

**Minutes of Regular Meeting  
Oneida County Board of Supervisors  
Tuesday, November 13, 2018 – 9:30 a.m.  
County Board Meeting Room – 2<sup>nd</sup> Floor Oneida County Courthouse**

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**CALL TO ORDER:**

Chairman Hintz called the meeting to order at 9:30 a.m. in the County Board Meeting Room of the Oneida County Courthouse. There was a brief moment of silence for our troops here and overseas followed by the Pledge of Allegiance. Chairman Hintz thanked all of the Veterans in attendance for their service to our country.

**Members Present:** Ted Cushing, Bob Metropulos, William Liebert, Steven Schreier, Scott Holewinski, Russ Fisher, Greg Oettinger, Robb Jensen, Jim Winkler, Greg Pence, Bob Mott, Alan VanRaalte, Billy Fried, Lance Krolczyk, Mitch Ives, Tom Kelly, Bob Almekinder, Jack Sorensen, Sonny Paszak, Dave Hintz and Mike Timmons.

**Members Present:** 21

**ANNOUNCEMENTS BY CHAIR, CORRESPONDENCE AND COMMUNICATIONS:**

- Sign attendance form at the podium.
- Please use a microphone when speaking.

**ACCEPT THE MINUTES OF THE OCTOBER 16, 2018 MEETING:**

**Motion/Second: Sorensen/Cushing** to accept the Minutes of the October 16, 2018 Meeting. All "Aye", motion approved.

**REPORTS/PRESENTATIONS:**

- Treasurer's Annual Report was presented by Treasurer Kris Ostermann, discussion ensued.
- 2018 Budget Summary was presented by Finance Director Darcy Smith. She stated the county is expected to return 1.7 million to the General Fund from 2018. Per Smith, the auditors have stated Oneida County is in excellent condition financially.

**9:45 a.m. – PUBLIC HEARING ON 2019 ONEIDA COUNTY BUDGET**

- Call to order at 9:45 a.m.
- Presentation to the public of the proposed 2019 Oneida County Budget – Finance Director Darcy Smith went over the proposed 2019 budget.
- Public Hearing opened at 10:23 a.m. – Call for public comment: Dave Noel spoke regarding Resolution 80 – 2018.
- Public Hearing closed at 10:27 a.m. by Chairman Hintz.
- Reconvene Regular County Board meeting at 10:28 a.m. for the purpose of taking action on the resolutions/ordinance amendments and the 2019 Oneida County Budget.

**CONSENT AGENDA:**

**Resolution # 69 – 2018:** Offered by the Supervisors of the Public Works Committee to reimburse the Town of Cassian \$41,700.50 from the County Bridge Aid Account.

**WHEREAS**, the Town of Cassian has filed a petition for County aid for the cost of installing a culvert under Section 82.08 over Rocky Run Creek on Rocky Run Road and

**WHEREAS**, the total cost of the labor, materials, and equipment was \$83,401.00 and the County share under Section 82.08 would be 50% of the \$83,401.00 or \$41,700.50

**NOW, THEREFORE, BE IT RESOLVED**, that \$41,700.50 be paid to the Town of Cassian, and the money to come from the County Bridge Aid Account.

Approved by the Public Works Committee this 8<sup>th</sup> day of November, 2018.

Offered and passage moved by: Robb Jensen, Scott Holewinski, Mike Timmons, Sonny Paszak and Ted Cushing.

**Resolution # 70 – 2018:** Offered by the Supervisors of the Land Records Committee approving the sale of CA 490-4 to James A. Schultz and Christina M. Schultz, the sale of CR 382 to Edward A. Orlikowski and Kathleen Orlikowski, the sale of MI 2219 to Patrick A. Tansey and Priscilla J. Tansey and the sale of MI 3526-2 to Kitt R. Koski.

**WHEREAS**, the tax foreclosed parcels identified in Exhibit A listed below have been offered for public sale pursuant to the procedures in Chapter 18 of the General Code of Oneida County, WI; and,

**WHEREAS**, the Land Records Committee has determined it would be in the best interest of Oneida County to convey the parcels by quit claim deed to the successful bidders listed in Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors of Oneida County hereby approve the sale of the parcels listed in Exhibit A below to the successful bidders listed with any condition or terms listed in Exhibit A; and,

**BE IT FURTHER RESOLVED**, that upon receipt of the bid amount and recording fee from the successful bidders listed in Exhibit A, the County Clerk is authorized to sign and place the county seal upon a quit claim deed for the parcels listed in Exhibit A; and,

**BE IT FURTHER RESOLVED**, that the County Treasurer is authorized and instructed to assign to the successful bidder, at the time of issuance of the quit claim deed, all county certificates on the property sold.

Approved by the Land Records Committee this 6<sup>th</sup> day of November, 2018.

Offered and passage moved by: Sonny Paszak, Mike Timmons, Greg Pence, Greg Oettinger and Bill Liebert.

**Resolution # 71 – 2018:** Offered by the Supervisors of the Public Works Committee to reimburse the Town of Pelican \$6,027.50 from the County Bridge Aid Account.

**WHEREAS**, the Town of Pelican has filed a petition for County aid for the cost of installing a culvert under Section 82.08 over Bergman Creek on Bergman Road and

**WHEREAS**, the total cost of the labor, materials, and equipment was \$12,055.00 and the County share under Section 82.08 would be 50% of the \$12,055.00 or \$6,027.50

**NOW, THEREFORE, BE IT RESOLVED**, that \$6,027.50 be paid to the Town of Pelican, and the money to come from the County Bridge Aid Account.

Approved by the Public Works Committee this 25<sup>th</sup> day of October, 2018.

Offered and passage moved by: Scott Holewinski, Ted Cushing and Mike Timmons.

**Resolution # 72 – 2018:** Offered by the Supervisors of the Administration Committee delegating the authority to invest county funds to the Oneida County Auditor/Finance Director.

**WHEREAS**, pursuant to Sec. 59.62(1)(2), Wis. Stats., the Oneida County Board may delegate to any officer or employee any authority assigned by law to the Board to invest County funds. Further, if the Board delegates authority under this section, the Board shall periodically review the exercise of the delegated authority by the officer or employee.

**WHEREAS**, pursuant to Oneida County Code 1.27(2), the Oneida County Board has delegated this authority to the Oneida County Auditor/Finance Director with the restriction that the County Board shall review the County Auditor/Finance Director's exercise of this authority annually at the November meeting of the Board.

**WHEREAS**, the Oneida County Board hereby confirms that they have reviewed their delegation of the authority to invest County funds.

**NOW, THEREFORE, BE IT RESOLVED** that the Oneida County Board affirms that the authority assigned by law to the Board to invest County funds is hereby delegated to the Oneida County Auditor/Finance Director.

**BE IT FURTHER RESOLVED**,

Approved by the Administration Committee this 1st day of October, 2018.

Offered and passage moved by: Dave Hintz, Ted Cushing, Billy Fried, Bob Mott and Robb Jensen.

**Resolution # 73 – 2018:** Offered by the Supervisors of the Administration Committee regarding the approval of the County Board designating named banks, credit unions, savings and loan assoc., trust companies and mutual savings banks as County depositories under Section 59.61 and 34.05, Wis. Stats.

**WHEREAS**, the governing body of each county is required by Secs. 34.05 and 59.61, Wis. Stats. to designate, by resolution, one or more public depositories, organized and doing business under Wisconsin or U.S. laws and located in Wisconsin; and

**WHEREAS**, one or more county depositories is required to be designated as a "working bank" under Sec. 59.61, Wis. Stats., and Associated Bank North located at 8 West Davenport Street in the City of Rhinelander, Wisconsin has been so designated; and

**WHEREAS**, every federal or state credit union, state bank, federal or state savings and loan association, savings and trust company and mutual savings bank and every national bank, located in this State which complies in all respects as to public deposits with Chapter 34, Wis. Stats. and which will accept payments made by the State under sec. 16.412, Wis. Stats., may be designated as a public depository and may receive and hold public deposits; and

**WHEREAS**, all those banks, credit unions, savings and loan associations, trust companies and mutual savings banks which are state and federally chartered and are located in the State of Wisconsin, are qualified to be a public

depository of County funds not immediately needed which funds may be invested in time deposits by the Investment Officer under the authority granted by Secs. 59.61, 59.62, Wis. Stats., and sec.1.27 (2) of the Oneida County General Code.

**NOW, THEREFORE, BE IT RESOLVED**, by the Oneida County Board of Supervisors that it hereby designates all those banks, credit unions, savings and loan associations, trust companies and mutual savings banks chartered under state and U.S. laws and located in the State of Wisconsin, and the Local Government Investment Pool as County depositories under Secs. 59.61 and 34.05, Wis. Stats.

For purposes of enumeration, the financial institutions (and/or their successors or assigns) below will be named an Oneida County depository upon filing of the appropriate paperwork with the County and are so designated by way of this resolution:

Associated Bank NA, 8 W Davenport St., Rhinelander, WI 54501  
Associated Bank, Minocqua Branch, 8683 Highway 51N & 70W, Minocqua, WI 54548  
Associated Bank, 200 N Adams St. Green Bay, WI 54301  
BMO Harris Bank, N.A., 7 N Brown St., Rhinelander, WI 54501  
BMO Harris Bank N.A, 111 E. Kilbourn Ave, Suite 200, Milwaukee, WI 53202  
CoVantage Credit Union, 502 W Pioneer St., Crandon, WI 54520-0365  
CoVantage Credit Union, 905 Boyce Dr., Rhinelander WI 54501  
Huntington National Bank, 625 Chippewa St, Minocqua, WI 54548  
Huntington National Bank, 227 W Wisconsin Ave, Tomahawk, WI 54487  
M Bank, 400 East Wall St., Eagle River, WI 54521  
M Bank, 1811 Superior St. Three Lakes, WI 54562  
M Bank, 240 Hwy 70 E, St. Germain, WI 54558  
Nicolet National Bank, 2170 Lincoln St., Rhinelander, WI 54501  
Nicolet National Bank, 8744 US Hwy 51 N, Minocqua, WI 54548  
Peoples State Bank, 8 E Anderson St., Rhinelander, WI 54501  
Peoples State Bank, 1255 Lincoln St., Rhinelander, WI 54501  
Ripco Credit Union, 121 Sutliff Ave., Rhinelander, WI 54501  
~~River Valley Bank, Minocqua Branch, 8590 Hwy 51N, Minocqua, WI 54548~~  
~~River Valley Bank, Middleton Branch, 8329 Murphy Dr. Middleton, WI 53562~~  
River Valley Bank, Wausau Branch, 327 N. 17<sup>th</sup> Ave., Wausau, WI 54401  
US Bank, 9670 Hwy 70 W, Minocqua, WI 54548  
~~US Bank, 401 Oneida Ave, Minocqua, WI 54548~~  
US Bank Institutional Trust & Custody, West Side Flats, 60 Livingston Ave., St. Paul, MN 55107  
Prudent Man Advisors, 770 N. Jefferson St. Suite 200, Milwaukee, WI 53202  
Wisconsin Investment Series Cooperative along with PMA Financial Network, Inc. and/or PMA Securities, Inc., 770 N. Jefferson St. Suite 200, Milwaukee, WI 53202

This resolution shall be effective until the County Board annual budget hearing.

Approved by the Administration Committee this 1st day of October, 2018.

Offered and passage moved by: Dave Hintz, Ted Cushing, Billy Fried, Bob Mott and Robb Jensen.

**Resolution # 74 – 2018:** Offered by the Supervisors of the Conservation and UW-EX Education Committee authorizing the Oneida County Land & Water Conservation Department (LWCD) to submit an application for a one-year grant to the WDNR not to exceed \$50,000.

**WHEREAS**, Oneida County has over 1100 lakes, rivers, and streams, and contains one of the highest concentrations of natural lakes in the world; and

**WHEREAS**, the quality of these waters is being threatened by aquatic invasive species; and

**WHEREAS**, Oneida County recognizes the importance of the quality of our waters to its citizens and local economies; and

**WHEREAS**, education is one of the keys to increasing public awareness as to the adverse impacts of aquatic invasive species on the quality of our waters and our local economies; and

**WHEREAS**, Oneida County recognizes the need for a workable plan that will prevent the introduction of aquatic invasive species into new waters, and control, reduce, or eliminate aquatic invasive species already present in some bodies of water; and

**WHEREAS**, the Oneida County Land & Water Conservation Department (LWCD) will continue to increase public awareness of the aquatic invasive species problem by implementing planning and prevention activities to control and prevent the spread of aquatic invasive species; and

**WHEREAS**, 75% percent of the cost of such planning and prevention activities may be paid by a grant from the Wisconsin Department of Natural Resources (WDNR); and

**WHEREAS**, the LWCD must apply for a grant through the “Aquatic Invasive Species” grant program through the WDNR to receive funding.

**NOW, THEREFORE, BE IT RESOLVED**, that the LWCD is authorized to apply for 75% funding assistance for such programming under the “Aquatic Invasive Species” Grant Program from the WDNR.

**BE IT FURTHER RESOLVED**, that the Oneida County Board of Supervisors hereby authorizes the Chairman of the Conservation and UW-EX Education Committee, to submit an application for a one-year grant to the WDNR not to exceed \$50,000 in grant funds for an aquatic invasive species education, planning, and prevention program, to sign documents and take necessary action to undertake, direct, complete the approved aquatic invasive species control grant, and submit reimbursement claims along with necessary supporting documentation within six months of project completion date.

**BE IT FURTHER RESOLVED**, that the LWCD is authorized to meet the County’s 25% share of the financial obligations of this aquatic invasive species grant, through the assignment of LWCD personnel to work on and complete the project, including timely publication of the results.

**Approved by the Conservation and UW-EX Education Committee this 8th day of October, 2018.**

Offered and passage moved by: Bob Mott, Robb Jensen, Mitch Ives, Alan VanRaalte and Jim Winkler.

**Resolution # 75 – 2018/Rezone Petition 13 – 2018:** Offered by the Supervisors of the Planning and Development Committee amending the Master Zoning District Document and the Oneida County Official Zoning District Boundary Map to rezone land from District #1A – Forestry to District #05 – Recreational on property described as all that part of the NE ¼ of the SW ¼ lying East of County Highway E, Section 13, T39N, R7E, Town of Woodruff.

**WHEREAS**, and having considered Rezone Petition 13-2018, (copy attached) which was filed September 19, 2018, to amend the Master Zoning District Document and the Oneida County Official Zoning District Boundary Map, and having given notice thereof as provided by law and having held a public hearing thereon October 10, 2018 pursuant to Section 59.69(5), Wisconsin Statutes, and having been informed of the facts pertinent to the changes which are as follows:

To rezone land from District #1A-Forestry to District #05-Recreational on property described as all that part of the NE ¼ of the SW ¼, lying East of County Highway E, Section 13, T39N, R7E, Town of Woodruff.

And being duly advised of the wishes of the people in the area affected as follows:

**WHEREAS**, Oneida County was initially contacted by individuals that were concerned about their properties being split zoned – District #1A-Forestry and District #05-Recreational; and

**WHEREAS**, owners of property wanted to construct a single family home that could be utilized on a year round basis, which District #1A-Forestry prohibits; and

**WHEREAS**, the Town of Woodruff sponsored the rezone and the purpose is “Lines were placed on sections without looking at subdivision when last adjusted.” and;

**WHEREAS**, On October 10, 2018 the Planning and Development Committee held a public hearing and the adjoining landowners were provided with a written notice of the change and nobody had concerns for or against the change and;

**WHEREAS**, The Planning & Development Committee has reviewed the general standards as specified in Section 9.86(F) of the Oneida County Zoning & Shoreland Protection Ordinance and concluded that the standards have been met. The Planning & Development Committee recommends passage.

**NOW THEREFORE, THE ONEIDA COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:**

Petition #13-2018:

Section 1: Any existing ordinances, codes, resolutions, or portion thereof in conflict with this ordinance shall be and are hereby repealed as far as any conflict exists.

Section 2: The ordinance shall take effect the day after passage and publication as required by law.

Section 3: If any claims, provisions, or portions of this ordinance are adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the ordinance shall not be affected thereby.

Section 4: Rezone Petition #13-2018 is hereby adopted amending the Master Zoning District Document and the Oneida County Official Zoning District Boundary Map, by changing the zoning district classification from District #1A-Forestry to District #05-Recreational on property described as follows:

All that part of the NE ¼ of the SW ¼, lying East of County Highway E, Section 13, T39N, R7E, Town of Woodruff.

The County Clerk shall, within seven (7) days after adoption of Rezone Petition # 13-2018 by the Oneida County Board of Supervisors, cause a certified copy thereof to be transmitted by mail to the Woodruff Town Clerk.

Approved by the Planning and Development Committee this 24th day of October 2018.

Offered and passage moved by: Scott Holewinski, Ted Cushing and Billy Fried.

**Resolution # 76 – 2018:** Offered by the Supervisors of the Social Services Committee to increase Economic Support Specialist to 40 hours per week.

**WHEREAS**, the Department of Social Services is a member of the IM Central Consortium for the administration of Economic Support Programs; and

**WHEREAS**, the Directors of Oneida, Marathon, Portage and Langlade Counties have determined that due to workload throughout the consortium and in order to maintain performance measures required by the State Department of Health Services additional staff are needed; and

**WHEREAS**, Marathon and Portage County staff already work a 40 hour work week they will each be adding an additional staff member, and as Langlade County staff work a 35 hour work week and have recently approved an increase to 40 hour work weeks; and

**WHEREAS** the IM Central Consortium receives State and Federal funding to support the activities of these positions and the additional staff and increase to 40 hour work weeks will be covered 100% by enhanced federal funding; and.

**WHEREAS** the Social Services Committee supports increasing the hours work to 40 per week for Economic Support Specialist.

**NOW, THEREFORE, BE IT RESOLVED**, by the Oneida County Board of Supervisors that the following changes will occur effective December 29, 2018:

- Economic Support Specialist positions within the Department of Social Services will increase from a 37.5-hour workweek to a 40.0-hour workweek.

**BE IT FURTHER RESOLVED**, by the Oneida County Board of Supervisors that by adoption of this resolution it shall be deemed that all associated costs of this increase in hours will be covered by additional funding provided through the IM Consortium and a loss of this funding would result in the return to a 37.5-hour workweek.

Approved by the Social Services Committee this 23rd day of October, 2018.

Offered and passage moved by: Bob Metropulos, Bill Liebert and Steven Schreier.

- Appointments to Committees, Commissions and other Organizations:
  - Reappoint Mary Martin for a 5 year term to the Civil Service Commission to expire December 2023
  - Appoint Mike Pasdernik as the 2<sup>nd</sup> Alternate to the Zoning Board of Adjustment for a three year term to expire July 2021.

**Motion/Second: Cushing/VanRaalte** to accept the Consent Agenda as presented. Consent Agenda was approved. All "Ayes" on voice vote, motion carries.

#### **CONSIDERATION OF RESOLUTIONS & ORDINANCES:**

**Resolution # 77 – 2018:** Offered by Supervisor Dave Hintz to grant Advance Barrier Extrusions and easement over Anderle Road. Seconded by Jensen.

**WHEREAS**, Advanced Barrier Extrusions, LLC (hereinafter ABX) is currently seeking financing and the bank involved with that transaction has required that ABX have an access easement across Anderle Road (see the attached map, Outlot 2 of CSM #2423), in the City of Rhinelander, to close the financing transaction; and

**WHEREAS**, Anderle Rd. is owned by Oneida County and the City of Rhinelander; and

**WHEREAS**, ABX has been using Anderle RD for access, and the City of Rhinelander has been maintaining such road.

**NOW, THEREFORE, BE IT RESOLVED**, by the Oneida County Board of Supervisors that an access easement agreement shall be entered into with ABX for the use of Anderle Rd. and recorded with the register of deeds office; and

**BE IT FURTHER RESOLVED**, that the County Clerk and County Board Chairman are authorized to sign all documents necessary to grant the easement to ABX.

Approved by the Supervisor Dave Hintz this 7th day of November, 2018.

Offered and passage moved by Dave Hintz.

**Discussion:** Hintz gave background on the company ABX and explained the reason for the easement. Land Information Director Mike Romportl stated this was a city street and maintained by the city but Oneida County is half owner.

**Roll Call Vote on Resolution # 77 – 2018: 21 Aye, 0 Nay**

**Student Representative: 1 Aye**

**Resolution # 77 – 2018: Adopted**

**Resolution # 78 – 2018:** Offered by the Supervisors of the Public Works and Land Records Committees to sell parcels of land located in the Town of Crescent, Oneida County, near County Highway K to Thomas V. Jordan.

**WHEREAS**, Wis. Stat. Sec. 83.08(4) allows counties, subject to the approval of the Wisconsin Department of Transportation, to sell at private sale for fair market value to owners of adjacent property, property owned by counties in fee for highway purposes, when the boards of such counties determine that such property is no longer necessary for the counties' use for highway purposes, with the funds derived from such sales to be deposited in the county highway fund and the expenses incurred in connection with such sales to be paid from that fund; and,

**WHEREAS**, Chapter 18 of the Oneida County Code titled County Real Estate Transactions allows for the conveyance of other County owned lands.

**WHEREAS**, Thomas V. Jordan (Jordan) owns parcels of land which are located in Government Lot 2, Section 2, T36N, R8E in the Town of Crescent, Oneida County Wisconsin; and,

**WHEREAS**, Oneida County owns two parcels of land, in fee simple, which total approximately 11,860 square feet and are adjacent to the parcels of land owned by Jordan; and,

**WHEREAS**, Jordan wishes to purchase said parcels of land owned by County; and,

**WHEREAS**, the first County owned parcel of land is an excess parcel which was once part of Highway K as that highway was previously located, and is no longer needed by the County for highway purposes; and,

**WHEREAS**, the other County owned parcel is a strip of tax foreclosed lands northerly of and adjacent to a part of County K right-of-way which was retained by the County in Volume 64, page 353, recorded in the Register of Deeds Office, and Chapter 18 of the Oneida County Code titled County Real Estate Transactions allows for the conveyance of those strips of lands for \$100; and,

**WHEREAS**, if such parcels owned by the County is conveyed to Jordan, County will still have an adequate amount of land for highway purposes; and,

**WHEREAS**, an appraisal of the excess parcel that was part of Highway K has been obtained by the County at the cost of \$400, which appraisal shows a fair market value of such property as being \$3,450; and,

**WHEREAS**, there exists a current legal description of the entire parcel, which includes both the parcels owned by Jordan, and the parcel to be conveyed to Jordan, which description may be flawed, and which description is attached hereto as Exhibit B; and,

**WHEREAS**, Jordan has obtained a preliminary certified survey map of the entire parcels of land which includes the parcels owned by Jordan, and the parcels to be conveyed to Jordan, which survey will describe the entire parcel; and,

**WHEREAS**, the preliminary certified survey map is attached hereto as Exhibit A; and,

**WHEREAS**, it is beneficial for the County to convey the parcel it owns to Jordan by executing and delivering to Jordan a quit claim deed, conveying, without warrantee of title, all interest of Oneida County in the entire parcels of land shown in Exhibit A, to limit the potential for a gap to be created between the land currently owned by Jordan and the land currently owned by County; and,

**WHEREAS**, the Wisconsin Department of Transportation has approved the transfer of lands by the County which is recorded as Document # 787520 in the Register of Deeds; and,

**WHEREAS**, Jordan will obtain a commitment from a title company indicating that the company would insure a future sale by Jordan to a third party of the parcel of land described above upon certain conditions, including the conditions that the County pass a resolution "to abandon the 33 foot wide strip of land which was previously used for highway right of way purposes" and convey such strip to Jordan.

**NOW, THEREFORE, BE IT RESOLVED**, that the Oneida County Board of Supervisors hereby approves abandoning any right of way which may exist on the property described above and shown on Exhibit A, and conveying the parcel to Jordan, and authorizes the County Clerk to issue a quit claim deed conveying any interest the County has in such parcels on the following conditions:

1. That Jordan pay to County the amount of \$3,550 for the parcels in advance of transfer of the parcels; and,
2. That Jordan pay to County \$400.00 as reimbursement for the cost of the appraisal in advance of the transfer of the parcels.
3. That Jordan obtain, at its sole cost and expense, in advance of the transfer of the parcels, a recorded certified survey, done by a licensed surveyor and provide to County a map and new legal description of the parcels to be conveyed, prepared by the surveyor.
4. That the deed provided by County shall be a quit claim deed, with no warrantee of title, with said deed to use the description provided by the surveyor.
5. That, if Jordan wishes to obtain title insurance on the parcels being conveyed, It shall do so at its own cost and expense.
6. That Jordan shall be responsible for the Register of Deeds recording fees and transfer tax related to the recording of the quit claim deed, and any other documents that need to be recorded.

**BE IT FURTHER RESOLVED**, that with the funds derived from this sale are to be deposited in the county highway fund and the expenses incurred in connection with this

sale to be paid from that fund.

Approved by the Land Records Committee this 6<sup>th</sup> day of November, 2018.

Offered and passage moved by: Sonny Paszak, Greg Pence, Greg Oettinger, Bill Liebert, Robb Jensen, Sonny Paszak, Ted Cushing, Mike Timmons, and Scott Holewinski.

**Discussion:** Jensen discussed Resolution # 78 – 2018.

**Roll Call Vote on Resolution # 78 – 2018: 21 Aye, 0 Nay**

**Student Representative: 1 Aye**

**Resolution # 78 – 2018: Adopted**

**Resolution # 79 – 2018/General Code Ordinance Amendment # 79 – 2018:** Offered by the Supervisors of the Administration Committee to amend the Oneida County Code to reflect the integration of the ADRC with the Department on Aging.

**WHEREAS**, On Friday, August 31, 2018 Oneida County received an email from the DHS Office for Resource Center Development (ORCD) notifying us of their “intent to award” an Aging and Disability Resource Center (ADRC) contract to Oneida County starting January 1, 2019, and

**WHEREAS**, this means Oneida County is officially leaving the ADRC of the Northwoods, with a total integration of our aging services and ADRC services into one agency that will be called, The *Aging & Disability Resource Center (ADRC) of Oneida County*, and

**WHEREAS**, as a result of this integration the Oneida County Code needs to be updated to accurately reflect the roles and duties of the ADRC of Oneida County; and

**WHEREAS**, the Health and Aging Committee supports these changes.

NOW, THEREFORE, THE ONEIDA COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:

**Section 1. Any existing ordinances, codes, resolutions, or portions thereof in conflict with this ordinance shall be and hereby are repealed as far as any conflict exists.**

Section 2. This ordinance shall take effect the day after passage and publication as required by law.

Section 3. If any claims, provisions or portions of this ordinance are adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby.

Section 4. Section 1.02, 1.295, 1.296, 2.31, 2.40, 11.06 of the General Code of Oneida County, Wisconsin, is amended as follows [additions noted by underline, deletions noted by strikethrough]:

## **1.02 OFFICIALS**

Official	How Appointed	Term
<del>Department on Aging</del> <del>Director Aging and Disability</del> <del>Resource Center (ADRC) Director</del>	<del>Commission on Aging</del> <u>Health and ADRC</u> <u>Committee</u> subject to confirmation by County Board	Indefinite, §59.07(93), <u>46.82</u> & <u>§46.283</u> , Stats.

[The remainder of section 1.02 remains unchanged]

## **1.295 AGING AND DISABILITY RESOURCE CENTER (ADRC) DIRECTOR**

Administers all services as an Aging Unit §46.82(5) and a Resource Center §46.283 under the jurisdiction of the Health and ADRC Committee.

## **1.296 PUBLIC HEALTH DIRECTOR/HEALTH OFFICER**Appointment and Term refer to section 1.02 of the General Code of Oneida County

(1) Duties: See, 11.09 of this general code.

## **2.31 RULES GOVERNING COUNTY BOARD COMMITTEES, BOARDS AND COMMISSIONS.**

[Sections 2.31(1) - (6) remain unchanged]

## **(7) COMMITTEES OF JURISDICTION, REPORTS.**

- (a) DESIGNATION OF COMMITTEE OF JURISDICTION. (Am. #13-94; #37-94; #53-97; #29-2000; #31-2000; #03-2001; #86-2009; #34-2014, Am. #54-2015) The elected officials and department heads of the County shall report to the following committees of jurisdiction and are encouraged to meet with such committees on a regular basis, and shall meet when specifically requested:

Elective County Official	Committee of Jurisdiction
...	
Aging Unit Director	<del>Aging and Health</del> <u>Health &amp; ADRC</u>

[The remainder of 2.31 is to remain unchanged]

**2.40 HEALTH AND AGING ADRC COMMITTEE. (Rep. & recr. #55-2011)**

For purposes of Health Department agenda items the Committee shall have the following composition and duties:

(1) APPOINTMENT.

- (a) The County Board Chair shall appoint four (4) County Board members and three (3) lay persons, subject to confirmation by the County Board, who shall act as the County Board of Health under Ch. 251, Wis. Stats. A good faith effort shall be made to appoint a registered nurse, a physician and another citizen of the County who have a demonstrated interest or competence in the field of public health or community health. These members are part of the Health and Aging Committee for purposes of Board of Health agenda items only.
- (b) Staggered Terms of Appointments. To comply with §251.03(4), Wis. Stats., initially, one of the lay persons shall be appointed for a term of three (3) years, one for a term of two (2) years and one for a term of one year. Thereafter, their successors shall be appointed or reappointed for three (3) -year terms.

(2) POWERS AND DUTIES.

- (a) The Board of Health shall act as the County Board of Health for purposes of compliance with Ch. 251, Wis. Stats.
- (b) Lay persons of the Board of Health shall have voting privileges and shall be entitled to reimbursement for expenses under §3.10 of this General Code as if they were members of the County Board.
- (c) The Board of Health shall be considered the County Board of Health for purposes of compliance with Ch. 251, Wis. Stats. The Board of Health shall have the minimum powers and duties of a County Board of Health as set forth in §251.04, Wis. Stats. Subject to approval by the County Board, the Board of Health may adopt such additional regulations as it determines are necessary to protect and improve public health in the County, provided such regulations are no less stringent than and do not conflict with State statutes and rules of the State Department of Health and Family Services.

(3) ADDITIONAL PROVISIONS. See Ch. 11 of this General Code for additional provisions pertaining to the Health and Aging Committee and Health Department.

~~For Department on Aging agenda items the Committee shall have the following composition and duties. For purposes of Aging & Disability Resource Center (ADRC) agenda items the committee shall have the following composition and duties:~~

- (4) COMPOSITION AND APPOINTMENT. (Am. #114-2008) In addition to the four (4) County Board Supervisors, the Health and Aging ADRC Committee shall have five (5) ~~older individuals~~ citizen members appointed by the County Board Chair, subject to confirmation by the County Board. Older individuals adults shall constitute at least 50 percent of the membership of this commission committee. Two (2) citizen members shall represent older adults; one (1) citizen member shall represent persons with physical disabilities; one (1) citizen member shall represent persons with developmental disabilities; and one (1) citizen member shall be an at-large member representing the community in general. Individuals who are elected to any office may not constitute 50 percent or more of the membership of this commission committee.
- (5) TERM. The term of office of the ~~older individuals~~ members of the Health and Aging Committee shall be for two (2) years. No member shall serve more than three (3) consecutive terms.
- (6) ORGANIZATION. The Health and Aging ADRC Committee may adopt its own bylaws and procedures for handling ~~Department on Aging~~ ADRC policy and procedures ~~provided they are not inconsistent with the bylaws of the Area Agency on Aging.~~
- ~~(7) AREA AGENCY ON AGING. The Health and Aging Committee shall elect a member to the Board of Directors to the Area Agency on Aging in the planning and service area. Such member shall advise the Area Agency on Aging of the Health and Aging Committee's selection of priorities as listed in the State Operating Plan under Title III.~~
- ~~(7)-(8)~~ POWERS AND DUTIES. (Am. #103-99) The Health and Aging ADRC Committee ~~on~~ shall, in addition to the powers and duties identified in subsections (a) through (k) set forth below, have and exercise the powers and duties identified in §46.82(4)(d), and §46.283(6) Wis. Stats., and shall direct the Oneida County ~~Aging Unit~~ Aging

& Disability Resource Center, hereby identified as the "Oneida County Department on Aging" "ADRC of Oneida County" with respect to the powers and duties of the aging unit under §46.82(3), 46.283(3) and 46.283(4) Wis. Stats., as amended from time to time, and as is more particularly set forth in subsection (7), below.

- (a) ~~Act as the clearinghouse for all County (public and private) programs on aging and the Area Agency on Aging.~~
- (b) ~~Provide current information on the ages, income, population and demographic characteristics of the elderly in the County to the Area Agency on Aging.~~
- (c) ~~Delineate areas which need services, and utilize existing community programs through community cooperation and coordination which will provide an efficient method for delivery of services.~~
- (d) ~~Indicate the need for particular legislation with back-up data.~~
- (e) ~~Make available to County Supervisors the information and research relating to the effects of proposed legislation.~~
- (f) ~~Act as the mechanism through which the voices of the older person can be heard on any issue relating to the well-being and enhancing the function of the program.~~
- (g) ~~Establish subcommittees to encourage community involvement, but in keeping with the purposes and objectives of the Commission.~~
- (h) ~~In cooperation with the Area Agency on Aging, encourage the development of new and expanded programs for older adults consistent with delineated areas of need.~~
- (i) ~~Cooperate with the Area Agency on Aging, related public and private agencies and the senior citizens in planning efforts.~~
- (j) ~~Make an annual report of its activities to the County Board and make such other reports as the County Board from time to time may require.~~
- (k) ~~Prepare annually a budget for necessary and reasonable expenditures to be incurred by the Commission in accomplishing its goals and mandates subject to review and approval of the County Board.~~
- (9) PER DIEM AND EXPENSES. Members of the Health and Aging Commission ADRC Committee that act on the Department of Aging ADRC agenda items shall receive per diem, mileage and other necessary expenses incurred in performing their duties under §3.10 of this General Code.
- (10) AGING UNIT; POWERS AND DUTIES. (Cr. #103-99)
  - (a) ~~Powers and Duties.~~ In accordance with State statutes, rules promulgated by the State of Wisconsin, Department of Health and Family Services, and relevant provisions of 42 USC 3001 to 3057n and as directed by the County Board, the Oneida County Department of Aging Unit shall have the duties set forth at §46.82(3)(a), Wis. Stats.
  - (b) ~~Other Powers and Duties.~~ The Department on Aging may perform any other general functions necessary to administer services for older individuals as authorized by §46.82(3)(b), Wis. Stats., as amended from time to time.

(9) NUTRITION ADVISORY COUNCIL: The Health and ADRC Committee shall oversee the Nutrition Advisory Council. The State of Wisconsin requires all county aging units receiving Older Americans Act grant funds to have a Senior Nutrition Advisory Council to represent participants and the communities served and operate in an advisory capacity to the Senior Nutrition Program. The council shall be composed of five (5) members appointed by the County Board Chairman and the Health and ADRC Committee, subject to confirmation by the County Board. Of such members, more than half shall be nutrition participants and the remainder shall be broadly representative of the major public and private agencies and organizations in the County related to aging, local government officials and other persons who are knowledgeable and experienced in the special needs of the elderly.

#### **11.06 TITLE VII NUTRITION PROGRAM-RESERVED**

~~(1) NUTRITION COUNCIL.~~ (Am. #55-2011) The Nutrition Council shall be composed of 7 members appointed by the County Board Chairman and the Health and Aging Committee, subject to confirmation by the County Board. Of such members, more than half shall be nutrition participants and the remainder shall be broadly representative of the major public and private agencies and organizations in the County related to aging, local government officials and other persons who are knowledgeable and experienced in the special needs of the elderly.

~~(2) PROGRAM DEVELOPMENT.~~ The County Board shall develop a Title VII nutrition program in cooperation with other counties including, but not limited because of enumeration, Florence, Forest, Vilas, Lincoln and Portage Counties, and the District 7 Area Agency on Aging.

Offered and passage moved by: Dave Hintz, Ted Cushing, Billy Fried and Robb Jensen.

**Discussion:** Assistant Corporation Counsel, Mike Fugle went over the changes regarding the ADRC.

**Roll Call Vote on Resolution # 79 – 2018: 21 Aye, 0 Nay**

**Student Representative: 1 Aye**

**Resolution # 79 – 2018: Adopted**

**Resolution # 80 – 2018:** Offered by the Supervisors of the Administration Committee to provide match funds for the Oneida County broadband project.

**WHEREAS**, the Oneida County Economic Development Corporation Broadband Committee is working to assure all areas of Oneida County are served with broadband service; and

**WHEREAS**, broadband access is necessary for students to research homework and develop projects; and

**WHEREAS**, businesses of all types in Oneida County rely on broadband to promote and develop their businesses; and

**WHEREAS**, rural areas are relying more on online medical services for diagnosis and remote transfer of medical information to medical personnel and facilities; and

**WHEREAS**, studies have shown that nonresident visitors and property owners would spend more time in Oneida County with reliable broadband access allowing them to work remotely; and

**WHEREAS**, the Wisconsin Public Service Commission has a Rural Broadband Expansion Grant Program that the Oneida County Economic Development Corporation Broadband Committee is pursuing the receipt of funds for the on-going rural broadband projects here in Oneida County; and

**WHEREAS**, the Oneida County Economic Development Corporation Broadband Committee requests support from the Oneida County Board of Supervisors in conjunction with the \$100,000 grant from the Wisconsin Public Service Commission Rural Broadband Expansion Grant Program in an effort to expand the rural broadband coverage in Oneida County to 90% coverage; and

**WHEREAS**, the WI Public Service Commission Broadband Expansion Grant Program will require matching grant funds of approximately \$152,000 from contributors; and

**WHEREAS**, Oneida County Economic Development Corporation is seeking eleven thousand dollars (\$11,000.00) in 2018 from the Contingency Fund as part of the total \$178,000 match funds,

**NOW, THEREFORE, BE IT RESOLVED**, that the Oneida County Board of Supervisors supports broadband in Oneida County and shall provide the Oneida County Economic Development Corporation eleven thousand dollars (\$11,000) for broadband related projects; and

**BE IT FURTHER RESOLVED**, that the funds shall come from the Contingency Fund and the 2018 budget will be amended to record this.

Approved by the Administration Committee this 6<sup>th</sup> day of November, 2018.

Offered and passage moved by: Dave Hintz, Ted Cushing, Billy Fried and Robb Jensen.

**Discussion:** Dave Noel distributed a handout that shows the existing and future towers in Oneida County. Mr. Noel went over funding sources for the towers, discussion ensued.

**Roll Call Vote on Resolution # 80 – 2018: 21 Aye, 0 Nay**

**Student Representative: 1 Aye**

**Resolution # 80 – 2018: Adopted**

**Resolution # 81 – 2018:** Offered by the Supervisors of the Public Works Committee to appoint Lisa Jolin as Solid Waste Director.

**WHEREAS**, the County Board approved Resolution #68-2018 to separate the Highway and Solid Waste Departments into two separate departments; and

**WHEREAS**, Resolution #68-2018 created a Solid Waste Director position; and

**WHEREAS**, the Public Works Committee has selected and recommends Lisa Jolin to fill the Solid Waste Director position.

**NOW, THEREFORE, BE IT RESOLVED**, that the Oneida County Board of Supervisors hereby confirms the appointment of Ms. Lisa Jolin as the Solid Waste Director under the following conditions:

1. The effective date of the appointment shall be December 29, 2018; and
2. The position of Solid Waste Director be placed at Grade Level L1 of the Oneida County Exempt Wage schedule; and
3. For compensation purposes, shall be placed at Grade Level L1, Step 7 of the Oneida County Exempt Wage Schedule at \$60,288.

**BE IT FURTHER RESOLVED**, by the Oneida County Board of Supervisors that by adoption of this resolution it shall be deemed that all costs associated with this appointment are included in the County budget for fiscal year 2019, are set forth in the fiscal impact statement which is attached hereto and made a part hereof ~~with the period of double coverage to come from the contingency fund.~~

Approved by the Public Works Committee this 8<sup>th</sup> day of November 2018.

Offered and passage moved by: Scott Holewinski, Mike Timmons, Sonny Paszak and Ted Cushing.

**Discussion:** Jensen went over Resolution # 81 – 2018, discussion ensued regarding why this position is being requested. Jensen questioned the hiring process for this position.

**Motion/Second: Timmons/Sorensen** to Amend Resolution # 81 – 2018 to delete “with the period of double coverage to come from the contingency fund” from lines 30 and 31.

**Roll Call Vote on Amendment to Resolution # 81 – 2018: 21 Aye, 0 Nay**

**Student Representative: 1 Aye**

**Amendment to Resolution # 81 – 2018: Adopted**

**Roll Call Vote on Amended Resolution # 81 – 2018: 16 Aye, 4 Nay, Jensen, Mott, Winkler, Fried, 1 Abstain, Liebert**

**Student Representative: 1 Nay**

**Amended Resolution # 81 – 2018: Adopted**

**Resolution # 82 – 2018:** Offered by Supervisor Mike Timmons to appoint Crystal Schaub as Oneida County Medical Examiner. Seconded by Fried.

**WHEREAS**, the Labor Relations Employee Services Department did conduct a recruitment to fill the Medical Examiner position; and

**WHEREAS**, an interview committee was established by the Public Safety Committee of the Public Safety Chair, Vicechair and Human Resources Director who interviewed four qualified candidates for the position of Medical Examiner; and

**WHEREAS**, the interview committee unanimously selected a candidate and recommend the hiring of Ms. Crystal Schaub as the Medical Examiner contingent upon County Board approval.

**NOW, THEREFORE, BE IT RESOLVED**, by the Oneida County Board of Supervisors hereby confirms the appointment of Ms. Crystal Schaub as Medical Examiner under the following conditions:

1. The effective date of the appointment shall be January 1, 2019, and
2. For compensation purposes, Ms. Schaub shall be placed at Grade Level L, Step 6 of the Exempt wage schedule; and
3. Upon completion of ABMDI (American Board of Medicolegal Death Investigators) Certification move to Grade Level L, Step 7; and
4. Place 15 days of Paid Time Off (PTO) into Ms. Schaub's PTO Bank.

**BE IT FURTHER RESOLVED**, by the Oneida County Board of Supervisors that by adoption of this resolution it shall be deemed that all associated costs of this appointment are covered in the proposed 2019 budget as set forth in the fiscal impact statement which is attached hereto and made a part hereof.

Approved by the Supervisor Mike Timmons this 8<sup>th</sup> day of November, 2018.

Offered and passage moved by: Mike Timmons

**Discussion:** Charbarneau went over the background of this position, the resolution is to appoint Schaub as Medical Examiner.

**Roll Call Vote on Resolution # 82 – 2018: 21 Aye, 0 Nay**

**Student Representative: 1 Aye**

**Resolution # 82 – 2018: Adopted**

**Resolution # 83 – 2018:** Offered by the Supervisors of the Labor Relations Employee Services (LRES) Committee to award additional Paid Time Off (PTO) days to newly hired employee.

**WHEREAS**, the Sheriff has hired a Corrections Officer, who has over five years of experience as a certified corrections officer; and

**WHEREAS**, the Sheriff did recommend to the LRES Committee that the new employee should be placed at a higher step for wages and be awarded more Paid Time off (PTO) hours at the time of hire; and

**WHEREAS**, the LRES Committee approved the new employee be placed at Grade Level G, Step 5 of the Non-exempt pay schedule and agreed to place the new employee at year five (5) of the PTO benefit or twenty-seven (27) days of PTO, (this is the annual amount of PTO after one year of employment), at the time of hire in lieu of the standard three (3) days of PTO upon hire; additional three (3) days of PTO at six months of employment and nine (9) paid closure days or a total of fifteen (15) days; and

**WHEREAS**, the LRES Committee can only approve an additional ten (10) days of PTO at the time of hire, does recommend to the Oneida County

Board of Supervisors the twenty-seven (27) days of PTO be granted in lieu of all other PTO benefits during the first year of employment.

**NOW, THEREFORE, BE IT RESOLVED**, by the Oneida County Board of Supervisors that effective on the date of hire, Catherine A. Cianciola shall receive twenty-seven (27) days of PTO in her PTO bank in lieu of the standard PTO for a newly hired employee and be placed at year five (5) of the PTO scale.

**BE IT FURTHER RESOLVED**, by the Oneida County Board of Supervisors that by adoption of this resolution it shall be deemed that an amendment has been made to the County budget for fiscal year 2018 as set forth in the fiscal impact statement which is attached hereto and made a part hereof.

Approved by the LRES Committee this 24<sup>th</sup> day October, 2018.

Offered and passage moved by: Ted Cushing, Billy Fried, Sonny Paszak and Scott Holewinski.

*Metropulos left 11:28 a.m.*

**Discussion:** Charbarneau went over Resolution # 83 – 2018 requesting a higher PTO bank for a newly hired employee as employee is fully trained with years of service.

**Roll Call Vote on Resolution # 83 – 2018: 20 Aye, 0 Nay, 1 Absent, Metropulos**

**Student Representative: 1 Aye**

**Resolution # 83 – 2018: Adopted**

*Break called at 11:31 a.m.*

*Return from break at 11:43 a.m. Metropulos returned also.*

**Resolution # 84 – 2018:** Offered by the Supervisors of the Labor Relations Employee Services (LRES) Committee to create a full time Clerical Support position at the Department on Aging.

**WHEREAS**, as the Department on Aging is preparing to become the Aging & Disability Resource Center of Oneida County as of January 1 of 2019; and

**WHEREAS**, the Aging Director has recommended that a full-time clerical support position be created to replace a limited term employee (LTE) receptionist position within the department due to the increased level of duties, responsibilities and quantity of work; and

**WHEREAS**, the Health and Aging Committee does support and has recommended to the LRES Committee that a full time Clerical Support position be created for the 2019 budget; and

**WHEREAS**, the LRES Committee does agree with the Health and Aging Committee in the creation of a full time Clerical Support position.

**NOW, THEREFORE, BE IT RESOLVED**, by the Oneida County Board of Supervisors that the following changes will occur effective January 2, 2019:

- Receptionist LTE position is eliminated
- Full time Clerical Support position is created at Grade Level E of the Non-exempt wage schedule.

**BE IT FURTHER RESOLVED**, by the Oneida County Board of Supervisors that by adoption of this resolution it shall be deemed that all associated costs of the position have been covered by non-tax levy money and shall be included in the County Budget for Fiscal year 2019 as set forth in the fiscal impact statement which is attached hereto and made apart thereof. Should funding for all associated costs of the position be decreased, position shall be decreased accordingly.

Approved by the LRES Committee this 24<sup>th</sup> day of October, 2018.

Offered and passage moved by: Ted Cushing, Billy Fried, Sonny Paszak and Scott Holewinski.

**Discussion:** Department on Aging Director, Dianne Jacobson, discussed the funding for this position is partially funded through grants.

**Roll Call Vote on Resolution # 84 – 2018: 21 Aye, 0 Nay**

**Student Representative: 1 Aye**

**Resolution # 84 – 2018: Adopted**

**Resolution # 85 - 2018:** Offered by the Supervisors of the Labor Relations Employee Services (LRES) Committee to create a part time/60% ADRC Specialist position at the Department on Aging.

**WHEREAS**, as the Department on Aging is preparing to become the Aging & Disability Resource Center (ADRC) of Oneida County as of January 1 of 2019; and

**WHEREAS**, the Aging Director has recommended that a part-time ADRC Specialist position be created to provide services to the citizens of Oneida County; and

**WHEREAS**, the Health and Aging Committee does support and has recommended to the LRES Committee that a part-time/60% ADRC Specialist position be created for the 2019 budget; and

**WHEREAS**, the LRES Committee does agree with the Health and Aging Committee in the creation of a part-time/60% ADRC Specialist position.

**NOW, THEREFORE, BE IT RESOLVED**, by the Oneida County Board of Supervisors that the following changes will occur effective January 2, 2019:

- Part time/60% ADRC Specialist position is created at Grade Level I of the Non-exempt wage schedule.

**BE IT FURTHER RESOLVED**, by the Oneida County Board of Supervisors that by adoption of this resolution it shall be deemed that all associated costs of the position have been covered by non-tax levy money and is included by non-tax levy money and shall be included in the County Budget for Fiscal year 2019 as set forth in the fiscal impact statement which is attached hereto and made apart thereof. Should funding for all associated costs of the position be decreased, position shall be decreased accordingly.

Approved by the LRES Committee this 24th day of October, 2018.

Offered and passage moved by: Ted Cushing, Billy Fried, Sonny Paszak and Scott Holewinski.

**Discussion:** Jacobson discussed the need for this position and that this position will be located in the northern part of the county.

**Roll Call Vote on Resolution # 85 – 2018: 21 Aye, 0 Nay**

**Student Representative: 1 Aye**

**Resolution # 85 – 2018: Adopted**

**Resolution # 86 – 2018:** Offered by the Supervisors of the Labor Relations Employee Services (LRES) Committee to increase a part-time account technician position from 50% to 60% at the Department on Aging.

**WHEREAS**, as the Department on Aging is preparing to become the Aging & Disability Resource Center of Oneida County as of January 1 of 2019; and

**WHEREAS**, the Aging Director has recommended that the part-time Account Technician position be increased from 50% to 60% to take on additional fiscal responsibilities; and

**WHEREAS**, the Health and Aging Committee does support and has recommended to the LRES Committee that the part-time Account Technician position be increased from 50% to 60% for the 2019 budget; and

**WHEREAS**, the LRES Committee does agree with the Health and Aging Committee with the increase of a part-time Account Technician position.

**NOW, THEREFORE, BE IT RESOLVED**, by the Oneida County Board of Supervisors that the following changes will occur effective January 2, 2019:

- Part time Account Technician position be increased from 50% to 60%

**BE IT FURTHER RESOLVED**, by the Oneida County Board of Supervisors that by adoption of this resolution it shall be deemed that all associated costs of the position have been covered by non-tax levy money and shall be included in the County Budget for Fiscal year 2019 as set forth in the fiscal impact statement which is attached hereto and made apart thereof.

Approved by the LRES Committee this 24th day of October, 2018.

Offered and passage moved by: Ted Cushing, Billy Fried, Sonny Paszak and Scott Holewinski.

**Discussion:** Jacobson went over the need and funding of this position.

**Roll Call Vote on Resolution # 86 – 2018: 21 Aye, 0 Nay**

**Student Representative: 1 Aye**

**Resolution # 86 – 2018: Adopted**

**Resolution # 87 – 2018:** Offered by the Supervisors of the Labor Relations Employee Services (LRES) Committee to continue the Community Policing Grant Deputy Position.

**WHEREAS**, the Board of Supervisors of Oneida County, Wisconsin has ratified resolutions each year which renewed the Community Policing Deputy Sheriff position for calendar years 2006 through 2018; and

**WHEREAS**, the Sheriff did apply for a new fifty thousand-dollar (\$50,000) State of Wisconsin Community Policing grant, the 2019 award is anticipated to be ~~thirty thousand nine hundred forty six dollars (\$30,946.00)~~ thirty-one thousand two hundred twenty-five dollars (\$31,225), to be applied to this Deputy Sheriff position for fiscal year 2019; and

**WHEREAS**, the Public Safety and LRES Committees are in support of continuing the Community Policing Deputy Sheriff position provided the 2019 amount of ~~thirty thousand nine hundred forty six dollars (\$30,946.00)~~ thirty-one thousand two hundred twenty-five dollars (\$31,225), in grant monies are available to be applied to the cost of the position; and

**WHEREAS**, should the Community Policing Grant be awarded at an amount other than ~~thirty thousand nine hundred forty six dollars (\$30,946.00)~~ thirty-one thousand two hundred twenty-five dollars (\$31,225), the Sheriff's Office will notify the Public Safety, Administration and LRES Committees for further consideration; and

**WHEREAS**, the LRES Committee has reviewed the position and has approved the increase in tax levy as shown by the fiscal impact statement attached.

**NOW, THEREFORE, BE IT RESOLVED**, by the Oneida County Board of Supervisors that the Community Policing Deputy Sheriff position is hereby renewed for fiscal year 2019, contingent upon the Sheriff's Office being awarded Wisconsin Community Policing grant monies in the amount of ~~thirty thousand nine hundred forty six dollars (\$30,946.00)~~ thirty-one thousand two hundred twenty-five dollars (\$31,225), to be applied toward the cost of the position for 2019. The remaining cost of ~~thirty thousand nine hundred forty six dollars (\$30,946.00)~~ thirty-one thousand two hundred twenty-five dollars (\$31,225) is reflected in the proposed Sheriff Office budget for 2019. This position will be reviewed on an annual basis by the Public Safety Committee. If funding for the position decreases, the position will decrease accordingly.

**BE IT FURTHER RESOLVED**, by the Oneida County Board of Supervisors that by adoption of this resolution it shall be deemed that all associated costs of the position have been covered in the County Budget for Fiscal year 2019 as set forth in the fiscal impact statement which is attached hereto and made apart thereof.

Approved by the LRES Committee this 24th day October, 2018.

Offered and passage moved by: Ted Cushing, Billy Fried, Sonny Paszak and Scott Holewinski.

**Discussion:** Sheriff Hartman stated the actual amount of \$31,225 should be used in place of the estimated \$30,946, the actual amount just became known.

**Motion/Second: Cushing/Sorensen** to amend Resolution # 87 – 2018 lines 14, 19, 23, 32, 34 and all other instances to state \$31,225 where \$30,946 is stated.

**Roll Call Vote on Amendment to Resolution # 87 – 2018: 21 Aye, 0 Nay**

**Student Representative: 1 Aye**

**Amendment to Resolution # 87 – 2018: Adopted**

**Roll Call Vote on Amended Resolution # 87 – 2018: 21 Aye, 0 Nay**

**Student Representative: 1 Aye**

**Amended Resolution # 87 – 2018: Adopted**

**Resolution # 88 – 2018:** Offered by the Supervisors of the Labor Relations Employee Services (LRES) Committee to provide a general wage increase for employees.

**WHEREAS**, the Labor Relations Employee Services Committee (hereinafter LRES Committee), has reviewed the wage schedules for all general municipal employees for 2018 and the CPIU increase of 2.25%, as prepared by the Wisconsin Employment Relations Commission; and

**WHEREAS**, the wage increase set forth below has been recommended by the LRES Committee and included in the 2019 approved budget.

**NOW, THEREFORE, BE IT RESOLVED**, by the Oneida County Board of Supervisors does hereby approve the adjustments for 2019 based upon what has been recommended by the LRES Committee; and

**BE IT FURTHER RESOLVED**, that the general municipal employees shall receive the following:

- Exempt and Non-exempt wage schedules shall include an increase of 2.25% to the control point (Step 6) with all other steps to be calculated based on such increase effective December 29, 2018.

A fiscal impact statement which is attached hereto and made apart thereof.

Approved by the LRES Committee this 24th day, October 2018.

Offered and passage moved by: Ted Cushing, Billy Fried, Sonny Paszak and Scott Holewinski.

**Discussion:** Cushing stated this is a standard cost of living raise.

**Roll Call Vote on Resolution # 88 – 2018: 21 Aye, 0 Nay**

**Student Representative: 1 Aye**

**Resolution # 88 – 2018: Adopted**

**Resolution # 89 – 2018:** Offered by the Supervisors of the Labor Relations Employee Services (LRES) Committee to create a full time Children Services Support position.

**WHEREAS**, the Department of Social Services has completed a six month trial period with a Limited Term Employee performing the duties of the proposed new position; and

**WHEREAS**, the Social Services Director has recommended that a full time position be created to perform the following job duties: Coordinated Services Team Coordination, recruitment, data collection and promotion; Supervised visitation of children in out of home placement; Supportive visits for children eligible for In-Home Safety Services as requested; Work with youth through Early Intervention program providing 1:1 assistance with assigned worker to engage youth in corrective thinking, researching laws, developing community service hours, assisting in writing apology letters; work with youth through Going Forward Program, providing 1:1 assistance with assigned worker to engage youth in developing a resume and job readiness skills. Assisting in transport and visiting facilities such as Nicolet or Blackwell; and miscellaneous staff meetings, training, emails, phone calls, etc. not designated to another funding source; and

**WHEREAS**, the Social Services Committee does support and has recommended to the LRES Committee that a full time Children Services Support position be created for the 2019 budget; and

**WHEREAS**, the LRES Committee does agree with the Social Services Committee in the creation of a full time Children Services Support position.

**NOW, THEREFORE, BE IT RESOLVED**, by the Oneida County Board of Supervisors that the following changes will occur effective January 2, 2019:

- Children Services Support LTE position is eliminated
- Full time Children Services Support position is presented at Grade Level H of the Non-exempt wage schedule pending approval of Carlson Dettmann.

**BE IT FURTHER RESOLVED**, by the Oneida County Board of Supervisors that by adoption of this resolution it shall be deemed that all associated costs of the position have been covered in the County Budget for Fiscal year 2019 as set forth in the fiscal impact statement which is attached hereto and made apart thereof.

Approved by the LRES Committee this 24th day of October, 2018.

Offered and passage moved by: Ted Cushing, Billy Fried, Sonny Paszak and Scott Holewinski.

*Sorensen left at 12:00 p.m.*

**Discussion:** Social Services Director Mary Rideout discussed that this position had previously been contracted out.

**Roll Call Vote on Resolution # 89 – 2018: 20 Aye, 0 Nay, 1 Absent, Sorensen**

**Student Representative: 1 Aye**

**Resolution # 89 – 2018: Adopted**

*Sorensen returned at 12:03 p.m.*

**Resolution # 90 – 2018:** Offered by the Supervisors of the Labor Relations Employee Services (LRES) Committee to create a full time Disability Benefit position at the Department on Aging.

**WHEREAS**, as the Department on Aging is preparing to become the Aging & Disability Resource Center (ADRC) of Oneida County as of January 1, 2019; and

**WHEREAS**, the Wisconsin Department of Health Services requires ADRCs to employ a – Disability Benefit Specialist; and

**WHEREAS**, the Health and Aging Committee does support and has recommended to the LRES Committee that a full-time Disability Benefit Specialist position be created for the 2019 budget; and

**WHEREAS**, the LRES Committee does agree with the Health and Aging Committee in the creation of a full- time Disability Benefit Specialist position.

**NOW, THEREFORE, BE IT RESOLVED**, by the Oneida County Board of Supervisors that the following changes will occur effective January 2, 2019:

- Full time Disability Benefit Specialist position is presented at Grade Level I of the Non-exempt wage schedule pending approval by Carlson Dettmann.

**BE IT FURTHER RESOLVED**, by the Oneida County Board of Supervisors that by adoption of this resolution it shall be deemed that all associated costs of the position have been covered by non-tax levy money and shall be included

in the County Budget for Fiscal year 2019 as set forth in the fiscal impact statement which is attached hereto and made apart thereof. Should funding for all associated costs of the position be decreased, position shall be decreased accordingly.

Approved by the LRES Committee this 24th day of October, 2018.

Offered and passage moved by: Ted Cushing, Billy Fried, Sonny Paszak and Scott Holewinski.

**Discussion:** Jacobson stated this position is fully funded by ADRC state funding.

**Roll Call Vote on Resolution # 90 – 2018: 21 Aye, 0 Nay**

**Student Representative: 1 Aye**

**Resolution # 90 – 2018: Adopted**

**Resolution # 91 – 2018:** Offered by the Supervisors of the Administration Committee to approve the Tax Levy for 2018, collected in 2019.

**WHEREAS**, the proposed 2019 Budget Summary - Oneida County was published in the Northwoods River News on October 27, 2018, in accordance with the provisions of Wisconsin Statutes Section 65.90; and

**WHEREAS**, estimated expenditures and revenues for 2019 are shown in the Oneida County 2019 Budget available for review at the Oneida County Finance Department and incorporated herein by reference; and

**WHEREAS**, the Oneida County Administration Committee has presented the 2019 Budget to the Oneida County Board of Supervisors; and

**WHEREAS**, the Oneida County Board of Supervisors has completed its review and revision of the Oneida County 2019 Budget.

**NOW, THEREFORE, BE IT RESOLVED**, by the Oneida County Board of Supervisors, which the 2019 budget appropriations, in the sums and for the purposes hereinafter set forth in the Oneida County 2019 Budget, be and the same are hereby adopted.

**BE IT FURTHER RESOLVED**, that the following be and is hereby declared the tax levy for 2018, collected in 2019:

1. There is levied upon the taxable property of Oneida County the sum of \$16,646,281.00 for County operations.

Approved by the Administration Committee this 6<sup>th</sup> day of November, 2018.

Offered and passage moved by: Dave Hintz, Ted Cushing, Billy Fried and Robb Jensen.

**Discussion:** Hintz stated this is where changes to the draft budget are made.

**Motion/Second: Hintz/Winkler** to amend the 2019 Budget to have \$89,000 taken from the General Fund and contributed to the Broadband grant match.

**Roll Call Vote to Amend the 2019 Budget: 21 Aye, 0 Nay**

**Student Representative: 1 Aye**

**Amendment to 2019 Budget: Adopted**

**Motion/Second: Jensen/Cushing** to amend the 2019 Budget to include the positions from resolutions 84, 85, 86 and 90 to be included as part of the contingency budget.

**Roll Call Vote to Amend the 2019 Budget: 21 Aye, 0 Nay**

**Student Representative: 1 Aye**

**Amendment to 2019 Budget: Adopted**

**Roll Call Vote on Resolution # 91 – 2018: 21 Aye, 0 Nay**

**Student Representative: 1 Aye**

**Resolution # 91 – 2018: Adopted**

**Resolution # 92 – 2018/General Code Ordinance Amendment # 92 – 2018:** Offered by the Supervisors of the Administration Committee to amend Chapter 3.09 Purchasing.

**WHEREAS**, in order to be eligible to receive Federal grants awards, recipients are required to follow the rules of the Uniform Grant Guidance of 2 CFR 200, and

**WHEREAS**, procurement policies are necessary to be in place that conform with the requirements of the Uniform Grant Guidance, and

**WHEREAS**, this update to Chapter 3.09 Purchasing Ordinance will conform with the procurement requirement of the Uniform Grant Guidance.

**NOW, THEREFORE, THE ONEIDA COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:**

Section 1. Any existing ordinances, codes, resolutions, or portions thereof in conflict with this ordinance shall be and hereby are repealed as far as any conflict exists.

Section 2. This ordinance shall take effect the day after passage and publication as required by law.

Section 3. If any claims, provisions or portions of this ordinance are adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby.

Section 4. Section 3.09 of the General Code of Oneida County, Wisconsin, is amended as follows [additions noted by underline, deletions noted by strikethrough]:

### **3.09 PURCHASING.**

#### **(1) GENERAL PROVISIONS.**

- (a) The purpose of this procedure is to ensure the County's funds are appropriately spent in the most cost effective manner and that the purchase has been approved by the required administrative hierarchy.
- (b) The County will not enter into any procurement contracts or commitments with a suspended or debarred vendor or business. Verification can be completed through the System Awards Management System (SAM). The County prohibits awarding any contract or purchase agreement with any suspended or debarred vendor.
- (c) ~~(a)~~ Purchases of supplies, materials, equipment or nonprofessional services by County departments and committees, except highway purchases which are covered by subsection (2), shall be in conformity with prior budgetary approval for such expenditures by the County Board. If such purchases have been anticipated and are specifically itemized in the departmental budget, no additional County Board approval is necessary, and the committee of jurisdiction may authorize the purchase.
- (d) ~~(b)~~ If such purchases have not been anticipated and have not been specifically itemized in the departmental budget, prior approval of the Finance and Insurance Administration Committee shall be required if the anticipated purchase price does not exceed \$5,000 \$25,000. Upon obtaining such approval, the committee of jurisdiction may authorize the purchase.
- (e) ~~(c)~~ If the purchase has not been anticipated and has not been specifically itemized in the departmental budget, prior approval of the County Board shall be required for purchases which are anticipated to cost in excess of \$5,000 \$25,000 through a separate resolution (excluding vehicles).
- (f) Purchases that will be funded by a continuing appropriation should be approved by the Committee of Jurisdiction prior to the purchase. In an emergency situation, approval by the Committee of Jurisdiction Chair is allowed prior to purchase, provided that the Committee of Jurisdiction is thereafter given prompt written notice of the action.

#### **(2) HIGHWAY PURCHASES.**

- (a) Pursuant to §83.015(2), Wis. Stats., the Highway Committee shall purchase such highway equipment as it deems necessary to properly carry on the work of the department, and trade or sell such used equipment as may be considered to be for the best interests of the County, subject to the following requirements.
  - 1. Revolving funds accumulated for such purpose or appropriations made for such purpose are available.
  - 2. Subject to the provisions of paragraph (b) below, contemplated purchases of any complete unit of equipment having a value of \$100,000 or more shall require prior approval by the County Board.
- (b) If the Highway Committee, after meeting to consider the alternatives available to it, determines that an emergency situation exists which can only be resolved by the immediate purchase of equipment, any one complete unit of which exceeds \$100,000, prior to when a County Board meeting is or can be timely scheduled, the Highway Committee may purchase such equipment provided that members of the County Board are thereafter given prompt, written notice of the action.

#### **(3) PURCHASES BY BID. (Amd. #39-2007) PROCEDURE FOR THE PURCHASE OF MATERIALS AND SERVICES.**

- (a) Unless otherwise permitted by Wisconsin Statutes or this Code, all contracts for public works shall be let pursuant to Wisconsin State Statutes, as amended from time to time. (Am. Res.#34-2013)
- (b) All contracts for non Public Works purchases up to \$3,000 (\$2,000 for purchases subject to Davis-Bacon) do not require quotes. An effort should be made to distribute these purchases evenly to qualified suppliers.
- (c) All contracts for Non Public Works purchases exceeding \$3,000, but less than \$50,000 (excluding vehicles) require written quotations from one or more vendors (if available). Each department is required to keep a record of the quotes received.
- (d) All contracts for Non Public Works purchases exceeding \$50,000 will be required to be let by sealed bid, subject to paragraph (e) below.
- (e) ~~(b)~~ Contracts for bid shall be advertised in the official County newspaper at least one time after being

approved as to form and content by the committee of jurisdiction. Where the best interests of the County will be better served, the committee may advertise in other publications. Bids will be opened publicly. Fixed price bids are usually awarded to the lowest bidder (based on fixed price) given all the material terms and conditions of the invitation for bids is met. Requests for Proposals, usually for professional services and other non-public works (such as but not limited to, architectural, engineering and other professional services, or other non-public works items or services, etc.) are awarded to the most qualified competitor with compensation subject to negotiation. All bids submitted shall be filed with the County Clerk by the committee of jurisdiction after the purchase is completed.

- (f) ~~(e)~~ Bid specifications approved by the committee of jurisdiction setting forth standards of quality and quantity, terms, conditions and reservations shall be prepared and notice of availability of the same shall be published as part of the advertisement required by subsection (b). Bid specifications shall include the minimum insurance coverage as established by the ~~Finance and Insurance~~ Administration Committee pursuant to §2.36(5) of this Code of General Ordinances, except that such coverages may be changed by the committee of jurisdiction with the approval of the ~~Finance and Insurance~~ Administration Committee after consultation with the County's insurance risk counselors. In the case of all contracts, the County's risk counselor's opinion shall be obtained concerning the types and amounts of insurance to be carried. The best interests of the County shall be given primary consideration under this section.
- (g) ~~(d)~~ Any variance from the procedures listed sections (a) – (f) above must be pre-approved by the Corporation Counsel Office.

Whenever the committee of jurisdiction determines the best interests of the County will be served, the requirements of subsections (a) and (b), ~~(c), (d) and (e)~~ may be waived for one or more of the following reasons, which are to be supported in the Committee minutes:

1. The materials, equipment or services set forth in the specifications are sufficiently unique that they can only be reasonably provided or serviced by one supplier.
2. A department of the County can provide the material, equipment or service at a competitive cost.
3. The committee, on an annual basis, advertises for and maintains an active list of suppliers of a generic product, such as fuel, and from whom the committee or its designee thereafter solicits bid quotations (with written confirmation to follow) from which the bid most advantageous to the County shall be selected.
4. The material, equipment or service is being provided under a contract having a term of not more than 2 years.

- (h) ~~(e)~~ Subject to compliance with the requirements and exceptions of subsections (a), (b), (c) and ~~(d), (e) and (f)~~, the contract shall be let to the bidder deemed most advantageous to the County. Provided there is compliance with subsections (1) and (2) above, all contract agreements for purchases under this section shall be executed by the chairman of the committee of jurisdiction or, in his absence, the vice chairman, unless otherwise provided for by express action of the County Board or unless otherwise expressly provided below.

- (i) ~~(f)~~ The following contract agreements are exceptions and shall be executed as provided:

1. Landfill contracts with haulers and users of the Oneida County Landfill and contracts with other landfills or solid waste operations shall be executed by the Chairman of the Solid Waste Committee and the Solid Waste Administrator.
2. Service contract agreements for the Department of Social Services shall be entered into by the Social Services Director where they involve confidential matters and otherwise, by the Social Services Director, with the approval of the Social Services Committee.
3. Collective bargaining agreements shall be executed by the Labor Relations/Employee Services Committee and the Labor Relations/Employee Services Director upon ratification by the County Board.
4. Individual employment contracts, including contracts for professional services, shall be entered into by the chairman of the supervising committee with the approval of the committee and with the approval of the Labor Relations/Employee Services Committee.
5. Multi-department service/maintenance contracts shall be entered into by the Buildings and Grounds Committee; service/maintenance contracts for equipment unique to a specific department shall be entered into by the department head with the approval of the committee of jurisdiction.
6. Contracts between County departments shall be entered into by the respective department heads with the approval of the committees of jurisdiction.
7. Contracts between County departments and entities outside the County structure, (not including those contracts in subsection 10 below), shall be entered into by the County Board Chairman and the chairman of

the committee of jurisdiction or by the department head if expressly authorized by the County Board. Any County elected or appointed official or employee who is required to provide their social security number or other personal information as part of a contract or grant agreement process shall be indemnified and held harmless by the County from any consequences resulting from either the disclosure of such information or the mismanagement of such contract or grant by others. (Am. Res. #148-2004).

8. The Highway Committee may enter into any contract authorized by the provisions of Ch. 83, Wis. Stats.

9. All deeds, conveyances of real estate and contracts and agreements relating to real estate shall be made at the direction of the County Board and shall be signed by the County Clerk with a County seal attached.

10. Contracts with the State of Wisconsin or any of its various agencies shall be signed by the appropriate department head after following the County contract review procedure.

(4) CENTRAL PURCHASING. All consumable office supplies and materials for the County shall be ordered through and by the Finance Department. Exceptions to the foregoing must be approved in advance by the Finance ~~Committee~~ Director.

(a) Contracts for office supplies shall be entered into by the Finance Director with the approval of the ~~Finance and Insurance~~ Administration Committee.

(5) AUDIT, EXCEPTION.

(a) *Submitting invoices for payment.* Invoices for payment for all construction, repair, building, furnishing of supplies or materials, equipment and services shall, be reviewed for recommendation by the department head and approved by the appropriate committee of jurisdiction. All invoices shall then be submitted to the Finance Department for payment. If the payment of an invoice causes any line item to exceed the amount budgeted for that line item, the department head shall promptly notify their committee of jurisdiction and the Finance and Insurance Committee following the procedure as set forth in section 3.11.

(b) *Exceptions.* Direct payment of invoices for vehicles, fuel and utilities, supplies, materials, equipment and services which are subject to a discount if paid by a date prior to the next scheduled meeting of the committee of jurisdiction shall be paid immediately upon the written recommendation of the department head and approval of the Finance Director. Such invoices shall then be submitted to the appropriate committee of jurisdiction for approval at its next meeting. Direct payment of claims shall also be paid immediately when authorized by specific committee of jurisdiction or County Board approval or both if necessary.

(6) NONCOMPLIANCE. Purchases or orders for construction, repairs, building, furnishing of supplies or materials, equipment, vehicles or services in violation of this section by any employee, department head or elected official shall not be considered the property or the responsibility of Oneida County, unless ratified by specific County Board action.

Approved by the Administration Committee this 6th day of November, 2018.

Offered and passage moved by: Dave Hintz, Ted Cushing, Billy Fried and Robb Jensen.

**Discussion:** Per Smith the purpose of this amendment to conform with the Uniform Grant Guidance to be in compliance.

**Roll Call Vote on Resolution # 92 – 2018: 21 Aye, 0 Nay**

**Student Representative: 1 Aye**

**Resolution # 92 – 2018: Adopted**

**NEXT MEETING DATE AND TIME:** January 15, 2019 @ 9:30 a.m.

Unless a motion is made to change the starting time.

**ADJOURNMENT:**

**Chairman Hintz adjourned the meeting at 12:19 p.m.**