



MARATHON COUNTY EXECUTIVE COMMITTEE AGENDA

Date & Time of Meeting: **Thursday, October 12, 2023 at 3:00 p.m.**

Meeting Location: **Courthouse Assembly Room, Courthouse, 500 Forest Street, Wausau WI**

Committee Members: Kurt Gibbs, Chair; Craig McEwen, Vice-Chair; Matt Bootz, Michelle Van Krey, John Robinson, Rick Seefeldt, Jacob Langenhahn, Chris Dickinson, Jean Maszk

Marathon County Mission Statement: Marathon County Government serves people by leading, coordinating, and providing county, regional, and statewide initiatives. It directly or in cooperation with other public and private partners provides services and creates opportunities that make Marathon County and the surrounding area a preferred place to live, work, visit, and do business. (Last updated: 12-20-05)

Committee Mission Statement: The Executive Committee of the Marathon County Board exists for the purpose of implementing the County Strategic Plan by coordinating policy formation among the Committees and providing leadership for all County Board policies through supervision of administrative staff.

Persons wishing to attend the meeting by phone may call into the **telephone conference beginning five (5) minutes prior to the start time indicated above using the following number:**

Phone #: 1-408-418-9388 Access Code: 146 235 4571

When you enter the telephone conference, **PLEASE PUT YOUR PHONE ON MUTE!**

The meeting will also be broadcast on Public Access or at <https://tinyurl.com/MarathonCountyBoard>

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Public Comment (15 minutes)** *(Any person who wishes to address the committee during the "Public Comment" portion of meetings, must provide his or her name, address, and the topic he or she wishes to present to the Marathon County Clerk, or chair of the committee, no later than five minutes before the start of the meeting. All comments must be germane to the jurisdiction of the committee)*
4. **Approval of the Minutes from September 14, 2023 Executive Committee Meeting**
5. **Policy Issues and Potential Committee Determination**
6. **Operational Functions Required by Statute, Ordinance, Resolution, or Policy**
 - A. Discussion and Possible Action by EXEC
 - B. Discussion and Possible Action by EXEC to Forward to County Board for Approval
 1. Setting County Board salaries for the 2024-2026 term
 2. Discussion of HR, Finance, and Property Committee's 2024 Proposed Budget and Possible Recommendations Regarding Modifications – Administration Department
7. **Educational Presentations and Committee Discussion**
8. **Next Meeting Date & Time, Location, Announcements and Future Agenda Items:**
 - A. Committee members are asked to bring ideas for future discussion
 - B. Next meeting: Wednesday, November 9, 2023 at 3:00 pm
9. **Adjournment**

*Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 261-1500 or e-mail countyclerk@co.marathon.wi.us one business day before the meeting

SIGNED Chair Kurt Gibbs
Presiding Officer or Designee

EMAILED TO: _____
EMAILED BY: _____
DATE & TIME: _____

NOTICE POSTED AT COURTHOUSE
BY: _____
DATE & TIME _____



MARATHON COUNTY EXECUTIVE COMMITTEE AGENDA WITH MINUTES

Date & Time of Meeting: **Thursday, September 14, 2023 at 3:00 p.m.**

Meeting Location: **Courthouse Assembly Room, Courthouse, 500 Forest Street, Wausau WI**

Kurt Gibbs	Present
Craig McEwen	WebEx
Matt Bootz	WebEx
Chris Dickinson	Present
Jacob Langenhahn	Present
Jean Maszk	Present
John Robinson	Present
Rick Seefeldt	Present
Michelle Van Krey	Excused
Jennifer Aarrestad (for HHS)	Present

Staff Present: Kim Trueblood, Lance Leonhard, Michael Puerner

Others Present: Kody Hart, Kaitlyn Bernarde, Eric Donaldson

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Public Comment** – Eric Donaldson from the Rib Mountain Metro Sewerage District Commission addressed the process for the appointment of a new commissioner.
4. **Approval of the Minutes from July 13, 2023 Executive Committee Meeting** – Motion by Langenhahn, Second by Robinson to approve the minutes as presented. Motion carried on a voice vote unanimously.
5. **Policy Issues and Potential Committee Determination**
6. **Operational Functions Required by Statute, Ordinance, Resolution, or Policy**
 - A. Discussion and Possible Action by EXEC
 1. Request to provide Roberts Rules of Order to each board member – Chair Gibbs stated this request was presented by a supervisor. One potential solution is to push a link to iPads for a Robert's Rules resource site. Another resource available is a "cheat sheet" provided by WCA. Corp Counsel reiterated his ability and willingness to answer any questions as well. The clerk will provide the WCA cheat sheet to each member.
 2. Use of Lakeview Conference Center for City of Wausau Polling Location – Administrator Leonhard gave the background for this request. The Wausau City Clerk and Deputy Clerk were present to answer any questions. Motion by Robinson, Second by Maszk to direct the administrator to enter in a contract with the City of Wausau for the use of the Lakeview Conference Center as a City of Wausau polling location. Motion carried on a voice vote unanimously.
 3. Opportunity for Input to County Administrator Relative to Process to be Utilized for Rib Mt Metro Sewerage District Appointment – Administrator Leonhard stated that he is looking for guidance as to next steps for this appointment. The process typically used is to advertise the position, conduct interviews, and bring forward a name to the board for approval. Discussion was held and questions asked and answered. The administrator explained the historic process the sewerage district has used to fill vacancies on that board. Motion by Dickinson, Second by Robinson to direct the administrator to follow the statute regarding filling the vacancy on the Rib Mountain Metropolitan Sewerage District.
 - B. Discussion and Possible Action by EXEC to Forward to County Board for Approval
7. **Educational Presentations and Committee Discussion**
 - A. Review County Board Chairperson Guidelines and Expectations – Discussion on the volume of expectations of the chair and possible ways to mitigate some of them so as not to limit who can run for chair. Additional discussion was had and questions were asked and answered. The Rules Review Committee will look at the document for review and modification as needed.
 - B. Opportunities for Return on Investment in the Annual County Budget – employee development training, including leveraging the use of Generative Artificial Intelligence – Administrator Leonhard spoke to this item. There are opportunities surrounding the use of AI and WCA / NACO will be providing further guidance to this in the future.

- C. The Appropriate Use of Robert's Rules of Order to Control an Unruly Person or Audience to Maintain Decorum in a Meeting – Chair Gibbs stated that he added this item for general education and to speak to the tools that each chair has at their disposal to make sure that expectations are being met. Corp Counsel Mike Puerner gave a presentation addressing this topic. Discussion was had and questions were asked and answered.
 - D. Discussion of Consideration Process to be Used for Request from WI RNG VDG LLC Seeking Initial Resolution Regarding Solid Waste Disposal Revenue Bond Financing for Renewable Natural Gas Production Plant Project – Chair Gibbs stated that a law firm reached out to the county and asked the county to be a conduit for a renewable energy project. The question is which committee would be the best county of jurisdiction for this issue. Supervisor Robinson requested that this be taken up by the Human Resources, Finance, and Property committee to explore several unanswered questions including the need to have this reviewed by outside counsel. It was also suggested that Extension, Education, and Economic Development Committee review it as well.
- 8. Next Meeting Date & Time, Location, Announcements and Future Agenda Items:**
- A. Committee members are asked to bring ideas for future discussion.
 - B. Announcements – Supervisor Robinson stated that it may not be possible for the budget to be available for the September 26 meetings.
 - C. Next meeting: Wednesday, October 12, 2023 at 3:00 pm
- 9. Adjournment** – Motion by McEwen, Second by Dickinson to adjourn. Motion carried on a voice vote unanimously. Meeting adjourned at 4:40 p.m.

Minutes prepared by Kim Trueblood, County Clerk

DRAFT

Resolution #R-80-21
Establish Salaries For County Board Supervisors For 2022 And 2023

WHEREAS, Rule 19 of the General Code for Marathon County provides that the County Board members shall vote at their Annual Meeting in November of odd-numbered years to fix the salary of the supervisors elected for the next two-year term. In like manner, the Board may allow additional salary for the chairperson. By rule, the initial resolution before the Board shall contain a 3% increase for supervisors and for the Board Chair. Any recommended modifications to this annual increase will be developed and proposed to the County Board by the Human Resource, Finance and Property Committee; and

WHEREAS, on October 20, 2021, the Executive Committee reviewed the current salaries for County Board Supervisors and discussed whether modification of the initial resolution relative to salaries was appropriate, ultimately determining not to recommend the resolution be modified; and

WHEREAS, on November 9, 2021, the Human Resources, Finance and Property Committee reviewed the current salaries for County Board Chair and Supervisors met and recommended to increase County Board Supervisor salaries and the salary of the Board Chair by 3% on effective April 19, 2022 and January 9, 2023; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Marathon does ordain to adjust County Board Salaries as follows:

County Board Supervisors Salaries:

Effective 4/19/22

Chair	\$30,900 (\$900 Increase)
Vice Chair, Board Member Salary.....	\$9,261 (\$270 Increase)
Board Member	\$5,656 (\$165 Increase)
Chair of Standing Committee, Board Member Salary+ \$800	\$6,456 (\$365 Increase)
Vice-Chair of Standing Committee, Board Member Salary+ \$200	\$5,856 (\$365 Increase)

Effective 1/9/23

Chair	\$31,827 (\$927 Increase)
Vice Chair, Board Member Salary.....	\$9,539 (\$278 Increase)
Board Member	\$5,826 (\$170 Increase)
Chair of Standing Committee, Board Member Salary+ \$800.....	\$6,626 (\$370 Increase)
Vice-Chair of Standing Committee, Board Member Salary+ \$200	\$6,056 (\$370 Increase)

BE IT FURTHER RESOLVED that the Board hereby authorizes and directs the Marathon County Clerk to issue checks pursuant to this resolution and the Marathon County Treasurer to honor same.

BE IT FURTHER RESOLVED that the proper officers of Marathon County are hereby authorized and directed to take all actions necessary to effectuate this resolution.

FISCAL IMPACT STATEMENT – Salary and Benefits:

Estimated Additional Cost for (2022)	\$9,510
Estimated Additional Cost for (2023) Compared to (2022)	\$7,325

CORPORATION COUNSEL NOTE: Pursuant to Wis. Stats. §59.10(3)(i), any change to current salaries requires a two-thirds majority vote of members entitled to a seat.

Dated 11/09/2021

HUMAN RESOURCES, FINANCE and PROPERTY COMMITTEE

/s/ John Robinson, Chair /s/ Alyson Leahy, Vice-Chair /s/ Jennifer Aarrestad /s/ Johnathan Fisher
/s/ Kurt Gibbs /s/ Craig McEwen /s/ Yee Leng Xiong

COUNTY BOARD

Account Description	2023 (mid-Sept.) Actuals	2023 Amended Budget	2024 Requested Budget
Fund: 101 - General Fund			
REVENUES			
Local Department Charges Internal Service Fund	17	-	-
REVENUES TOTAL	17	-	-
EXPENSES			
Salaries and Wages	180,366	282,087	294,205
Overtime	122	-	854
Social Security	13,808	21,631	22,572
Retirement Employers Share	474	3,907	2,144
Life Insurance	1	4	120
Workers Compensation	268	3,142	177
Unemployment Compensation	-	289	295
Other Employer Contributions	237	426	328
Other Professional Services	7,585	10,500	6,500
Telephone, Internet and Cable	8,062	18,000	20,000
Contractor Services	961	-	-
Machinery/Equipment Maintenance Services	-	500	6,000
Technology Services	-	10,000	-
Other Per Diem	80	3,000	3,000
Printing and Forms	-	800	800
Films/Recordings	4,650	-	10,000
Office Supplies	-	200	200
Publication Of Legal Notices	-	4,000	5,000
Membership Dues	4,695	25,000	20,000
Registration Fees/tuition	2,667	4,000	5,000
Personal Auto Mileage	14,379	40,000	44,000
Commercial Travel	79	4,500	5,000
Meals	44	1,500	1,000
Lodging	1,313	9,000	10,000
Meeting Expenses	260	200	1,000
EXPENSES TOTAL	240,052	442,686	458,194
REVENUE GRAND TOTALS:	17	-	-
EXPENSE GRAND TOTALS:	240,052	442,686	458,194
NET GRAND TOTALS:	(240,035)	(442,686)	(458,194)

County Administrator

Account Description	2023 (mid-Sept.) Actuals	2023 Amended Budget	2024 Requested Budget
Fund: 101 - General Fund			
REVENUES			
State Grants - Health	70,183	-	-
Sale of Maps, Poll Lists, Copies	4	-	-
Employer Share of Insurance	9,608	-	-
Employee Share of Insurance	969	-	-
Local Department Charges Internal Service Fund	65	-	-
Other Services to State Government	99,583	239,000	239,000
General Government Services Other Local Governments	-	5,000	-
REVENUES TOTAL	180,412	244,000	239,000
EXPENSES			
Salaries and Wages	321,924	541,172	565,934
Overtime	1,551	-	2,053
Other Special Pay	4,519	-	-
Social Security	23,570	42,367	43,101
Retirement Employers Share	18,807	37,658	34,128
Dental Insurance	2,508	4,303	3,647
Life Insurance	66	152	1,464
Workers Compensation	978	3,194	1,359
Unemployment Compensation	-	554	568
Other Employer Contributions	5,267	5,393	3,276
Health Insurance	79,156	128,577	127,197
Legal Services	2,190	25,000	25,000
Other Professional Services	739,577	1,327,978	1,381,796
Telephone, Internet and Cable	526	1,200	1,500
Meter Expenses	1,881	-	5,900
Other Utility Services	864	-	-
Contractor Services	11,466	-	-
Machinery/Equipment Maintenance Services	-	4,000	-
Technology Services - Phone Support	5,760	-	5,950
Contractual Services	94,376	-	-
Hardware and Software Maintenance Services	8,411	-	-
Environmental Testing Services - Non-Capital	186	-	-
IT - Equipment and Hardware	1,856	-	-
Copier Charges	884	-	2,050
Sundry Contractual Services	150,455	69,730	368,496
Postage and Courier	6	-	-
Printing and Forms	-	1,450	-
Training Supplies	4,284	-	-
Equipment & Supplies - IT	279	-	-
Office Supplies	628	2,050	1,700
Publication Of Legal Notices	105	-	-
Subscriptions	2,819	750	875
Membership Dues	1,113	3,650	2,595
Licenses and Certifications	321	5,000	1,000
Registration Fees/tuition	6,302	6,800	10,000

Personal Auto Mileage	1,059	2,700	1,500
Commercial Travel	2,533	5,000	7,000
Meals	250	850	1,900
Lodging	1,139	2,500	6,675
Meeting Expenses	689	11,800	21,393
Lab and Medical Supplies	-	-	10,000
Educational Supplies	-	1,500	700
Painting Supplies	108	-	-
Other Supplies	429	200,000	8,590
Fees & Permits	500	-	500
Building/Offices Rent	-	16,000	-
Other Rents/Leases	19,880	-	30,500
Parking	20,781	-	-
Grants & Donations Other	40,000	-	-
Support for Other Agencies	-	223,133	238,133
Development Loans and Incentive Payments	30,000	-	-
Prizes/Awards	351	3,000	3,000
Other Capital Equipment	-	40,000	40,000
General Municipal Buildings	7,439	-	-
Other Capital Improvements	64	-	-
EXPENSES TOTAL	1,617,855	2,717,461	2,959,482
REVENUE GRAND TOTALS:	180,412	244,000	239,000
EXPENSE GRAND TOTALS:	1,617,855	2,717,461	2,959,482
NET GRAND TOTALS:	(1,437,443)	(2,473,461)	(2,720,482)

County Administrator

Account Description	2023 (mid-Sept.) Actuals	2023 Amended Budget	2024 Requested Budget
Fund: 291 - Grants Fund			
REVENUES			
General Property Taxes	-	293,156	-
Federal Grants - Other Federal Payments	-	-	98,630
State Grants - General Government	13,772	-	-
State Grants - Other Law Enforcement	-	220,000	-
State Grants - Other Public Safety	-	-	150,000
State Grants - Health	163,512	-	-
Other Services to State Government	39,616	-	-
REVENUES TOTAL	216,900	513,156	248,630
EXPENSES			
Other Professional Services	86,529	250,000	220,878
Telephone, Internet and Cable	340	725	-
Meter Expenses	516	2,400	-
Other Utility Services	1,264	-	-
Technology Services - Phone Support	1,308	-	-
Copier Charges	201	-	-
Sundry Contractual Services	62,034	218,331	-
Printing and Forms	-	700	-
Office Supplies	9	-	-
Membership Dues	180	-	75
Registration Fees/tuition	2,640	-	475
Personal Auto Mileage	1,140	-	-
Other Transportation Costs	128	-	-
Commercial Travel	1,337	-	660
Meals	1,225	-	210
Lodging	1,550	-	800
Meeting Expenses	-	8,000	7,046
Lab and Medical Supplies	-	15,000	-
Other Supplies	-	3,000	18,486
Building/Offices Rent	-	15,000	-
Other Rents/Leases	7,253	-	-
Parking	185	-	-
EXPENSES TOTAL	167,838	513,156	248,630
REVENUE GRAND TOTALS:	216,900	513,156	248,630
EXPENSE GRAND TOTALS:	167,838	513,156	248,630
NET GRAND TOTALS:	49,062	-	-