gross negligence in operations or any other intentional and malicious conduct that would result in harm to Lincoln County.
7. In the event of mutual termination of Agreement, even in absence of a sale and transfer to 3<sup>rd</sup> party buyer, NCHC shall transfer all employees back to Lincoln Co. and, dependent on the future timing of any such mutual termination, if applicable, shall offer employee incentives as described in Paragraphs 2-4 above.

#### **Obligations of Lincoln County**

1. Pine Crest shall indemnify and compensate NCHC, via a lump sum cash payment, for all losses associated with the management and operation of Pine Crest, encompassing depreciation of equipment and other personal property, as well as the payout of sick leave benefits. Additionally, Lincoln County commits to being responsible for any supplementary compensation for losses should the sale or transfer to a third party not be completed, and the management company is required to continue operations beyond calendar year 2024.
2. Lincoln County's obligation to compensate and indemnify NCHC for losses, as described in the aforementioned paragraph, shall be applicable to management operations from calendar year 2023 onwards until the cessation of NCHC's management resulting from the sale and transfer to 3<sup>rd</sup> party buyer. However, Lincoln County shall not be obligated to make a lump sum payment for losses incurred in calendar years 2020 and 2021. Instead, the negative fund balance for these years will be netted against Lincoln County's Wis. Stat. §§ 51.42 & 51.437 fund balance. Lincoln County agrees to collaborate with NCHC

in developing a comprehensive plan aimed at reaching fund level balance as provided in North Central Health Care's fund balance policy.

**Other Miscellaneous Agreements and Obligations Between the Parties**

1. The "Obligations" of the Parties, as outlined above, shall remain binding on the parties in the event of a mutual termination of the Agreement even in the absence of a sale and transfer of Pine Crest to a 3<sup>rd</sup> party buyer.
2. Except as set forth in this amendment, the Agreement is unaffected and shall continue in full force and effect, and remain binding on the parties, in accordance with its terms. If there is conflict between this amendment and the Agreement or any earlier amendment, the terms of this amendment shall control.

**NORTH CENTRAL HEALTH CARE**

**LINCOLN COUNTY**

---

By: Gary D. Olsen

---

By: Renee Krueger

The Town of Harrison would like to request County ARPA funds for the replacement of the bathrooms at the Pine Lake Beach in the north part of Harrison, next to Hwy 17. The current bathrooms are getting pretty rough. Ken Wickham is included and very familiar with the project.

Here is a brief breakdown of the funding necessary to complete the project:

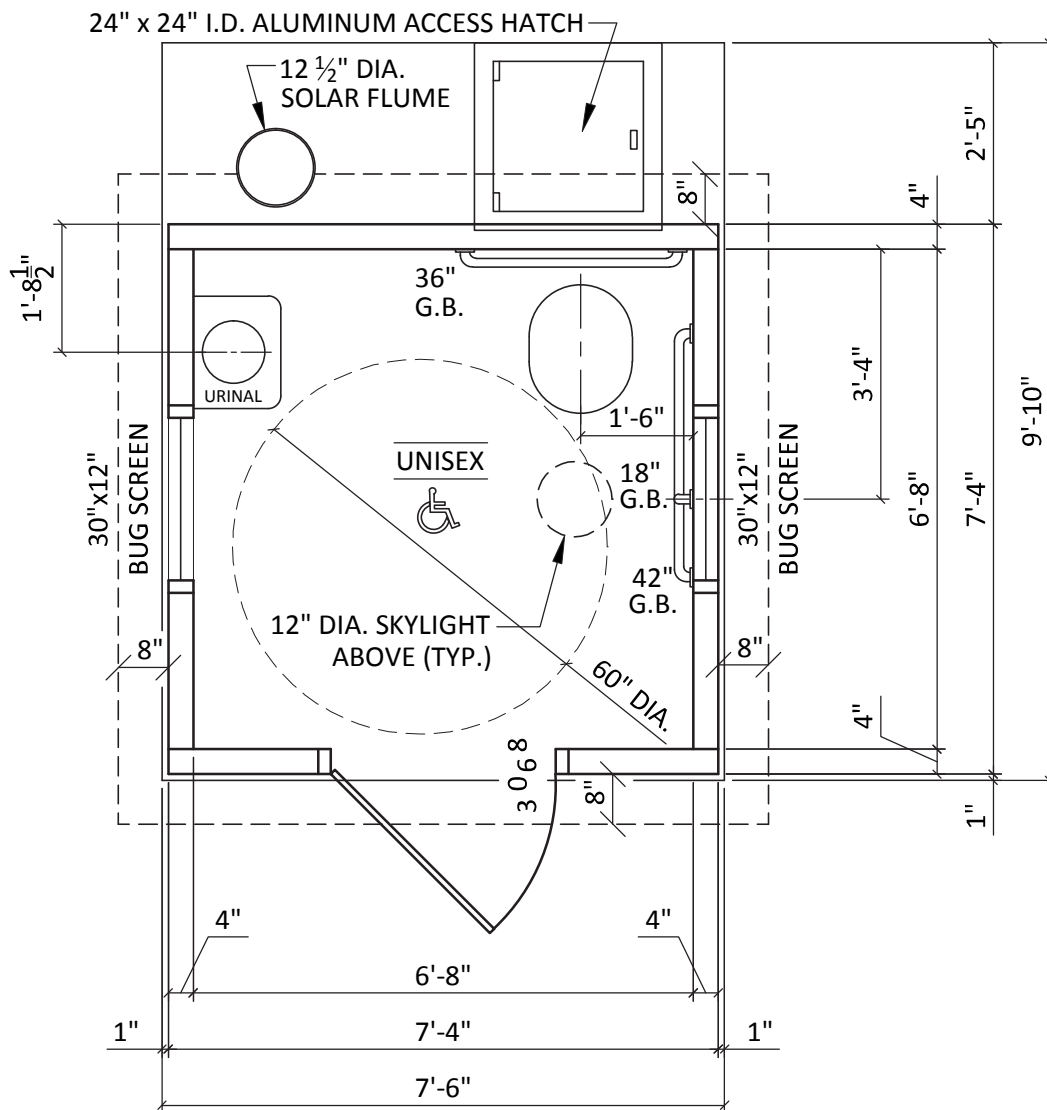
Demo:	\$5,000
Install:	\$19,350
Land Use Permit:	\$150
Sanitary Permit:	\$100

Total cost: \$24,600

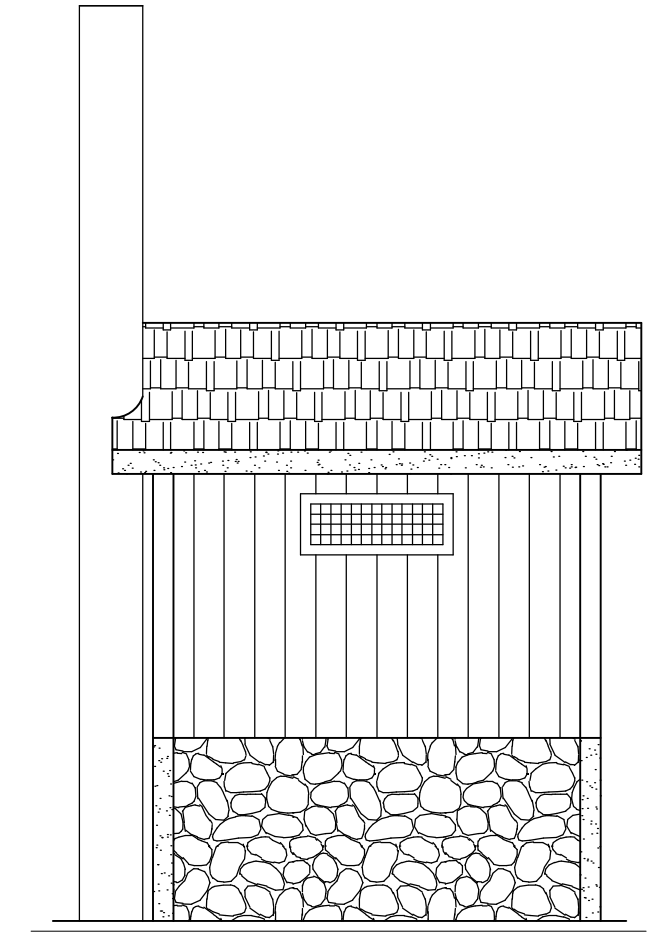
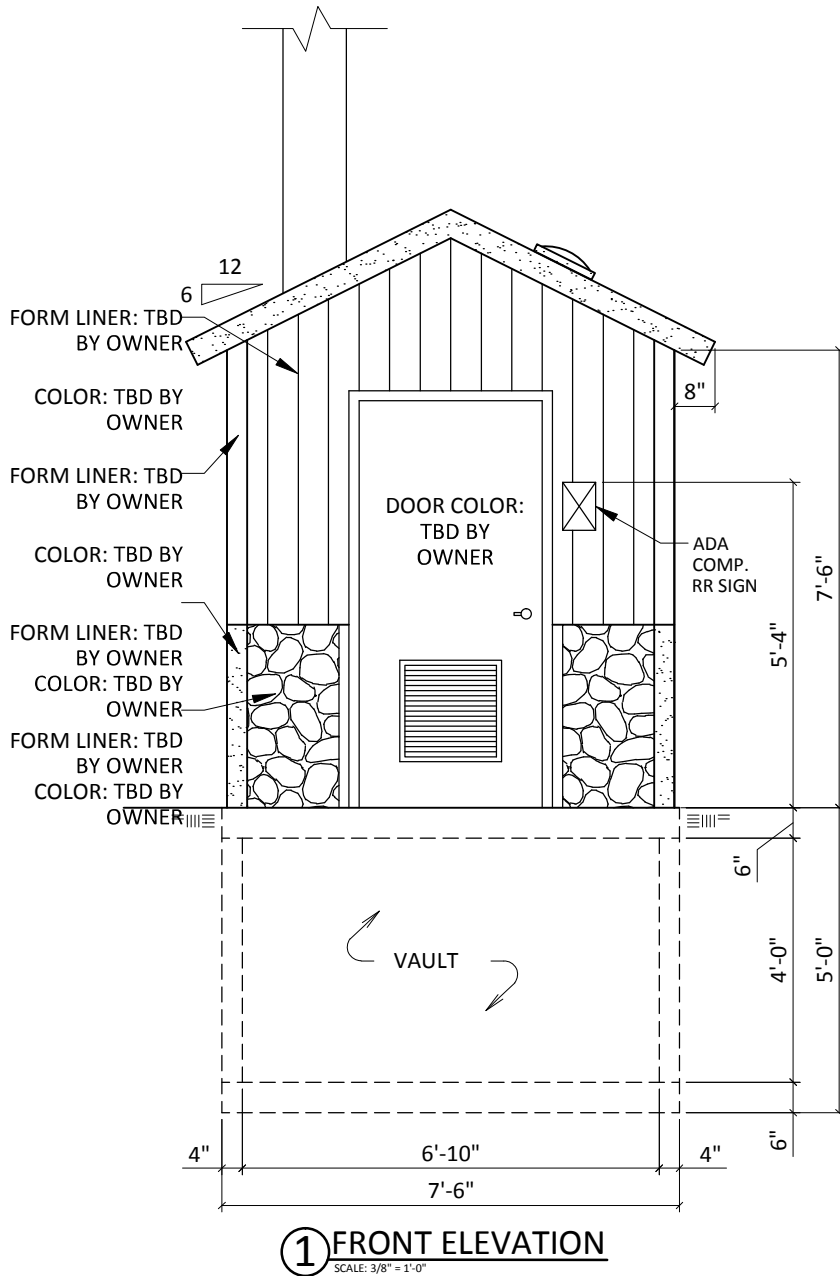
Attached is some supporting information for your review. Feel free to reach out with any questions. DOT and Land Use approval have been obtained. The County Sanitary Permit is in process.

- VAULT -

# TEAL

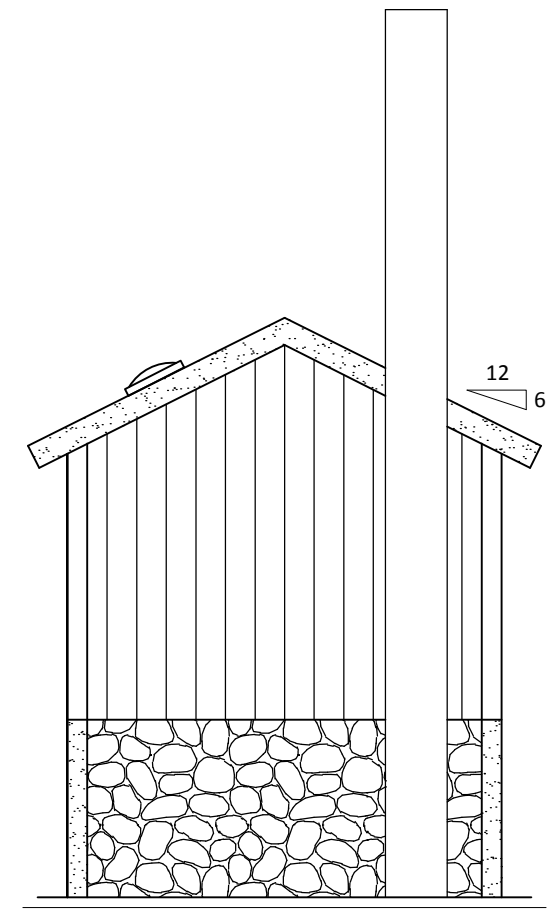


**1 FLOOR PLAN**  
SCALE: 3/8" = 1'-0"

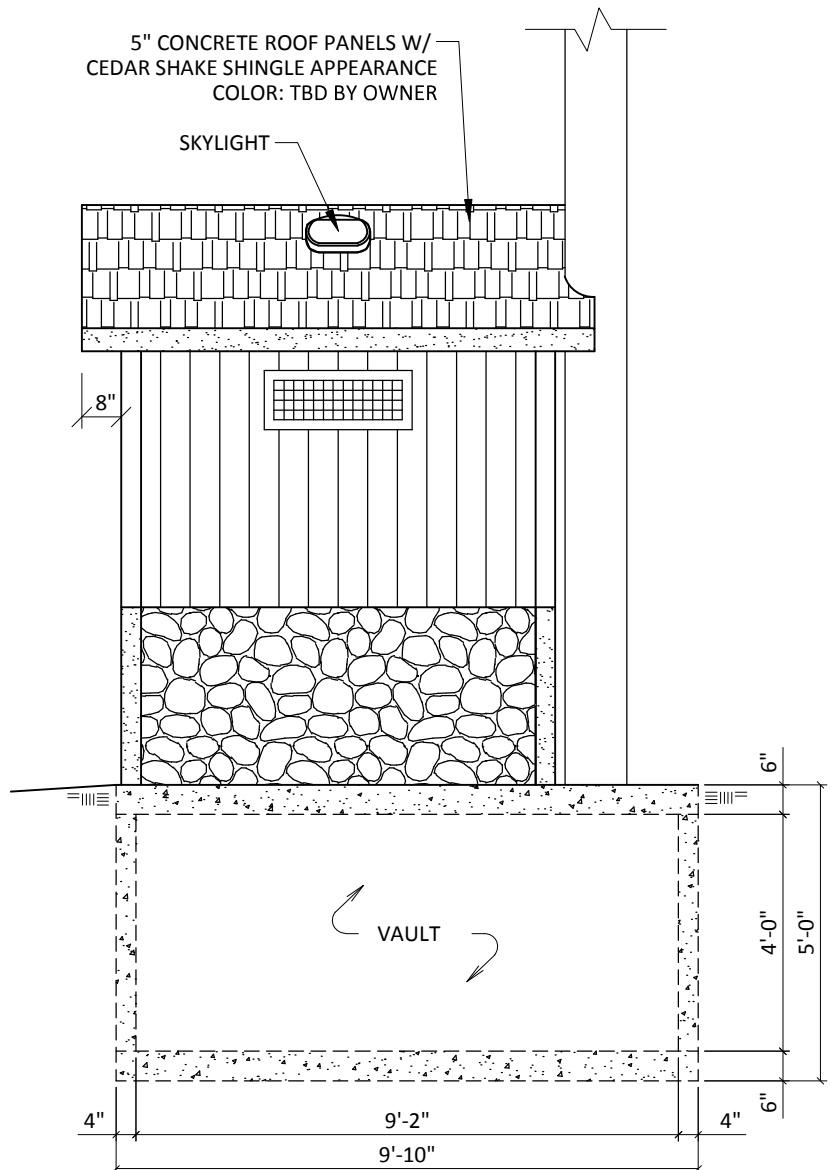


Floor plans are for reference only. This drawing shall not be copied or submitted to others without the consent of this company.

4154 123rd St. Chippewa Falls, WI 54729 | 715-723-7446  
HUFFCUTT.COM



① REAR ELEVATION  
SCALE: 3/8" = 1'-0"



② RIGHT ELEVATION  
SCALE: 3/8" = 1'-0"



Floor plans are for reference only. This drawing shall not be copied or submitted to others without the consent of this company.

4154 123rd St. Chippewa Falls, WI 54729 | 715-723-7446  
HUFFCUTT.COM



# SPECIFICATIONS

## PART 1 – GENERAL

### 1. SCOPE

- 1.1. Construction and onsite placement of a prefabricated precast concrete vault toilet building.

### 2. MANUFACTURER

- 2.1. Manufacturer shall be Huffcutt Concrete or a pre-approved equal.
- 2.2. Manufacturer shall be an NPCA Certified Plant or equal with verifiable references demonstrating quality, design and service upon request.
- 2.3. Manufacturer will provide a written warranty providing 20 years structural, manufacturer's warranty on all hardware and components not produced at precast concrete manufacturer's plant, and 3 years against defects in paint, caulk, and grout.

### 3. DESIGN

- 3.1. Building will be manufactured using precast concrete including the roof. Building's structural design will be relevant to the region and properties associated with its final placement. Design will also meet ADA and building code requirements.

### 4. SUBMITTALS

- 4.1. Manufacturer shall provide submittals and engineering if requested.

## PART 2 – PRODUCTS

### 1. MATERIALS

#### 1.1. Doors and Frames

- 1.1.1. Doors shall be 18ga galvanized metal, louvered with 16ga frames. Doors and frames shall include one coat of rust inhibitive primer and two finish coats of enamel paint.

#### 1.2. Door Hardware

- 1.2.1. Aluminum drip cap. Reese or equal.
- 1.2.2. Door closure with hold open. Cal-Royal or equal.
- 1.2.3. Stainless hinges with non-removable pin. Cal-Royal or equal.
- 1.2.4. Grade 1 lockset. Function and keying to be verified with owner.
- 1.2.5. Brush style sweep. Reese or equal.
- 1.2.6. ADA compliant threshold. Reese or equal.

#### 1.3. Windows

- 1.3.1. Vinyl frame, bug screen and security mesh. Parco or equal.

#### 1.4. Interior Hardware

- 1.4.1. Stainless 3 roll toilet paper dispensers.
- 1.4.2. ADA toilet stalls shall have (1) 18" stainless vertical grab bar, (1) 36" stainless horizontal grab bar, (1) 42" stainless horizontal grab bar.

1.4.3. Stainless floor mounted urinal.

1.4.4. Plastic handicap toilet riser. Romtec or equal.

1.5. Vent Pipes

1.5.1. Vent pipes shall be 12" and made of HDPE. Vent pipe shall extend approximately 36" above the roof line.

1.6. Access/Clean Out Hatch

1.6.1. Access/clean out hatch shall have a 24" x 24" clear opening, made from aluminum and be rated for a 300 psf pedestrian load. Cover shall be hinged with a kickstand to prevent accidental closing. Cover shall include a slam lock with T handle for locking.

1.7. Sealers

1.7.1. Floor shall be sealed using a deep penetrating, high alkali resistant, low volatility product. TK-290 or equal.

1.8. Caulks and Grout

1.8.1. All joints between precast panels shall be caulked using a durable, flexible polyurethane sealant. BASF Sonolastic NP-1 or equal.

1.8.2. Weld plate panel connections shall be grouted flush with interior wall surface. Speed Crete Red Line or equal.

1.9. Vault

1.9.1. Vault shall be lined with a factory installed membrane. MEL-ROL LM or equal.

2. FINISHES

2.1. Interior

2.1.1. Smooth trowel finish.

2.2. Exterior

2.2.1. Exterior wall appearance to be approved by owner using an architectural form liner.

2.2.2. Roof shall be cedar shake architectural form liner.

2.3. Paint

2.3.1. Interior

2.3.1.1. Wall panels shall be primed with a premium quality water based acrylic bonding primer moisture and alkali resistant. Finish coat shall be a high performance acrylic enamel.

2.3.2. Exterior

2.3.2.1. Roof shall be covered with a quality 100% acrylic satin paint. Owner to determine color.

2.3.2.2. Walls shall be covered with a quality concrete stain. Owner to determine color.

2.3.2.3. Doors shall be covered using 2 coats of a high performance 100% acrylic satin enamel. Owner to determine color.

**Part 3 – Execution**

1. PRECAST CONCRETE VAULT TOILET BUILDING

- 1.1. Building manufacturer shall construct, assemble, and paint at their plant so that it may be transported to the jobsite as a finished module and placed using a crane.

2. ONSITE

- 2.1. Contractor shall provide adequate access and a level pad for the crane and semis to sit side by side under their own power. Working radius shall be 35' from center pin on crane.
- 2.2. Contractor shall provide all excavation, backfilling, and finish grading for vault toilet building. In addition contractor shall provide suitable bedding of sand or granular material for the vault.
- 2.3. Manufacturer will install HDPE vent pipes and perform any shipping and handling adjustments and repairs.





# PROPOSAL

**– An Equal Opportunity Employer –**  
**P.O. Box 818, Rhinelander, WI 54501**  
**(715)365-8700 FAX (715)369-9296**

PROPOSAL SUBMITTED TO Township of Harrison		PREPARED BY Gary G.	DATE 01/04/2024
STREET N10095 County Rd. B		JOB NAME Pinelake Bathrooms	
CITY, STATE, AND ZIP CODE Tomahawk, WI 54487		JOB ADDRESS	
CUSTOMER'S EMAIL kathy.townofharrison@ymail.com	CUSTOMER'S PHONE (715) 612-6083	JOB CITY, STATE, AND ZIP	MUSSON CONTACT PHONE (715) 365-8717

We hereby submit specifications and estimates for all labor and materials as specified on plans for:

This proposal is for the excavation needed for the installation of the new Huffcut bathroom building at the pine lake beach. The Proposal includes the following;

Organize the pumping out of the existing septic pit.  
 Demo and removal of the existing building, concrete slab, and holding tank.  
 Prep area for placement of the new structure.  
 After Huffcut has placed building on site Musson will come back and backfill around building and restore surrounding area. Concrete sidewalk is not included in this proposal.

Note: Sales tax is not included in proposed price and will be added if applicable.

#### NOTICE BY PRIME CONTRACTOR PURSUANT TO SECTION 779.02(2)(a)

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, CLAIMANT HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES PERFORMING, FURNISHING, OR PROCURING LABOR, SERVICES, MATERIALS, PLANS, OR SPECIFICATIONS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED CLAIMANT, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST PERFORM, FURNISH, OR PROCURE LABOR, SERVICES, MATERIALS, PLANS OR SPECIFICATIONS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO PERFORM, FURNISH, OR PROCURE LABOR, SERVICES, MATERIALS, PLANS, OR SPECIFICATIONS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY. CLAIMANT AGREES TO COOPERATE WITH THE OWNER AND THE OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

MUSSON BROTHERS AND OWNER AGREE TO COMPLY WITH SECTION 895.07 OF THE WISCONSIN STATUTES WITH REGARD TO THE REQUIREMENTS OF NOTICE AND THE RIGHT TO CURE BEFORE COMMENCING ANY FORMAL PROCEEDING TO RESOLVE THE DISPUTE. OWNER ACKNOWLEDGES THAT A COPY OF THE STATE OF WISCONSIN BROCHURE OF NOTICE AND RIGHT TO CURE CAN BE FOUND ONLINE. NOTWITHSTANDING ANYTHING TO THE CONTRARY IN THE CONTRACT, MUSSON BROTHERS SHALL NOT BE OBLIGATED TO REPLACE OR REPAIR ANY DEFECT (AS DEFINED BELOW) OR PAY FOR THE REPLACEMENT OR REPAIR OF THE SAME IF SUCH DEFECT IS CAUSED, IN WHOLE OR IN PART BY: (A) OWNER'S IMPROPER OR INSUFFICIENT MAINTENANCE OF THE PROJECT SITE OR IMPROPER OR INSUFFICIENT MAINTENANCE OR OPERATION OF ANY OF THE PROJECT SITE'S SYSTEMS; (B) NATURAL OCCURRENCES BEYOND MUSSON BROTHERS'S CONTROL; (C) AN ACT OR OMISSION OF OWNER OR ANY THIRD PARTIES NOT UNDER MUSSON BROTHERS'S CONTROL, INCLUDING, BUT NOT LIMITED TO, WORK PERFORMED BY OWNER OR BY OTHER CONTRACTORS HIRED BY OWNER; OR (D) NORMAL WEAR AND TEAR AND NORMAL USAGE. IN THE EVENT OF AN ALLEGED CONSTRUCTION OR DESIGN DEFECT ARISING OUT OF OR RELATING TO THE CONTRACT, INCLUDING, BUT NOT LIMITED TO, BREACH OF WARRANTY, INCOMPLETE WORK, OR ANY OTHER CONDITION OF THE PROJECT SITE (EACH A "DEFECT"), OWNER SHALL NOTIFY MUSSON BROTHERS THROUGH WRITTEN NOTICE OF ANY SUCH DEFECT, REGARDLESS OF THE CAUSE OR SOURCE, PROMPTLY UPON OWNER'S DISCOVERY OF THE DEFECT. OWNER SHALL THEREAFTER PROVIDE MUSSON BROTHERS WITH REASONABLE ACCESS DURING NORMAL WORKING HOURS TO THE PROJECT SITE FOR THE PURPOSE OF INVESTIGATING, TESTING AND EXAMINING THE DEFECT. IF THE DEFECT IS COVERED BY MUSSON BROTHERS'S WARRANTY, THEN MUSSON BROTHERS SHALL BE GIVEN REASONABLE ACCESS TO THE PROJECT SITE AND A REASONABLE AMOUNT OF TIME TO, IN MUSSON BROTHERS'S SOLE DISCRETION, REPLACE OR REPAIR THE DEFECT. **THE REPLACEMENT OR REPAIR OF THE DEFECT SHALL BE OWNER'S SOLE AND EXCLUSIVE REMEDY FOR A DEFECT. OWNER WAIVES ANY AND ALL INCIDENTAL AND CONSEQUENTIAL DAMAGES ARISING OUT OF OR IN ANY WAY RELATING TO A DEFECT.** \_\_\_\_\_ OWNER'S INITIALS.

**We Propose** hereby to furnish material and labor – complete in accordance with the above specifications, for the sum of:

dollars \$ 5,000.00

Payment to be made as follows, balance due upon completion.

Finance charges (beyond those referenced in Section 10) or security terms shall be as provided on the Financial Disclosure Statement on the back of this Contract.

Owner acknowledges that Owner read and understood all of the provisions of this Contract located on the last page of this Contract. Owner warrants that the person executing this Contract, and any subsequent Change Orders, has legal authority to do so, including obligating the Owner to a marital purpose debt if married. Owner acknowledges review and approval of the entire Contract before execution. This Contract is not assignable by either party without the other's reasonable consent.

**Note: This proposal may be withdrawn by Musson Brothers if not accepted within 30 days**

**Acceptance of Proposal** – The outlined prices, specifications, and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined.

Authorized Musson Brothers Signature

Gary A Goes Digitally signed by Gary A Goes  
Date: 2024.01.04 09:13:00 -06'00'

Date of Acceptance

Owner Signature

Please sign and date one copy and return along with the specified deposit upon acceptance.



# PROPOSAL

**– An Equal Opportunity Employer –**  
**P.O. Box 818, Rhinelander, WI 54501**  
**(715)365-8700 FAX (715)369-9296**

PROPOSAL SUBMITTED TO Township of Harrison		PREPARED BY Gary G.	DATE 01/04/2024
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CUSTOMER'S EMAIL kathy.townofharrison@ymail.com	CUSTOMER'S PHONE (715) 612-6083	JOB CITY, STATE, AND ZIP	MUSSON CONTACT PHONE (715) 365-8717

Proposal excludes the following items unless otherwise stated;  
 Any permits required for job.  
 Any compaction testing.  
 Any installation of Signs.  
 Any insulation on or around foundations.  
 Any erosion control.  
 Any traffic control.  
 Any construction fencing.  
 Any Landscaping including; retaining walls, plantings, seeding, and mulching etc..  
 Snow removal and Frost Excavation are not included, T&M charges will be added for these services.

We will not be held accountable for schedule delays because of weather.

We are not liable for damage to unmarked private utility's such as: Propane lines, Sprinkler systems, out building power or phone lines etc...

We will attempt to minimize damage in non worksite areas including driveway and lawns but if the equipment has to travel over these areas restoration is not included unless noted.

It is assumed that all public and private roads are suitable for hauling in equipment and material. Musson will not be responsible for road damage.

Any unsuitable soil found on site that needs replacing will be an extra cost discussed with owner.

Owner is responsible for marking all property lines. Musson Brothers will not be held responsible for damage to adjacent properties if lines are not marked and labeled.

**CONTRACT TERMS AND CONDITIONS**

1. **Authorization.** Owner expressly authorizes Musson Brothers to contact Owner's homeowners' insurance company with regard to any matter related to the damage sustained by Owner's property, if any, including, without limitation, providing documentation necessary to discuss with Owner's homeowners' insurance company any damage sustained by Owner's property, the options for constructing, reconstructing, or repairing Owner's property, and estimates for constructing, reconstructing, or repairing Owner's property. Owner acknowledges that Musson Brothers has not at any time represented, negotiated, offered to represent or negotiate, or otherwise advertised to represent or negotiate on behalf of Owner with respect to any insurance claim for any damage sustained by Owner's property.
2. **Drawings and Specifications.** The final drawings and specifications from which the Work will be constructed are attached to this Contract and signed by the Owner. The Musson Brothers has sole control of construction methods, sequence of Work and coordination of its subcontractors to perform the construction identified in the drawings and specifications. Dimensions shown are approximate and subject to field verification. Any products or design details contained in any drawings or drawings pertaining to the Work may not be an exact depiction of the products and design details actually used to complete the Work. If drawings and specifications conflict, the specifications control.
3. **Materials.** To the extent not fully identified in the specifications, the Owner will make selections of all materials, appliances, colors, finishes and allowance items within times established by the Musson Brothers or a day for day extension of the date for Substantial Completion will be made until such selections are made, which shall be documented in accordance with Section 13 herein. Musson Brothers will make reasonable efforts to cause materials to match existing construction. Owner understands that the natural characteristics of building materials may result in color, texture and finish variations, and that perfect matches are not guaranteed. Building material imperfections may include, but are not limited to, mineral marks, visible seams, shade variations, mill marks, and minor blemishes. These and other building material imperfections are within industry standards for acceptable inconsistencies. Any excess materials delivered to the Project Site and not needed to complete the Work will remain the property of Musson Brothers, Inc. Not applicable to pipelining.
4. **Owner Duties.** The Owner will timely provide at Owner's expense, and is solely responsible throughout performance of the Work for: (a) unobstructed access to the Project Site seven days per week; (b) removal of any existing hazardous materials, such as asbestos, lead, PCBs, or other environmental hazards, including, but not limited to, mold, mildew, fungi or other similar microbial conditions; (c) keeping children and pets away from the Work area; **(d) Identification of private utility connections and locations and arranging for any relocation of utilities;** (e) providing electricity, water, and additional facilities outlined on the front page of this contract for use by Musson Brothers and its subcontractors; (f) an accurate survey locating any existing aboveground and underground structures in or near the Work area and easements or other site restrictions, if requested by Musson Brothers, (g) Musson Brothers' and its subcontractors' may store materials and equipment necessary on site to complete the Work, (h) removal, protection and reinstallation of Owner's personal property, (i) unless otherwise provided in the description of the Work, or if resulting from Musson Brothers' negligence, repair of access routes used by construction equipment; finish grading and seeding; landscaping; walks, steps and driveways; septic tanks; and any utility lines damaged during performance of the Work; (j) moisture control and regular maintenance of the completed Work; and (k) allowing Musson Brothers and Musson Brothers' employees to manage and conduct the Work in accordance with the terms of this Contract without undue interference, provided, however, that Owner is encouraged to discuss issues relating to the Work with his or her salesperson or, if none, with an supervisor/foreman of Musson Brothers designated by Musson Brothers for such purpose. If during the performance of the Work, any unmarked or mismarked underground objects are damaged and cause any additional damage, Owner agrees to indemnify and hold harmless Musson Brothers its officers, agents, and employees from any and all claims, suits, demands, liability, losses or costs, including attorneys' fees, resulting or occurring to any and from all persons, firms or other legal entities arising out of or in any way connected with the damage to any unmarked or mismarked underground objects. Musson Brothers shall not be responsible for any damages to any buildings or objects which are adjacent to the Project Site. Musson Brothers does not guaranty against the settling of fill around the foundation, utility laterals or other excavated areas not contracted for and within the scope of the Work. Not applicable to pipelining.
5. **Owner-Furnished Labor or Materials.** If the Contract Documents provide that Owner is to furnish labor or materials, Owner agrees that Owner's performance of the Work shall be performed within a reasonable time after notice from Musson Brothers that such Work must be performed, or such materials furnished. Owner's Work and/or materials shall be acceptable to the Musson Brothers and any applicable government authorities. Owner is responsible for determining that any party other than Musson Brothers or Musson Brothers' subcontractors who performs any of the Work and/or supplies any materials carries all insurance required to be carried by Musson Brothers hereunder. Owner agrees to hold Musson Brothers harmless from any and all claims, demands, actions, liabilities, losses, and damages, including attorneys' fees and costs incurred, to persons or property arising out of or related to any act or omission of Owner or any contractor (other than Musson Brothers), subcontractor or agent of Owner in, on or about the Project Site in connection with the performance of the Work or the furnishing of materials. Owner is responsible for the protection of, and/or repair of, damage to any materials or labor supplied by Owner or Owner's other contractors, subcontractors or agents. Any of the Work performed by Owner or Owner's other contractors, subcontractors or agents, or any damage to the Work caused by the Owner or Owner's other contractors, subcontractors or agents is excluded from Musson Brothers' limited warranty.
6. **Permits.** The Owner shall procure all permits, licenses, certifications and other applicable governing authority requirements and inspections unless otherwise specified on the front side of this contract. For Musson Brothers' pipelining work, Musson Brothers shall, as necessary, obtain such permits and inspections required to complete the work outlined on the front page of this contract. Any additional permits, licenses, certifications and other applicable governing authority requirements and inspections will be the Owner's responsibility unless otherwise specified on the other side of this contract.
7. **Hazardous Material.** If a hazardous material, such as asbestos, lead, PCBs, or other environmental hazard, such as mold, mildew, fungi or other similar microbial conditions, is discovered at the Project Site, Musson Brothers will not be obligated to commence or continue work until such material or hazard has been removed at Owner's expense or rendered or determined harmless by a certified, independent, testing laboratory at Owner's expense. Unless caused by the negligent acts or omissions of the Musson Brothers, the Owner shall indemnify and hold the Musson Brothers harmless from and against any and all claims, damages, losses, costs and expenses, including attorney's fees, arising out of or relating to the performance of the Work in any area of the Project Site affected by hazardous material or other environmental hazards. A day for day extension of the date for Substantial Completion will be made until such removal or determination of harmlessness, which shall be documented in accordance with Section 13 herein.
8. **Insurance.** Owner will maintain property insurance and assume all risk of loss during performance of the Work for Project Site physical losses, including basement collapse, fire, wind damage, theft and vandalism. Musson Brothers will maintain workers' compensation insurance for its employees and general liability insurance covering performance or arising out of the Work, other than loss of use damages. Certificates evidencing insurance coverage shall be conveyed by Owner and Musson Brothers at the time of signing of this Contract.
9. **Payments.** Upon receipt of an invoice, Owner will make full payment of the invoiced amount within thirty (30) business days, including amounts requested for changes and overages on allowances. Changes will be invoiced before the additional Work is performed. Payment for overages on allowances will be invoiced at the time each such item is selected. Credit for underages on allowances will be separately identified and deducted from the Final Payment invoice amount. Owner shall pay a finance charge calculated at the rate of 1.5% per month (pro-rated for partial months) on all past due amounts, plus all costs of collection, including attorney's fees and costs. If requested by Owner, payments will be exchanged for lien waivers from the Musson Brothers for the portion of the Work for which payment is made. No amount may be withheld from Final Payment to address punch list items unless agreed to by Musson Brothers, in which case, Musson Brothers and Owner will set a date by which each of such items will be completed and related payment will be made by Owner. Final Payment will waive all claims by Owner, except subsequent lien or warranty claims.
10. **Lien Waivers.** Upon request by the Owner, at the time each progress payment is made, Musson Brothers shall provide lien waivers from itself and all subcontractors and material suppliers for the proportionate value of all labor and materials ordered or delivered as of the time the payment is made. If not requested by Owner, all lien waivers shall be provided to Owner by Musson Brothers and all subcontractors and material suppliers in exchange for Final Payment.
11. **Changes.** Changes to the drawings or specifications that do not represent any additional cost to the Owner or represent a decrease in the value of the materials used or the services provided may be made by Musson Brothers in its discretion. All other changes to the drawings and specifications will be made upon written Change Order executed and fully paid by Owner in advance of the changed Work being performed. Excavation and Paving are sometimes handled in the field on a case by case basis with approval of a Musson Foreman/Supervisor. Change Orders will identify the change in the Work which will be added or deleted, the cost for the change or method for calculating the cost, and the number of additional days, if any, for the Musson Brothers to achieve Substantial Completion. Musson Brothers shall be entitled to add a markup to Change Orders of Time and Material for overhead, supervision, and profit. Where Musson Brothers seeks input and information from Owner prior to issuing a Change Order, Owner shall use reasonable efforts to respond to Musson Brothers' request for information within one (1) calendar days. Acceptance of a Change Order by Owner shall not be unreasonably withheld. Not applicable to pipelining.
12. **Delays.** If Musson Brothers is prevented from completing the Work due to delays of the Owner in supplying information, materials to be incorporated into the Work or in timely making payment; delays of governmental authorities or third parties; delays due to adverse weather conditions, delays due to Owner's removal or investigation of hazardous materials or environmental hazards, damages arising from vandalism or fire, or as a result of any other conditions not caused by Musson Brothers, then Musson Brothers shall be entitled to an equitable adjustment of the number of days to achieve Substantial Completion plus a reasonable period for rescheduling and setup of its subcontractors, as well as any costs arising from such a delay, including increased material or labor time costs, as an extra. For each such delay, or for each delay in the aggregate such as adverse weather conditions, Musson Brothers shall convey a Change Order to Owner identifying the number of days and costs attributable to the delay. Evidence of such additional costs shall be supplied by Musson Brothers to Owner upon request. If the Owner halts construction of the Work for Owner's convenience or fails to make the Project Site available for a period of thirty days or more, then Musson Brothers at its option and upon written notice to the Owner, may terminate this Contract and receive compensation as provided in Paragraph 16 below.
13. **Warranty.** Musson Brothers warrants that all materials and equipment shall be of good quality, in conformance with the Contract Documents, and free from defective workmanship and materials. Musson Brothers further warrants that the Work shall be free from material defects not intrinsic to the design or materials required in the Contract Documents upon completion of the Work. Notwithstanding the foregoing, Musson Brothers' warranty does not include: (a) remedies for defects or damages caused by other trades' work or design; (b) normal wear and tear, including, without limitation, defects or damages caused by the natural expansion or contraction of the construction materials; (c) use for a purpose for which the Work was not intended; (d) improper or insufficient maintenance; (e) modifications performed by Owner or Owner's other contractors, subcontractors or agents; (f) abuse; or (g) defects in products, equipment, systems, or materials covered by manufacturers' warranties; (h) unforeseen conditions such as mother nature; (i) vandalism. Unless Owner requests to receive them after installation, all manufacturers' warranties which apply to products, equipment, systems, or materials incorporated into the Work shall be given to Owner at the conclusion of the Project. Any products, equipment, systems, or materials which are covered by a manufacturer's warranty shall be covered exclusively by that warranty. If Owner discovers any defect immediately after completion of the Work, Owner shall notify Musson Brothers in writing, identifying the defect and the relevant Contract requirement which has been violated, within fourteen (14) calendar days of Owner's discovery of the defect. Musson Brothers shall promptly correct the defect at its own time and cost and bear the expense of additional services required for correction of the defect. If Owner does not provide Musson Brothers notice of a defect within fourteen (14) calendar days of discovery or does not permit Musson Brothers the opportunity to examine, test or correct the defect as reasonably requested by Musson Brothers, Owner waives the Musson Brothers' obligation to correct the defect. **There are no other warranties, express or implied, including implied warranties of merchantability, fitness for a particular purpose or habitability. Musson Brothers is not liable to Owner for incidental or consequential damages of any sort. The Owner's sole remedy against Musson Brothers for the Musson Brothers' performance of the Work and any damages arising out of it shall be limited to the warranty set forth above.**
14. **Disputes.** This Contract shall be deemed to have been made in and governed by the laws of the State of Wisconsin. All disputes will be subject to the laws of the State of Wisconsin.
15. **Termination.** Owner has the right to unilaterally cancel performance of this Contract after it has been signed. Owner must notify Musson Brothers by mailing a written notice to P.O. Box 818, Highway 17 South, Rhinelander, WI 54501 before midnight of the third business day after the contract was signed. Cancellations after the third business day will be reviewed by a Musson Brothers supervisor. If Owner terminates the Contract at anytime afterward, Musson Brothers will be entitled to retain all payments made before the date of notice of termination, compensation for all other portions of the Work performed but not yet paid for or invoiced, and the total Contract Price for Musson Brothers' overhead costs. Musson Brothers may unilaterally terminate this Contract based on Owner's failure to timely pay or Owner's repeated failure to timely make decisions relative to the Work. In such event, Owner shall remain obligated to pay Musson Brothers for the value of all Work completed and materials ordered as of the date of termination.
16. **Indemnification.** To the fullest extent permitted by law, Owner shall indemnify and hold harmless Musson Brothers and its employees, subcontractors, and material suppliers from all claims for bodily injury and property damage, other than property insured, including attorneys' fees, costs, and expenses, but only to the extent such claims are the result of the intentional or negligent acts or omissions of Owner, Owner's agents, or anyone invited to the Project Site by Owner.
17. **Marketing.** Owner agrees to allow Musson Brothers to display its sign on the Project Site, provided such display does not violate any subdivision covenant, municipal ordinance, or other applicable law. Owner agrees to allow Musson Brothers, or an agent thereof, to take photographs of the Project Site before, during, and after completion of the Work and to use such photographs in Musson Brothers' marketing and promotional materials, without limitation. Owner shall not be entitled to any compensation for Musson Brothers' display of its sign on the Project Site or for the use of such photographs in Musson Brothers' marketing and promotional materials.
18. **Concurrent Projects.** Owner may not contract with any other individual or business to perform any construction work at the Project Site during the term of this Contract unless Musson Brothers has given its prior, written consent, which shall not be unreasonably withheld.
19. **Project Site Conditions.** Owner is aware that the performance of the Work produces noise, dust, fumes, vapors odors, and other debris. Musson Brothers agrees to attempt to keep noise, dust, fumes, vapors, odors, and other debris to a reasonable and customary level for the Work being performed at the Project Site. Owner shall hold Musson Brothers harmless from claims from third parties relating to noise, dust, fumes, vapors, odors, and debris that are emitted or created during the performance of the Work.
20. **Miscellaneous.** The drawings, drawings and specifications, and subsequently issued Change Orders (collectively, the "Contract Documents") are essential parts of this Contract, and a requirement occurring in one is binding as though occurring in all. If any inconsistency or ambiguity is believed to exist among any of the Contract Documents, the inconsistency or ambiguity shall be resolved by applying the following order of precedence: (a) this Contract (including modifications by Change Orders), (b) the drawings, drawings and specifications, and (c) any other documents comprising the Contract Documents. Failure by Musson Brothers to insist upon strict performance of any terms or conditions of this Contract or failure or delay in exercising any rights or remedies provided herein or by law shall not be deemed a waiver of any right of Musson Brothers to insist upon strict performance hereof or any of its rights or remedies in the future. All terms, conditions and provisions of this Contract, which by their nature are independent of the period of performance, shall survive the cancellation, termination, expiration, default or abandonment of this Contract. This Contract is intended by the parties as a final expression of their agreement and as a complete and exclusive statement of its terms, there being no conditions to the full effectiveness of this Contract except as set forth in this Contract. No course of conduct or dealings between the parties shall be the basis of any claim that any provision of any of the Contract Documents has been amended or modified.
21. **For All Grading and Paving Work.** All materials meet Wisconsin Department of Transportation Standard Specifications. Any subsurface conditions encountered, (rock, wood, clay, etc.), that were not visible at the time of inspection/quote, will be corrected on a time and material basis. Contract does not include landscaping work, shouldering or any finishing work on the perimeter of any paved surface. No guarantee of drainage on areas with less than 2% grade. Not applicable to pipelining.

STATE OF WISCONSIN  
WISCONSIN DEPARTMENT OF TRANSPORTATION  
TOWN PLAT RECORD

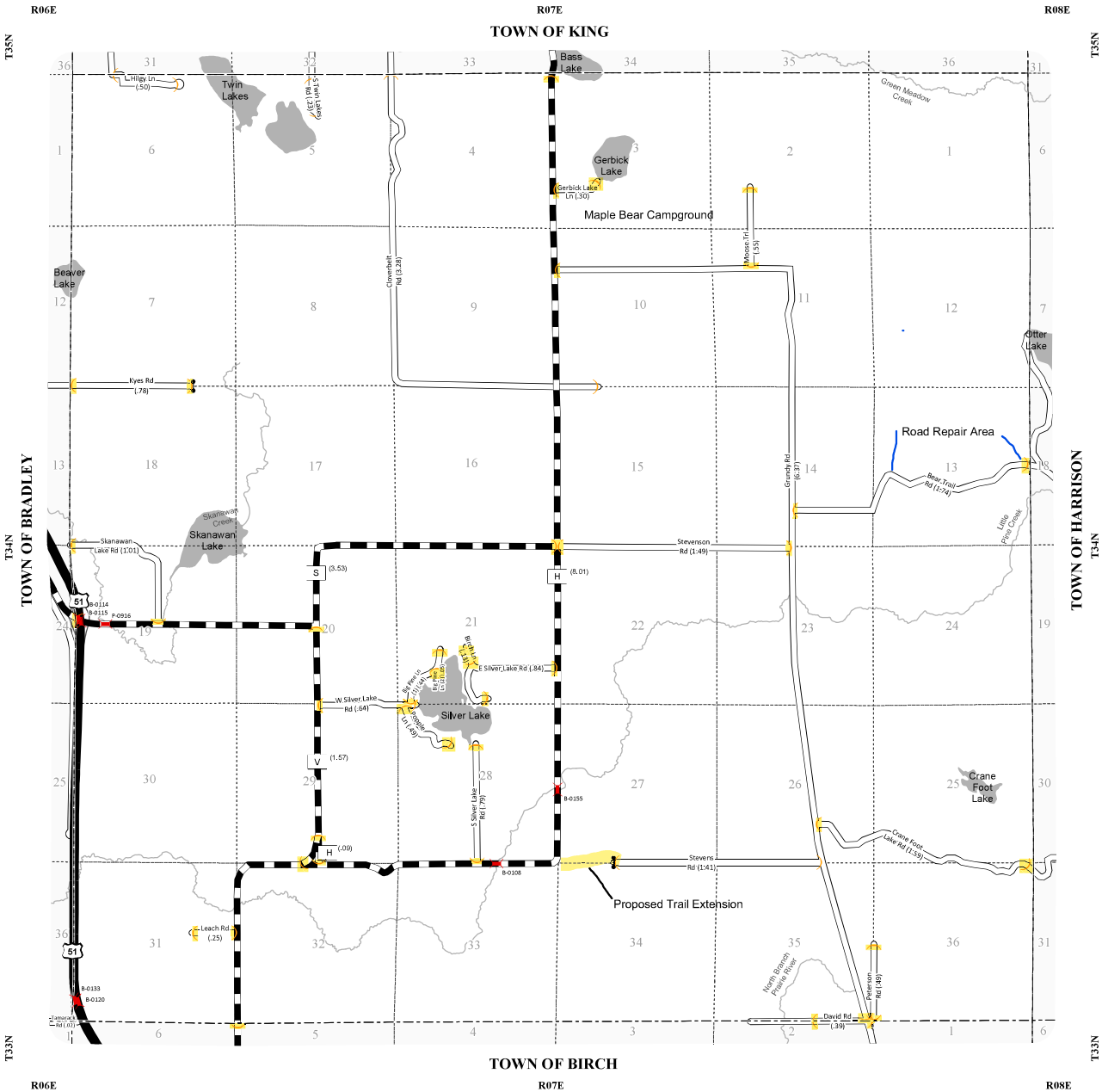
35-026

DATE	MILEAGE FOR LOCAL ROADS/STREETS	LOCAL ROADS/STREETS	
(1) 4-1-21	23.77	Certified in accordance with sec. 86.30 Wis. stat.	
(2) 1-1-22	.	Name:	Title:
(3) 4-1-22	.	Signature:	Date:

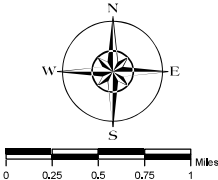
TOWN OF  
**SKANAWAN**  
COUNTY: LINCOLN

- (1) THIS DATA REPRESENTS THE LAST CERTIFIED MILEAGE AS CORRECTED BY WISDOT WHICH MAY HAVE BEEN USED FOR PAST TRANSPORTATION AIDS.
- (2) THE TOWN CHAIRMAN OR CITY/VILLAGE CLERK IS TO FILL IN THE MILEAGE TO BE CERTIFIED AS OPEN TO THE PUBLIC AS OF THE FOLLOWING JANUARY, INCLUDING THE NEW CHANGES THAT ARE MADE ON THE PLAT.
- (3) THIS DATA REPRESENTS MILEAGE ADJUSTMENTS MADE BY WISDOT DUE TO FIELD VERIFICATION, INVENTORY, ANNEXATION, ETC. TRANSPORTATION AID PAYMENTS MAY BE MADE BASED ON THIS FIGURE.

MILEAGE FOR COUNTY TRUNKS	MILEAGE FOR COUNTY OTHER ROADS
13.20	00.00



- LEGEND:
- County Trunk Highway
  - Local Road
  - US Highway
  - State On/Off Ramp
  - State Connector
  - CVT Border
  - PLSS Border
  - Bridge
  - Gate
  - Route Identifier



The information contained on this map was created for the official use of the Wisconsin Department of Transportation (WisDOT). Any other use while not prohibited, is the sole responsibility of the user. WisDOT expressly disclaims all liability regarding fitness of use of the information for other than official WisDOT business.

Resolution 2024-02-XX

SETTING ANNUAL COMPENSATION FOR COUNTY ELECTED  
OFFICIALS (County Clerk, Register of Deeds, and Treasurer)

Motion By:

Second By:

Dist.	Supervisor	Y	N	Abs
1	Bialecki			
2	Anderson-Malm			
3	McCrank			
4	Osness			
5	Wendorf			
6	Ashbeck			
7	Rusch			
8	Thiel			
9	Friske			
10	Boyd			
11	Detert			
12	DePasse			
13	Brixius			
14	Hafeman			
15	Lemke			
16	Miller			
17	Meunier			
18	Wickham			
19	Allen			
20	Cummings			
21	Simon			
22	Hartwig			
Totals				
Carried				
Defeated				
Amended				
Voice vote				
Roll call				

WHEREAS, pursuant to sec. 59.22 of the Wisconsin State Statutes, the County Board must establish the total annual compensation to be paid to county elected officials (other than supervisors and circuit judges) prior to the earliest time of filling nomination papers for the county elective office; and

WHEREAS, the Board desires to establish the total annual compensation for the county elected officials, which is separate and distinct from the fringe benefits offered by the County to elected officials, and which fringe benefits are subject to increase or decrease during the officer’s term at the discretion of the Board and in accordance with state and federal law; and

WHEREAS, for each month served, \$150 is contributed to the post employment health plan (PEHP) of each county elected official; and

WHEREAS, as part of the County’s fringe benefit programs, county elected officials may participate in fringe benefits in accordance with state law.

NOW, THEREFORE BE IT RESOLVED, that the total annual compensation for county elected officials of County Clerk , Register of Deeds, and Treasurer under sec. 59.22(1) Wis. Stats, shall be as follows, effective on the first day of the term of office that begins after the date of this resolution:

ELECTED OFFICE	2025	2026	2027	2028
County Clerk	\$			
Register of Deeds	\$			
Treasurer	\$			

This compensation shall be in lieu of any fee for service or any other payments of any kind, with the exception of standard reimbursement of business expenses set forth in the Lincoln County Personnel Policy.

BE IT FURTHER RESOLVED that as and for fringe benefits, the aforementioned county elected officials are entitled to (a) participate in Wisconsin Retirement System in accordance with law and the County shall pay only its share of the contributions required by law; and (b) are eligible to participate in the County’s health insurance program subject to the terms and conditions of the program, which may be modified from time to time, under the same terms and conditions as the plan and coverage offered to non-represented managerial county employees who are not law enforcement managerial employees or no-represented managerial employees described in sec. 111.70(1)(mm2) Wis. Stat.

Dated: February 19, 2024

Authored by:  
Co-Sponsored by:  
Committee: Administrative and Legislative  
Committee Vote:  
Date Passed:  
Fiscal Impact: The total wage increase for the 4 year term is \$xx,xxx (\$X,xxx per person)

Drafted by: Renee Krueger, Administrative Coordinator

STATE OF WISCONSIN )  
 ) ss  
COUNTY OF LINCOLN )

I hereby certify that this resolution/ordinance is a true and correct copy of a resolution/ordinance adopted by the Lincoln County Board of Supervisors on:

Christopher J. Marlowe  
Lincoln County Clerk



LINCOLN COUNTY SAFETY COMPLIANCE PROGRAM		
Program Name	Personal Protective Equipment	Version 1.0

## 1.0 OBJECTIVE AND PURPOSE

The objective of the Lincoln County Personal Protective Equipment (PPE) Program is to protect employees from the risk of injury by creating a barrier against workplace hazards. PPE is not a substitute for good engineering, administrative controls, or good work practices, but should be used in conjunction with these controls to ensure the safety and health of employees. PPE will be provided, used, and maintained when it has been determined that its use is required and that such use will lessen the likelihood of occupational injury and/or illness. This program addresses eye, face, head, foot, and hand protection.

The purpose of this program is to protect employees of Lincoln County and to comply with 29 CFR 1910.132, .133, .135-138.

## 2.0 PPE REQUIREMENTS AND AVAILABILITY

The Program Coordinator monitors the selection, use, maintenance and replacement of personal protective equipment. The County provides and pays for Personal Protective Equipment (PPE) required by this program at no cost to our employees, with the exception of the following specific items. Partial reimbursement (See paragraph 2.2) is provided for:

- Standard safety-toe footwear.
- Prescription safety glasses.

Each department's reimbursement policies differ slightly. Below are the reimbursements available through each department:

- Forestry allows for \$200 annually (work boots only)
- Highway allows \$250 annually (glasses or work boots)
- Maintenance - TBD
- Solid Waste - 1 pair of safety-toed footwear per year

Outside consultation, manufacturer's assistance, and other recognized authorities will be consulted if there is any doubt regarding proper selection and use. These detailed procedures are included as Attachments E to this program. Only the Program Coordinator may amend these requirements.

This program covers the following types of PPE:

- Eye and face protection (1910.133)
- Head Protection (1910.135)
- Foot Protection (1910.136)
- Hand Protection (1910.138)

Although Hearing Conservation and Respiratory Protection are covered under separate programs, the requirements are listed in the Attachment E.

Motion By:

Second By:

DRAFT  
Resolution 2024-1-

Authorizing Earmarked ARPA Funding to Support Townships of Harrison  
and Skanawan in Creating Economic Growth

WHEREAS, Lincoln County Board of Supervisors identified Administrative and Legislative committee to review and vet all requests against the criteria that it does not create base building and creates economic growth and/or generates county revenue; and

WHEREAS, the Lincoln County Board of Supervisors through resolution 2023-05-40 approved earmarking \$500,000 for the purpose of supporting municipalities in developing strategies that create economic growth, such as campsites; and

WHEREAS, once specific and detailed plans were developed, the requests would be brought forward for further approval; and

WHEREAS, the Townships of Harrison and Skanawn submitted proposals fitting the criteria of the request; and

WHEREAS, additional townships requests may be reviewed at a later date; and

WHEREAS, the Administrative and Legislative Committee reviewed the requests and recommended the approval of ARPA funding to the townships to be used as proposed to not exceed as follows:

- Town of Harrison in the amount of \$24,600
- Town of Skanawan in the amount of \$41,000.

NOW, THEREFORE BE IT RESOLVED that the Lincoln County Board of Supervisors, authorizes designated amounts to be issued to the above townships who will provide invoices or receipts of purchase for the purpose of developing their submitted plans.

NOW, THEREFORE BE IT FURTHER RESOLVED, that the Townships must initiate all expenditures resulting from the ARPA funding by December 1, 2024.

Dist.	Supervisor	Y	N	Abs
1	Bialecki			
2	Anderson-Malm			
3	McCrank			
4	Osness			
5	Wendorf			
6	Ashbeck			
7	Rusch			
8	Thiel			
9	Friske			
10	Boyd			
11	Detert			
12	DePasse			
13	Brixius			
14	Hafeman			
15	Lemke			
16	Miller			
17	Meunier			
18	Wickham			
19	Allen			
20	Cummings			
21	Simon			
22	Hartwig			
Totals				
Carried				
Defeated				
Amended				
Voice vote				
Roll call				

STATE OF WISCONSIN )  
 ) SS  
COUNTY OF LINCOLN )

I hereby certify that this  
resolution/ordinance  
is a true and correct copy of a  
resolution/ordinance adopted  
by the Lincoln County Board of  
Supervisors on:

\_\_\_\_\_  
  
Christopher J. Marlowe  
Lincoln County Clerk

Dated: February 19, 2024

Authored by:, Supervisor, District  
Co-Sponsored by:, Supervisor, District  
Committee: Administrative and Legislative  
Committee Vote: Date Passed: 02.07.24  
Fiscal Impact: ARPA funds \$65,600 from the earmarked ARPA funds(\$300,000)  
  
Drafted by: Renee Krueger, Administrative Coordinator

year, except to those who retire under the provisions of the Wisconsin Retirement Plan or to the beneficiaries of an employee who dies.

## **UNIFORM AND PERSONAL PROTECTION EQUIPMENT REIMBURSEMENT**

To ensure that employees wear safety equipment that shall provide the necessary support and protection required of the job they are assigned, some departments will be required to wear uniforms and/or safety attire/equipment. Employees shall follow their respective departments in regards to adhering to uniform and personal equipment expectations. These amounts are based on the needs of the department and department issued supplies. No proration will occur and benefits are eligible the following January upon hire. The following allocations are paid to employees annually with their second check in January.

- All Highway Employees receive \$250
- All Maintenance Employees \$400
- Sheriff Office Patrol, Investigators, and Correction Sergeant Employees receive \$750. Swat, Dive Team and K9 handlers receive an additional \$150.
- Solid Waste receives \$250

## **PAYROLL & DEDUCTIONS**

Employee compensation information can be found in the wage scale posted annually on January 1st. The salary paid to an employee in any classification in a given pay range shall not exceed the maximum rate in that pay range.

Lincoln County pays employees on a bi-weekly pay schedule through direct deposit on alternating Fridays. All employees shall provide bank information to the Finance Department to facilitate direct deposit.

Please notify Administration if any changes occur in your name, home address, telephone number(s), marital status, name or number of dependents, number of tax exemptions, insurance classification, beneficiary changes, or individuals to be contacted in case of emergency. This information is necessary as it may affect your compensation, dependents' eligibility for medical insurance, and other important matters.

Wage Scale Form can be found at G: Global/Human Resources/Wage Scale

Personnel Change Forms can be found at G: Global/Human Resources/Forms

<b>Motion By:</b>
<b>Second By:</b>

# Ordinance 2023-10-XXX

## Chapter 7 – Traffic and Vehicle Code

### An Ordinance Amending the General Code of the County of Lincoln Chapter 7 – Traffic and Vehicle Code

The County Board of Supervisors of Lincoln County, Wisconsin, does hereby ordain that Chapter 7, Section 7.03, be amended as indicated in the attachment.

Dist.	Supervisor	Y	N	Abs
1	Bialecki			
2	Anderson-Malm			
3	McCrank			
4	Osness			
5	Wendorf			
6	Ashbeck			
7	Rusch			
8	Thiel			
9	Friske			
10	Boyd			
11	Detert			
12	DePasse			
13	Callahan			
14	Hafeman			
15	Lemke			
16	Miller			
17	Meunier			
18	Wickham			
19	Allen			
20	Cummings			
21	Simon			
22	Hartwig			
<b>Totals</b>				
Carried				
Defeated				
Amended				
Voice vote				
Roll call				

STATE OF WISCONSIN )  
) SS  
COUNTY OF LINCOLN )

I hereby certify that this resolution/ordinance is a true and correct copy of a resolution/ordinance adopted by the Lincoln County Board of Supervisors on:

\_\_\_\_\_

\_\_\_\_\_  
Christopher J. Marlowe  
Lincoln County Clerk

This ordinance shall take effect following its passage and posting.

Dated: 10/11/2023

Authored by: Steve Osness  
Co-Sponsored by: Jesse Boyd, Laurie Thiel  
Committee: Public Safety Committee  
Committee Vote: 5-0  
Fiscal Impact: None

Date Passed: 10/11/23

Drafted by: Karry A. Johnson, Corporation Counsel