

LINCOLN COUNTY BOARD OF SUPERVISORS

Tuesday, October 20, 2020 – 6:00 p.m.

Meeting Location: Lincoln County Service Center, 801 N Sales Street, Room 257, Merrill, WI 54452

Via Teleconference and In-Person Attendance

Persons wishing to attend the meeting by phone may call into the telephone conference beginning ten minutes prior to the start time indicated above using the following number:

Conference Call: (US) +1 980-221-2670

Access Code (PIN): 492 467 134#

Meeting ID: <https://meet.google.com/vqr-xbnr-ijj?hs=122&authuser=0>

The teleconference cannot start until the host (county clerk) dials in and enters the host password.

Due to public health recommendations regarding COVID-19 and mass gatherings, you are encouraged to attend by phone. For those attending in person, you will be required to wear a face covering as stated in Governor Evers' Executive Order #82 (*see below*). Please observe social-distancing by staggering your arrival time and by maintaining spacing between attendees of at least 6 feet. Attendees should spread out around the perimeter of the room.

PUBLIC COMMENT ON AGENDA ITEMS: Under the current (COVID-19 pandemic) circumstances, citizens attending by teleconference may have floor privileges to speak on agenda items without signing-in at the meeting location. Before the meeting is called to order, the Clerk will ask teleconference attendees whether any public comment is being offered. When called upon by the Clerk or Board Chair by name, any persons offering public comment should state his/her name and express in good order his/her comments upon the topic under consideration for no more than 5 minutes.

Request 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.

*AMENDED AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Announcements/Recognitions/Awards/Appointments
 - A. Announcements: None
 - B. Service Recognitions – October:
 - 10 Years of Service: John Hanson, Maintenance Department
 - 20 Years of Service: Micheal Meier, Highway Department
Jeromy Hoffman, Highway Department
Thomas Barkley, Highway Department
 - C. Appointments & Re-Appointments: None
5. Reading & Approval of the Journal – September 15, 2020
6. Letters and Memorials
 - A. Letters – None
 - B. Memorials – None
7. Reports of Standing & Special Committees
 - A. Finance Committee: 2020 Year-to-date Report – Finance Director (Dan Leydet)
 - B. Finance Committee: 2021 Preliminary Budget Proposal - Finance Director (Dan Leydet)
 - C. Administrative & Legislative Committee: Administrative Coordinator's Written Report – Administrative Coordinator (Jason Hake)
 - D. *Administrative & Legislative Committee: County Board Expense Sheet Presentation – County Clerk (Chris Marlowe)
8. Resolutions and Ordinances
 - A. Res 1) Resolution 2020-10-29 Approval to Seek Funding through the Children's justice Act Grant Program
 - Res 2) Resolution 2020-10-30 Lincoln County Child Support Recognition of Excellence

- Res 3) Resolution 2020-10-31 Sheriff – Accepting Bierman Donation
- Res 4) Resolution 2020-10-32 To Approve the 2021 Lincoln County Forestry Annual Work Plan
- Res 5) Resolution 2020-10-33 Ratify Continuing Emergency Declaration
- Res 6) Resolution 2020-10-34 Resolution Accepting election Security Subgrant of \$41,873.30
- Res 7) Resolution 2020-10-35 *Resolution Accepting \$15,000 Donation from Ascension Good Samaritan Hospital
- Res 8) Resolution 2020-10-36 *Approval a New Position in the Health Department - COVID-19 Coordinator LTE

B. Ord 1) Ordinance - None

9. Report of Claims

10. Approval for Mileage and Per Diem for Board Meeting

11. Next County Board Meeting Date: Tuesday, November 10, 2020 at 9:00 a.m., Meeting Location: Lincoln County Service Center, 801 N Sales Street, Room 257, Merrill, WI 54452

12. Adjourn

Posted: Date _____ Time _____ m. By _____

Governor Evers’ Emergency Order #1 (Executive Order #82), face coverings will be required of all attendees with the limited exceptions set forth in Emergency Order #1.

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.



LINCOLN
COUNTY BOARD
ORIENTATION SERIES

Supervisors Expense Reports

County Clerk – Chris Marlowe

2.10 - COUNTY CLAIM PROCEDURES. (Am. #291-96; #350-2000)

- (1) SUPERVISOR EXPENSES.
 - (a) County Board Meetings. (Am. #2006-03-470) County Board members will be paid \$70 full-day meeting per diem for County Board meetings which they attend. The County Board shall approve claims for mileage and per diem for County Board meetings as well as any such claims that the Finance and Insurance Committee cannot allow.
 - (b) Committee Meetings. Mileage and per diem claims for regular committee meetings shall be paid monthly upon proper submission of required documentation to the County Clerk. Payment vouchers for any other meeting (including all out-of-County trips) must be submitted for approval to the committee authorizing a supervisor's attendance at same. These vouchers must then be forwarded to the Finance and Insurance Committee for audit.
 - (c) Mileage and Per Diem Allowances. Mileage and per diem allowances are as follows:
 - (i) *Per diem*. \$70 full-day meeting (maximum); \$35 half-day meeting. Supervisors will not be compensated for more than 3 meetings per day. Compensation for service on committees except those charged with erecting any county building shall be limited to the equivalent of 85 full-day meetings. (§59.13, Wis. Stats.) The Board may, by a 2/3 vote, amend this section to increase this number of days and fix the compensation for each additional day. (Am. #208-91; #384-2001)
 - (ii) *Mileage*. Payable at the current I.R.S. rate, for those complying with insurance requirements at \$4.59, infra. Those not in compliance will be paid 9 cents less per mile. (Am. #217-92; #242-94; #259-95; #260-95; #268-96)
 - (iii) *Meals*. Actual costs up to \$7 for breakfast; \$9 maximum for lunch; \$13 maximum for evening meal. (Am. #200-91; #342-99; #384-2001)
 - (d) County Board Chair Salary. (Cr. #2005-11-460) The County Board Chair will receive a yearly salary of \$7,500 in lieu of per diems for County Board and committee meetings. The salary will be paid in 12 monthly payments each year during the term of office with the first and last months' payments during the term prorated to reflect the number of days in service.

2.11 - POLICY STATEMENT. (Am. #350-2000)

The members of the County Board recognizing their responsibilities to the people, desiring to inspire public confidence and respect for government and believing that honesty, integrity, loyalty, justice and courtesy form the basis of ethical conduct, hereby proclaim that all officials and employees of the County shall ascribe to the following standards:

- (1) The words "official" or "employee" and any variation thereof shall include any person elected or appointed to, employed or retained by any public office or public body of the municipality, whether paid or unpaid, part-time or full-time.
- (2) Officials and employees shall recognize that policy decisions are the responsibility of the peoples' elected representative and that identification and communication of technical and administrative alternatives and recommendations as a basis for decision making, and the efficient and effective implementation of adopted policy are the responsibility of professional and administrative officials.
- (3) Officials and employees recognize that government service is a public trust and imposes responsibilities to conserve public resources, funds and materials. Therefore, no official or employee shall request, use or permit the use of County-owned vehicles, equipment, materials or property for other than their authorized purposes.
- (4) No official or employee shall engage in supplemental employment, business or professional activity which would tend to impair the efficiency of his/her services; or while employed by the County shall become involved in work which normally comes before the County for review or consideration except as provided by ordinance or resolution.
- (5) No official or employee shall, without proper legal authorization, disclose confidential information concerning the property, government or affairs of the County, nor shall he/she use such information to advance the financial or private interest of himself/herself or others.
- (6) No official or employee shall accept any gift, favor or other consideration that may reasonably tend to influence him/her in the discharge of his/her duties or grant in the discharge of his/her duties any assistance, service or other consideration not accorded to all others similarly situated.
- (7) Any official or employee who has a financial or personal interest in any proposed legislative action of the County Board and who gives an official opinion or recommendation to the County Board shall disclose in the records of the Board the nature and extent of such interest.
- (8) Every official and employee shall put public interest above individual, group or special interests and shall consider his/her position an opportunity to serve his/her community.

EXAMPLE OF A CONFERENCE EXPENSE REPORT:

2020 TRAVEL EXPENSE REPORT LINCOLN COUNTY

(For Use By County Board Supervisors and Board of Adjustment Members)



Name: JANE DOE Period: SEPTEMBER

County Ordinances will be followed regarding reimbursement rates and allowable expenses.

Date	Purpose	Departed From	Time Left	Destination	Time Returned	Odometer Rding. Begin / End	Miles Traveled	Meals		Total Meals	Per Diem	
								Brkfst	Lunch			
9/24/2020	WCA ANNUAL CONFERENCE	HOME	3:00:00 PM	MADISON		9,530 /		\$12.56		\$ 12.56		
9/25/2020	WCA ANNUAL CONFERENCE	MADISON		HOME	4:00:00 PM	/ 9906	376		\$ 8.27	\$ 8.27	\$ 70.00	
/ /						/					\$ 35.00	
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							Total			\$ 20.83	\$ 105.00	
							Total Miles Traveled	376				
							Mileage Rate	0.575				
							Reimbursement Due	\$216.20				

OTHER	
Date	Expense Amount
9/24/2020	PARKING \$10.00
9/25/2020	PARKING \$10.00
TOTAL	\$20.00

Per Diem	
\$70.00	Full Day Meeting
\$35.00	1/2 day meeting
Maximum \$105.00 per day.	

Meal Rates	
Bkfst	7.00
Lunch	9.00
Dinner	13.00

Mileage Rates	
Incentive Rate = IRS Standard Rate	
Regular Rate = .09 Less Than Incentive	

SUMMARY	
1 Mileage	\$ 216.20
2 Meals	\$ 20.83
3 Per Diem	\$ 105.00
4 Other	\$ 10.00
Total Due	\$ 352.03

* LIST ALL DAYS THAT YOU WERE GONE

* PER DIEMS ARE CLAIMED FOR DAYS YOU ARE ATTENDING MEETING.

* ONE FULL DAY IS CONSIDERED ONE MEETING

* RECEIPTS ARE REQUIRED

I certify that this report is true and correct:

Supervisor's Signature _____ Date _____

County Clerk's Signature _____ Date _____

ADDITIONAL INFORMATION:

- ▶ Expense Reports can be obtained in the county clerk's office, the county website, or by email.
- ▶ To gain the full mileage reimbursement your insurance declarations must meet the minimum requirements of \$100,000/\$300,000 and must be filed in the county clerk's office.
- ▶ Meeting Dates can be found on the county website under "Agendas and Minutes" .
- ▶ Expense Reports are due in the clerk's office by the 10th of the following month. October's Expense Report is due by November 5th.
- ▶ Reimbursements are received electronically on the day of the following month's county board meeting.
- ▶ Expense Reports may include multiple months on one form.
- ▶ Expectations are that Expense Reports will be thoroughly completed, turned in on time, and accurate.
- ▶ Please direct your questions to the county clerk (715-539-1020).

Resolution 2020-10-35

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

Resolution Accepting \$15,000 Donation from Ascension Good Samaritan Hospital

WHEREAS, the Healthy Minds for Lincoln County, brings the community together to empower people through education and resources to support healthy choices regarding substances and social and emotional well-being.; and

WHEREAS, the Healthy Minds for Lincoln County is currently co-chaired by Debbie Moellendorf, UW-Madison Division of Extension and Kristin Bath, Health Department; and

WHEREAS, a donation of \$15,000 from Ascension Good Samaritan Hospital has been received to assist in implementation of the Community Health Improvement Plan Mental Health & Substance Abuse Action Plan (attached); and

NOW, THEREFORE BE IT RESOLVED that the Lincoln County Board of Supervisors accepts and expresses gratitude for the \$15,000 donation from Ascension Good Samaritan Hospital on behalf of the Healthy Minds for Lincoln County who is responsible for implementing these projects.

Dated: October 20, 2020

Introduced by: Administrative and Legislative Committee

Date Passed: October 7, 2020

Committee Vote: 7-0

Fiscal Impact: Receiving \$15,000 towards implementation of projects identified above.

Drafted by: Art Lersch, Area Extension Director Langlade, Lincoln, Taylor and Price Counties

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

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

Resolution 2020-10-36

Approval of a New Position in the Department of Health – COVID 19 Coordinator LTE

WHEREAS, the Wisconsin Department of Health (DHS) has received an award of \$40 million in supplement funds from the Centers of Disease Control and Prevention through the Epidemiology and Laboratory Capacity (ELC) Enhancing Detection cooperative agreement.

WHEREAS, base awards of \$250,000 will be allocated to local health departments to be available from November 15, 2020 – November 15, 2022 for salary, fringe, supplies and equipment.

WHEREAS, the funding priorities for this cooperative agreement is to increase local health department workforce to enhance the capacity to respond to COVID-19 including the areas of testing, epidemiologic surveillance, and contact tracing.

WHEREAS, the response to COVID-19 has created a workforce capacity issue where a department contingency plan has been implemented in April 2020 in order to redirect staffing resources to respond to the public health emergency.

WHEREAS, Lincoln County Health Department is requesting the addition of a full-time (1.0 FTE) public health educator to be able to respond to the community needs of COVID-19 with the position being limited term for the period that grant dollars are allocated.

WHEREAS, the Administrative Coordinator has recommended filing the new position contingent on the position ending in conjunction with the funding, and

WHEREAS, the Board of Health has approved filling the proposed position.

NOW, THEREFORE BE IT RESOLVED, that the Lincoln County Board of Supervisors accepts the recommendation of the Board of Health and Administrative and Legislative Committee and approves filling the limited term COVID-19 Coordinator new position.

Dated: October 20, 2020

Introduced by: Board of Health on 09/30/20

Approved by: Administrative and Legislative Committee on

Fiscal Impact: Not additional tax levy requested. The estimated cost of a full-time public health educator is \$80,000. 100% of direct position expenses plus indirect expenses are funded by Wisconsin Department of Health Cooperative Agreement.

Drafted by: Shelley Hersil, Health Officer/Director, Lincoln County Health Department

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