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March 16, 2015

Note: The Board may take action on any or all items listed on the following agenda.

AGENDA

Sawyer County Board of Supervisors meeting
March 19, 2015; 6:30 p.m.; Large Courtroom; Sawyer County Courthouse

01. Call to order, roll call, Pledge of Allegiance, meeting agenda, and audience recognition
02. Minutes of the meeting of February 19, 2015
03. Zoning Committee report, including rezoning of parcel of real estate in the Town of Hayward
04. Health and Human Services Board report, including AODA Counselor resignation and request to fill vacated position
05. Land, Water, and Forest Resources Committee report, including Outdoor Recreational Aids resolution
06. Public Works Committee report, including Maintenance Department Supervisor's report on snow removal equipment for Airport
07. Administration Committee recommendations, including:
 - opposition to Wisconsin Department of Revenue "Property Assessment Reform"
 - expenditure from 2014 Contingency Fund (\$2,525.64) to pay balance of Carlson Dettmann Consulting charges
 - acceptance of liability and financial responsibility for administration of Sawyer County Ambulance Service Department, including for billing of Medicare and Medicaid
 - personnel policy language revisions regarding employee vacation accrual and health insurance benefits
 - addendum to 2010 plat book services agreement with Mapping Solutions
08. Opposition to termination of State of Wisconsin Local Government Property Insurance Fund
09. Correspondence, reports from conferences and meetings, other matters for discussion only
10. **Closed session**, pursuant to sections 19.85(1) (c), (e), and (g), Wisconsin Statutes, for consideration of the employment and terms of employment of a County Administrator, and for an update and discussion of potential litigation involving Sawyer County and negotiations involving that potential litigation

KM

Kris Mayberry
Sawyer County Clerk

copies: Sawyer County Record, Sawyer County Gazette, WRLS, WHSM, AND WOJB

minutes of the meeting of the Sawyer County Board of Supervisors
Thursday, February 19, 2015; 6:00 p.m.; Large Courtroom; Sawyer County Courthouse

County Board Vice-Chair Ron Kinsley called the February meeting of the Sawyer County Board of Supervisors to order. Roll call was as follows (x indicates present):

- district - supervisor - T = Town, V = Village, C = City, W = Ward
- 01 - Dale Schleeter – T Lenroot W 1, T Hayward W 7, C Hayward W 5 and 6
 - x 02 - Kathy McCoy – T Lenroot W 2, T Round Lake W 1
 - x 03 - Tweed Shuman – T Hayward W 1 and 2
 - x 04 - Iras Humphreys – T Hayward W 3 and 4
 - x 05 - Fred Zietlow – T Hayward W 5 and 6
 - x 06 - Dean Pearson – C Hayward W 1 and 2
 - 07 - Thomas W. Duffy – C Hayward W 3 and 4
 - 08 - Bruce Paulsen – T Bass Lake W 1 and 2
 - x 09 - Brian Bisonette – T Bass Lake W 3 and 4
 - 10 - Hal Helwig – T Sand Lake, T Edgewater W 1
 - x 11 - Jim Bassett – T Edgewater W 2, T Bass Lake W 5, T Hayward W 8, T Meteor, T Couderay, V Couderay
 - x 12 - William Voight – T Spider Lake, T Round Lake W 2, T Winter W 1
 - x 13 - Ron Kinsley – T Hunter, T Radisson W 1, T Ojibwa W 1, V Radisson
 - 14 - Dale Thompson – T Radisson W 2, T Ojibwa W 2, T Weirgor, V Exeland, T Meadowbrook
 - x 15 - Warren Johnson – T Winter W 2, T Draper, V Winter

The agenda for the meeting was presented as follows:

01. **Closed session (estimate - 6:00 to 7:00 p.m.)**, pursuant to sections 19.85(1)(e) and (g), Wisconsin Statutes, for an update and discussion of potential litigation and negotiations involving that potential litigation
02. **At approximately 7:00 p.m.** - Call to order, roll call, Pledge of Allegiance, meeting agenda, recognitions, and audience recognition
03. Minutes of the meeting of January 15, 2015
04. Economic Development and UW-Extension Committee report, including:
 - memorandum of commitment for 2015 Summer Horticultural Assistant
 - amendment to contract for UW-Extension services in Sawyer County for 2015
05. Public Safety Committee report, including request to fill vacant day sergeant position in Sheriff's Department
06. Health and Human Services Board report, including:
 - 2015 contract between State of Wisconsin and Sawyer County for the provision of child support services
 - request for additional staffing for Transitions House to address expensive out of County client placements
 - request to fill vacant Child Protective Services Supervisor position
 - request for approval to increase Child Protective Services Social Workers hours from 35 to 40 hours a week for 90 days
 - purchase of surplus Veterans Service Department van for motor pool
 - request to fill vacant Information and Referral Center Secretary position
 - request for approval to increase 3 clerical staff hours from 35 to 40 hours a week for 90 days
 - payoff or refinancing of indebtedness to City of Hayward for Oasis sewer and water installation
07. Land, Water, and Forest Resources Committee report, including:
 - 2015 Emergency Fire Warden List
 - Sawyer County Forestry Department 2014 Accomplishment Report
 - request for additional part-time Assistant Zoning and Conservation Secretary position in Zoning and Conservation Department
08. Public Works Committee report, including:
 - proposal for 3 year phase in for Highway Department employee vacation accrual
 - Airport liability insurance
09. Administration Committee report, including:
 - contract for additional support of Novus system
 - amendment of personnel policy regarding overtime and healthcare reimbursement accounts
10. Correspondence, reports from conferences and meetings, other matters for discussion only

Motion by Bassett, 2nd by Shuman, to convene into **closed session**, pursuant to sections 19.85(1)(e) and (g), Wisconsin Statutes, for an update and discussion of potential litigation and negotiations involving that potential litigation. Motion carried by unanimous voice vote.

[It was announced that the Board would reconvene into open session at approximately 7:00 p.m.]

[Minutes of closed sessions are kept in a confidential file in the County Clerk's Office.]

Motion by Zietlow, 2nd by Shuman, to reconvene into open session. Motion carried.

Motion by Bassett, 2nd by Johnson, to approve the meeting agenda as presented. Motion carried.

Sawyer County Sheriff Mark Kelsey presented retiring Sheriff's Department Deputies Gary Gillis and Rick Ewert with plaques of appreciation for their many years of service to the Sawyer County Sheriff's Department and community.

Motion by McCoy, 2nd by Johnson, to approve the January 15, 2015 County Board meeting minutes. Motion carried.

Economic Development and UW-Extension Committee Vice-Chair Bill Voight presented the Committee recommendation to approve a memorandum of commitment for a grant to provide the Sawyer County UW-Extension Department with a Summer Horticultural Assistant in 2015. Motion by Zietlow, 2nd by Shuman, to approve the recommendation. Motion carried.

Economic Development and UW-Extension Committee Vice-Chair Bill Voight presented the Committee recommendation to approve an amendment to the contract for UW-Extension services in Sawyer County for 2015. Motion by Shuman, 2nd by Johnson, to approve the recommendation. Motion carried.

Public Safety Committee Chair Fred Zietlow introduced Sheriff Mark Kelsey who presented the Committee recommendation to approve the Sheriff's Department request for permission to fill a vacant Day Sergeant position in the Sheriff's department. Chief Sheriff Deputy Brigette Kornbroke had indicated to the Public Safety Committee that the position has been vacant for some time and would be filled by a current deputy, resulting in approximately \$3,000.00 in additional wages and benefits, which Chief Deputy Kornbroke advised is available in the Sheriff's Department budget. Motion by Bassett, 2nd by Voight, to approve the recommendation. Motion carried.

Health and Human Services Board Chair Tweed Shuman presented the Health and Human Services Board recommendation to approve a proposed contract for 2015 between the Wisconsin Department of Children and Families and Sawyer County establishing the terms and conditions for the Sawyer County Child Support Department to provide child support services. Motion by Pearson, 2nd by Zietlow, to approve the recommendation. Motion carried.

Health and Human Services Board Chair Tweed Shuman reported that Health and Human Services Department Director Paul Grahovac and the Health and Human Services Board Executive Committee had met with Carol Lund from Northland Counseling regarding a proposal to increase the contracted staff at the Transitions Residential Facility by 1.5 positions in the hopes of addressing high need resident crisis prevention or crisis response at the facility and defraying escalating state institutional residential facility costs. The Health and Human Services Board recommends approving the proposal. Motion by Bassett, 2nd by Johnson, to approve the Health and Human Services Board recommendation. Motion carried.

Health and Human Services Board Chair Tweed Shuman presented the Health and Human Services Board recommendation to approve filling the vacated Child Protective Services Supervisor position in the Health and Human Services Department, and to approve increasing the hours of work for current Child Protective Services Social Workers in the Department from 35 to 40 hours a week for a period of 90 days.

Motion by Johnson, 2nd by Humphreys, to approve filling the vacated Child Protective Services Supervisor position in the Health and Human Services Department (\$51,287 to \$58,604 annual salary). Motion carried.

Motion by McCoy, 2nd by Pearson, to approve increasing the hours of work for current Child Protective Services Social Workers in the Department from 35 to 40 hours a week for a period of 90 days. Motion carried.

The Board discussed that Sawyer County Veterans Service Officer Renee Brown advised the Health and Human Services Board that the insurance adjuster determined that the 2008 Dodge Caravan involved in an accident in September of 2014 was a total loss and afforded the County replacement cost coverage that allowed for the purchase of a new 2015 Dodge Caravan. The Veterans Service Department offered to sell a surplus department 2012 Dodge Caravan for \$6,000 to include in the County motor pool fleet. Funds for the purchase would come from the County Car Pool Fund. The Health and Human Services Board recommends approval of the purchase. The Administration Committee concurs with that recommendation. Motion by Voight, 2nd by Humphreys, to approve of the purchase. Motion carried by unanimous voice vote.

Health and Human Services Board Chair Tweed Shuman presented the Health and Human Services Board recommendation to approve filling a vacated Information and Referral Center Secretary position in the Health and Human Services Department, and to approve increasing the hours of work for three current clerical staff employees in the Department from 35 to 40 hours a week for a period of 90 days to facilitate coverage of the Information and Referral Center desk during the process of filling the vacant position.

Motion by Humphreys, 2nd by Johnson, to approve filling the vacated Information and Referral Center Secretary position in the Health and Human Services Department. Motion carried.

Motion by McCoy, 2nd by Pearson, to approve increasing the hours of work for three current clerical staff employees in the Department from 35 to 40 hours a week for a period of 90 days to facilitate coverage of the Information and Referral Center desk during the process of filling the vacant position. Motion carried.

The Board reviewed a proposal to refinance or pay off the balances due for the assessment by the City of Hayward for the installation of sewer and water lines to service the Health and Human Services Department Oasis Building to address the payment of 4% interest on the debt to the City. The Administration Committee determined to have Accounting Manager Melissa Roach, County Clerk Kris Mayberry, and County Treasurer Dianne Ince develop a recommendation to present to the County Board at their meeting February 19, 2015. Ms. Roach presented a proposal to pay off the \$142,560.43 balance due for the assessment with Resource Development Funds with the funds to be paid back to the Resource Development Fund from the Health and Human Services Department over a period of 6 years back (with an interest rate of .25%). Motion by Bassett, 2nd by McCoy, to approve the recommendation. Motion carried by unanimous voice vote.

Land, Water, and Forest Resources Committee Chair Jim Bassett presented the Committee recommendation to approve the proposed Sawyer County Emergency Fire Warden Organization List for 2015 prepared by the Wisconsin Department of Natural Resources. Motion by Shuman, 2nd by Zietlow, to approve the recommendation. Motion carried.

Sawyer County Forest Administrator Greg Peterson presented the Land, Water, and Forest Resources Committee recommendation to approve the Sawyer County Forestry Department 2014 Annual Accomplishment Report. Motion by Zietlow, 2nd by Bassett, to approve the recommendation. Motion carried.

Zoning and Conservation Department Director Dale Olson presented the Land, Water, and Forest Resources Committee recommendation to approve an additional part-time (17.5 hours per week) clerical position in the Zoning and Conservation Department. Mr. Olson indicated that a grant has been received to cover part of the expenses for another employee in the office to work on invasive aquatic species control and that the Courte Oreilles Lakes Association has committed an additional \$6,000 (approximate) in support of invasive aquatic species control. Motion by Pearson, 2nd by Zietlow, to approve the Zoning and Conservation Committee recommendation. The roll call vote was as follows: Voight – yes; Kinsley – yes; Thompson – absent; Johnson – no; Schleeter – absent; McCoy – no; Shuman – no; Humphreys – yes; Zietlow – yes; Pearson – yes; Duffy – absent; Paulsen – absent; Bisonette – yes; Helwig – absent; Bassett – yes. Motion carried with 7 voting yes and 3 voting no.

Accounting Manager Melissa Roach presented the Public Works Committee recommendation to approve a proposal for a three-year phase-in for amending the maximum amount of accrued vacation hours for Highway Department employees to match the amount provided for other County employees (2015 – not to exceed 15 days or 120 hours more than the yearly accrual; 2016 - not to exceed 10 days or 80 hours more than the yearly accrual; 2017 - not to exceed 5 days or 40 hours more than the yearly accrual). Motion by Johnson, 2nd by Bassett, to approve the recommendation. Motion carried.

The Board reviewed information provided by Marsh & McLennan Agency Client Representative Michelle Leonard for 2 options for Sawyer County's Airport liability insurance coverage for the period March 15, 2015 to March 15, 2016 or 2018. One option was for renewal of the coverage through Phoenix Aviation for a one year period at a cost of \$2,355. The other option was to purchase similar coverage through ACE USA for a 3 year period with an annual cost of \$1,911. The Public Works Committee recommends approval of the ACE USA option. Motion by Zietlow, 2nd by Shuman, to approve the recommendation. Motion carried.

Administration Committee Vice-Chair Ron Kinsley presented a proposed professional services agreement between the Novus Consortium (Bayfield County, Burnett County, Price County, Washburn County, and Sawyer County) and Allshore Global Resource. The agreement provides for Allshore to provide the Consortium with support for the Novus tax and assessment system with a 2015 charge to each county of \$6,400. The Administration Committee requested Mr. Coleson to have Sawyer County Corporation Counsel Thomas J. Duffy review the agreement and that the proposed agreement be amended to delete any penalties for termination of the agreement by the counties and to provide that Wisconsin is the jurisdiction for any potential litigation and application of law if disputes based on the agreement should arise. Those amendments were made to the agreement following the review by Mr. Duffy. Motion by Pearson, 2nd by Zietlow, to approve the agreement (as amended), contingent upon the agreement being approved by the other counties involved in the consortium. Motion carried. Mr. Bassett voted no.

Accounting Manager Melissa Roach presented the Administration Committee recommendation to approve a proposed revision to the overtime and compensatory time provisions of the Sawyer County Personnel Administration Policies (Policy 405) to provide that holiday pay will not be considered towards hours worked for purposes of determining overtime hours and pay. Motion by Pearson, 2nd by Zietlow, to approve the recommendation. Motion carried.

Accounting Manager Melissa Roach presented a proposed revision to the Sawyer County Personnel Administration Policies to provide addition language to Policy 501 stating that employees may use the funds in their health reimbursement account for any Internal Revenue Service qualifying expense and providing the terms and conditions of that use. Motion by Bassett, 2nd by Shuman, to approve the proposed revision. Motion carried.

Motion by Bassett, 2nd by Zietlow, to adjourn the meeting. Motion carried.

minutes prepared by Sawyer County Clerk Kris Mayberry

REPORT OF THE SAWYER COUNTY ZONING COMMITTEE

The Sawyer County Zoning Committee, having held a public hearing on February 20, 2015, pursuant to Section 59.69 (5) (e), Wisconsin Statutes, notice thereof having been given as provided by law and being duly informed of the facts pertinent to the proposed changes, hereby recommends that the petitions described as follows be approved.

Town of Hayward – ERLA, LLP. The N 1/2 of the SE 1/4, S24, T 41N, R 9W; Parcels 4101 and 4201; and the NW 1/4 SW 1/4, S19, T 41N, R 8W; Parcel 3201. Volume 625 Records Page 34. 124.17 acres to be rezoned. Change from district Agricultural One to district Residential/Recreational One. Purpose of request is to create residential lots and to preserve the American Birkebeiner Trail on this property. The project is to be completed in phases, by the purchasers.

Motion made by Zietlow, Second by Voight to approve the change in zone district with the following conditions: No more than 124 acres are to be rezoned; a maximum of 36 parcels are to be created; the minimum parcel size is to be 2 acres; and a permanent easement is to be conveyed to the American Birkebeiner Ski Foundation for the Birkie Trail.

Findings of Fact of the Committee: It would not create topographical problems such as run off, drainage, erosion, flooding, or vegetative cover removal.

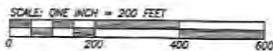
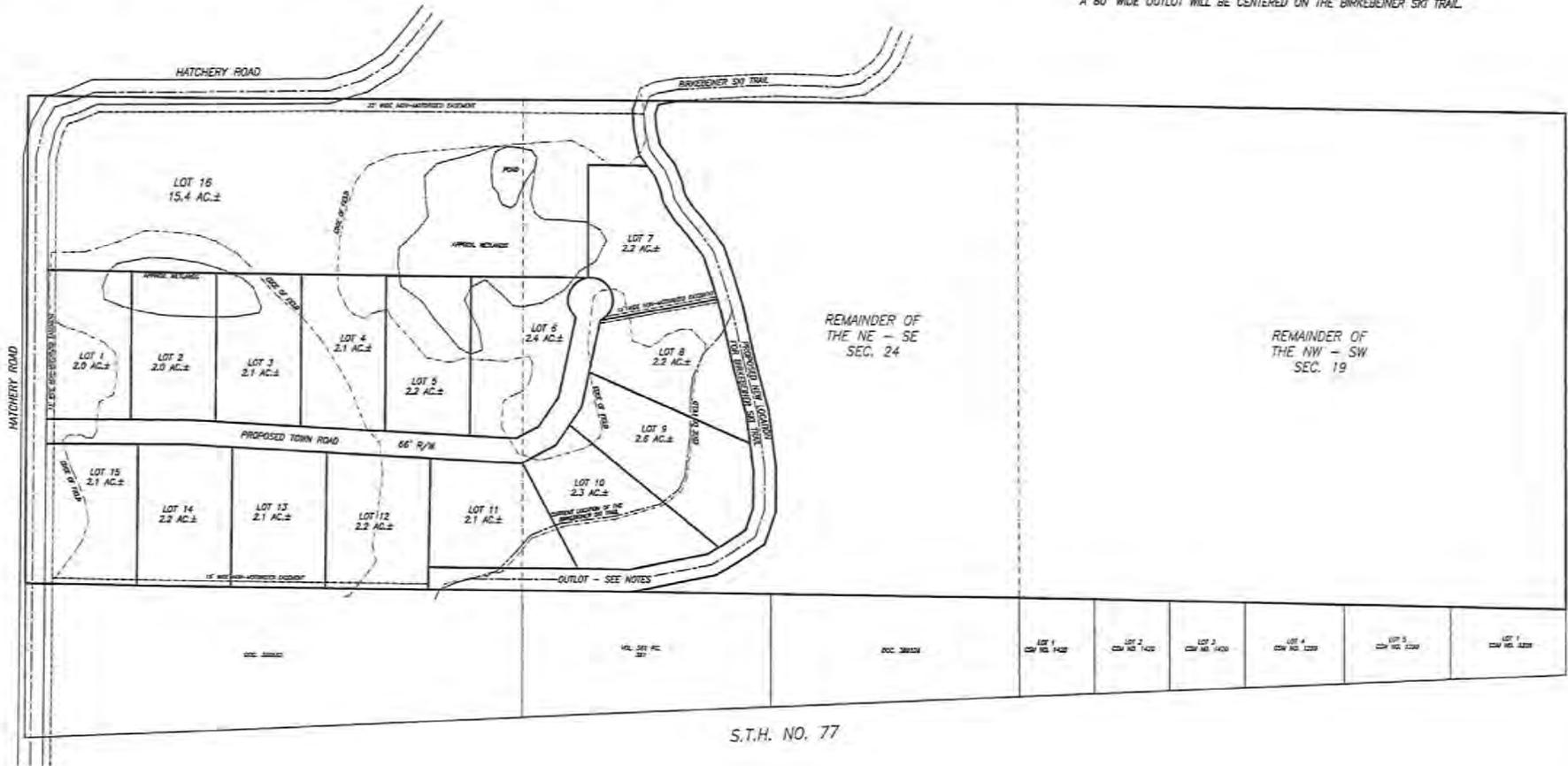
PRELIMINARY SUBDIVISION - PHASE 1

THE NW 1/4 - SE 1/4 AND NE 1/4 - SE 1/4 OF SECTION 24, T. 41 N.,
R. 9 W., AND THE NW 1/4 - SW 1/4 OF SECTION 19, T. 41 N., R. 8 W., ALL
IN THE TOWN OF HAYWARD, SAWYER COUNTY, WISCONSIN

NOTES:
THIS MAP IS APPROXIMATE AND FOR INFORMATIONAL PURPOSES ONLY. THE DATA SHOWN ON
THIS MAP IS BASED ON DATA PROVIDED BY THE SAWYER COUNTY LAND RECORDS DEPARTMENT
AND HAS NOT BEEN VERIFIED IN THE FIELD. A PROPERTY SURVEY HAS NOT BEEN COMPLETED.
THE INFORMATION ON THIS MAP IS SUBJECT TO CHANGE AFTER A FIELD SURVEY HAS BEEN
COMPLETED.

ALL PROPOSED LOTS WILL BE SERVED BY TOWN ROADS.

A 60' WIDE OUTLOT WILL BE CENTERED ON THE BIRKEBEINER SKI TRAIL.



PRELIMINARY MAP

JOB NO: H14/185
SCALE: 1" = 200'
DATE: 12/8/14

FILE: T41N9W/SEC24
ACAD: H14_185
PIC: T41N9W/SEC19/S19A18

**HEART OF THE NORTH
SURVEYING OF HAYWARD, INC.**

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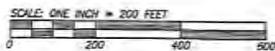
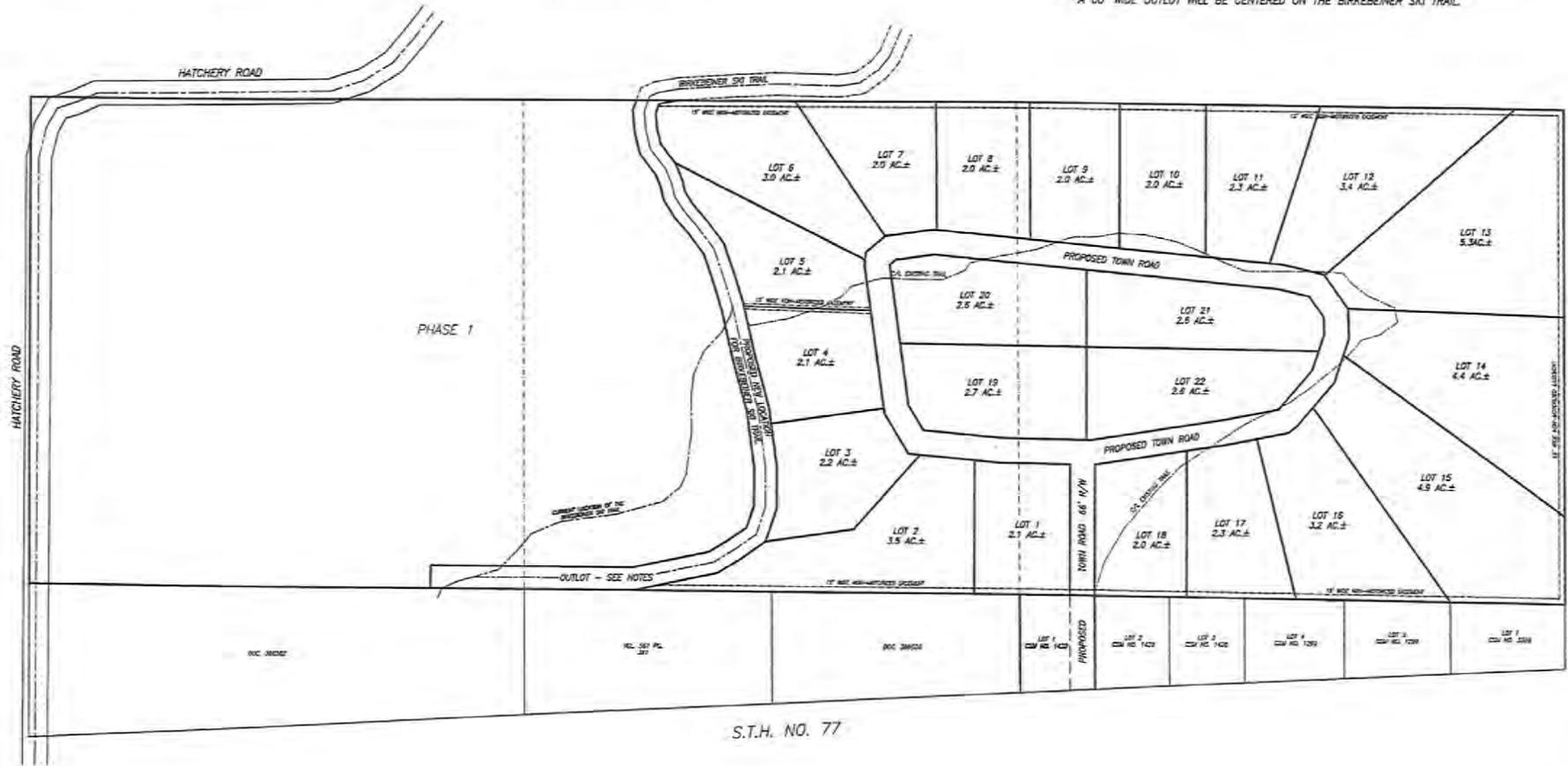
PRELIMINARY SUBDIVISION — PHASE 2

THE NW 1/4 — SE 1/4 AND NE 1/4 — SE 1/4 OF SECTION 24, T. 41 N., R. 9 W., AND THE NW 1/4 — SW 1/4 OF SECTION 19, T. 41 N., R. 8 W., ALL IN THE TOWN OF HAYWARD, SAWYER COUNTY, WISCONSIN

NOTES:
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A 60' WIDE OUTLOT WILL BE CENTERED ON THE BIRKEBEINER SKI TRAIL.



PRELIMINARY MAP

JOB NO: 114/185
SCALE: 1" = 200'
DATE: 12/8/14

FILE: T41N09W/SEC24
ADAD: M4_185
PAC: T41N09W/SEC19/S18A18

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Sawyer
County

NESmith
Group

Sawyer
County

24.41.9
19.41.8

Schrock

NW-SE

NE-SE

NW-SW

"HATCHERY RD"

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O'Brien Hill Properties

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WIDTH FOR
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PURPOSES.
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3414
1.86AC

010-941-24 4304
1.68AC
100' RECREATIONAL EASEMENT
FOR AMERICAN BIKEBEAVERS

010-941-24 4301
23.51AC

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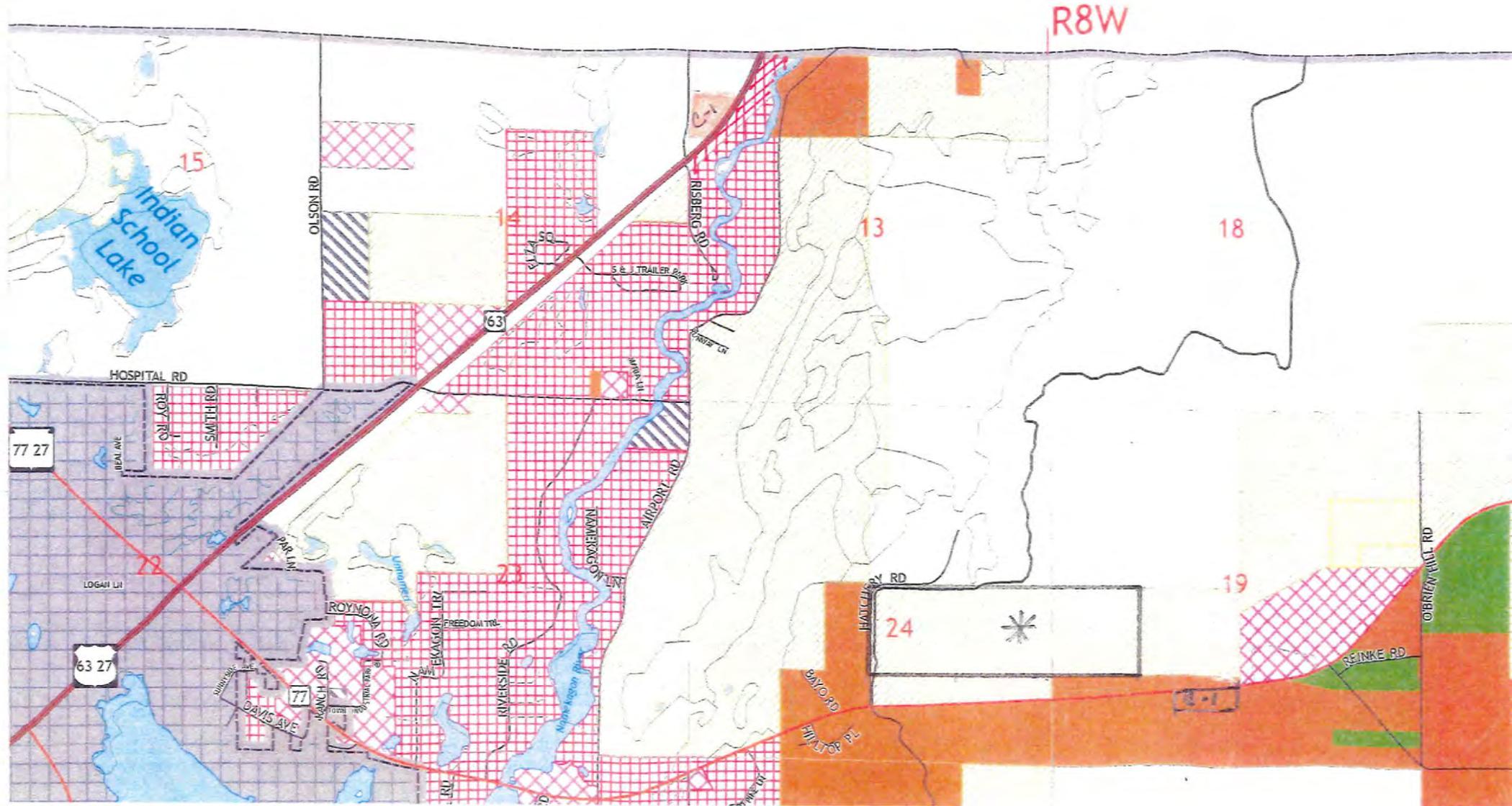
3403

24.41.9

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Sawyer County Zoning Department



minutes of the meeting of the Sawyer County Health and Human Services Board
March 10, 2015; 6:30 p.m.; Assembly Room; Sawyer County Courthouse

Committee Members in Attendance:

Warren Johnson, Shirley Suhsen, Carol Pearson, Ron Kinsley, Tweed Shuman, Dale Schleeter, Iras Humphreys, Norma Ross, Michelle Lambert.

Staff Members in Attendance:

Paul Grahovac, Patty Dujardin, Amy Nigbor, Dave Bauer, Alicia Carlson, Joe Bodo.

The meeting was called to order by Tweed Shuman, noting for the record that all members were in attendance.

Approval of Agenda

A motion was made by Shirley Suhsen, seconded by Carol Pearson to approve the agenda as presented; motion carried.

Approval of Minutes

A motion was made by Iras Humphreys seconded by Warren Johnson to approve the minutes of the February 10, 2015 meeting with the correction of adding under the Health and Human Services By-Laws , Attorney Andy Phillips who advised *against* leaving the By-Laws as is; motion carried.

Audience Recognition

None

Committee Reports

LCO Liaison: Norma Ross reported that the TANF unit is currently servicing 53 clients and offering budgeting classes. A company is being sought for debit cards for the child support agency. A new interim director was appointed at the LCO behavioral health clinic

Vouchers

Copies of the February 2015 vouchers as well as all bills paid since the last board meeting were submitted for approval. A motion was made by Ron Kinsley, seconded by Shirley Suhsen to approve the vouchers as submitted; motion carried.

Residential Services Update

A written report from the AODA/Mental Health coordinator was provided to the board. The facility currently is at full capacity with 8 residents and 2 on the waiting list.

Motor Pool Usage

The board reviewed the motor pool usage reports for January 2015. A motion to accept the report was made by Carol Pearson, seconded by Michelle Lambert; motion carried.

Economic Support Consortium Update

The HHS director reported on a meeting held in Phillips on February 25th with the consortium's directors and fiscal staff. A subcommittee has been formed to review equities, maintenance of effort and staffing.

Juvenile Residential Facility

The Juvenile Justice supervisor reported a 100% occupancy rate at Oasis for February 2015. The director reported he met with the Hayward city police on February 12th regarding the police chief's December 18, 2014 letter. A follow up meeting will be held on March 17th with the director, HHS board chair and county board chair.

Budget Performance Report

Copies of the January 2015 Budget Performance Report for Health and Human Services were reviewed. A motion was made by Iras Humphreys, seconded by Shirley Suhsen to accept the report as presented; motion carried.

Out of County Travel

Proposed out of county travel and training for the months of March/April 2015 were submitted for approval, with the addition of a HHS director's meeting in Rhinelander on March 31st. A motion was made by Ron Kinsley, seconded by Michelle Lambert to approve the out of county travel and training; motion carried.

Health and Human Service Board By-Laws

With the removal of Child Support and Veterans Services from the committee, it was requested that the Subcommittee receives the latest by-laws revision and review for the April meeting.

Adult Protective Services Worker Resignation

A motion was made by Ron Kinsley, seconded by Warren Johnson to accept the resignation of the part-time adult protective services worker; motion carried.

AODA Counselor Resignation

A motion was made by Warren Johnson, seconded by Michelle Lambert to accept the resignation of the AODA counselor; motion carried.

Request to fill Vacated AODA Counselor Position

A motion was made by Carol Pearson, seconded by Warren Johnson to forward to the administrative committee with a recommendation to approve the request to fill the vacated AODA counselor position; motion carried.

It was requested that the director work with human resources to investigate formulating an employment contract with requirements to reimburse the county for certification or licensure costs if not employed for a specified period of time.

Request to Extend Vacation Expiration

The AODA supervisor requested to extend the expiration of his vacation from May to 12-31-2015. A motion was made by Warren Johnson, seconded by Michelle Lambert approving the extension of the vacation for the AODA supervisor from 5-2015 to 12-31-2015; motion carried.

Request to Extend 40 Hours Work Week for AODA Counselor Position

It was requested to extend the AODA counselor's 40 hour work week due to the loss of staff. A motion was made by Dale Schleeter, seconded by Michelle Lambert authorizing the extension of 40 hour work week until 6-30-2015; motion carried.

Any Other Items for Discussion Only

The impact of the proposed governor's budget on the Health and Human Services Department was discussed. The director will review with area directors at his meeting on March 31st if other counties are proposing signing resolutions regarding family care and ADRC privatization. Human services day in Madison is slated for April 8th.

An update on the VOCA and DCF domestic abuse grants were given, stating that Oakwood Haven applied for the VOCA grant, but the DCF grant application was held back until further notice.

Adjourn

A motion to adjourn was made by Warren Johnson, seconded by Michelle Lambert; motion carried. Meeting adjourned at 7:20 p.m.

minutes of the meeting of the Administration Committee
Sawyer County Board of Supervisors
March 12, 2015; 8:30 a.m.; Assembly Room; Sawyer County Courthouse

members present: Hal Helwig (Chair) Ron Kinsley, Dale Schleeter, Dean Pearson, Jim Bassett, Dale Thompson

also present: County Board member Warren Johnson, Information Technology Department Director Mike Coleson, County Treasurer Dianne Ince, Accounting Manager Melissa Roach, County Clerk Kris Mayberry

Motion by Kinsley, 2nd by Schleeter, to approve the meeting agenda. Motion carried.

Motion by Kinsley, 2nd by Schleeter, to approve the February 12, 2015 meeting minutes. Motion carried.

Local property assessment contractor Doug Kurtzweil presented information about and his concerns with the proposed plan in the Governor's budget bill to move the property assessment function statewide from local municipalities to county government. Motion by Bassett, 2nd by Kinsley, to recommend that the County Board authorizes that a letter opposing the proposed plan be sent to the Governor, the Wisconsin Counties Association, and Sawyer County's representatives in the State legislature. Motion carried.

Veterans Service Department Director Renee Brown presented a written department report (copy in meeting file), including requests for approval for attendance for training/meeting in Cable April 17, 2015; for the Douglas County/UW-Superior Veteran Expo in Superior May 5, 2015; and for accreditation training in Appleton May 30-June 5, 2015. Motion by Bassett, 2nd by Schleeter, to approve the requests. Motion carried.

Motion by Kinsley, 2nd by Bassett, to approve the Veterans Service Department report. Motion carried.

Health and Human Services Department Director Paul Grahovac informed the Committee of the resignation of an Adult Protective Services Worker, advised that Aging and Disability Resource Center (ADRC) North Branch Manager Amy Nigbor is working on a plan to re-organize the Adult Protective Services Unit, and proposed that an ADRC Specialist that had previously worked for Sawyer County be employed part-time (10-15 hours a week) on an interim basis. Motion by Pearson, 2nd by Thompson, to approve the proposal. Motion carried.

Health and Human Services Department Director Paul Grahovac informed the Committee of the resignation of an Alcohol and Other Drug Abuse Counselor and presented the Health and Human Services Board recommendation to fill the vacated position. Motion by Kinsley, 2nd by Schleeter, to recommend County Board approval of the recommendation. Motion carried.

Health and Human Services Department Director Paul Grahovac Health presented the Health and Human Services Board recommendations to approve the Alcohol and Other Drug Abuse (AODA) Unit Supervisor's request to extend the expiration of his vacation from May 20, 2015 to December 31, 2015; and to authorize an AODA Counselor to work 40 hours a week on an interim basis (until June 30, 2015) to compensate for the AODA Counselor position vacancy. Motion by Pearson, 2nd by Schleeter, to approve the recommendations. Motion carried.

Zoning and Conservation Department Director Dale Olson reported that the internal posting to fill a part-time (17½ hours a week) position in the Zoning and Conservation Department was not accepted and proposed, in the alternative, to increase the hours per week for the clerical position in the department from 35 to 40 hours a week. Motion by Pearson, 2nd by Bassett, to approve the proposal. Motion carried.

The Committee discussed the compensation and classification study, position pay matrix, and pay structure for Sawyer County researched and developed by Carlson Dettmann Consulting (approved by the County Board at their meeting held December 18, 2014) and the source of funds for payment of charges for Carlson Dettmann's fees and expenses - \$1,625.84 for attending meetings on November 6 and November 20, 2014 and \$900 for attending a meeting January 9, 2015 (\$2,525.84 total). Accounting Manager Melissa Roach recommended that the funds be charged to the Contingency Fund Account of the 2014 Sawyer County Budget. Motion by Bassett, 2nd by Thompson, to recommend County Board approval of the recommendation. Motion carried.

The Committee reviewed documents requiring signature(s) on behalf of Sawyer County accepting the legal and financial responsibility for the administration of the Sawyer County Ambulance Service, including its billing of Medicare and Medicaid charges and any outstanding debt owed to the Centers for Medicare and Medicaid services. Motion by Bassett, 2nd by Thompson, to recommend County Board approval for the signature(s) indicating an acceptance of those responsibilities. Motion carried.

Accounting Manager Melissa Roach presented and reviewed with the Committee a written department report (copy in meeting file), including a 2014 and 2015 year-to-date report of County expenditures and revenues, a report on General Fund contingency fund account expenditures and balances, and an update on in-house Ambulance Service Department billing.

Accounting Manager Melissa Roach presented 2 proposed personnel policy language revisions regarding employee vacation accrual and health insurance benefits. The revisions were intended to have the policy conform to current practices. Motion by Thompson, 2nd by Helwig, to recommend County Board approval of the revisions. Motion carried.

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- distributed to Sawyer County in February of 2015 - \$120,003.84
- distributed to Sawyer County in 2015 through February - \$274,924.11
- distributed to Sawyer County through same month in 2014 - \$227,612.35
- 2015 Sawyer County Budget sales and use tax revenue forecast - \$1,600,000

Information Technology Department Director Mike Coleson provided a written department report (copy in meeting file), including his attendance at a Wisconsin County Mutual Insurance Company homeland cyber security workshop held in Wausau and his work with the new consultant (Allshore) for the Novus tax and assessment system.

The Committee reviewed the monthly department expense vouchers. Motion by Thompson, 2nd by Bassett, to approve the vouchers. Motion carried.

Motion by Thompson, 2nd by Bassett, to convene into **closed session**, pursuant to section 19.85(1)(g), Wisconsin Statutes, to review litigation involving Sawyer County. Motion carried by unanimous voice vote.

[Minutes of closed sessions are kept in a confidential file in the County Clerk's Office.]

Motion by Thompson, 2nd by Bassett, to reconvene into open session. Motion carried.

Motion by Thompson, 2nd by Bassett, to adjourn the meeting. Motion carried.

Minutes prepared by Sawyer County Clerk Kris Mayberry

SAWYER COUNTY

✓	Veteran's Administrator	Veterans Administration											
K	✓ AODA Counselor/Prevention Specialist	Human Services	\$22.08	\$22.71	\$23.34	\$23.97	\$24.60	\$25.23	\$25.86	\$26.49	\$27.12	\$27.75	\$28.38
	Assistant Forest Administrator	Forestry											
	Deputy County Surveyor	Surveyor											
J	✓ ADRC - Adult Protective Specialist	Human Services	\$20.55	\$21.14	\$21.73	\$22.32	\$22.90	\$23.49	\$24.08	\$24.66	\$25.25	\$25.84	\$26.43
	✓ Assistant ZAC Admin - Zoning/Sanit	Zoning											
	✓ Children and Family Social Worker	Human Services											
	✓ Family Services Support Coordinator	Human Services											
	✓ Forester I	Forestry											
	✓ Hwy Office Manager	Highway											
	✓ Jail Sergeant	Sheriff											
	✓ Justice Programs Coordinator	Human Services											
	✓ Juvenile Justice Social Worker	Human Services											
	✓ PH Nurse	Human Services											
	✓ Recreation Coordinator/Forester	Forestry											
	✓ ZAC Tech - Conservation Specialist	Zoning-Conservation											
	✓ ZAC TECH - Nonmetallic mining	Zoning-Conservation											
I	✓ Assistant Child Support Director	Child Support Agency	\$19.02	\$19.57	\$20.11	\$20.65	\$21.20	\$21.74	\$22.28	\$22.83	\$23.37	\$23.91	\$24.46
	✓ Children's Long-Term Care Manager	Human Services											
	✓ Construction Foreman	Highway											
	✓ Deputy Zoning Administrator	Zoning											
	✓ GIS Specialist	Land Records											
	✓ Shop Foreman	Highway											
	✓ Surveyor - Land Surveyor Tech	Surveyor											
H	✓ Animal Control Officer	Dog Pound	\$17.50	\$18.00	\$18.50	\$19.00	\$19.50	\$20.00	\$20.50	\$21.00	\$21.50	\$22.00	\$22.50
	✓ Chief Deputy Clerk of Court	Clerk of Court											
	✓ Child Support Specialist (II)	Child Support Agency											
	✓ CS - Specialist/Financial Worker - F	Child Support Agency											
	✓ CSS - Paternity Specialist/Financial	Child Support Agency											
	✓ Deputy County Clerk/Payroll Clerk	County Clerk											
	✓ Disability Ben. Specialist	Human Services											
	✓ Highway Mechanic	Highway											
	✓ Maintenance - Mechanic	Maintenance											
	✓ Tax Lister	Land Records											

minutes of the meeting of the **Land, Water and Forestry Resources Committee**
Sawyer County Board of Supervisors
March 11, 2015; Assembly Room; Sawyer County Courthouse

Committee Members Present: Jim Bassett, Fred Zietlow, Dean Pearson, Bruce Paulsen, Hal Helwig

County Personnel Present: Greg Peterson, Eric Wellauer, Dan Pleoeger, Kris Mayberry, Roy Zubrod

NRCS Personnel Present: None

DNR Personnel Present: Jim Kujala

LCO Personnel Present: None

Others Present: Don Mrotek, Bill Noonan, Dick Dewhurst, Linda Zillmer, John Welter, Brian Hucker, Mike Outcalt

Meeting called to order at 8:30 AM.

Approve agenda

Motion by Bassett, second by Zietlow to approve agenda. Motion carried.

Approve minutes

Motion by Zietlow, second by Paulsen to approve the February 11, 2015 minutes. Motion carried.

Audience recognition

Welter inquired about status of Nelson Lake trail which will be covered under ATV/snowmobile grant applications.

Event Dates

None requested.

Land Records and County Surveyor Department

a) County work report: Written report handed out (on file with minutes). b) Analysis of County-Wide Assessment Proposal (on file with minutes) - Governor's proposal for county-wide assessing could cost Sawyer County \$760,000.

Sawyer County Forestry Department

(a) Out-of-County travel – WCFA Spring Administrators Meeting – 3/18-21/15 at Minocqua. Motion by Paulsen, second by Zietlow to approve out-of-county travel. Motion carried.

b) Recreational trail report – Peterson: 1) Dan Dums, Chairman of Town of Lenroot would like to have snowmobile trails moved off the town roads within a 5 year time-frame. County will work with town on options. 2) Trails are rough, may have to go with an earlier spring closure. 3) Zubrod reported that the Highway 27 DOT right-of-way – the County has been making a case since last May. A meeting was held with Berger last fall. The DOT has sent final maps, MOU and wording for grant. The total for the grant will be \$97,000 for 4.0 miles.

c) Outdoor Recreational Aids Resolution – motion by Zietlow, second by Pearson to approve resolution and to send it to County Board with recommendation for approval (necessary for application for trail grant programs). Motion carried.

d) ATV/Snowmobile grant applications: Applications to be submitted this year are the four (4) regular maintenance grants (snowmobile, summer and winter ATV, and UTV) and the Nelson Lake development grant. Mrotek questioned: 1) submitting application for Musser bridge – Zubrod has inspected and said Alliance should fix railing; and 2) Stone Lake railroad grade – will be on next cycle.

e) County Forestry report (on file with minutes). DNR forestry report – Kujala stated that he is assuming the duties of Liaison Forester until is filled, crew has been marking timber in Winter Block of County Forest, LTE hours are done but staff will be filling in remaining hours.

Sawyer County Zoning/Conservation Department

a) County work report (on file with minutes). b) Out-of-County travel – WCCA Conference, 3/25-27/15 at Mosinee. Motion by Paulsen, second by Bassett to approve. Motion carried. c) Sanitation update – Wellauer handed out information sheets (on file with minutes). d) Shoreland amendments – written report submitted by Kozlowski for future consideration. e) Part-time position – increase hours: internal posting was not accepted. Alternative is to increase by 5 hours existing position (savings of \$10,000 by having staff at 40 hours/week versus part-time position at 17.5 hrs/week).

NRCS Business

None

LCO Business

None

Review and Approve Monthly Vouchers Report

Motion by Zietlow, second by Bassett to approve the monthly vouchers report. Motion carried.

Other matters for discussion only

Dewhurst inquired about “Fat” tire bikes. The Town of Hayward has banned the “fat” tire bikes from using trails. Peterson stated that single track trails are being groomed in the Seeley Hills.

Discussion on railroad trail – will be covered under Closed Session.

Closed Session

Motion by Zietlow, second by Paulsen at 9:33 AM to go into Closed Session pursuant to sections 19.85(1)(e) and (g), Wisconsin Statutes, for an update and discussion of potential litigation and negotiations involving that particular litigation. Motion carried unanimously by voice vote. Motion by Paulsen, second by Pearson at 9:47 AM to re-convene into Open Session. [Minutes of Closed Session are kept in a confidential file in the County Clerks’ office]. Motion carried.

Adjourn

Motion by Paulsen, second by Bassett to adjourn meeting. Motion carried. Meeting adjourned at 9:50 AM.

Delores Dobilas, Recorder

Resolution # -2015

Resolution for Outdoor Recreation Aids

WHEREAS Sawyer County is interested in acquiring or developing lands for public outdoor recreation purposes as described in the application; and

WHEREAS, financial aid is required to carry out the project;

THEREFORE, BE IT RESOLVED, that Sawyer County has budgeted a sum sufficient to complete

the project or acquisition and

HEREBY AUTHORIZES the Sawyer County Forest Administrator, Sawyer County Forestry

Department to act on behalf of Sawyer County to:

- Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;
- Submit reimbursement claims along with necessary supporting documentation within 6 months of project completion date;
- Submit signed documents; and
- Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that Sawyer County will comply with the state or federal rules for the programs to the general public during reasonable hours consistent with the type of facility; and will obtain from the State of Wisconsin Department of Natural Resources or the National Park Service approval in writing before any change is made in the use of the project site.

minutes of the meeting of the Public Works Committee

Sawyer County Board of Supervisors

March 11, 2015; 6:30 p.m.; Assembly Room; Sawyer County Courthouse

members present: Ron Kinsley (Chair), Tweed Shuman, Dale Schleeter, Kathy McCoy, Dale Thompson

also present: Matt Malicki and Matt Messina (Wisconsin Department of Transportation Bureau of Aeronautics), County Board member Warren Johnson, Patty and Derek Leslie (L & L Aviation – fixed based operator and contracted Airport management); Maintenance Department Supervisor Tim Hagberg; Highway Commissioner Gary Gedart; County Clerk Kris Mayberry

Motion by Shuman, 2nd by Schleeter, to approve the meeting agenda as presented. Motion carried.

Motion by McCoy, 2nd by Shuman, to approve the February 11, 2015 Public Works Committee meeting minutes. Motion carried.

Maintenance Department Supervisor Tim Hagberg reported that he had travelled to airports in Ashland and Eagle River to view a New Holland tractor and a snowblower that had been suggested for use at the Sawyer County Airport. Mr. Hagberg found that this equipment is not intended for primary use to remove snow from airport runways and recommended that the Committee consider purchasing a used 928G Caterpillar loader and snowblower and plow attachments from the City of Hayward. Matt Malicki (Wisconsin Department of Transportation Bureau of Aeronautics) advised the Committee that airport grant funds can be used to purchase used equipment if the fair market value of the equipment is established and estimated the amount of funds currently available for Sawyer County to use for the purchase. The Committee discussed purchasing an attachment to brush the snow off the runway. Motion by McCoy, 2nd by Thompson, to recommend County Board approval to purchase the equipment from the City and the snow brushing attachment with available grant funds. Motion carried.

Patty and Derek Leslie, of L & L Aviation (fixed based operator and contracted Airport management at the Sawyer County Airport), presented and reviewed with the Committee a written monthly report, including projects, operations, and conditions at the Sawyer County Airport (copy in meeting file).

Matt Malicki and Matt Messina (Wisconsin Department of Transportation Bureau of Aeronautics) provided an update on the Airport improvement project.

Maintenance Department Supervisor Tim Hagberg reported that Emergency Management Department Director Pat Sanchez asked whether the Assembly Room of the Sawyer County Courthouse could be used for a ham radio class on a weekend in April. The Committee discussed that meetings and other uses by outside organizations have not been permitted in the Courthouse on weekends since there are no Maintenance Department employees present and determined to deny the request.

Maintenance Department Supervisor Tim Hagberg presented and reviewed with the Committee a written monthly department report (copy in meeting file) including a report on projects completed, in progress, and planned by the Maintenance Department.

Highway Commissioner Gary Gedart presented and reviewed with the Committee a list of current all-terrain vehicle routes on and along County Trunk Highways. Motion by Shuman, 2nd by Thompson, to approve renewing the routes listed for another year. Motion carried.

Highway Commissioner Gary Gedart presented and reviewed with the Committee a proposed Cooperative Service Agreement between the Sawyer County Highway Department and the United States Department of Agriculture Animal and Plant Health Inspection Service Wildlife Services which provides for cooperation in a County, State, and Federal beaver damage management program to provide the necessary technical and operation assistance in identifying and controlling beaver damage in Sawyer County. Motion by Schleeter, 2nd by Thompson, to approve the agreement. Motion carried.

Highway Commissioner Gary Gedart presented and reviewed with the Committee a written department report.

The Committee reviewed the monthly expense vouchers for the Highway Department, the Maintenance Department, and the Airport. Motion by Shuman, 2nd by Thompson, to approve the vouchers. Motion carried.

Motion by Thompson, 2nd by Schleeter, to adjourn the meeting. Motion carried.

minutes prepared by Sawyer County Clerk Kris Mayberry





minutes of the meeting of the Administration Committee
Sawyer County Board of Supervisors
March 12, 2015; 8:30 a.m.; Assembly Room; Sawyer County Courthouse

members present: Hal Helwig (Chair) Ron Kinsley, Dale Schleeter, Dean Pearson, Jim Bassett, Dale Thompson

also present: County Board member Warren Johnson, Information Technology Department Director Mike Coleson, County Treasurer Dianne Ince, Accounting Manager Melissa Roach, County Clerk Kris Mayberry

Motion by Kinsley, 2nd by Schleeter, to approve the meeting agenda. Motion carried.

Motion by Kinsley, 2nd by Schleeter, to approve the February 12, 2015 meeting minutes. Motion carried.

Local property assessment contractor Doug Kurtzweil presented information about and his concerns with the proposed plan in the Governor's budget bill to move the property assessment function statewide from local municipalities to county government. Motion by Bassett, 2nd by Kinsley, to recommend that the County Board authorizes that a letter opposing the proposed plan be sent to the Governor, the Wisconsin Counties Association, and Sawyer County's representatives in the State legislature. Motion carried.

Veterans Service Department Director Renee Brown presented a written department report (copy in meeting file), including requests for approval for attendance for training/meeting in Cable April 17, 2015; for the Douglas County/UW-Superior Veteran Expo in Superior May 5, 2015; and for accreditation training in Appleton May 30-June 5, 2015. Motion by Bassett, 2nd by Schleeter, to approve the requests. Motion carried.

Motion by Kinsley, 2nd by Bassett, to approve the Veterans Service Department report. Motion carried.

Health and Human Services Department Director Paul Grahovac informed the Committee of the resignation of an Adult Protective Services Worker, advised that Aging and Disability Resource Center (ADRC) North Branch Manager Amy Nigbor is working on a plan to re-organize the Adult Protective Services Unit, and proposed that an ADRC Specialist that had previously worked for Sawyer County be employed part-time (10-15 hours a week) on an interim basis. Motion by Pearson, 2nd by Thompson, to approve the proposal. Motion carried.

Health and Human Services Department Director Paul Grahovac informed the Committee of the resignation of an Alcohol and Other Drug Abuse Counselor and presented the Health and Human Services Board recommendation to fill the vacated position. Motion by Kinsley, 2nd by Schleeter, to recommend County Board approval of the recommendation. Motion carried.

Health and Human Services Department Director Paul Grahovac Health presented the Health and Human Services Board recommendations to approve the Alcohol and Other Drug Abuse (AODA) Unit Supervisor's request to extend the expiration of his vacation from May 20, 2015 to December 31, 2015; and to authorize an AODA Counselor to work 40 hours a week on an interim basis (until June 30, 2015) to compensate for the AODA Counselor position vacancy. Motion by Pearson, 2nd by Schleeter, to approve the recommendations. Motion carried.

Zoning and Conservation Department Director Dale Olson reported that the internal posting to fill a part-time (17½ hours a week) position in the Zoning and Conservation Department was not accepted and proposed, in the alternative, to increase the hours per week for the clerical position in the department from 35 to 40 hours a week. Motion by Pearson, 2nd by Bassett, to approve the proposal. Motion carried.

The Committee discussed the compensation and classification study, position pay matrix, and pay structure for Sawyer County researched and developed by Carlson Dettmann Consulting (approved by the County Board at their meeting held December 18, 2014) and the source of funds for payment of charges for Carlson Dettmann's fees and expenses - \$1,625.84 for attending meetings on November 6 and November 20, 2014 and \$900 for attending a meeting January 9, 2015 (\$2,525.84 total). Accounting Manager Melissa Roach recommended that the funds be charged to the Contingency Fund Account of the 2014 Sawyer County Budget. Motion by Bassett, 2nd by Thompson, to recommend County Board approval of the recommendation. Motion carried.

The Committee reviewed documents requiring signature(s) on behalf of Sawyer County accepting the legal and financial responsibility for the administration of the Sawyer County Ambulance Service, including its billing of Medicare and Medicaid charges and any outstanding debt owed to the Centers for Medicare and Medicaid services. Motion by Bassett, 2nd by Thompson, to recommend County Board approval for the signature(s) indicating an acceptance of those responsibilities. Motion carried.

Accounting Manager Melissa Roach presented and reviewed with the Committee a written department report (copy in meeting file), including a 2014 and 2015 year-to-date report of County expenditures and revenues, a report on General Fund contingency fund account expenditures and balances, and an update on in-house Ambulance Service Department billing.

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Motion by Thompson, 2nd by Bassett, to reconvene into open session. Motion carried.

Motion by Thompson, 2nd by Bassett, to adjourn the meeting. Motion carried.

Minutes prepared by Sawyer County Clerk Kris Mayberry

Kris Glenn Mayberry, Sawyer County Clerk
Sawyer County Courthouse
10610 Main Street, Suite 10; Hayward, Wisconsin 54843
email address – county.clerk@sawyercountygov.org
telephone numbers 715.634.4866 and toll free 877.699.4110



March 11, 2015

AGENDA
meeting of the Administration Committee
Sawyer County Board of Supervisors
Assembly Room, Sawyer County Courthouse
March 12, 2015, 8:30 a.m.

01. Meeting agenda
02. Minutes of February 12, 2015 meeting
03. Wisconsin Department of Revenue "Property Assessment Reform"
04. Veterans Service Department report, including employee travel
05. Health and Human Services Department report, including:
 - Adult Protective Services position
 - AODA Counselor resignation and request to fill vacated position
 - request to extend vacation expiration
 - request to extend 40 hour work week for AODA Counselor position
06. Zoning and Conservation Department report, including request to increase hours for clerical position
07. Funds for payment of Carlson Dettmann Consulting for compensation and classification study, position pay matrix, and pay structure
08. Acceptance of legal liability and financial responsibility for administration of Sawyer County Ambulance Service Department, including billing of Medicare and Medicaid charges
09. Accounting Manager's report, including:
 - personnel policy revisions
 - New World Systems software annual conference attendance
10. County Clerk's report, including proposal for 2016 Sawyer County Platbook
11. County Treasurer's report
12. Information Technology Department report
13. Monthly department expense vouchers
14. Other matters for discussion only
15. **Closed session**, pursuant to section 19.85(1)(g), Wisconsin Statutes, to review litigation involving Sawyer County

KM

Sawyer County Clerk Kris Mayberry

Kris Mayberry, Sawyer County Clerk
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telephone numbers 715.634.4866 and toll free 877.699.4110

DRAFT



March 19, 2015

Governor Scott Walker
115 East State Capitol
Madison, Wisconsin 53702

Wisconsin Counties Association
22 East Mifflin Street, Suite 900
Madison, WI 53703

25th District Senator Janet Bewley
Room 126 South
State Capitol
Madison, WI 53707

29th District Senator Jerry Petrowski
P.O. Box 7882
Madison, WI 53707-7882

74th District Representative Beth Meyers
P.O. Box 8953
Madison, WI 53708

87th District Representative James Edming
PO Box 8952
Madison, WI 53708-8952

Subject: proposal to eliminate local property assessment

Please be advised that the Sawyer County Board of Supervisors, at their meeting held March 19, 2015, voted to oppose the current proposal to eliminate local property assessment. The proposed change would result in greater cost to taxpayers, loss of local control, and a reduction in quality of services to taxpayers.

Moving the assessment of real and personal property from the local level to the county level without adequate funding poses a significant burden for counties as well as the loss of jobs for local assessors and their staff.

Sawyer County supports the continued efforts of the Wisconsin Towns Association and the Wisconsin Counties Association to work with the Wisconsin Department of Revenue to continuously improve the current assessment system that provides taxpayers a high quality service with the greatest cost efficiency.

Please feel free to contact me if you have any questions.

Sincerely,

Kris Mayberry
Sawyer County Clerk

Property Assessment Reform



Making government more efficient, effective and accountable

February 11, 2015

What is being proposed?

- Move property assessment functions to a county-based model from the current municipal-only model:
 - Counties could choose to form multi-county assessment units.
 - First and second class cities could opt to do assessment themselves because they have economies of scale.
 - Manufacturing property would still be assessed by the Department of Revenue.
 - Move from 1,851 assessment units to about 90.
- Require all property to be assessed annually at full value when the reformed system is in place.
- Open Book meetings to review assessments would be held in each municipality. Board of Review meetings to resolve appeals of assessments would be held at multiple locations, with centrally available public notice.
- Forty states have county-based assessment systems.



Sources: CCH Intelligence State Tax Departments

Wisconsin Has Highest Number of Assessment Jurisdictions Nationwide at 1,851 Municipal Units

What are the benefits?

- Cost savings due to economies of scale at the local level and elimination of the state's complex equalization process.
- Improved quality of property assessments.
- A clear and understandable process that strengthens accountability for property owners.
- Maintaining involvement of local government.

What will it mean for property owners?

- Property owners will see their property assessments reflect full market value every year.
- Some communities already assess property at full market value each year. Other municipalities conduct assessments that vary widely from market value. Having a consistent standard will avoid large swings in assessed value that can happen if values have not been reviewed for a number of years.
- This will improve uniformity among property owners with similar properties in the same community.
- Open Book: Property owners would continue to be able to attend an Open Book meeting in their municipality to ask their assessor for assessment changes.
- Board of Review: Property owners would continue to be able to appeal values to a county Board of Review (BOR) and have increased opportunity to attend BOR since multiple meetings would be held in several locations. BOR members would also receive annual training.

Will property taxes go up because of this?

- No. The total amount of property taxes collected will be the same as it would be with the current system.
- The budget proposal protects property taxpayers by maintaining county, municipal, and technical college levy limits at the greater of zero percent growth or the percentage change in property values due to net new construction.
- Property tax limits restrict the total amount your local government can collect in property taxes.
- The value your assessor gives your property is used to distribute the total amount of property taxes among a municipality's property owners.

What will it mean for assessors?

- Certified assessors will continue to assess property throughout the state. The county, multi-county or municipal assessment units could either directly employ assessors or contract with private assessors, as municipalities do now.

What will it mean for local governments?

- All local governments would have property assessed at full market value each year.
- Local cost savings: A county or multi-county unit can leverage economies of scale to produce more accurate and uniform values while reducing administrative costs.
 - Counties will be reimbursed by municipalities for the costs of conducting property assessment.
 - Municipalities will pay counties up to 95% of their base budgeted costs for assessment, thus ensuring a reliable funding source and overall cost savings.

What will it mean for state government?

- The state will no longer need to "equalize" local assessments, which will result in state cost savings.
- When fully phased in, this reform will result in a phased down Bureau of Equalization at the Department of Revenue, now consisting of 39.5 FTE.
- Equalization is currently needed because different communities assess property on different timetables and at different percentages of full value. Property values need to be "equalized" at a common level before tax bills and state aids can be sent out, which is a costly and complex process.



State of Wisconsin • DEPARTMENT OF REVENUE

2135 RIMROCK ROAD • P.O. BOX 8933 • MADISON, WISCONSIN 53708-8933 • 608-266-6466 • FAX (608) 266-5718
<http://www.revenue.wi.gov>

Scott Walker
Governor

Richard G. Chandler
Secretary of Revenue

Making Property Assessment Better for Taxpayers

By Richard Chandler, Secretary
Wisconsin Department of Revenue

Should property assessment be done by 1,851 different units of government in Wisconsin as it is now? Or is there a more efficient way to perform this important function?

Wisconsin now has a municipal-only assessment system with 1,851 cities, villages and towns separately assessing property in their jurisdictions. This is the highest number of property assessment jurisdictions in the country.

The 2015-17 state budget includes a property assessment reform proposal to make the assessing process more efficient. Wisconsin would move to a county-based system with an option for larger municipalities to continue to assess property. This would reduce Wisconsin's 1,851 assessment units to about 90, which will save money at the local level through economies of scale. Forty states already have a county-based assessment system like the one we are proposing.

This proposal also creates a consistent standard by requiring that all property be assessed at full market value each year. While some Wisconsin municipalities already do this, others vary widely. In 2014, assessments for residential property ranged from 75% to 135% of full market value.

A consistent full market value standard would save money at the state level by eliminating the need for the current costly and complex "equalization" process which is needed to translate the different levels of local assessments into a consistent statewide measure before tax bills and state aid can be sent out. The proposal would result in position savings in the State's Bureau of Equalization.

Property owners would see their assessments reflect the market each year which avoids the large swings that can currently occur if assessed values have not been reviewed for a number of years. This proposal would not cause property taxes to go up because it maintains the total amount of property taxes local governments can collect.

Property owners would still have local open book assessment review meetings where they could discuss changes to their values with an assessor, and they would be able to appeal their assessments to a Board of Review which would meet at several locations in each county.

If we were designing an assessment system starting with a clean sheet of paper, we wouldn't come up with the current complicated system which has a multitude of small assessment units, many different approaches to valuations, and the need for complex revisions to make valuations consistent across the state. We have a chance to move to a better system which will save money, keep assessing local, and make assessments uniform throughout the state.



PRESS RELEASE

Contacts: Russell Schwandt, President
WAAO
920.448.3070

Rocco Vita, Legislative Committee Chair
WAAO
262.925.6714

For Immediate Release

Wisconsin Association of Assessing Officers Doubts the Financial Feasibility of County Assessment Proposal

GREEN BAY, WI – February 16, 2015 – The Wisconsin Association of Assessing Officers (WAAO) has serious and realistic concerns about the proposed plan in the Governor’s budget bill to move the property assessment function statewide from local municipalities to county government. According to Russ Schwandt, President of the Wisconsin Association of Assessing Officers, “This proposal requires counties to provide a level of service costing \$25 per parcel on a budget of less than \$6 per parcel. While the budget proposal has a funding mechanism, it’s clear to almost everyone that it falls woefully short of what is necessary to provide the level of service required by the proposal.”

The county assessment proposal would require counties take over the property assessment function and perform annual revaluations to keep property values at full of market value each year. As proposed, the sole source of funding is the county’s ability to charge each municipality in the county an amount that is 95% of their 2015 costs for municipal assessment service. Currently, 98% of Wisconsin municipalities are assessed by contract assessors, and very few municipalities are assessed at full market value each year. The typical cost for those few municipalities who maintain market value assessments averages \$25 per parcel per year, while the typical cost for the overwhelming majority of municipalities that do not maintain market value assessments is less than \$6 per parcel per year throughout the state. As proposed, the plan is not financially viable and will put county governments in a position to provide a necessary service without adequate funding.

The role of property assessment in Wisconsin has a long history. It serves to protect the uniformity, equity and fairness of the property tax system in order to achieve economic equality. It helps ensure that the uniformity clause written into our State constitution is followed in determining property assessments throughout every community in the State. The uniformity clause reads, “All taxes to be levied in the state, at any time, shall be nearly equal as may be.” Requiring Wisconsin counties to provide a comprehensive assessment service that meets the requirements of the proposal but not providing realistic funding to achieve the desired results only serves to degrade property tax equity in Wisconsin.

Schwandt added, “I and my professional colleagues throughout the state doubt the financial feasibility of the county assessment proposal. While we’ve had discussions with the Department of Revenue about some of the operational issues with their proposal, neither group has uncovered a solution to provide the large amount of additional funding necessary to make the proposal a financially feasible possibility.”



22 EAST MIFFLIN STREET, SUITE 900
MADISON, WI 53703
TOLL FREE: 1.866.404.2700
PHONE: 608.663.7188
FAX: 608.663.7189
www.wjcounties.org

For Immediate Release
Contact: Mark D. O'Connell
Executive Director
Wisconsin Counties Association
866.404.2700

February 18, 2015

WCA Statement on County Assessment

Governor Walker's 2015-17 State Biennial Budget recommends transitioning the property tax assessment process from a municipality-based system to a county-based system beginning in 2016 with full implementation by the 2017 property assessment year. While we understand the Department of Revenue is seeking efficiencies within the current assessment system, the Wisconsin Counties Association (WCA) is opposed to this proposal due to the new costs counties would be forced to absorb.

WCA has numerous concerns with the proposal including the proposed timeline, funding mechanism, new mandates placed on county staff, and current assessment contracts. In an era of stringent property tax controls, any proposal calling for county-wide assessment must assure counties will not be responsible for additional costs.

Major Issues of Concern:

Mandated Transition

The proposal mandates that counties perform all duties relating to the assessment process. In the past, county assessment was optional and state funding was available. WCA requests that this proposal be at county-option.

Timeline

The 2017 implementation date is not feasible. Not only are counties not currently responsible for assessing properties, but counties also do not have experience in other aspects of the assessment process, including the board of review process. County clerks may also be required to perform duties currently prescribed to municipal clerks, while the proposal does not include additional funding.

Funding Mechanism

The proposal sets 2015 as the base year for determining the amount of costs counties can pass on to municipalities. In all likelihood, 2015 will be a maintenance year—as opposed to a complete revaluation year—for most communities, meaning counties will only be allowed to pass on 95% of those maintenance costs in future years. This represents an underfunded mandate because counties are required to keep all assessments at 100% of fair market value, which requires annual adjustments.

-More-

**WCA Release-
Add One-**

After base year (2015) costs are established, the proposal only allows counties to increase the costs they pass on to municipalities by a percentage equal to changes in property value due to net new construction; net new construction is typically less than the consumer price index (i.e., inflation).

Assessment Contracts

One of the major unknowns as it relates to the proposal is the treatment of current assessment contracts. While the proposal calls for implementation by 2017, many communities are currently engaged in multi-year contracts with local assessors. The proposal does not specify whether counties would be responsible for payments under these contracts.

###

Town of Bass Lake, Sawyer County

14412W County Highway K

Hayward, WI 54843

Telephone 715-634-8469

Fax 715-634-8470

February 26, 2015

Kris Mayberry
Sawyer County Clerk
10610 Main Street, Suite 10
Hayward, WI 54843

Dear Mr. Mayberry,

Enclosed is a copy of the letter and enclosure sent to Governor Walker regarding the proposal to eliminate local assessment.

Identical letters were sent to the following:

Senator Jerry Petrowski, Senate District 29

Representative James Edming, Assembly District 87

Secretary Richard Chandler, Wisconsin Department of Revenue

Sincerely,



Erica Warshawsky, Clerk

Enclosure

Town of Bass Lake, Sawyer County

14412W County Highway K

Hayward, WI 54843

Telephone 715-634-8469

Fax 715-634-8470

February 26, 2015

Office of Governor Scott Walker

115 East Capitol

Madison, WI 53702

Re: Proposal to Eliminate Local Assessment

Dear Governor Walker,

The Town of Bass Lake, Sawyer County strongly opposes the current proposal to eliminate local assessment. The proposed change would result in greater cost to taxpayers, loss of local control and a reduction in quality of service to taxpayers.

Moving the assessment of real and personal property from the local level to the county level without funding poses a significant burden for counties as well as the loss of jobs for local assessors and their staff.

The Town of Bass Lake adopted Resolution No. 1-11-2010 (B) (enclosed) in 2010 to oppose the Wisconsin Department of Revenue's proposal in 2009. The resolution still stands.

The Town supports the continued efforts of the Wisconsin Towns Association to work with the Wisconsin Department of Revenue to continuously improve the current assessment system that provides taxpayers a high quality service with the greatest cost efficiency.

Sincerely,



Erica Warshawsky

Clerk

Enclosure

RESOLUTION No. 1-11-2010 (B)

TO OPPOSE DOR COUNTY ASSESSMENT PROPOSAL

WHEREAS, the Wisconsin Department of Revenue (DOR) proposes to change from municipal assessment to county assessment of real and personal property;

WHEREAS, moving the assessment from the town, village, and city level to the county will take away local control and increase costs to the taxpayers;

WHEREAS, DOR acknowledges the costs of a county assessment system will be on average \$25 per parcel statewide, which will be a significant increase in property taxes from the county level at a time when increased property taxes are already a burden;

WHEREAS, property owners will lose the convenience of open book and board of review proceedings in their own municipality by having to travel to county sites for open book and board of review;

WHEREAS, the DOR proposal will provide little oversight over county assessment practices and no appeal rights of individual towns, villages, and cities of their municipal full value as determined by the county assessment;

WHEREAS, the DOR has expressed concern over some local assessment practices and other issues such as assessor certification and performance that can be addressed under the current municipal assessment system without mandating a county assessment system;

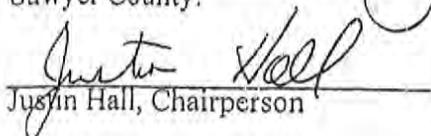
WHEREAS, the DOR proposal for "single value" assessment may reduce state costs for state equalization between municipal assessing districts, however there is no showing that "single value" assessment is required in Wisconsin, nor that the change to county assessment without state equalization will in fact bring more uniformity and equity to assessment practices;

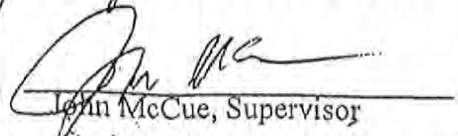
WHEREAS, if valid concerns exist over current assessment practices of municipal assessment, these issues should be studied by the various interested stakeholders including local governments and assessors to determine if changes to municipal assessment practices could be implemented to improve the current system rather than blindly mandate county assessment;

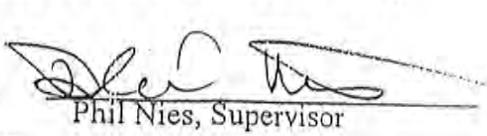
NOW THEREFORE BE IT RESOLVED, that the Town Board of Town of Bass Lake, Sawyer County does hereby oppose the implementation of county assessment in Wisconsin;

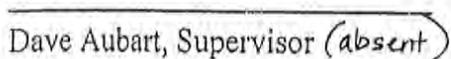
FURTHER, BE IT RESOLVED, that the State of Wisconsin, local governments and other stakeholders should study what changes, if any are found necessary, can be implemented to improve municipal assessment practices without necessarily eliminating the current system.

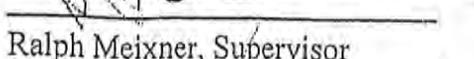
Adopted this 11 day of January, 2010 by the Town Board of the Town of Bass Lake, Sawyer County.

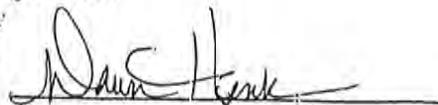

Justin Hall, Chairperson


John McCue, Supervisor


Phil Nies, Supervisor


Dave Aubart, Supervisor (absent)


Ralph Meixner, Supervisor

ATTEST: 
Dawn Henk, Clerk

minutes of the meeting of the Administration Committee
Sawyer County Board of Supervisors
February 12, 2015; 8:30 a.m.; Assembly Room; Sawyer County Courthouse

members present: Hal Helwig (Chair) Ron Kinsley, Dale Schleeter, Dean Pearson, Brian Bisonette; Jim Bassett

also present: County Board member Warren Johnson, Information Technology Department Director Mike Coleson, County Treasurer Dianne Ince, Accounting Manager Melissa Roach, County Clerk Kris Mayberry

Motion by Bassett, 2nd by Kinsley, to approve the meeting agenda. Motion carried.

Motion by Kinsley, second by Bassett, to approve the January 8, 2015 meeting minutes. Motion carried.

The Board reviewed the Public Safety Committee recommendation to approve the Sheriff's Department request for permission to fill a vacant day sergeant position in the Sheriff's department. Chief Sheriff Deputy Brigitte Kornbroke indicated to the Public Safety Committee that the position has been vacant for some time and would be filled by a current deputy, resulting in approximately \$3,000.00 in additional wages and benefits, which Chief Deputy Kornbroke advised is available in the sheriff's department budget. Motion by Bassett, 2nd by Schleeter, to recommend County Board approval of the recommendation. Motion carried.

Zoning and Conservation Department Director Dale Olson presented the Land, Water, and Forest Resources Committee recommendation to approve an additional part-time (17.5 hours per week) clerical position in the Zoning and Conservation Department. Mr. Olson indicated that a grant has been received to cover part of the expenses for another employee in the office to work on invasive aquatic species control and that the Courte Oreilles Lakes Association has committed an additional \$10,000 (approximate) in support of invasive aquatic species control. The result of those funding sources is that the proposed part-time position would not result in a negative impact to the Zoning and Conservation Department budget. Motion by Kinsley, 2nd by Bisonette, to recommend County Board approval of the Zoning and Conservation Committee recommendation. Motion carried.

The Committee discussed the compensation and classification study, position pay matrix, and pay structure for Sawyer County researched and developed by Carlson Dettmann Consulting (approved by the County Board at their meeting held December 18, 2014), the confidential disclosure agreement required by Carlson Dettmann for release of information about the basis and method of their research, and the source of funds for payment of a bill for fees and expenses (\$1,625.84) for Carlson Dettmann's services in attending meetings on November 6 and November 20, 2014. The Committee determined to designate a source of funds for payment of the fees upon receipt of a 2nd anticipated billing (\$900) for attending a meeting January 9, 2015.

Health and Human Services Department Director Paul Grahovac presented the Health and Human Services Board recommendation to approve filling the vacated Child Protective Services Supervisor position in the Health and Human Services Department, and to approve increasing the hours of work for current Child Protective Services Social Workers in the Department from 35 to 40 hours a week for a period of 90 days. Motion by Bassett, 2nd by Schleeter, to recommend County Board approval of the recommendations. Motion carried.

Health and Human Services Department Director Paul Grahovac presented the Health and Human Services Board recommendation to approve filling a vacated Information and Referral Center Secretary position in the Health and Human Services Department, and to approve increasing the hours of work for three current clerical staff employees in the Department from 35 to 40 hours a week for a period of 90 days to facilitate coverage of the Information and Referral Center desk during the process of filling the vacant position. Motion by Schleeter, 2nd by Bassett, to recommend County Board approval of the recommendations. Motion carried.

Health and Human Services Department Director Paul Grahovac reported that he and the Health and Human Services Board Executive Committee met with Carol Lund from Northland Counseling regarding a proposal to increase staff at the Transitions Residential Facility by 1.5 positions in the hopes of addressing high need resident crisis prevention or crisis response at the facility and defraying escalating state institutional residential facility costs. The Health and Human Services Board Executive Committee recommends approving the proposal. The Administration Committee requested that a financial analysis of the proposal (a comparison of the costs of the additional positions estimated at \$73,000 versus anticipated costs for state institutional residential facility housing) be developed for presentation at the February 19, 2015 County Board meeting.

The Committee discussed that Sawyer County Veterans Service Officer Renee Brown advised the Health and Human Services Board that the insurance adjuster determined that the 2008 Dodge Caravan involved in an accident in September of 2014 was a total loss and afforded the County replacement cost coverage that allowed for the purchase of a new 2015 Dodge Caravan. The Veterans Service Department offered to sell a surplus department 2012 Dodge Caravan to the Health and Human Services Department for \$6,000 to include in the County motor pool fleet. The Health and Human Services Board recommends approval of the purchase. Motion by Bassett, 2nd by Schleeter, to recommend County Board approval of the purchase. Motion carried.

The Committee reviewed a proposal to refinance or pay off the balances due for the assessment by the City of Hayward for the installation of sewer and water lines to service the Health and Human Services Department Oasis Building to address the payment of 4% interest on the debt to the City. The Committee determined to have Accounting Manager Melissa Roach, County Clerk Kris Mayberry, and County Treasurer Dianne Ince develop a recommendation to present to the County Board at their meeting February 19, 2015.

Accounting Manager Melissa Roach presented and reviewed with the Committee a written department report (copy in meeting file), including a 2014 and 2015 year-to-date report of County expenditures and revenues, a report on General Fund contingency fund account expenditures and balances, and an update on in-house Ambulance Service Department billing. Ms. Roach asked the Committee if they wished to consider increasing the employee reimbursement for mileage expenses to match the current Internal Revenue Service rate. The Committee determined to decline increasing the reimbursement amount. Ms. Roach recommended transmitting a memo to departments to clarify that purchase of food, beverages, or similar items to provide to employees at meetings or for good will should not be charged to or reimbursed by the County.

The Committee reviewed a financial report (copy in meeting file) through January of 2015 prepared by County Treasurer Dianne Ince and the Wisconsin Department of Revenue monthly report on county sales and use tax distribution to Sawyer County which included the following information:

- distributed to Sawyer County in January of 2015 - \$154,920.27
- distributed to Sawyer County in 2015 through January - \$154,920.27
- distributed to Sawyer County through same month in 2014 - \$121,895.03
- 2015 Sawyer County Budget sales and use tax revenue forecast - \$1,600,000

Information Technology Department Director Mike Coleson provided a written department report (copy in meeting file) and presented a proposed professional services agreement between the Novus Consortium (Bayfield County, Burnett County, Price County, Washburn County, and Sawyer County) and Allshore Global Resource. The agreement provides for Allshore to provide the Consortium with support for the Novus tax and assessment system with a 2015 charge to each county of \$6,400. The Committee requested Mr. Coleson to have Sawyer County Corporation Counsel Thomas J. Duffy review the agreement and that the proposed agreement be amended to delete any penalties for termination of the agreement by the counties and to provide that Wisconsin is the jurisdiction for any potential litigation and application of law if disputes based on the agreement should arise.

The Committee reviewed the monthly department expense vouchers. Motion by Kinsley, 2nd by Bisonette, to approve the vouchers. Motion carried.

Accounting Manager Melissa Roach recommended amending a provision of the recently adopted County personnel administration policies pertaining to overtime. Ms. Roach indicated that she would prepare a proposed amendment to present to the full County Board February 19, 2015.

County Clerk Kris Mayberry advised the Committee that Sawyer County's experience modification factor has been reduced to .95 to be applied to the County's workers compensation premiums effective 05/12/2015 to 01/01/2016.

Motion by Schleeter, 2nd by Bassett, to adjourn the meeting. Motion carried.

Minutes prepared by Sawyer County Clerk Kris Mayberry

13.21.7

Invoice

**CARLSON
DETTMANN** CONSULTING 6907 University Avenue, #152
Middleton WI 53562

Invoice #: 1059
Invoice Date: 12/9/2014
Due Date: 12/9/2014

Bill To:
Sawyer County
Kris Mayberry

Description	Amount
Meeting w/ Admin Committee re Policies on 11/6 and 11/20	1,050.00
Related travel expenses	575.84
100-33-54105-50000	

Total \$1,625.84

Payments/Credits \$0.00

Balance Due \$1,625.84

Remit to:

Carlson Dettmann Consulting
Dept. # 978406
PO Box 8406
Carol Stream, IL 60197-8406

CARLSON
DETTMANN 6733 Frank Lloyd Wright Avenue
CONSULTING Middleton WI 53562

Invoice

Invoice #: 1124
Invoice Date: 2/12/2015
Due Date: 2/12/2015

Bill To:
Sawyer County
Kris Mayberry

Description	Amount
Meetings 1/9/15	900.00

Remit to:

Carlson Dettmann Consulting
Dept. # 978406
PO Box 8406
Carol Stream, IL 60197-8406

Total	\$900.00
Payments/Credits	\$0.00
Balance Due	\$900.00

**2014 CONTINGENCY FUND
31-Dec-14**

Begin 1/1/14 per budget
Carried over from 2013 budget
TOTAL AVAILABLE

<u>62,942.00</u>
0.00
<u>62,942.00</u>

5 scanners(3 HHS, co clerk, hwy)
John Kruk contracting 3 mos (Mar-May)radio system
John Kruk contracting 3 mos (June-Aug) radio system

(3,120.00)
(4,200.00)
(4,200.00)

Carlson & Dettmann
Carlson & Dettmann

(1,625.84)
(900.00)

BALANCE

<u><u>48,896.16</u></u>

+++++

Potential requests:

New World Conference Oct 5-7 (8/21/14)

4,000.00

Total potential requests:

<u>4,000.00</u>

44,896.16

Hal Helwig, Chairman
Sawyer County Board of Supervisors
10610 Main St., Suite 10, Hayward, Wisconsin 54843
email address – county.clerk@sawyercountygov.org
telephone numbers 715.634.4866 and 877.699.4110
fax number 715.634.3666



March 20, 2015

Centers for Medicare and Medicaid Services
National Government Services
P.O. Box 6474
Indianapolis, Indiana 46206-6474

Please be advised that the Sawyer County Board of Supervisors, at their meeting held March 19, 2015, acknowledged and approved accepting the legal and financial liability and responsibility for administration of the Sawyer County Ambulance Service, including its billing of Medicare and Medicaid charges. This includes any outstanding debt owed to the Centers for Medicare and Medicaid Services.

Sincerely,

Hal Helwig, Chairman
Sawyer County Board of Supervisors

copy: County Board members and file

Hal Helwig, Chairman
Sawyer County Board of Supervisors
10610 Main St., Suite 10, Hayward, Wisconsin 54843
email address – county.clerk@sawyercountygov.org
telephone numbers 715.634.4866 and 877.699.4110
fax number 715.634.3666



March 20, 2015

Centers for Medicare and Medicaid Services
National Government Services
P.O. Box 6474
Indianapolis, Indiana 46206-6474

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Sincerely,

Hal Helwig, Chairman
Sawyer County Board of Supervisors

copy: County Board members and file



MEDICARE

www.NGSMedicare.com

RE:

Case: 222401430832116

[X] CMS 855B Section 5. Ownership Interest and/or Managing Control Information (Organizations)

[X] A. Organization with Ownership Interest and/or Managing Control-Identification Information

[X] B. Final Adverse Legal Action History

[X]*Other: In order to add Melissa Roach as an authorize official, Section 6A AND 6B section 15 resigned and dated needs to be completed

SECTION 5: OWNERSHIP INTEREST AND/OR MANAGING CONTROL INFORMATION (ORGANIZATIONS)

NOTE: Only report organizations in this section. Individuals must be reported in Section 6.

Complete this section with information about all organizations that have 5 percent or more (direct or indirect) ownership interest of, any partnership interest in, and/or managing control of, the supplier identified in Section 2, as well as information on any adverse legal actions that have been imposed against that organization. For examples of organizations that should be reported here, visit our Web site: www.cms.hhs.gov/MedicareProviderSupEnroll. If there is more than one organization that should be reported, copy and complete this section for each.

MANAGING CONTROL (ORGANIZATIONS)

Any organization that exercises operational or managerial control over the supplier, or conducts the day-to-day operations of the supplier, is a managing organization and must be reported. The organization need not have an ownership interest in the supplier in order to qualify as a managing organization. For instance, it could be a management services organization under contract with the supplier to furnish management services for the business.

SPECIAL TYPES OF ORGANIZATIONS

Governmental/Tribal Organizations

If a Federal, State, county, city or other level of government, or an Indian tribe, will be legally and financially responsible for Medicare payments received (including any potential overpayments), the name of that government or Indian tribe should be reported as an owner. The supplier must submit a letter on the letterhead of the responsible government (e.g., government agency) or tribal organization that attests that the government or tribal organization will be legally and financially responsible in the event that there is any outstanding debt owed to CMS. This letter must be signed by an appointed or elected official of the government or tribal organization who has the authority to legally and financially bind the government or tribal organization to the laws, regulations, and program instructions of the Medicare program.

Non-Profit, Charitable and Religious Organizations

Many non-profit organizations are charitable or religious in nature, and are operated and/or managed by a board of trustees or other governing body. The actual name of the board of trustees or other governing body should be reported in this section. While the organization should be listed in Section 5, individual board members should be listed in Section 6. Each non-profit organization should submit a copy of a 501(c)(3) document verifying its non-profit status.

SECTION 5: OWNERSHIP INTEREST AND/OR MANAGING CONTROL INFORMATION (ORGANIZATIONS) (Continued)

All organizations that have any of the following must be reported in Section 5:

- 5 percent or more ownership of the supplier,
- Managing control of the supplier, or
- A partnership interest in the supplier, regardless of the percentage of ownership the partner has.

Owning/Managing organizations are generally one of the following types:

- Corporations (including non-profit corporations)
- Partnerships and Limited Partnerships (as indicated above)
- Limited Liability Companies
- Charitable and/or Religious organizations
- Governmental and/or Tribal organizations

A. Organization with Ownership Interest and/or Managing Control—Identification Information

Not Applicable

If you are changing, adding, or deleting information, check the applicable box, furnish the effective date, and complete the appropriate fields in this section.

CHECK ONE	<input type="checkbox"/> CHANGE	<input type="checkbox"/> ADD	<input type="checkbox"/> DELETE
DATE (mm/dd/yyyy)			

Check all that apply:

- 5 Percent or More Ownership Interest Partner Managing Control

Legal Business Name as Reported to the Internal Revenue Service

"Doing Business As" Name (if applicable)

Address Line 1 (Street Name and Number)

Address Line 2 (Suite, Room, etc.)

City/Town		State	ZIP Code + 4
Telephone Number	Fax Number (if applicable)		E-mail Address (if applicable)
NPI (if issued)	Tax Identification Number (Required)	Medicare Identification Number(s) (if issued)	

What is the effective date this owner acquired ownership of the provider identified in Section 2B1 of this application? (mm/dd/yyyy) _____

What is the effective date this organization acquired managing control of the provider identified in Section 2B1 of this application? (mm/dd/yyyy) _____

NOTE: Furnish both dates if applicable.

**SECTION 5: OWNERSHIP INTEREST AND/OR MANAGING CONTROL INFORMATION
(ORGANIZATIONS) (Continued)**

B. Final Adverse Legal Action History

If reporting a change to existing information, check "Change," provide the effective date of the change, and complete the appropriate fields in this section.

Change

Effective Date: _____

1. Has this individual in Section 5A above, under any current or former name or business identity, ever had a final adverse legal action listed on page 13 of this application imposed against him/her?

YES—Continue Below NO—Skip to Section 6

2. If YES, report each final adverse legal action, when it occurred, the Federal or State agency or the court/administrative body that imposed the action, and the resolution, if any.

Attach a copy of the final adverse legal action documentation and resolution.

FINAL ADVERSE LEGAL ACTION	DATE	TAKEN BY	RESOLUTION

SECTION 6: OWNERSHIP INTEREST AND/OR MANAGING CONTROL INFORMATION (INDIVIDUALS)

NOTE: Only Individuals should be reported in Section 6. Organizations must be reported in Section 5. For more information on “direct” and “indirect” owners, go to www.cms.hhs.gov/MedicareProviderSupEnroll.

The supplier **MUST** have at least **ONE** owner and/or managing employee.

The following individuals must be reported in Section 6A:

- All persons who have a 5 percent or greater direct or indirect ownership interest in the supplier;
- If (and only if) the supplier is a corporation (whether for-profit or non-profit), all officers and directors of the supplier;
- All managing employees of the supplier;
- All individuals with a partnership interest in the supplier, regardless of the percentage of ownership the partner has; and
- Authorized and delegated officials.

Example: A supplier is 100 percent owned by Company C, which itself is 100 percent owned by Individual D. Assume that Company C is reported in Section 5A as an owner of the supplier. Assume further that Individual D, as an indirect owner of the supplier, is reported in Section 6A. Based on this example, the supplier would check the “5 percent or Greater Direct/Indirect Owner” box in Section 6A.

NOTE: All partners within a partnership must be reported on this application. This applies to both “General” and “Limited” partnerships. For instance, if a limited partnership has several limited partners and each of them only has a 1 percent interest in the supplier, each limited partner must be reported on this application, even though each owns less than 5 percent. The 5 percent threshold primarily applies to corporations and other organizations that are not partnerships.

Non-Profit, Charitable or Religious Organizations: If you are a non-profit charitable or religious organization that has no organizational or individual owners (only board members, directors or managers), you should submit with your application a 501(c)(3) document verifying non-profit status.

For purposes of this application, the terms “officer,” “director,” and “managing employee” are defined as follows:

Officer is any person whose position is listed as being that of an officer in the supplier’s “articles of incorporation” or “corporate bylaws,” or anyone who is appointed by the board of directors as an officer in accordance with the supplier’s corporate bylaws.

Director is a member of the supplier’s “board of directors.” It does not necessarily include a person who may have the word “director” in his/her job title (e.g., departmental director, director of operations). Moreover, where a supplier has a governing body that does not use the term “board of directors,” the members of that governing body will still be considered “directors.” Thus, if the supplier has a governing body titled “board of trustees” (as opposed to “board of directors”), the individual trustees are considered “directors” for Medicare enrollment purposes.

Managing Employee means a general manager, business manager, administrator, director, or other individual who exercises operational or managerial control over, or who directly or indirectly conducts, the day-to-day operations of the supplier, either under contract or through some other arrangement, regardless of whether the individual is a W-2 employee of the supplier.

NOTE: If a governmental or tribal organization will be legally and financially responsible for Medicare payments received (per the instructions for Governmental/Tribal Organizations in Section 5), the supplier is only required to report its managing employees in Section 6. Owners, partners, officers, and directors do not need to be reported, except those who are listed as authorized or delegated officials on this application.

Any information on final adverse actions that have been imposed against the individuals reported in this section must be furnished. If there is more than one individual, copy and complete this section for each individual. Owners, Authorized Officials and/or Delegated Officials must complete this section.

SECTION 6: OWNERSHIP INTEREST AND/OR MANAGING CONTROL INFORMATION (INDIVIDUALS) (Continued)

A. Individuals with Ownership Interest and/or Managing Control—Identification Information

If you are changing, adding, or deleting information, check the applicable box, furnish the effective date, and complete the appropriate fields in this section.

CHECK ONE	<input type="checkbox"/> CHANGE	<input checked="" type="checkbox"/> ADD	<input type="checkbox"/> DELETE
DATE (mm/dd/yyyy)		12-1-2014	

The name, date of birth, and social security number of each person listed in this Section must coincide with the individual's information as listed with the Social Security Administration.

First Name	Middle Initial	Last Name	Jr., Sr., etc.	Title
Date of Birth (mm/dd/yyyy)	Place of Birth (State)		Country of Birth	
Social Security Number (Required)	Medicare Identification Number (if issued)	NPI (if issued)		

What is the above individual's relationship with the supplier in Section 2B1? (Check all that apply.)

- 5 Percent or Greater Direct/Indirect Owner
- Authorized Official
- Delegated Official
- Partner
- Director/Officer
- Contracted Managing Employee
- Managing Employee (W-2)

What is the effective date this owner acquired ownership of the provider identified in Section 2B1 of this application? (mm/dd/yyyy) _____

What is the effective date this individual acquired managing control of the provider identified in Section 2B1 of this application? (mm/dd/yyyy) _____

NOTE: Furnish both dates if applicable.

**SECTION 6: OWNERSHIP INTEREST AND/OR MANAGING CONTROL INFORMATION
(INDIVIDUALS) (Continued)**

B. Final Adverse Legal Action History

Complete this section for the individual reported in Section 6A above. If reporting a change to existing information, check "change," provide the effective date of the change and complete the appropriate fields in this section.

Change

Effective Date: _____

1. Has this individual in Section 6A above, under any current or former name or business identity, ever had a final adverse legal action listed on page 13 of this application imposed against him/her?

YES—Continue Below NO—Skip to Section 8

2. If YES, report each final adverse legal action, when it occurred, the Federal or State agency or the court/administrative body that imposed the action, and the resolution, if any.

Attach a copy of the final adverse legal action documentation and resolution.

FINAL ADVERSE LEGAL ACTION	DATE	TAKEN BY	RESOLUTION

4. Vacation Accrual

Vacation will accrue monthly and after six months of employment employees may use vacation once it is accrued.

The maximum amount of accrued vacation hours in an employee's vacation bank on their anniversary date ~~at any one time~~ may not exceed 5 days more than the yearly accrual.

Vacation will accrue according to the following accrual rates for all employees hired on or before December 31, 2014:

Length of Service	Hours of Vacation 35 hour week	Hours of Vacation 40 hour week
At least 6 months, but less than 1 year	42	48
After 1 year	84	96
After 5 years	91	104
After 6 years	98	112
After 7 years	105	120
After 8 years	112	128
After 9 years	119	136
After 10 years	126	144
After 11 years	133	152
After 12 years	140	160
After 13 years	147	168
After 15 years	154	176
After 20 years	161	184
After 24 years	168	192
After 25 years	175	200

Part-time employees will accrue Vacation on a prorated percentage of full-time basis according to the above accrual rates.

Temporary and seasonal employees will not accrue nor be given Vacation leave.

Vacation will accrue according to the following accrual rates for all employees hired on or after January 1, 2015:

Length of Service	Hours of Vacation 35 hour week	Hours of Vacation 40 hour week
At least 6 months, but less than 1 year	35	40
Years 1-5	70	80
Years 6-10	84	90

Length of Service	Hours of Vacation 35 hour week	Hours of Vacation 40 hour week
Years 11-15	105	120
Years 16-20	126	144
After 20 Years	140	160

Part-time employees will accrue Vacation on a prorated percentage of full-time basis according to the above accrual rates.

Temporary and seasonal employees will not accrue nor be given Vacation leave.

5. Planned Vacation

Employees must request vacation as far in advance as practicable and must be approved in advance by the Department Head or designee, but not less than 24 hours in advance. Individual departments may require more advance notice for scheduled absences. Employees will follow written department procedures for requesting vacation. Vacation requests may be denied based on the needs of the department and the scheduled time off of other department employees.

Department Heads or designees may approve planned vacation requests of less than 24 hours' notice on a case by case basis.

Vacation will not accrue during unpaid leaves and vacation cannot be taken before it is earned.

The maximum amount of accrued vacation hours in an employee's vacation bank on their anniversary date at any one time may not exceed 5 days more than the yearly accrual. The time frame for which this carryover is to be used is at the discretion of the department heads. Any request to carry over more than the yearly accrual plus the 5 days of vacation will need to be submitted and approved by the Administration Committee.

Sheriff Department employees will schedule vacation with their unit Supervisor each year according to Department/unit policy and procedure.

6. Sick leave and accrual

Sick leave will accrue at 1 day per month for all employees hired on or before December 31, 2014 and will accrue at .75 day per month for all employees hired on or after January 1, 2015.

Employees will be granted sick leave with pay for illness, injury or physician's appointments, except for illness, injury or physician's covered by the Wisconsin Worker's Compensation Law.

Employees must report the use of sick leave at least one (1) hour prior to the start of the employee's scheduled shift, or as soon as practicable in cases of emergency or development of illness during the employee's work shift. Individual departments may require more advance notice for unscheduled absences.

- If an employee is aware in advance that sick leave benefits will be needed, the employee must notify the Department Head as far in advance as possible in writing including the anticipated time/duration

8. Compliance

Abuse of the vehicle or policies may result in, but not be limited to: disciplinary action up to and including termination, a departmental cost of repair and/or cleaning, or suspension of vehicle usage

CHAPTER 5 - INSURANCE, RETIREMENT AND OTHER BENEFIT

POLICY 501 BENEFITS - HEALTH INSURANCE

1. Purpose

The County offers a group health insurance program for regular full-time and qualifying part-time employees.

2. Coverage

The design and selection of health care plans is determined by the Committee on an annual basis consistent with applicable state, federal and insurance regulations. Employees will receive notification of the health plan(s) as adopted by the Committee.

3. Eligibility

Full-time employees who qualify for coverage may participate in the Health Insurance Plan(s). Eligible employees will contribute, and the County will contribute, to the costs for the Health Insurance Plan.

~~Ineligible part-time employees may participate in the health insurance plan by paying the entire cost of the premium.~~

The County will make an offer of Health Insurance to any part-time employee eligible under the Affordable Care Act. The measurement period will be defined as November ~~October~~ 1 through October ~~September~~ 31.

4. Effective Date

Health insurance coverage will be effective the 1st day of the month following 30 days of hire, provided the employee has completed an application.

5. Payment of Employee Share of Premium

Any employee required to pay all or any portion of the health insurance premium will make such payment by payroll deduction, except as provided in 8.

6. Spouse also Employee

The county will provide coverage under only 1 family plan, 2 limited family or 2 single plans when spouses are county employees.

7. Coverage upon separation

Employees separating employment will have insurance coverage ~~only through the month for in~~ which the employee premium was withheld. ~~separation is effective.~~

Employees on unpaid leave or layoff, and retired employees or their surviving spouses may continue insurance under the county plans by remitting monthly premiums by check or money order to the County for the full premium amount. Insurance will be canceled if the employee or retiree fails to remit payment upon notice of delinquency.

Employees on FMLA will continue to pay their contribution, but will be allowed a 30-day grace period to pay and the county will give a 15 day notice of intent to cancel.

SIDE LETTER OF AGREEMENT
Highway Vacation Three Year Phase In 2015-2017

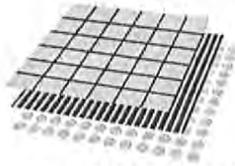
The maximum amount of accrued vacation hours in a highway employee's vacation bank for 2015 may not exceed 15 days or 120 hours more than the yearly accrual on their anniversary date. The time frame for which this carryover is to be used is at the discretion of the department heads

The maximum amount of accrued vacation hours in a highway employee's vacation bank for 2016 may not exceed 10 days or 80 hours more than the yearly accrual on their anniversary date. The time frame for which this carryover is to be used is at the discretion of the department heads

The maximum amount of accrued vacation hours in a highway employee's vacation bank for 2017 may not exceed 5 days or 40 hours more than the yearly accrual on their anniversary date. The time frame for which this carryover is to be used is at the discretion of the department heads. Any request to carry over more than the yearly accrual plus the 5 days or 40 hours of vacation will need to be submitted and approved by the Administration Committee.

This document will be removed from the Policy Manual after year 2017.

Approved: County Board 2/19/15



mapping solutions

Backed by experience, driven by technology.

ADDENDUM TO 2010 PLAT BOOK SERVICES AGREEMENT

with

Sawyer County Board of Supervisors

10610 Main

PO Box 836

Hayward WI 54843

This document, dated March 10, 2015, serves as a contract addendum to the original Plat Book Services Agreement between Mapping Solutions and the Sawyer County Commission, signed on August 25, 2010.

The original Plat Book Services Agreement required the purchase of 2,500 Plat Books; 2,140 have been purchased to date. Mapping Solutions agrees to publish a new, updated version of the Sawyer County Plat Book contingent upon the Sawyer County Board of Supervisors agree to the following:

- Purchase 360 updated Plat Books that remain from the original agreement at the same price of \$12 per book.
- Pay a one time fee of \$1,000 for the updated edition.
- Sawyer County agrees to purchase additional books for sale to the general public once the inventory of 360 books have been sold. Reorders are for same \$12 per book; 50 book minimum order.
- Allow Mapping Solutions to sell advertising to local businesses to offset production costs.

This Agreement is signed and approved by the following parties:

SPONSOR

MAPPING SOLUTIONS

Signature

Signature

Name and Title

Name and Title

Date

Date

Kris Mayberry

From: Scott Krieger <scott@mappingsolutionsgis.com>
Sent: Tuesday, March 10, 2015 3:40 PM
To: Kris Mayberry
Cc: Kelly Dorsey; Craig Hoover
Subject: Plat Book Addendum
Attachments: Sawyer WI addendum 3.10.15.doc

Hi Kris,

Per our phone conversation, I am attaching an "Addendum" to our original contract that allows us to publish a new 2016 Sawyer County Plat Book using the remainder of that contract commitment. This is the best way to "close" that agreement and get you new books with no further commitment - and still keep the same price per book. We only ask that you reorder books as needed, so as to keep books available for sale to the public at all times; just 50 books at a time; again, at \$12 per book.

The only difference between the 2010 book and this new, 2016 book is that we will be selling ads to local businesses to offset our new production costs.

Please review and call me with any questions. Otherwise, please present to the Board and suggest that we complete the book in late 2015 with a 2016 cover on it. We can complete this edition sooner, if it makes sense - say, in time for hunting season.

I appreciate your help trying to bring this to a close.

Regards,

Scott

Scott Krieger
Sales Manager
Mapping Solutions, Inc.
816.528.4336 - office
402.450.4160 - cell

Resolution # 2015

Requesting the Wisconsin Legislature to Not Allow the 2015-2017 Executive Budget to Terminate the Local Government Property Insurance Fund

WHEREAS, the Local Government Property Insurance Fund (LGPIF) was established in 1911 when it was difficult for units of government to obtain reasonably priced property insurance coverage in the private sector; and

WHEREAS, nine hundred and seventy entities ranging from counties, townships, villages, cities, school districts and library boards utilize this not for profit insurance fund to insure over \$52 billion in assets; and

WHEREAS, research into alternative insurance coverage leads Iowa County to believe closure of the LGPIF would most likely result in higher premium payments and higher deductibles coupled with coverage limitations and possible exemptions; and

WHEREAS, in these difficult budgetary times, when all governmental units are doing more with less, the added cost for property insurance coverage would be an undue burden and potentially reduce services to residents; and

WHEREAS, the Local Government Property Insurance Fund is a self-funded program that is not supported by tax dollars.

NOW THEREFORE, BE IT RESOLVED that the Sawyer County Board of Supervisors wishes to go on record as strongly opposing any change to the operation of the Wisconsin Local Government Property Insurance Fund.

BE IT FURTHER RESOLVED that the Sawyer County Clerk shall forward a copy of this resolution to Sawyer County's State Legislators, Governor Scott Walker and the Wisconsin Counties Association.