

# LINCOLN COUNTY BOARD OF SUPERVISORS

Tuesday March 19, 2024 - 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

**Electronic Attendance:** Persons wishing to attend the meeting electronically may enter the meeting beginning approximately ten minutes prior to the start time indicated above using the following number or address:

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

Access Code (PIN): 492 467 134#

Meeting ID: <https://meet.google.com/vqr-xbnr-ijj>

## AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Announcements/Appointments/Awards/ Recognitions
  - A. Announcements-None
  - B. Appointments
    - 1) Appointment of Joel John Zalewski to the Aging and Disabilities Resource Center of Central Wisconsin as a citizen board member with an indefinite term.
  - C. Awards – None
  - D. Service Recognitions: March - None
5. Approval of the Minutes
  - A. February 19, 2024
6. Letters and Memorials
  - A. Letters - None
  - B. Memorials
7. Reports of Standing & Special Committees
  - A. Finance & Insurance Committee: 2024 Year-to-Date Budget Report – Finance Director (Samantha Fenske)
  - B. Finance & Insurance Committee: 2025 Budget Strategies and Goals – Finance Director (Samantha Fenske)
8. Public Comment (Please see our Public Comment Guidelines on page 2)
9. Resolutions and Ordinances
  - A. Res
    1. Res 2024-03-12 Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing
    2. Res 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
    3. Res 2024-03-14 Approval of Using \$120,000 of ARPA Funding from Marketing for Contracting Services with Midwest Communications for Advertisement
    4. Res 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)
    5. Res 2024-03-16 Setting Annual Compensation for County Elected Officials (County Clerk, Register of Deeds, and Treasurer)
    6. Res 2024-03-17 Resolution Approving the Purchase of CivicPlus Agenda and Meeting Management Select Software
  - B. Ord - None
10. Report of Claims – None
11. Approval for Mileage and Per Diem for Board Meeting
12. Next County Board Meeting Date: Tuesday April 16, 2024, 6:00 P.M. Meeting Location: Lincoln County Service Center, 801 N Sales Street, Room 257, Merrill, WI 54452
13. Adjourn

Posted: Date \_\_\_\_\_ Time \_\_\_\_\_ by \_\_\_\_\_

*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.*

**Attendance Policy:** 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 on this agenda. All public participants' phones, microphones and chat dialog boxes must be muted or disabled during the meeting.

**All Public Comment is Limited to Current Agenda Items:** 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 Board Chair, 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

#### 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 of Supervisor  
Meeting Minutes: February 19, 2024**

The Lincoln County Board of Supervisors met at the Lincoln County Service Center at 801 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: Anderson-Malm, Ashbeck, Bialecki Boyd, Brixius, Cummings, DePasse, Detert, Friske, Hartwig, Lemke; McCrank, Meunier, Miller, Osness, Rush, Simon, Thiel, Wendorf, and Wickham. Electronic: Hafeman **(21)** Excused: Allen **(1)**
4. Announcements/Appointments/Awards/Recognitions
  - A. Announcements – 2024 Revised County Board Meeting Schedule - **M/S Detert/Boyd** for unanimous consent to allow Chair Friske to adjust the County Board meeting schedule locations. There were no objections. The decision to hold meetings in Tomahawk once again stalled due to the lack of infrastructure in place to stream our meeting and allow our members electronic attendance.
  - B. Appointments - None
  - C. Awards- None
  - D. February Service Recognitions –Heather Marheine, Highway Accountant – 10 years
5. Approval of Minutes - **M/S Bialecki/Cummings** to approve the January 16, 2024 minutes as presented. Motion carried by voice vote.
6. Letters and Memorials
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. Solid Waste Presentation and Possible Action – Finance Director (Samantha Fenske). Fenske and Solid Waste Manager Keith Cohrs reported to the board that Solid Waste has an immediate equipment need and our final waste cell is rapidly approaching capacity well ahead of schedule. It is their belief that the county will need to secure, at minimum, a \$4,000,000 General Obligation Bond to complete the purchase a trash compactor, prepare a new cell location, construct a new cell, and cap the existing cell. After extensive conversation the board determined to lay over any actions to allow further investigation. M/S Bialecki/Simon for unanimous consent to lay over to the call of chair. There were no objections.
8. Public Comment – 22 members of the public spoke their beliefs regarding the sale of Pine Crest Nursing Home. Here are the name of our commenters listed in the order they spoke: Diana Smith, Kevin Stevenson, Arlene Meyer, Nancy Lehman, Leona Vander Sanden, Bob Bender, Gay Baumgardt, Christine Vorpapel, Susanna Gilk, Don Dunphy, Karen Nocco, Carol Wendorf, Irene Mehlos, Robert Johnson, Scott Doer, Jo Ann Opsahl, Marlene Graap, Eileen Guthrie, Mary Jo Rajek, Judy Woller, Marge Roggenbuck, and Kyle Gulke.
9. Resolutions & Ordinances
  - A. Resolutions:
    1. **Resolution 204-02-05**  
**Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$4,000,000 General Obligation Promissory**  
As stated above in the Solid Waste report this resolution has been **Laid Over to the call of the chair.**
    2. **Resolution 2024-02-06**  
**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 Skanawm 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 \$41,500.

**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.

Dated: February 19, 2024

Authored by: Greg Hartwig, Supervisor, District 22

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

Committee: Administrative and Legislative

Committee Vote: Passed on voice vote Date Passed: 02.07.24

Fiscal Impact: ARPA funds \$66,100 from the earmarked ARPA funds (\$300,000)

Drafted by: Renee Krueger, Administrative Coordinator

**M/S Cummings/Osness** to adopt Resolution 2024-02-06. Motion carried by voice.

### **3. Resolution 2024-02-07**

#### **1<sup>st</sup> Amendment to Nursing Home Management Agreement**

**WHEREAS**, by Resolution 2019-08-38 the Lincoln County Board of Supervisors approved the Nursing Home Management Agreement between North Central Health Care (NCHC) and Lincoln County which provided NCHC with the authority to manage the operation of the Pine Crest Nursing Home; and

**WHEREAS**, the County has been engaged with a broker for purposes of possible sale of the Pine Crest Nursing Home, and further has been engaged in negotiations for the possible sale of the Pine Crest Nursing Home; and

**WHEREAS**, the existing Nursing Home Management Agreement did not contemplate a potential sale of Pine Crest Nursing Home or an early mutual termination of the Nursing Home Management Agreement due to such sale or otherwise; and

**WHEREAS**, Lincoln County and NCHC decided to remedy such omissions in the existing Nursing Home Management Agreement by way of an Amendment to the Nursing Home Management Agreement; and

**WHEREAS**, the NCHC Executive Committee approved this 1st Amendment to Nursing Home Management Agreement on January 31, 2024;

**NOW, THEREFORE BE IT RESOLVED**, that the Lincoln County Board of Supervisors hereby approves the 1st Amendment to Nursing Home Management Agreement and authorizes the Administrative Coordinator to sign the 1st Amendment to the Nursing Home Management Agreement on behalf of Lincoln County.

Dated: February 19, 2024

Authored by: Don Friske, Supervisor, District 9

Co-Sponsored by: Ken Wickham, Supervisor, District 18

Committee: A&L Committee

Committee Vote: Passed on voice vote Date Passed: 2/7/2024

Fiscal Impact: TBD

Drafted by: Karry A. Johnson, Corporation Counsel

**M/S Osness/DePasse** to adopt Resolution 2024-02-07. Motion carried by voice.

#### 4. Resolution 2024-02-08

##### **Authorizing Solid Waste Employees to Receive Annual Stipend for Personal Protection Equipment**

**WHEREAS**, Landfill employees work in an environment where they are exposed to risks to include but not limited to operating heavy equipment, waste exposure and extreme weather conditions;

**WHEREAS**, as a result of the working conditions, employees are required to wear safety footwear and other cold weather gear; and

**WHEREAS**, per Lincoln County Policy, employees with similar requirements receive annual stipends to purchase necessary safety equipment; and

**WHEREAS**, the Solid Waste Budget contains funds for Safety Training that could be applied.

**NOW, THEREFORE BE IT RESOLVED**, Lincoln County Board of Supervisors authorize employees required to work in the landfill to receive an annual stipend of \$250.00 consistent with Lincoln County Procedures.

Dated: February 19, 2024

Authored by: Julie DePasse, Supervisor, District 12

Co-Sponsored by: Greg Hartwig, Supervisor, District 22

Committee: Solid Waste

Committee Vote: Passed on voice vote

Committee: Administrative & Legislative

Committee Vote: Passed on voice vote

Date Passed: 01.18.24

Date Passed 02.07.24

Fiscal Impact: 3 X \$250 = \$750.00 annually to be absorbed in safety funds from Solid Waste budget and paid in March of 2024 and in subsequent years annually in January's second paycheck.

Drafted by: Keith Cohrs

**M/S McCrank/Osness** to adopt Resolution 2024-02-08. Motion carried by voice.

#### 5. Resolution 2024-02-09

##### **Approval of Asset Purchase Agreement between Lincoln County and Merrill Campus, LLC & Senior Management, Inc.**

**WHEREAS**, Pine Crest Nursing Home Ad Hoc Committee was created in 2022 for the purpose of studying Pine Crest Nursing home and its financial condition, which study resulted in a need for Lincoln County to either sell the Nursing Home or to increase tax levy to fund the needed operations and maintenance sufficiently to continue operations; and

**WHEREAS**, it was determined that Lincoln County would contract with a broker to ascertain if there was an interest in purchasing the Pine Crest Nursing Home by an individual or entity who would continue to operate it as a skilled nursing facility; and

**WHEREAS**, at the June 28, 2023 Administrative & Legislative Committee meeting, the Committee agreed to contract with broker, Marcus & Millichap, for purposes of marketing Pine Crest Nursing Home to find qualified prospective purchasers for Pine Crest Nursing Home; and

**WHEREAS**, an Offer to Purchase/Asset Purchase Agreement was received in November 2023 for the purchase of Pine Crest Nursing Home and since that time, negotiations for a potential contract have been on-going; and

**WHEREAS**, a finalized Asset Purchase Agreement was presented to the Administrative & Legislative Committee for consideration on February 12, 2024; and

**WHEREAS**, the proposed Asset Purchase Agreement from Merrill Campus LLC & Senior Management, Inc., proposes purchase of the Pine Crest Nursing Home and Health & Human Services Building and adjacent land for a total purchase price of \$8.5 million; and

**WHEREAS**, as part of the Asset Purchase Agreement, Lincoln County would finance \$2 million of the purchase price through a 5 year note with interest at the rate of 4.5% per annum; and

**WHEREAS**, Purchaser and Lincoln County would execute a Lease for the Health & Human Services Building for a 5 year term, that would allow all current occupancies (Lincoln County departments and tenants) the ability to remain in their current occupied spaces; and

**WHEREAS**, the Purchaser owns other skilled nursing facilities in the State of Wisconsin and has expressed its intent to continue to operate Pine Crest Nursing Home as a skilled nursing facility, with the further intent to keep both residents and employees at the facility; and

**WHEREAS**, the Pine Crest Nursing Home and its staff has a distinguished history of providing quality long-term and recuperative health care services to the citizens of Lincoln County, and the Lincoln County Board of Supervisors believes the sale of the skilled nursing facility to Merrill Campus, LLC and Senior Management, Inc., will allow that level of service to continue to the residents of Lincoln County.

**NOW, THEREFORE BE IT RESOLVED**, that the Lincoln County Board of Supervisors hereby approves the Asset Purchase Agreement for the sale of the Pine Crest Nursing Home, Health & Human Services Building and adjacent land, all as described in the Asset Purchase Agreement, to Merrill Campus, LLC & Senior Management, Inc., for the total purchase price of \$8.5 million dollars and on the terms and conditions as set forth in the Asset Purchase Agreement.

**BE IT FURTHER RESOLVED**, that the Lincoln County Board of Supervisors directs the County Board Chair and County Clerk to sign the Asset Purchase Agreement, and further directs Corporation Counsel and the Administrative Coordinator to continue to work with Purchaser to finalize the Agreement and bring the sale to Closing as provided for in the Agreement.

Dated: February 19, 2024

Authored by: Kenneth L. Wickham, Supervisor, District 18

Co-Sponsored by: Supervisors Don Friske (Dist. 9), Jesse Boyd (Dist. 10), Angela Cummings (Dist. 20)

Committee: A&L Committee

Committee Vote: Passed - Voice Vote      Date Passed:      February 12, 2024

Fiscal Impact:

Drafted by: Karry A. Johnson, Corporation Counsel

**M/S DePasse/Simon** to adopt Resolution 2024-02-09. **M/S McCrank/Rusch** to amend Resolution 2024-02-09 as follows: Insert on page 2, paragraph 3 of the resolution, following the words “as described in the Asset Purchase Agreement,” the words “and including the amended language specifying the terms under which the property shall revert to the ownership of Lincoln County” (\*Such terms outlined below and to be inserted in relevant passages as indicated below.) Insert on page 1 of the Asset Purchase Agreement, Item 1. (A.) Real Property line 9, following the words “liens, deeds of trust, mortgages” (line 8) replace the word “encumbrances” with: “except that in the event that Purchaser ceases, or declares the intention to cease, to operate the facility as a skilled nursing home at any time in the five (5) years following the signing date of transfer, the Property and any improvements thereon revert to the ownership of Lincoln County, for which Purchaser shall be compensated the original purchase price, but not more than the original price of purchase, less the estimated cost of deferred maintenance as outlined by the enumerations and schedule included in Appendices L and N of the Pine Crest Ad Hoc Committee Report dated March 21, 2023 beginning with 20% in the first year and increasing in increments of 20% for each successive year.” (This language to be repeated identically on Asset Purchase Agreement page 29 (Exhibit E), item 1, following the words “pursuant to the APA.” and page 35 (Exhibit I), 4th paragraph, second line, replacing the word “encumbrances” with the above text, making the document consistent throughout all clauses and attachments.) After discussion the motion to amend failed by a voice vote. After further discussion, **Roll was called on the original motion to approve: Ayes:** Osness, Wendorf, Thiel, Friske, Boyd, Detert, DePasse, Brixius, Lemke, Miller, Meunier, Wickham, Cummings, Simon, and Hartwig. **(15) Nays:** Bialecki, Anderson-Malm, McCrank, Ashbeck, Rusch, and Hafeman. **(6)** Motion to adopt carried by voice.

#### **6. Resolution 2024-02-10**

#### **Approve the 2023 Lincoln County Forest Annual Report and Add to Chapter 2000 of the 15-Year Lincoln County Forest Comprehensive Land Use Plan**

**WHEREAS**, The Lincoln County Board of Supervisors approved the 2021- 2035 Lincoln County Forest Comprehensive Land Use Plan on December 15, 2020; and

**WHEREAS**, This 15-year plan is a working dynamic document, subject to amendments and additions by the Lincoln County Forestry, Land and Parks Committee and the Lincoln County Board of Supervisors; and

**WHEREAS**, the Lincoln County Forest Annual Report is routinely added to Chapter 2000 of the Lincoln County Forest Comprehensive Land Use Plan as a way to summarize its main accomplishments over the past year for historical record and to evaluate progress on short and long-term goals of the County Forest and Recreational System; and

**WHEREAS**, the Lincoln County Forestry, Land and Parks Committee has reviewed and approved the 2023 County Forest Annual Report to supplement the Fifteen-Year Lincoln County Forest Comprehensive Land Use Plan.

**NOW, THEREFORE BE IT RESOLVED**, the Lincoln County Board of Supervisors does hereby ordain and resolve to approve and adopt the 2023 Lincoln County Forest Annual Report.

**AND BE IT FURTHER RESOLVED**, that the 2023 Lincoln County Forest Annual Report will be included as an amendment to Chapter 2000 of the Fifteen-Year Lincoln County Forest Comprehensive Land Use Plan.

Dated: February 19, 2024

Authored by: Norbert Ashbeck

Co-Sponsored by: Ken Wickham

Committee: Forestry, Land and Parks

Committee Vote: All Ayes      Date Passed: February 12, 2024

Fiscal Impact: None

Drafted by: Dean Bowe

**M/S DePasse/Hartwig** to adopt Resolution 2024-02-10. Motion carried by voice.

#### **7. Resolution 2024-02-11**

##### **Resolution Accepting \$2,000 from Tug Lake District to Assist with Improvements at Tug Lake County Park**

**WHEREAS**, Lincoln County Forestry, Land and Parks Department owns and maintains Tug Lake County Park for the enjoyment of all citizens; and

**WHEREAS**, Tug Lake Park provides an open sided pavilion, open space, playground equipment and a sand beach; and

**WHEREAS**, Proper upkeep of Tug Lake Park is not only benefits those who use the park but also other landowners adjacent to the park and around the lake; and

**WHEREAS**, The cost of maintaining and improving Tug Lake Park continues to increase; and

**WHEREAS**, Through their generosity, the Tug Lake District saw it in their best interest to financially assist Lincoln County with the maintenance and improvement of this local asset with the donation of \$2,000.00.

**NOW, THEREFORE BE IT RESOLVED**, That the Lincoln County Board of Supervisors accepts and expresses gratitude for the donation of \$2,000.00 from the Tug Lake District to assist in the maintenance and improvement of Tug Lake County Park.

Dated: February 19, 2024

Authored by: Greg Hartwig

Co-Sponsored by: Ken Wickham

Committee: Forestry, Land and Parks

Committee Vote: All Ayes      Date Passed: January 15, 2024

Fiscal Impact: \$2,000.00

Drafted by: Dean Bowe, Forest Administrator

**M/S DePasse/Simon** to adopt Resolution 2024-02-11. Motion carried by voice.

#### **B. Ordinances**

##### **1. Ord 2024-02-751**

##### **Chapter 17-Zoning Ordinance-Board of Adjustment**

**An Ordinance amending portions of Lincoln County Zoning Ordinance – Chapter 17, section 17.8.12 (Duties and Responsibilities).**

The County Board of Supervisors of Lincoln County, Wisconsin, does hereby ordain that Chapter 17 be amended as indicated in the attachment.

This ordinance shall take effect following its passage and posting.

Dated: February 19, 2024

Authored by: Marty Lemke



Co-Sponsored by: Julie DePasse, Randy Detert, Greg Hartwig, Elizabeth McCrank, and Greta Rusch, William Bialecki

Committee: Land Services Committee

Committee Vote: 7-0 Date Passed: 1/11/24

Fiscal Impact: None

Drafted by: Mike Huth (Land Service Administrator- Zoning Program Manager )

**M/S Detert/Meunier** to adopt Ordinance 2024-02-751. Motion carried by voice.

## **2. Ord 2024-02-752**

### **Chapter 17-Zoning Ordinance-Board of Adjustment**

**An Ordinance amending portions of Lincoln County Zoning Ordinance – Chapter 17, section 17.8.60(Variance Review and Approval Procedure).**

The County Board of Supervisors of Lincoln County, Wisconsin, does hereby ordain that Chapter 17 be amended as indicated in the attachment.

This ordinance shall take effect following its passage and posting.

Dated: February 19, 2024

Authored by: Marty Lemke

Co-Sponsored by: Julie DePasse, Randy Detert, Greg Hartwig, Elizabeth McCrank, and Greta Rusch, William Bialecki

Committee: Land Services Committee

Committee Vote: 7-0 Date Passed: 1/11/24

Fiscal Impact: None

Drafted by: Mike Huth (Land Service Administrator- Zoning Program Manager)

**M/S Ashbeck/Rusch** to adopt Ordinance 2024-02-752. Motion carried by voice.

## **3. Ord 2024-02-753**

### **Chapter 17-Zoning Ordinance-Board of Adjustment**

**An Ordinance amending portions of Lincoln County Zoning Ordinance – Chapter 17, section 17.8.65 (Appeals of Zoning Interpretations) and 17.8.30 (Appeals of Committee Decisions).**

The County Board of Supervisors of Lincoln County, Wisconsin, does hereby ordain that Chapter 17 be amended as indicated in the attachment.

This ordinance shall take effect following its passage and posting.

Dated: February 19, 2024

Authored by: Marty Lemke

Co-Sponsored by: Julie DePasse, Randy Detert, Greg Hartwig, Elizabeth McCrank, and Greta Rusch, William Bialecki

Committee: Land Services Committee

Committee Vote: 7-0 Date Passed: 1/11/24

Fiscal Impact: None

Drafted by: Mike Huth (Land Service Administrator- Zoning Program Manager )

**M/S Boyd/Osness** to adopt Ordinance 2024-02-753. Motion carried by voice.

## **4. Ord 2024-02-754**

### **An Ordinance to Amend the Appendix Per Section 20.0.5 (General Provisions Official Maps Based on Other Studies) Of The Lincoln County Floodplain Zoning Ordinance**

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

Chapter 20.1.5 (Appendix), Lincoln County Code, is amended as follows:

Map dated October 17th, 2023 and titled “Fox Valley and Lake Superior Rail System Bridge 105.34 Over Pine River – Pine River Floodway and Flood Fringe”.

Floodway data table dated September 29th, 2023 and titled “Floodway Data From HEC-RAS Results, Pine River” which is included in the report titled “WDNR Comment Responses, Preliminary Hydraulic Analysis Comments – Fox Valley and Lake Superior Rail System Pine River Bridge 105.34” dated September 29, 2023.

This ordinance shall take effect following its passage and posting.

Dated: February 19, 2024

Authored by: Marty Lemke

Co-Sponsored by: Julie DePasse, Randy Detert, Greg Hartwig, Elizabeth McCrank, and Greta Rusch, William Bialecki

Committee: Land Services Committee

Committee Vote: 7-0 Date Passed: 12/14/23

Fiscal Impact: None

Drafted by: Mike Huth (Land Service Administrator- Zoning Program Manager )

**M/S Hartwig/Cummings** to adopt Ordinance 2024-02-754. Motion carried by voice.

#### **5. Ord 2024-02-755**

##### **Chapter 17-Zoning Ordinance-Land Use Descriptions and Standards**

**An Ordinance amending portions of Lincoln County Zoning Ordinance – Chapter 17, section 17.3, specifically; 17.3.02(Rural Land Uses).**

The County Board of Supervisors of Lincoln County, Wisconsin, does hereby ordain that Chapter 17 be amended as indicated in the attachment.

This ordinance shall take effect following its passage and posting.

Dated: February 19, 2024

Authored by: Marty Lemke

Co-Sponsored by: Randy Detert, Greg Hartwig, Elizabeth McCrank, and Greta Rusch, William Bialecki

Committee: Land Services Committee

Committee Vote: 6-0 Date Passed: 2/8/24

Fiscal Impact: None

Drafted by: Mike Huth (Land Service Administrator- Zoning Program Manager)

**M/S Rusch/Thiel** to adopt Ordinance 2024-02-755. Motion carried by voice.

#### **6. Ord 2024-02-756**

##### **Chapter 17-Zoning Ordinance-Land Use Descriptions and Standards**

**An Ordinance amending portions of Lincoln County Zoning Ordinance – Chapter 17, section 17.3, specifically; 17.3.03 (Residential Land Uses).**

The County Board of Supervisors of Lincoln County, Wisconsin, does hereby ordain that Chapter 17 be amended as indicated in the attachment.

This ordinance shall take effect following its passage and posting.

Dated: February 19, 2024

Authored by: Marty Lemke

Co-Sponsored by: Randy Detert, Greg Hartwig, Elizabeth McCrank, and Greta Rusch, William Bialecki

Committee: Land Services Committee

Committee Vote: 6-0 Date Passed: 2/8/24

Fiscal Impact: None

Drafted by: Mike Huth (Land Service Administrator- Zoning Program Manager)

**M/S Anderson-Malm/Meunier** to adopt Ordinance 2024-02-756. Motion carried by voice.

#### **7. Ord 2024-02-757**

##### **Chapter 17-Zoning Ordinance-Land Use Descriptions and Standards**

**An Ordinance amending portions of Lincoln County Zoning Ordinance – Chapter 17, section 17.3, specifically; 17.3.04(Commercial Land Uses).**

The County Board of Supervisors of Lincoln County, Wisconsin, does hereby ordain that Chapter 17 be amended as indicated in the attachment.

This ordinance shall take effect following its passage and posting.

Dated: February 19, 2024

Authored by: Marty Lemke

Co-Sponsored by: Randy Detert, Greg Hartwig, Elizabeth McCrank, and Greta Rusch, William Bialecki

Committee: Land Services Committee

Committee Vote: 6-0 Date Passed: 2/8/24

Fiscal Impact: None

Drafted by: Mike Huth (Land Service Administrator- Zoning Program Manager)

**M/S Hartwig/Cummings** to adopt Ordinance 2024-02-757. Motion carried by voice.

#### **8. Ord 2024-02-758**

##### **Chapter 17-Zoning Ordinance-Land Use Descriptions and Standards**

**An Ordinance amending portions of Lincoln County Zoning Ordinance – Chapter 17, section 17.3, specifically; 17.3.05(Institutional and Recreational Land Uses).**

The County Board of Supervisors of Lincoln County, Wisconsin, does hereby ordain that Chapter 17 be amended as indicated in the attachment.

Dated: February 19, 2024

Authored by: Marty Lemke

Co-Sponsored by: Randy Detert, Greg Hartwig, Elizabeth McCrank, and Greta Rusch, William Bialecki

Committee: Land Services Committee

Committee Vote: 6-0 Date Passed: 2/8/24

Fiscal Impact: None

Drafted by: Mike Huth (Land Service Administrator- Zoning Program Manager )is ordinance shall take effect following its passage and posting.

**M/S Anderson-Malm/Osness** to adopt Ordinance 2024-02-758. Motion carried by voice.

#### **9. Ord 2024-02-759**

##### **Chapter 17-Zoning Ordinance-Land Use Descriptions and Standards**

**An Ordinance amending portions of Lincoln County Zoning Ordinance – Chapter 17, section 17.3, specifically; 17.3.08(Industrial Land Uses).**

The County Board of Supervisors of Lincoln County, Wisconsin, does hereby ordain that Chapter 17 be amended as indicated in the attachment.

Authored by: Marty Lemke

Co-Sponsored by: Randy Detert, Greg Hartwig, Elizabeth McCrank, and Greta Rusch, William Bialecki

Committee: Land Services Committee

Committee Vote: 6-0 Date Passed: 2/8/24

Fiscal Impact: None

Drafted by: Mike Huth (Land Service Administrator- Zoning Program Manager)

**M/S Osness/Rusch** to adopt Ordinance 2024-02-759. Motion carried by voice.

#### **10. Ord 2024-02-760**

##### **Chapter 17-Zoning Ordinance-Land Use Descriptions and Standards**

**An Ordinance amending portions of Lincoln County Zoning Ordinance – Chapter 17, section 17.3, specifically; 17.3.09(Accessory Land Uses).**

The County Board of Supervisors of Lincoln County, Wisconsin, does hereby ordain that Chapter 17 be amended as indicated in the attachment.

This ordinance shall take effect following its passage and posting.

Dated: February 19, 2024

Authored by: Marty Lemke

Co-Sponsored by: Randy Detert, Greg Hartwig, Elizabeth McCrank, and Greta Rusch, William Bialecki

Committee: Land Services Committee

Committee Vote: 6-0 Date Passed: 2/8/24

Fiscal Impact: None

Drafted by: Mike Huth (Land Service Administrator- Zoning Program Manager)

**M/S Osness/Simon** to adopt Ordinance 2024-02-760. Motion carried by voice.

#### **11.Ord 2024-02-761**

##### **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.

This ordinance shall take effect following its passage and posting.

Dated: February 18, 2024

Authorized by: Steve Osness, Supervisor, District 4

Co-Sponsored by: Jesse Boyd, Supervisor, District 10, Laurie Thiel, Supervisor, District 8

Committee: Public Safety Committee

Committee Vote: Passed on voice vote Date Passed: 10.11.23

Committee: Administrative & Legislative Date Passed: 02.07.24

Fiscal Impact: None

Drafted by: Karry A. Johnson, Corporation Counsel

**M/S DePasse/Brixius** to adopt Ordinance 2024-02-761. Motion carried by voice.

10. Report of Claims - None

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

12. Next County Board Meeting: March 19, 2024 at 6:00 p.m. at the Lincoln County Service Center, 801 North Sales Street, Room 257, Merrill, WI 54452.

13. The meeting adjourned at 9:33 P.M.

STATE OF WISCONSIN)

)SS

COUNTY OF LINCOLN)

I, Christopher Marlowe, County Clerk in and for Lincoln County, Wisconsin to hereby certify the within and foregoing is true and accurate recital of all proceedings by and before the Board of Supervisors at their regular meeting, (February 19, 2024)

Christopher Marlowe, County Clerk

## YEAR TO DATE EXPENDITURE REPORT

FOR 2024 02

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>0010 GENERAL FUND</b>							
00 NON-DEPARTMENTAL	843,560	843,560	563,650.21	1,784.89	.00	279,909.79	66.8%
10 COUNTY BOARD	2,452,835	2,452,835	403,117.06	303,027.11	.00	2,049,717.94	16.4%
20 ADMINISTRATIVE PERSONNEL	234,871	234,871	29,930.96	16,391.99	.00	204,940.04	12.7%
21 CORPORATION COUNSEL	209,269	209,269	21,064.93	11,649.38	.00	188,204.07	10.1%
22 FINANCE DEPARTMENT	539,984	539,984	65,867.65	35,832.06	.00	474,116.35	12.2%
23 COUNTY CLERK	261,718	261,718	43,543.93	13,663.02	.00	218,174.07	16.6%
24 TREASURERS DEPARTMENT	187,941	187,941	27,418.39	14,916.41	.00	160,522.61	14.6%
25 INFORMATION TECHNOLOGY	926,833	926,833	135,049.81	85,321.31	.00	791,783.19	14.6%
26 MAINTENANCE DEPARTMENT	1,884,281	1,884,281	245,181.70	97,294.88	.00	1,639,099.30	13.0%
27 VETERANS DEPARTMENT	183,344	183,344	22,834.55	12,633.22	.00	160,509.45	12.5%
30 CLERK OF COURTS	580,425	580,425	77,614.47	35,039.36	.00	502,810.53	13.4%
31 CIRCUIT COURT (PROBATE)	363,354	363,354	65,173.55	21,231.01	.00	298,180.45	17.9%
32 FAMILY COURT COMMISSIONER	46,000	46,000	2,207.91	.00	.00	43,792.09	4.8%
33 DISTRICT ATTORNEYS OFFICE	380,330	380,330	50,810.21	27,057.24	.00	329,519.79	13.4%
41 LAND SERVICES DEPARTMENT	1,261,992	1,261,992	184,019.62	70,505.18	.00	1,077,972.38	14.6%
43 REGISTER OF DEEDS	246,198	246,198	30,888.95	16,874.29	.00	215,309.05	12.5%
44 UW EXTENSION	45,000	45,000	193.27	.00	.00	44,806.73	.4%
50 SHERIFFS DEPARTMENT	8,544,997	8,544,997	1,224,185.47	505,655.82	.00	7,320,811.53	14.3%
51 CORONERS DEPARTMENT	81,487	81,487	6,502.32	2,536.22	.00	74,984.68	8.0%
52 EMERGENCY MANAGEMENT	98,631	98,631	9,972.71	5,669.03	.00	88,658.29	10.1%
60 CHILD SUPPORT	316,629	316,629	36,214.72	19,781.75	.00	280,414.28	11.4%
TOTAL GENERAL FUND	19,689,679	19,689,679	3,245,442.39	1,296,864.17	.00	16,444,236.61	16.5%
<b>0020 COUNTY ROADS FUND</b>							
00 NON-DEPARTMENTAL	5,768,847	5,791,203	53,257.31	.00	.00	5,737,945.69	.9%
TOTAL COUNTY ROADS FUND	5,768,847	5,791,203	53,257.31	.00	.00	5,737,945.69	.9%
<b>0021 JAIL ASSESSMENT FUND</b>							
00 NON-DEPARTMENTAL	25,000	25,000	15,052.51	15,052.51	.00	9,947.49	60.2%
TOTAL JAIL ASSESSMENT FUND	25,000	25,000	15,052.51	15,052.51	.00	9,947.49	60.2%
<b>0022 EMERGENCY MEDICAL FUND</b>							

## YEAR TO DATE EXPENDITURE REPORT

FOR 2024 02

0022	EMERGENCY MEDICAL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
00	NON-DEPARTMENTAL	2,772,359	2,772,359	185,030.06	86,975.11	.00	2,587,328.94	6.7%
	TOTAL EMERGENCY MEDICAL FUND	2,772,359	2,772,359	185,030.06	86,975.11	.00	2,587,328.94	6.7%
<b>0023 HEALTH DEPARTMENT FUND</b>								
00	NON-DEPARTMENTAL	1,278,158	1,278,158	160,379.68	84,058.05	.00	1,117,778.32	12.5%
	TOTAL HEALTH DEPARTMENT FUND	1,278,158	1,278,158	160,379.68	84,058.05	.00	1,117,778.32	12.5%
<b>0024 SOCIAL SERVICES FUND</b>								
00	NON-DEPARTMENTAL	3,156,177	3,156,177	395,445.34	166,470.38	.00	2,760,731.66	12.5%
	TOTAL SOCIAL SERVICES FUND	3,156,177	3,156,177	395,445.34	166,470.38	.00	2,760,731.66	12.5%
<b>0029 AMERICAN RESCUE PLAN FUND</b>								
00	NON-DEPARTMENTAL	0	0	49,885.41	.00	.00	-49,885.41	100.0%
	TOTAL AMERICAN RESCUE PLAN FUND	0	0	49,885.41	.00	.00	-49,885.41	100.0%
<b>0030 DEBT SERVICE FUND</b>								
00	NON-DEPARTMENTAL	1,659,290	1,659,290	.00	.00	.00	1,659,290.00	.0%
	TOTAL DEBT SERVICE FUND	1,659,290	1,659,290	.00	.00	.00	1,659,290.00	.0%
<b>0050 DOG LICENSE FUND</b>								
00	NON-DEPARTMENTAL	30,000	30,000	.00	.00	.00	30,000.00	.0%
	TOTAL DOG LICENSE FUND	30,000	30,000	.00	.00	.00	30,000.00	.0%
<b>0051 SEC 125 BENEFIT FUND</b>								

## YEAR TO DATE EXPENDITURE REPORT

FOR 2024 02

0051	SEC 125 BENEFIT FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
00	NON-DEPARTMENTAL	0	0	93.75	.00	.00	-93.75	100.0%
	TOTAL SEC 125 BENEFIT FUND	0	0	93.75	.00	.00	-93.75	100.0%
<b>0060 SOLID WASTE FUND</b>								
00	NON-DEPARTMENTAL	2,169,483	2,169,483	184,201.87	46,739.11	.00	1,985,281.13	8.5%
	TOTAL SOLID WASTE FUND	2,169,483	2,169,483	184,201.87	46,739.11	.00	1,985,281.13	8.5%
<b>0062 FORESTRY</b>								
00	NON-DEPARTMENTAL	1,549,089	1,549,089	183,899.63	60,724.13	.00	1,365,189.37	11.9%
	TOTAL FORESTRY	1,549,089	1,549,089	183,899.63	60,724.13	.00	1,365,189.37	11.9%
<b>0070 HIGHWAY FUND</b>								
00	NON-DEPARTMENTAL	10,558,809	10,558,809	707,210.72	293,910.40	.00	9,851,598.28	6.7%
	TOTAL HIGHWAY FUND	10,558,809	10,558,809	707,210.72	293,910.40	.00	9,851,598.28	6.7%
<b>0071 SELF FUNDED HEALTH INSURANCE</b>								
00	NON-DEPARTMENTAL	0	0	47,615.30	3,840.33	.00	-47,615.30	100.0%
	TOTAL SELF FUNDED HEALTH INSURANC	0	0	47,615.30	3,840.33	.00	-47,615.30	100.0%
	GRAND TOTAL	48,656,891	48,679,247	5,227,513.97	2,054,634.19	.00	43,451,733.03	10.7%

\*\* END OF REPORT - Generated by Samantha Fenske \*\*

**Lincoln County**

**Wisconsin**



**Preliminary**

**2025 Budget Strategy and Goals**



## **Levy Limits**

State imposed operational levy increase limits are the maximum amount the county may levy property taxes on parcels within the county, which cannot exceed Net New Construction or zero, whichever is greater.

## **Net New Construction**

Net New Construction is the metric that determines how much the county is allowed to increase the levy from year to year. Essentially, if no new construction occurred in the county, then the allowable levy increase is zero percent. Below is Lincoln County's Net New Construction over the last 6 years:

Year	Increase (%)	Amount
2019	.76%	\$88,958
2020	.84%	\$98,880
2021	.75%	\$89,021
2022	.95%	\$113,606
2023	1.01%	\$121,930
2024	1.06%	\$129,257
Average	.90%	\$106,942

## **Population Change**

For counties, population change has both economic and service implications. A shrinking population can result in less economic activity which means a smaller tax base. The population in Lincoln County has been in decline since the year 2000. According to the US Census Bureau, the population has dropped 1,100 from the year 2000 to the year 2022. This represents a 4.0% decline.

## 2025 Budget Timeline

### Date

March - Apr	Finance and Insurance Committee creates Budgetary Guidelines document; County Board receives and reviews Budgetary Guidelines documents
April	Salary and fringe schedules are prepared and given to department heads, Department Heads create CIP and vehicle schedules
May	Preliminary budgets to oversight committees and input into Munis. Departmental budgets must meet County Board targets.
May	CIP Requests, vehicle schedules, and preliminary departmental budgets to Finance Director
June	Finance and Insurance Committee reviews preliminary budget.
July	County Board receives preliminary budget report
July-Sept	Budget discussions, CIP review
Oct	Final Budget Review by Finance and Insurance Committee.
10/15/24	Final draft of 2025 Budget presented to County Board for review and discussion.
11/12/24	Budget hearing and approval by County Board.

Budget updates will be presented at County Board meetings from May through September.

## **Fiscal Sustainability Issues**

### **Health Insurance Fund**

On 12/31/2023, the health insurance fund has a fund balance of \$1,489,448 (unaudited). A healthy fund balance should be between \$1.7 million – \$2.6 million (40% - 60% of total expenditures). In order to remain viable, the health insurance fund borrowed \$1.2 million from the general fund.

**RECOMMENDATION:** Continue to monitor the fund balance. As a placeholder in the 2025 budget, a 7 % increase to premiums will be budgeted for. The health insurance premiums may be adjusted as the budget process moves along.

### **Emergency Medical Services (EMS) Fund**

Currently, the EMS fund has a fund balance of \$540,948 at the end of 2023 (unaudited). Emergency Medical Services are not a mandated county service and are not subject to the levy limits.

**RECOMMENDATION:** Continue to monitor fund balance.

### **Social Services Fund**

As of 12/31/22 the Social Services fund had a positive fund balance of \$424,338 (audited) and an unassigned amount of \$202,896 after committing \$76,928 for out of home placements, \$41,864 for a vehicle, and restricting \$102,650 for elderly transportation. The current unaudited fund balance is \$614,664 of which at least \$500,000 is committed for out of home placements.

**RECOMMENDATION:** Continue to monitor fund balance

### **Solid Waste Fund**

As of 12/31/22 the Solid Waste fund balance is \$258,031. The next phase of the landfill is expected to be constructed earlier than anticipated in 2024.

**RECOMMENDATION:** Monitor fund balance to ensure proper funding for the next phase of construction.

### **General Fund**

Currently, the General Fund is healthy with total fund balance of \$10,542,175.03 with an estimated unassigned less cash flow amount of \$2.75 million.

**RECOMMENDATION:** Continue to monitor fund balance.

### **Fees**

Approve all fee increases through the budget process. This will assure that all department budgets are accurate and we are capturing all revenue increases as part of the budget planning process.

**RECOMMENDATION:** Review all fee revenue lines approved through the budget process.

## **Operational/Program Concerns**

### **Cost of Living Adjustment (COLA)**

In 2016 the county completed a salary study and implemented the results of that study in 2017. The results of the study helped get salaries to a more competitive level and closer to market. Over the last 5 years the county has provided a COLA of 1%-2%. Ensuring we remain close to market and have competitive wages will help with recruitment and retention efforts.

**RECOMMENDATION:** As a placeholder in the 2025 budget, a 2 % COLA will be budgeted for. The COLA may be adjusted as the budget process moves along.

### **No Program Expansion Without funding**

No program expansion should occur without sustainable funding covering direct and indirect expenses or being approved by the full county board.

**RECOMMENDATION:** All new programming needs to be approved by oversight committee, Finance and Insurance Committee, and County board as part of the budget process. Once approved at all levels the new programming needs to be included in the county's budget.

### **Vacant Positions**

One way to address the budget challenges the county faces is to not fill vacant positions. All vacant positions need to be examined to assess the impact to the county, if not refilled.

**RECOMMENDATION:** All open positions will be reviewed per the current County policy and practice prior to being refilled.

### **Initial Budget Requests**

Initial 2025 budget requests should seek all savings opportunities and aim for a 1% increase or less.

## **Capital Improvement Projects**

### **Highway Facility**

The current highway facilities are outdated and require major repairs. Currently a new highway facility is included in the CIP budget for the year 2028.

**RECOMMENDATION:** Continue the process of planning/funding a new highway facility.

### **County Wide Capital Needs**

The projected CIP fund designation is not sufficient to cover all projects listed in the 5 year CIP plan for 2025.

**RECOMMENDATION:** Analyze the current CIP 5 year plan and prioritize projects. Strategize increasing funding for the CIP fund designation.

Motion By:

Second By:

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.

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			
<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

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

Adopted and recorded \_\_\_\_\_, 2024

Approved \_\_\_\_\_, 2024

\_\_\_\_\_  
Don Friske  
Chairperson

ATTEST:

(SEAL)

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

Dated: March 19, 2024

Authored by: Julie DePasse

Co-Sponsored by: Lori Anderson-Malm

Committee: Finance & Insurance

Committee Vote: 5-0

Fiscal Impact: \$700,000

Date Passed: March 1, 2024

Drafted by: Samantha Fenske, Finance Director

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

Resolution 2024-03-13

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			
<b>Totals</b>				
Carried				
Defeated				
Amended				
Voice vote				
Roll call				

Title: 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

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: March 19, 2024

Authored by: Julie DePasse  
Co-Sponsored by: Angela Cummings  
Committee: Finance & Insurance Committee  
Committee Vote: 5-0  
Fiscal Impact: \$35,962

Date Passed: March 1, 2024

Drafted by: Samantha Fenske  
Lincoln County Finance Director

Motion By:

Second By:

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.

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: 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



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

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)

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			
<b>Totals</b>				
Carried				
Defeated				
Amended				
Voice vote				
Roll call				

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.

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: March 19, 2024

Authored by: Angela Cummings  
Co-Sponsored by: Laurie Thiel  
Committee: Board of Health  
Committee Vote: 7-0

Date Passed: 2/21/24

Committee: Administrative and Legislative  
Committee Vote: Carried on Voice Vote

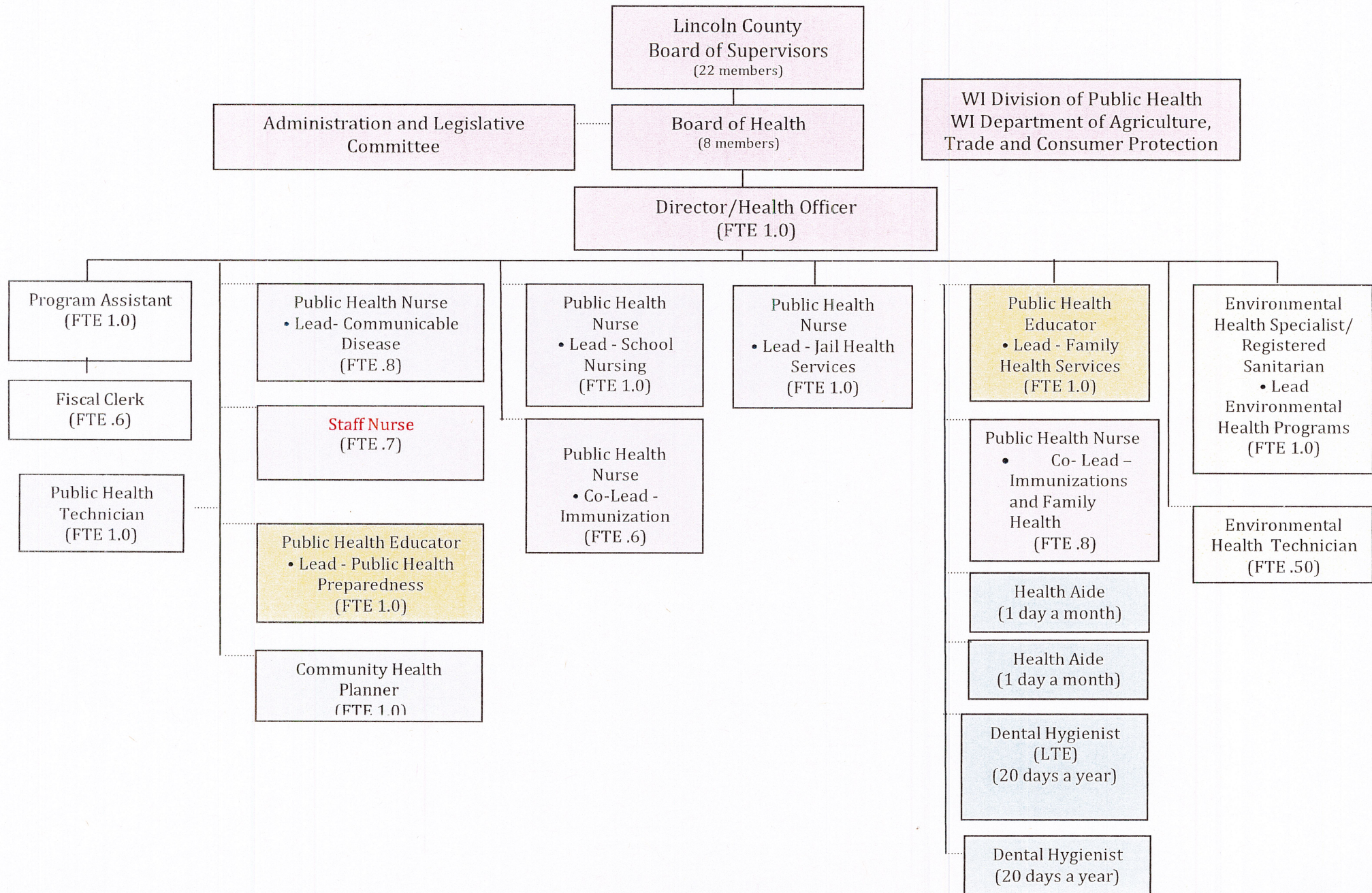
Date Passed: 03/06/24

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

Drafted by: Shelley Hersil



**LINCOLN COUNTY HEALTH DEPARTMENT**  
**ORGANIZATIONAL CHART – FEBRUARY 2024**





# 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			
<b>Totals</b>				
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	\$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 non-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

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

Motion By:

Second By:

Resolution 2024-03-17

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

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 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.

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: 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)