

Kris Glenn Mayberry, Sawyer County Clerk
Sawyer County Courthouse
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January 15, 2016 (8:45 a.m.)

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

AGENDA

Sawyer County Board of Supervisors meeting
Thursday, January 21, 2016; 6:30 p.m.; Large Courtroom; Sawyer County Courthouse

01. Call to order, roll call, Pledge of Allegiance, meeting agenda, recognition (Highway Department employee and Forestry Department employee), and audience recognition
02. Minutes of the December 17, 2015 meeting
03. Land, Water, and Forest Resources Committee report, including 2016 annual integrated planning meeting and Sawyer County Forest annual work plan
04. Public Works Committee report, including Memorandum of understanding with Oakwood Haven for utilization of Courthouse office
05. Administration Committee report, including:
 - Sawyer County Ambulance Service collection policy
 - signature card authorized signers for bank accounts (Carol Williamson)
06. Correspondence, reports from conferences and meetings, other matters for discussion only

KM

Kris Mayberry
Sawyer County Clerk

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

Kris Mayberry

From: Gary Gedart
Sent: Tuesday, December 22, 2015 1:51 PM
To: Kris Mayberry
Cc: Ronald Kinsley
Subject: January agenda item

Kris

Could you please place an agenda item on the January Sawyer County Board of Supervisors meeting to recognize Robert Hill for 43 year of service to Sawyer County?

I have made arrangements for a plaque from Apple Awards, pending Tom Hoff's approval.

Thanks,

Gary

Kris Mayberry

From: Greg Peterson
Sent: Friday, January 15, 2016 8:41 AM
To: Kris Mayberry
Subject: county board

Kris,
We are planning on presenting Dee with a plaque at the next meeting also.

Greg Peterson
Sawyer County Forest Administrator
(715)634-6728
greg.peterson@sawyercountygov.org

minutes of the meeting of the Sawyer County Board of Supervisors
Thursday, December 17, 2015; 6:00 p.m.; Large Courtroom; Sawyer County Courthouse

County Board Chair Hal Helwig called the December 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
- 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
- x 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. The Board may convene into **closed session**, pursuant to section 19.85(1)(g), Wisconsin Statutes, to confer with legal counsel for the County concerning Sawyer County's legal options to address the concerns of the Sawyer County Snowmobile & ATV Alliance concerning the closure of the portion of the recreational trail on the former railroad right of way near the north boundary of Sawyer County. The Board will then reconvene into **open session (at approximately 6:30 p.m.)** and may announce or take action on matters discussed in the closed session and continue with the agenda for the meeting.
02. Call to order, roll call, Pledge of Allegiance, meeting agenda, recognition, and audience recognition
03. Minutes of the November 10, 2015 meeting
04. Land, Water, and Forest Resources Committee report, including Sawyer County's legal options to address the concerns of the Sawyer County Snowmobile & ATV Alliance concerning the closure of the portion of the recreational trail on the former railroad right of way near the north boundary of Sawyer County
05. Zoning Committee report, including recommendation to approve amendments to the Sawyer County Zoning Ordinance regarding Height Limitation Map – Sawyer County Airport
06. Economic Development and UW-Extension Committee report, including:
 - request for \$1,600 County contribution for the expense of revising and reprinting bicycle route map
 - letter of support from the County for the Town of Hayward's application for a grant from the Transportation Alternative Program (TAP) of the Wisconsin Department of Transportation to be used for development of an extension of the Town of Hayward's existing bicycle and pedestrian path from Walmart to connect to the County's bicycle and pedestrian route on Chippewa Trail
 - University of Wisconsin-Extension Department Agent Contract and Extension Multi-Donor Contract for Agricultural Agent Travel for the period of July 1, 2015 to June 30, 2016
07. Health and Human Services Board report, including:
 - memorandum of understanding with Northwest Passage for Oasis facility operations
 - Health and Human Services Board recommendation for Health and Human Services Department Director compensation and work week, including transfer of funds from Contingency Fund to provide for additional compensation
08. Public Works Committee report, including proposed speed limit on County Highway F – 45 mph between Highway 48 and Edgewater
09. Administration Committee report, including:
 - purchasing policy update
 - renewal of liability and workers compensation insurance policies for 2016
10. Application for 2016 grant for specialized transportation services – Senior Resource Center
11. Appointment of members to Sawyer County Land Information Council
12. Correspondence, reports from conferences and meetings, other matters for discussion only

Motion by Kinsley, 2nd by Thompson, to convene into **closed session**, pursuant to section 19.85(1)(g), Wisconsin Statutes, to confer with legal counsel for the County concerning Sawyer County's legal options to address the concerns of the Sawyer County Snowmobile & ATV Alliance concerning the closure of the portion of the recreational trail on the former railroad right of way near the north boundary of Sawyer County. The motion carried with all members present voting in favor of the motion except Iras Humphreys.

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

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

County Board Chair Hal Helwig announced that the County Board, in the closed session, reviewed Sawyer County's legal options with Attorney Scott W. Clark and determined to authorize Attorney Clark to meet with the owners of the adjoining property concerning the closure of the portion of the recreational trail on the former railroad right of way near the north boundary of Sawyer County.

Motion by Kinsley, 2nd by Zietlow, to approve the meeting agenda as presented. Motion carried.

Cheryl Treland addressed the Board to express her concern for unregulated short-term rental properties (such as vacation rental by owner) in Sawyer County.

Kelly Pastika addressed the Board to express her concern with the prospect of the development of a recreational trail on the former railroad right of way adjoining her property. County Forest Administrator Greg Peterson indicated that the portion of the former railroad right of way near Ms. Pastika's residence was not included in the grant for acquisition and development of a trail and that there are no plans to develop a trail on the former railroad right of way adjoining the Pastika property.

Motion by Kinsley, 2nd by Thompson, to approve the November 10, 2015 meeting minutes. Motion carried.

Zoning and Conservation Department Director Dale Olson presented the following Zoning Committee report:

The Sawyer County Zoning Committee, having held a public hearing on November 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 petition described as follows be approved:

PROPOSED AMENDMENT TO THE SAWYER COUNTY ZONING ORDINANCE

SECTION 4.42 AIRPORT ZONES

Currently reads:

All zones established by this section are shown on the map dated September 11, 1975 entitled, Height Limitation Map of the Hayward Municipal Airport. This map, together with all explanatory matter and regulations thereof are an integral part of this ordinance. The official copy of the Height Limitation Map of the Hayward Municipal Airport together with a copy of this ordinance shall be kept at the County Zoning Administrators office and shall be available for public inspection during office hours.

Change to read:

All zones established by this section shown on the map dated March 18, 2014 entitled, Height Limitation Zoning Map of the Hayward Municipal Airport. This map, together with all explanatory matter and regulations thereof are an integral part of this ordinance. The official copy of the Height Limitation Zoning Map of the Hayward Municipal Airport together with a copy of this ordinance shall be kept at the County Zoning Administrators office and shall be available for public inspection during office hours.

Motion by Kinsley, second by Shuman, to approve the proposed amendment to Section 4.42 AIRPORT ZONES. Motion Carried.

Economic Development and UW-Extension Committee Chair Tom Duffy reported that Bicycle and Pedestrian Trail Committee member John Saunders had informed the Committee that new trail maps are needed at this time to include additional trail routes and since the supply of the existing trail maps is nearly depleted. Mr. Saunders requested a \$1,600 contribution from the County for the production and printing of the new maps. The Economic Development and UW-Extension Committee recommends approval of the request. Motion by Johnson, 2nd by Shuman, to approve the recommendation with the funds (not to exceed \$1,600) to come from the Sawyer County Resource Development Fund. Motion carried.

Economic Development and UW-Extension Committee Chair Tom Duffy reported that Town of Hayward Planning Commission member Joan Cervenka requested a letter of support from the County for the Town of Hayward's application for a grant from the Transportation Alternative Program (TAP) of the Wisconsin Department of Transportation. The grant funds would be used for development of an extension of the Town of Hayward's existing bicycle and pedestrian path from Walmart to connect to the County's bicycle and pedestrian route on Chippewa Trail. The Economic Development and UW-Extension Committee recommends approval of the request. Johnson, 2nd by McCoy, to approve the recommendation. Motion carried by unanimous voice vote.

Economic Development and UW-Extension Committee Chair Tom Duffy reported that University of Wisconsin-Extension Department Chair Lori Laberee presented the Committee with a proposed University of Wisconsin-Extension Department Agent Contract and a proposed Extension Multi-Donor Contract for Agricultural Agent Travel for the period of July 1, 2015 to June 30, 2016. The Economic Development and UW-Extension Committee recommends approval of both contracts. Motion by Duffy, 2nd by Paulsen, 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 memorandum of understanding (MOU) with Northwest Passage (NWP) for the operation of the County-owned Oasis residential facility. The MOU was reviewed by Sawyer County Corporation Counsel Thomas J. Duffy who added a termination clause for unforeseeable circumstances. Motion by Shuman, 2nd by Thompson, to approve the MOU. Motion carried.

The Board reviewed the Health and Human Services Board recommendation to approve adjusting the hours of work for the Health and Human Services Department Director position from 35 hours per week to 40 hours per week, and to approve transferring funds for the additional compensation from the Sawyer County Contingency Fund Account of the General Fund of the 2016 Sawyer County Budget to the Health and Human Services Department Fund, all to be effective January 1, 2016. The Administration Committee concurs with the Health and Human Services Board recommendation. Motion by Kinsley, 2nd by Schleeter, to approve the Health and Human Services Board recommendation. Motion carried by unanimous voice vote.

Public Works Committee Chair Ron Kinsley, presented the Committee recommendation to approve the following proposed ordinance:

Ordinance #1-2015

Establishing a Speed Zone On County Road F

WHEREAS, the Town of Edgewater Board of Supervisors, the Sawyer County Public Works Committee, the Sawyer County Traffic Safety Commissioner, and the Sawyer County Board of Supervisors have determined and established that 45 miles per hour shall be the maximum speed at which vehicles may travel on County Road F, from State Trunk Highway 48 to 500 feet North of Little Sissabagama Road, and

WHEREAS, this 45 mile per hour section totals approximately 5.8 miles in length and this speed has herein been established as the reasonable and safe maximum speed to travel, pursuant to section 349.11 of the Wisconsin Statutes;

THEREFORE, the Sawyer County Board of Supervisors hereby ordains, with the approval of federal and state agencies, and upon the erection of standard signs giving notice thereof, as follows:

- Section 1 – 45 miles per hour shall be the maximum permissible speed for vehicles operated on County Road F in Sawyer County, from State Highway 48 to 500 feet north of Little Sissabagama Road, a distance of 5.8 miles.
- Section 2 – Any person violating any provision of this ordinance may suffer forfeiture of no less than \$30.00 nor more than \$300.00, plus costs, or imprisoned not more than 30 days upon failure to pay such fine or forfeiture and cost.

Motion by Zietlow, 2nd by Thompson, to approve Ordinance #1-2015. Motion carried.

County Administrator Tom Hoff presented and reviewed with the Board a proposed Chapter 9 – Purchase Policy to provide guidelines to County departments and employees in making purchases. The Administration Committee recommends approval of the policy. Motion by Paulsen, 2nd by Zietlow, to approve the recommendation, to be effective January 1, 2016. Motion carried.

County Administrator Tom Hoff presented and reviewed with the Board proposals from the Wisconsin County Mutual Insurance Corporation for the renewal of public entity liability and workers compensation insurance coverage for 2016. Motion by Kinsley, 2nd by Bassett, to approve both proposals. Motion carried.

The Board reviewed a proposed application which would be submitted in the name of Sawyer County on behalf of the Sawyer County Senior Resource Center for \$68,844 in state assistance under section 85.21 of the Wisconsin Statutes to provide specialized transportation services for seniors and individuals with disabilities in 2016. The application requires that the County assures that a minimum of \$13,769 in local funds has been included in its adopted 2016 budget and that those funds will be available as the share required to match the 85.21 grant. Motion by Bassett, 2nd by Shuman, to approve the application and to authorize County Clerk Kris Mayberry to sign the same on behalf of Sawyer County. Motion carried.

The Board reviewed a proposal for the appointment of Realtor Jim Gajewski and Professional Land Surveyor Jesse Suzan to the Sawyer County Land Information Council to replace Ron Peterson and Gary Nathan on the Council. Motion by Helwig, 2nd by Zietlow, to approve the proposal. Motion carried.

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

minutes prepared by Sawyer County Clerk Kris Mayberry

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January 7, 2016

Agenda

Land, Water, and Forest Resources Committee meeting
Wednesday, January 13, 2016, 8:30 a.m.
Assembly Room, Sawyer County Courthouse

1. Meeting agenda
2. Minutes of December 9, 2015 meeting
3. Audience recognition
4. Event dates
5. Committee name change
6. Register of Deeds Office report
7. Land Records and County Surveyor Department report
8. Forestry Department report, including:
 - 2016 annual integrated planning meeting and Sawyer County Forest annual work plan
 - recreational use agreement with American Birkebeiner Ski Foundation
 - OO trailhead facilities and future uses
 - update on Good Neighbor Authority Project
 - recreational trails report (including concerns with trail development on former railroad right of way along Airport Road),
 - County and DNR forestry reports
9. Zoning and Conservation Department report, including:
 - Kraemer/Hirshfeld gravel pit zoning issues
 - NRCS report
 - DNR report
 - LCO report
10. Monthly department expense vouchers
11. Other matters for discussion only

KM

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Sawyer County Clerk

2015 Sawyer County Forest and Wisconsin DNR Annual Partnership Meeting Minutes

Friday, October 23, 2015

Personnel Present:

Gary Vander Wyst, DNR Upper Chippewa Forestry Area Staff Specialist

Laine Stowell, DNR Wildlife Biologist

James Kujala, DNR Forester

Randy Sobraliski, DNR Forestry Technician

Roy Zubrod, DNR Sawyer County Liaison Forester

Mike Bulgrin, DNR Wildlife Technician

Derek Sokoloski, DNR Forest Ranger

Greg Peterson, Sawyer County Forest Administrator

David Todus, Sawyer County Forester

Wildlife Management:

Elk Status: Discussion by Laine Stowell. Talking points focused on population goals, habitat improvement and grant opportunities for the Elk herd in Sawyer County. Current and future timelines for population reintroductions is as follows:

2015: At Myers Farm site 11 Elk were released on April 20th. After release the Elk dispersed over a wide range but most have migrated back to the release site and are staying nearby. One cow Elk was killed by a train at the end of May, one cow Elk was hit by a truck in June and died of its injuries and 3 calves were born.

2016: A goal of 50 Elk will be trapped in Kentucky and released in Jackson County.

2017: Plans call for 50 Elk to be trapped in Kentucky and moved to the Clam Lake Elk Range.

Discussion moved to Habitat improvement. At Parks Farm site approximately 26 acres were site prepped and planted to grass and clover. The site used for a holding pen in 2014 off of Haystack Road is scheduled to be restored and seeded.

As far as grant opportunities, Stowell indicated an application was submitted and approved by the Rocky Mountain Elk Foundation WI Project Advisory Committee for \$17,000.00 plus to inventory, maintain and create forage openings on the expanded range part of the Clam Lake Elk Range. Final approval is pending from Missoula, MT office.

Totagatic Flowage: Discussion by Mike Bulgrin. There are no new updates and no decisions have been made regarding removal of the dam.

Fisheries Management:

Nobody present.

Forest Management:

County Forest Department Budget and Accounts: Greg Peterson commented on the following two items:

- A. Proposed 2015 Budget. The numbers for the 2015 budget will be the same as 2014.
- B. Anticipated Major Expenses. The department is planning on replacing two pickups and there will be an 80 acre acquisition (S1/2, SE1/4 Sec.15, T.38N.-R.8W) to improve access into the Couderay Block.

Harvest Goals: Discussion by Peterson. There will be no change from 2015. The harvest goal will be between 3,500 – 3,600 acres.

DNR Time Standards: Discussion by James Kujala.

2015 Time Standard Goal: 2471 Hours 2015 Actual Hours Worked: 2534 Diff: +63 Hrs

2016 Time Standard Goal: 2471 Hours

During the discussion Peterson stated he does not want LTE's backfilling time on the County Forest due to GNA work. The LTE's can fill the GNA time.

Recon Information: Discussion by Peterson.

Reconnaissance on 2.07% of the total acreage on the County Forest is 20 years old.

Recreation: Discussion by Peterson.

No changes anticipated.

Review of SFI and FSC certification Information: Discussion by Roy Zubrod

All CARS and observations were discussed and addressed.

Wildlife Habitat Grant: Discussion by Gary Vander Wyst and Peterson

Topics of discussion revolved around what expenses were eligible being: trail mowing, seeding, gates, scarification, road work, acquisition of key access points, labor, materials and contracting with other agencies.



Sawyer County Forestry Department

Sawyer County Courthouse

10610 Main Street, Suite 100

Hayward, WI 54843

Phone: (715) 634-4846

Fax: (715) 638-3234

SAWYER COUNTY FORESTRY DEPARTMENT ANNUAL WORK PLAN FOR 2016

Following is the proposed Sawyer County Forest work plan for the year 2016. The plan gives direction and meaning to the proposed County Forest budget. The plan further defines and supplements the Sawyer County Forest Comprehensive Land Use Plan and emphasizes the current needs of the County Forest and Recreational System.

- FORESTS**

The Sawyer County Forest (SCF) is 115,197 acres in size.

The following list shows the acreage of productive forested land by various timber types on the SCF:

- Forest Cover:**

Aspen	39,433
White Birch	39
Cedar	334
Balsam Fir	50
Fir/Spruce	195
Hemlock	62
Red Maple	922
Northern Hardwood	25,239
Oak	9,721
Jack Pine	117
Red Pine	2,391
White Pine	4,786
Black Spruce	2,425
Swamp Conifer	72
Swamp Hardwood	2,549
White Spruce	556
Tamarack	<u>1,527</u>

Total Productive Forested Acres 90,418

**Non-productive/ Non-forested acreage accounts for 24,779 acres*



I. TIMBER HARVEST

Timber harvests are not only important for the economic well being of Sawyer County, but also for the health and vigor of the forest. This includes all aspects of the forest including wildlife, watershed protection, air quality, recreation, and many other noncommercial values. Professional implementation of proper forest management and harvest techniques is essential. The timber management goal is to produce sustained yields of forest products by scheduling timber sales to achieve the average annual allowable cut. The long term goal is to develop a regulated harvest in which the same number of acres or same volume of wood could be harvested each year for perpetuity. A regulated harvest can occur when there is a proper balance in age class distribution and uniform growth rates for each forest type. Compartment reconnaissance information from the Wisconsin Forest Inventory & Reporting System (WisFIRS) will be used to determine where timber harvesting is needed. Sawyer County Forest plans to assess approximately 7500 for harvest. From that acreage, SCF plans to offer for sale approximately 3800 acres of timber in accordance with the 2016 Annual Allowable Cut (excluding salvage operations due to unknown occurrences) in the following timber types in 2016:

	<u>Un-Even Aged Harvest/Thinning</u>	<u>Even-Aged Harvest Harvest/Thinning</u>
Northern Hardwoods	1360	225
Aspen	0	875
Oak	60	480
White Pine	0	280
Red Pine	0	225
Swamp Hardwood	20	50
Tamarack	0	60
Red Maple	25	15
Fir/Spruce	0	55
Black Spruce	0	50
	<hr/>	<hr/>
	1465	2315

II. TIMBER SALE ESTABLISHMENT

- A. Set up and offer for sale approximately forty (40) sales totaling approximately 35,000 cords and 1,400 MBF. Two timber sale bid openings will be conducted in 2016. Each bid opening will offer approximately ½ of the annual allowable cut acres.



III. TIMBER SALE INSPECTIONS

- A. Maintain a continual program of inspections on all of the timber sale contracts for the purpose of checking completion status, contract compliance, and to prevent timber theft. Active timber sales will be visited a minimum of once per week. SCF staff with assistance from the DNR Liaison Forester will be responsible for this work.

IV. FOREST REVENUE

- A. Projected 2016 timber sale revenue \$1,750,000

V. FOREST RECONNAISSANCE

- A. Continue to update and maintain SCF recon data. SCF staff will be responsible for updating recon records on their assigned compartments. The Liaison Forester is responsible for updating recon records on DNR assigned compartments. The target for recon updates for 2016 is 6000 acres to be updated in the SCF recon system.

VI. REFORESTATION

- A. Conduct pre-sale scarification on three timber sales for oak, white pine and northern hardwood regeneration.
- B. Conduct seventh year planting on site established for Winter School District. Ten acres has been prepared to plant over the coming years. Herbicide will need to be applied to the site this year to release the planted seedlings from competition from on site vegetation.
- C. Evaluate possible sites for future regeneration projects such as pre- and post-sale scarification, possible planting sites.

VII. TIMBER STAND IMPROVEMENT

There are no non-commercial TSI projects planned.

VIII. COUNTY FOREST ROADS

The SCF does not have any officially designated county forest roads and does not receive any county forest road aid.



IX. ROADS AND TRAILS

- A. Road and Access Plan.
 - 1. Make maps available to the public for all recreational activities on the county forest.
 - 2. Inform public of changes made to access.
 - 3. Continue to maintain signs on roads and trails in accordance with Road and Access Plan.
 - 4. Review road and access plan with Forestry Committee for possible changes in road/trail designation.
- B. Continue to plan all roads and access.
- C. Continue to berm or gate roads and trails as need arises for erosion control to assure BMP issues are addressed or to protect sensitive areas.
- D. Enforce seasonal closure period for forest roads and trails during spring break up.
 - 1. Inform public of road closure.
- E. Complete work on phase two of Elm Creek access project. Purpose of project is to provide access for timber harvest and recreation in a block of County Forest known as the "Elm Creek" block which historically has had very limited access. Phase one extended existing road from 4.2 to 6.8 miles across Elm Creek, all major waterway crossings have had drivable rock fords with gravel approaches and necessary culverts were installed. Phase two is upgrading three key areas approximately one mile in total. Roadbed will be built up with pit run gravel with the purpose of making the road system able to provide harvesting opportunities in summer/fall months. Project will be funded by a Sustainable Forestry Grant totaling \$19,120.00
- F. Improve trails for timber sale access and roads open to public motor vehicle access with a priority on those areas where damage is occurring due to high public use, or problem areas identified as part of the GPS classification. Permanent secondary trails should also be given a priority.

X. LAND ACQUISITION

- A. Follow direction of 15-Year Plan and as approved by Forestry Committee:
 - 1. Evaluate land purchases as presented to Forestry Committee for possible County Board approval.
 - 2. Evaluate land trades as presented to Forestry Committee for possible County Board approval.
 - 3. Pursue grant funding sources for any approved acquisition project.

XI. GEOGRAPHIC INFORMATION SYSTEM (GIS)/COMPUTER TECHNOLOGY

- A. Continue to operate and maintain currency of GIS system including roads and trails, historical timber sales, and other layers for public information.



XII. SURVEYING

- A. Utilize Trimble GPS unit to locate interior property corners where section corners are available and to establish approximate county forest property boundaries where necessary for tract establishment.
- B. Present to committee problem areas for certified survey or re-monumentation efforts. Surveys generally are needed to prevent timber trespass or to clarify boundaries in order to continue management.

XIII. MISCELLANEOUS FOREST ACTIVITIES

- A. Monitor camping policy on County Forest for possible problems and/or changes to policy that will improve camping opportunities on forest.
- B. Issue and administer firewood, Christmas tree, camping, and bough harvesting permits.

XIV. RECREATION TRAILS

A. Snowmobile Trails

- 1. Provide 68.6 miles of state funded snowmobile trails on County Forest. Sawyer County will continue to maintain 334.8 miles of state funded snowmobile trails contracted with the Sawyer County Snowmobile/ATV Alliance. Grant funded, \$83,700.00
- 2. Apply for grant funding where needed for any trail improvements or bridge repairs/replacement.

B. ATV/UTV Trails

- 1. Provide 50 miles of summer and winter ATV trails on County Forest. Sawyer County will continue to maintain 93.3 miles of winter and 89.29 miles of summer state funded ATV trails contracted with the Sawyer County Snowmobile/ATV Alliance. Grant funded, \$64,154.
- 2. Provide 50 miles of summer UTV trails on County Forest. Sawyer County will continue to maintain 89.29 miles of summer state funded UTV trails contracted with the Sawyer County Snowmobile/ATV Alliance. Grant funded \$8,929.
- 3. Complete trail 8 ATV development project pending final grant approval to complete ATV trail connector between Jolly Fisherman Rd. and Seeley Fire Lane. Grant amount \$124,733.
- 4. Complete appraisal on Trail 63 Railroad Grade acquisition project in order to complete final approval for grant. Acquisition includes twenty parcels of railroad grade totaling 45.338 acres. Grant amount, \$81,200.
- 5. Apply for grant funding where needed for any trail improvements or enhancements.



C. Ski Trails

1. American Birkebeiner Trail
The American Birkebeiner Ski Foundation (ABSF) maintains and grooms the Birkebeiner Trails including the Birkie, Birkie Classic, and "OO" Loop Trails as a skiing and hiking trail for Sawyer County. Maintenance and grooming costs are largely paid by the Foundation itself.
2. Hatchery Creek Park Trails
ABSF maintains and grooms the Fish Hatchery Park ski trail. Continue cooperation with the ABSF and Sawyer County Land and Water Conservation Department.
3. Seeley Trails
The Seeley Trails are maintained and groomed primarily by the Seeley Lions Club.

D. Bike Trails

1. Continue to work with Chequamegon Area Mountain Bike Association (CAMBA) to maintain mountain bike trails both the singletrack trail system and two track trails located on forest roads within the SCF.
2. Continue working with bike groups to provide snow/fat bike opportunities within County Forest.

E. Hunter Walking Trails

1. Maintain established trails.
2. Mow approximately twenty percent of existing trails; work in conjunction with DNR Wildlife and local conservation groups.
3. Identify new possible trail locations based on need and habitat considerations

F. Hiking Trails

1. Continue working with Southwest Sawyer County Non-motorized trail group to maintain Green Lake trail, and assist with any further developments of hiking trails.

G. NoRTAC (Northern Region Trail Advisory Committee)

1. Continue participation in regional trail committee to address trail needs and issues within the region.



XVI. FISH and WILDLIFE

A. Nickel an Acre

County receives \$5,760/year for Wildlife Management related activities on County Forest. A maximum of three years of funding can be accrued.

Approved Funding Activities

1. Building of berms/ installation of gates on closed access roads. (In accordance with the Access Management Plan).
2. Purchase of land for public access into the Seeley Block off of Lugner Road.
3. Scarification work for red oak regeneration.
4. Purchase of grass seed for seeding and stabilizing forest roads after harvest.
5. Construction of access roads to facilitate logging operations in isolated areas.
6. Mowing of hunter walking trails.
7. Wildlife opening maintenance and construction, specifically within the expanded elk range.
8. Provide access into the "Elm Creek" block of County Forest.

Information about timber sale activities or any other Forestry Department program may be obtained by contacting the Sawyer County Forestry Department, Sawyer County Courthouse, 10610 Main Street, Suite 100, Hayward, WI 54843. Phone: 715-634-4846 FAX: 715-638-3234.

• REFERENCES:

1. Annual Integrated Planning Meeting held on October 23, 2015.
2. Sawyer County Comprehensive Land Use Plan 2006-2020.



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January 13, 2016

Agenda
Public Works Committee meeting
January 13, 2016; 6:30 p.m.
Assembly Room, Sawyer County Courthouse

01. Meeting agenda
02. Minutes of November 4, 2015 meeting
03. Audience recognition
04. Memorandum of understanding with Oakwood Haven for utilization of Courthouse office
05. Highway Department report, including:
 - Town of Lenroot – jurisdictional transfer of Mosquito Brook Road
 - establishment of offering price for County Highway S right of way acquisitions
 - Highway Commissioner's report
 - monthly department expense vouchers
06. Sawyer County Airport report, including:
 - L & L Aviation (contracted Airport management) report
 - Airport improvement projects (including nearly completed instrument landing system, expanded aprons, and parallel taxiway project and perimeter fencing project)
07. Maintenance Department report, including:
 - project report
 - monthly department expense vouchers
08. Monthly expense vouchers
09. Other matters for discussion only

KM

Kris Mayberry
Sawyer County Clerk

MEMORANDUM OF UNDERSTANDING
BETWEEN
LAC COURTE OREILLES BAND OF LAKE SUPERIOR CHIPPEWA INDIANS
AND
SAWYER COUNTY COURTHOUSE
AND
LAC COURTE OREILLES OAKWOOD HAVEN DOMESTIC ABUSE/SEXUAL ASSAULT PROGRAM

This Memorandum Of Understanding (MOU) is entered into by The Lac Courte Oreilles Oakwood Haven Domestic Abuse/Sexual Assault Program ("Oakwood Haven"); the Sawyer County Courthouse facilities/Building (Sawyer County Courthouse); the 10th Judicial District/Circuit Court of Sawyer County (Circuit Court) and the Lac Courte Oreilles Band of Lake Superior Chippewa Indians (Tribe).

Purpose:

The purpose of this MOU is to provide office space for the Department of Justice VOCA (Victims of Crime Act) Victim Services Advocate position supervised by Oakwood Haven. The Victim Services Advocate will provide and coordinate outreach services with Sawyer County service providers and tribal service providers and other agencies for the Sawyer County/Lac Courte Oreilles reservation and surrounding areas. The Victim Services Advocate will maintain an outreach office within the Sawyer County Courthouse and occupy such space forty five (45) percent of her time with additional time spent at Oakwood Haven Shelter facility ten (10) percent and a Winter Wisconsin office space at forty five (45) percent.

Roles and Responsibilities:

Oakwood:

The Lac Courte Oreilles Oakwood Haven Domestic Abuse/Sexual Assault Program and VOCA Victim Services Advocate will provide supportive advocacy, assistance, intervention, and information/referral and follow up services at the Sawyer County Courthouse. Oakwood Haven Shelter will provide after hour 24 hour, 7 days a week, 365 days a year toll free crisis line intervention services to assist in the prevention of burn out of Victim Services Advocate. Oakwood Haven trained advocates will document calls and Victim Services Advocate will provide follow up services during her next work shift. The Victim Services Advocate will promote Sawyer County and Lac Courte Oreilles collaborative community partnerships through MOU agreements and CCR Team participation.

The Lac Courte Oreilles Oakwood Haven Domestic Abuse/Sexual Assault Program and VOCA Victim Services Advocate will provide supplies and operating expenses to include office equipment, office furniture, file cabinet, chairs, end table and printer, copier/fax machine. It is noted that a desk is currently in the office space and this has been offered and will be used by the Victim Services Advocate. Oakwood Haven Victim Services Advocate will be provided a laptop, computer and phone for her employment duties. The Victim Services Advocate will provide community outreach information, advertising, business cards and will incur her own printing/distribution costs.

Sawyer County:

The Sawyer County Courthouse agrees to provide the in-kind contribution office space of 396 square feet with the estimated cost quoted by the Cost Auditor to be nine dollars and eight cents (\$9.08) per square foot which is three thousand, five hundred ninety six dollars and sixty eight cents (\$3,596.68) per year. The monthly amount would be estimated to be two hundred ninety nine dollars and sixty four (\$299.64). A *telephone land line* will be utilized in the event clients call the Sawyer County Health and Human Services in which case the calls will be forwarded to a landline extension in the Sawyer County DV/SA Victim Services

Advocates office. *Internet* costs will be estimated at fifty-five (\$55.00) dollars per month for twelve (12) months equaling six hundred and sixty (\$660.00). Daily, weekly, monthly cleaning/garbage removal responsibility as it applies to the office space is to be determined. Technical Assistance support services will be supplied by Sawyer County Courthouse facilities as needed or requested. No significant changes to the office space/floors/walls will occur without the written authorization of the County Administrator, Mr. Thomas R. Hoff.

Space Use:

The space designated for Oakwood Haven in the Sawyer County Courthouse is under the authority of the Wisconsin Circuit Court. The use of this space is subject to the approval of the Chief Judge of the 10th Judicial District or the Sawyer County District Judge in their respective capacities and their sole discretion.

Timeframe:

The Memorandum of Understanding will commence on Monday, October 19, 2015 and will dissolve at the end of the grant period of one year or under the direction of the Chief Judge of the 10th Judicial District or his designated representative at his sole discretion.

Confidentiality:

In order to ensure the safety of Oakwood Haven Domestic Abuse Program clients and staff all parties to the Memorandum of Understanding agree to adhere to the confidentiality expectations as outlined in the Department of Justice, Victims of Crime Act (VOCA) and relevant confidentiality standards for the Circuit Court and the Sawyer County Courthouse.. The Victim Services Advocate agrees to follow all procedures and practices of the Sawyer County Courthouse and the Circuit Court to ensure safety and confidentiality of all clients and the public during court hearings and all other interactions. Due to the location of the office space the Victim Services Advocate will be provided the daily/weekly docket of court cases to ensure any client appointments do not coincide with any relevant court cases to ensure confidentiality and safety for all.

The Lac Courte Oreilles Oakwood Haven Domestic Abuse Program accepts full responsibility for the performance of the Victim Services Advocate and collaborative partners and agencies within the confines of the Sawyer County Courthouse office space.

Establishment of Responsibility:

This MOU is not intended to, and does not create, any right, benefit, or trust responsibility, substantive or procedural, enforceable at law or equity, by a party against Sawyer County or the Tribe, its agencies, its officers, or any person.

Principal Contacts:

Oakwood Haven
Sharon Paulson-Tainter
Director
13394W Trepania Rd
Hayward, WI 54843

Sawyer County
Hon. John M. Yackel
Circuit Judge, Sawyer County
10610 Main St, Suite 244
Hayward, WI 54843

Authorized Representatives:

By signature below, the cooperators certify that the individuals listed in this document as representatives of the cooperator are authorized to act in their respective areas for matters related to this agreement.

This Memorandum of Understanding is the complete agreement between Lac Courte Oreilles Oakwood Haven Domestic Abuse/Sexual Assault Program; the Sawyer County Administration; The Sawyer County District Court (Under the Direction of the 10th Judicial District); and the Lac Courte Oreilles Tribal Governing Board and this agreement shall be amended only by written agreement signed by each of the parties involved.

THE PARTIES HERETO have executed this instrument.

Oakwood Haven Representative

Sharon Paulson-Tainter
Director

DATE

Sawyer County Facilities Representative

Thomas Hoff
Sawyer County Administrator

DATE

Sawyer County Circuit Court Representative

Hon. John M. Yackel

DATE

Lac Courte Oreilles Band of Lake Superior Chippewa Indians

Michael J. Isham, Jr.
Chairman

DATE

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



January 7, 2016

AGENDA
meeting of the Administration Committee
Sawyer County Board of Supervisors
Assembly Room, Sawyer County Courthouse
January 14, 2016; 8:30 a.m.

1. Meeting agenda
2. Minutes of December 10, 2015 meeting
3. Audience recognition
4. Veterans Service Department report
5. Salary adjustments for County elected (in 2016) officials
6. County Administrator's report, including:
 - ① Ambulance collection policy
 - 2016 project, policies, and priorities
 - year to date expense and revenue reports
7. County Clerk's report
- ⑧ County Treasurer's report, including signature card authorized signers for bank accounts
9. Information Technology Department report
10. Monthly department expense vouchers
11. Other matters for discussion only
12. **Closed session**, pursuant to section 19.85(1)(f), Wisconsin Statutes, for an update on an employee grievance

KM

Sawyer County Clerk Kris Mayberry

SAWYER COUNTY AMBULANCE COLLECTION POLICY – Revised 01/14/2016

A. APPLICABILITY:

1. This policy shall apply to the collection of all ambulance fees billed by Sawyer County Ambulance as a result to the utilization of the County's ambulance services.

B. PURPOSE:

1. The intention of this policy is to clarify the billing and collection procedures to be performed in attempts to collect unpaid ambulance fees billed by Sawyer County Ambulance.
2. To establish billing and collection practices for Sawyer County Ambulance. The intent is to adopt firm but fair policies for the collection of patient accounts. It is our goal to collect most money owed to the county for services provided.

C. BILLING PROCESS:

1. Sawyer County Ambulance will first make an effort to collect payment from the patient's insurance company(s). Patients who do not have insurance are listed as private pay and will be billed directly through monthly billing statements.
2. Co-payments, deductibles and any amounts not classified as uncollectible will be billed directly to the patient through monthly billing statements.
3. After 30 days, if payment has not yet been received, another copy of the bill as well as a payment plan option will be mailed to the patient with a notation of being past due.
4. After 60 days, if payment has not yet been received, another copy of the bill as well as a payment plan option will be mailed to the patient with a notation of being delinquent.
5. After 90 days, if payment has not yet been received, another copy of the bill will be mailed to the patient as well as a final letter stating collection action will be taken with the Wisconsin State Debt Collection Initiative.
 - a. If the patient calls to initiate a payment plan we will offer the patient an additional 30 days to make payment in full. If payment is not received within the additional 30 days the patient will enter into the State Debt Collection Schedule without further notice.
6. After 120 days, if payment has not yet been received, the patient will enter into the State Debt Collection Schedule.

D. COLLECTIONS PROCESS:

1. State Debt Collection:
 - a. The Wisconsin State Debt Collection process will then be initiated for patients who meet the criteria for the program.
 - b. A fee of 15% of the unpaid balance or \$35.00, whichever is greater, will be added to the patients account. The patients account will be written off to SDC Collections and any payments received from SDC will be noted in the comments section of the patients account.
 - c. Patients who call regarding their account will be given the contact information for SDC.
2. Resource Management Inc.
 - a. If the patient does not meet the criteria for the SDC program, they will be referred to Resource Management Inc. for collection action.
 - b. Patients who call regarding their account will be given the contact information for RMI.

SAWYER COUNTY AMBULANCE COLLECTION POLICY – (Original)

A. APPLICABILITY:

1. This policy shall apply to the collection of all ambulance fees billed by Sawyer County Ambulance as a result to the utilization of the County's ambulance services.

B. PURPOSE:

1. The intention of this policy is to clarify the collection procedures to be performed in attempts to collect unpaid ambulance fees billed by Sawyer County Ambulance.
2. To establish billing and collection practices for Sawyer County Ambulance. The intent is to adopt firm but fair policies for the collection of patient accounts. It is our goal to collect most money owed to the county for services provided.

C. BILLING PROCESS:

1. Sawyer County Ambulance will first make an effort to collect payment from the patient's insurance company(s). Patients who do not have insurance are listed as private pay and will be billed directly through monthly billing statements.
2. Co-payments, deductibles and any amounts not classified as uncollectible will be billed directly to the patient through monthly billing statements.
3. After 30 days, if payment has not yet been received, another copy of the bill as well as a payment plan option will be mailed to the patient with a notation of being past due.
4. After 60 days, if payment has not yet been received, another copy of the bill as well as a payment plan option will be mailed to the patient with a notation of being delinquent.
5. After 90 days, if payment has not yet been received, another copy of the bill will be mailed to the patient as well as a final letter stating collection action will be taken with the State of Wisconsin Tax Refund Interception Program.
6. If payment has not been received within 10 days of the final statement the patient will enter into a "Consider for Collections" schedule.

D. COLLECTIONS PROCESS:

1. The Wisconsin Tax Intercept Program (TRIP) process will then be initiated to garnish their state income tax refund to pay their account.
2. Per TRIP requirements, the patient will receive a Notice of Certification Letter within five days before they are entered into collections with TRIP.
3. The patients account will be written off to TRIP Collections and any payments received from TRIP will be noted in the comments section of the patients account.

Sawyer Community Senior Center Board
15856 E Fifth St.
Hayward, WI 54843

12/15/2015 → Copy in
mailbox of ea Co Bd
member and T. Hoff
KM

To: Sawyer County Board

From: Sawyer Community Senior Center (SCSC) board President

Re: Combining the two boards by dissolving the SCSC board

Date: 12/15/2015

The SCSC board has been talking at the last three meetings about dissolving our board and gifting all our assets over to Senior Resource Center Board (SRC). We voted at our last meeting to start the process and the SRC has agreed.

We think that our boards overlap in a lot of ways. It is confusing to the public, clubs and grants that we are both approaching for funding. Plus it is also getting harder and harder to find board members for both our boards.

Our plan would be that some or all of our board members would go over to the SRC board and act as the building committee that would continue to care for the building. Half or more of the reserve in our investment account would be kept for building upgrades and outside maintenance. All other assets would be turned over as well.

The SRC would be listed on the deed; however, the building name would remain the same "Sawyer Community Senior Center", as well as all the other statements on the current deed. We hope that you would extend the no tax base that we have now to the Senior Resource Center.

We have hired Attorney Mike Kelsey to handle the whole process. Mike will also handle the state and federal government paperwork as well as the deed.

I see only good things from this happening!

Very truly yours,



Marj Champney, SCSC Board President

DOCUMENT NO.
192381

QUIT CLAIM DEED
STATE BAR OF WISCONSIN - FORM 3
THIS SPACE RESERVED FOR RECORDING DATA

SAWYER COUNTY, a county organized and existing under
the State of Wisconsin
quit-claims to SAWYER COMMUNITY SENIOR CENTER, INC., a
Wisconsin corporation
the following described real estate in Sawyer County,
State of Wisconsin:

Recorder's Office }
Sawyer County }
Received for record the 8th day of
August AD 1984 at 10:58 o'clock
AM and recorded in vol. 365
on page 297
Jocelyn J. Decker
Register
Deputy
RETURN TO
H. R. Lockman 10.50

That part of Block Four (4), Northside Addition
to the City of Hayward, more particularly described
as Lot One (1) as shown in Volume Ten (10) of
Certified Survey Maps, page 115-116, as recorded in the
Sawyer County Register of Deeds Office, Certified Survey
No. 2146. Tax Key No.

Subject to easements, exceptions and reservations of record.

F
2
EXEMPT

It is mutually agreed by the parties hereto and their heirs, personal representatives
and assigns that the following restrictions shall apply to the real estate being con-
veyed herein:
This real estate shall be used solely for the purpose of the construction and operation
of a senior citizens center and said construction shall be completed within five (5)
years from the date of this conveyance, and that these restrictions and covenants
shall be construed as running with the land.

It is further agreed that if said restrictions are violated in any manner, this deed
shall become forfeited, and the premises herein described, and all the rights herein
conveyed, shall at once revert to and revest in and become the property of the said
first party, its successors or assigns, without any declaration of forfeiture or act of
re-entry, and without any other act by said first party to be performed, and without
any right of the said second party to reclamation or compensation for monies paid
or improvements made, as absolutely, fully and perfectly as if this deed had never
been made.

This is not homestead property.
(is) (is not)
Dated this 8th day of August, 1984

SAWYER COUNTY BY:
..... (SEAL) (SEAL)
* *
..... (SEAL) (SEAL)
* *

AUTHENTICATION
Signatures authenticated this day of
....., 19.....
*
TITLE: MEMBER STATE BAR OF WISCONSIN
(If not, authorized by § 706.06, Wis. Stats.)
THIS INSTRUMENT WAS DRAFTED BY
Thomas E. Van Roy, Attorney at Law
Box 176, Hayward, WI 54843
(Signatures may be authenticated or acknowledged. Both
are not necessary.)
The use of witnesses is optional

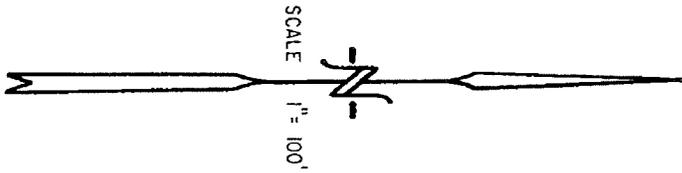
ACKNOWLEDGMENT
STATE OF WISCONSIN
..... } ss.
..... }
Personally came before me, this 8th day of
Aug, 1984 the above named
Frank W. Duffy, County Clerk
to me known to be the person who executed the
foregoing instrument and acknowledge the same.
NOTARY PUBLIC
.....
Notary Public, County, Wis.
My Commission expires on
date: 19.....

W 1/4 Cor., Sec 22, T41N, R9W
Fd. 1" Dia. Iron Rod
(See County Cor. Restoration Index P 13)

21 22

589°00'03"E, 306.41'

11/4" I.P.

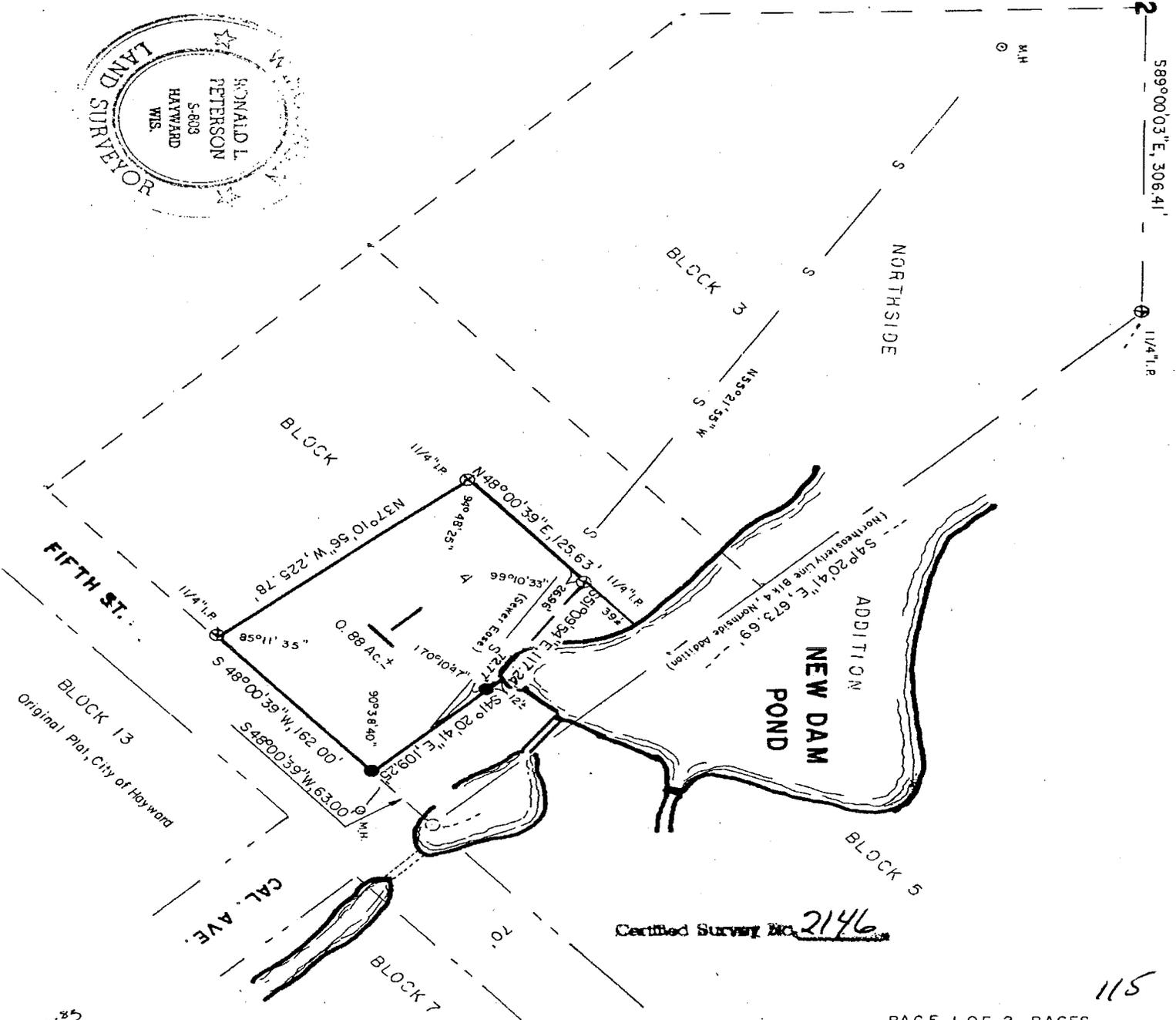
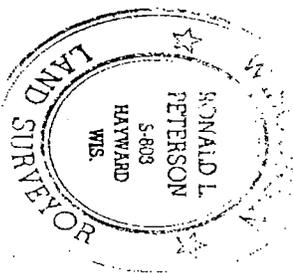


- ⊗ FOUND MONUMENT
- SET 1 1/4" (O.D.) X 30" IRON PIPE

BEARINGS ARE BASED ON SOLAR OBSERVATIONS

MAY 16, 1984

Donald E. Peterson



Certified Survey No. 2146

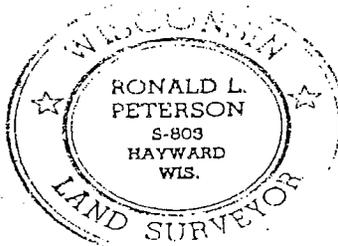
115

NOTE! This is a revision of and supersedes Certified Survey Map # 2116, as recorded in Vol. 10, page 70 & 71.

I, Ronald L. Peterson, Wisconsin Registered Land Surveyor, hereby state that in compliance with Chapter 236.34 of the Wisconsin Statutes, and under the direction of Sawyer County, owner, I have surveyed and mapped the land herein described, that to the best of my knowledge and ability, this map is a correct representation of the survey made, and that said land is located in part of the NW $\frac{1}{4}$ -SW $\frac{1}{4}$, Section 22, T 41 N, R 9 W, and more particularly in part of Block 4, Northside Addition to the City of Hayward, described as follows:

Commencing at the West $\frac{1}{4}$ corner of said Section 22, Thence S 89°00'03" E, along the North line of said NW $\frac{1}{4}$ -SW $\frac{1}{4}$, 306.41 feet to the Northeasterly corner of Block 3, Northside Addition, Thence S 41°20'41" E, 673.69 feet to the Southeasterly corner of Block 4, Northside Addition, Thence S 48°00'39" W, 63.00 feet to the actual point of beginning, Thence continue S 48°00'39" W, 162.00 feet, Thence N 37°10'56" W, 225.78 feet, Thence N 48°00'39" E, 125.63 feet to a meander corner on the Westerly shore of New Dam Pond, Thence S 51°09'54" E, along the meander line of New Dam Pond, 117.24 feet to the end of said meander line, Thence S 41°20'41" E, 109.25 feet to the point of beginning and including all the land between the meander line and the waters edge of New Dam Pond, between the parcel lines extended.

Subject to all existing easements and reservations.



This instrument drafted by
Ronald L. Peterson
May 16, 1984

Ronald L. Peterson

Approved this 10 day of May, 1984, by *Roll K. Williamson*
City of Hayward Planning Comm.

Register's Office } 191570
Sawyer County }
Received for record this 6th day of
June A D 1984 at 10 o'clock
10 A M and recorded in vol. 10
of City of Hayward on page 115-116
E. J. J. J. Register