

Lincoln County Board of Supervisor
Meeting: March 19, 2024

The Lincoln County Board of Supervisors met at the Merrill Enrichment Center at 303 N Sales St., Merrill, WI in session assembled pursuant to law.

1. Chair Friske called the meeting to order at 6:00pm.
2. Pledge of allegiance followed.
3. County Clerk Marlowe call Roll – Members Present: Allen, Anderson-Malm, Ashbeck, Bialecki Boyd, Cummings, Detert, Friske, Hartwig, Lemke, McCrank, Miller, Osness, Rush, Simon, Thiel, Wendorf, and Wickham. Electronic: Brixius, (19) Excused: DePasse and Hafeman, Meunier (3)
4. Announcements/Appointments/Awards/Recognitions
 - A. Announcements - None
 - B. Appointments
 - i. Appointment of Joel John Zalewski to the Aging and Disabilities Resource Center of Central Wisconsin as a citizen board member with an indefinite term. **M/S**: Ashbeck/Rusch to appoint Zalewski to the ADRCCW. Motion carried by voice.
 - C. Awards- None
 - D. Service Recognitions – March - None
5. Approval of Minutes
 - A. February 19, 2024 - **M/S** Cummings/Osness to approve the February 19, 2024 minutes as presented. Motion carried by voice vote.
6. Letters and Memorials
 - A. Letters – None
 - B. Memorials – None
7. Reports of Standing & Special Committees:
 - A. Finance & Insurance Committee: 2024 Year-to-Date Budget Report – Finance Director (Samantha Fenske). Fenske gave her report and answered questions. Report was placed on file.
 - B. Finance & Insurance Committee: 2025 Budget Strategies and Goals – Finance Director (Samantha Fenske) Fenske reviewed strategies and goals. Preliminary budget for wage and fringe and budget worksheets will distributed to department heads to work on in April. County Board will begin seeing them in May, Finance & Insurance Committee in June, updates July through October. Preliminary budget book will provided to the County Board before the October meeting. Changes to the budget should be made in October. The revised and final budget will be reviewed for adoption at the November 12, 2024 Public Hearing and County Board Meeting.
8. Public Comment – There were no public comments.
9. Resolutions & Ordinances
 - A. Resolutions

1. Resolution 2024-03-12

RESOLUTION DECLARING OFFICIAL INTENT TO REIMBURSE EXPENDITURES FROM PROCEEDS OF BORROWING

WHEREAS, Lincoln County, Wisconsin (the "Issuer") plans to undertake the acquisition of a compactor (the "Project");

WHEREAS, the Issuer expects to finance the Project on a long-term basis by issuing tax-exempt bonds or other tax-exempt obligations (collectively, the "Bonds");

WHEREAS, because the Bonds will not be issued prior to commencement of the Project, the Issuer must provide interim financing to cover costs of the Project incurred prior to receipt of the proceeds of the Bonds; and

WHEREAS, the County Board of Supervisors (the "Governing Body") of the Issuer deems it to be necessary, desirable, and in the best interests of the Issuer to advance moneys from its funds on hand on an interim basis to pay the costs of the Project until the Bonds are issued.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Issuer that:

Section 1. Expenditure of Funds. The Issuer shall make expenditures as needed from its funds on hand to pay the cost of the Project until proceeds of the Bonds become available.

Section 2. Declaration of Official Intent. The Issuer hereby officially declares its intent under Treas. Reg. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed \$700,000.

Section 3. Unavailability of Long-Term Funds. No funds for payment of the Project from sources other than the Bonds are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the Issuer pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent Resolution. The Resolution shall be made available for public inspection at the office of the Issuer's Clerk within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

Section 5. Effective Date. This Resolution shall be effective upon its adoption and approval.

Dated: March 19, 2024

Authored by: Julie DePasse

Co-Sponsored by: Lori Anderson-Malm

Committee: Finance & Insurance

Committee Vote: 5-0 Date Passed: March 1, 2024

Fiscal Impact: \$700,000

Drafted by: Samantha Fenske, Finance Director

M/S Boyd/Hartwig to adopt resolution 2024-03-12. Motion carried by voice.

2. Resolution 2024-03-13

Authorizing increasing the 2023 budget by \$50,956 to include authorizing Contingency Fund Request for \$35,962 in the County Clerk Department.

WHEREAS, on November 2, 2022 the Lincoln County Board of Supervisors passed Resolution 2022-11-37 approving the 2023 budget and providing an appropriation amount of \$208,795 for the County Clerk Department; and

WHEREAS, in 2023 Lincoln County made a post-employment payment for the outgoing Deputy County Clerk and hired a replacement prior to the retirement to provide sufficient training incurring an additional \$50,956 of expenditures.

WHEREAS, The County Clerk received an additional \$14,994 of revenue.

WHEREAS, A request of \$35,962 is needed from the contingency fund; and

WHEREAS, \$50,956 is in excess of ten percent of the original budget appropriation;

NOW, THEREFORE BE IT RESOLVED, that the Lincoln County Board of Supervisors does approve and authorize the County Clerk budget to be increased by \$50,956 including contingency funds in the amount of \$35,962 to be transferred to the County Clerk Department.

Dated this 19th day of March 2024

Dated: March 19, 2024

Authored by: Julie DePasse

Co-Sponsored by: Angela Cummings

Committee: Finance & Insurance Committee

Committee Vote: 5-0 Date Passed: March 1, 2024

Fiscal Impact: \$35,962

Drafted by: Samantha Fenske

Lincoln County Finance Director

M/S: Boyd/Osness to adopt resolution 2024-03-13. Motion carried by voice.

3. Resolution 2024-03-14

Approval of Using \$120,000 of ARPA Funding from Marketing for Contracting Services with Midwest Communications for Advertisement

WHEREAS, Lincoln County Board of Supervisors identified the 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 approved earmarking \$500,000 for marketing plans to be later identified; and

WHEREAS, the goal of the branding is to market tourism and bringing visitors to the community to visit/stay to increase sales tax; and

WHEREAS, contracting services through a professional marketing source increases customer reach, promotes travel to Lincoln County, and increases sales; and

WHEREAS, Midwest Communications currently provides services to the City of Merrill and has developed a marketing plan that compliments current local efforts; and

WHEREAS, the Administrative Coordinator and Director of Information Technology collaborated with Midwest Communications to develop an 18-month service plan and additional video production options that are within our budget and reaches our target groups; and

WHEREAS, Midwest Communications can use the "B" role from Uniquely WI to support the development of advertisements; and

WHEREAS, the Administrative and Legislative Committee supports contracting marketing services from Midwest Communications.

NOW, THEREFORE BE IT RESOLVED, that the Lincoln County Board of Supervisors, based on the recommendation of the Administrative and Legislative Committee approve \$120,000 from the County's American Rescue Plan Act (ARPA) allocation for the purpose contracting marketing services from Midwest Communications as part of the comprehensive marketing plan.

Dated: March 19, 2024

Authored by:, Jesse Boyd, Supervisor, District 10

Co-Sponsored by:, Julie DePasse, Supervisor, District 13

Committee: Administrative and Legislative

Committee Vote: Carried Voice Vote Date Passed: 03.06.24

Fiscal Impact: ARPA funds \$120,000 (18-month service plan and funds for seasonal video production changes)

Drafted by: Renee Krueger, Administrative Coordinator

M/S: Boyd/Bialecki to adopt resolution 2024-03-14. Motion carried by voice.

4. Resolution 2024-03-15

Allow LCHD Flexibility to Fill Public Health Nurse Positions (bachelor's degree from a nursing program) with Staff Nurse Positions (associated degree from a nursing program)

WHEREAS, the Lincoln County Public Health Department (LCHD) has 6 – Public Health Nurse positions, bachelor's degree from a nursing program, 4.9 FTE; and

WHEREAS, there has been a vacancy in a public health nurse position since August 2022 with minimal applications; and

WHEREAS, the market for nurses is challenging nationally with feedback by interested parties that Lincoln County's pay is not at a comparable wage; and

WHEREAS, the programs that LCHD will no longer be able to maintain if we are not able to hire nursing staff are school nursing, jail nursing, employee and drug alcohol testing, immunizations, communicable disease follow-up as well as meeting long standing state and federal grants; and

WHEREAS, after giving consideration to associated degree from a nursing program applicants, reviewing the roles and responsibilities, ability to adjust work flow; and

WHEREAS, the restructure would result in a cost-neutral or cost savings to the county; and

WHEREAS, it is recognized there will be re-structuring of public health nursing responsibilities as allowable and defined in Wisconsin Administrative Code DHS 139.08, DHS 441 and Standards of Practice for Registered Nurses and Licensed Practical Nurses in Chapter N 6.

NOW THEREFORE, BE IT RESOLVED that the County Board recognizes the challenges in filling Public Health Nurse positions and the need to continue to provide mandatory and contractual services to our community and adopts the

new organizational structure. (See organizational chart)

IT IS FURTHER RESOLVED that the Lincoln County Health Department may make this organizational structure change in order to expand recruitment options for unfilled nursing position within the approved 2024 budget for salary and fringe.

Dated: March 19, 2024

Authored by: Angela Cummings

Co-Sponsored by: Laurie Thiel

Committee: Board of Health

Committee Vote: 7-0

Committee: Administrative and Legislative Committee

Vote: Carried on Voice Vote Date Passed: 2/21/24

Date Passed: 03/06/24

Fiscal Impact: Cost savings, Position Grade G instead of Grade H

Drafted by: Shelley Hersil

M/S: Miller/Wendorf to adopt resolution 2024-03-15. Motion carried by voice.

5. Resolution 2024-03-16

Setting Annual Compensation for County Elected Officials (County Clerk, Register of Deeds, and Treasurer)

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	\$71,770	\$73,206	\$74,670	\$76,163
Register of Deeds	\$71,770	\$73,206	\$74,670	\$76,163
Treasurer	\$71,770	\$73,206	\$74,670	\$76,163

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 19, 2024

Authored by: Don Friske, Supervisor, District 9

Co-Sponsored by: Julie DePasse, Supervisor, District 12

Committee: Administrative and Legislative

Committee Vote: Carried on Voice Vote Date Passed: 03.06.24

Fiscal Impact: The total wage increase for the 4 year term is \$51,267 (\$17,089 per person)

Drafted by: Renee Krueger, Administrative Coordinator

M/S: Boyd/Bialecki to adopt resolution 2024-03-16. Simon's motion to amend the resolution failed to receive a second. Original motion to adopt carried by voice.

6. Resolution 2024-03-17

Resolution Approving the Purchase of CivicPlus Agenda and Meeting Management Select Software

WHEREAS, pursuant to Wisconsin State Statute Chapter 59.23(2)(a) The County Clerk shall act as clerk of the board at all of the board's regular, special, limited term, and standing committee meetings; under the direction of the county board chairperson or committee chairperson, create the agenda for board meetings; keep and record true minutes of all the proceedings of the board in a format chosen by the clerk, including all committee meetings, either personally or through the clerk's appointee; file in the clerk's office copies of agendas and minutes of board meetings and committee meetings; make regular entries of the board's resolutions and decisions upon all questions; record the vote of each supervisor on any question submitted to the board, if required by any member present; publish ordinances as provided in s. 59.14 (1); and perform all duties prescribed by law or required by the board in connection with its meetings and transactions.; and **WHEREAS**, in Lincoln County, each committee has a department head, as an appointee of the county clerk, to create the agendas for committee meetings and to keep and record true minutes of all the committees proceedings; and **WHEREAS**, the county clerk then manages the retention of these proceedings and records at length every resolution adopted, order passed, and ordinance enacted by the board; and

WHEREAS, in an effort to administrate ease of access to our county's records and make readily available to its public and staff the counties website is used to store such records and simplify the search process; and

WHEREAS, CivicPlus Agenda and Meeting Management Select Software is designed to aid and coordinate the efforts of our administrative staff in the preparation, retention, and availability of the records described above.

WHEREAS, CivicPlus is the parent company to Lincoln County's website host which also performs the county's codification services which our corporation counsel manages. CivicPlus Agenda Management integrates with our current website and codifications making these process seamless and uniform.

NOW, THEREFORE BE IT RESOLVED, that the Lincoln County Board of Supervisors approves the purchase of CivicPlus Agenda and Meeting Management Select Software and authorizes the County Clerk and Information Technology Director to facilitate this purchase and implementation.

Dated: March 19, 2024

Authored by: Jesse Boyd

Co-Sponsored by: Angela Cummings

Committee: Administrative & Legislative Committee

Committee Vote: 6-0 Date Passed: March 6, 2024

Fiscal Impact: \$16,073 to implement. \$8,033 annual support.

Drafted by: Chris Marlowe (County Clerk)

M/S: Osness/Anderson-Malm to adopt resolution 2024-03-17. Motion carried by voice.

B. Ordinances - None

10. Report of Claims - None

11. **M/S:** Osness/Allen to approve the mileage and per diem for this meeting. Motion carried by voice.

12. Next County Board Meeting: Tuesday, April 16, 2024 at 9:00 a.m. at the Lincoln County Service Center, 801 North Sales Street, Room 257, Merrill, WI 54452.

13. The meeting adjourned at 7:45 P.M.

STATE OF WISCONSIN)

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COUNTY OF LINCOLN)