



MARATHON COUNTY HUMAN RESOURCES, FINANCE AND PROPERTY COMMITTEE AGENDA

Date & Time of Meeting: **Tuesday, February 27, 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 February 7, 2024 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. Claim Disallowance – Babajide Apatira

2. Approval of NACO Request for LATCF (Local Assistance and Tribal Consistency Funds) Reimbursement Payment

3. Update on Divestment Opportunity for divestment of County-owned property at 616 Forest Street and 405 S. 8th Avenue in the City of Wausau and review of Request for Proposal examples

4. Discussion of Guidance to Staff to in Developing Recommendations Relative to Establishing Salaries for Constitutional Officers for the 2025-2028 Term

B. Items for Discussion and Possible Action by HRFC to Forward to County Board

1. Opportunity for Providing Recommendations Relative to Items to be Included in the Administrator's 2024 Work Plan

7. Educational Presentations and Committee Discussion

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, March 13, 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: _____



Jaime Alberti-Bowers
500 Forest Street
Wausau, Wisconsin 54403

February 15, 2024

RE: Claimant: Babajide Apatira
 Claim number: GLMA00003194
 Our Insured: Marathon County
 Date of Loss: 10/4/2022

Dear Jaime Alberti-Bowers,

The above referenced claim was filed on 2/14/2024. Following a review of the information and an investigation of the facts, it has been determined that Marathon County has no liability for this claim. Please issue a formal disallowance and provide a copy of this disallowance to WMMIC.

This claim will be closed on the date of receipt of the disallowance.

A copy of this letter has been placed in the claim file for reference. If you should have any further questions, please contact me.

Sincerely,

A handwritten signature in black ink that reads "Jennifer Kowalski".

Jennifer Kowalski, MBA
Liability Claim Representative
Wisconsin Municipal Mutual Insurance Company
(608) 729-5682
jkowalski@wmmic.com



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MADISON, WI 53703
TOLL FREE: 1.866.404.2700
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WICOUNTIES.ORG

TO: Kim Trueblood, Marathon County Clerk
FROM: Mark D. O'Connell
RE: National Association of Counties National Center for Public Lands Counties
DATE: December 13, 2023

The National Association of Counties and the Western Interstate Region (WIR) Board of Directors have created the National Center for Public Lands Counties (The Center) under the umbrella of NACo. Counties in Wisconsin and across the country are leaders in various ways including land use and management. While we are leaders in this area, there is little study done on how we can play a role in federal lands.

The Center's mission is to effectively demonstrate how prosperous public lands create a prosperous America by giving counties an opportunity to share these stories with their peers, policymakers, the media, think tanks and other key influencers. The Center's research will highlight the economic, environmental, and social impact public lands have on counties. The Center will provide economic and scientific data to better inform decisions and meet unique challenges in housing, taxation and infrastructure maintenance on and off federal lands.

The Center will be governed by a board consisting of elected officials from across the country and the WIR Executive Committee, the NACo CEO/ Executive Director.

To establish The Center, the NACo and WIR set a fundraising goal of \$15 million in two years. As of August, \$4.7 million has been raised through contributions by counties across the nation. This amount will provide The Center with the money needed to start their important work. The hope is that counties in Wisconsin will make a voluntary contribution to support The Center so that vital research on county intergovernmental partnerships to improve outcomes on federal lands can be conducted. No dollars will be utilized for lobbying or political reasons.

Over the past two years, your county has received a payment entitled Local Assistance and Tribal Consistency Fund (LATCF). LATCF is a general revenue enhancement program that aids eligible Tribal governments, eligible revenue sharing counties and eligible revenue sharing consolidated governments. NACo is the reason you received these funds. NACo's work in the area of public lands highlighting the need for a stronger financial relationship between the federal government

and counties resulted in your county receiving \$50,000.00 in 2022 and \$50,000.00 in 2023 for a total of \$100,000.00.

NACo and WCA are requesting that your county contribute a very modest one-time amount of 1% of the amount you received in LATCF monies. 100% of the one-time funds you contribute will go to fund the National Center for Public Lands Counties further highlighting the need for the federal government to recognize the economic impact public lands have on counties.

Below is a list of the counties which have received LATCF funds. All counties receiving these funds are being requested to contribute to the National Center for Public Lands Counties effort.

I have attached an invoice for ease of processing. Please consider joining this effort.

Please contact WCA if you have questions.

	FY 22 Allocation	FY23 Allocation	
Adams County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Ashland County	\$ 577,027.55	\$ 577,027.55	\$ 1,154,055.10
Barron County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Bayfield County	\$ 521,464.55	\$ 521,464.55	\$ 1,042,929.10
Buffalo County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Burnett County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Chippewa County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Clark County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Columbia County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Crawford County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Dane County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Dodge County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Door County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Douglas County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Dunn County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Eau Claire County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Florence County	\$ 131,388.45	\$ 131,388.45	\$ 262,776.90
Forest County	\$ 971,056.23	\$ 971,056.23	\$ 1,942,112.46
Grant County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Green County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Green Lake County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Iowa County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Iron County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00

Jackson County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Jefferson County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Juneau County	\$ 105,495.16	\$ 105,495.16	\$ 210,990.32
Kenosha County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Kewaunee County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
La Crosse County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Langlade County	\$ 65,983.19	\$ 65,983.19	\$ 131,966.38
Lincoln County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Manitowoc County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Marathon County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Marinette County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Milwaukee County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Monroe County	\$ 85,408.53	\$ 85,408.53	\$ 170,817.06
Oconto County	\$ 171,010.50	\$ 171,010.50	\$ 342,021.00
Oneida County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Outagamie County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Ozaukee County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Pepin County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Pierce County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Polk County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Portage County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Price County	\$ 199,584.99	\$ 199,584.99	\$ 399,169.98
Racine County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Rock County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Rusk County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Sauk County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Sawyer County	\$ 377,731.92	\$ 377,731.92	\$ 755,463.84
Shawano County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Sheboygan County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
St. Croix County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Taylor County	\$ 98,942.81	\$ 98,942.81	\$ 197,885.62
Trempealeau County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Vernon County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Vilas County	\$ 102,936.26	\$ 102,936.26	\$ 205,872.52
Walworth County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Washburn County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Washington County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Waukesha County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Waupaca County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00

Waushara County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Winnebago County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Wood County	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00



Memorandum

To: Marathon County Human Resource, Finance, and Property Committee

From: Molly Adzic, Director of human Resources and Lance Leonhard, County Administrator

Date: February 27th, 2024

RE: Seeking Direction for Developing Formal Recommendation for Elected Official Salaries

Pursuant to Wis. Stat. § 59.22(1), the Board must establish the annual compensation for services to be paid to certain county elected offices prior to the earliest time for filing nomination papers for those offices.

The elected offices of County Treasurer, County Clerk, and Register of Deeds are up for election this year and salaries for the 2025-2028 term must be set prior to April 15th, 2024.

Human Resources and County Administration are committed to assisting with this critical task by providing a formal recommendation to the committee on what we believe to be fair compensation for these positions in our County. Prior to developing and sharing our recommendations, we are first seeking guidance from the Human Resources, Finance, and Property Committee to ensure that our methodology for formulating these salary recommendations align with the committee's expectations and preferences.

In considering our method for developing a well-informed recommendation for consideration, two primary approaches come to mind:

Comparable County Analysis:

- Conduct a thorough analysis of compensation structures for similar elected positions in counties comparable to ours.
- Utilize salary data from these comparable counties to benchmark and inform our recommendations for the 2025-2028 term.

Internal Pay Structure Analysis:

- Evaluate our current internal pay structure for positions with similar levels of exposure, responsibility, and complexity within the county government.
- Base the compensation recommendations on how our elected offices align with existing roles within our organization.

Each approach has its merits, and Marathon County has demonstrated the effectiveness of both at different points in the past.

The current salaries for the County Treasurer, County Clerk, and Register of Deeds were established in 2016, consistent with the classification and compensation system in place for all Marathon County employees at that time.

Position	Classification	Annual Salary
County Clerk	D61	\$83,422.00
Register of Deeds	C43	\$68,772.00
Treasurer	C44	\$73,351.00

As you may recall, when the board considered salaries for the County Treasurer, County Clerk, and Register of Deeds in 2020, the proposal was rejected, and the salaries established for the prior term remained in effect.

In 2022, the last time this committee established salaries for Marathon County Elected Department Heads, we were in the middle of a classification and compensation study and there were no current ranges established for the Sheriff or Clerk of Court, so recommendations were presented and adopted based on comparable county analysis.

Thank you for your attention and guidance on this matter. We look forward to a discussion on the committee's preference and direction, as well as working collaboratively to establish fair and competitive compensation for the elected offices in our county.

2024 DRAFT ADMINISTRATION WORK PLAN

1. Facilities-related Projects
 - A. Complete approved Lake View Campus renovation projects and relocate designated departments to the Lake View Drive Campus.
 - B. Deliver Revised Master Summary Facilities Plan to county board based on projects approved in 2024 Annual Budget
 - C. Present County Board with theoretical financial and operational plan for new Highway Department Shop Construction
 - D. Oversee Regional Forensic Science Center construction and prepare for commencement of operations
 - E. Assist County Board in evaluating Ice Arena Feasibility Study and move forward as directed
 - F. Assist HRFC in its effort to develop a Policy/Process relative to the divestment of County-owned facilities and properties (**non-tax deed**)
 - G. Provide proposed updates to §7.07 of the County ordinances (Parking at Courthouse Complex, River Drive complex, and Social Services building)

2. Budget-related Projects
 - A. Improve Budget process as requested by the County Board and HRFC
 - B. Enhance 5-year Capital Improvement Plan
 - C. Develop a countywide vehicle fleet program
 - D. Report to Public Safety on the utilization relative to Alcohol Treatment Court, including alternative proposals if appropriate.
 - E. Develop a Proposal for consideration for the creation of a Procurement/Purchasing Agent position
 - F. Report to Executive Committee on Program Budgeting options

3. Financial Related Projects
 - A. Negotiate Conduit Bonding agreement based on direction from EEED, HRF, and ER Committees
 - B. Review Fund Balance policies and update as directed by the Board and implement necessary operational changes
 - C. Deliver Quarterly financial reports to Standing Committees for departments under their jurisdiction referenced in Board rules, beginning in May 2024 (develop monthly reports for HR, Finance & Property Committee)
 - D. Continued Implementation of Workday ERP System to replace Cayenta financial system and develop a plan to centralize finance staff (see also HR-related project)
 - E. Provide staff support for Board in American Rescue Plan Act funding deployment
 - F. Provide staff support for continued deployment of Opioid Settlement funding
 - G. Develop a proposal for Parks, Recreation, & Forestry revenue and Leased-Property revenue set aside to contribute to funding future capital projects
 - H. Assist HRFC in addressing Tax Delinquent Parcel backlog
 - I. Support broadband expansion work of Task Force as necessary

4. Human Resource Related Projects

- A. Continue Implementation of Workday ERP System (our first HCM system), including Learning Management System
 - B. Evaluate Health Care Insurance Delivery methodology (fully insured vs. self-funded) through budget process
 - C. Deliver proposed update to Human Resources policies to HR Finance & Property Committee for consideration
5. Intergovernmental Partner/ miscellaneous work
- A. North Central Health Care – continue to provide oversight and work to enhance financial performance and service quality
 - B. City/County Information Technology Commission – serve as the CCITC Chair and work to ensure Marathon County receives necessary IT support, while we control our IT spending.
 - C. Marathon County Public Library - Review and revise agreements relative to facility, legal, HR, and financial services provided by Marathon County governments.
 - D. Criminal Justice Coordinating Council – continue to lead the system budgeting discussions with stakeholders to enhance resource allocation decisions.
 - E. Develop a Countywide Dashboard, displaying data regarding Department-based and Program-based performance measures to aid in department and program assessment
 - F. Deliver proposed updates to §12.04 developed by Assemblies Workgroup for consideration by the Board.
 - G. Confer with local municipalities and other stakeholders to evaluate opportunities to aid in improving service delivery to unhoused persons (including Community On Call system)
 - H. Evaluation of zoning options regarding marijuana cultivation

Projects to be Addressed in future year Work Plans, or current year Work Plan upon Board approval:

1. Secure an external forensic audit resource to conduct periodic reviews of departmental budgets to assess compliance with existing Marathon County ordinances and best practices.
2. Conduct Needs Assessment and Feasibility Study relative to delivery of Emergency Medical Services through countywide system
3. Engage Library Board to identify appropriate use for 3rd Floor and corresponding CIP plan
4. Secure a Telecommunications Audit
5. Assist the Board in clarifying the long-term relationship with UWSP – Wausau and identifying a sustainable funding strategy for capital improvement projects on the campus
6. Aid in the Comprehensive Review of Marathon County Ordinances
7. Aid the Board in Updating existing Comprehensive Plan and conducting New Strategic Plan
8. Conduct RFP for General Liability Insurance – WMMIC/County Mutual Insurance