



MARATHON COUNTY HUMAN RESOURCES, FINANCE AND PROPERTY COMMITTEE AGENDA

Date & Time of Meeting: **Wednesday, January 10, 2024 at 3:00 pm**

Meeting Location: **Assembly Room, Courthouse, 500 Forest Street, Wausau WI 54403**

Committee Members: John Robinson, Chair; Alyson Leahy, Vice-Chair; Kurt Gibbs, Gayle Marshall, Kody Hart, Ann Lemmer, Yee Leng Xiong

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: Provide leadership for the implementation of the County Strategic Plan, monitor outcomes, review, and recommend to the County Board policies related to human resources initiatives, finance and property of the County.

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 broadcasted 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 the 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 a topic within the jurisdiction of the committee.)
4. **Approval of Minutes from the December 13, 2023 HRFC meeting**
5. **Policy Issues Discussion and Potential Committee Determination**
6. **Operational Functions Required by Statute, Ordinance, Resolution, or Policy**
 - A. Items for Discussion and Possible Action by HRFC
 1. Approval of December Claims and Questioned Costs
 2. Acceptance of Women United Impact Grant
 - B. Items for Discussion and Possible Action by HRFC to Forward to County Board
 1. Process for Disposing of Excess County Property
 2. Presentation of Property Owned by the County – Dave Mack
7. **Educational Presentations and Committee Discussion**
 - A. Review of Committee Work Plan for 2024
8. **Next Meeting Date & Time, Announcements and Future Agenda Items**
 - A. Committee members are asked to bring ideas for future discussion.
 - B. Next meeting: Tuesday, January 23, 2024 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 email countyclerk@co.marathon.wi.us one business day before the meeting.

SIGNED s/s John Robinson
Presiding Officer or Designee

EMAILED TO: Wausau Daily Herald, City Pages, and other Media Groups

EMAILED BY: _____

DATE & TIME: _____

NOTICE POSTED AT THE COURTHOUSE

BY: _____

DATE & TIME: _____



MARATHON COUNTY HUMAN RESOURCES, FINANCE AND PROPERTY COMMITTEE AGENDA WITH MINUTES

Date & Time of Meeting: **Wednesday, December 13, 2023 at 3:00 pm**

Meeting Location: **Assembly Room, Courthouse, 500 Forest Street, Wausau WI 54403**

John Robinson	Present
Alyson Leahy	Present (W)
Kurt Gibbs	Present
Gayle Marshall	Excused
Kody Hart	Present
Ann Lemmer	Present
Yee Leng Xiong	Present (W)

Staff Present: Lance Leonhard, Michael Puerner, Kim Trueblood, Jessica Blahnik, Sarah Severson, Kristi Palmer, Chris Holman, Laura Scudiere, Bill Millhausen, Tim Burkholder, Gerry Klein, Tyler Bremmer, Michael Van Offeren, Brian Modrzejewski

Others Present: Supervisor Baker (W), Vice Chair McEwen, Kimm Weber, Supervisor Morache (W)

[Meeting Link](#)

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Public Comment** - None
4. **Approval of Minutes from the November 21, 2023 HRFC meeting** – Motion by Lemmer, Second by Gibbs to approve the minutes as presented. Motion carried on a voice vote unanimously.
5. **Policy Issues Discussion and Potential Committee Determination**
6. **Operational Functions Required by Statute, Ordinance, Resolution, or Policy**
 - A. Items for Discussion and Possible Action by HRFC
 1. Approval of November Claims and Questioned Costs (:02) – Motion by Gibbs, Second by Hart to approve the claims and questioned costs. Motion carried on a voice vote unanimously.
 2. Budget Transfer – CCIT CIP Recurring Accounts (:02) – Motion by Hart, Second by Lemmer to approve the budget transfer. Motion carried on a voice vote unanimously.
 - B. Items for Discussion and Possible Action by HRFC to Forward to County Board
 1. Review of Budget Process (1:30)
 2. Consideration of Request for Initial Resolutions for Conduit Financing for Digester Projects (:06) – Motion by Gibbs, Second by Hart to approve the resolution. Motion carried on a voice vote, but was not unanimous.
 3. Resolution Regarding Advancement of the Regional Forensic Science Center Project (:33) – Motion by Lemmer, Second by Hart to approve the resolution. Motion carried on a voice vote unanimously.
 4. Authorizing the Sheriff’s Office Participation in the Department of Natural Resources Boat Enforcement Patrol Grant Program (1:09) – Motion by Gibbs, Second by Lemmer to approve the grant. Motion carried on a voice vote unanimously.
 5. Approving Amendment to 2023 and 2024 Budgets Accepting Wisconsin Lead Safe Homes Program Grant (1:18) – Motion by Hart, Second by Lemmer to approve the resolution. Motion carried on a voice vote unanimously.
 6. Resolution Amending 2024 Budget Resolution Language Pursuant to Dep’t of Revenue Request (1:21) – Motion by Gibbs, Second by Hart to approve the resolution. Motion carried on a voice vote unanimously.
7. **Educational Presentations and Committee Discussion**
 - A. Update from Administrator on Revisions to MCDEVCO Marathon County Revolving Loan Memorandum of Understanding (1:24)
8. **Next Meeting Date & Time, Announcements and Future Agenda Items**
 - A. Committee members are asked to bring ideas for future discussion.
 - B. Next meeting: Wednesday, January 10, 2024 at 3:00 pm
9. **Adjournment** – Motion by Hart, Second by Gibbs to adjourn. Motion carried on a voice vote unanimously. Meeting adjourned at 4:37 p.m.

Minutes prepared by Kim Trueblood, County Clerk

MARATHON COUNTY
Budget Transfer Authorization Request Form

This form must be completed electronically and emailed to **Season Welle, Kristi Palmer**, and to your Department Head. This email will confirm that your Department Head acknowledges and approves this transfer. Forms that are incomplete, incorrect, out-of-balance, or that have not been sent to your Department Head will be returned. The Finance Department will forward completed forms to the Marathon County Human Resources, Finance & Property Committee.

DEPARTMENT: Social Services

BUDGET YEAR: 2024

TRANSFER FROM:

Action	Account Number	Account Description	Amount
Revenue Increase	TBD	Women United Impact Grant-Child Support	\$7,000.00

TRANSFER TO:

Action	Account Number	Account Description	Amount
Expenditure Increase	TBD	DIRECT PAYMENTS	\$7,000.00

I, the undersigned, respectfully request that the Human Resources, Finance & Property Committee approve the following change in budget / transfer of funds as discussed in the attached supplemental information.

Requested By: Stacy Spencer

Date Completed: 1/5/24

COMPLETED BY FINANCE DEPARTMENT:

Approved by Human Resources, Finance & Property Committee: _____

Date Transferred: _____

MARATHON COUNTY
Budget Transfer Authorization Request – Supplemental Information

Attach this supplemental information to the original Budget Transfer Authorization Request Form. All questions must be completed by the requesting department or the Budget Transfer Authorization Request Form will be returned.

1) What is the name of this Program/Grant? (DO NOT use abbreviations or acronyms)

Women United Impact Grant

2) Provide a brief (2-3 sentence) description of what this program does.

The grant funds are intended for a Non-Custodial Mother's Support Group. This will address a less tangible problem that our customers are facing, which is a lack of a positive support network. This group would give us the opportunity to help women who might be in a position where they feel isolated, because they are not their child(ren)'s primary caregiver. Women involved in this group could have children in foster care, their children could be in guardianships with relatives, children could be living their other parent, or any other circumstances that would result in the child no longer residing with their mother.

3) This program is: (Check one)

An Existing Program.

A New Program.

4) What is the reason for this budget transfer?

Carry-over of Fund Balance.

Increase/Decrease in Grant Funding for Existing Program.

Increase/Decrease in Non-Grant Funding (such as tax levy, donations, or fees) for Existing Program.

Set up Initial Budget for New Grant Program.

Set up Initial Budget for New Non-Grant Program

Other. Please explain: [Click here to enter description](#)

5) If this Program is a Grant, is there a "Local Match" Requirement?

This Program is not a Grant.

This Program is a Grant, but there is no Local Match requirement.

This Program is a Grant, and there is a Local Match requirement of: (Check one)

Cash (such as tax levy, user fees, donations, etc.)

Non-cash/In-Kind Services: (Describe) [Click here to enter description](#)

6) Does this Transfer Request increase any General Ledger 8000 Account Codes? (Capital Outlay Accounts)

No.

Yes, the Amount is Less than \$30,000.

Yes, the Amount is \$30,000 or more AND: (Check one)

The capital request HAS been approved by the CIP Committee.

The capital request HAS NOT been approved by the CIP Committee.

COMPLETED BY FINANCE DEPARTMENT:

Is 10% of this program appropriation unit or fund? _____

Is a Budget Transfer Resolution Required? _____

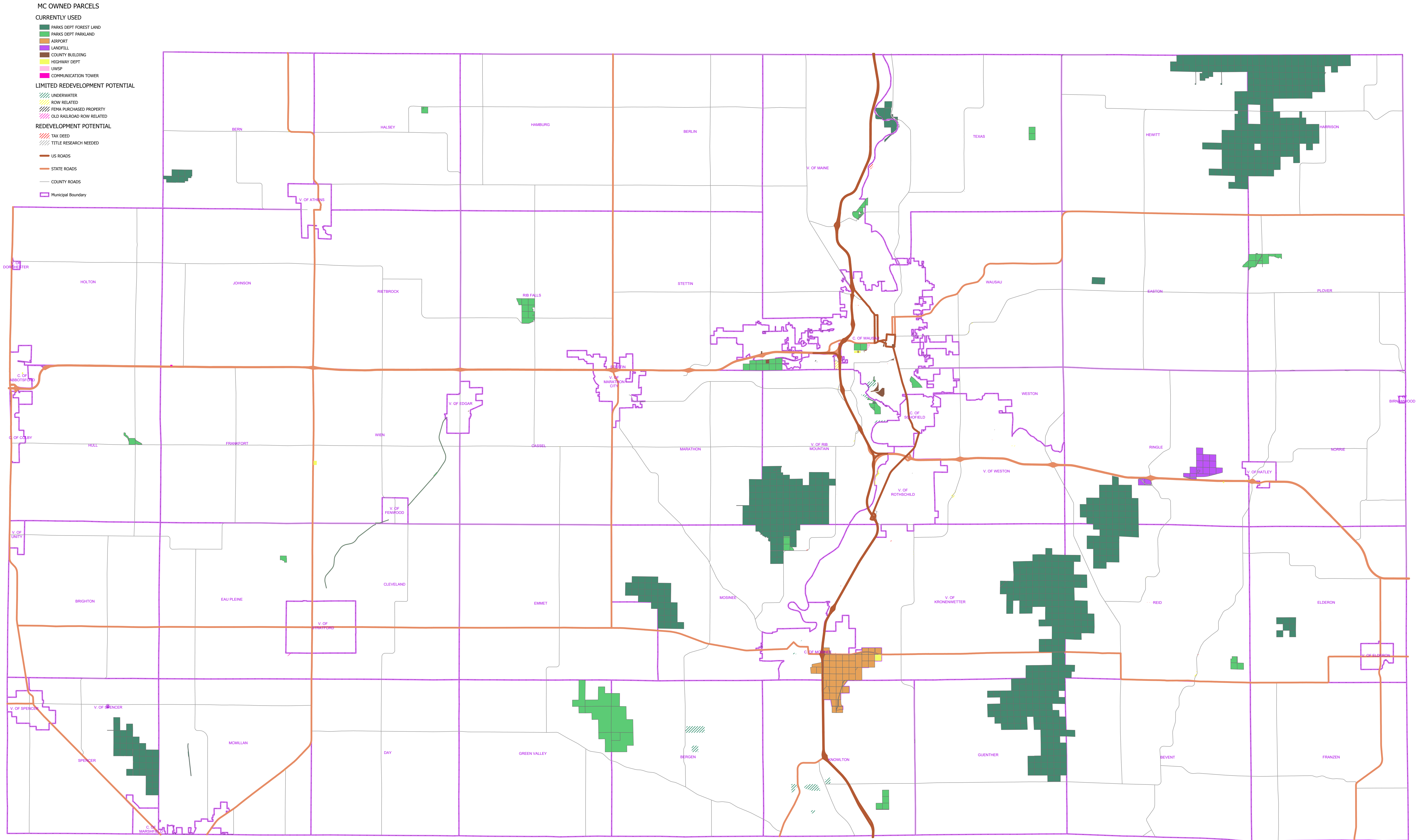
Marathon County Owned Parcels

CURRENTLY USED	NUMBER OF PARCELS	ACREAGE	
PARKS DEPARTMENT FORREST LAND PARK LAND	806 89	32,105.63 4,006.37	
CWA AIRPORT	55	1,830.42	
LANDFILL	19	638	
COUNTY BUILDINGS	18	97.5	River Dr. & Thomas St. Buildings and Courthouse parking lot east has development potential
HIGHWAY DEPARTMENT	8	80.45	
UWSP	5	11.11	Dorm Property and Parking Lot property have development potential
COMMUNICATION TOWER	1	2.3	
TOTAL	1,001	38,771.78	

LIMITED REDEVELOPMENT POTENTIAL	NUMBER OF PARCELS	ACREAGE	
UNDERWATER	16	376.18	Parcels currently underwater by flowage.
ROAD RIGHT-OF-WAY (ROW) RELATED	40	66.78	Parcels obtained by Marathon County for right of way purposes. Some of these parcels may have remnant pieces that are no longer needed by the county.
FEMA PURCHASED PROPERTY	7	3.39	Parcels obtained with FEMA funds to remove improvements from flood pain.
OLD RAILROAD ROW RELATED	2	2.76	Old abandoned RR row parcels.
TOTAL	75	452.24	

REDEVELOPMENT POTENTIAL	NUMBER OF PARCELS	ACREAGE	
TAX DEED	30	25.44	Parcels obtained by Maraton County by tax deed.
TITLE RESEARCH NEEDED	10	3.13	Parcels with no clear explanation how the county obtained title. Title research is needed.
TOTAL	40	28.57	
TOTAL TOTAL	1,116	39,252.59	

MARATHON COUNTY, WI



Map developed by Marathon County
Conservation, Planning and Zoning GIS

Map Date: 01/09/2024

2022 HRFPC Committee Work Plan

Proposed

At the August 23rd HRFPC Meeting the Committee Identified four priority work items

ARPA,

American Rescue Plan Act (ARPA)
and other Federal Grants

Establish criteria for the review and ranking of projects

Property Management,

Policy on sale/disposition
of excess county property

Tied into Long Term Facilities Plan,
develop a process for disposition of
surplus property.

Tax Delinquent Property
Process - policy setting

Review recent legislation and
establish guidelines, policies and
expectations relating to tax deed
foreclosure and sale/transfer of
property

Long term facilities plan

Establish goals for long term facility
and property management

TIF

Tax Increment Financing - pursue
legislative recommendation and
criteria for guiding representative
on local committee

Evaluate impacts that TIDs are having on county and
develop recommendations on changes to state laws.
Evaluate County participation on Joint Review
Committees, what criteria should be used to evaluate TIF
plans?

Cultural Competence

Promote cultural competence in
County employment policies and
in the design and delivery of
County programs and services.

Develop plan and monitor implementation of plan to
address cultural competencies.