

Carol Williamson, Sawyer County Clerk
Sawyer County Courthouse
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April 18, 2016 3:30 (p.m.)

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

AGENDA
Sawyer County Board of Supervisors meeting
Tuesday; April 19, 2016; 6:30 p.m.; Large Courtroom; Sawyer County Courthouse

- 01. Call to order, Roll Call, oath of office, Pledge of Allegiance
- 02. Election of County Board Chair and Vice-Chair
- 03. Meeting agenda
- 04. Minutes of the March 16, 2016 meeting
- 05. Audience Recognition
- 06. Proposal for special meeting to confirm appointments and for member orientation.
- 07. WCA District Meeting, Wednesday, April 27, 2016
- 08. Approve Bank Signature Card Change for new County Board Chair
- 09. Land, Water, and Forest Resources Committee report
 - Amendment to Boathouse Ordinance
 - Resolution to amend Sawyer County Zone District Maps - Case #16-002, Carlisle
 - Resolution to Improve the Spring Lake Boat Landing
- 10. Administration Committee
 - Veteran's Service Resolution
 - Employee Compensation Resolution
 - Compensation – Market Study Update; Professional Service Agreement
 - 2017 Budget Timeline
 - Recommended Appointments
 - Veteran's Service Officer
 - Sawyer County Housing Authority Board
 - ADRC Governing Board – April 25th meeting
 - Health & Human Services Board – LCO Liaison
- 11. Correspondence, reports from conferences and meetings, other matters for discussion only

CW

Carol Williamson
Sawyer County Clerk
copies: Sawyer County Record, Sawyer County Gazette, WRLS, WHSM, AND WOJB

Draft

Minutes of the meeting of the Sawyer County Board of Supervisors
Wednesday, March 16, 2016 6:30 pm, Assembly Room, Sawyer County Courthouse

County Board Chair Hal Helwig called the March 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

- x 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
- x 07 - Thomas W. Duffy – C Hayward W 3 and 4
- x 08 - Bruce Paulsen – T Bass Lake W 1 and 2
- x 09 - Brian Bisonette – T Bass Lake W 3 and 4
- x 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. Call to order, roll call, Pledge of Allegiance, meeting agenda, recognition, and audience recognition
02. Minutes of the February 18, 2016 meeting
03. Presentations from WACEC
 - Land, Water, and Forest Resources Committee report
 - Approve 2016-2019 Sawyer County Land Information Plan
 - Approve Parcel Mapping contract
 - Contract for Land Surveying
 - Resolution for Outdoor Recreation Aids
 - Tuscolbia State Trail MOU and Easement
 - Spring Lake Boat Ramp Area Improvement
 - Resolution to amend Sawyer County Zone District Maps
 - Recommendation to rescind boathouse moratorium
 - Reappointment of Gordon Christians & Laura Rusk to Board of Appeals (3-years terms for each)
04. Administration Committee
 - Resolution Establishing Elected Officials Compensation for the 2017-2020 Term for County Clerk, Register of Deeds, and County Treasurer
05. Public Safety
 - Sheriff, Mark Kelsey, presenting employee recognition
 - Approval of 2016-2017 Deputy Sheriff Contract
06. Public Works Committee
07. Correspondence, reports from conferences and meetings, other matters for discussion only

Motion by Duffy, 2nd by Shuman, to approve the agenda with the following changes – move the 2nd item under Item 5 to Item 3a. Motion Carried.

Audience Recognition: Linda Zilmer, property owner. Ms. Zilmer advised that her intent last month was not to start a citizen's committee, rather to have citizen's more involved in decisions made by the Board.

Sheriff Kelsey, Chief Faulstich and SWAT Commander Bryan Deyo presented Philip Johnson from Johnson Timber/Summit Game Farm with a plaque of appreciation and a Challenge Coin for the Johnson's allowing the SWAT Team to train at Summit Game Farm.

Ron Kinsley, representing the Sawyer County Board of Supervisors, presented a plaque to Hal Helwig in recognition of his 24 years of service to the citizens of Sawyer County, 20 of those years being Chairman of the Board.

Lori Laberee presented WACEC plaques to Bill Voight for his 10 years of service on the UW Extension Committee and to James Bassett for his 15 years of service on the UW Extension Committee.

Board Member Bill Voight addressed the board regarding the importance of all committees, most notably the UW Extension Committee. The State of Wisconsin is making budget cuts and Mr. Voight feels it is very important that Sawyer County does not lose UW Extension. Lori Laberee added that Dave Berard, a Sawyer County resident, is one of the project managers and is looking out for the good of the County.

Motion by McCoy, 2nd by Schleeter to approve the minutes of the February 18, 2016 board meeting with the following corrections: Each resolution that was approved in the February meeting had a dollar amount and the minutes should reflect said amounts. Motion carried.

County Surveyor Dan Pleoger presented 2016 – 2019 Land Information Plan. Motion by Bassett, 2nd by Duffy to approve the plan. Motion carried.

Motion by Zietlow, 2nd by Bassett to approve a contract for parcel mapping from North Point mapping. Motion carried.

County Surveyor Dan Pleoger advised the Board of a \$50,000 grant received to hire some additional surveying and that the project had been awarded to Jesse Suzan. Motion by Bassett, 2nd by Duffy to approve. Motion carried.

Motion by Paulson, 2nd by Johnson to approve the Resolution for Outdoor Recreation Aids. Motion carried.

Discussion regarding the Tusconia State Trail MOU and Easement. Mr. Johnson advised this is something the County has been working on for years and it is finally happening. Discussion regarding condition of trail, who would maintain it, how the maintenance would be funded. Motion by Pearson, 2nd by Johnson to approve the MOU with the following correction; under II, second line; currently states approx. 2 miles east, needs to be corrected to say approx. 8 miles east. Motion carried with Kinsley voting no.

Motion by Zietlow, 2nd by Schleeter to approve upgrading the Spring Lake Boat ramp. Motion carried.

Motion by Bassett, 2nd by Johnson to approve the resolution to amend Sawyer County Zone District Maps. Motion carried.

Jay Kozlowski presented information regarding rescinding the Boathouse Moratorium. The County can restrict the height and width of the boathouse but cannot restrict the location. Motion by Johnson, 2nd by Bassett to approve. Motion carried.

Motion by Johnson, 2nd by Kinsley to approve the Reappointment of Gordon Christians & Laura Rusk to the Board of Appeals, each for 3-year terms. Motion carried.

Motion by Kinsley, 2nd by Zietlow to approve the Resolution Establishing Elected Officials Compensation for the 2017-2020 Term for County Clerk, Register of Deeds, and County Treasurer. Motion carried.

Motion by Bassett, 2nd by Zietlow to approve the 2016-2017 Deputy Sheriff's Association Union Contract. Motion carried.

Discussion regarding outgoing and incoming Board members responsibilities.

Motion by Johnson, 2nd by Kinsley to adjourn.

Minutes prepared by Rose Lillyroot

request for special meeting

Pursuant to section 59.11(2), Wisconsin Statutes:

A special meeting of any board shall be held: (a) upon a written request of a majority of the supervisors delivered to the clerk, specifying the time and place of meeting. The time shall not be less than 48 hours from the delivery of the request. Upon receiving the request the clerk shall forthwith mail to each supervisor notice of the time and place of the meeting.

We, the following Sawyer County Supervisors, request a special meeting of the Sawyer County Board of Supervisors to be held on May 5, 2016; beginning at 6:30 PM in the Assembly Room of the Sawyer County Courthouse. The agenda will include: County Board committee appointments and member orientation.

Supervisor	date
	5/5/16
Bill Vaught	5/5/16
Elaine Nyberg	05-05-16
Ron Buckholz	4-19-2016
Niles Dennis	4-19-16
Jim Bantz	4-19-16
Bruce Kunkin	5-5-16
	04-19-16
	4-19-16
	4/19/16
	5/5/16 / 4/19/16
	5/4/19/16
	4/19/16
	4/19/16
	5-5-16

* Adding

14.5 Exempt Structures

1) Boathouses

- a) Boathouses shall be designed, constructed, and used solely for the storage of boats and related equipment and shall not include living area including but not limited to decks, patios, lean-tos, porches, potable water supply, plumbing, sanitation systems, fireplaces, patio doors, food preparation equipment, furniture, or any features inconsistent with the use of the structure exclusively as a boat house.
- b) Only one boathouse is permitted for each buildable parcel that already contains a primary dwelling. The side lot line setback measured to the eave shall be a minimum of 10 feet.
- c) Boathouses shall not be excavated into an existing slope of more than 20 percent. An erosion control plan must also be completed as part of this application
- d) Boathouses shall not exceed one story. Maximum height from the boathouse floor to roof peak shall not exceed 12 feet. The floor area shall be greater than 100 square feet and shall not exceed 350 square feet. Boathouses shall have a gable roof with 4/12 pitch or greater. Eaves shall not exceed 24 inches. Must be placed on footings or permanent foundation.
- e) Boathouses shall be entirely located within the access and viewing corridor, located above the ordinary high water mark, and shall be constructed in conformity with all floodplain zoning standards.
- f) Boathouses shall be constructed and painted to blend with the natural features of the shoreline.

Resolution 2016-013

Amendatory Ordinance

WHEREAS, the Sawyer County Board of Supervisors has heretofore been petitioned to amend the Sawyer County Zone District Maps; and

WHEREAS, this Board has the legal authority to amend zone districts pursuant to Section 9.59 (9), Wisconsin Statutes.

NOW, THEREFORE BE IT RESOLVED, that the Sawyer County Zone District Maps, adopted March 1, 1971, be and the same are hereby amended as follows:

Case #16-002, Carlisle

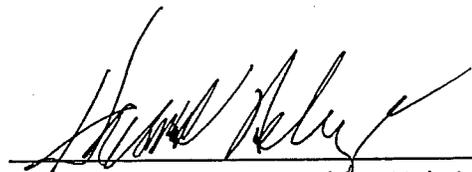
The South 667 feet of Lot 1 CSM #8077 located in part of the NWNE, S31, T39N, R4W; part of parcel #006-439-31-1207. Approximately 4.88 acres to be rezoned out of the total 7.48 acres. Approximately 2.6 acres is currently zoned Residential/Recreational One. Change from District Forestry One to District Residential/Recreational One. Purpose of request is to bring that part of property into conformity with the existing land use for a proposed land division.

Dated this 19th day of April, 2016



Carol Williamson

Sawyer County Clerk



Harold V. Helwig

Sawyer County Board Chairman

Resolution 2016-012
Amendatory Ordinance

Resolution to Improve the Spring Lake Boat Landing

WHEREAS, Sawyer County hereby requests assistance for the purpose of: Improving the Spring Lake Boat Landing located in T40N, R9W, Sec 12.

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

HEREBY AUTHORIZES Tim Seidl, Assistant Conservationist, to act on behalf of Sawyer County to: Submit an application to the Department of Natural Resources for financial assistance; Sign documents; and take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that Sawyer County will comply with state and federal rules for the programs; may perform force account work; will maintain the completed project in an attractive, inviting and safe manner; will keep the facilities open to the general public; and will obtain approval from the Wisconsin Department of Natural Resources before any change is made in the use of the project site.

Adopted this 19th day of April, 2016
I hereby certify that the foregoing resolution was duly adopted by
Sawyer County Board at a legal meeting
on the 19th day of April, 2016.

Authorized Signature Carol Williamson
Title Sawyer County Clerk

RESOLUTION NO. 2016-014

SYNOPSIS: The Wisconsin State Legislature resolved in 1973 to create a State grant system through which the Counties of Wisconsin could seek fiscal support in providing suitable salary supplements in order to attract and retain sufficient talent as full-time County Veterans Service Officers (CVSO) to operate County Veterans Service Offices within their local county government construct. The CVSO Grant payment structure was originally conceived as a block-grant structure and was based upon: employment of a full-time County Veterans Service Officer; the aggregate general population in each county; and divided into four categories: <20k pop. = \$8.5 grant; 20k – 45.499k pop. = \$10k grant; 45.5k -74.99k pop. = \$11.5k grant; and, >75 pop. = \$13k grant. Counties that employed only a part-time CVSO were only allowed a \$500 grant. This payment structure stayed constant and unchanged from its 1973 inception until 2015. Over time, it was allowed by the State for counties to use this grant money for costs other than strictly to supplement CVSO salary, so long as those costs were strictly associated with improving veterans' services. Although there were no specific standards ever established by the State to prescribe authorized uses for the grant monies (or to proscribe unauthorized 12 uses), there was never any reported or published incident of any abuse of the grant money by any CVSO or any county. In the 2015 State Biennium Budget process, language was inserted which reconfigured the CVSO Grant to a reimbursement only payment structure. This new structure has become fraught with difficulties and, worst of all, it is causing the smallest and poorest of Wisconsin's counties to have the greatest difficulty in obtaining these much needed grant monies to fund their CVSO offices. This has also raised awareness amongst the smallest and poorest Wisconsin counties that the original block-grant payment structure had always advantaged the largest and richest Wisconsin counties over the smallest and poorest Wisconsin counties (while the smallest and poorest Wisconsin counties actually have nearly double the percentage of veteran concentrations in their populations), and the new reimbursement only payment structure still retained the same imbalance. To prevent and preclude the current dire situation for the smallest and poorest Wisconsin counties, the original CVSO Grant payment structure should instead have been examined for reconfiguration to better suit the county veteran concentrations and county economic needs in light of current and past economic difficulties amongst Wisconsin's smallest and poorest counties. This resolution addresses the inequities of the original CVSO Grant payment structure and the need to return to a block-grant payment structure and allow grant payments to only be utilized for CVSO salary supplements; as a result, this resolution also better addresses the true fiscal needs of the smallest and poorest Wisconsin counties and intends to provide necessary and proportional assistance to guarantee veterans services to the substantially higher percentages of veteran concentrations in the county populations of Wisconsin's smallest and poorest counties.

INTRODUCED BY: Sawyer County Administrative Committee

To the Honorable Board of Supervisors of Sawyer County:

WHEREAS, the Wisconsin County Veterans Service Office has operated as a block-grant for CVSO salary supplement since legislative inception in 1973, to attract and retain CVSO talent, and as a means to fund improvements to CVSO veterans services in the county; and

WHEREAS, the 2015 Wisconsin Biennium Budget restructured this long-standing CVSO Grant block grant payment structure to a reimbursement only payment structure, and has resulted in a very cumbersome program that no longer allows salary supplementation, and contains complicated rules of eligible reimbursable costs, which together now create very troubling fiscal constraints on the poorest of Wisconsin counties that benefitted fiscally from the previous block grant payment structure; and,

WHEREAS, the previous block grant payment structure of the CVSO Grant was weighted unfavorably against the smallest and poorest Wisconsin counties and weighted more favorably towards the most populous and affluent Wisconsin counties; and,

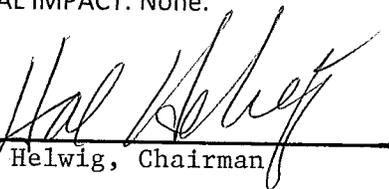
WHEREAS, the smallest and poorest of Wisconsin counties statistically have a significantly higher percentage of veterans in their aggregate general population; indicating the available county revenue is at a significant fiscal disadvantage to the larger more affluent Wisconsin counties in supporting their veteran population with veterans services.

NOW, THEREFORE, LET IT BE RESOLVED, that the County of Sawyer joins other counties in the State of Wisconsin, to express their desire to the Wisconsin State Legislature to have the County Veterans Service Office Grant returned to the original 1973 intent to be used strictly for supplementing the salary of County Veterans Service Officers in order to attract and retain talented personnel in those positions, and to restructure the payment structure in order to better advantage the poorest Wisconsin counties with higher veteran population concentrations in attracting and retaining talented personnel in these positions; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be sent to all of Sawyer County's State Senators and Assembly Representatives, to the Wisconsin Counties Association, and to the President of the Wisconsin County Veterans Service Officer Association.

FISCAL NOTE: None.

FISCAL IMPACT: None.



Hal Helwig, Chairman



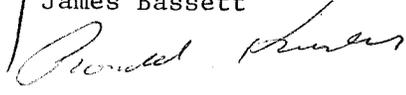
Dale Schleeter



Brian Bisonette



James Bassett



Ron Kinsley

RESOLUTION 2016-015

RESOLUTION TO REALLOCATE FUNDS FROM THE 2016 CONTINGENCY BUDGET TO THE 2016 DEPARTMENT BUDGETS-STAFFING INCREASES

WHEREAS, the Sawyer County Administration Committee recommends a 1.5% cost of living increase to the non-represented, non-elected employee pay grids, and

WHEREAS, the Administration Committee recommends the increase take effect with the pay period beginning May 1, 2016, and

WHEREAS, the estimated cost of the pay grid increase and corresponding benefit increases were designated in the 2016 Contingency budget.

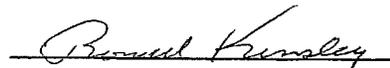
THEREFORE BE IT RESOLVED, that the Sawyer County Board of Supervisors hereby approves a 1.5% cost of living wage increase to the non-represented, non-elected pay grid, and

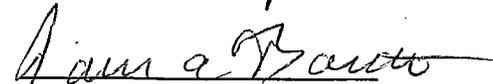
THEREFORE BE IT FURTHER RESOLVED, that the Sawyer County Board of Supervisors approve reallocating the funds from the 2016 Contingency budget to the various department budgets as identified on Attachment A.

FISCAL IMPACT: \$77,010 Transfer from Contingency

Recommended for adoption by the Sawyer County Administration Committee this 19th day of April, 2016.


Hal Helwig, Chairman


Ron Kinsley, Vice Chair


James Bassett, Member


Dale Schleeter, Member


Brian Bissonette, Member


Dean Pearson, Member

Dale Thompson, Member

**PROFESSIONAL SERVICE AGREEMENT
BETWEEN
SAWYER COUNTY, WI
AND
CARLSON DETTMANN CONSULTING, LLC**

This professional service agreement (hereinafter the "Agreement") is made and entered into by and between Sawyer County, WI (hereinafter "the County") and Carlson Dettmann Consulting, LLC, a Wisconsin limited-liability company (hereinafter "Consultant").

WHEREAS, Consultant assisted the County in developing its current pay plan; and

WHEREAS, labor markets in the region have changed substantially, and the County is concerned about continuing market competitiveness; and

WHEREAS, the County wishes to enter into an agreement with Consultant to provide professional consulting services for market measurement and pay plan management services.

THEREFORE, the County and Consultant agree to the following:

1. Term. The term of this Agreement shall be from date of signing until terminated by the County or the Consultant.
2. Scope of Services. The Consultant shall provide to the County consulting services as follows:
 - a) Market study update. Consultant will measure labor markets for the County using the benchmark jobs and public sector organizations measured in the most recent study, as well as an expanded list of market matches—if desired—so that the County can make the most appropriate choice on its market comparisons.
 - b) Consultant will include data that reflect private sector benchmarks from its data library for those jobs that it can match. All data will be provided in summary form.
 - c) Consultant will review turnover, current hiring practices and internal policy controls on recruitment and recommend policy adjustments as appropriate.
 - d) Consultant will provide a revised pay plan structure based upon the market study.
 - e) Consultant will conduct job evaluation reviews as requested by the County, and subject to the fee(s) noted below, for positions it concludes have experienced a substantial change in duties since the most recent pay study and recommend pay plan placement.
3. Fees. The County shall pay the Consultant at the following rates for services agreed upon:
 - a) Base Project Fee. The professional fee for the market review portion of the project shall be performed at a cost of \$5,000, with \$2,500 paid upon signing of this Agreement and the balance due upon submission of the summary report, and includes:
 - i) The data collection and analysis defined in the Scope of Services.
 - ii) A day of onsite meeting(s) with the County, administrative staff, its departments, or Committee to ascertain issues, concerns, and to properly identify the data requirements of the project; and
 - iii) A meeting with the appropriate Committee and/or full Board to review the findings of the project and aid with the adoption of said project; and
 - b) Expenses. The County will reimburse Consultant for "out-of-pocket" expenses for mileage, meals, or lodging as required for meeting attendance on the County's behalf.

c) Additional Fees:

- i) Costing Options. Develop and cost alternative implementation recommendations that would include, the adopted implementation method utilized in the prior study; implementation based on an established number of years of service and placement at the plan midpoint (or other selected step); or placement of employees on the plan that considers their tenure with the County and/or time in their present job. The fee for developing these options, using data provided by the County, shall be \$1,500.
 - ii) Services Outside of Scope. Consulting services agreed upon that are greater than the scope of this Agreement (e.g. consulting on design of a merit pay program, employee development consultation, onsite meetings in excess of those defined above, etc.) shall be at Consultant's normal rates unless agreed upon otherwise by the County and Consultant. However, subject to scheduling and mutual agreement, meetings conducted by telephone and/or web conference are not subject to any additional fee.
 - iii) Job Evaluation. Jobs submitted to Consultant for job evaluation as a result of a substantial change in duties since the most recent pay study shall be charged at \$250 per evaluation.
4. Performance Requirements of Consultant. The Consultant shall complete the services as stated above. The Consultant shall furnish all labor, materials, administration, services, supplies, equipment, transportation, and quality control necessary to provide professional consulting services. Consultant shall provide progress reports upon request by the County.
 5. Performance Requirements of County. The County shall provide and make available to the Consultant access to its human resources and related systems of record as necessary to fulfill said services.
 6. Independent Contractor. It is mutually understood and agreed, and it is the intent of the parties hereto, that an independent contractor relationship be and is hereby established under the terms and conditions of this Agreement. The Consultant shall remain an independent contractor under this Agreement. All employees of Consultant or subcontractors shall remain the responsibility of the Consultant and shall not become employees of the County under this Agreement. No tenure or any rights or benefits, including worker's compensation, unemployment insurance, medical care, sick leave, vacation leave, severance pay, withholding taxes or other benefits available to County employees shall accrue to the Consultant or its employees performing services under this Agreement.
 7. Indemnification. The Consultant agrees it shall defend, indemnify, and hold harmless the County, its officers, and its employees against any and all liability, losses, costs, damages, and expenses, including attorney fees that the County, its officers or its employees, may hereafter sustain, incur or be required to pay arising out of the negligent or intentional acts or omissions of the Consultant, its officers or employees. The County agrees it shall defend, indemnify, and hold harmless the Consultant, its officers, and its employees against any and all liability, losses, costs, damages, and expenses, including attorney fees that the Consultant, its officers or its employees, may hereafter sustain, incur or be required to pay arising out of the negligent or intentional acts or omissions of the County, its officers or employees.

8. Trade Secrets. The Carlson Dettmann Point Factor Job Evaluation System and methodology, marketplace surveys performed, Total Rewards Management System, and job point evaluation data collected and analyzed to perform the Scope of Services is owned by Consultant, is confidential and proprietary, and is a trade secret pursuant to Wis. Stats. s. 134.90. Client (including its officers, employees, agents and representatives) shall not disclose, disseminate, or otherwise misappropriate these trade secrets without the express consent of Consultant.
9. Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Wisconsin in effect on the date of this Agreement.
10. Assignment. Neither party to this Agreement may assign or transfer this Agreement, or any part thereof, without the written consent of the other party.
11. Severability. If any provision of this Agreement is held to be illegal, invalid or unenforceable, such provision shall be fully severable and this Agreement shall be construed and enforced as if such illegal, invalid or unenforceable provision had never comprised a part of the Agreement. The remaining provisions shall remain in full force and effect and shall not be affected by the illegal, invalid or unenforceable provision or by its severance.
12. Binding Effect. This Agreement shall extend to and be binding upon and inure to the benefit of the parties.
13. Entire Agreement. This Agreement sets forth the entire understanding of the parties and supersedes all prior arrangements and/or understandings, whether written or oral, with respect to the subject matter contained in this Agreement. No terms, conditions, warranties, other than those contained herein, and no amendments or modifications hereto shall be binding unless made in writing and signed by the County and the Consultant.

SAWYER COUNTY, WI

By:

Date:

CARLSON DETTMANN CONSULTING, LLC

By:

Charles E. Carlson, Partner

Date:

Tentative 2017 Budget Preparation Timeline

04/06/2016

April	Capital Improvement Program forms and guidelines given to departments
April	General training for additional New World users
May	New World budget training – requested budget
June 1, 2016	2017 operating budget guidelines given to departments
June 30, 2016	Capital Improvement Program budgets returned to County Administrator
July 29, 2016	2017 operating budgets returned to County Administrator
August	Department budget meetings with County Administrator
September	Budgets finalized and prepared for County Board
October 13, 2016	Administration Committee review of 2017 Requested Budget
October 20, 2016	County Board review of 2017 Requested Budget
October 24, 2016	Requested Budget to Newspapers
November 15, 2016	November County Board – Budget Public Hearing
November 15, 2016	November County Board – Budget Approval
November 15, 2016	County Apportionment forwarded to State
November 21, 2016	Approved Budget to Newspapers
December 15, 2016	Levy Limit Calculation forwarded to State