

**LANGLADE COUNTY BOARD OF SUPERVISORS
MONTHLY MEETING – March 21, 2017**

These Board proceedings are published as prescribed by Section 59.14(2) of the Wisconsin Statutes at County Government expense.

The Langlade County Board of Supervisors met at the County Board Room in the Safety Building. Chairman David Solin called the March 21, 2017 Meeting of the County Board to order at 9:00 a.m.

On call of the roll, all Supervisors reported present, except Supervisor Scupien. Motion by Supervisor Nye, seconded by Supervisor Pennington to excuse Supervisor Scupien. All ayes, motion carried. 19 Supervisors present, 1 absent.

The Board recited the Pledge of Allegiance and observed a moment of silence.

Approve or amend the minutes of the February 21, 2017 meeting as printed and published:

Motion by Supervisor Pennington, seconded by Supervisor Jansen to approve the February 21, 2017 meeting minutes as printed and published. All Supervisors present voted aye, 1 absent. Motion carried. Minutes approved.

Approve or amend the March 21, 2017 Agenda as printed:

Motion by Supervisor Nonnenmacher, seconded by Supervisor Cahak to approve the March 21, 2017 Agenda as printed. All Supervisors present voted aye, 1 absent. Motion carried. The agenda is approved.

Citizens and Delegations, Recognize other in Attendance: Chairman Solin welcomed those in attendance.

Approve Appointment to County Board District Number 9: Gloria Oberneder applied for the vacant District 9 position. Motion by Hurlbert, seconded by Supervisor Schreiber to approve the appointment of Gloria Oberneder. All Supervisors voted aye, except Supervisor Burby voted nay. Motion carried, 19 ayes, 1 nay, 1 absent. Judy Nagel, County Clerk, administered the Oath of Office to Gloria Oberneder.

20 Supervisors present, 1 absent.

Public comment on agenda items and consideration of requests for items to be added to future meeting agendas:
None

Old Business: None

New Business: None

Introduction of New Sheriff Mark Westen: Chairman Solin introduced Sheriff Mark Westen. Sheriff Westen thanked Interim Sheriff John Schunke for filling the vacant Sheriff's position until he was appointed. Sheriff Westen expressed his plans to move forward with his Command Staff and his intentions to work with the Langlade County Board of Supervisor, expressing his stewardship plan.

CONSENT AGENDA:

Elections or Appointments:

ADRC-CW Advisory Committee, 3-year term:

Mary Jo Kawalski, James Posselt & Dave Krochalk

Langlade County Housing Authority Board of Commissioners, 5-year term:

Angie Close

Motion by Supervisor Hardin, seconded by Supervisor Jansen, to adopt.

On call of the roll to adopt Consent Agenda, all Supervisors present voted aye. 20 ayes, 1 absent. Consent Agenda is adopted.

Committee Reports:

A summary of information contained in recent committee minutes on file in the County Clerk's Office. The next County Board Informational Meeting is April 3, 2017 at 6:30 p.m.

Resolutions:

RESOLUTION #20-2017

INTRODUCED BY: HIGHWAY COMMITTEE

INTENT: APPRECIATION OF HIGHWAY DEPARTMENT EMPLOYEES FOR THEIR SNOW AND ICE REMOVAL EFFORTS.

WHEREAS, removing snow and ice during the winter months from more than 1,400 lane miles of State, County and Township roads is a critical task performed by Highway Department employees; and

WHEREAS, Highway Department employees work long hours under adverse weather conditions, to help ensure emergency service providers such as law enforcement, fire and ambulance personnel and equipment reach their intended destinations; they help to provide the rest of the traveling public safe access to jobs, schools, businesses, retail stores, medical services and recreational destinations and activities; and

WHEREAS, Highway Department employees provide services before, during and after winter storms, using their knowledge and skill in a determined effort to make roadways safer for all motorists, as well as maintain the steady flow of goods and services to support Langlade County's businesses and industries; and

WHEREAS, Highway Department employees must maintain and process accurate, detailed records of

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labor, equipment and materials used for each snow and ice event as well as the clean up that follows; the volume of records increases exponentially in the winter months; and

WHEREAS, the Langlede County Board of Supervisors urges all Langlede County citizens to acknowledge and appreciate the valuable services provided by Highway Department employees, to exercise caution whenever encountering snowplows upon the roadways, and to limit non-essential driving during periods of severe winter weather conditions to allow snowplow drivers to clear the highways as quickly, efficiently and safely as possible, and

NOW THEREFORE, BE IT RESOLVED, by the Langlede County Board of Supervisors, that the Board as a whole wishes to acknowledge and recognize all Highway Department employees in appreciation for their snow and ice removal efforts for Langlede County, along with the increased record-keeping required, and that a copy of this resolution be presented to the Highway Department employees.

HIGHWAY COMMITTEE:

Richard Hurlbert, Chairman
Larry Poltrock
Arlene Bonacci
James Jansen
Pete Pennington

Fiscal Note: No Fiscal Note.

Motion by Supervisor Burby, seconded by Supervisor Jansen, to adopt.

Highway Committee Chairman Richard Hurlbert thanked the Highway Department for their service to Langlede County residents. Supervisor Novak reminded the Board of the seriousness of the jobs at the Highway Department. Highway Commissioner Brian Braun thanked the Highway Committee and thanked his employees.

On call of the roll to adopt Resolution #20-2017, all Supervisors present voted aye. 20 ayes, 1 absent. Resolution #20-2017 is adopted.

Motion by Supervisor Webb, seconded by Supervisor Burby to move Resolution #24-2017 and Resolution #25-2017 ahead of Resolutions #22-2017 and #23-2017 on the agenda. All Supervisors present voted (voice vote) aye.

RESOLUTION #24-2017

INTRODUCED BY: FINANCE COMMITTEE

INTENT: CARRY UNEXPENDED 2016 ACCOUNTS INTO 2017 BUDGET

WHEREAS, the unused portion of the attached 2016 accounts (on file in the Finance Department) will remain unexpended; and

WHEREAS, the intended purpose of the attached appropriations have not been completed or are non-lapsing accounts.

WHEREAS, also attached is an updated listing of all fund balance amounts that have been designated for specific purposes.

NOW THEREFORE, BE IT RESOLVED, by a majority vote of the Langlede County Board of Supervisors that the remaining amounts in the attached 2016 accounts be carried forward into the 2017 Budget, and to reaffirm the designated fund balance amounts.

FINANCE COMMITTEE:

Don Scupien, Chairman
Vernon Cahak
Douglas Nonnenmacher
Ronald Nye
Pete Pennington

FISCAL NOTE: Total funds to be carried forward amount to \$481,755.22. Total amount of fund balance that is designated for specific purposes total \$1,661,334.04.

Motion by Supervisor Hardin, seconded by Supervisor Nye to adopt.

Gary Olsen, Finance Director, explained to the Board that this is a standard resolution, for one-time purchases.

On call of the roll to adopt Resolution #24-2017, all Supervisors present voted aye. 20 ayes, 1 absent. Resolution #24-2017 is adopted.

RESOLUTION #25-2017

INTRODUCED BY: AGRICULTURE AND EXTENSION EDUCATION COMMITTEE

INTENT: ADOPT CONTRACT BETWEEN LANGLADE COUNTY AND THE WISCONSIN POTATO INDUSTRY BOARD

WHEREAS, Langlede County contracts with the Wisconsin Potato Industry Board for the operation of the Langlede County Agricultural Experiment Station; and

WHEREAS, it is agreed between the parties that the Wisconsin Potato Industry Board shall pay Langlede County the sum of \$12,000 to be used for the purchase of supplies for the Experiment Station.

NOW THEREFORE, BE IT RESOLVED, that the Langlede County Board of Supervisors hereby adopt the contact between Langlede County and the Wisconsin Potato Industry Board for the contract period of March 15, 2017 to June 30, 2018.

AG AND EXTENSION EDUCATION COMMITTEE:

Arlene Bonacci, Chairman
Samuel Hardin
Dale Dahms
Joseph Novak, III
Angie Schreiber

Fiscal Note: By entering into this contract, the Wisconsin Potato Industry Board will give Langlede County a \$12,000 Grant to be used at the Research Station.

Motion by Supervisor Pennington, seconded by Supervisor Jansen to adopt.

Gary Olsen, Finance Director, explained that the resolution is needed for in order for the Research Station to receive the Grant.

On call of the roll to adopt Resolution #25-2017, all Supervisors present voted aye. 20 ayes, 1 absent. Resolution #25-2017 is adopted.

RESOLUTION #22-2017

INTRODUCED BY: PERSONNEL, EXECUTIVE AND FINANCE COMMITTEES

INTENT: CREATE A STAFF ACCOUNTANT POSITION WITHIN THE FINANCE DEPARTMENT

WHEREAS, the Personnel, Finance, and Executive Committees have been considering how to handle the duties of the Human Resource (HR) Department, if a new HR Director is not found; and

WHEREAS, it has become apparent that there needs to be some form of additional support for the HR Director; and

WHEREAS, by adding a Staff Accountant position in the Finance Department, then a restructuring of duties can take place to free up time for the Payroll Specialist position to take on more HR duties; and

WHEREAS, this new position would not only allow the Finance Department to restructure existing positions to provide more support to the HR Department, but also address existing financial needs of the County, including financial back-up support for the Highway Department; and

WHEREAS, the County Board will be considering a resolution regarding an interim plan for the HR Department, but it would be expected that the Staff Accountant position would remain in place once the interim plan is ended, because this position will not be performing any human resource functions.

NOW THEREFORE BE IT RESOLVED, by a three-quarter vote of the Langlade County Board of Supervisors, to create a staff accountant position within the Finance Department that will allow for a restructuring of existing positions within the department so that more support can be provided to the HR Department.

PERSONNEL COMMITTEE:

Douglas Nonnenmacher, Chairman
Richard H. Hurlbert
Pete Pennington
Arlene Bonacci
James R. Jansen

EXECUTIVE COMMITTEE:

David J. Solin, Chairman
Ronald M. Nye
Pete Pennington
Douglas Nonnenmacher
Holly Matucheski

FINANCE COMMITTEE:

Don Scupien, Chairman
Pete Pennington
Douglas Nonnenmacher
Ronald M. Nye
Vernon Cahak

FISCAL NOTE: The salary to create a new Staff Accountant position would be:

	<u>May to December</u>	<u>2018</u>
Salary	\$23,667	\$35,162
Fringe Benefits	<u>13,913</u>	<u>26,012</u>
Total Annualized Cost	\$37,580	\$61,174

Funding for this position would come from the HR budget. These costs were included in the interim HR proposal which does have a savings of \$14,769.

Motion by Supervisor Pennington, seconded by Supervisor Nonnenmacher to adopt.

Robin Stowe, Corporation Counsel, explained that since the Human Resource position has been vacant since November, 2016, and after two separate recruitments have been conducted for the vacancy, the position remains vacant. Current county policies require the use/assistance of Human Resources. The Staff Accountant Position, in the Finance Department, would remain in place once the interim Human Resources Plan has ended. Several questions regarding this resolution and Resolution #23-2017 were discussed.

Motion by Supervisor Schreiber, seconded by Supervisor Burby to refer Resolution #22-2017 back to the Personnel Committee.

Discussion held as to the referral back to Committee.

Motion by Supervisor Nye, seconded by Supervisor Pennington to allow Ron Barger to address the Board. All present voted (voice) aye. Motion carried. Ron Barger, Health and Social Services Director, recited his experience with and need for a full-time Human Resource Director.

Motion by Supervisor Pennington, seconded by Supervisor Nye to allow John Schunke to address the Board. All present voted (voice) aye. Motion carried. John Schunke, Deputy Sheriff, explained the need for a full-time Human Resources Director as the size and complexity of the Sheriff's Department Staff requires such.

On call of the roll to refer Resolution #22-2017 back to the Personnel Committee. Supervisors present voted aye were: Schreiber, Oberneder, Bonacci, Novak, Burby and Matucheski. Supervisors present voted nay were: Benishek, Hardin, Hurlbert, Nonnenmacher, Feller Gottard, Poltrock, Cahak, Nye, Pennington, Schuh, Leaver, Webb, Solin and Jansen. 6 ayes, 14 nays, 1 absent. Motion to refer Resolution #22-2017 back to Committee has failed.

On call of the roll to adopt Resolution #22-2017, all Supervisors present voted aye, except Supervisors: Schreiber, Oberneder, Novak, and Burby, voted nay. 16 ayes, 4 nays, 1 absent. Resolution #22-2017 is adopted.

The Board took a five minute recess.

RESOLUTION #23-2017

INTRODUCED BY: PERSONNEL, EXECUTIVE AND FINANCE COMMITTEES

INTENT: ESTABLISH AN AD HOC COMMITTEE TO STUDY THE COUNTY'S HUMAN RESOURCE AND ADMINISTRATION NEEDS AND APPROVE AN INTERIM PLAN FOR SERVICES PENDING THE COMPLETION OF THE AD HOC STUDY

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WHEREAS, in 1994 and 2005, the County Board considered reports from Ad Hoc studies regarding the County's human resource and administration needs and the options to address those needs; and

WHEREAS, the previous studies resulted in the establishment of an Administrative Team in 1994 (evolved into the current Department Head team), assigning additional administrative duties to the Executive Committee, and assigning duties to the Administrative Coordinator (rescinded or reduced by subsequent Board action), and the creation of a full-time Human Resources Director in July of 2005 (not filled until October of 2015); and

WHEREAS, in conjunction with the County's efforts to recruit and retain a full-time HR Director, the Committees discussed the need to re-evaluate the County's human resource and administration needs, specifically the staffing and budget for the Human Resources Department; and

WHEREAS, at this time the Committees recommend establishing an Ad Hoc Committee to study the County's human resource and administration needs, with the following representation:

- 1 member of the Personnel Committee
- 1 member of the Finance Committee
- 3 at large members of the County Board
- 3 Department Heads:
 - Highway Commissioner, or designee
 - Director of Social Services / Health Departments, or designee
 - Sheriff, or designee; and

WHEREAS, the Committees also recommend that until such time as the Ad Hoc study is completed, that the following interim plan for human resources be implemented (see attached Interim Plan for Human Resources); and

WHEREAS, since the positions of Finance/HR/IT Director, Assistant Finance Director, and Assistant Human Resource Director are temporary, if the Ad Hoc Committee does not have a recommendation by December 31, 2017, then these positions will need to be re-evaluated in January and February of 2018.

NOW THEREFORE BE IT RESOLVED, by a majority vote of the Langlade County Board of Supervisors, to establish an Ad Hoc Committee to study the County's human resource and administration needs and approve the attached interim plan for services pending the completion of the Ad Hoc study.

PERSONNEL COMMITTEE:

- Douglas Nonnenmacher, Chairman
- Richard H. Hurlbert
- Pete Pennington
- Arlene Bonacci
- James R. Jansen

EXECUTIVE COMMITTEE:

- David J. Solin, Chairman
- Ronald M. Nye
- Pete Pennington
- Douglas Nonnenmacher
- Holly Matucheski

FINANCE COMMITTEE:

- Don Scupien, Chairman
- Pete Pennington
- Douglas Nonnenmacher
- Ronald M. Nye
- Vernon Cahak

FISCAL NOTE: To implement the interim plan will create an annual savings of \$14,769.

Motion by Supervisor Pennington, seconded by Supervisor Nye to adopt.

Robin Stowe, Corporation Counsel, stated the history/creation of the Human Resources Position, explaining to the Board the recommended Ad Hoc Committee representation and the Interim positions in this Resolution. Discussion held as to who will be appointed from the Board to the Ad Hoc Committee. The Board Rules give the Chairman the ability to appoint members to Committees.

On call of the roll to adopt Resolution #23-2017, all Supervisors present voted aye, except Supervisor Burby voted nay. 19 ayes, 1 nay, 1 absent. Resolution #23-2017 is adopted.

Motion by Supervisor Hurbert, seconded by Supervisor Cahak to allow Chairman Solin to appoint the Ad Hoc Study Committee.

Committee Membership for the Ad Hoc Committee, after discussion, it was determined to be:
Personnel Committee: Supervisor Nonnenmacher; Finance Committee: Supervisor Scupien; At Large County Board: Supervisors Benishek, Webb, and Novak. Highway Commissioner Braun; Health and Social Services Director Barger; Sheriff Designee: Schunke; Alternate: Forestry: Rantala.

On call of the roll to allow Chairman Solin to appoint the Committee, all Supervisors present voted aye, except Schreiber, Bonacci, Burby and Leaver voted nay. 16 ayes, 4 nays, 1 absent. Motion passed.

Committee Referrals & Correspondence: none.

Administrative Coordinator's Report:

Robin Stowe, Corporation Counsel, reminded the Board of the signed release policy when employees leave their position with the County. Stowe stated that if a Resolution is on the floor and time is not of the essence, the Resolution can be tabled or referred back, to allow more research as to the need or the budget impact of the Resolution. Stowe invited the Board to attend the Retained County Authority (RCA) Committee Meeting today in Wausau.

The next County Board Meeting is April 3, 2017 at 6:30 p.m. This is an informational only meeting.

Any other business that may lawfully come before the Board: none.

Motion was made by Supervisor Bonacci, seconded by Supervisor Jansen to adjourn the meeting at 11:10 a.m. All Supervisors present voted aye. The motion carried, meeting adjourned.

I, Judy Nagel, Langlade County Clerk, Antigo, Wisconsin, do hereby certify that the foregoing is a true and correct copy of the proceedings of the Langlade County Board of Supervisors Monthly Meeting of March 21, 2017.

Dated this 23rd of March, 2017

Judy Nagel
Langlade County Clerk
