



BARRON COUNTY BOARD OF SUPERVISORS

Monday, February 20, 2023 – 5:00 p.m.

Barron County Government Center – Veterans Memorial Auditorium
335 East Monroe Avenue – Barron, Wisconsin 54812

Link to View Meeting: <http://youtube.com/c/BarronCountyMeetings>

Live streaming of the meeting will begin at 5:00 p.m.

AGENDA

1. Call to Order – Roll Call – Public Notification
2. Invocation and Pledge of Allegiance
3. Special Matters and Announcements (Non-Action Items)
4. Approve Agenda
5. Approve Minutes of January 23, 2023
6. Public Comment (*Prior Registration with County Clerk Required / Maximum Allotted Time is 3 Minutes*)
7. Progress Update on Highway Facilities – Mark Servi, Highway Commissioner and / or CBS Squared Staff
8. Financial Update on Highway Facilities
9. Ordinance – Revising and Adopting Barron County Rules and Procedures Changes
10. Resolution – Authorizing Barron County Highway Commissioner to Sell County Equipment to Other Municipalities
11. Resolution – Authorizing County Administrator Succession Plan
12. Resolution – Approving 2022-2023 Annual Accomplishments and Work Plan for the County Forest
13. Resolution – Island City Snowmobile & ATV Club Loan
14. Resolution – Authorizing Upgrades to the Barron County 911 Dispatch System
15. Resolution – Authorizing the Encumbrance of \$250,000 for New Aging Kitchen in the Old Sheriff's Jail Area
16. American Rescue Plan Act (ARPA) Expenditures
17. Approval of Emergency Fire Wardens for Barron County
18. Report from County Administrator
 - a. 2022 Sheriff's Department Annual Report
 - b. Ann Street School – Potential Uses
 - c. Planting of Tree in Memory of Supervisor Terry Lee
 - d. Repair of Snowmobile Bridges
 - e. Letter from Rice Lake Snowmobile Club
 - f. Blood Drive
 - g. Historical Work – Old Logging Camps
 - h. County Ambassador Program
19. Appointments

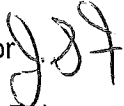
Continued on Page 2

Barron County Board of Supervisors

Monday, February 20, 2023

Agenda – Page 2

20. Claims, Petitions & Correspondence
21. Suggestions for Future Agenda Items
22. Barron County Highway Facility Update pertaining to a potential claim regarding certain costs incurred, discussion of contractual rights and responsibilities, review of potential resolutions and otherwise review of legal status in relation to project
 - a. The County Board may go into closed session pursuant to Section 19.85(1)(e) (deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons required a closed session) and Section 19.85(1)(g) (conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved) based upon the above description.
 - b. Return to Open Session
 - c. Take Any Necessary Action
23. Adjournment

Date: February 14, 2023
To: Barron County Board of Supervisors
From: Jeff French, County Administrator 
Subject: Meeting Agenda Items, Monday, February 20th, 5pm

3. Special Matters and Announcements:

Please do not shut-off your Chrome Books until the meeting is completed.

7. Progress Update - Highway Facilities:

Chair Okey or I will provide this update.

8. Financial Update - Highway Facilities: (update only)

The most recent updated expenditures and cash balance are included in the packet.

9. Ordinance - Revising and Adopting Barron County Board Rules and Procedures - Changes:

I believe everyone is aware of these changes and I will let Mr. Muench explain the details for this Agenda item.

10. Resolution Authorizing Barron County Highway Commissioner to Sell County Equipment to Other Municipalities

The purpose of this resolution is to allow the Highway Commissioner the ability to work directly with other municipalities or counties on a case by case basis to sell County equipment provided that the sale is to the advantage of Barron County. The preferred method of disposal of equipment is through competitive bidding however there are times when it is in the best interest of the County and/or other municipalities to sell directly to another county, city or town.

11. Resolution Authorizing County Administrator's Succession Plan

The creation of a succession plan for the Administrator's position was originally requested by Chair Okey in 2020. Since this time there has been many "twists and turns" to get us to this point. Which I can explain at the meeting if necessary. In my opinion this succession plan is relevant and doable and I recommend approval. Also, Chair Okey may wish to speak to this Agenda item in more detail.

Simple majority required for passage.

12. Resolution Approving 2022-2023 Annual Accomplishments and Work Plan for the County Forest:

This is the Annual Work plan as prepared by County Forester John Cisek and recommended for approval by the Property Committee.

I recommend approval as printed and presented and simple majority vote is all that is

needed for passage.

13. Resolution - Island City Snowmobile and ATV Club Loan:

This loan is an equipment loan for a period of four (4) years at an interest rate of 1% above what the County can invest funds in the Local Government Investment Pool. This type of loan is not unusual for Barron County and is, in essence, economic development. This resolution come with the support of the Property Committee and I recommend approval 23'rds vote required for passage. Also Recreation Officer Jeff Wolfe is aware of this loan request.

14. Grant Resolution Authorizing Upgrades to the 911 Dispatch System:

This grant was applied for my Emergency Management Director Mike Judy and, on some levels corresponds to an article in a recent WCA Magazine article. This is a one-time request for funds, as matching funds, to come from the County's Unassigned General Fund, Fund Balance. It is not unusual to take fund balance for matching funds as this relates to a one-time grant expenditure, non-payroll. Furthermore, it is my understanding this grant will provide improvements to our 911 dispatch center.

I recommend approval, 2/3'rds vote required for passage, this is a budget amendment.

15. Resolution Authorizing - Encumbrance of Funds, \$250K New Aging Kitchen:

This is an **encumbrance** of funds, not an expenditure. The purpose of this encumbrance is to communicate the County Boards intention to continue to investigate if the Old Jail and Sheriff's Admin., area are appropriate for a new Aging Kitchen. This resolution was requested by Finance Director Busch and recommended for approval by the Executive Committee.

I recommend approval, simple majority required for passage.

16. ARPA Expenditure Update:

Included with the packet and Jodi can review if necessary.

17. Approval of Emergency Fire Wardens for Barron County

This is the annual approval of fire wardens for Barron County. This list is provided to Barron County by the Department of Natural Resources.

18. Report from County Administrator, Update Only:

a. *2022 Sheriff's Annual Report:*
Included in the packet

b. *Ann Street School - Potential Uses:*
Dave Armstrong continues to work with the State of Wisconsin, various oversight agencies for the creation of a daycare facility. I have had other inquiries as to usage of this location and have told everyone Dave has first "Dibbs."

- c. *Planting of Tree at Justice Center in memory of Supervisor Terry Lee:*
The Property Committee has approved this request and Terry's significant other Marla is aware and has given her blessing. There is money available for this expenditure in the County Board bereavement fund and there will be more to come on this later this spring of summer.
- d. *Repair of Snowmobile Bridges:*
There is approximately \$100K left from the original \$483K of ARPA dollars dedicated to the repair of the snowmobile bridges. The Property Committee authorized, Officer Wolfe to proceed with other repairs to the remaining bridges.
- e. *Letter from Rice Lake Snowmobile Club*
Simply wanted the entire Board to see this information.
- f. *Blood Drive:*
The blood drive on January 26th, had a goal of 36 pints but the actual donation was 41 pints! The next blood drive is May 24th.
- g. *Historical Work Steve Johnson - Cameron:*
My thanks to Steve Johnson for his excellent work on identifying old logging camps in Barron County. More to come on this.
- h. *County Ambassador Program:*
I have included with the packet this information which is very good!! ROD Katterhagen in Barron County's representative regarding this program.

19. Appointments:
None at this time.

20. Claims, Petitions and Correspondence:
I will let Mr. Muench or Mrs. Hodek address this agenda item, there are none at this time that I am aware of.

21. Suggestions for Future Agenda Items:

22. Closed Session:
As of the date of writing this update I do not have any additional information which would warrant a Closed Session. However, this may change in the interim period.



BARRON COUNTY BOARD OF SUPERVISORS

MONDAY, JANUARY 23, 2023 – 4:00 PM

BARRON COUNTY GOVERNMENT CENTER – AUDITORIUM
335 EAST MONROE AVENUE - BARRON, WISCONSIN 54812

MINUTES

OPEN MEETING TECHNOLOGIES ELECTRONIC VOTING SOFTWARE TRAINING: At 4:14PM County Clerk Hodek, SueAnn Heck and Jill Lodewegen from Open Meeting Technologies gave a presentation on the new voting software to the County Board of Supervisors, allowed the Supervisors to practice using the system and answered questions from the Board. This meeting was for training and informational purposes only and no business was transacted during this meeting.

ADJOURNMENT: Chair Okey adjourned the meeting at 4:54PM.

Respectfully Submitted,
Jessica Hodek, County Clerk

MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE COUNTY BOARD AT THE NEXT MEETING.



BARRON COUNTY BOARD OF SUPERVISORS

MONDAY, JANUARY 23, 2023 – 5:00 PM

BARRON COUNTY GOVERNMENT CENTER – AUDITORIUM
335 EAST MONROE AVENUE - BARRON, WISCONSIN 54812

MINUTES

PRESENT IN PERSON: Bob Anderson, Patti Anderson, John Banks, Karolyn Bartlett, Stan Buchanan, Randy Cook Sr, Bill Effertz, Jim Gores, Bun Hanson, Dale Heinecke, Dana Heller, Kathy Krug, Audrey Kusilek, Fran Langman, Jerry McRoberts, Carol Moen, Roberta Mosentine, Gary Nelson, Stacy Neuman (Once Appointed) Louie Okey, Pete Olson, Bob Rogers, Bill Schradle, Marv Thompson, Craig Turcott, Diane Vaughn and Stacey Wenzel.

ATTENDING VIRTUALLY: Gary Taxdahl.

ABSENT: Pam Fall.

CALL TO ORDER-ROLL CALL- PUBLIC NOTIFICATION: Chair Okey called the meeting to order at 5:07PM. County Clerk Hodek took attendance and County Administrator French stated the County's compliance with open meeting laws.

INVOCATION: Led by Pastor Cody Kargus from the Maranatha Church located in Rice Lake.

PLEDGE OF ALLEGIANCE: Recited.

SPECIAL MATTERS AND ANNOUNCEMENTS: County Administrator French publically thanked recently retired County Treasurer Vonnie Ritchie on her retirement and years of service to the County.

APPROVE AGENDA: Motion: (Olson/P. Anderson) to approve. Carried.

APPOINTMENT AND OATH OF OFFICE – STACY NEUMAN, DISTRICT #4 SUPERVISOR: Motion: (Thompson/Moen) to approve. Carried with 26 Yes, 1 Abstain (Bartlett) and 1 Absent (Fall). County Clerk Hodek administered the Oath of Office to Neuman.

APPROVE MINUTES OF DECEMBER 5, 2022: Motion: (B. Anderson/Cook) to approve. Carried with 27 Yes, 1 Abstain (Neuman) and 1 Absent (Fall).

PUBLIC COMMENT: Pastor Cody Kargus, 619 Krueger Avenue - Cameron, gave an overview of National Thank a Law Enforcement Officer on January 9 and how the Law Enforcement Foundation of Barron County purchased meals for all the officers working for agencies within the County. Students in schools within the County had children write thank-you notes that were distributed to local law enforcement agencies as well.

UPDATE ON HIGHWAY FACILITIES – MARK SERVI, HIGHWAY COMMISSIONER AND/OR CBS² STAFF: Due to scheduling conflicts, Highway Commissioner Servi was unable to attend the meeting. CBS² staff was not present. Discussion.

FINANCIAL UPDATE ON HIGHWAY FACILITIES: Finance Director Busch presented the current financial updates on the Highway Facility and answered questions from the Board. Discussion.

2023-1 RESOLUTION – AUTHORIZING \$390,000 NO INTEREST LOAN FROM GENERAL FUND UNASSIGNED FUND BALANCE TO THE WASTE TO ENERGY FUND FOR ADDITIONAL FIXED ASSETS AND OTHER PERTINENT COSTS FOR NEW ACID GAS REMOVAL SYSTEM: Motion: (Gores/Olson) to approve. Discussion. **Motion: (Taxdahl/Effertz)** to amend by authorizing \$390,000 loan, and to charge 5.25% in interest,

equivalent to the current State Trust Loan rate, from the General Fund Unassigned Fund Balance to the Waste to Energy Fund for Additional Fixed Assets and other pertinent costs for the new Acid Gas Removal System. Discussion. Motion failed with 3 Yes (Effertz, Krug and Taxdahl), 25 No and 1 Absent (Fall). Discussion. Main motion carried with 28 Yes and 1 Absent (Fall).

2023-2 RESOLUTION – AUTHORIZING AN ADDITIONAL \$72,000 OF AMERICAN RESCUE PLAN ACT (ARPA) FUNDS FOR HIGH SPEED INTERNET FIBER TO BARRON COUNTY SHERIFF’S DEPARTMENT COMMUNICATIONS TOWERS: Motion: (Hanson/Rogers) to approve. Discussion. Carried with 27 Yes, 1 No (Langman) and 1 Absent (Fall).

2023-3 RESOLUTION – AUTHORIZING TRANSFER OF \$6,723 OF AMERICAN RESCUE PLAN ACT (ARPA) FUNDS TO IMPROVEMENTS TO THE BARRON COUNTY ECONOMIC DEVELOPMENT CORPORATION’S WEBSITE AND TOURISM WEBSITE: Motion: (Heller/B. Anderson) to approve. Carried with 27 Yes, 1 No (Effertz) and 1 Absent (Fall).

2023-4 RESOLUTION – AUTHORIZING 401(A) SALES REQUEST RETIREMENT PLAN WITH NATIONWIDE RETIREMENT SOLUTIONS: Motion: (Cook/Olson) to approve. Discussion. Carried with 27 Yes, 1 No (McRoberts) and 1 Absent (Fall).

2023-5 RESOLUTION – IN SUPPORT OF INCREASED COUNTY CHILD SUPPORT FUNDING: Motion: (Rogers/Hanson) to approve. Discussion. Carried with 25 Yes, 3 No (Effertz, Krug and Vaughn) and 1 Absent (Fall).

AMERICAN RESCUE PLAN ACT (ARPA) EXPENDITURES: Information was included in the packet.

REPORT FROM COUNTY ADMINISTRATOR

- A. VIDEO STREAMING OF COMMITTEE MEETINGS:** The Executive Committee voted against video streaming of committee meetings.
- B. VIRTUAL MEETING ATTENDANCE & TRAINING VIDEO:** French reminded all Supervisors to view the training video sent via email.
- C. 2022 SWCD PRESENTATION:** Information is included in the packet.
- D. HHS STATISTICS:** Information is included in the packet.
- E. SNOW PLOW VIDEO:** Video was played during the meeting.
- F. POLICY FORUM TAX BURDEN:** Information was included in the packet.
- G. 2022 PER DIEM REPORT:** Information is included in the packet.

APPOINTMENTS

- A. HEALTH & HUMAN SERVICES BOARD – APPOINT BARB REISNER TO REPLACE RANDY ALBRECHT (REMAINDER OF TERM – 2024): Motion: (Thompson/Olson) to approve.** Carried with 28 Yes and 1 Absent (Fall).
- B. HEALTH & HUMAN SERVICES BOARD – REAPPOINT KAROLYN BARTLETT: Motion: (Heller/B. Anderson) to approve.** Carried with 27 Yes, 1 Abstain (Neuman) and 1 Absent (Fall).
- C. HEALTH & HUMAN SERVICES BOARD – REAPPOINT DIANE VAUGHN (3 YEAR TERM): Motion: (Effertz/Hanson) to approve.** Carried with 26 Yes, 1 No (Banks), 1 Abstain (Vaughn) and 1 Absent (Fall).
- D. ITBEC TOURISM COMMITTEE – APPOINT BRANDI NELSON TO REPLACE FRAN LANGMAN: Motion: (Heller/P. Anderson) to approve.** Carried with 27 Yes, 1 Abstain (Langman) and 1 Absent (Fall).
- E. STRATEGIC PLANNING WORK GROUP – APPOINT PATTI ANDERSON, RANDY COOK, LOUIE OKEY, KAROLYN BARTLETT, JOHN BANKS, CRAIG TURCOTT AND JERRY MCROBERTS: Motion: (Effertz/Gores) to approve.** Carried with 27 Yes, 1 Abstain (Turcott) and 1 Absent (Fall).
- F. APPOINT STACEY NEUMAN TO COMMUNITY DEVELOPMENT BLOCK GRANT COMMITTEE (CDBG), REGIONAL BUSINESS FUND COMMITTEE (RBF) AND BARRON COUNTY ECONOMIC DEVELOPMENT COMMITTEE (BCEDC): Motion: (Langman/Heller) to approve.** Carried with 26 Yes, 1 No (B. Anderson), 1 Abstain (Neuman) and 1 Absent (Fall).

G. INFORMATION TECHNOLOGY IT DIRECTOR – APPOINT LANCE PETERSON TO REPLACE MARK KOENECKE (RETIRING): Motion: (Hanson/B. Anderson) to approve. Carried with 28 Yes and 1 Absent (Fall).

CLAIMS, PETITIONS & CORRESPONDENCE: None at this time.

SUGGESTIONS FOR FUTURE AGENDA ITEMS:

1. Ordinance – Update to the County Board Rules & Procedures
2. Grant Funding for NextGen 911

NEXT MEETING DATE: Monday, February 20, 2023 at 5:00PM in the Auditorium of the Government Center located in Barron.

CLOSED SESSION – BARRON COUNTY HIGHWAY FACILITIES UPDATE PERTAINING TO A POTENTIAL CLAIM REGARDING CERTAIN COSTS INCURRED, DISCUSSION OF CONTRACTUAL RIGHTS AND RESPONSIBILITIES, REVIEW OF POTENTIAL RESOLUTIONS AND OTHERWISE REVIEW OF LEGAL STATUS IN RELATION TO PROJECT: Motion: (Bartlett/P. Anderson) to go into closed session pursuant to Section 19.85(1)(e) (deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons required a closed session) and Section 19.85(1)(g) (conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved) based upon the above description to include all County Board Supervisors that are present in person, Finance Director Busch, County Administrator French, Corporation Counsel Muench, IT Director Peterson , Attorney Andrew Phillips from Attolles Law Firm and Attorney Matthew Thome from Attolles Law Firm. Carried with 27 Yes, 1 No (Neuman) and 1 Absent (Fall). Supervisor Taxdahl excluded himself from the Closed Session since he attended the meeting virtually.

RETURN TO OPEN SESSION - Motion: (P. Anderson/Olson) to retain the services of Attolles Law Firm and allow the law firm to pursue discussions with CBS² on discussions held during the closed session. Carried with 26 Yes and 3 Absent (Fall, Gores and Taxdahl).

ADJOURNMENT: Chair Okey adjourned the meeting at 7:14PM.

Respectfully Submitted,
Jessica Hodek, County Clerk

MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE COUNTY BOARD AT THE NEXT MEETING.

Barron County, Barron Wisconsin
Monthly Reconciliation of Highway Facility Construction
Revenues & Expenditures as of 2/10/23

Date 2/13/2023
Preparer JBB

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Internal Management Memorandum

Unaudited Draft for Discussion Purposes Only

EXPENDITURES:

| | | |
|-----------|----------------------------------|----------------|
| 1/20/2023 | CBS2 | 315 |
| 1/20/2023 | CBS2 - CM | 22,359 |
| 1/31/2023 | Hwy Staff Labor/Materials | 72,745 |
| 1/31/2023 | Ehler's - Investment Mgmt Fees | 123 |
| 2/10/2023 | Certified | 13,864 |
| 2/10/2023 | Custom Contracting | 13,187 |
| 2/10/2023 | Hudson Electric | 95,000 |
| 2/10/2023 | CBS2 - CM | 8,890 |
| 2/10/2023 | CBS2 | 1,260 |
| 2/10/2023 | Eau Claire Business Interiors | 88,909 |
| 2/10/2023 | Monoprice Inc - IT Cabling | 408 |
| 2/10/2023 | Hooper | 11,321 |
| 2/10/2023 | Certified | 11,995 |
| 2/10/2023 | Larson Electronics | 4,940 |
| 2/10/2023 | Momentum Textiles & Wallcovering | 2,341 |
| 2/10/2023 | Right-Way Caulking | 9,481 |
| 2/10/2023 | Ryan Jack Painting | 71,250 |
| 2/10/2023 | WebstaurantStore - Appliances | 558 |
| 2/10/2023 | Amazon - IT Cabling | 36 |
| | Total Expenditures | 428,982 |

OTHER FINANCING SOURCES:

| | |
|--------------------------------------|--------------|
| Interest Earned | 2,279 |
| Transfers In | 0 |
| Total Other Financing Sources | 2,279 |

Fund Balances, January 16, 2023 639,122

Fund Balances, February 13, 2023 (Bond on Hand) **212,419**

25,120,000 Original Bond
-212,419 Net Balance
24,907,581 Spent

BARRON COUNTY ORDINANCE NO. 2023 -

**Ordinance Revising and Adopting Barron County
Rules & Procedures**

The Barron County Board of Supervisors ordains as follows

1
2 **WHEREAS**, the Barron County Rules and Procedures requires the County Board to
3 review Chapter 2 of the General Code of Barron County, entitled “County Board Rules” every two
4 years after the reorganizational session; and

5
6 **WHEREAS**, it is the recommendation of the Executive Committee that the Barron County
7 Board of Supervisors rescind Ordinance No. 2020-7 and adopt the attached County Board Rules
8 dated 8-22-22; and

9 **WHEREAS**, this ordinance was approved by the Executive Committee on February 1,
10 2023, on a vote of Bartlett, Buchanan, Cook, Hanson, Heinecke, Moen, Okey, Rogers and
11 Thompson voting in favor and no members votings against.

12
13 **NOW, THEREFORE, BE IT ORDAINED**, that the Barron County Board of Supervisors
14 hereby rescinds Ordinance No. 2020-7 and adopts the attached County Board Rules.

15
16 **BE IT FURTHER ORDAINED** that this Ordinance shall be effective upon its adoption
17 and publication and that publication of this ordinance may occur through posting in accordance
18 with Section 985.02 of the Wisconsin Statutes.

19
OFFERED THIS 20th day of February, 2023.

| | |
|---|---|
| Number of readings required: One (X) Two () Vote required for passage: Majority () 2/3 Entire Board (20) () Source of funding: Budgeted () General Fund () Grant () Contingency () Other (X) Details: N/A Fiscal impact: - Current year total amount: \$ - Future years total amount: \$ - Effect on tax levy – current year - \$ - Effect on tax levy – future years - \$ Fiscal impact reviewed by County Finance Department _____ Jodi Busch, Finance Director Approved as to form by: _____ Jeffrey French, Administrator _____ John Muench, Corporation Counsel | _____ Louie Okey, Executive Committee Chair (The Committee Chair signature verifies the action taken by the Committee.) Board Action: Adopted () Failed () Tabled () |
|---|---|

2.01 COUNTY BOARD RULES:

A. RULE 1. ORGANIZATION AND MEETINGS. In accordance with statutory provisions, the County Board shall organize on the 3rd Tuesday of April annually and elect a Chair, 1st Vice Chair and 2nd Vice Chair biannually. The days and time of meetings shall be as scheduled in January of each year by the County Board. Approval by the County of requests for special meetings made by a taxpayer for a personal interest shall require advance payment to cover the cost of the meeting. The Board shall meet in the Government Center in the City of Barron, or any other location in the county that may be noticed by the chair, in suitable quarters provided for such purpose. Unless otherwise provided, Robert's Rules of Order, latest edition, shall govern the action of the Board. Parliamentarian shall be the County Administrator and Corporation Counsel as Co-Parliamentarians.

B. RULE 2. PRESIDING OFFICER. The Chair shall call the Board to order at the hour named, shall preside at all meetings of the Board. He/she shall decide all questions of order and the agenda, subject to appeal. He/she shall preserve order and see that the rules are enforced. He/she shall vote upon all roll calls when his/her name is called, except on appeal from his/her own decisions; and shall further perform all statutory duties enumerated in § 59.12, Wis. Stats. In his/her absence or disability, the 1st Vice Chair shall perform the duties of the Chair. In the absence or disability of the 1st Vice Chair and Chair, the 2nd Vice Chair shall perform the duties of the Chair.

C. RULE 3. ORDER OF BUSINESS. The Board shall be called to order on time and the roll called, and if a quorum is present, after legal notification of the meeting, the following order of business as stated on the agenda shall prevail and the Board shall generally follow this order:

1. Call Meeting to Order
2. Public Notification
3. Roll Call
4. Invocation and Pledge of Allegiance
5. Special Matters and Announcements
6. Approval of Agenda
7. Approval of Minutes
8. Public Comment
9. Memorials
10. Departmental Reports
11. Consent Agenda
12. Unfinished Business
13. Resolutions and Ordinances
14. Committee Reports
15. Administrator's Report
16. Appointments
17. Claims, Petitions and Correspondence
18. Suggested for Future Agenda Items
19. Adjourn

D. RULE 4. COMMITTEE RULES.

1. The County Board Chair, 1st Vice Chair, and 2nd Vice Chair may be used by all committees when needed to constitute a quorum (or greater as is necessary for Zoning Committee or Board of Adjustment if they meet the statutory restrictions and requirements.) The Chair and Vice Chairs should attend such meetings as deemed necessary to gain sufficient knowledge of committee functions to be able to serve as a voting committee member. Supervisors from Districts 10, 11 and 12 may serve as alternates and committees as requested by County Administrator.

Unless created by the County Board, a governmental body does not exist. Any other type of workgroup or sub-committees that are created are delegated to Administration under the auspices of the County Administrator whose function is to report their findings to the appropriate oversight committee for policy consideration. These types of workgroups do not create policy, they provide information to the Administrator. Department Head meetings are not a governmental body. Also defining that Work Groups are sub-committees of existing/standing committees.

2. At the first committee meeting following reorganization, the Department Head or appointee shall convene the meeting. Each committee shall elect a Chair, Vice Chair and Secretary as needed. Committees having representation on the Executive Committee shall designate a representative. The meeting minutes shall be distributed according to established policy. (Resolution 2003-30). A copy of the minutes should be delivered to the County Clerk no later than ten (10) days following the meeting.

3. All committees shall have authority conferred by the statutes and laws of Wisconsin and given them by resolution or ordinance of the County Board and shall be limited in their authority by laws and statutes of the State or by ordinance or resolution of the Board. Such committees shall also have such other duties as are hereafter imposed and all such authority as may have previously been conferred upon any committee performing such duties before adoption of these rules.

4. Salary adjustments and creation of new positions in all departments shall follow established administrative policies and procedures, and shall be referred for review to the Oversight Committee and Executive Committee for recommendation to the full Board by resolution setting forth the requested pay scale and total fiscal impact [see Section 2.03(K)(2)]. Salary adjustments within the established budget may be approved by the oversight committee and Executive Committee.

5. Every subject matter shall be referred without motion or debate to its appropriate committee unless otherwise directed. All committees shall give all matters referred to them due and careful consideration and report their findings and recommendations. All members of committees shall hold over until their successors have been appointed, except that the Chair of the Board is hereby authorized to appoint a successor for any member of the County Board who ceases to be a Supervisor under § 59.10(3)(e), Wis. Stats.

6. County Board and Committee Agenda items may be reordered at the will of the body. The meetings of the Barron County Board of Supervisors are legislative in nature and are not a working committee therefore, input from the public is at the discretion of the Board or Committee Chair.

E. **RULE 5. RESOLUTIONS AND MOTIONS.** All resolutions shall be signed by Committee Chair or, Committee Member participating in the vote and shall identify the vote of the Committee members, except for Resolutions offered only by individual Supervisor(s). All Resolutions shall include financial impact information and be signed by the Finance Director/County Auditor, as well as approval as to form by the County Administrator and Corporation Counsel. Motions must be moved and second prior to discussion. Any motion or resolution may be withdrawn before amendment or decision. Any person may call for a division of a question when same is advisable. In case of a tie, the motion is lost. Any member may request reconsideration of a motion lost on a tie on the basis of new information. Motions for reconsideration of a main motion that was not a tie can only be made by a member voting with the prevailing side. If the County Board votes to reconsider such a matter, the matter shall be taken up at the next regularly scheduled meeting after being properly noticed. In no case may a matter be reconsidered later than the next meeting.

F. **RULE 6. VOTING.** In determining any question it shall be in order for any member to call for a roll call vote. Any voice vote that is not unanimous shall be recorded in the minutes listing the nay votes. It is the Chair's responsibility (unless specifically called for) to determine the appropriate method of voting. (Roll call, voice vote, unanimous consent.) The decision of the Chair can be appealed by any member of the board.

G. **RULE 7. ADDRESSING THE BOARD.** In presenting business or debate or motion and second, members shall address the Chair, be recognized, and proceed without interruption. No member shall normally speak more than twice on the same motion without permission from the Chair. In case more than one member shall address the Board, the Chair shall decide who has precedence. Any individual who is not a member of the board may also address the Board during public comment period, or on a particular agenda item via their Representative when permission has been given by the Board. The individual must have their primary residence in Barron County, or own property and paying taxes in Barron County. The comment period is limited to three (3) minutes unless additional time is permitted by the Chair. Written public comment submitted will not be read at the meeting, but will be given to the recording clerk. In all cases personal attacks/reference shall be avoided and propriety observed.

H. **RULE 8. CLAIMS.** All claims made upon the County Board shall be treated in strict conformity with §§ 59.07 and 59.64, Wis. Stats.

I. **RULE 9. AMEND AND SUSPEND RULES.**

1. These rules may be suspended by 2/3 vote of all members present.
2. These rules may be amended by 2/3 vote of all members present provided that any resolution to amend the rules shall lie over a minimum of 24 hours before the action is taken.

2.02 CHAIR, 1st VICE CHAIR, 2nd VICE CHAIR , BOARDS, COMMITTEES AND COMMISSIONS:

There are no term limits for the County Board Chair and Vice Chairs or any member of the Boards, Committees or Commissions. All appointments will be for two (2) year terms unless otherwise designated.

A. **CHAIR, 1st VICE CHAIR AND 2nd VICE CHAIR.** Will be elected biannually in accordance with paragraph 2.01 A. (Rule 1). The Chair, 1st Vice Chair, and 2nd Vice Chair shall be nominated by ballot and may speak for not more than five (5) minutes. They will be chosen in order (the Chair first) by written ballot of the entire County Board. If more than two (2) candidates appear on the ballot, the two (2) top vote getters shall have a run-off election. Balloting will continue until a candidate receives a majority vote.

B. **ELECTIVE COMMITTEE.** Prior to the election, those Supervisors desiring to serve on the Highway Committee, shall so advise the County Board and may speak for not more than five (5) minutes prior to the election of the Highway Committee. The Highway Committee will be chosen by written and initialed ballot of the entire County Board. Each ballot will be for all five (5) unfilled positions. If more than five (5) candidates appear on the ballot, the top five (5) candidates receiving the most votes shall be elected.

HIGHWAY COMMITTEE. The Highway Committee shall consist of five (5) members of the County Board. The Highway Committee shall be elected biannually. Statutory duties of the Committee are set forth pursuant to § 83.015, Wis. Stats. The Highway Safety Committee shall be a staff advisory committee to the Highway Committee (Ordinance #2006 - 28). County Board members serving on State or Federal Highway committees, boards or associations shall serve as an *ex-officio* member of the Highway Committee.

C. **APPOINTIVE COMMITTEES, BOARDS AND COMMISSIONS.** Membership on Committees will be by appointment made by the County Board Chair subject to approval by the County Board. Appointments to non-elective Board and Commissions shall be made by the County Administrator per WS 59.18(2)(c). Committees shall be evaluated every two years prior to the County Board reorganizational meeting to determine whether changes in committee structure and/or consolidation with another committee is appropriate. The purpose and duties of these Boards, Committees and Commissions are outlined below. Unless stated elsewhere, Committee appointments will be for a two (2) year period following the biannual organizational meeting following election. Alternate members may be appointed at the Chair's discretion. All committee members (board and citizen) shall be paid per diem and mileage for service on Boards, Committees and Commissions. On Committees, Boards and Commissions upon which an *ex officio* member has been authorized, such member shall attend all meetings, be eligible for per diems and mileage, and serve as an alternate in the absence of a member. An *ex officio* member shall not be a voting member unless serving as an alternate or unless the rules of that specific committee so allow or control to the contrary.

1. **COMMISSION ON AGING.** The Commission on Aging shall consist of nine (9) members appointed by the County Administrator four (4) of whom are County Board members appointed for a 2-year term and five (5) citizen members appointed for a 3-year term. Term limitations are set by administrative rule. The Commission establishes and provides policy oversight to programs provided by the ADRC, included in the Barron County Aging Unit Plan for Older People and funded by the Federal Older Americans Act, DOT, state, county and local sources. One member of the Commission may be appointed to the ADRC Governing Board.

2. **CONDEMNATION COMMISSION.** The Condemnation Commission shall consist of six (6) members who shall be residents of Barron County, appointed by the Judges of the Circuit Courts under § 32.08(2), Wis. Stats.

3. **ETHICS COMMITTEE.** The Ethics Committee shall be a non-standing committee to be appointed by the County Board Chair when necessary (appointed by the 1st Vice-Chair if the Chair is involved.) Membership shall consist of County Board Members or non-County Board members as determined by the nature of the ethics charges. It shall be the responsibility of this Committee to report to the Executive Committee their findings and/or recommendations. The Executive Committee may refer the recommendations to the County Board if deemed necessary but in any case, final resolution will be reported to the County Board.

4. **EXECUTIVE COMMITTEE.** The Executive Committee shall be composed of nine (9) members consisting of the County Board Chair, 1st Vice Chair, 2nd Vice Chair, and a representative of the following Committees:

- Health & Human Services
- Extension/Land Conservation
- Law Enforcement /Emergency Management
- Zoning
- Property
- Highway

The newly-elected Chair, Vice Chair and Second Vice Chair shall immediately be seated on the Executive Committee after the reorganizational meeting in April following election and are automatically the Chair and Vice-Chair, respectively of the Executive Committee.

The duties of the Executive Committee shall include, but not be limited to, establishing, recommending and supervising county policy over executive and administrative matters. The Executive Committee shall provide oversight and supervision of the County Administrator. The Executive Committee shall direct staff to be responsible for evaluating and auditing all County departments, agencies, commissions and boards. The Executive Committee shall be responsible to supervise the Code of Conduct established for Barron County Government and compliance therewith.

The following committees shall be consolidated into the Executive Committee pursuant to Ordinance # 2006-28.

- Finance Committee

- Salary & Personnel
- Land Information/Technology

The County Board Chair shall appoint two (2) at-large individuals from the County Board of Supervisors to serve as alternates to the Executive Committee.

5. **EXTENSION/LAND CONSERVATION.** The Extension/Land Conservation Committee shall consist of six (6) County Board members and one additional member pursuant to § 92.06(1), Wis. Stats. One of the members thus selected shall be a supervisor from a village or city. The remaining members of the Committee shall represent agriculture districts.

6. **HEALTH AND HUMAN SERVICES BOARD.** The Health and Human Services Board shall perform the duties as set forth in § 46.23, Wis. Stats. and Resolution No. 2000-76. The Health and Human Services Board shall consist of (13) persons. Six (6) members of the Health and Human Services Board shall be appointed from the County Board of Supervisors. At least one (1) member shall be an individual who receives or has received human services or shall be a family member of such an individual. In appointing the other members who are not elected officials or employees, a good faith effort shall be made to appoint a registered nurse and a physician. The remainder of the members shall be consumers of services or citizens at large. All members appointed shall have terms and composition requirements as directed by § 46.23(4), Wis. Stats. The following Committees shall be consolidated into the Health & Human Services Board for policy oversight and budget review:

- Child Support Committee
- Transportation Coordination Committee
(Ordinance # 2006-28)

Health and Human Service Board recommends operational policy changes to HIPAA policies and Executive Committee reviews and approves/concurs with recommended changes. This requirement corresponds to HIPAA Policy Manual, Administrative Compliance Section.

7. **LAKE DISTRICTS-LAND CONSERVATION REPS.** Liaison between the Land Conservation Committee and the various Lake Districts.

- a. Beaver Dam
- b. Dummy Lakes
- c. Kirby
- d. Lower Turtle
- e. Rice Lake
- f. Sand
- g. Staples
- h. Other Lake District(s) as formed

8. **LAW ENFORCEMENT/EMERGENCY MANAGEMENT COMMITTEE.** The Law Enforcement/Emergency Management Committee shall

consist of five (5) County Board members. The following powers and duties are delegated to this Committee:

a. To implement and coordinate the conduct and the duties of all County law enforcement personnel in accord with the following prescribed regulations pursuant to § 59.26, Wis. Stats.

b. The Committee shall be charged with the duties and responsibilities enumerated in § 166.03(4), Wis. Stats. The Committee provides policy oversight functions of the Emergency Management Office.

c. It approves, supports and implements plans to mitigate, respond to and recover from natural and man-made disasters which may occur in or affect Barron County.

d. The Committee supports and participates in, under the direction of the County Board Chair, the activation of the County Emergency Operations Center (EOC). When activated, the County EOC is the conduit through which resources, information, decision making and State/Federal assistance flows when an emergency situation begins to exceed local municipalities' ability to provide adequate response and/or control.

e. The LEPC shall act as a staff advisory Committee to the Law Enforcement/Emergency Management Committee as follows: The Local Emergency Planning Committee (LEPC) shall consist of five (5) Board members one of which shall also be on the Law Enforcement/Emergency Management Committee, the County Board Chairperson (*ex officio* member), the Emergency Government Coordinator, the Sheriff, the Highway Commissioner, the Public Health Manager. Also, serving for three (3) year terms, are members representing fire, hospitals, environmental, media, community groups, hazardous materials facilities and ambulance. The LEPC's primary responsibility is to develop emergency response plans, evaluate resources and prepare for a potential hazardous material release. This includes identifying facilities and transportation routes, developing on-site and off-site emergency response plans, emergency notification procedures, vulnerability zones, evacuation plans, training programs for emergency responders and exercising emergency response plans.

9. LONG-TERM CARE/AGING AND DISABILITY RESOURCE CENTER COMMITTEE.

LTC/ADRC The Aging and Disability Resource Center Committee shall be accountable for the policy oversight of the Aging and Disability Resource Center, including community options program/LTC. The composition of the Committee shall generally reflect the ethnic and economic diversity of the Aging and Disability Resource Center's service area with a total of 11 members.

- At least one-fourth of the members of the governing board shall be older people, people with physical or developmental disabilities, people with mental illness or substance use disorders, or their family members, guardians or advocates.
- The interest of all target groups shall be represented by the governing committee.
- One member from the Veteran Service Commission.
- At least two (2) elected County officials.
- At least one (1) representative from DHHS Public Health Agency; *ex officio*.
- At least one (1) representative from DHHS Human Services; *ex officio*.
- At least one (1) representative from the Office on Aging; *ex officio*.

10. PROPERTY COMMITTEE. The County Property Committee shall consist of seven (7) members of the Board, so the interest of Highway, Zoning, Solid Waste, Executive, Campus, Museum, Parks/Forestry are represented to the fullest extent possible. This Committee shall provide policy direction for all County buildings and property except the Incinerator & Recycling Center, County Museum, and Fair Grounds. The County Property Committee shall provide policy oversight on any building or remodeling projects as authorized by the County Board. (per Ordinance # 2006-28, the Forest & Recreation Committee and the UWBC Committee is consolidated into the Property Committee.)

11. SOLID WASTE MANAGEMENT BOARD.

a. Pursuant to § 59.70(2), Wis. Stats., the County Solid Waste Management Board is composed of nine (9) residents of the County. Five (5) of those members shall be appointed from the County Board. Each member shall serve three (3) year staggered terms. The County Administrator shall appoint one (1) additional County Board member to the Solid Waste Management Board as an Ex-Officio member to attend all meeting and to serve as an alternate in the absence of any member. Vacancies on the Solid Waste Board shall be filled for the residue of the unexpired term in the manner of the original appointment. Any member of the Solid Waste Management Board may be removed from office by 2/3 vote of the County Board.

b. **Compensation.** Members of the Solid Waste Management Board shall be compensated for their services on a per diem basis plus mileage which shall be equal to the per diem and mileage paid to County Board members.

12. VETERANS SERVICE COMMISSION. This Commission shall consist of three (3) residents of the county, who are veterans of the county, serving staggered three (3) year terms. The county Administrator shall appoint one (1) alternate to this Commission who is a resident of the County and a veteran of the County.

13. VETERANS SERVICE COMMITTEE. The Veterans Service Committee shall consist of three (3) members of the County Board with one of the members from the Health & Human Services Board and the members shall be veterans. The County Board Chair shall appoint one (1) alternate to the Veterans Service Committee from the County Board who is a veteran. The Veterans Service Committee shall meet in conjunction with the Veterans Service Commission. The Committee Chair shall be a County Board Supervisor. The duties of the Committee are as follows:

- a. To promote a better understanding of the Veterans Service Office.
- b. To help provide better service and better public relations for the veteran.
- c. To provide policy oversight for the Veterans Service Office.

14. ZONING COMMITTEE. The Zoning Committee shall consist of five (5) members of the County Board, three (3) of which shall be from zoned townships. A member from an un-zoned town may be appointed and fulfill this requirement if such town is subject to Shoreland Zoning. This committee is created and duties shall be as set forth pursuant to § 59.69, Wis. Stats. Operating procedures and delegation of authority shall be as set forth in § 17.72(3) of this General Code.

15. **ZONING BOARD OF ADJUSTMENT.** The Zoning Board of Adjustment shall consist of five (5) members made up of a combination of County Board members and citizen members appointed to three (3) year staggered terms by the County Administrator. It is created pursuant to § 59.694, Wis. Stats. Their duties shall consist of hearing appeals and requests of variances related to the County Land Use Ordinance. Chair, 1st Vice-Chair and 2nd Vice-Chair may fill absent positions on Board of Adjustment as long as they can fulfill statutory restrictions and requirements. No representatives on this committee shall be allowed to serve who reside in a City or Village and not more than two members from the same town.

D. **NON-COUNTY COMMITTEES, BOARDS AND COMMISSIONS.** Non-County Committees, Boards and Commissions consist of those that are not created or controlled by the County Board of Supervisors, but have a County Board member or members representing the interest of Barron County. The member(s) may be voting or non-voting as set forth in the individual Committee, Board or Commission by-laws. Membership on such Committees, will be by appointment by the County Board Chair, subject to approval by the County Board. Appointments to non-elective Boards and Commissions shall be made by the County Administrator per § 59.18(2)(c), Wis. Stats. The purpose and duties of these boards are outlined below:

1. **AG COMMISSION.** Two (2) County Board members appointed by the County Administrator. The County Administrator or his/her designee shall serve on the Ag Commission.

2. **BARRON COUNTY FAIR ASSOCIATION.** One member of the County Board shall serve as a voting member of the County Fair Association. The member's duties shall include providing liaison with the County Fair Association and the County Board.

3. **BARRON COUNTY MUSEUM BOARD** One member from the Property Committee shall serve on the Museum Board as a voting member.

4. **ECONOMIC DEVELOPMENT BOARD OF DIRECTORS.** The Barron County Board of Supervisors provides three (3) County Board members. The BCEDC works on business retention, expansion and recruitment and provides general promotion of Barron County.

5. **HOUSING COMMITTEE.** The County Housing Committee shall consist of three (3) citizen members appointed to staggered five (5) year terms plus two (2) members of the County Board.

6. **HOUSING – COMMUNITY DEV. BLOCK GRANT.** The CDBG Housing Committee shall be made up of three (3) County Board members appointed by the County Board Chair. The CDBG housing committee shall approve/amend the housing procedures manual, review loan applications and make emergency loan awards and generally carry out the community development program for the purpose of public housing activities.

7. **INDIANHEAD FEDERATED LIBRARY SYSTEM.** One (1) County Board member and one (1) citizen member are appointed to the ten (10) county federation. (As long as County remains a member.)

8. **RESTORATIVE JUSTICE BOARD.** The Restorative Justice Board shall have 2 representative members from County Board of Supervisors who shall serve as voting members.

9. **TAX INCREMENTAL DISTRICT COMMITTEE.** In 1975, the Wisconsin Legislature enacted the Tax Incremental Finance (TIF) law. The Law provided municipalities (cities and villages) with a new method of financing municipal projects aimed at promoting development. One County Board member shall be appointed to each TIF district in Barron County to provide liaison with the County Board.

10. **WESTCAP BOARD OF DIRECTORS.** One (1) County Board member serves on the WESTCAP Board of Directors. WESTCAP offices are located in Glenwood City and serve seven (7) western Wisconsin Counties. It is a non-profit Community Action Program with a mission to assist low income people and help them to become self-supporting.

11. **WEST CENTRAL LAND & WATER CONSERVATION ASSOCIATION.** One (1) County Board member appointed by the County Administrator.

12. **WEST CENTRAL REGIONAL PLANNING COMMISSION.** Barron County provides three (3) members to serve on the WCRPC Board of Directors.

13. **PROPERTY ASSESSED CLEAN ENERGY COMMISSION (PACE).** Barron County will have one (1) County Board member to serve on the PACE Commission.

2.03 PROCEDURES COMMON TO ALL COMMITTEES, COMMISSIONS AND BOARDS:

A. CODE OF CONDUCT

Conduct unbecoming:

- County Board Committee, Commission and Board members shall conduct themselves in such a manner as not to bring dishonor upon themselves and the Board.
- Members will act in a civil manner in the conduct of their duties. Verbal exchanges between members at official meetings shall always be courteous and proper. Mutual respect is expected.

Cell Phone Policy:

- All cell phones and electronic devices must be shut off during a meeting unless:
 1. Device is used for downloading information from internet, i.e. I-Pad.
 2. If cell phone MUST be left on committee member must inform Committee Chair of need and reason prior to the meeting beginning.

3. If a call MUST be received committee member SHALL leave the meeting room.

Public Comment Policy:

- Individuals wishing to speak at public comment shall fill out a request form for County Board meetings or be recognized at Committee meetings.
- Individuals shall state their name and address before speaking.
- Individuals may speak one time per meeting for no more than 3 minutes.
- County Board Supervisors not to respond or ask questions of individuals taking advantage of public comment.
- Individuals will conduct themselves in an orderly manner and follow rules of decorum during public comment. They shall refrain from personal attacks and shall not use as a forum for politics or campaign-type presentations. Individuals violating these guidelines may be removed from the meeting at the direction of the Chair.
- Personnel issues shall not be raised during Public Comment but should be directed in writing to the County Administrator.

B. CODE OF ETHICS

1. **PURPOSE.** The intention of this section is to hold the respect of and inspire confidence in the people, as well as to protect the supervisors from any suspicion. This section is not intended to be a punitive approach to ethics; rather, it is merely a listing of those essentials which all elected officials should observe.

a. Sections 19.41-19.59, Wis. Stats., set forth various items of conduct which are deemed to be unlawful and this code is not intended to be an adoption of a criminal code. The items which are intended to be covered herein do not require an intention to do wrong; rather, they are the mere acts themselves, which in doing might cast some doubt upon the integrity of the party involved.

2. **PROHIBITED ACTIVITIES.** The following conduct on the part of a County Board member or an elected or appointed official, shall be deemed unethical:

a. No County Board member, or elected or appointed official, should use his or her position to obtain preferential treatment or obtain financial gain for themselves or their immediate family or for any business with which he or she is associated.

b. No County Board member, or elected or appointed official, should disclose or use inside information concerning Barron County to promote a private financial gain.

c. No County Board member should vote for the adoption or defeat of any legislation in which the individual County Board member has a personal financial interest.

d. Any County Board member, or elected or appointed official, directly or indirectly involved in a zoning change shall disclose his or her position.

e. The County shall not lease public land to any County Official. Any existing lease shall be terminated within a reasonable time.

f. Nothing herein shall prohibit a County Board member, or elected or appointed official, from entering into a contract as provided by State Law with the statutory limits imposed.

3. **CONFLICT OF INTEREST.** Any County Board member or citizen member having an interest in any business matter before the Board shall disclose any connection or conflict and should refrain from voting. Any Board member who considers that the vote of another County Board member on an issue presently before the Board to be, or to possibly be, in conflict with the provisions of this code shall request that such second member abstain from voting on such issue. The recourse of the member requested to abstain from voting shall be to apply for a hearing before the Ethics Committee. The Ethics Committee shall, upon written request of any County Board member or when it deems a possible conflict of interest exists, be empowered to require any supervisor or County Official to complete a form to be known as the County Supervisor-County Official Statement, to be filed with the County Clerk. Policing of this code shall be left to the individual members with their recourse being to the Chair. In any situation where the Chair is unable to act, the 1st Vice Chair shall so act. There shall be further recourse to an Ethics Committee consisting of the County Board Chair and two (2) other persons appointed by the Chair.

4. **RECEIPT OF GIFTS AND GRATUITIES.**

a. No County Board Member, elected or appointed official, or employee of the County shall receive or offer to receive, either directly or indirectly, any gift, gratuity or item exceeding nominal value from any person if such person:

- (1) Has or is seeking to obtain contractual or other business or financial relationships with the County or any sub-unit of the County;
- (2) Conducts operations or activities which are regulated by the County or its sub-units;
- (3) Has interest which may be substantially affected by the County.

b. Any violation of this subsection may result in a disciplinary action being taken against the Official, County Board Member, Supervisor or Employee involved.

5. **PUBLIC POLICY.** The Barron County Code of Ethics is consistent with § 19.41 through 19.545, Wis. Stats. and the rules as established by the Wisconsin Ethics Board.

C. **FRAUD PREVENTION & INVESTIGATION POLICY.** Barron County employees, Administrator and elected officials, including County Board Supervisors shall comply with the provisions of the Barron County Fraud Prevention & Investigation Policy as adopted by Barron County by Resolution 2014-20. The purpose of this policy is to:

- Prohibit fraudulent, illegal and unlawful activity.

- Advise employee, Administrator and elected officials of their responsibility to report suspected fraudulent, illegal and unlawful activity to the appropriate office.
- Assign responsibility for the development of adequate internal controls.
- Identify responsibility for performance of investigations relating to allegations of fraud.

The entire policy is available upon request as well as posted on the County Website and employee portal.

D. REIMBURSEMENT OF EXPENSES. Applies to Barron County Board of Supervisors. County Board Supervisors and citizen members of committees, boards and commissions shall submit a signed and dated Payroll Time Sheet. For timely payment, the Payroll Time Sheet must be submitted within 5 business days of the end of the month. Any Payroll Time Sheet submitted past 60 days of meeting will not be paid. Reimbursement of expenses will comply with the Barron County Expense Reimbursement Policy as previously approved on November 11, 2011.

1. **Per Diem** for meetings attended
(Total daily Per Diem limit) - \$95.00
 - a. **Committee Meetings:** (Limited to 50 meetings per committee per year by County Board Resolution).
 - (1) \$45.00 for 1st and 2nd committee meeting and \$5.00 for 3rd committee meeting of the day with a maximum daily per diem of \$95.00.
 - (2) Conference – Full Day – defined as conference attendance for more than 4 hours - \$75.00. Less than full day – defined as conference attendance for 4 hours or less - \$45.00. (Conference attendance is allowed/applicable to the Committee on which the member is serving unless previous approval given by Administrator or County Board Chair).
 - (3) Per diem and mileage only paid for a committee or board meeting that the supervisor is appointed to, requested to attend with prior approval by the County Board Chair or County Administrator.
 - (4) Per diems paid for phone appearances.
 - (5) Payment for attending by phone is permissible if the meeting is out-of-county held by a non-Barron County controlled or organized group.
 - (6) Published meeting minutes and agenda must be created as a result of a meeting in question. Both of these documents shall be submitted to the Clerk and County Administrator.
 - (7) Appeal of denial for reimbursement of expenses that do not meet the above criteria can be made to the Executive Committee.
 - (8) County Board members are required to submit a time sheet for meetings attended either in paper or electronic format, which shall be completed clearly and legibly and shall state

the committee meeting and/or sub-committee meeting attended and date.

b. County Board Sessions:

Per Session - \$95.00
(limited to 25 mtgs. per year by §59.10(3)(h), Wis. Stats)

- c. Travel outside the County which requires travel the day before or after a scheduled National conference is eligible for a per diem.

2. **Mileage.** Mileage shall be reimbursed at the county rate for mileage actually driven. Only the driver is entitled to reimbursement.

a. Travel Outside the State. All travel outside the State for attendance by employees/local officials at national conferences or other County related business shall have prior approval of the oversight committee, County Administrator and the Executive Committee.

3. **Meals.** Meals shall be reimbursed when the meeting takes you outside Barron County as defined by the Barron County Employee Expense Reimbursement Policy. Gratuity not included.

4. **Lodging.** When County business requires an overnight stay for lodging, for County personnel only, shall be reimbursed at the applicable state rate, gratuity not included. Each person should make arrangements by letter to have their cost "Direct Billed" and tax exempt. Information can be obtained from the Finance Department.

5. **Telephone, Tolls and Miscellaneous Expenses.** Expenses shall be reimbursed at cost per receipt.

6. **No Receipts Available.** In the rare event that a receipt is not available, the County Administrator may give authorization for reimbursement for eligible expenses after proper explanation and/or proof that obtaining a receipt was not possible.

E. COUNTY BUDGET. Per § 65.90(5)(a)(b) and 59.18(7), Wis. Stats.:

1. The County Administrator shall develop and the County Board shall approve a resolution establishing a timeline for the creation of the annual budget that complies with all state regulations for publishing and notifications.

2. The County Administrator shall work with each department and oversight committee as needed to identify department and committee budget requests.

3. The County Administrator will present the proposed budget to the Executive Committee for feedback and consideration. The County Administrator shall make the proposed budget available to the County Board at least five (5) days before the November session of the Board.

4. The County Board will approve the following year's budget during its November session.

5. If, during the budget year, a committee or department finds that it will exceed its budget it shall inform the Executive Committee and County Administrator in writing. If appropriate, a joint resolution will be brought before the County Board to

transfer funds from the general fund to cover the expenditure which exceeds the budget which will require a 2/3 vote of the total County Board.

6. Funds may be transferred from one line item to another within an office/department to cover expenditures that exceed the budgeted line item with approval of the County Administrator provided the individual account (Department) number does not exceed the adopted budget.

F. COUNTY FINANCING OF DEBT & OPERATIONS.

1. Definitions:

a. Debt Levy – The County levy for debt service on loans, bonds, notes and all other indebtedness.

b. Debt Levy Rate – The debt levy divided by the equalized value of the county.

c. Operating Levy – General County operating levy.

d. Operating Levy Rate – Total operating levy rate minus the debt levy.

e. Total Levy Rate- The County general operating and debt levy divided by the equalized value of the county.

2. The County may not impose an operating levy that exceeds the 1992 operating levy rate of \$4.666475, except by referendum pursuant to Sec. 59.605, Wis. Stats. Any new increase in the debt levy requires the approval of three-fourths vote of the County Board or by referendum as requires approval as set forth pursuant to § 67.045, Wis. Stats.

3. Reserves:

All funds of Barron County except those of enterprise funds shall be lapsed to and reserved in the General Fund unless otherwise directed by generally accepted accounting principles (GAAP). The Executive Committee shall review non-lapsing line items annually with recommendation to and final decision made by the County Board.

Barron County shall maintain reserves for the following purposes:

a. Undesignated Contingency Reserve Fund (101): This shall be an amount included in the annual budget that shall provide for unplanned or excess expenditures that occur as part of the annual budget process. These items should be those that are unanticipated or exceed the original estimated cost. The County Board as part of the annual budget process shall determine the amount. The Executive Committee has authorization for use of these funds, but may not exceed \$10,000.00 for any individual item. Unexpended amounts in this fund shall lapse into the general fund at the end of the fiscal year, period 13, per Wisconsin Statutes.

b. Undesignated General Fund, Fund Balance (100): The County will maintain a cash flow reserve in the amount not less than 25% or more than 33% of the annual budgeted expenditures of the general fund excluding capital improvements, Highway equipment and enterprise fund expenditures. Designated reserves balances in

this fund for the listed departments shall be a maximum amount as follows: Health and Human Services \$750,000.00; Highway \$900,000.00; and Child Support Agency \$150,000.00. Examples of situations where undesignated fund balances may be used include, but are not limited to, significant downturns in the economy, reduction in county valuation caused by other than county action, inconsistencies between federal, state and local fiscal years, withholding of anticipated revenues for reasons beyond the county's control, or changes in state federal cash flow activities.

c. Continuing Capital Projects Fund (400): A 5-year capital improvement capital outlay program shall be developed. This amount shall be established on an annual basis for the replacement of capital equipment, buildings, land and/or other capital purchases as determined by the annually approved capital improvement program. The capital improvement program will be included in the annual budget process.

d. Designated Highway Equipment Replacement (700): A 5-year Highway equipment replacement program shall be approved annually as part of the budget process and provide funding for vehicle and operating equipment replacement.

e. Designated Other Reserves (100): Designated (non-lapsing) held in the general fund are amounts for specific line items related to State Statute, County Board action, grants, contracts or pass through funds.

f. Designated Unfunded Liability (310): A non-lapsing amount equal to the unfunded liability of the county for employee sick leave, vacation or other employee payouts or post-employment benefits due and payable to employees upon termination of employment. This amount shall be determined annually as part of the audit report and included in the subsequent year's reserve amount. Determination of the amount to be calculated as a liability shall be based upon current Governmental Accounting Standards as it relates to this item for post-employment benefits.

g. Excess Sales Tax Revenue (202): Sales tax revenue in excess of the annual budgeted amount shall be maintained in the Sales Tax Fund to be reviewed annually by Executive Committee at budget preparation for the purpose of leveling off the spikes and valleys in the excess sales tax revenue, mill rate and property tax levy.

4. The Executive Committee must approve all expenditures not in the budget. The Executive Committee, along with the appropriate oversight committee, will bring by resolution, all expenditures of \$10,000 and above that are not in the budget to the County Board for approval by a 2/3 vote of the entire membership of the County Board. The Executive Committee shall have authority to transfer funds between budgeted items of an individual county office or department and transfer funds up to 10 percent, not to exceed \$10,000.00, of the funds originally provided for such office, department, activity or project in such annual budget, from a contingent fund pursuant to § 65.90(5)(b). Other budgeted line items that will be exceeded for the year will be brought before the Executive Committee for approval. These will be presented to the County Board and any other budget overruns will be presented to the County Board as soon as possible upon closing the books from the previous year along with the unused funds that will be returned to the general fund.

5. County Administrator may authorize payments within insurance deductible limits.

6. County Administrator shall be authorized to sign off on grants that were not part of the approved budget and are budget neutral.

7. Resolution information. All resolutions shall contain all financial information in a form substantially similar to the form attached. Resolutions missing required information shall be referred to the Executive Committee for further action before going to County Board.

G. PUBLIC WORK.

1. Definitions:

a. **Public Contract** shall mean and include any contract for the construction, execution, repair, remodeling or improvement of any public work, building or furnishing of supplies or material of any kind [§ 59.52(29)].

b. **Equipment** shall mean and include any purchase of equipment including but not limited to radios, computers, office equipment and vehicles.

c. **Purchasing of supplies and services** shall mean the purchase of all goods and services including the contract for consulting, architectural and engineering services.

2. Purchasing Procedure and Methods:

a. All public work (as defined in 1a. above), including any contract for construction, repair, remodeling, improvements, the furnishing of supplies or materials, but specifically excluding the purchasing of equipment, goods or services (as defined in 1b. and 1c. above), where the estimated costs exceed \$25,000, shall be let by contract to the lowest responsible bidder.

b. If the estimated cost for the public work (as defined in 1a. above), will exceed \$5,000, public notice (Class 1 notice under Chapter 985) shall be given prior to such contract, or shall contract with a person qualified as a bidder under § 66.0901(2), Wis. Stats. The newspaper or trade magazine shall be selected to obtain the best advertising coverage and the widest notice at the most reasonable cost.

c. The requirement for bids shall be by advertisement which shall call for sealed bids to furnish the desired work, goods, supplies, materials, equipment or services in accordance with the specifications approved by the County Attorney and County Administrator. Specifications shall describe completely the items or supplies to be furnished, the department for which the same are required and the quantities desired.

d. The acceptance of bids shall be in accordance with § 59.08 and 66.0901, Wis. Stats., including but not limited to requiring bidders proof of responsibility and a bid bond not to exceed 5% of the total cost of the work. Each committee or department may, before delivering any form of bid proposals, plans and specifications

pertaining thereto to any person, require such person to submit a full and complete statement sworn to before an officer authorized by law to administer oath of financial ability, equipment, experience in the work prescribed in said public contract, and of such other matters as the committee may require for the protection and welfare of the public and in performance of any public contract. No bids shall be received from any person who has not submitted to the sworn statement as provided above.

e. Rejection of bids. The County reserves the right to reject any and all bids for any reason. Whenever the Department, after consultation with the County Administrator and Committee, is not satisfied with the sufficiency of the answer contained in the questionnaire and a financial statement, it may reject said bid or disregard the same. The overseeing committee or department, after consultation with the County Administrator, reserves the right to reject any and all bids for any reason whatsoever.

f. Correction of errors in bids. As provided in § 66.0901(5), Wis. Stats.

g. The expenditure of funds for public work, the purchase of goods, supplies, materials, equipment, or services shall be made by written contract whenever possible. No contract for the purchase of public work, goods, supplies, materials, equipment or professional services shall be binding on the county unless funds have been appropriated by the County Board, reviewed by legal counsel and the County Administrator and signed by the County Board Chair or County Administrator.

h. Where there is an emergency or other immediate need for services, a department or agency may negotiate a proposed contract without taking bids. The County Administrator shall be notified as soon as practical of the need for these emergency services. The County Administrator and Corporation Counsel shall review the contract and approve it. The provisions of this policy shall not apply to the purchase of repair parts or services which are needed for the emergency repair or maintenance of any machinery or equipment.

i. Miscellaneous Purchases: Materials, supplies, machinery and equipment offered for sale by the federal government or by any municipality may be purchased without bids, at prices to be agreed upon between the parties. Expert assistance for appraisal of such items may be employed at the discretion of the county and appropriate approval must be obtained.

H. PURCHASES OF OTHER THAN PUBLIC WORK.

1. **Items included in the budget.** Each department has the authority to make purchases by virtue of the annual budget appropriation for materials, supplies, equipment or contractual services to the various departments and offices.

2. **Items not included in the budget.** The department shall, before making any purchases for items not in the budget provide notification to the County Administrator, recommendation of the Executive Committee and approval of the County Board. No transaction may be completed unless adequate funds have been approved. A

change of the approved budget for any Committee or Department requires a 2/3 vote of the total County Board.

3. Request for Proposals Requirement. The County at its' discretion may require:

(a) Purchases other than Public Work: Equipment; Supplies and Services as defined in Section F (1) (b) & (c) above may comply with this section requiring the submission of a request for proposal in the following circumstances:

(i) Where the estimated cost of the purchase will exceed \$10,000.00.

(ii) Where the cost of the purchase will exceed \$5,000.00 and there are at least two qualified providers of the equipment, supplies and service so that comparing multiple proposals to obtain the best quality product or service at the most competitive price is good public policy.

(iii) Where it has been the county policy in the past to submit a request for proposal for the purchase.

(b) The requirement for submitting a request for proposal shall be by advertisement which shall call for sealed bids to furnish the desired work, goods, supplies, materials, equipment or services in accordance with the specifications approved by the County Attorney and County Administrator. Specifications shall describe completely the items or supplies to be furnished, the department for which the same are required and the quantities desired.

(c) The county shall develop a standard request for proposal format available for department's use which shall be adapted to fit the individual needs of the department. The request for proposal format shall include the review and scoring process for evaluating all proposals submitted.

(d) The county is not mandated to accept the lowest cost proposal submitted, but is free to accept the proposal that best meets the specifications and requirements set for in the request for proposal documents and evaluation and scoring requirements. The county reserves the right to reject any and all proposals for any reason.

(e) Nothing in the requirement to submit a purchase as a request for proposal prevents a department from submitting a request for a bid and being bound by the lowest bid requirement. Such decision to submit as a bid is subject to approval by the County Administrator.

(d) The requirement to submit a purchase as a request for proposal as set forth in sub (a) above may be waived at the discretion of the County Administrator.

I. PAYMENT OF VOUCHERS.

1. A master listing of all vouchers (**edit list**) will be provided along with the vouchers to be reviewed by the oversight committee. All vouchers must be approved and initialed by the department head and County Administrator or designee. Individual vouchers must be available for oversight committee review.

2. The voucher shall break down charges to include, but not be limited to: vendor name, amount, dates, rates explanation of purchase, etc.

3. The County Administrator shall be authorized to sign vouchers for emergency or timely purchases. A copy of the voucher shall be presented at the next committee meeting.

J. CONTRACT APPROVAL.

Each department shall, before entering into a lease, contract or agreement which shall bind Barron County financially or open the County up to potential liability, complete a "Contract Approval Form", and obtain approval of the County Administrator and the Corporation Counsel.

K. OPEN MEETINGS/PUBLIC RECORDS.

It shall be the policy of Barron County to comply with the Wisconsin Open Meetings Law and Public Records Law.

1. Open Meetings. It is the general policy that committees, boards and commissions conduct business of the governmental body in open session in order to provide the greatest opportunity to the public to be involved and knowledgeable of the process.

2. Closed Sessions. Should it become necessary to close a meeting of a committee, board or commission, the proposed agenda item requiring the closed session shall first be reviewed by the Corporation Counsel and County Administrator to determine if it is appropriate to close the meeting and which statutory exemption applies. County shall comply with Open Meetings Law. Proper notice shall be made when the Committee or Board returns to open session.

3. Public Records. Each department shall comply with the County's established Public Records Policy in conformance with Wisconsin Statutes.

4. Records Retention. Each department shall comply with the County's Public Records Retention Ordinance.

L. ADVISORY REFERENDUM POLICY.

1. Any request to place a matter before the County Board of Supervisors as an Advisory Referendum shall require at least two readings with no vote or action other than discussion being taken on the matter during the first reading. During the first or second reading an opportunity will be granted to opposing sides to present their position on the issue.

M. PERSONNEL MATTERS.

1. Inclement Weather or other Emergencies: It is the Policy of Barron County to keep its facilities and services available to the public to the fullest extent possible. If during emergency situations, it becomes necessary to close county facilities, the County Board Chair and County Administrator will make the determination and announce the closing and/or cancellations via local AM/FM radio stations.

2. Position Replacement Policy.

Requisitions

The first step in filling a vacancy is to complete the Position Justification Form. The Department Head is responsible for completing the form and forwarding it to the HR Director for review and approval. After securing approval, the form will be forwarded to the Administrator for final approval.

The HR Director will adhere to applicable posting requirements and work with the department throughout the external recruitment process. The HR Director may provide a recruitment update to the Executive Committee; however, shall not be required to obtain approval prior to posting and/or recruiting for budgeted replacement positions. If changes are being made to the vacant position resulting in additional funding needed, department reorganization, etc., such information will be provided to the committee(s).

Monitoring and Approval

Before existing positions are expanded, or vacated positions are filled, the HR Director and Administrator must approve. Should approval be denied, the position shall remain unfilled. Further review may be necessary resulting in a position being refilled at a later date following appropriate approval.

New Positions

Whenever a new position is established, for regular, part-time or full-time, it requires the approval of the County Administrator, oversight committee, the Executive Committee and the County Board.

2.04 MISCELLANEOUS:

A. SUPERVISORY DISTRICTS

1. Maximum number of supervisors. Counties with a population of less than 50,000 but at least 25,000 shall have no more than 31 supervisors (§ 59.10(3)(a)3., Wis. Stats.). Every ten (10) years prior to redistricting, the County shall evaluate the number of Supervisory Districts. Subject to §59.10(2)(d), the Board may not more than once prior to November 15, 2010 decrease the number of supervisory districts as set every 10 years.

B. ELECTION AND TERM OF SUPERVISORS

Supervisors are county officials and shall be elected for 2-year terms at the election to be held on the first Tuesday in April in even-numbered years and shall take office on the 3rd Tuesday in April of that year.

C. COMPENSATION OF SUPERVISORS

Wis. Stats. § 59.10(3)(f) Compensation. Each Supervisor shall be paid a per diem by the county for each day that he or she attends a meeting of the board. Monthly County Board Chair stipend is set at \$225.00. Any board may, at its annual meeting, by two-thirds vote of all the members, fix the compensation of the board members to be next elected. Any board may also provide additional compensation for the Chair. (See paragraph 2.03 C. Reimbursement of Expenses).

D. ROLES AND RESPONSIBILITIES

1. COUNTY BOARD CHAIR, 1st VICE-CHAIR , AND 2nd VICE-CHAIR.

- County Board elects a Chair, 1st Vice Chair, and 2nd Vice Chair to the County Board biannually during the 3rd Tuesday of April reorganizational meeting.
- Chair shall further perform all statutory duties enumerated in § 59.12, Wis. Stats. In his/her absence or disability, the 1st Vice Chair shall perform the duties of the Chair. In the absence or disability of the 1st Vice Chair, the 2nd Vice Chair shall perform the duties of the Chair.
- There are no term limits for the County Board Chair, 1st Vice Chair, 2nd Vice Chair or any member of the Boards, Committees or Commissions. All appointments will be for two(2) year terms unless otherwise designated.
- The County Board Chair, 1st Vice Chair, and 2nd Vice Chair may be used by all committees when needed to constitute a quorum. The Chair, 1st Vice Chair, and 2nd Vice Chair should attend such meetings as deemed necessary to gain sufficient knowledge of committee functions to be able to serve as a voting committee member.
- Meetings of the Chair, 1st Vice-Chair and 2nd Vice-Chair are not to be construed as a meeting pursuant to the Open Meeting Law. They do not constitute a formally constituted sub-committee of the County Board or committee of the County Board. (Opinion of Corporation Counsel dated April 28, 2014).
- Chair shall call the Board to order and shall preside at all meetings of the Board.
- Membership on Committees will be by appointment made by the County Board Chair.
- Chair shall decide all issues of order and the agenda subject to appeal.
- Chair shall preserve order and see that the rules are enforced.
- Chair shall vote upon all roll calls when his/her name is called except on appeal from his/her own decisions.

- Chair may administer oaths to persons required to be sworn concerning any matter to the Board or a Committee of the Board or connected with their powers or duties.

2. COUNTY BOARD COMMITTEES, BOARDS AND COMMISSIONS. (Where the term chair is used in this section it shall mean committee, board or commission chair)

a. **County Board Meetings.** Attendance at all County Board meetings by Supervisors is mandatory pursuant to Section 59.11(4), Wisconsin Statutes. If a Supervisor cannot attend a regularly scheduled Board meeting, the Supervisor shall contact the Chair or County Clerk at least two (2) days prior to the meeting, if possible with an explanation of the absence. Any absences shall be noted in the Minutes.

b. **Virtual Meetings and Attendance at County Board Meetings.** All County Board meetings shall be held in person and there is a presumption that all County Board members attend County Board meetings in person. However, the County Board recognizes that some circumstances may require virtual attendance. County Board meetings may be held virtually, and County Board Members may virtually attend in-person County Board meetings, pursuant to the following rules:

i. All virtual County Board meetings, attendance and participation shall be subject to and shall comply with all applicable laws, including, but not limited to, Wisconsin's open meetings laws set forth in Wis. Stat. Ch. 19. All County Board meeting notices and agendas shall have instructions for virtual access.

ii. The County Board Chair may authorize a fully-virtual County Board meeting if deemed necessary, within the County Board Chair's discretion. A County Board Member may still attend a fully-virtual meeting in person as long as the County's meeting premises are accessible.

iii. **TEMPORARY POLICY AND PROCEDURE RULE CHANGE: (THIS SUB-SECTION SHALL ABE REVIEWED AFTER DECEMBER 31, 2022).** A County Board Member may virtually attend County Board Meetings. A County Board Member shall not be allowed to virtually attend a closed session of the County Board.

~~A County Board Member may virtually attend a maximum of three (3) County Board meeting per year (a year is defined as the April-March meetings each year); however, no more than three (3) consecutive meetings may be attended virtually. The County Board Member shall provide notice to the County Board Chair or County Clerk of intent to appear virtually no later than 24 hours prior to the County Board meeting, except in emergency circumstances.~~

- iv. The County Board Chair shall attend any County Board meeting in person unless a fully-virtual meeting is called pursuant to (a)(ii) above, or in the event of emergency or other extraordinary circumstances.
 - v. Any County Board Member virtually attending a meeting shall comply with all rules of conduct, etiquette and ethics as required by these Rules and other applicable laws.
 - vi. In the event of a County Board Member's non-compliance or abuse of this Rule, the County Board Chair shall review these Rules and expectations with the County Board Member. If non-compliance continues, the matter shall be reviewed by the County Ethics Committee.
- c. **Committee, Board and Commission Meetings.** Committee, Boards and Commission members are expected to attend all Committee meetings which they are appointed to represent. Attendance at Committee, Boards and Commission Meetings shall be in person. Virtual attendance shall not be permitted. If a member cannot attend a regularly scheduled meeting, the member shall contact the Committee Board or Commission Chair or County Clerk at least two (2) days prior to the meeting, if possible, with an explanation of the absence. Absence shall be noted in the Minutes.
- e. Removal of County Board and/or Committee members: County Board Supervisors removal is covered under §§17.14 and 17.16, Wis. Stats.
 - f. A Committee/Commission or Board may recommend removal of a member to the County Board on a two-thirds vote of the Committee/Commissions or Board. The County Board may approve the removal by a (2/3) vote. Removal shall be reserved for instances of excessive absences, misconduct, failure to follow established rules and procedures or failure to honor the responsibility of serving on a County Committee, Commission or Board.
 - g. Chair shall call committee meetings and preside over such committee meeting.
 - h. Chair shall work with Department Head and County Administrator in setting committee meeting agenda.
 - i. All committees shall have authority conferred by the statutes and laws of Wisconsin given them by resolution or ordinance of the County Board. Such committees shall also have such other duties as are hereafter imposed and all such authority as may have previously been conferred upon any committee performing such duties before adoption of these rules. [See Rule #4 Sub (5)].
 - j. Every subject matter shall be referred without motion or debate to its appropriate committee unless otherwise directed.

- k. All committees shall give all matters referred to them due and careful consideration and report their findings and recommendations.
- l. Committees are advisory to the County Board. All matters going to the County Board must first go to the appropriate oversight committee.
- m. Notwithstanding any statutory provision that a board or commission supervise the administration of a department, the department head shall supervise the administration of the department and the board or commission shall perform any advisory or policy-making function authorized by statute.
- n. The Health & Human Services Board under § 46.23(4)(b)(2) is a “policy-making” body determining the broad outlines and principals governing the administration of the programs under § 46, Wis. Stats.
- o. The setting of agenda items for the Executive Committee and meetings of the County Board of Supervisors shall be determined by the County Board Chair in consultation with the County Administrator with the assistance of other staff or supervisors that the Administrator deems necessary to assist in the process. The County Administrator and/or County Board Chair at his or her discretion can add urgent/emergency items to the agenda without further approval in order to comply with the Open Meetings Law. The preparation and distribution of the Agendas for Executive Committee meetings and for meetings of the County Board of Supervisors shall be completed by the Department of Administration.
- p. Joint Committee Meetings. Whenever two or more committees meet jointly, a quorum of each committee participating in the joint meeting is required. A supervisor who serves on two or more of the committees may be counted toward of quorum of more than one of the committees meeting jointly. The joint committees shall vote to select one chair of one of the participating committees to serves as chair of the joint meeting. In those cases where a joint resolution is to be considered, those members serving on more than one of the committees meeting jointly shall be entitled to cast separate votes as a member of each committee upon which he/she serves.

2.05 DEPARTMENT OF ADMINISTRATION. Barron County created the Department of Administration by Resolution No. 2003-54 pursuant to Section 59.52, Wis. Stats. The Department of Administration shall include services of risk management, human resources, finance, safety, purchasing and any other administrative services deemed appropriate for maintaining operational efficiencies and effectiveness and reduced liability to the county.

- 1. **COUNTY ADMINISTRATOR.** Barron County has created the position of County Administrator as set forth in § 59.18, Wis. Stats., by Resolution #2001-64.

These rules and procedures should be reviewed after every reorganizational meeting of the County Board.

BARRON COUNTY RESOLUTION NO. 2023- _____

Resolution Authorizing Barron Country Highway Commissioner to Sell County Road Machinery and Equipment to Other Municipalities

TO THE BARRON COUNTY BOARD OF SUPERVISORS:

1
2 **WHEREAS**, Wisconsin State Statutes Chapter 83 addresses the roles and
3 responsibilities of County Highways; and

4
5 **WHEREAS**, Section 83.015 (2) says in part, "county highway committee shall
6 purchase and sell county road machinery as authorized by the county board....; and

7
8 **WHEREAS**, Highway Commissioner Servi is desirous to be authorized to sell used
9 or excess Barron County road machinery and equipment to other municipalities; and

10
11 **WHEREAS**, at this time Highway Commissioner Servi, has a fuel truck for which
12 another County has expressed interest in purchasing directly from Barron County; and

13
14 **WHEREAS**, due to the time constraints for selling the above referenced piece of
15 equipment, Highway Committee Chair, Marv Thompson, Supervisory District #20 and
16 County Board Chair Okey, Supervisory District #16 are jointly sponsoring this resolution.

17
18 **NOW, THEREFORE, BE IT RESOLVED**, that with passage of this resolution
19 the Barron County Board of Supervisors does hereby authorize the Highway Commissioner
20 the authority to sell used or excess Barron County road machinery and equipment to other
21 municipalities, provided the Highway Commissioner can document that such sale is the
22 most advantageous sale available to Barron County at the time of the sale; and

23
24 **BE IT FURTHER RESOLVED**, that publication of this resolution may occur
25 through posting in accordance with Section 985.02 of the Wisconsin Statutes.

BARRON COUNTY RESOLUTION NO. 2023- _____

Resolution Authorizing Barron Country Highway Commissioner to Sell County Road Machinery and Equipment to Other Municipalities

OFFERED THIS 20th day of February 2023

| | |
|---|---|
| <p>Number of readings required: One (<input checked="" type="checkbox"/>) Two (<input type="checkbox"/>)</p> <p>Vote required for passage: Majority (<input checked="" type="checkbox"/>) 2/3 Entire Board (20) (<input type="checkbox"/>)</p> <p>Source of funding: Budgeted (<input type="checkbox"/>) General Fund (<input type="checkbox"/>) Grant (<input type="checkbox"/>) Contingency (<input type="checkbox"/>) Other (<input checked="" type="checkbox"/>)Details: N/A</p> <p>Fiscal impact: - Current year total amount: \$ N/A - Future years total amount: \$ N/A - Effect on tax levy – current year - \$ N/A - Effect on tax levy – future years - \$ N/A</p> <p>Fiscal impact reviewed by County Finance Department</p> <p>_____ Jodi Busch, Finance Director</p> <p>Approved as to form by:</p> <p>_____ Jeffrey French, Administrator</p> <p>_____ John Muench, Corporation Counsel</p> | <p>_____ Marv Thompson, District 20</p> <p>_____ Louie Okey, District 16</p> <p>(The Committee Chair signature verifies the action taken by the Committee.)</p> <p>Board Action: Adopted (<input type="checkbox"/>) Failed (<input type="checkbox"/>) Tabled (<input type="checkbox"/>)</p> |
|---|---|

BARRON COUNTY RESOLUTION NO. 2023 –

Resolution Authorizing County Administrator Succession Plan

TO THE BARRON COUNTY BOARD OF SUPERVISORS:

1
2 **WHEREAS**, in October of 2020, Chair Okey approached Administrator French directing
3 him to develop a Succession Plan for his position; and
4

5 **WHEREAS**, after careful consideration, a Succession Plan was developed by CA French
6 which is attached to this Resolution; and

7 **WHEREAS**, this resolution and the attached Succession Plan was approved by the
8 Executive Committee on February 1, 2023, on a vote of 9 - 0, with Bartlett, Buchanan, Cook,
9 Hanson, Heinecke, Moen, Okey, Rogers and Thompson voting in favor and no members voting
10 against.

11 **NOW, THEREFORE, BE IT RESOLVED**, that this Resolution and the accompanying
12 Succession Plan be approved and incorporated into the Barron County Rules and Procedures,
13 Section 2.05 Department of Administration.
14

15 **BE IT FURTHER RESOLVED**, that publication of this resolution may occur through
16 posting in accordance with Section 985.02 of the Wisconsin Statutes.
17

OFFERED THIS 20th day of February 2023.

| | |
|---|--|
| <p>Number of readings required: One (<input checked="" type="checkbox"/>) Two ()</p> <p>Vote required for passage: Majority (<input checked="" type="checkbox"/>) 2/3 Entire Board (20) ()</p> <p>Source of funding: Budgeted () General Fund () Grant () Contingency () Other (<input checked="" type="checkbox"/>) Details: Not Applicable</p> <p>Fiscal impact: - Current year total amount: \$ Unknown - Future years total amount: \$ Unknown - Effect on tax levy – current year - \$ Unknown - Effect on tax levy – future years - \$ Unknown</p> <p>Fiscal impact reviewed by County Finance Department</p> <p>_____ Jodi Busch, Finance Director</p> <p>Approved as to form by:</p> <p>_____ Jeffrey French, Administrator</p> <p>_____ John Muench, Corporation Counsel</p> | <p>_____ Louie Okey, Chair Executive Committee</p> <p>(The Committee Chair signature verifies the action taken by the Committee.)</p> <p>Board Action: Adopted () Failed () Tabled ()</p> |
|---|--|

Barron County, Barron Wisconsin
Succession Plan: Version #2.
County Administrator Position
12-22-2022

JDF

Introduction:

Chair Okey, in mid-October, 2020, you approached me asking that I research and develop a Succession Plan for my position. This document, version #2, however, is meant to fulfill your request.

Relevance:

Only about 14% of companies have a succession plan for top management.
What is the impact of my departure?
If I left, what would be the impact to County operations?

Objective:

To create a seamless plan should I become incapacitated, retire or resign along with preventing a power struggle or power vacuum.

Plan/Tracking:

Mr. Chair, I recommend the following three-pronged approach.

#1. Immediate/Unexpected Departure

#2. Planned/Phased Departure:

#3. Internship(s):

#1. Immediate/Unexpected Departure

Under this scenario I would recommend the HR Director, Finance Director, Corp Counsel and my Executive Assistant, assume the CA duties on an interim basis. *The County Board Chair along with the assistance of the above four mentioned individuals will select and appoint the Acting Interim County Administrator.* I also put-forward that the Wisconsin/Illinois International City/County Managers Association be contacted and a Senior Advisor, with ICMA could help navigate this interim period. Also, Public Administration Associates, or Gov. Temp. could provide an interim administrator, or at minimum be an effective resource. Furthermore there are at-least three retired City or County Administrators residing within a couple of hours of Barron that could easily assume the CA duties for a period of months.

A. At the next succeeding Executive Committee meeting they would either, a., direct the HR Director to commence a recruitment or b., direct the HR Director to contract with a professional recruiting company.

B. The objective then is that within six months a new CA would be on-site and Working.

C. If this plan is accepted I do plan on naming, on an interim basis, i.e. vacation, one of the above individuals to assume my responsibilities and duties.
Reference #3., below.

#2. Planned/Phased Departure:

This is simple. If I were to be in a position of a planned departure I would give the County Board an approximate 12-18 week lead time, or longer, so my replacement would be on-site and working prior to my final day. Furthermore, if the County Board would be so inclined I would be willing to work for a time with the new person.

Bottom-line I would be amenable and flexible to the needs of the County!

#3. Internships: (unpaid)

This idea excites me and it wasn't even my idea.

I strongly believe that we ought to offer unpaid internships to County employees which have at minimum a Bachelors degree and are working or have a Masters degree. I would work with this person, or person(s) to develop them through various work tasks along with having them attend various committee meetings. This could result in a next generation, CA from within our own organization. Exciting.

Implementation:

Bottom-line it doesn't have to be difficult; incorporate this Position Paper along with an accompanying resolution, into section, 2.05, Department of Administration, in our existing Rules and Procedures.

Sources:

Robert Half
Td.org
SHRM and The Balance Careers.com
International City County Managers Association
Talking Talent.co
McGrath Consulting

| | | |
|---------------------|------------|------------|
| Original Prep Date: | 2020-11-6 | 2022-11-14 |
| Updated: | 2020-12-1 | 2022-12-22 |
| | 2020-12-4 | 2023-1-17 |
| | 2020-12-7 | 2023-2-1 |
| | 2020-12-29 | |
| | 2021-1-6 | |
| | 2021-1-14 | |
| | 2021-1-20 | |

BARRON COUNTY RESOLUTION NO. 2023 -

**Resolution Approving 2022 - 2023 Annual Accomplishments and
Work Plan for the County Forest**

TO THE BARRON COUNTY BOARD OF SUPERVISORS:

1
2 **WHEREAS**, the County Forest Administrator has set forth the attached 2022-2023 Annual
3 Work Plan for the Barron County Forest; and

4
5 **WHEREAS**, the 2022-2023 Annual Work Plan is consistent with the Barron County
6 Forest Comprehensive Land Use Plan adopted by the Barron County Board of Supervisors; and

7
8 **WHEREAS**, it is the recommendation of the County Forest Administrator that the Barron
9 County Board of Supervisors approve the attached 2022-2023 Annual Work Plan for the County
10 Forest; and

11
12 **WHEREAS**, this resolution was approved by the Property Committee on February 6, 2023
13 on a vote of 7 - 0 with Heller, Effertz, Moen, McRoberts, Rogers, Schradle and Bartlett voting in
14 favor and no members voting against.

15
16 **NOW, THEREFORE, BE IT RESOLVED**, that the Barron County Board of Supervisors
17 does approve the attached 2022-2023 Annual Work Plan for the County Forest.

18
19 **BE IT FURTHER RESOLVED**, that publication of this resolution may occur through
20 posting in accordance with Section 985.02 of the Wisconsin Statutes.
21

OFFERED THIS 20th day of February, 2023.

| | |
|---|---|
| Number of readings required: One (X) Two () Vote required for passage: Majority (X) 2/3 Entire Board (20) () Source of funding: Budgeted () General Fund () Grant () Contingency () Other (X) Details: N/A Fiscal impact: - Current year total amount: \$ - 0 - - Future years total amount: \$ - 0 - - Effect on tax levy – current year - \$ - 0 - - Effect on tax levy – future years - \$ - 0 - Fiscal impact reviewed by: _____ Jodi Busch, Finance Director Approved as to form by: _____ Jeffrey French, County Administrator _____ John Muench, Corporation Counsel | _____ Dana Heller, Property Committee Chair (The Committee Chair signature verifies the action taken by the Committee.) Board Action: Adopted () Failed () Tabled () |
|---|---|

2022-2023 ANNUAL ACCOMPLISHMENT AND WORK PLAN

I. MANAGEMENT ACTIVITIES

- A. The Barron County Forest is comprised of 14 compartments with a total of 16,251 re-conned acres *.

Forest Cover:

| | |
|-------------------------|-------------|
| 1. Aspen | 4,685 acres |
| 2. Bottomland Hardwoods | 18 acres |
| 3. White Birch | 17 acres |
| 4. Misc. Deciduous | 33 acres |
| 4. Red Maple | 9 acres |
| 5. Northern Hardwoods | 2,436 acres |
| 6. Oak | 4,655 acres |
| 7. Red Pine | 392 acres |
| 8. White Pine | 237 acres |
| 9. Black Spruce | 24 acres |
| 10. Swamp Hardwoods | 325 acres |
| 11. White Spruce | 18 acres |
| 12. Tamarack | 172 acres |

Non-forest cover:

| | |
|---------------------------|-----------|
| 1. Cool Season Grass | 61 acres |
| 2. Developed Use | 18 acres |
| 3. Emergent Wetland | 892 acres |
| 4. Water | 27 acres |
| 5. Minor lakes | 592 acres |
| 6. Minor streams | 23 acres |
| 7. Right-of-way | 126 acres |
| 8. Shallow Lake | 391 acres |
| 9. Rock outcrops | 46 acres |
| 10. Upland Shrub | 5 acres |
| 11. Wetland Shrub | 300 acres |
| 12. Wetland Shrub - Alder | 212 acres |
| 13. Muskeg- Bog | 200 acres |
| 14. Sedge Meadow | 226 acres |
| 15. True Grasses | 1 acre |
| 16. Parking Area | 1 acre |
| 17. Marsh | 100 acres |
| 18. Upland Brush | 9 acres |

* Totals may not match due to rounding.

- B. The Forest access road system consists of approximately 70 miles of trails and access roads classified under primary and secondary access roads. Details of classification system can be found in Chapter 700 and a map in Chapter 1000 of the 2021-2035 Comprehensive Land Use Plan.

II. TIMBER SALE PLANNING AND ESTABLISHMENT

- A. Status of past due close-outs of completed sales.

- One (1) sale was closed-out in FY 2022. Two (2) sales are expected to be closed out in FY 2023.

- B. Timber Sale Revenue

- Timber sale revenue for FY 2022 was \$ 79,563.36.

C. Five (5) sales were advertised and sold in FY 2023.

D. Active timber sales.

- There are currently two (3) active sales on the forest. Seven (7) sales are under contract.

E. New timber sale development for 2023

- For 2023 approximately 378 acres of timber sale establishment will be completed. The acreage being established consists of northern hardwood thinning and aspen regeneration harvests.

F. DNR Time Standards County Forest Time Standards

- The goal for DNR hours on Barron County Forest was 478 hours and was met by DNR forestry personnel. The FY 2023 goal is 432 hours, which will be met by primarily Janette Cain, DNR Liaison Forester.

III. FOREST RECONNAISSANCE

- A. Forest reconnaissance is completed following completion of timber sale or when stand is physically entered and then rescheduled. Currently 0.92 % of the Barron County Forest recon is older than 21 years.

IV. FUTURE DESIRED CONDITIONS

The Barron County Forest will see a natural conversion of oak to the northern hardwood cover-type. The county will continue efforts to maintain oak through the use of regeneration harvest, fire and timber stand improvement techniques, in stands that exhibit good oak regeneration potential. The past stands where oak regeneration harvest was done will be monitored for success using WisFIRS program

EAB - Due to the expected rise in the Emerald Ash Borer population the future of the ash species is bleak. Many ash are designated to be cut with each new sale establishment.

Oak Wilt - Efforts will be made to continue to monitor for Oak Wilt, especially in the 2017 tornado valley.

Buckthorn and garlic mustard are the main invasive species. Garlic mustard found in a small area in the northwestern part of the county. Plans are to continue to monitor these areas and treat as necessary.

V. TIMBERSTAND IMPROVEMENT

Areas will continue to be identified for potential T.S.I.

VI. REFORESTATION / REGENERATION

- A. Two areas, one in the Silver Cr. Block and an area in the Owen Anderson Rifle Range were sprayed with Garlon to control buckthorn and prepare for reforestation. The sites were treated again in late summer of 2022. Then scarified in the fall of 2022.

The sites will be planted in the spring of 2023.

VII. FOREST PROTECTION

- A. A majority of the Barron County Forest is in the DNR intensive fire protection zones. The Silver Creek and Hay River Compartments are in non-protective zones. Agreements are in place with the appropriate fire departments.

Fire is not normally a problem except during extreme conditions. Barron County has very little conifer type to be of concern.

- B. There have been no major outbreaks of insects or diseases on the County Forest. Specialists are called in whenever something of interest or an unusual nature is detected. Larch beetle is causing some mortality. EAB (emerald ash borer) has been detected in southern Sawyer County. EAB and Gypsy Moth are anticipated to be future problems.

VIII. MAINTENANCE OF EQUIPMENT AND FACILITIES

Barron County has no buildings and/or campgrounds on the County Forest.

- A. Gates. Gates and signs are constructed and maintained with time and monies budgeted in the County Maintenance budget.
- B. Roads and Trails Annually, money is budgeted for maintenance and development of forest access roads. Gates and signs are constructed and maintained with time and monies budgeted in the County Maintenance budget. An existing road to Goose Lake in the Mikana block is be open to public vehicle access. The road is improved with matting and rock by the County's Maintenance staff on an as needed basis.
- C. Property Lines. County surveyor will continue to identify property boundaries as timber sales are set-up. Earlier property lines in need of re-marking will be identified. GIS Department created a "layer" identifying property lines and the dates they were installed.

IX. Aid Monies

A. Wildlife Habitat Fund for 2022 (\$.05 / ac.) monies were spent establishing fruit tree plantings for wildlife. 2023 funds will continue to be used for future plantings.

B. County Conservation Aids

- 2022-2023 Allocation will be directed to the re-forestation of areas impacted by the 2019 windstorm in the Silver Cr. Block and Owen Anderson Rifle Range (see VI.A).

C. Grants

- A grant from the Arbor Day Foundation will be used to purchase trees for the reforestation of areas in the Silver Cr. Block and the Owen Anderson Rifle Range impacted by the 2019 windstorm.
- A Sustainable Forest Grant will be used to cover labor for the reforestation of areas in the Silver Cr. Block and the Owen Anderson Rifle Range impacted by the 2019 windstorm.

X. GIS - BARRON COUNTY FOREST

Additional roads and trails will be added to the database if and when they are developed.

XI. LAND PURCHASES, SALES, EXCHANGES WITHIN COUNTY FOREST

No land purchases were made in 2022.

XII. Permits

- A. Five (5) firewood permits were issued in FY 2022. Revenue generated was \$ 125.00.
- B. Three (3) permits were issued in FY 2022 to allow disabled individuals motorized access to the county forest.
- C. Three (3) Christmas Permits were issued. Revenue generated was \$22.17.

XIII. INTERACTION WITH OTHER GROUPS

- A. Snowmobile Clubs - Whenever possible, segments of the Barron County snowmobile trail system are placed within the Barron County Forest. To the greatest extent possible, trails are placed on existing forest access roads.

Such placement often eliminates need for brushing on such segments. Disruption of snowmobile trails for logging is usually minimal.

- B. Skiing - The Barron County Forest has a ½ mile lighted cross-country ski trail in the Waterman Lake block. Site includes a parking lot and warming house. Members of the Ice Age Trail developed and placed an information Kiosk along with paving the parking lot with the cooperation of the Barron County Highway Department. All are maintained by the Cumberland Area Ski Touring Association (CASTA). The County provides annual funding to assist in the maintenance of this resource.

The Recreation Deputy / Trail Coordinator from the Barron County Sheriff's Department will take responsibility of co-coordinating activities on the County trail systems.

XIV. RECREATION

- A. Parks and Campgrounds - No parks or campgrounds are located on the Barron County Forest.
- B. Boat Landings - Boat landings on the Forest are undeveloped with carry-in access only.
- C. All Terrain Vehicles - Most of the Barron County Forest is closed to ATV use. The 15-year Forest Plan allows use of ATV's in County Forest after case-by-case review by the Property Committee.
- D. Snowmobile Trails - Approximately 9 miles of funded snowmobile trails are located in the forest.
- E. Rifle Range - The Owen Anderson Rifle Range is located in the Hay River block of the County Forest. In 2014 a DNR Grant provided funding for the installation of new shooting benches with covers, a new pit toilet, blacktop paths connecting the parking area to all ranges, a security gate (powered to open and close at night, or when range needs to be closed). Entrance road was improved with addition of gravel. Future additions may include the construction of an archery range.
- F. The National Ice Age Trail - traverses several compartments of the forest. Portions of the trail are found in the following compartments: Cedar Lake, Bear Lake and Waterman Lake.

The Ice Age Trail is always protected by timber sale contract provisions, when a timber sale comes in contact with the trail.

- G. Equestrian Trails - Two trails along with a horse trailer camping area are established in the Narrow-Gauge Compartment. Establishment and maintenance were supplied by and is the responsibility of the Barron County Horse Trail Association.
- H. Turtle Creek Handicap Fishing Piers. Two (2) aluminum fishing piers are installed on Turtle Cr. The piers are retractable and provide safe access for handicapped individuals fishing the creek. Monies were provided by Barron County's County Conservation allotment.

- I. Mountain Bike Trails. A Mountain bike trail was established in the Doyle block of the county forest. Five (5) loops were constructed containing approximately 4.5 miles. A second system of trails was developed in the Silver Creek Management unit. Construction and maintenance will be performed in cooperation with CORBA (Chippewa Off Road Bicycle Association).

XV. OTHER TOPICS

- A. Wisconsin County Forest Association Meetings - A representative from the Property Committee and Forest Administrator have been active participants in WCFA activities and committees. Barron County will continue such participation as a means of keeping up with new ideas from other Counties, to find solutions to Barron County problems and to have a voice in legislation at the state and national level.

- B. Fifteen Year Plan Activities

In 2021 a revised 15-Year Plan was put into place.

- C. Forest Certification - Barron County was not involved in any Certification Audits in 2022. Barron County will be the subject of an SFI / FSC Certification Audit in the summer of 2023.
- D. Financial Audit - A financial audit of the County Forestry Program was complete in the spring of 2022. As a result changes were implemented to the Timber Sale contract and volume tracking on timber sales.

BARRON COUNTY RESOLUTION NO. 2023 -

Island City Snowmobile & ATV Club Loan

TO THE BARRON COUNTY BOARD OF SUPERVISORS:

1 **WHEREAS**, Barron County receives snowmobile aids pursuant to Section 23.09 of the
2 Wisconsin Statutes for the purpose of, among other things, developing and maintaining Snowmobile
3 and All-Terrain Vehicles and Utility Terrain Vehicles trails; and
4

5 **WHEREAS**, the Island City Snowmobile & ATV Club has determined a need to purchase
6 a Kubota RTV-X1100 Utility Vehicle to enable proper maintenance of the County trail system; and
7

8 **WHEREAS**, the Island City Snowmobile & ATV Club wishes to purchase the equipment
9 with county funds in the form of a loan in the amount of \$20,100 to be repaid from reimbursable
10 state aids which they are entitled to claim for their efforts; and

11 **WHEREAS**, this resolution was approved by the Property Committee on a vote of 7 – 0
12 with Heller, Effertz, Moen, McRoberts, Rogers, Schradle and Bartlett voting in favor and no
13 members voting against.
14

15 **NOW, THEREFORE, BE IT RESOLVED**, that the Island City Snowmobile & ATV Club
16 be allowed to borrow \$20,100 for the purchase of a Kubota RTV-X1100 Utility Vehicle and repaid
17 to the County over a 4-year period at an interest rate of 1% above the Local Government Investment
18 Pool (LGIP) with annual payments required.
19

20 **NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the Finance Director is
21 authorized to amend the 2023 Barron County budget so as to properly document the issuance of this
22 loan; and
23

24 **NOW, THEREFORE, BE IT FURTHER RESOLVED**, that in accepting this loan the
25 Island City Snowmobile & ATV Club does hereby agree to adequately insure all equipment for
26 which it has a loan outstanding to Barron County and that they annually report such coverage to the
27 County Administrator’s Executive Assistant; and
28

29 **NOW, THEREFORE, BE IT FURTHER RESOLVED**, that a copy of this resolution be
30 forwarded to the Island City Snowmobile & ATV Club; and
31

32 **BE IT FURTHER RESOLVED**, that publication of this resolution may occur through
33 posting in accordance with Section 985.02 of the Wisconsin Statutes.
34

BARRON COUNTY RESOLUTION NO. 2023 -

Island City Snowmobile & ATV Club Loan

OFFERED THIS 20th day of February, 2023.

| | |
|---|---|
| <p>Number of readings required: One (X) Two ()</p> <p>Vote required for passage: Majority () 2/3 Entire Board (20) (X)</p> <p>Source of funding: Budgeted () General Fund (X) Grant () Contingency () Other () Details _____</p> <p>Fiscal impact: - Current year total amount: \$20,100 - Future years total amount: \$ - 0 - - Effect on tax levy – current year - \$ - 0 - - Effect on tax levy – future years - \$ - 0 -</p> <p>Fiscal impact reviewed by County Finance Department</p> <p>_____ Jodi Busch, Finance Director</p> <p>Approved as to form by:</p> <p>_____ Jeffrey French, Administrator</p> <p>_____ John Muench, Corporation Counsel</p> | <p>_____ Dana Heller, Property Committee Chair</p> <p>_____ Louie Okey, Executive Committee Chair</p> <p>(The Committee Chair signature verifies the action taken by the Committee.)</p> <p>Board Action: Adopted () Failed () Tabled ()</p> <p>Motion:</p> |
|---|---|

BARRON COUNTY RESOLUTION NO. 2023-

Resolution Authorizing Upgrades to the Barron County 911 Dispatch System

TO THE BARRON COUNTY BOARD OF SUPERVISORS:

1
2 **WHEREAS**, upgrades and improvements to the Barron County 911 Emergency
3 Dispatch System will improve the response time and therefore the safety of the citizens of
4 Barron County; and

5
6 **WHEREAS**, Michael Judy, Barron County Emergency Management Director, has
7 applied for and received State Grant Funding from the Wisconsin Department of Military
8 Affairs/Office of Emergency Communications, (DMA/EOC), in the amount of \$55,418;
9 and

10
11 **WHEREAS**, there is a local matching component to this grant of \$13,854, with a
12 total estimated expenditure of \$69,273; and

13
14 **WHEREAS**, this grant process is a competitive grant and therefore was not placed
15 within the current 2023 Budget because its' awarding uncertain; and

16
17 **WHEREAS**, if this resolution is approved by the Barron County Board of
18 Supervisors improvements to the Barron County Emergency 911 System will include the
19 upgrade of security and backhaul systems to the 911 Dispatch Center; and

20 **WHEREAS**, this resolution was approved by the Executive Committee on
21 February 1, 2023, on a vote of 9 - 0, with Bartlett, Buchanan, Cook, Hanson, Heinecke,
22 Moen, Okey, Rogers, Thompson voting in favor and no members voting against.

23
24 **NOW, THEREFORE, BE IT RESOLVED**, that the Barron County Board of
25 Supervisors does hereby authorize the acceptance of a grant from the Wisconsin
26 Department of Military Affairs/Office of Emergency Communications, (DMA/EOC), in
27 the amount of \$55,418, for the purpose of upgrading security and backhaul systems to the
28 Barron County 911 Dispatch Center; and

29
30 **BE IT FURTHER RESOLVED**, that by passage of this Resolution the Barron
31 County Board of Supervisors authorizes \$13,854 to be withdrawn from the County
32 Unassigned Fund Balance; and

33
34 **BE IT FURTHER RESOLVED**, that by passage of this Resolution the Barron
35 County Finance Director is authorized to make the appropriate accompanying Budget
36 entries so as to effectuate this grant and accompanying purchase; and

37
38 **BE IT FURTHER RESOLVED** that publication of this resolution may occur
39 through posting in accordance with Section 985.02 of the Wisconsin Statutes.
40

BARRON COUNTY RESOLUTION NO. 2023-

Resolution Authorizing Upgrades to the Barron County 911 Dispatch System

OFFERED THIS 20th day of February, 2023.

| | |
|---|--|
| <p>Number of readings required: One (<input checked="" type="checkbox"/>) Two ()</p> <p>Vote required for passage: Majority () 2/3 Entire Board (20) (<input checked="" type="checkbox"/>)</p> <p>Source of funding: Budgeted () General Fund () Grant (<input checked="" type="checkbox"/>) Contingency () Other (<input checked="" type="checkbox"/>) Details: Fund Balance</p> <p>Fiscal impact: - Current year total amount: \$ 13,854 - Future years total amount: \$ - 0 - - Effect on tax levy – current year: \$ - 0 - - Effect on tax levy – future years: \$ - 0 -</p> <p>Fiscal impact reviewed by:</p> <p>_____ Jodi Busch, Finance Director</p> <p>Approved as to form by:</p> <p>_____ Jeffrey French, Administrator</p> <p>_____ John Muench, Corporation Counsel</p> | <p>_____ Louie Okey, Chair Executive Committee</p> <p>(The Committee Chair signature verifies the action taken by the Committee.)</p> <p>Board Action: Adopted () Failed () Tabled ()</p> |
|---|--|

BARRON COUNTY RESOLUTION NO. 2023 - _____

Resolution Authorizing the Encumbrance of \$250,000 for New Aging Kitchen in the Old Sheriff's Jail and Administration Area

TO THE BARRON COUNTY BOARD OF SUPERVISORS:

1 **WHEREAS**, Resolution 2022-48, passed on October 17, 2022, "Authorized the
2 Development of Plans and Costs for the Rehabilitation of the Old Sheriff's Jail and
3 Administration Area, at the Government Center for a Kitchen for the Meals on Wheels
4 Program"; and

5
6 **WHEREAS**, to-date, 1-11, 2023, \$34,350.00 has been expended for this purpose;
7 and

8
9 **WHEREAS**, attached to this Resolution is a spreadsheet detailing the above costs
10 along with an additional requested encumbrance amount of \$216,500.00 totaling
11 \$250,000.00; and

12
13 **WHEREAS**, it is the recommendation of Finance Director Busch to encumber
14 these amounts in accordance with American Rescue Plan Act requirements;

15 **WHEREAS**, this resolution was approved by the Property Committee on February
16 6, 2023, on a vote of 7 - 0, with Heller, Effertz, Moen, Bartlett, McRoberts, Rogers and
17 Schradle voting in favor and no members voting against.

18 **WHEREAS**, this resolution was approved by the Executive Committee on January
19 4, 2023, on a vote of 9 - 0, with Bartlett, Buchanan, Cook, Hanson, Heinecke, Moen, Okey,
20 Rogers and Thompson voting in favor and no members voting against.

21
22 **NOW, THEREFORE, BE IT RESOLVED**, that with passage of this resolution
23 \$250,000.00 of American Rescue Plan Act Funds are encumbered for the purpose of
24 "Authorized the Development of Plans and Costs for the Rehabilitation of the Old Sheriff's
25 Jail and Administration Area, at the Government Center for a Kitchen for the Meals on
26 Wheels Program."

27
28 **BE IT FURTHER RESOLVED**, that publication of this resolution may occur
29 through posting in accordance with Section 985.02 of the Wisconsin Statutes.
30

BARRON COUNTY RESOLUTION NO. 2023 - _____

**Resolution Authorizing the Encumbrance of \$250,000 for New Aging Kitchen in the
Old Sheriff's Jail and Administration Area**

OFFERED THIS 20th, day of February, 2023.

| | |
|---|---|
| <p>Number of readings required: One (<input checked="" type="checkbox"/>) Two ()</p> <p>Vote required for passage: Majority (<input checked="" type="checkbox"/>) 2/3 Entire Board () ()</p> <p>Source of funding: Budgeted () General Fund () Grant () Contingency () Other (<input checked="" type="checkbox"/>) Details: ARPA Funds</p> <p>Fiscal impact: - Current year total amount: \$ 250,000.00 - Future years total amount: \$ Unknown - Effect on tax levy – current year - \$ -0- - Effect on tax levy – future years - \$ -0-</p> <p>Fiscal impact reviewed by County Finance Department</p> <p>_____ Jodi Busch, Finance Director</p> <p>Approved as to form by:</p> <p>_____ Jeffrey French, Administrator</p> <p>_____ John Muench, Corporation Counsel</p> | <p>_____ Dana Heller, Chair Property Committee</p> <p>_____ Louie Okey, Chair Executive Committee</p> <p>(The Committee Chair signature verifies the action taken by the Committee.)</p> <p>Board Action: Adopted () Failed () Tabled ()</p> |
|---|---|

Costs Incurred for New Aging Kitchen - 2022

\\bcusers\users\$\jefffrench\My Documents\Executive\[Aging Kitchen Costs (1).xlsx]Sheet1

| <u>Date</u> | <u>Claim</u> | <u>Vendor</u> | <u>Description</u> | <u>Amount</u> |
|---|--------------|-------------------------------------|--|----------------------------|
| 6/9/2022 | C0081019 | PRISM DESIGN | Ann Street Design Work - Aging Kitchen | \$3,500.00 |
| 7/14/2022 | C0081319 | PRISM DESIGN | Ann Street - Electrical Consultation | 2,000.00 |
| 8/18/2022 | C0081727 | PRISM DESIGN | Ann Street - Electrical Consultation | 1,500.00 |
| 12/8/2022 | C0082906 | PRISM DESIGN | Old Jail - Electrical Consultation | 4,500.00 |
| Paid Jan 2023 | NA | PRISM DESIGN | 10% Down Design Work - Kitchen | 17,850.00 |
| Paid Jan 2023 | NA | Sustainable Kitchens LLC | Design work regarding Kitchen Layout | 5,000.00 |
| Sub-Total #1 | | Known payables | | <u>\$34,350.00</u> |
| Estimated Total design costs - Prism balance left, of 10% payment above | | | | 160,650.00 |
| Staff is recommending this additional amount also be encumbered | | | | 55,000.00 |
| Sub-Total #2 | | Recommended additional encumbrances | | <u>\$215,650.00</u> |
| Total requested encumbrance at this time | | | | <u><u>\$250,000.00</u></u> |

Barron County, Barron Wisconsin
 Monthly Reconciliation of American Rescue Plan Act Projects
 Revenues & Expenditures as of 1/31/23

Date 2/6/2023
 Preparer JBB

\\bcfile1\Finance\AMERICAN RESCUE PLAN ACT\ARPA MONTHLY FINANCIALS.xlsx\January, 2023

Internal Management Memorandum

Unaudited Draft for Discussion Purposes Only

| REVENUES/OTHER FINANCING: | ESTIMATED FUNDING | ACTUAL REVENUES |
|---------------------------|-------------------|-----------------|
| ARPA Proceeds | 8,788,117.00 | 8,788,117.00 |
| LGIP Interest - 2021 | 1,425.65 | 1,425.65 |
| LGIP Interest - 2022 | 128,123.58 | 128,123.58 |
| LGIP Interest - 2023 | | |
| | <hr/> | <hr/> |
| | 8,917,666.23 | 8,917,666.23 |

| EXPENDITURES: | RESOLUTION | ENCUMBERED | ACTUAL EXPENSE |
|--|-------------------------|--------------|----------------|
| Attorney Fees | 212-000 | 4,752.50 | 4,752.50 |
| Financial Advisor Fees | 212-000 | 2,565.00 | 2,565.00 |
| Personal Protective Equipment (PPE) | 342-000 | 23,096.00 | 23,096.00 |
| IT Equipment | 813-161 2021-38/2022-35 | 205,240.00 | 205,163.39 |
| Ann Street Building Upgrades | 2021-26 | 300,000.00 | 0.00 |
| BCEDC Website Upgrades prev Hwy Maps | 313-000 2023-3 | 6,723.00 | 6,723.00 |
| ATV/Snow Trail Maps | 313-000 2021-42 | 8,143.00 | 8,143.00 |
| Hwy T Vermillion Creek Bridge | 840-165 2021-46 | 400,000.00 | 293,926.45 |
| Highway Speed Signs | 313-000 2021-50 | 9,999.90 | 9,999.90 |
| Well Water Testing | 218-000 2022-11 | 8,000.00 | 4,370.67 |
| BCHA Rehabilitation | 842-163 2022-20 | 3,500,000.00 | 0.00 |
| Snow/ATV Bridge Rehab | 840-160 2022-18 | 289,878.00 | 188,416.46 |
| Snow/ATV Groomer Equipment | 813-160 2022-18 | 198,434.00 | 191,341.09 |
| Veteran's Memorial Auditorium Seating | 830-164 2022-21 | 75,000.00 | 47,163.81 |
| Broadcast Equipment - RL Comm Media | 813-161 2022-37 | 10,000.00 | 10,000.00 |
| Owen Anderson Rifle Range Improvements | 830-166 2022-41 | 25,000.00 | 23,184.46 |
| Fiber to Communication Towers | 830-162 2022-54/2023-2 | 672,000.00 | 0.00 |
| JC Stanley Security Upgrades | 830-167 2022-55 | 80,975.00 | 0.00 |

| | | |
|---------------------------|--------------|--------------|
| TOTAL EXPENDITURES | <hr/> | <hr/> |
| | 5,819,806.40 | 1,018,845.73 |

| | | |
|-----------------|--------------|--------------|
| BALANCES | <hr/> | <hr/> |
| | 3,097,859.83 | 7,898,820.50 |

Pending Projects Not Yet Approved

| | | |
|---------------|---------|--------------|
| Aging Kitchen | 842-168 | ??? |
| | | <hr/> |
| | | 3,097,859.83 |

State of Wisconsin
Department of Natural Resources

EMERGENCY FIRE WARDEN ORGANIZATION LIST
Form 4300-10 Rev 3-86

To: County Board of **BARRON** County, Wisconsin.

Return to: Kristine.Buchholtz@Wisconsin.gov

Board Members:

In accord with section 26.12 (3) and section 26.14 (3) of the Wisconsin Statutes, we recommend the following persons to act as authorized Emergency Fire Wardens for the issuance of annual burn permits in this county for the year **2023** and ask your approval of this organization list.

EMERGENCY FIRE WARDENS

| Barronett Cenex | LOCATED: | Barronett |
|-----------------|----------|-----------|
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Department of Natural Resources
Spooner, Wisconsin

By Rod Fouks (kb) 2/13/2023
Area Forestry Leader Date

By _____
County Board Chairperson Date

Barron County Sheriff's Dept

2022 Annual Report



2022 was a steady year with no major cases. Drugs continue to take up our time with fentanyl deaths across the county. Internet Crimes Against Children (ICAC) tips continue to come in, which leads to lots more paperwork/subpoenas for our detective division. Jail population stays steady with out of county revenue toting almost \$600000. Traffic fatalities were nonexistent until the end of September and we ended with seven total for the year. Dispatch continues to answer the call with again a steady number from 2021 to 2022.

What I see for 2023 is more complex calls. The calls we are taking require more time, more expectations on our deputies and more involvement from outside agencies. With mental health at the for front of most of these calls, the addition of a social worker in the department will help. With ICAC increasing with more people working from home, we will see more complex and time consuming cases. But in 2023, we will again hit it out of the park and continue to be the best department around.

| | | | |
|-------------|---------------------------|---------------------|---------------------|
| Budget in | 2022 – 8.8 Million | 2021 – 8.5 Million | 2020 – 8.35 Million |
| | 2019 – 8.15 Million | 2018 – 7.85 Million | |
| Personnel - | 76 in 2022 | 76 in 2021 | 77 in 2020 |
| | 75 in 2019 | 76 in 2018 | |

2023 goals

- K-9 Change Over - Retire K-9 Chase and Deputize K-9 Jasper
- Increase Fentanyl Enforcement and Awareness
- Strengthen our School Liaison Programs across the county
- Increase our training department wide
- Start Jail Sally Port addition

Accidents

| | | | | |
|-------------|---------|---------|---------|---------|
| 2022 | 2021 | 2020 | 2019 | 2018 |
| 296 | 291 | 340 | 362 | 356 |
| 7 Fatal | 9 Fatal | 4 Fatal | 7 Fatal | 5 Fatal |

Of the 2022 accidents; 160 were property damage, 130 were injury and 6 fatal crashes with 7 fatalities.

OWI

For 2022 – 83 people arrested for OWI including six ATV/UTV OWI.

| | | | | |
|-------------|-----------|--------------|------------|-----------|
| Monday 15 | Tuesday 3 | Wednesday 11 | Thursday 6 | Friday 12 |
| Saturday 22 | Sunday 14 | | | |

Of the 83 - 15 were female. Youngest person arrested was 16 and oldest was 72.

Time of arrests were all times of the day, from early morning until after bar closing.

OWI's in 2021 were 78; increase of 5 total OWI arrests from 2021 to 2022. This is a crime that is 100% preventable. Never get into the driver's seat after you have been drinking. What is concerning is that 49 or **59%** of these arrests took place between 7:00 a.m. and 10:00 p.m. when more of our families are on the roadway.

For 2021 – 78 people arrested for OWI including one Boating OWI and four ATV/UTV OWI.

Monday 7 Tuesday 11 Wednesday 8 Thursday 11 Friday 12
Saturday 18 Sunday 11

Of the 78 - 22 were female. Youngest person arrested was 17 and oldest was 68.

Time of arrests were all times of the day, from early morning until after bar closing.

OWI's in 2020 were 85; decrease of 7 total OWI arrests from 2020 to 2021. While these numbers are slightly decreased in 2021 this is a crime that is 100% preventable. Never get into the driver's seat after you have been drinking. What is concerning is that 39 or 50% of these arrests took place between 7:00 a.m. and 10:00 p.m. when more of our families are on the roadway.

For 2020 – 85 people arrested for OWI including one Boating OWI and two ATV OWI.

Monday 8 Tuesday 10 Wednesday 6 Thursday 13 Friday 12
Saturday 17 Sunday 19

Of the 85 - 27 were female. Youngest person arrested was 14 and oldest was 66.

Time of arrests were all times of the day, from early morning until after bar closing.

OWI's in 2019 were 83; increase of 2 total OWI arrests from 2019 to 2020. While these numbers are slightly increased in 2020 this is a crime that is 100% preventable. Never get into the driver's seat after you have been drinking. What is concerning is that 27 or almost 32.5% of these arrests took place between 7:00 a.m. and 10:00 p.m. when more of our families are on the roadway.

For 2019 – 83 people arrested for OWI including one Boating OWI and three ATV OWI.

Monday 6 Tuesday 12 Wednesday 9 Thursday 11 Friday 5
Saturday 24 Sunday 16

Of the 83 - 27 were female. Youngest person arrested was 17 and oldest was 74.

Time of arrests were all times of the day, from early morning until after bar closing.

OWI's in 2018 were 93; decrease of 10 total OWI arrests from 2018 to 2019. While these numbers are down in 2019 this is a crime that is 100% preventable. Never get into the driver's seat after you have been drinking.

For 2018 – 93 people arrested for OWI including one Boating OWI and one Snowmobile OWI.

Monday 10 Tuesday 7 Wednesday 9 Thursday 11 Friday 11
Saturday 31 Sunday 14

Of the 93 - 16 were female. Youngest person arrested was 18 and oldest was 72.

Time of arrests were all times of the day, from early morning until after bar closing.

OWI's in 2017 were 124; decrease of 31 total OWI arrests from 2017 to 2018. While these numbers are down in 2018 this is a crime that is 100% preventable. Never get into the driver's seat after you have been drinking. What is concerning is that 38 or almost 40% of these arrests took place between 7:00 a.m. and 10:00 p.m. when more of our families are on the roadway.

Traffic Data

Number of traffic stops – 2058

Number of citations issued – 1003

Number of traffic stops in 2021 were 1732 and 2021 citations issued were 1029.

Number of traffic stops in 2020 were 1318 and 2020 citations issued were 1142.

Number of traffic stops in 2019 were 2189 and 2019 citations issued were 1299.
Number of traffic stops in 2018 were 2009 and 2018 citations issued were 1559.

Recreation Deputy

Snow 2021/2022

232.5 hours billed of which 166.5 were patrol hours, 29.5 administrative time and 36 exempt hours for crash investigation and instructing Snowmobile Safety and training.
71 contacts - 6 warnings, 7 citations.
57 students completed the DNR Snowmobile Safety course instructed by sheriff's department.
Claim Amount: \$15,231.95 (reimbursement at 60.37% - \$9,195.34)

Water 2022

146 hours billed of which 90 were patrol hours, 15 administrative time and 41 exempt hours for training, crash/drowning investigations.
110 contacts - 1 warnings, 10 citations
Barron County had three drownings in 2022.
Claim Amount: \$15,026.22 (reimbursement rate to be determined in April of 2023)

ATV 2021/2022

1024.5 hours billed of which 896.5 were patrol hours, 99.5 administrative time and 28.5 exempt hours for crash investigations and training.
562 contacts - 8 warnings, 66 citations
Claim Amount: \$51,204.15 (reimbursement at 73.13% - \$37,446.88)

Trail Work Grants – Ongoing maintenance grants/bridge rehab & replacement/new trail grants
\$1,153,024.

Snow 2020/2021

275.5 hours billed of which 214 were patrol hours, 29.5 administrative time and 32 exempt hours for crash investigation and instructing Snowmobile Safety and training.
158 contacts - 5 warnings, 13 citations.
53 students completed the DNR Snowmobile Safety course instructed by sheriff's department.
Claim Amount: \$17,446.00 (reimbursement at 67.33% - \$11,747.15)

Water 2021

246.5 hours billed of which 206 were patrol hours, 25 administrative time and 15.5 exempt hours for training and assisting Burnett County with a drowning investigation.
448 contacts - 6 warnings, 24 citations
Barron County had two reportable boating crashes.
Claim Amount: \$25,161.62 (reimbursement rate to be determined in April of 2022)

ATV 2020/2021

849.5 hours billed of which 717 were patrol hours, 72 administrative time and 60.5 exempt hours for crash investigations and training.
503 contacts - 11 warnings, 73 citations
Barron County investigated three ATV/UTV crashes of which one was a fatality.
Claim Amount: \$44,363.48 (reimbursement at 66.18% - \$29,359.87)

Snow 2019/2020

285 hours billed of which 197 were patrol hours, 34 administrative time and 54 exempt hours for accident investigation and instructing Snowmobile Safety and training.
188 contacts -9 warnings, 20 citations
Barron County had two snowmobile crashes reported to the sheriff's department.

104 students completed the DNR Snowmobile Safety course instructed by sheriff's department.
 Claim Amount: \$18,249.14 (reimbursement at 54.23% - \$9,895.99)

Water 2020

205.5 hours billed of which 160 were patrol hours, 18 administrative time and 27.5 exempt hours for crash investigations and training.

82 contacts - 7 warnings, 16 citations

Barron County had three reportable boating crashes.

Claim Amount: \$11,762.86 (reimbursement rate to be determined in April of 2021)

ATV 2019/2020

563.7 hours billed of which 444.5 were patrol hours, 47.5 administrative time and 71.7 exempt hours for instructing ATV Safety, crash investigations and training.

261 contacts - 19 warnings, 56 citations

Barron County had seven ATV/UTV crashes reported to the sheriff's department.

78 students completed the DNR ATV Safety course instructed by the sheriff's department.

Claim Amount: \$24,731.76 (reimbursement at 85% - \$21,022.73)

Total Cases

2022 1158 (19 – ICAC) 2021 – 1191 2020 - 1176 2019 - 1112 2018 - 1275

Vehicles

30 squads, Armored Vehicle, Drug Unit Van, SWAT Van, Mobile Command Center, Emergency Management Vehicle, School/Spare Car, 2 snowmobiles, 2 ATV/UTV and 2 Boats

Process Service

Papers Served

2022 1083 2021 - 1345 2020 - 1196 2019 - 1241 2018 - 1433

2022 Sheriff Sales – 20 scheduled (5 cancelled).
 2021 Sheriff Sales – 24 scheduled (15 cancelled).
 2020 Sheriff Sales – 30 scheduled (13 cancelled).
 2019 Sheriff Sales – 44 scheduled (10 cancelled).
 2018 Sheriff Sales – 62 scheduled (11 cancelled).

Dispatch

| | 2022 | 2021 | | |
|-----------|----------------------|----------------------|----------------------|--|
| 911 Calls | 13,503/37 per day | 14,767/40.5 per day | | |
| CAD's | 38,843/106.4 per day | 39,680/108.7 per day | | |
| | 2020 | 2019 | 2018 | |
| 911 Calls | 13,954/38.2 per day | 13,855/37.9 per day | 4,377/39.4 per day | |
| CAD's | 36,330/99.5 per day | 39,797/108.7 per day | 60,417/165.5 per day | |

Domestic Disturbance/Violence Calls for Service

| | |
|--|------------------------------------|
| 2022 – 258 County Wide/73 Sheriff | |
| 2021 – 330 County Wide/76 Sheriff | 2020 – 335 County Wide/103 Sheriff |
| 2019 – 480 County Wide/256 Sheriff | 2018 – 429 County Wide/190 Sheriff |

Drug Cases

| YEAR | Poss MDPV | Deliver MDPV | Poss Synthetic THC | Deliver Synthetic THC | Poss/Deliver Psilocybin | Poss/Deliver Heroin | Poss Marijuana | Poss Marijuana w/intent to Deliver | Deliver/Manufacture Marijuana | Poss Drug Paraphernalia | Poss Meth Paraphernalia | Poss Meth | Manufacture Meth/Poss Meth Waste | Delivery of Meth | Poss Meth w/intent to Deliver | Poss/Deliver LSD | Poss Cocaine | Delivery or Poss w/intent to deliver - Cocaine | Poss/Deliver Prescription Meads | Maintain Drug House | TOTALS |
|------|-----------|--------------|--------------------|-----------------------|-------------------------|---------------------|----------------|------------------------------------|-------------------------------|-------------------------|-------------------------|-----------|----------------------------------|------------------|-------------------------------|------------------|--------------|--|---------------------------------|---------------------|--------|
| 2018 | 0 | 0 | 0 | 0 | 4 | 0 | 10 | 6 | 5 | 26 | 0 | 17 | 0 | 39 | 10 | 0 | 0 | 0 | 2 | 6 | 125 |
| 2019 | 0 | 0 | 0 | 0 | 5 | 3 | 15 | 5 | 10 | 28 | 0 | 20 | 0 | 16 | 10 | 0 | 1 | 0 | 1 | 8 | 122 |
| 2020 | 0 | 1 | 0 | 0 | 4 | 2 | 17 | 8 | 5 | 35 | 0 | 21 | 0 | 42 | 5 | 0 | 4 | 0 | 0 | 3 | 147 |
| 2021 | 0 | 0 | 0 | 0 | 3 | 0 | 30 | 8 | 2 | 40 | 10 | 24 | 0 | 22 | 9 | 0 | 0 | 0 | 8 | 4 | 160 |
| 2022 | 0 | 0 | 0 | 0 | 0 | 2 | 10 | 2 | 0 | 30 | 6 | 15 | 0 | 12 | 9 | 0 | 0 | 0 | 0 | 2 | 88 |
| TTL | 0 | 1 | 0 | 0 | 16 | 7 | 82 | 29 | 22 | 159 | 16 | 97 | 0 | 134 | 43 | 0 | 5 | 0 | 11 | 23 | 642 |

| YEAR | Vehicle Seizure | Cash Seizure | Drug Search Warrant | Cell/W-FI SW | 251-NBOME (Bath Salt) | Mephedrone | oxycodone case | hydrocodone case | manufacture drug para | Del Counterfeit substance | | | | | | | | | | | TOTALS |
|------|-----------------|--------------|---------------------|--------------|-----------------------|------------|----------------|------------------|-----------------------|---------------------------|---|---|---|---|---|---|---|---|---|---|--------|
| 2018 | 0 | 3 | 18 | 20 | 0 | 0 | 2 | 1 | 0 | 6 | | | | | | | | | | | 50 |
| 2019 | 0 | 1 | 21 | 14 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | | | | | 36 |
| 2020 | 1 | 1 | 24 | 18 | 0 | 0 | 0 | 0 | 0 | 5 | | | | | | | | | | | 49 |
| 2021 | 0 | 4 | 20 | 15 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | | | | | 39 |
| 2022 | 0 | 1 | 8 | 6 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | | | | | | 15 |
| TTL | 1 | 10 | 91 | 73 | 0 | 0 | 2 | 1 | 0 | 11 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 189 |

Barron County Sheriffs Dept. (Drug Arrest Summary - criminal arrests)

The drug cases generated by the patrol division are not included above.

In 2022, the sheriff's department spent \$5,000 on drug buy money for the above listed cases. This funding is not tax payer dollars and is funded through court ordered forfeitures and seizures.

In November 2011, the Barron County Sheriff's Department installed a 24/7 drop box for unused/expired prescription drugs and has already been a huge success to keep the citizens safe.

Text to Tip Line

In January 2011, the Barron County Sheriff's Department along with Barron County Safe and Stable Families started an anonymous text to tip line.

Tips Received:

2022 - 102 2021 - 58 2020 - 77 2019 - 254 2018 - 694

The Sheriff's Department also started a Facebook page in 2011 as a way to get information out quickly and keep the public informed. Facebook has been a very effective tool in law enforcement from recruiting applicants to solving crimes. We have 50,176 followers.

In February of 2014, we launched a new website. During 2022, the website has received 3,606,548 hits and 50,176 unique visitors. During 2021, the website has received 1,145,212 hits and 144,019 unique visitors. During 2020, the website has received 1,540,341 hits and 126,542 unique visitors. During 2019, the website received 1,203,069 hits (down due to new security software that blocks bot and malicious attacks) and 173,305 unique visitors. During 2018, the website has received 4,549,129 hits and 176,514 unique visitors. This again has been a great tool for us and interacts automatically with our Facebook and Twitter accounts.

Jail

Bookings in the jail

| | 2022 | 2021 | 2020 | 2019 | 2018 |
|--------------|-------------|------|------|------|------|
| Total | 1060 | 974 | 945 | 1877 | 2172 |
| Male | 780 | 725 | 728 | 1351 | 1654 |
| Female | 280 | 249 | 217 | 526 | 481 |

In 2022, the out-of-county housing revenue was approximately \$580,000 for housing of inmates for other agencies.

During 2022, there were 2,290 inmate worker hours. Total hours include work in the jail laundry, cleaning in the jail and jail library.

Fees Collected

| | Collected – 2022 | 2021 |
|------------------------------|------------------|--------------|
| Daily Maintenance Fee | \$ 19,278.21 | \$ 13,371.63 |
| Booking Fee | \$ 1,740.32 | \$ 1,451.13 |
| Nurse Fee | \$ 213.69 | \$ 435.00 |
| Tax Refund Intercept Program | \$ 29,791.21 | \$ 26,223.18 |

(Includes collections from inmate accounts for fees sent to WI DOR)

| | Collected – 2020 | 2019 | 2018 |
|------------------------------|------------------|--------------|--------------|
| Daily Maintenance Fee | \$ 18,782.24 | \$ 30,704.90 | \$ 40,625.59 |
| Booking Fee | \$ 658.52 | \$ 1,795.51 | \$ 2,572.27 |
| Nurse Fee | \$ 760.47 | \$ 1,596.63 | \$ 2,572.27 |
| Tax Refund Intercept Program | \$ 20,434.99 | \$ 13,425.94 | \$ 19,368.76 |

(Includes collections from inmate accounts for fees sent to WI DOR)

Underage Drinking Citations

| | | |
|-------------|-----------|--|
| 2022 | 32 | (includes 2 adult permit/underage drinking) |
| 2021 | 135 | (includes 5 adult permit/underage drinking) |
| 2020 | 111 | (includes 23 adult permit/underage drinking) |
| 2019 | 99 | (includes 38 adult permit/underage drinking) |
| 2018 | 170 | (includes 63 adult permit/underage drinking) |

Emergency Response Team (ERT)

2022

- 3 Total Call Outs
- 1 High Risk Search Warrants
- 2 Suicidal/Barricaded Subject

2021

- 14 Total Call Outs
- 5 High Risk Search Warrant
- 1 Suicidal/Barricaded Subject with Firearm
- 8 High Risk Arrest/Barricade Firearms

2020

- 5 Total Call Outs
- 2 High Risk Search Warrants
- 2 Suicidal/Barricaded Persons with Firearms
- 1 Wooded Search (Rusk County for Missing Persons)

2019

- 11 Total Call Outs
- 3 High Risk Search Warrants
- 1 Judicial Center Security Operations – Jake Patterson Sentencing
- 1 False “Swatting” Call Out
- 6 High Risk Arrest/Barricade Firearms

2018

- 5 Total Call Outs
- 1 High Risk Search Warrant
- 3 High Risk Fugitive Warrant/Arrest
- 1 Open Wooded-Field Search

Team consists of 2 Commanders, 9 Entry and 3 Snipers. Members of the team are 8 Sheriff’s Department personnel and 6 from Rusk County Sheriff’s Department.

Grants 2022

| | | | |
|--------------------------------------|-----------------|-------------------------------|-----------------|
| County Law Enforcement | \$24,593 | County/Tribal Law Enforcement | \$18,188 |
| COPS Anti-Methamphetamine Task Force | | | \$0 |
| COPS Anti-Heroine Task Force | | | \$5,000 |
| Safe Ride Program | \$4,000 | ICAC Cellebrite Grant | \$2,440 |
| Fatal Vision Kits Grant | \$4,545 | | |

2021

| | | | |
|--------------------------------------|----------|-------------------------------|----------|
| County Law Enforcement | \$24,056 | County/Tribal Law Enforcement | \$16,805 |
| COPS Anti-Methamphetamine Task Force | | | \$7,500 |
| COPS Anti-Heroine Task Force | | | \$1,500 |
| Safe Ride Program | \$3,000 | ICAC Cellebrite Grant | \$4,300 |

2020

| | | | |
|--|-----------|-------------------------------|----------|
| County Law Enforcement | \$21,481 | County/Tribal Law Enforcement | \$14,904 |
| COPS Anti-Methamphetamine Task Force | | | \$15,000 |
| Safe Ride Program | Cancelled | | |
| BC UVC Decontamination Devices Project | | | \$58,000 |

2019

| | | | |
|--------------------------------------|----------|-------------------------------|----------|
| County Law Enforcement | \$21,287 | County/Tribal Law Enforcement | \$15,074 |
| COPS Anti-Methamphetamine Task Force | | | \$15,000 |
| COPS Anti-Heroine Task Force | | | \$15,000 |
| Safe Ride Program | \$2,500 | Barron County Drug Task Force | \$25,000 |

2018

| | | | |
|--------------------------------------|----------|-------------------------------|----------|
| County Law Enforcement | \$20,210 | County/Tribal Law Enforcement | \$15,498 |
| COPS Anti-Methamphetamine Task Force | \$15,000 | | |
| Safe Ride Program | \$2,500 | | |

Thank you for your time in reading this report and as stated we are looking forward to an even safer 2023.

Sheriff Chris Fitzgerald



Rice Lake Snow & Dirt Club

Rice Lake, WI

www.rlsnowdirt.com - email: rlsnowdirt@gmail.com

February 6, 2023

Barron County Administration,

and To Whom it May Concern:

It has come to our attention that negative comments have been circulating regarding the county's cooperation with snowmobile clubs and the new groomer truck. As a club who has benefitted greatly from that cooperation, we feel compelled to respond.

Our club of volunteers is extremely grateful for the relationship and support that we receive from Barron County's administration and Trail Coordinator Jeff Wolfe. It's a relationship that has benefitted our club greatly, and has improved our ability to build and maintain our snowmobile and ATV trails. We are committed to providing safe, well-groomed trails which not only serve our community but promote and bring tourism to our area.

We recognize and appreciate the significance of having the county's support and we're sincerely grateful for the generous investment in the new groomer truck. We use it frequently and it's proven to be a beneficial asset. We're convinced that the negative comments were not warranted and that they unfortunately originated from someone unwilling or unable to acclimate to the new equipment (it does require a commitment to training and experience to operate affectively). We believe that the vehicle certainly has a place and a purpose and we certainly do appreciate the county's interest and investment in the clubs.

Thank you,

Rice Lake Snow & Dirt Club



CAP TEAM

WCA County Ambassador Program

COUNTY AMBASSADOR PROGRAM

Wednesday, January 25, 2023

The Madison Concourse Hotel
1 W Dayton St
Madison, Wisconsin

AGENDA

- 8:30 a.m. Registration
- 9:00 a.m. Welcome and Pledge of Allegiance
Lance Pliml, Chair, Wisconsin Counties Association Board of Directors
- Legislative Briefing
Kyle Christianson, Partner, Wimmer & Company
Dan Bahr, Government Affairs Associate
Marcie Rainbolt, Government Affairs Associate
Chelsea Fibert, Government Affairs Associate
- 10:00 a.m. Capitol Visit Instructions
- 10:30 a.m. Capitol Visits
- Noon Lunch
Members return to the Madison Concourse Hotel for lunch and a guest speaker
Speaker: Craig Thompson, Secretary, Department of Transportation
- 1:00 p.m. Capitol Visits Continue
- 3:00 p.m. Return to The Madison Concourse Hotel
Return Feedback Forms
- 3:30 p.m. Adjourn



CAP TEAM

WCA County Ambassador Program

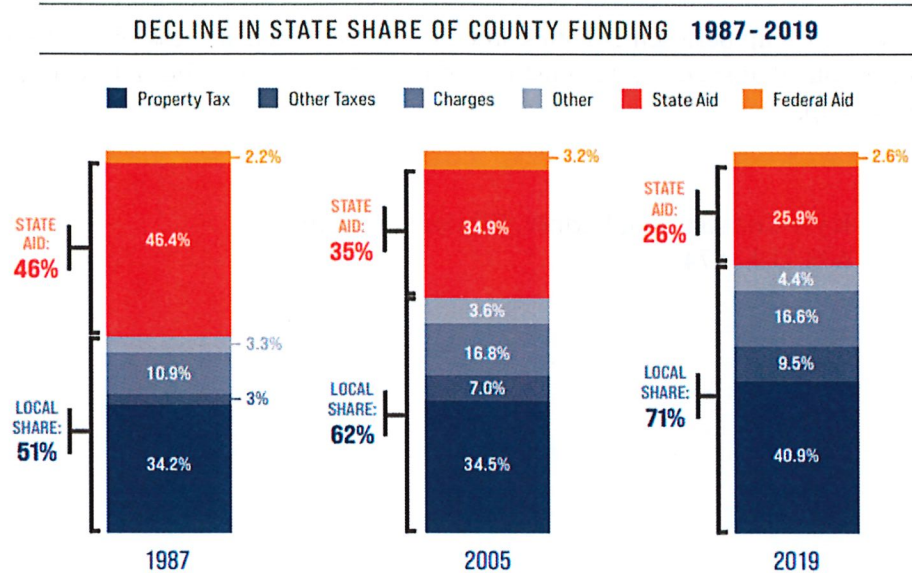
LOCAL GOVERNMENT FUNDING REFORM

For decades, a cornerstone of the state-local relationship in Wisconsin has been the interaction between state government and Wisconsin's 72 counties. In short, counties serve as the service delivery arm for the State of Wisconsin. While counties in many states throughout the country provide local services on behalf of their state partners, the extent to which it occurs in Wisconsin is largely unmatched. As such, counties here are more reliant on state funding than their counterparts in other states.

Currently, counties find themselves in a challenging position. Rising inflation, increasing demand for social, mental health and child protective services, aging infrastructure, the ongoing opioid epidemic, and an outdated funding model have resulted in counties reaching a tipping point. Absent a new approach to the state-county partnership and its service delivery model, counties will face difficult decisions regarding service reductions and, unfortunately, eliminations.

Counties did not arrive at this position over the last year or even the last decade. In fact, in recent years, the state has invested heavily in county programs including child welfare, roads and bridges, and 911 operations. Yet, even with these funding increases, counties are forced to confront the financial realities caused by a three-plus decade shift in state funding priorities.

In the 1980s, state funding accounted for almost 50% of county resources. Today, it accounts for about 25% of county resources. This funding shift along with the state's revenue controls on counties, which are the most strict in the nation, means something must give.



CURRENT STATUS: Wisconsin counties are faced with growing costs due primarily to inflation and increased service demands from local taxpayers. Faced with the nation's most strict property tax controls and a lack of sustained growth in revenues, service reductions and elimination are inevitable absent a new approach to county funding.

REQUESTED ACTION: Dedicate annually an amount equal to one penny of the state's five penny sales tax to local governments (counties, cities, villages, and towns). Devote a portion of these funds to direct county payments and a portion to an innovation fund that financially incentivizes county cooperation with other units of local government.

TALKING POINTS:

- Wisconsin is in a unique position given its fiscal health to make generational investments in local government, while also incentivizing local governments to approach service delivery in more efficient and consolidated ways.
- Directly tying local government funding to growth in the state sales tax ensures inflationary increases to local governments necessary to maintain current service levels.
- A new funding approach to local governments will take pressure off the local property tax at a time when demographic changes make it increasingly difficult for taxpayers to afford rising tax bills.

- The relationship between counties and the state has been successful for decades. To continue that success, we must recognize and reinvest in the state-county partnership.

Contact: Kyle Christianson, Partner, Wimmer & Company
608.219.3574



CAP TEAM

WCA County Ambassador Program

COUNTY GENERAL TRANSPORTATION AIDS (GTA)/ LOCAL ROAD IMPROVEMENT PROGRAM-DISCRETIONARY SUPPLEMENTAL (LRIP-S)

BACKGROUND GTA: General Transportation Aids (GTA) are distributed to all counties and municipalities to assist in the maintenance, improvement, and construction of the county trunk highway system. Payments are divided among all local governments based on either a percentage of eligible highway-related expenditures or a per-mile payment, whichever is greater. GTA is often used to offset the cost of constructing roads, filling potholes, plowing snow, grading shoulders, marking pavement, and repairing curbs and other transportation services.

County GTA is critical to maintaining the 19,000-mile county trunk highway system. Faced with limits on local property tax collections and rising costs in the delivery of state-mandated services, many counties have been forced to delay important maintenance activities. According to a survey of county highway commissioners, the average replacement schedule for a county road is now over 75 years—far longer than the lifespan of a county highway.

While the Governor and Legislature have recently devoted additional funding to county GTA, counties receive a lower percentage of our “share of costs” than ten years ago.

BACKGROUND LRIP-S: In the 2019-21 biennial budget, the Joint Committee on Finance (JCF) established the Local Supplemental Transportation Program with a surplus in dollars available to the committee in the state budget. The initial idea behind this concept was for this program to be a one-time infusion of state surplus revenue dollars to be used to support local “shovel ready projects” as requested by counties, municipalities, and towns. After some bartering back and forth between the governor, legislature and a Wisconsin Supreme Court case, the amount allocated for this new one-time program was \$90 million to be spent in the 2019-21 biennium.

Following the establishment of the Local Supplemental Transportation Program, the popularity of this program exploded and Governor Tony Evers appropriated \$100 million for this program in his 2021-23 biennial budget proposal. The legislature concurred with this amount and established a programmatic change that placed the dollars for the program in the Local Road Improvement Program. The new title for this program was established as the Local Road Improvement Program Discretionary Supplemental (LRIP-S).

After two successful budget cycles, LRIP-S continues to be very popular. The program has supported local projects all around the state and can be seen as a prime example of the positive relationship that still exists between the state and local governments. As it is projected by the Legislative Fiscal Bureau the State of Wisconsin will begin the 2023-25 biennial budget process with a \$5 billion budget surplus. An opportunity exists for more investment in this highly successful and popular program.

CURRENT STATUS GTA: Counties received an increase in annual GTA payments statewide from \$122.2 million in 2019-21 biennial budget to \$127.1 in the 2021-23 biennial budget. Counties will receive the full \$127.1 million in annual GTA distribution payments in 2023.

CURRENT STATUS LRIP-S: The 2021-21 biennial budget included \$100 million in LRIP-S.

REQUESTED ACTION GTA: WCA and the Wisconsin County Highway Association request additional funding be allocated to the county GTA appropriation for the backlog of maintenance on the county trunk highway system.

REQUESTED ACTION LRIP-S: With a \$5 billion surplus, the WCA requests \$200 million be appropriated for LRIP-S.

TALKING POINTS GTA:

- GTA is critical towards maintaining the 19,000-mile county trunk highway system.
- The “share of costs” counties receive in GTA from the state is the local portion of the gas tax and vehicle registration fees collected from users.
- Counties currently receive less in state GTA “share of costs” than they received ten years ago. Counties have traditionally received around 30% “share of costs” for local transportation needs.
- Recent inflation increases have made county transportation costs astronomical. Even with recent increases and investment from the state, costs for local transportation have far exceeded local revenue and state support.

TALKING POINTS LRIP-S:

- The LRIP-S program has assisted local governments with over 100 shovel ready projects around Wisconsin.
- The LRIP-S program has assisted local governments in upgrading their transportation systems and has demonstrated the state's commitment to support for local roads.
- The LRIP-S program is a testament of the strength that exists in the relationship between state and local government.
- Due to the success and popularity of the LRIP-S program, leaders from around Wisconsin are advocating for additional investment in LRIP-S.

Contact: Dan Bahr, WCA Government Affairs Associate
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CAP TEAM

WCA County Ambassador Program



Wisconsin Victim Witness Professionals



VICTIM WITNESS REIMBURSEMENT APPROPRIATION

Every Wisconsin District Attorney's office should employ a victim witness professional. According to state law, these professionals are tasked with carrying out the following duties for the county to be eligible for reimbursement from the state:

- Court appearance notification services, including cancellation of appearances;
- Victim compensation and social services referrals, including witness fee collection, case-by-case referrals and public information;
- Escort and other transportation services related to the investigation or prosecution of the case, if necessary or advisable;
- Case progress notification services which may be combined with court appearance notification service;
- Assistance in providing the court with information pertaining to the economic, physical and psychological effect of the crime upon the victim of a felony;
- Employer intercession services;
- Expedited return of property services;
- Protection services;
- Family support services; and
- Waiting facilities.

The state further encourages more services for children who are involved in a crime as a victim or a witness. These include:

- Explanation of legal proceedings the child will be involved in;
- Advising the judge regarding the child's ability to understand the proceedings and questions;
- Advising the district attorney of the ability of the child to cooperate with the prosecution and the effects the proceedings may have on the child; and

- Referring appropriate social services program for the child and their family to aid in coping with the emotional impact the proceedings will have on the child.

In 2021, victim witness professionals aided 98,673 victims and 216,074 witnesses on new cases. The average new case referral per victim witness professional in 2021 was 1,332 on top of the current and ongoing cases these professionals manage.

Marsy's Law has added to the services provided by the victim witness professionals with no additional funding. In addition, approximately 110 prosecutor positions have been added since 2019 with no additional funds for victim witness professional positions.

Under 2013 Wisconsin Act 20, the victim witness reimbursement appropriation was funded by three surcharges: 1) the crime victim and witness assistance surcharge; 2) the delinquency victim and witness surcharge; and 3) the penalty surcharge. The penalty surcharge generates little to no revenue for the appropriation. In 2019-20, the crime victim witness surcharge and the delinquency crime victim surcharge generated \$5.1 million. The penalty surcharge only generated \$748,900. In fiscal year 2019-20, counties reported costs of \$12.9 million with only \$5.8 million reimbursed (45%). The COVID-19 pandemic compounded the problem by making surcharge collection stagnant.

The state is not reimbursing up to its full potential. The state is supposed to reimburse counties up to 90% of the costs incurred for these services. In fiscal year 2020-21, reimbursement was just 40.3%, an historic low for the program.

A coalition, including Wisconsin Victim/ Witness Professionals Association, the Badger State Sheriffs Association, the Wisconsin District Attorneys Association, the Wisconsin Chiefs of Police Association, and WCA all advocated for ARPA funds to be allocated to this important function of the criminal justice system to no avail. Then in the 2021-23 Wisconsin state budget, there was a new allocation of \$1.5 million GPR to support the appropriation however, this still leaves a significant budget deficit in the reimbursement to counties.

CURRENT STATUS: The victim witness reimbursement appropriation is grossly underfunded with counties receiving approximately 40% reimbursement when they are eligible for up to 90% from the state.

REQUESTED ACTION:

- Support \$12 million GPR for the victim witness appropriation or the equivalent of 90% reimbursement to counties.

TALKING POINTS:

- Every Wisconsin District Attorney's office has or should have a victim witness professional employed.
- In 2021, victim witness professionals aided 98,673 victims and 216,074 witnesses on new cases. The average new case referral per victim witness professional in 2021 was 1,332 on top of the current and ongoing cases these professionals manage.
- The state is supposed to reimburse counties up to 90% of the costs incurred for these services. In fiscal year 2020-21, reimbursement was just 40.3%.
- Three surcharges support the victim witness reimbursement appropriation with one surcharge generating little to no revenue.
- DOJ is responsible for the payments to counties, but they are not allowed to use any of these funds for the agency. DOJ is simply a repository for the funds until the reimbursements are made to the counties.
- \$1.5 million GPR provided in the 2021-23 state budget still leaves a fiscal shortfall in the appropriation.
- Requesting \$12 million GPR to support the victim witness appropriation or the equivalent of 90% reimbursement to counties.

Contact: Marcie Rainbolt, WCA Government Affairs Associate
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CAP TEAM

WCA County Ambassador Program

MENTAL HEALTH – COMMUNITY SUPPORT PROGRAM & CRISIS SERVICES

State law designates counties with the primary responsibility for the well-being, treatment, and care of persons with mental illness. If persons are diagnosed with mental health conditions that require treatment, counties are responsible for serving persons that do not have private insurance coverage. Counties must directly provide or contract with providers to deliver mental health services in the least restrictive environment appropriate for an individual's needs.

The medical assistance program (MA) covers an array of mental health services, ranging from office-based therapy to inpatient hospitalization, and many of these services are delivered by counties. The financing of county-based services differs from most other MA services. That is, with most services, the provider receives a reimbursement payment and the cost of the payment is split between a federal and state share. For county-based mental health services, the county finances the cost of the services up front, and receives a reimbursement payment from the MA program equal to the federal share for that service, meaning that the county is responsible, in effect, for the nonfederal share (as well as any cost that exceeds the reimbursement payment).

In 2013 the state fully funded Comprehensive Community Services (CCS) which led to expansion of community-based services. 2013 Wisconsin Act 20 included a provision that required the Department of Health Services (DHS) to reimburse CCS providers for both the federal and non-federal costs of these services if the services were provided on a regional basis.

Community Support Program

CSP offers intensive community-based care for adults whose mental illness and functional limitations might otherwise require them to need institutionalized care. Counties use CSP services to keep people out of extended hospitalizations and support people in the community following emergency detentions.

Sixty-five counties operate certified programs under DHS Administrative Rule 63. According to the Legislative Fiscal Bureau, based on the average federal payments for CSP services over the past three fiscal years, it is estimated that the state's GPR cost to fully fund CSP would increase by approximately \$14 million per year. Keeping in mind the probability that any increase in CSP services could reduce the utilization of other MA services for which the state is already responsible for the nonfederal share. For instance, if an increase in CSP services results in a decrease in inpatient hospitalization (one of the primary objectives of CSP), any increased state costs in the CSP benefit category could be partially or fully offset by decreases in the cost of hospitalization.

Crisis Services

Another required function of the county is providing an emergency mental health services program to serve persons in crisis situations. At a minimum, emergency programs must offer 24-hour crisis telephone service and 24-hour in-person response on an on-call basis. For persons who are Medicaid eligible, counties can receive Medicaid reimbursement.

For persons who are not Medicaid eligible, in non-certified counties, counties pay the full cost of crisis services. According to DHS, in 2020, counties spent about \$81 million on crisis intervention services, with \$60 million being Medicaid reimbursable services. The county cost for crisis services includes the \$21 million spent on persons who are not Medicaid eligible and in non-certified counties, along with the approximate 41% non-federal share or \$24 million of the \$60 million of Medicaid reimbursable services.

Prior to 2020, counties were responsible for the entirety of the nonfederal share of the crisis intervention cost (41%), similar to the CSP. Beginning in 2020, the state pays a portion of the nonfederal share, provided certified counties participate in shared regional services and meet a maintenance of effort (MOE) requirement, which is equal to 75% of the three-year average of the county's crisis intervention expenditures in calendar years 2016 through 2018.

The 2019 law change is covering a portion of the \$24 million non-federal share leaving the county cost for crisis Medicaid eligible services at \$21 million. While the 2019 law change providing partial state funding for crisis services was a step in the right direction, the additional state funding has yet to have a substantial impact on reducing the disproportionate county share.

State funding sources available to counties that can be used as match for crisis and CSP services include Community Aids Basic County Allocation and Community Mental Health Allocation. The Community Aids funding has not kept pace over the years with increased county costs for services, resulting in counties bearing a disproportionate share of CSP and crisis service costs from county tax levy. Counties are limited in their capacity to use tax levy revenue due to state levy limits, so the lack of Community Aids increases combined with strict property tax controls makes it difficult for counties to maintain crisis and CSP services.

In addition to the costs to county human service departments, counties and municipalities also incur law enforcement costs to transport and provide security for persons in a crisis. The limited state funding for crisis services makes it difficult for counties to implement new evidence-based services, such as mobile crisis workers that could meet law enforcement officers in the field for crisis calls, that would reduce the need for law enforcement involvement and provide a more trauma-informed response to crisis situations.

CURRENT STATUS: The public mental health system in Wisconsin is in need of additional resources to respond appropriately to the needs of individuals with persistent mental illness and those experiencing a mental health crisis. Stagnant state funding results in variations in the extent of services across counties, wait lists for services, and eligible persons receiving limited services.

REQUESTED ACTION: The Wisconsin Counties Association respectfully requests:

- State GPR be provided at \$21 million annually to fund crisis services statewide and elimination of the MOE requirement for Medicaid reimbursable services.
- State GPR be provided at \$14 million annually to cover the current county share of CSP Medicaid expenditures statewide.

TALKING POINTS:

- As of February 2021, 36.4% of adults in Wisconsin reported symptoms of anxiety or depression. This led to 859,000 adults in Wisconsin having a mental health condition with 18.6% unable to get needed treatment.
- Additionally, in Wisconsin, 888 lives were lost to suicide and 231,000 adults had thoughts of suicide in the last year.
- In 2019 counties spent \$786.2 million on mental health and substance abuse services, while DHS distributes approximately \$170 million per year to counties through base community aids program and approximately \$24 million in a separate mental health allocation.

- If the Medicaid reimbursement for CSP is fully state funded, counties will remain responsible for the current \$11 million spent on persons that are not Medicaid reimbursable.

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\$81 Million
Total County Spending on Crisis Services

\$21 Million
County Spending on Non-MA Eligible Expenditures

\$60 Million
County Spending Qualifying for MA Reimbursement

\$36 Million
Federal MA Reimbursement

\$24 Million
Non-Federal Share of MA Spending

\$21 Million
County Share (M.O.E)

\$3 Million
State Share

\$42 Million
Total
Non-Reimbursed
County Crisis
Spending

vs.

\$3 Million
Total
Non-Reimbursed
State Crisis
Spending

Barron County DHHS
 Unfunded Mandate

1/9/2023

| | 2021 | | | | 2023 | | | |
|--|------------------|------------------|----------------|------------------|------------------|------------------|----------------|------------------|
| | Actual | Grants | MA/Insurance | Levy | Budget | Grants | MA/Insurance | Levy |
| Board 51 - Behavioral Health | | | | | | | | |
| Placements | | | | | | | | |
| Emergency Detention Hospitals | 3,256 | - | - | 3,256 | 15,000 | - | - | 15,000 |
| Institute for Mental Disease (IMD) | 1,147,029 | 285,000 | 328,759 | 533,270 | 1,285,000 | 285,000 | 350,000 | 650,000 |
| Group Homes | 201,131 | 20,113 | - | 181,018 | 500,000 | 24,000 | - | 476,000 |
| CHIPS - Children in need of Protective Services | | | | | | | | |
| Placement* | 1,001,952 | 268,718 | - | 733,234 | 950,000 | 250,000 | - | 700,000 |
| Services including Case Mgmt | 2,423,701 | 668,480 | - | 1,755,221 | 2,448,961 | 668,480 | - | 1,780,481 |
| JIPS - Juvenile in need of Protective Services | | | | | | | | |
| Placement* | 347,866 | 231,234 | - | 116,632 | 350,000 | 121,836 | - | 228,164 |
| Public Health | | | | | | | | |
| Communicable Disease | 150,000 | - | - | 150,000 | 150,000 | - | - | 150,000 |
| Economic Support | | | | | | | | |
| Income Maintenance | 1,267,363 | 933,094 | - | 334,269 | 1,338,192 | 942,562 | - | 395,630 |
| Totals | 6,542,298 | 2,406,639 | 328,759 | 3,806,900 | 7,037,153 | 2,291,878 | 350,000 | 4,395,275 |
| Percent Funding | | 36.79% | 5.03% | 58.19% | | 32.57% | 4.97% | 62.46% |

*includes Foster Care, Treatment Foster Care, Group Home and RCC