



MARATHON COUNTY INFRASTRUCTURE COMMITTEE AGENDA

Date & Time of Meeting: **Thursday, May 9, 2024 at 9:00am**

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

Committee Members: Randy Fifrick, Chair; Chris Dickinson, Vice-Chair; Gary Gisselman, Jasper Hartinger, Brandon Jensen, Tom Seubert, Chris Voll

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 Strategic Plan, monitoring outcomes, reviewing, and recommending to the County Board policies related to technology and infrastructure initiatives of Marathon County which include, but are not limited to highways, airways, waterways, etc.

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 the March 7, 2024, Infrastructure Committee Meeting Minutes**
5. **Policy Issues Discussion and Potential Committee Determination**
 - A. Marathon County Policy on Mailboxes and Plowing Damage
6. **Operational Functions Required by Statute, Ordinance, Resolution, or Policy**
7. **Educational Presentations and Committee Discussion**
 - A. Review of Standing Committee related ordinances under section 2.04, including Mission, Duties and Responsibilities, and Jurisdiction
 - B. Introduction of Departments and Entities that often appear before the Committee
 - C. Brief Overview of Last Term discussion and action
 - D. Discussion regarding Potential Areas of Committee Focus during this Term
 - E. Rumble Strips as Outlined in the Marathon County Roadway Safety Plan
 - F. Broadband Update
 - G. BEAD Broadband grant update
 - H. CCITC: Workday project update
 - I. CCITC: IT project updates
 - J. WCHA Summer Road School, June 3-5, Chula Vista, Wisconsin Dells
8. **Next Meeting Date & Time, Announcements and Future Agenda Items:**
 - A. Committee members are asked to bring ideas for future discussion.
 - B. Next meeting: Thursday, June 6, 2024 at 9:00am
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 Randy Fifrick
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 INFRASTRUCTURE COMMITTEE AGENDA WITH MINUTES

Date & Time of Meeting: **Thursday, March 7, 2024 at 9:00am**

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

Craig McEwen	Present
Chris Dickinson	Excused
Gary Gisselman	Present
Joel Straub	Present
John Robinson	Present
Tom Seubert	WebEx
Jasper Hartinger	WebEx

Staff Present: Jim Griesbach, Kevin Lang, Mary Hartwig, Laurie Miskimins (WebEx), Shad Harvey (WebEx), Garret Pagel (WebEx), Tami Coulson (WebEx), Lance Leonhard, Erin Andrews
Others Present: Allen Opall, Scott Turner, Jared Grande, Tom Radenz, Cory Tomczyk, Dave Stertz, Rebecca Szymkowski (WebEx)

[Meeting Recording](#)

1. **Call Meeting to Order** – Chair McEwen called the meeting to order at 9:01am
2. **Pledge of Allegiance**
3. **Public Comment** – None
4. **Approval of the February 1, 2024, Infrastructure Committee Meeting Minutes** - (00:01)
Motion by Gisselman, Second by Straub to approve the minutes. Motion carried on voice vote, unanimously.
5. **Policy Issues Discussion and Potential Committee Determination** – None
6. **Operational Functions Required by Statute, Ordinance, Resolution, or Policy**
 - A. Vehicular Access from Hummingbird Road (County Road “R”) to Serve Jarvis Property/Extension of Swallow Lane. - (00:02)
Motion by Gisselman, Second by Robinson to approve this resolution and with the additional recommendation from staff. Motion carried on voice vote but not unanimous.
 - B. 2024 Work Zone Awareness Week Resolution – (01:12)
Motion by Robinson, Second by Gisselman to approve this resolution to forward to the full county board. Motion carried on voice vote unanimously.
 - C. Budget Transfer of \$225,000, Replacement of Box Culvert County Trunk “U” – (01:13)
Motion by Robinson, Seconded by Straub to approve this resolution and forward to the full county board. motion carried on voice vote unanimously.
7. **Educational Presentations and Committee Discussion**
 - A. Marathon County Assemblies Ordinance (12.04): Review of Draft Updates & Consideration to Workgroup. – (01:16)
 - B. State Routine Maintenance Contracts, short falls – (00:31)
 - C. Highway Department Budget Updates – (01:26)
 - D. Update on 6’-20’ Culvert Program – (01:39)
 - E. Bid Results, Paving Pulverizing and Milling – (01:42)
 - F. CCIT Projects: Klein – (01:45)
 - G. Broadband Update – (01: 53)
8. **Next Meeting Date & Time, Announcements and Future Agenda Items**
 - A. Committee members are asked to bring ideas for future discussion.
 - B. Next meeting: Thursday, April 4, 2024 at 9:00am
9. **Adjournment**
Motioned by Straub, Second by Robinson to adjourn. Motion Carried on voice vote, unanimously.
Meeting adjourned at 11:05am

Minutes Prepared by David Holcomb



MARATHON COUNTY HIGHWAY DEPARTMENT

OFFICE OF HIGHWAY COMMISSIONER
1430 WEST STREET
WAUSAU, WI 54401

Telephone
(715) 261-1800
Fax (715) 261-1810

Marathon County Policy on Mailboxes and Plowing Damage

1. PURPOSE:

Provide protection of county highway infrastructure by setting policy and procedures for handling mailboxes on county right-of-way and winter plowing damage.

2. DEFINITION:

Mailboxes have been, and are, allowed on county highway right-of-way as a matter of convenience to the landowners or occupants, and not as a matter of right. A mailbox is an encroachment on highway right-of-way and is governed by Section 86.04 of the Wisconsin State Statutes.

3. POLICY:

If the mailbox is damaged due to snow plowing, and not actual physical contact with a County snowplow, the mailbox replacement and costs are the responsibility of the property owner. During snow removal operations it is necessary for the operator of the plow to move fast enough to allow the snow to roll off the barrel of the plow. As a result, in times of heavy snow, there may be damage to mailboxes. It is the Highway Department's policy that we do not replace or repair mailboxes damaged by the force of snow. Property owners are required to contact the Highway Department immediately if they suspect damage was caused by Highway Department's equipment.

4. PROCEDURE:

If your mailbox or property is damaged, you should review this policy and inspect the damage. If you believe the Highway Department is responsible for repairing the damage based on this policy, you should contact the Department before making any repairs to allow our staff to inspect the damage.

Responsible

The County may be responsible for the following:

- If it is shown that a piece of County snow removal equipment has caused damage by the plow or truck making physical contact with a mailbox, the Highway Department will:
 - Repair or replace the damaged mailbox with a standard steel 6"x9"x19" mailbox and/or wood support, or
 - Compensate the landowner for post and/or mailboxes with a \$100 with gift card. Landowner must have the damage approved by the Highway Department prior to repairs.

**(Continued)
Responsible**

The County may be responsible for the following:

- If it is shown that a piece of County snow removal equipment has caused damage by actual physical contact with a fence or other structure, the Highway Department will review the incident on a case-by-case basis to determine what, if any, responsibility that the Highway Department has to repair the damage.
Note: The Highway Department will not be responsible for damage, even if caused by actual physical contact that occurs to structures that have been improperly located within the public right-of-way.

Not Responsible

The County is not responsible for the following:

- Damage that is caused to a mailbox, or other properly located structures outside the public right-of-way, as a result of plowed snow or the force of snow being discharged by County snow removal equipment.
- Damage that is caused to any fences, headwalls, trees, shrubs, plantings, and other structures that are improperly located within the public right-of-way.
- Damage that is caused to lawns or for the deposition of gravel in road ditches. If there are extenuating circumstances, these situations may be reviewed at the County's discretion on a case-by-case basis. Any vegetation damage sustained due to de-icing products used on the roadway will not be treated or repaired by the County.
- Suspected damage not brought to the Highway Department's attention immediately after occurrence, will not be allowed.

Contact Information

The Highway Department's phone number is 715-261-1800. Additional contact information can be found on the Highway Department website.

<https://www.marathoncounty.gov/about-us/departments/highway>

https://epd.wisc.edu/tic/wp-content/uploads/sites/3/2019/12/Bltn_014_Mailbox_Safety.pdf

Date Reviewed and Approved by Marathon County Infrastructure Committee: May 2, 2024

Sec. 2.04. Standing committees.

- (1) *Extension, Education, and Economic Development Committee.*
- (a) *Mission/purpose:* Provide the leadership for implementation of the Strategic Plan, monitoring outcomes, reviewing and recommending to the County Board all policies related to educational and economic development initiatives of Marathon County.
 - (b) *Statutory responsibilities:* § 59.56(3), Wis. Stats.
 - (c) *Membership:* Shall be comprised of seven County Board supervisors appointed by the County Board Chairperson at the April meeting of the County Board in even-numbered years.
 - (d) *Term:* Members shall serve for a two-year term concurrent with their terms of office as County Board Supervisors.
 - (e) *Reporting relationship:* The Extension, Education and Economic Development Committee shall have responsibility for outcome monitoring and oversight of the performance of education and economic development initiatives supported by Marathon County. The Committee shall have the primary responsibility of conferring with and acting as liaison for the following County departments:
UW Extension
 - (f) *Duties and responsibilities:* The duties and responsibilities of the Extension, Education, and Economic Development Committee include, but are not limited to:
 1. Foster the implementation of the County's Strategic Plan initiatives related to education and economic development.
 2. Identify the need for and recommend to the County Board, policies related to education and economic development initiatives appropriately supported by Marathon County.
 3. Review new programs and associated budget requirements, prior to their being considered for inclusion in the County's budget.
 4. Facilitate broad based discussion of issues and policies encouraging public involvement and communications with the public.
 5. Serve as the initial contact point for individual and/or organizations who wish to influence County Board policy regarding County education and economic development.
 6. Delegate operational procedures and practices to appropriate administrative committees and department(s) of the County.
 7. Review and recommend to the County Board programmatic and facility plans consistent with the community's expectations for the UWMC.
 8. Serve as the County's Extension and Education Committee by performing the following responsibilities:
 - a. Establish UW County based extension department policy.
 - b. Provide budget oversight for UW County based extension department.
 - c. Provide input and monitor their performance on the County based UW Extension programming.
 - d. Create policies and strategies that accomplish educational needs in an efficient and cost effective manner.

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- e. Provide a leadership role with the County Board and other community partners to preserve and enhance access to the resources of the public university.
 - f. Assess future community educational needs.
 - g. Facilitate a partnership between the County and the University of Wisconsin.
9. Promote goals that every person has the opportunity for education and for employment to be self-supporting.
10. Additional duties as assigned by the County Board Chairperson.
- (g) *Committee relationships:* The Extension, Education, and Economic Development Committee shall be the committee of jurisdiction (governance) providing the leadership for interaction, communications, and policy recommendations to the County Board with respect to the following:
- Industrial Development Agency
- (h) *Other organization relationships:* The Extension, Education, and Economic Development Committee will also serve as Marathon County's liaison (non-governance) to the following organizations:
- Marathon County Public Library Board
 - North Central Wisconsin Workforce Development Board (NCWWDB)
 - Wisconsin Valley Library Board (WVLB)
 - North Central Regional Planning
 - Northcentral Technical College (NTC)
 - Marathon County Agriculture Society
 - Marathon County Development Corporation (MCDEVCO)
 - Marathon County Historical Society
 - University of Wisconsin-Stevens Point - Wausau
- (2) *Environmental Resources Committee (ERC).*
- (a) *Mission/purpose:* Provide leadership for the implementation of the County's Strategic Plan, monitoring program outcomes, reviewing and recommending to the County Board policies related to environmental resource initiatives of Marathon County.
 - (b) *Statutory responsibilities:* Space reserved.
 - (c) *[Composition:]* The Environmental Resources Committee shall be comprised of eight County Board Supervisors—two of which are members of the Extension, Education and Economic Development Committee appointed by the County Board Chairperson at the April meeting of the County Board in even-numbered years, one representative of the Towns Associations of Marathon County appointed by the County Board Chairperson, and one Farm Service Agency (FSA) Member. [Source: § 92.06(1)(b), Wis. Stats.].
 - 1. The representative of the Towns Association of Marathon County is empowered to offer motions, second motions, and speak when recognized by the Committee Chairperson; however, he or she is not empowered to vote and his or her presence does not count toward establishing a quorum.
 - (d) *Term:* Members shall serve two-year terms concurrent with the terms of office of the County Board of Supervisors.

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- (e) *Reporting relationship:* The Environmental Resources Committee is accountable to the County Board. It shall have the responsibility for outcome monitoring and annual reporting, as well as overseeing the implementation of all policies related to the environmental resources of the County. The Environmental Resources Committee shall have the primary responsibility for conferring with and providing policy guidance to the following County departments:

Conservation, Planning, and Zoning

Parks, Recreation and Forestry

Solid Waste

- (f) *Duties and responsibilities:* The duties and responsibilities of the Environmental Resources Committee will include, but not be limited to:

1. Act as Land Conservation Committee pursuant to §§ 92.06 and 92.07, Wis. Stats., and maintain the [following]:
 - a. Chapter 91 - Farmland Preservation.
 - b. Chapter 92 - Soil and Water Conservation and Animal Waste Management.
 - c. Chapter 93 (§ 93.90) - Livestock Facility Siting and Expansion.
2. Act as Planning and Zoning Committee and maintain the following:
 - a. Chapter 59, § 59.69, Wis. Stats., Zoning Ordinance.
 - b. Chapter 59, § 59.692, Wis. Stats., Shoreland and Shoreland-Wetland Zoning Ordinance.
 - c. Chapter 59 and § 87.30, Wis. Stats., Floodplain Zoning.
 - d. Section 145.20, Wis. Stats., Private Onsite Wastewater Treatment System Ordinance.
 - e. Section 236.45, Wis. Stats., Land Division and Surveying Ordinance.
 - f. Section 59.69, Wis. Stats., Land Use, Information and Regulation, Environmental Protection, Surveys, Planning and Zoning.
 - g. Section 59.69, Wis. Stats., Uniform Citation Ordinance.
 - h. Section 59.54(4) and (4m), Wis. Stats., Uniform Addressing Ordinance.
 - i. Chapter 295, Subchapter 1, Wis. Stats., Nonmetallic Mining Reclamation Ordinance.
 - j. Chapter 31, Wis. Stats., Regulation of Dams and Bridges Affecting Navigable Waters.
 - k. Sections 56.70(8), 66.0103, 92.07, 281.31, 281.35, Wis. Stats.
3. Promote the implementation of the County's Comprehensive and Strategic Plans relative to environmental protection, waste management, public recreation, forestry and land use.
4. Identify and recommend to the County Board, policies and long-range plans related to environmental and community resources of the County including land use, forests, soil and water, and outdoor recreation.
5. Review new programs and associated budget requirements, prior to their being considered for inclusion in the County's budget.
6. Facilitate broad based discussion of issues and policies by encouraging involvement and communications with the public and with other standing Committees.

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7. Serve as the initial contact point for individuals and/or organizations who wish to influence County Board policy regarding County environmental and community resources.
 8. Delegate operational procedures and practices to appropriate program committees, boards and commissions which include Forestry and Recreation, Solid Waste, and Park Commission. Provide policy guidance and oversight to the Conservation, Planning and Zoning; Parks, and Recreation and Forestry departments.
 9. Encourage soil and water conservation research and educational information and public service programs.
 10. Assist in development and administration of the annual and long-range plans and annual reports for the following program activities:
 - a. Land and Water Resource Management.
 - b. Lake Management.
 - c. Parks and Recreation.
 - d. County Forestry.
 - e. Public Transportation.
 - f. Farmland Preservation.
 - g. Solid Waste Management and Recycling.
 11. Administer the wildlife damage and abatement program including approving the annual budget, claims, and fence contracts.
 12. Distribute and allocate federal, state, and county funds made available to the committee for cost-sharing programs and other incentive programs for improvements and practices relating to soil and water conservation on private or public lands, and within the limits permitted under these programs, and determine the methods of allocating these funds.
 13. Provide County oversight for Sewer Service Area planning.
 14. Evaluate our conservation, land use planning, zoning, and recreation programs and policies to reduce/eliminate disparities in access where they may exist.
 15. Additional duties as assigned by the County Board Chairperson.
- (g) *Committee relationships:* The Environmental Resources Committee shall be the committee of jurisdiction (governance) providing the leadership for interaction, communications, and policy recommendations to the County Board with respect to the following:
- Forestry/Recreation Committee
 - County Forest Citizen's Advisory Sub-Committee
 - Marathon County Park Commission
 - Solid Waste Management Board
 - Metallic Mining Committee
- (h) *Other organization relationships:* The Environmental Resources Committee will also serve as Marathon County's liaison (non-governance) to the following organizations:
- Board of Adjustment
 - Marathon County Land Information Council

Marathon County Metropolitan Planning Organization

(3) *Executive Committee.*

- (a) *Mission and purpose:* The Executive Committee of the Marathon County Board exists for the purpose of providing leadership for the development and implementing the County's Strategic Plan by coordinating policy formation among the Committees, and providing leadership for all County Board policies through supervision of Administrative staff.
- (b) *Statutory responsibilities:* Space reserved.
- (c) *Membership:* The Executive Committee is composed of the Chairperson of each of the County Board Standing Committees, and the County Board Chairperson and Vice-Chairperson. Two County Board Supervisors at large shall be selected by election of the County Board to the Executive Committee. The Executive Committee will be chaired by the County Board Chairperson.
- (d) *Term:* Members shall serve two-year terms, concurrent with their being Chairperson of a County standing committee. If for some reason members relinquish their Committee Chairmanship, they will be replaced on the Executive Committee by the new committee Chairperson. If the member at large leaves, then the County Board will elect a new member at large.
- (e) *Reporting relationship:* The Executive Committee is accountable to the County Board and provides leadership for and monitors the County Administrator position. The Executive Committee shall have the primary responsibility of conferring with and providing guidance to the following County departments:

County Administrator's Department

- (f) *Duties and responsibilities:* The duties and responsibilities of the Executive Committee include, but are not limited to:
 - 1. Provide leadership for the implementation of the County's Strategic Plan.
 - 2. Proactively identify County policy development needs.
 - 3. Request the County Board Chairperson assigns requests for any policy development to the appropriate Committee(s).
 - 4. Identify the need for short-term task forces to address policy formation recommendations.
 - 5. Establish County Board policy goals and monitor the success of the County Board policy implementation, reporting the results to the County Board.
 - 6. Provide leadership for the development of a biennial County Administrator plan of work, and consult in the completion of the plan. Monitor progress on an ongoing basis and conduct an annual performance review and a biennial survey.
 - 7. Participate in the selection of a County Administrator, and recommend a candidate for County Board approval. Recommend to the County Board appropriate contract and compensation considerations.
 - 8. Monitor the County Board's adherence to and progress in implementing its rules and procedures. Appoint a task force to update the County Board rules every two years.
 - 9. Consult with the County Board Chairperson regarding the content and structure of the County Board meeting agendas.
 - 10. Provide leadership of the implementation of the County's Strategic Plan core strategies.
 - 11. Provide leadership for the allocation of County resources by major County function.

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12. Additional duties as assigned by the County Board Chairperson.
 13. It may create task forces as required by its duties and responsibilities.
 14. Consider requests from County Board Supervisors pursuant to Rule 3(b) to have an item added to a subsequent agenda of the Board of Supervisors.
 15. Evaluate the work of the Standing Committees and provide leadership relative to the diversity and inclusion responsibilities set forth within the organizational rules ensuring Marathon County is an open, inclusive, and diverse place to live and work.
- (g) *Committee relationships:* The Executive Committee shall be the committee of jurisdiction (governance) providing the leadership for interaction, communications, and policy recommendations to the County Board with respect to the following:

Rules Review

- (h) *Other Organizational Relationships:* The Executive Committee will also serve as Marathon County's liaison (non-governance) to the following organizations:
1. None.
- (j) *Standing Committee Vice-Chairpersons.*
1. Participation In General. The Vice-Chairperson of a Standing Committee shall consider attending meetings of the Executive Committee as a non-voting member.
 2. Voting Rights in the Absence of a Standing Committee Chair. If the Chairperson of a County Board Standing Committee is absent, unavailable, or incapacitated, or if the Chair position of a Standing Committee is vacant, the Vice-Chairperson of said Standing Committee shall act as a voting member of the Executive Committee in the place of the Chairperson of said Standing Committee.
 3. Quorum in the Absence of a Standing Committee Chair. If a Vice-Chairperson is acting as a voting member of the Executive Committee, that Vice-Chairperson shall be counted in the place of the Standing Committee Chairperson when determining whether a quorum of the Executive Committee exists.
 4. Vice-Chair as Chair of Separate Standing Committee. If a Vice-Chairperson is acting as a voting member of the Executive Committee and is also the Chairperson of a separate Standing Committee, that person shall only be entitled to one vote on matters before the Executive Committee and shall not be counted twice for the purpose of determining whether a quorum of the Executive Committee exists.
- (4) *Human Resources, Finance and Property Committee.*
- (a) *Mission/purpose:* Provide leadership for the implementation of the County Strategic Plan, monitoring outcomes, reviewing and recommending to the County Board policies related to human resources initiatives, finance and property of the County.
 - (b) *Statutory Responsibilities:* §§ 65.90(5)(b), 893.80, 65.90(5)(a), 59.62[Wis. Stats.], and their successor statutes.
 - (c) *Membership:* The Human Resources, Finance and Property Committee shall be comprised of seven County Board Supervisors, appointed by the County Board Chairperson and confirmed by the County Board at the April meeting of the County Board in even-numbered years.
 - (d) *Term:* Members shall serve a two-year term concurrent with their terms of office as County Board Supervisors.

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- (e) *Reporting relationship:* The Human Resources, Finance and Property Committee shall be accountable to the County Board. It shall have the responsibility for outcome monitoring and overseeing the implementation of all policies related to human resources, financial and property matters of the County. The Human Resources, Finance and Property Committee shall have the primary responsibility of conferring with and providing guidance to the following County departments:

Treasurer's Office

Finance Department

Corporation Counsel's Office

County Clerk's Office

Register of Deeds' Office

Facilities and Capital Management

Employee Resources

- (f) *Duties and responsibilities:* The duties and responsibilities of the Human Resources, Finance and Property Committee shall include, but are not limited to:

1. Consult with County program committees, and in consultation with County Administration, develop annual short-term and multiple year long-term budget assumptions to guide budget development.
2. Provide leadership for the development and implementation of employee compensation, benefits, and working conditions structure which provides internal and external consistency and equality for all County employees, officers, and officials.
3. Review and accept the annual budget proposed by the County Administrator, conduct public listening sessions regarding the proposed budget, and submit with appropriate revisions to the County Board for its consideration, possible modification, and adoption.
4. Review and on behalf of the County Board act upon claims including all litigation claims against the County.
5. Monitor and oversee all County financial matters including, but not limited to, bills, audit reports, investments, insurance policies, bonding, contingency funds, property acquired by tax deed, budget amendments and transfers, and risk management programs including collaboration on labor contract negotiation issues. Establish, monitor and appropriately update acquisition policies, use and disposition of non-tax and tax deeded land acquired by the County.
6. Monitor the implementation of County Human Resources policies including organization compliance with annual budgets for Human Resources.
7. Establish and monitor the County's policies regarding donations and grants.
8. Review and approve for submission all grant requests which directly affect the finances of the County.
9. Review requests for new allocated positions pursuant to § 4.20 of this Code.
10. Authorize the transfer of funds between budgeted items of an individual County office, or County department, and authorize the transfer of funds from the contingency fund to supplement the appropriation for a particular office, department or activity as long as such transfers do not:
 - a. Exceed the amount set up in the contingent fund, or

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- b. Add up to more than ten percent of the fund originally budgeted to each individual office or department or activity.
11. Provide for publication of notice of contingent fund transfers pursuant to law.
 12. Recommend to the County Board transfers from the General Fund.
 13. Serve as the County's employee grievance committee, hearing, as required, all employee grievances and issuing decisions, when required by ordinances or labor contracts.
 14. Act as the Trier of Fact in disciplinary hearings, and request, as appropriate, the involvement of County Corporation Counsel to assist in conducting disciplinary hearing.
 15. Monitor organizational culture survey results and assure that employees are managed and led consistent with the County's values.
 16. Monitor the employee health care benefit and establish broad organizational policies that ensure that the plan is part of a compensation package that supports talent attraction and retention; and that cost are well managed to provide the best value available.
 17. Promote cultural competence in County employment policies and in the design and delivery of County programs and services.
 18. Additional duties as may be assigned by the County Board Chairperson.
- (g) *Committee relationships:* The Human Resources, Finance and Property Committee shall be the committee of jurisdiction (governance) providing the leadership for interaction, communication, and policy recommendations to the County Board with respect to the following:
None
 - (h) *Other Organizational Relationships:* The Executive Committee will also serve as Marathon County's liaison (non-governance) to the following organizations:
None
- (5) *Health and Human Services Committee.*
- (a) *Mission/purpose:* Provide leadership for the implementation of the strategic plan, monitoring outcomes, reviewing and recommending to the County Board policies related to health and human services initiatives of Marathon County.
 - (b) *Statutory responsibilities:* §§ 46.22(1m) and 46.23(2g), Wis. Stats., and their successor statutes.
 - (c) *Membership:* The Health and Human Services Committee shall be comprised of seven County Board supervisors appointed by the County Board Chairperson at the April meeting of the County Board in even-numbered years.
 - (d) *Term:* Members shall serve for a two-year term concurrent with their terms of office as County Board Supervisors.
 - (e) *Reporting relationship:* The Health and Human Services Committee shall be accountable to the County Board. It shall have the responsibility for outcome monitoring and overseeing the implementation of all policies related to the health and human services of the County, including, but not limited to: long-term care, physical and mental health, socioeconomic needs, AODA, crisis intervention, youth and elderly, and nutrition, as well as state and federally funded programs affecting Marathon County and current legislation or proposed legislation affecting health and human services. The Health and Human Services Committee shall have the primary responsibility for conferring with and providing guidance to the following county departments:

Veteran's Services

Social Services

Health Department

(f) *Duties and responsibilities:* The duties and responsibilities of the Health and Human Services Committee include, but are not limited to:

1. Foster the implementation of the County's Strategic Plan.
2. Identify the need for, and recommend to the County Board, policies related to the health and human services of the County that meet the physical and mental health, social and economic needs of individuals and families.
3. Review new programs and associated budget requirements, prior to their being considered for inclusion in the County's budget.
4. Facilitate broad based discussion of issues and policies encouraging public involvement and communications with the public.
5. Serve as the initial contact point for individual and/or organizations who wish to influence County Board policy regarding County health and human services.
6. Delegate operational procedures and practices to appropriate administrative committees and department(s) of the County.
7. Fulfill all statutory requirements assigned by the County Board.
8. Develop policies and plans for the delivery of all County-sponsored human services programs.
9. Develop a coordinated plan and budget, set priorities on program operations within the funding mechanisms provided by Federal, State and County government.
10. Assess the health status of the citizens and recommend policies that will improve the health of community residents assuring that needed health services are available.
11. Ensure that public health services include, but are not limited to, nursing, immunizations, health screenings, school health, environmental health, nuisance and hazard complaints, and health education are made available.
12. Develop partnerships with private or public funded human service agencies, schools and health or social institutions in the County which deal directly or indirectly with the Department of Social Services.
13. Develop options related to future policies related to the elderly and individuals with disabilities.
14. Promote health equity to reduce/eliminate health and social disparities where they may exist.
15. Additional duties as assigned by the County Board Chairperson.

(g) *Committee relationships:* The Health and Human Services Committee shall serve as the committee of jurisdiction (governance) providing the leadership for interaction, communications, and policy recommendations to the County Board with respect to the following:

Social Services Board

Veterans Service Commission

Transportation Coordinating Committee

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- (h) *Other organization relationships:* The Health and Human Services Committee will also serve as Marathon County's liaison (non-governance) to the following organizations:

Marathon County Board of Health

Aging and Disability Resource Center of Central WI (ADRC-CW)

Tri-County 51.42 Board and North Central Health Care Facilities

Community Care of Central Wisconsin (CCCW)

Marathon County Long-Term Care Council

Children with Disabilities Board

North Central Community Action Program (CAP)

Northern Valley Workshop Board

(6) *Infrastructure Committee.*

- (a) *Mission/purpose:* Provide leadership for the implementation of the Strategic Plan, monitoring outcomes, reviewing and recommending to the County Board policies related to technology and infrastructure initiatives of Marathon County which includes, but is not limited to, highways, airways, waterways, etc.
- (b) *Statutory responsibilities:* § 83.015, Wis. Stats., and their successor statutes.
- (c) *Membership:* The Infrastructure Committee will be comprised of seven County Board Supervisors, appointed by the County Board Chairperson at the April meeting of the County Board in even-numbered years.
- (d) *Term:* Members shall serve two-year terms concurrent with their terms of office as County Board Supervisors.
- (e) *Reporting relationship:* The Infrastructure Committee is accountable to the County Board. It shall have the responsibility for outcome monitoring, and overseeing the implementation of all policies related to the County's infrastructure and technology, including, but not limited to, the airport, highways, communication systems, and all other technology and infrastructure required within Marathon County. The Infrastructure Committee shall have the primary responsibility of conferring with and providing guidance to the following County departments:
- Highway Department
- (f) *Duties and responsibilities:* The duties and Responsibilities of the Infrastructure Committee will include, but not be limited to:
1. Foster the implementation of the County's Strategic Plan.
 2. Proactively identify the need for, and recommend to the County Board, policies related to the infrastructure and technology of the County.
 3. Establish outcome expectations for technology and infrastructure needs and monitor performance against these expectations.
 4. Review new technology and infrastructure and associated budget requirements, prior to their being considered for inclusion in the County's budget.
 5. Facilitate broad based discussion of issues and policies [to] encourage public involvement and communication with the public.

-
6. Facilitate the increase in transparency in County government through the use of technology and encourage greater public involvement and communication.
 7. Review and prioritize requests to utilize new technology within County government.
 8. Identify policies and procedures governing the use of technology to increase the efficiency of County government.
 9. Identify and promote opportunities for departments to cooperate and coordinate the development of new technologies within the County.
 10. Serve as the initial contact point for individuals and/or organizations who wish to influence County Board policy regarding County technology and infrastructure.
 11. Delegate operational procedures and practices to appropriate administrative committees and departments of County government.
 12. Fulfill all statutory requirements as assigned by the County Board.
 13. Develop and propose for County Board approval plans for the construction and maintenance of all County trunk roads and bridges and the construction, improvement, equipment, maintenance, and operation of the highway department and grounds.
 14. Report to the County Board on all matters under the jurisdiction of the Highway Department including highways, County highway speed limits and traffic control devices.
 15. Advise the board regarding leases, contracts and agreements necessary to implement the controlled access highway statute pursuant to § 83.027, Wis. Stats.
 16. Act as the Highway Committee pursuant to § 83, Wis. Stats.
 17. Oversee the implement of purchasing procedures consistent with County purchasing policies.
 18. Propose for County Board approval, a long-term technology and infrastructure plan.
 19. Provide insight and recommendations on technology related issues to any standing committee of the Marathon County Board of Supervisors through joint meetings and/or referred issues from other committees and/or the County Board.
 20. Evaluate transportation, highways, broadband, and other services/facilities to reduce/eliminate disparities in access where they may exist.
 21. Additional duties as assigned by the County Board Chairperson.

(g) *Committee relationships:* The Infrastructure Committee shall be the committee of jurisdiction (governance) providing the leadership for interaction, communications, and policy recommendations to the County Board with respect to the following:

Highway Safety Commission

(h) *Other organization relationships:* The Infrastructure Committee will serve as Marathon County's liaison (non-governance) to the following organizations:

Marathon County Metropolitan Planning Commission

Central Wisconsin Airport Board

Rib Mountain Metropolitan Sewerage District

City/County IT Commission

(7) *Public Safety Committee.*

-
- (a) *Mission/purpose:* Provide leadership for the implementation of the Strategic Plan, monitoring outcomes, reviewing and recommending to the County Board policies related to public safety initiatives of Marathon County.
- (b) *Statutory responsibilities:* Space reserved.
- (c) *Membership:* The Public Safety Committee shall be comprised of seven County Board Supervisors appointed by the County Board Chairperson at the April meeting of the County Board in even-numbered years.
- (d) *Term:* Members shall serve for a two-year term concurrent with their terms of office as County Board Supervisors.
- (e) *Reporting relationship:* The Public Safety Committee shall be accountable to the County Board. It shall have responsibility for outcome monitoring and oversight for the implementation of all policies relating to public safety for the County. The Public Safety Committee shall have the primary responsibility of conferring with, and providing guidance to, the following County departments:
- Sheriff's Office
 - Clerk of Courts' Office
 - District Attorney's Office
 - Circuit Court Judges
 - Medical Examiner's Office
- (f) *Duties and responsibilities:* The duties and responsibilities of the Public Safety Committee include, but are not limited to:
1. Foster the implementation of the County's Strategic Plan.
 2. Identify the need for, and recommend to the County Board, policies related to the public safety of the County.
 3. Review new programs and associated budget requirements, prior to their being considered for inclusion in the County's budget.
 4. Facilitate broad based discussion of issues and policies encouraging public involvement and communications with the public.
 5. Serve as the initial contact point for individual and/or organizations who wish to influence County Board policy regarding County public safety.
 6. Delegate operational procedures and practices to appropriate administrative committees and department(s) of the County.
 7. Initiate a study to determine the future criminal justice issues.
 8. Fulfill all statutory requirements assigned by the County Board.
 9. Evaluate programs and services to foster the fair and impartial administration of justice.
 10. Additional duties as assigned by the County Board Chairperson.
- (g) *Committee relationships:* The Public Safety Committee shall be the committee of jurisdiction (governance) providing the leadership for interaction, communications, and policy recommendations to the County Board with respect to the following committees of the County:
- Criminal Justice Coordinating Council/Evidence Based Decision Making

Local Emergency Planning Committee

Civil Service Commission

- (h) *Other organization relationships:* The Public Safety Committee will serve as the Marathon County Boards liaison (non-governance) to the following organizations:

Humane Society of Marathon County

Department of Corrections (Probation and Parole)

(O-12-20; O-10-22)

WISCONSIN COUNTY ADMINISTRATIVE STRUCTURE

2022 WCHA Professional Development Conference

December 5, 2022

Attorney Andy Phillips

County Structure

- County authority comes from Wis. Stat. Chapter 59.
- Counties are a body corporate that can sue and be sued.
- Powers are limited by state statute.
- Home Rule: Wis. Stat. § 59.03(1) - Every county may exercise any organizational or administrative power, subject only to the constitution and to any enactment of the legislature which is of statewide concern and which uniformly affects every county.
- Counties are governed by a board of supervisors.

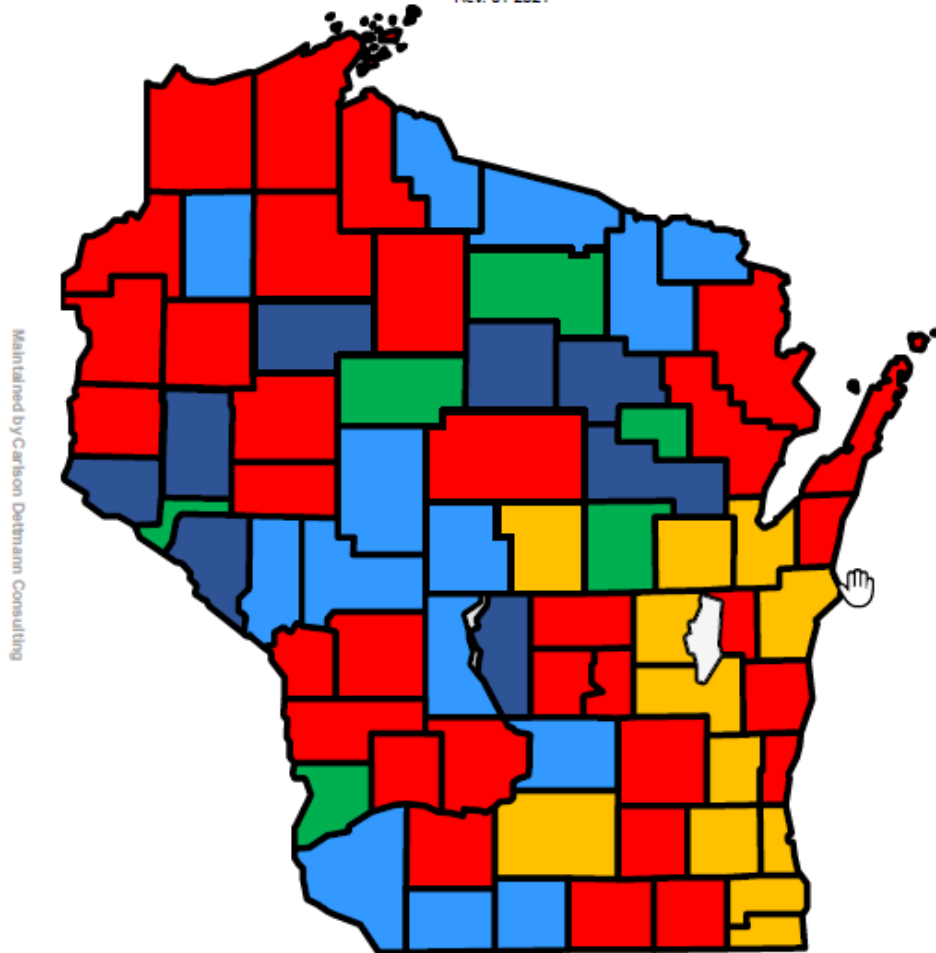
Forms of County Government Leadership in Wisconsin

Three types:



- County Executive (12 counties)
(newest Washington County)
- County Administrator (26 counties)
- County Administrative Coordinator (34 counties)




County Form of Government

Rev. 01-2021



Maintained by Carlson Detmann Consulting

 County Administrator
 County Executive

 Administrative Coordinator (Sole Job)
 Administrative Coordinator (Dual Staff Role)
 Administrative Coordinator (Elected Official)

Full Time Dedicated Positions: 52 Counties

12 Elected County Executives (CE)

33 Appointed County Administrators (CA)

7 Appointed Administrative Coordinators
(AC)

Dual Role Positions: 20 Counties

10 AC/County Clerks

4 AC/Board Chairs

3 AC/Human Resources

1 AC/Finance Director

1 AC/Human Services

1 AC/Highway Commissioner

County
Executive – Wis.
Stat. § 59.17

Appoints and supervises department heads subject to county board confirmation.

Appoints members to county boards and commissions.

Submits an annual budget to the county board.

Has veto authority.

County
Administrator –
Wis. Stat. § 59.18

- Chief administrator of the county.
- Responsible for coordinating all administrative and management functions not vested by law with other officers.
- Appoints and supervises county department heads/administrators.
- Appoints members to boards and commissions, with county board confirmation.
- Coordinates, prepares and submits annual budget.

Administrative
Coordinator –
Wis. Stat. § 59.19

- “The administrative coordinator shall be responsible for coordinating all administrative and management functions of the county government not otherwise vested by law in boards or commissions, or in other elected officers.”
- Similar to county administrator but does not have appointment authority and coordinates rather than supervises.
- Some counties meet the requirement by appointing an elected official.

County Board Supervisors

Supervisors serve primarily a *legislative* function.

The *legislative* function is largely limited to policy making, law making, budgetary approval and cooperative decision making.

No operational control resides with individual supervisors.

Involve, represent and be accountable to the public.

Determine services to be provided.

Adopt budget – levy taxes.

Regulate within statutory authority.

In other words, ENACT POLICY.

Home Rule Authority

- **Sec. 59.03(1) - Every county may exercise any organizational or administrative power, subject only to the constitution and to any enactment of the legislature which is of statewide concern and which uniformly affects every county.**



County Highway
Departments – General
Statutory Authority and
Obligations

General Statutory Authority and Obligations

- **Wisconsin Statute Chapter 83 – County Highways**
- **Wis. Stat. § 83.01(7) – County Highway Commissioner’s Duties**
- **Wis. Stat. § 83.015(2) – County Highway Committee’s Duties.**

Highway
Commissioner
and Highway
Committee
Authority
Wis. Stat. §
83.015(2)

- In any county with a highway commissioner appointed by a county executive or a county administrator, the county highway committee is only a policy-making body determining the broad outlines and principles governing administration.
- In that case, the county highway commissioner has the administrative powers and duties prescribed for the county highway committee by statute.

Highway Commissioner and Highway Committee Authority Wis. Stat. § 83.015(2)

- In any county with a highway commissioner that is not appointed by a county executive or a county administrator, but rather is elected by the county board, the county highway commissioner reports to the county highway committee.
- In that case, the county highway commissioner does not have the administrative powers and duties prescribed for the county highway committee by statute. The county highway committee maintains those powers and duties. These powers include contracting and to “make the necessary arrangements for the proper prosecution of construction and maintenance of highways provided for by the county board.”

Highway Commissioner and Highway Committee Duties:

Highway Commissioner: Wis. Stat. § 83.01(7) (a) requires the highway commissioner to “have charge, under the direction of the county highway committee, of the construction of highways built with county aid and the maintenance of all highways maintained by the county.

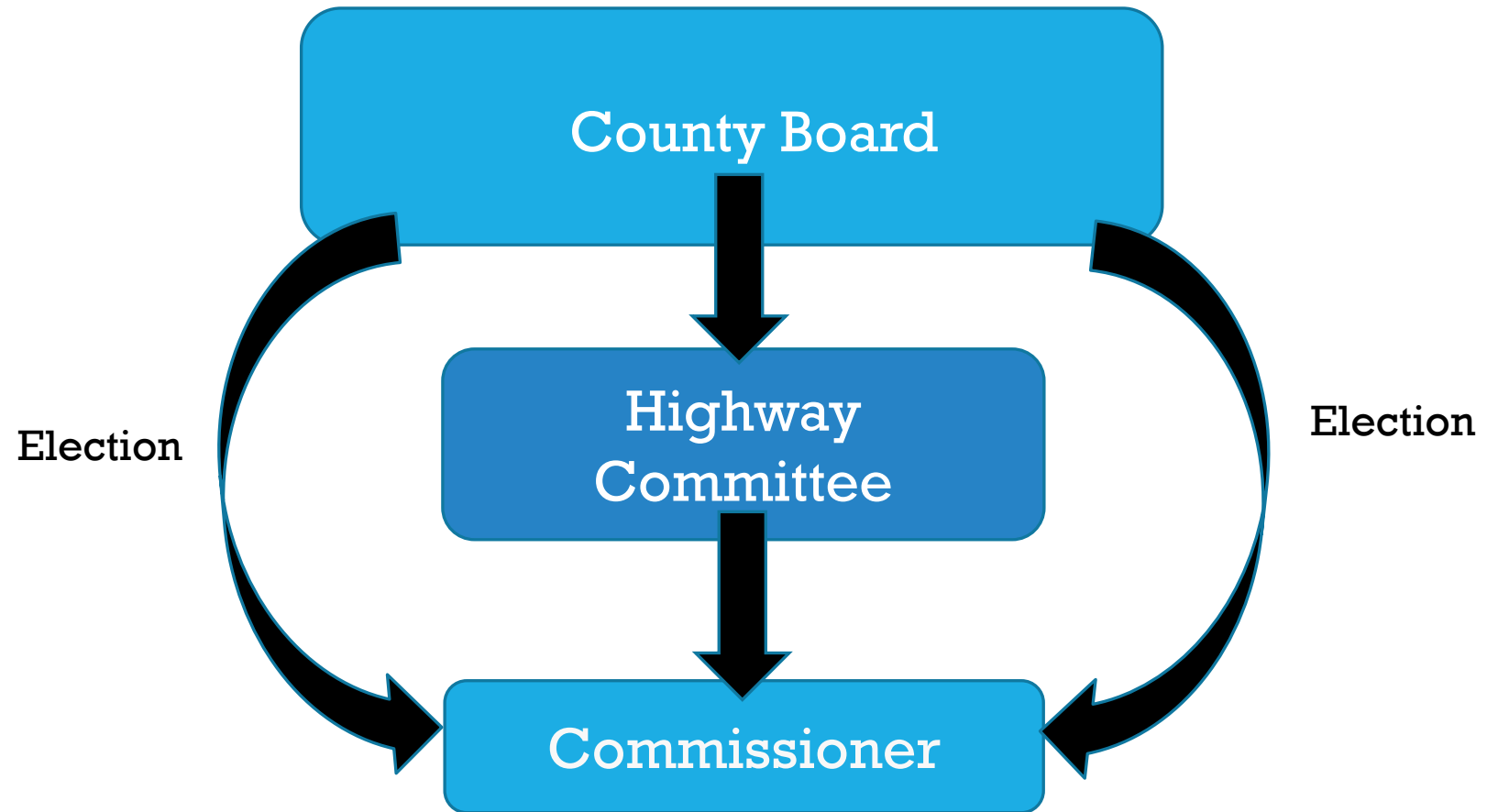
Highway Committee: Wis. Stat. § 83.015(2) requires highway committee to make necessary arrangements for the proper prosecution of the construction and maintenance of highways provided for by the county board (assuming the highway commissioner is not appointed by the county executive or county administrator).

Highway Commissioner and Highway Committee Duties

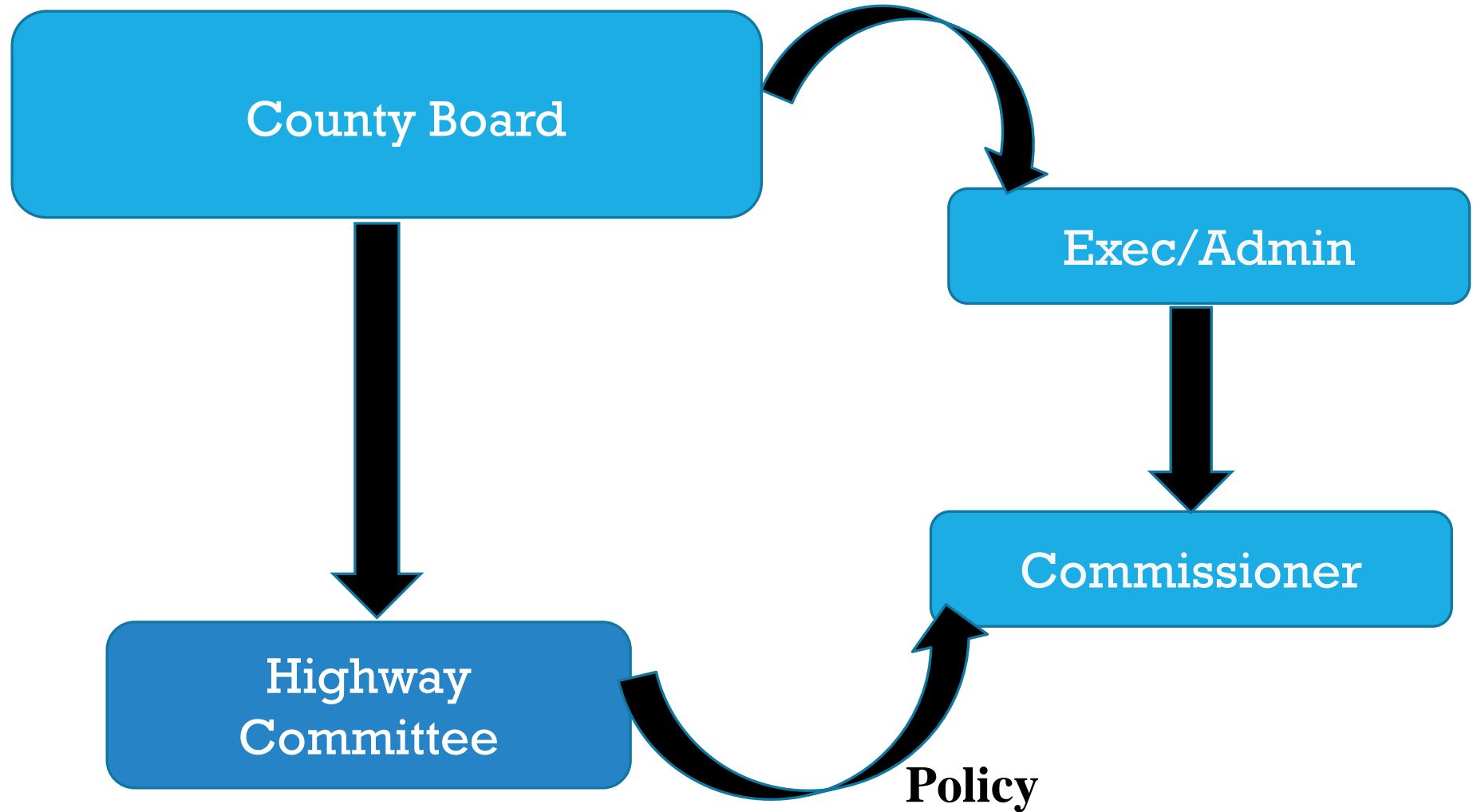
Wis. Stat. § 83.015(2): The highway committee's power to "make the necessary arrangements for the proper prosecution of construction and maintenance of highways" is qualified by "provided for by the county board." What does this mean?

- The county board maintains decision making power over budget matters and specific highway project funding. See also Wis. Stat. § 83.03; Wis. Stat. § 65.90(1) and (3)(b).
- The county board may assign other duties to the highway commissioner and highway committee, in addition to the construction and maintenance duties already statutorily delegated to the highway commissioner or highway committee.

Counties *Without* an Executive or Administrator



Counties *With* an Executive or Administrator





Powers and Duties of the Highway Committee

(Assuming the County Highway Commissioner is NOT appointed
by the County Executive or County Administrator...)

Statutory Authority and Obligations:
Duties of the County Highway Committee (Assuming the County Highway
Commissioner is NOT appointed by the County Executive or County
Administrator...)

Wis. Stat. § 83.015(2): *County Highway Committees—Powers and Duties*

- *Purchase and sell road machinery as authorized by the county board.*
- *Determine whether county aid construction shall be let by contract or shall be done by day labor.*
- *Enter into contracts on behalf of the county.*
- *Enter private lands with their employees to remove weeds and brush and erect or remove fences that are necessary to keep highways open for travel during the winter.*

Statutory Authority and Obligations:
Duties of the County Highway Committee (Assuming the County Highway
Commissioner is NOT appointed by the County Executive or County
Administrator...)

County Highway Committees—Powers and Duties (con't.)

- Direct the expenditure of highway maintenance funds received from the state or provided by county tax.
- Audit all payrolls and material claims and vouchers resulting from the construction of highways.
- Perform other duties imposed by law or by the county board.
- Meet from time to time at the county seat to audit all payrolls and material claims and vouchers resulting from the construction of highways.
- Perform such duties imposed by law or the county board.

County Highway Committees - Powers and Duties: Road Supplies

Road Supplies:

- The county highway committee is authorized to sell road building and maintenance supplies on an open account to any city, village, town or school district within the county; and any such city, village, town or school district is authorized to purchase such supplies.
- The attorney general has found that it is permissible for a county highway department to sell road sand or salt to municipalities either for their own use or for resale if, in good faith, county officials believe that the purchaser does not intend to resell the sand or salt for a private purpose.
- Generally, a county may not sell road maintenance supplies to a private party that intends to resell the supplies on the private market. *See OAG 2-01.*

County Highway
Committees - Powers
and Duties:
Acquisition of Land
for Highway Purposes

The county highway committee may acquire any lands or interest therein needed to carry out the provisions of Wis. Stat. Ch. 83. Wis. Stat. § 83.07.

Whenever the county highway committee is unable to acquire the same by purchase at a reasonable price such property may be acquired by condemnation under Wis. Stat. Ch. 32 (eminent domain).

County Highway
Committees - Powers
and Duties:
Acquisition of Land
for Highway Purposes

The county highway committee may acquire by gift, devise, purchase or condemnation any lands or interest in lands for the improvement, maintenance, relocation or change of:

any county aid or other highway; or

any street or bridge on a county aid or other highway; or

any street that the county is empowered to improve or aid in improving or to maintain.

See Wis. Stat. § 83.08(1)(a).

Acquisition of Land for Other Purposes

- *Whenever the county highway committee considers it necessary to acquire any lands or interests in land for any purpose (including for quarries, gravel pits, drainage across land or to beautify highways), it shall so order. See Wis. Stat. § 83.07 and Wis. Stat. § 83.08; see also Wis. Stat. § 32.05(1)(a) and Wis. Stat. § 83.18 (entry upon land).*
 - *The order or a separate map or plat must show the old and the new locations and the lands or interests required.*
 - *The committee must file a copy of the order and map with the county clerk or may file or record a plat with the register of deeds in accordance with § 84.095.*
 - *The committee must attempt to acquire the lands or interest in lands at a price considered reasonable by the committee.*
 - *The instrument of conveyance must name the county as grantee and must be filed with the county clerk and recorded with the register of deeds.*
 - *The cost of land and rights acquired shall be paid out of available improvement or maintenance funds.*

Statutory Authority and Obligations

County Highway Commissioners—Powers and Duties if NOT Appointed by a County Executive or County Administrator

So what does a County Highway Commissioner do if not appointed?

- *The county highway commissioner has charge, under the direction of the county highway committee, of the construction of highways built with county aid and the maintenance of all highways maintained by the county.*
- *The county highway commissioner shall perform all duties required by the county board and by the county highway committee and shall do or cause to be done all necessary engineering and make all necessary examinations for the establishment, construction, improvement and maintenance of highways.*
- *The county highway commissioner shall have charge of all road machinery and tools.*
- *And all the other duties set forth in Wis. Stat. § 83.01(7)...*



Powers and Duties of the Highway Committee

(Assuming the County Highway Commissioner IS appointed by
the County Executive or County Administrator...)

Statutory Authority and Obligations

County Highway Commissioners

- In counties with a county executive or county administrator, the county executive or county administrator appoints and supervises the county highway commissioner, not the county highway committee.
 - The appointment is subject to confirmation by the county board unless the board, by ordinance, elects to waive confirmation or unless the appointment is made under a civil service system competitive examination procedure.
- The county board must provide the commissioner with suitable offices and such assistants as are necessary for the proper performance of the commissioner's duties.

Statutory Authority and Obligations County Highway Commissioners—Powers and Duties

Wis. Stat. § 83.01(7):

- The county highway commissioner has charge, *under the direction of the county highway committee (unless the commissioner was appointed by a county executive or county administrator)*, of the construction of highways built with county aid and the maintenance of all highways maintained by the county. Key: the county highway commissioner is NOT under the direction of the county highway committee if appointed. *See Wis. Stat. § 83.01(7)(a).*
- The county highway commissioner shall perform all duties *required by the county board and by the county highway committee (unless the commissioner was appointed by a county executive or county administrator)*, and shall do or cause to be done all necessary engineering and make all necessary examinations for the establishment, construction, improvement and maintenance of highways. Key: the county highway commissioner is NOT under the direction of the county highway committee if appointed. *See Wis. Stat. § 83.01(7)(b).*

Statutory Authority and Obligations: Duties of the County Highway Commissioner (con't.)

- Complete, or cause to be completed, all necessary engineering and make all necessary examinations for the establishment, construction, improvement and maintenance of highways. See Wis. Stat. § 83.01(7)(b).
- Keep all county road machinery and tools properly maintained, repaired and stored, and make an annual report to the county board showing a full inventory of such machinery and tools. See Wis. Stat. § 83.01(7)(c).

Statutory Authority and Obligations: Duties of the County Highway Commissioner (con't.)

- Make an annual report to WisDOT and to the county board. The report must include an itemized statement of all expenditures made from the county road and bridge fund during each annual period and estimate the amount of funds needed to properly maintain the county trunk highways in that county for the succeeding year. In addition, the report should include any other recommendations as the county highway commissioner deems necessary. See Wis. Stat. § 83.01(7)(d).
- Issue removal orders in the event of an encroachment on any county trunk highway or state trunk highway. See Wis. Stat. § 83.01(7)(f); see also *Affeldt v. Green Lake County*, 2011 WI 56, 335 Wis.2d 104, 116-117, 808 N.W. 2d 56 (recognizing that the county highway commissioner is granted authority by the state to remove any encroachment on a county trunk highway).
- Compile and maintain a record of the laying out, alteration, or discontinuance of all highways in the county outside the limits of cities and villages, consistent with the form prescribed by WisDOT. See Wis. Stat. § 83.01(7)(g).



“Real World” Examples

Example 1

(Assuming the County Highway Commissioner IS NOT appointed by the County Executive or County Administrator):

The County Highway Committee recommends, and the full County Board approves, a budget for the County Highway Department that includes line items for maintenance, equipment purchases, improvements, etc. Should the County Highway Committee also specify the specific makes and models of equipment the County Highway Commissioner must purchase and/or specify the terms of the bid for the equipment?

Example 1 - Answer

(Assuming the County Highway Commissioner IS NOT appointed by the County Executive or County Administrator):

Probably not – the County Highway Committee should not specify the makes and models of equipment the County Highway Commissioner must purchase and/or specify the terms of the bid for the equipment because the County Highway Commissioner has charge of all county road machinery and tools regardless of whether the County Highway Commissioner is appointed.

(Irrelevant Whether the County Highway Commissioner is appointed by the County Executive or County Administrator!)

Example 2

(Irrelevant Whether the County Highway Commissioner is appointed by the County Executive or County Administrator):

The County Highway Commissioner needs to replace all of the tires on four trucks. Should the County Highway Commissioner bring the request and/or the invoice to the County Highway Committee for approval? Should the County Highway Committee ask the County Highway Commissioner to bring other information of this type to them for approval as well?

Example 2 - Answer

(Irrelevant Whether the County Highway Commissioner is appointed by the County Executive or County Administrator):

No, the County Highway Commissioner does not have to bring the request and/or the invoice to the County Highway Committee for approval (but she can if she wishes). The County Highway Commissioner must make an annual report to the County Highway Committee, but she does not need to bring other information of this type to them for approval as long as it is within budget.

Example 3

(Assuming the County Highway Commissioner IS appointed by the County Executive or County Administrator):

The County Highway Department has two vacancies: the Patrol Superintendent and the County Highway Commissioner. Should the County Highway Committee participate in the interviewing/hiring process for the Patrol Superintendent? The Highway Commissioner?

Example 3 - Answer


(Assuming the County Highway Commissioner IS appointed by the County Executive or County Administrator):

Patrol Superintendent Position: The County Highway Committee is not required to participate in the hiring.

The County Highway Commissioner Position: The County Highway Committee does not elect or hire the County Highway Commissioner if there is a County Executive or County Administrator. However, the County Executive or County Administrator would likely involve the County Highway Committee in the hiring process.



ANDY PHILLIPS
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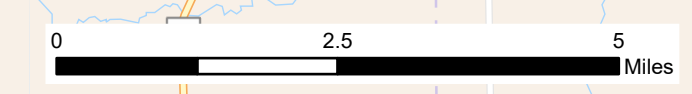
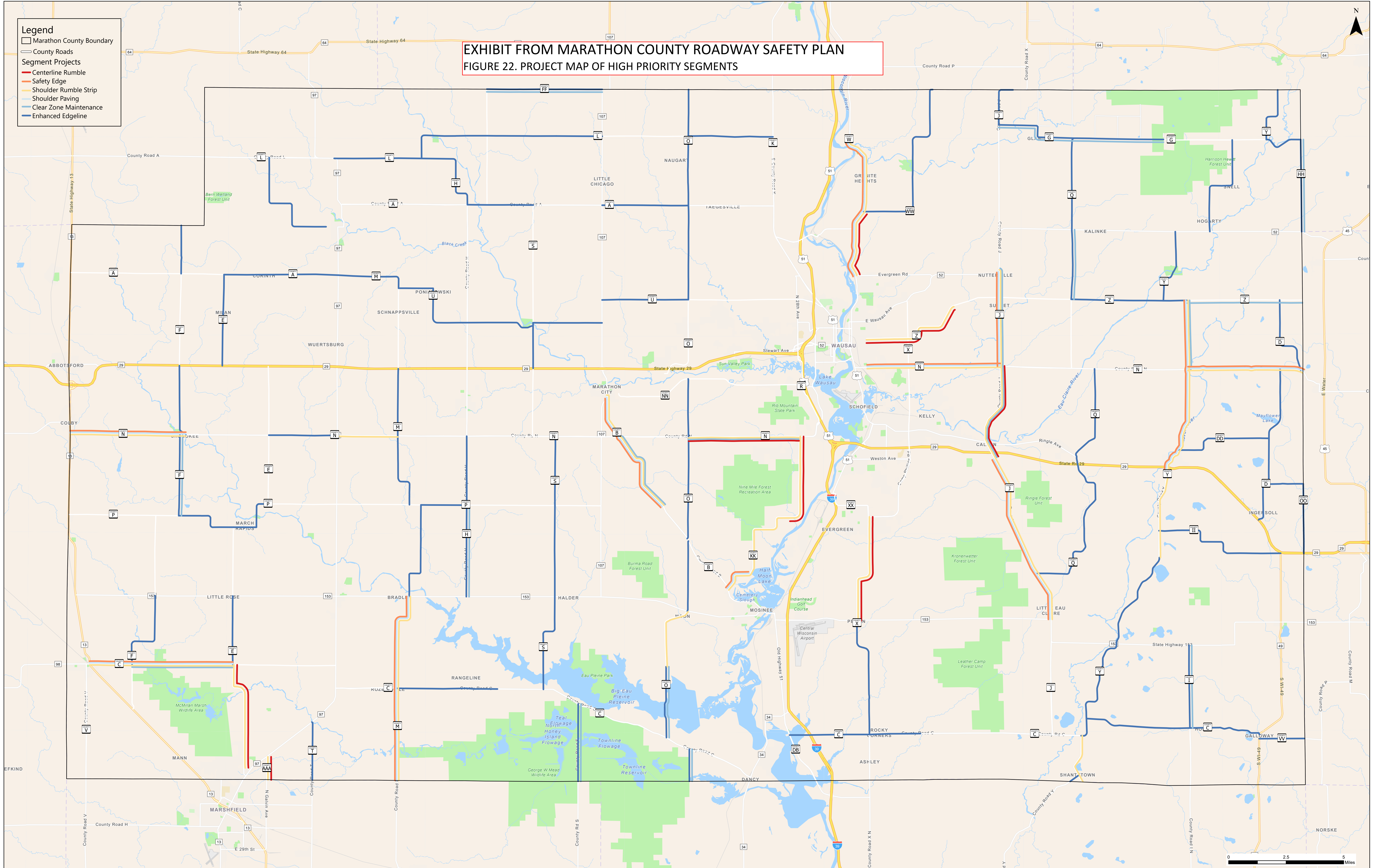
(414) 279-0962 

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QUESTIONS |

- Legend**
- Marathon County Boundary
 - County Roads
 - Segment Projects**
 - Centerline Rumble
 - Safety Edge
 - Shoulder Rumble Strip
 - Shoulder Paving
 - Clear Zone Maintenance
 - Enhanced Edgeline

EXHIBIT FROM MARATHON COUNTY ROADWAY SAFETY PLAN
FIGURE 22. PROJECT MAP OF HIGH PRIORITY SEGMENTS





Rumble strips

Roadways

Safety Engineering

Roadways

High Friction Surface Treatment

High Tension Cable Barrier

Roadway Reconfiguration

Rumble Strips

Safety issue

Roadway departure crashes account for approximately 50 percent of fatal crashes each year on the nation's highways. Roadway departure crashes are typically severe in nature.

Safety design

Rumble strips are an engineering treatment designed to alert drivers of a lane departure through vibration and noise created when a vehicle's tires contact the rumble strip. Shoulder and centerline rumble strips on rural two-lane roads are especially helpful during bad weather such as rain, snow or fog when visibility of the edge line or centerline is reduced. Rumble strips also help to reduce inattentive driving crashes due to fatigue, drowsiness and inattention.

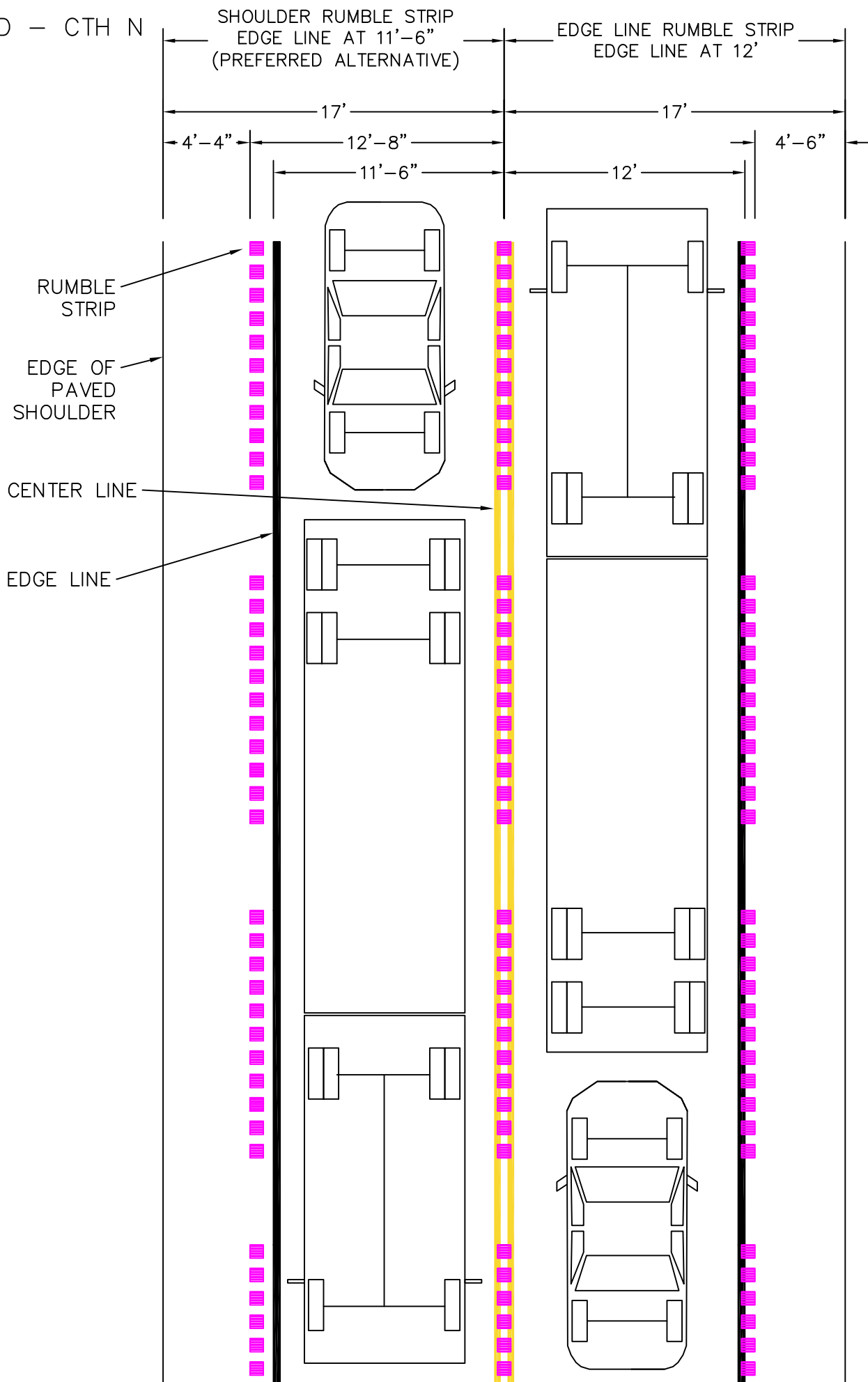


Shoulder rumble strips help to reduce fatal and injury lane departure crashes by up to 29 percent by alerting drivers to lane departures. Lane departure crashes account for over one-third of all fatal and injury crashes each year, with 90 percent taking place on rural Wisconsin highways. Rumble strips will not eliminate all run-off-road crashes especially those caused by excessive speed, sudden turns to avoid on-road collisions, or high-angle encroachments.

Benefits

- Low cost and relatively quick to install
- Direct feedback/guidance to the driver
- Rural Two-Lane Highways - Centerline rumble strips have shown to reduce fatal and injury crashes by 31%
- Rural Two-Lane Highways - Shoulder rumble strips have shown to reduce fatal and injury crashes by 8%.
- Rural Multilane Highways - Shoulder rumble strips have shown to reduce fatal and injury crashes by 37%
- Urban Freeways - Shoulder rumble strips have shown to reduce fatal and injury crashes by 16%

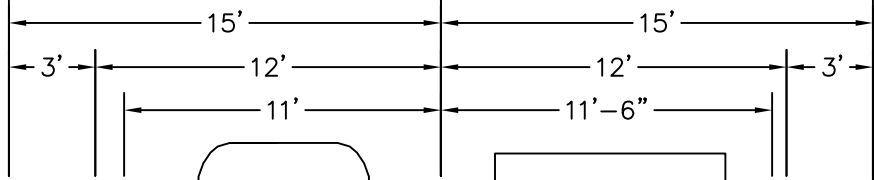
CTH KK
SHERWOOD - CTH N



CTH X
STH 153 - WOOD RD

SHOULDER RUMBLE STRIP
EDGE LINE AT 11'
(PREFERRED ALTERNATIVE)

EDGE LINE RUMBLE STRIP
EDGE LINE AT 11'-10"

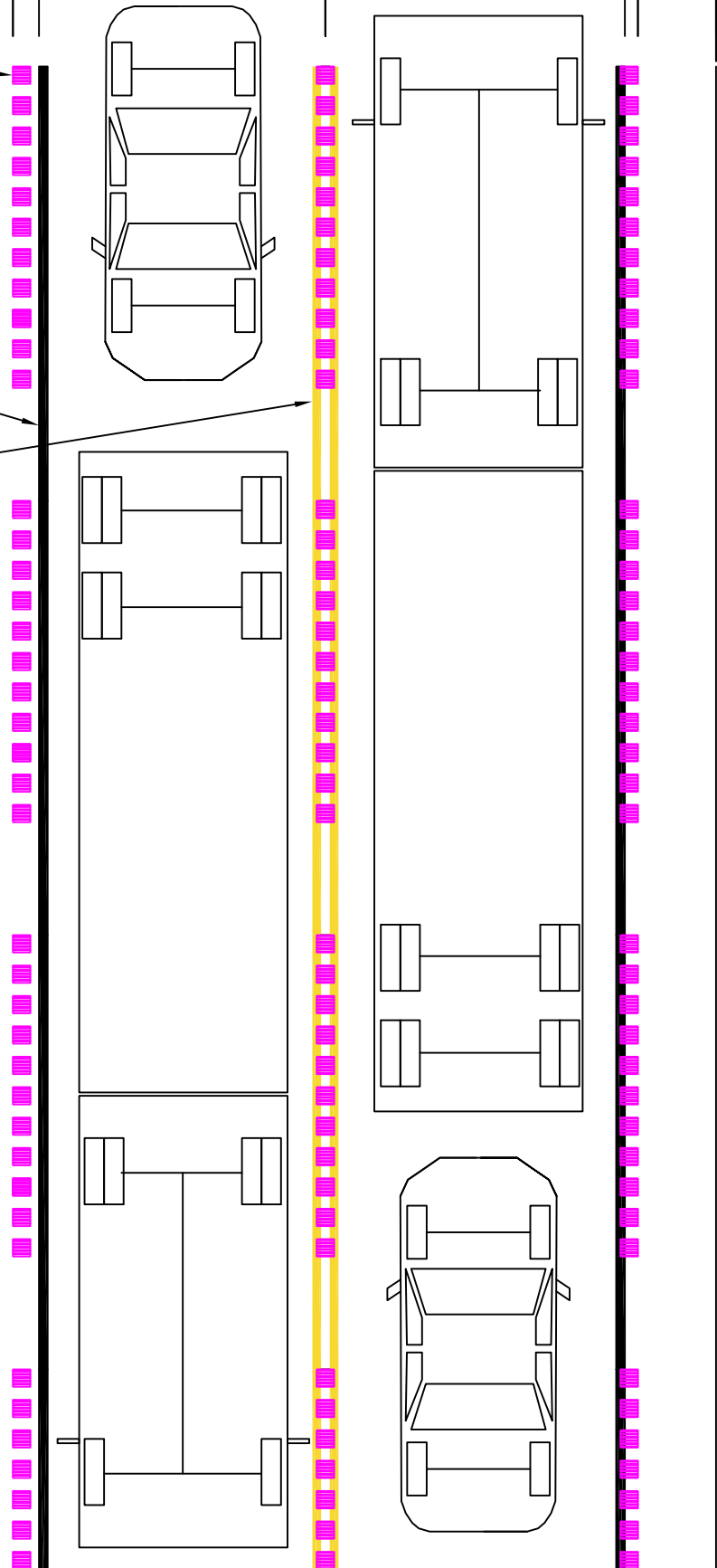


RUMBLE STRIP

EDGE OF
PAVED
SHOULDER

EDGE LINE

CENTER LINE





Questions? Email broadband@co.marathon.wi.us

Marathon County's Broadband Website: www.marathoncounty.gov/broadband

WHAT IS BROADBAND + WHY IS IT IMPORTANT?

Broadband refers to high-speed internet access. It is different than cell service and is vitally important for:

- Running businesses
- Education
- Daily activities like banking or online purchasing
- Entertainment
- Access to government services
- Access to medical care from home

BEAD is a unique funding opportunity to improve Broadband access in Marathon County



In Marathon County,

15,000+

addresses have no internet service (unserved) or slow, unreliable service (underserved).

WHAT IS BEAD?

- The Federal Government dispersing \$42.5 Billion across all 50 states & territories to expand Broadband access throughout the USA
- The State of Wisconsin is receiving \$1.05 billion to grant for broadband expansion through grants from the Wisconsin Public Service Commission (PSC)
- Grants will be awarded to Internet Service Providers to help fund expansion projects to high cost/rural areas
- BEAD funding will prioritize unserved or underserved areas
- BEAD projects must be completed by end 2030 (6 years or less)

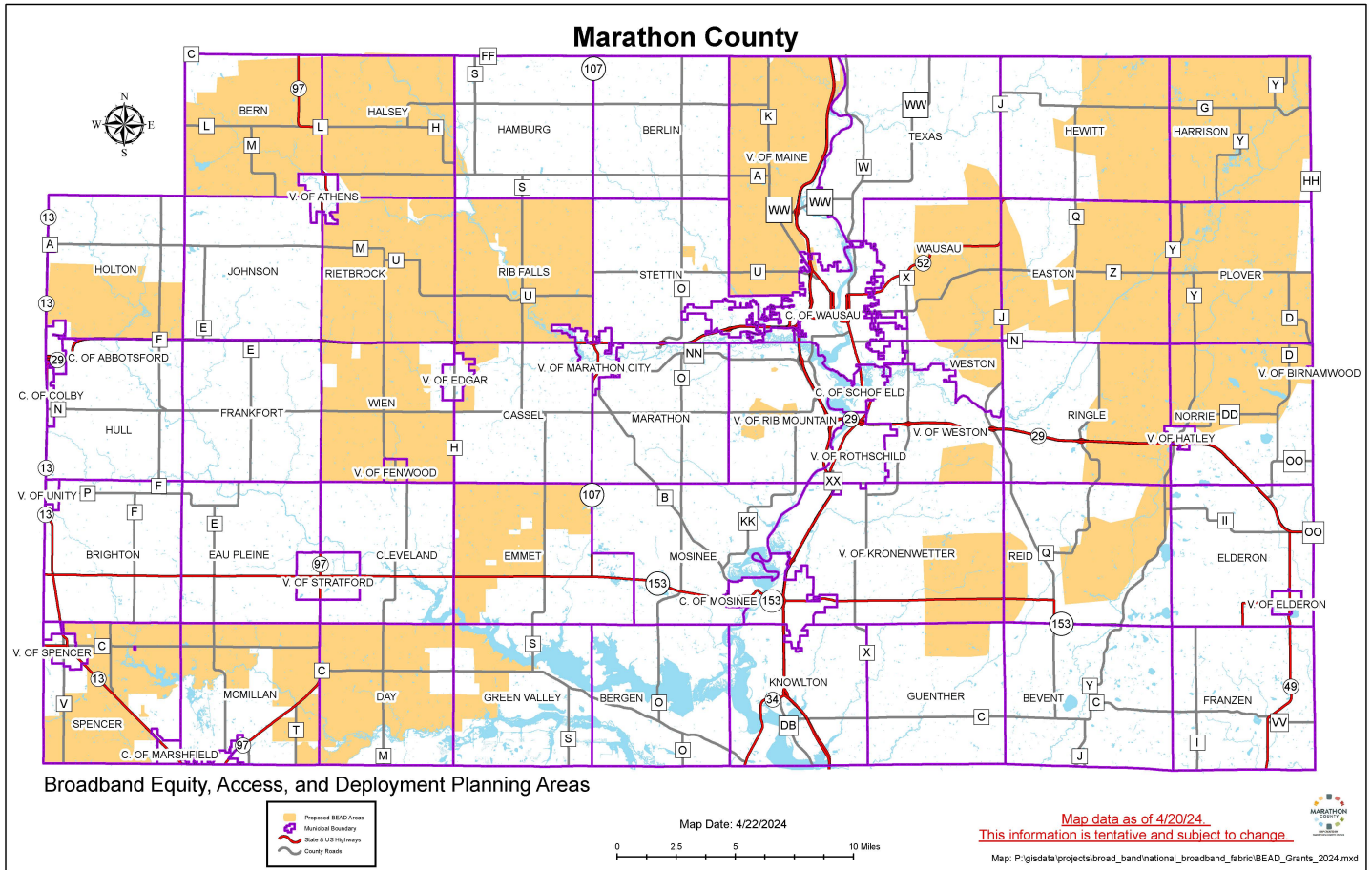


WHY IS BEAD IMPORTANT?

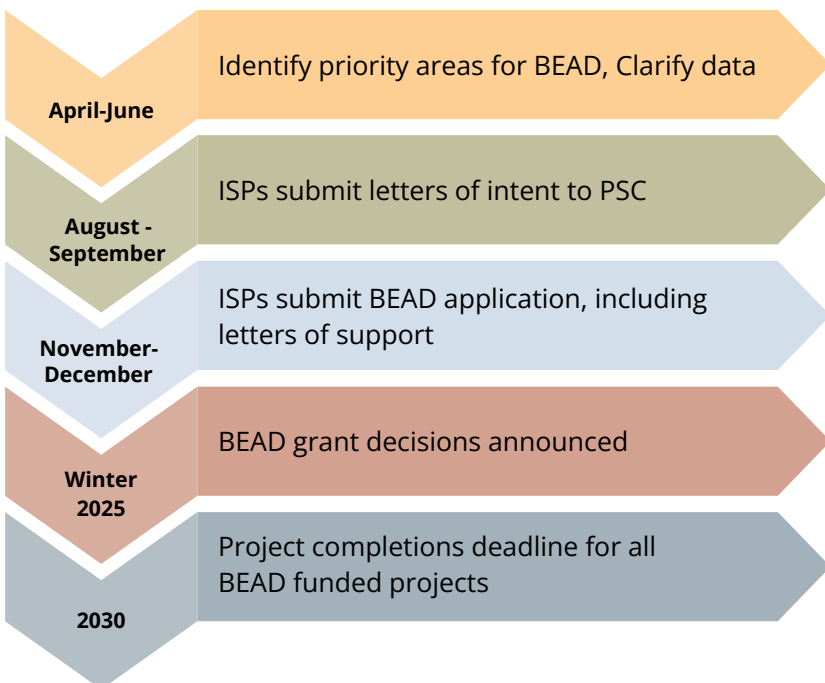
- Broadband access is necessary for work, education, public safety and healthcare
- BEAD is the best funding opportunity to make fast, reliable, and affordable internet access available to everyone in Marathon County
- Funding like BEAD will not be available for several years – we need to work together to maximize funding to Marathon County.

BEAD PRIORITY AREAS IN MARATHON COUNTY

The County is working with Internet Service Providers (ISPs) to apply for BEAD grant funds to bring broadband internet to as many un/underserved addresses as possible.



BEAD TIMELINE (TENTATIVE DATES)



WHAT CAN YOU DO?

1. Visit our Broadband website.

Scan the QR code or visit marathoncounty.gov/broadband



2. Check your address on the FCC map.



- Request service to your address on FCC map for service
- Report errors on FCC Map to Marathon County's Broadband Coordinator: broadband@co.marathon.wi.us
- FCC Map Link: <https://broadbandmap.fcc.gov/home>.





Active Projects (35)

Thu 4/25/24 8:01 AM





Master Priority ↕	Name ↕	Description ↕	End ↕	Health ↕	Status Comments ↕	Percent Complete ↕	Status Name ↕	Acct/Dept ↕
	Moving SIP trunks from our current T1s	Moving SIP trunks from our current T1s	Fri 3/29/24	<input type="checkbox"/> Green	Changed Percent Complete from 85% to 90%. Once the catalog of analog lines is complete, we will close this project. Phone work will move to a new project request to upgrade the phone system in 2025. Faxing item will move to a mini project for an upgrade of our fax solution.	90%	In Progress	CCITC Department
	RFP - Internet Firewall replacement	Last year, responding to COVID we upgraded our VPN firewalls. Now we are also reaching capacity limits on our Internet facing firewalls. Replace existing redundant Firewalls for greater capacity and secured access to the Internet.	Fri 3/29/24	<input type="checkbox"/> Green	Communication on SSL decryption for all users to be sent out in April. We will also demo an enhanced reporting module for Internet usage in April.	85%	In Progress	CCITC Department
	Server 2012 remediation	Microsoft Server 2012 and 2012/R2 will be at end of support on October 10th 2023. Once the server is end of support, no security updates will be available. Each of the 170+ servers will need to either decommissioned, newly built on a current operating system, upgraded in place or moved to Azure so they will receive security updates.	Fri 5/31/24	<input type="checkbox"/> Green	Fully decommissioned another 9 servers this month. There are 20 servers that have been shut down that are pending final decommission after a waiting period. 19 servers on Microsoft Server 2012 have not yet been upgraded or turned off. Microsoft Extended Security Updates will be applied in order to maintain patching them and protect from vulnerabilities.	98%	In Progress	Enterprise Wide
	ConnectWise	Configure ConnectWise for Server Patching. Pilot patching for endpoints.	Mon 4/1/24	<input type="checkbox"/> Green	Continuous improvement made to assign patch windows for each sever. Will provide list of systems that require hand patching by late May.	60%	In Progress	CCITC Department





	Cyber Security Initiatives 2024	Tracking for 2024 initiatives.	Fri 12/6/24	 Green	Anticipate contract signing for SIEM by end of month. The groundwork for Password resets is complete, further testing this month.	10%	In Progress	Enterprise Wide
1	Workday ERP Phase 2	Complete scope identified in the ERP Implementation project, plus additional scope identified to increase efficiencies or optimize the system.	Wed 7/31/24	 Yellow	<p>The highest priority currently is publishing the Adaptive 2024 operating and personnel budgets for Wausau and Marathon County to Workday to allow plan to actual reporting. After several months of trying to get this to work were finally able to successfully load both City and County budgets in the Sandbox test environment. Final preparations are being made in the Production system to push the budgets to Workday next week.</p> <p>Month End/Year End activities are underway. County has closed all months for 2023. City is finishing loading fixed assets in Workday to run depreciation. Are pulling in CVS, our Workday support partner, as questions arise.</p> <p>Other Phase 2 items were pushed out until July in order to resolve high priority issues and complete year end activities. Have begun to look at sourcing a solution to generate Budget Books and ACFR (Annual Comprehensive Financial Report) and to potentially outsource payroll tax filing and W2s.</p>	75%	In Progress	Enterprise Wide

2	Teller Phase 2	<p>Increase efficiencies and optimize the system and processes for cash receipting.</p>	Sun 6/30/24	 Yellow	<p>Changed Health from Green - On track to Yellow - At risk with corrective actions. ETI API build has been stalled as there is an saMgr v 13.87 issue. ETI and city finance are working on resolving the issue.</p> <p>Teller is working on ADHOC (AHBT) bank transactions configurations. AHBT move to PROD has been stalled. Teller, Workday and City Finance have been troubleshooting the errors we are receiving. Portfol interface can go live after AHBT goes live.</p>	40%	In Progress	Enterprise Wide
3	Asset Management	<p>Department is looking to choose an AM software for both its vertical and in-ground infrastructure. Once a software is selected an engineering firm will be hired to implement the software for use by selected divisions of the department.</p> <p>Per Project Prioritization Committee can proceed with system selection but the goal is to implement a solution that meets both City and County needs.</p>	Mon 12/30/24	 Green	<p>Changed Percent Complete from 78% to 80%. Cartegraph will be on site 04/2/24 for a hands on demo to give the different departments a chance to see how the software will work for their department. CityWorks will be on site 05/01/24 for their hands on demo. Each Vendor is working on revised prices specific for conversions and integrations. Once demos are completed overall demo scores will be completed.</p> <p>Current plan is at 80% as we complete the vendor selection. A new plan will be created for the implementation of the Asset Management program selected with a new timeline.</p>	80%	In Progress	CCITC Department





4	Marathon County Regional Forensic Science Center Technology	<p>The Medical Examiner's Office is expanding to a Regional Forensic Science Center that will include the addition of three autopsy suites, tissue donation suite, autopsy observation deck, teaching suite, a large conference room, and family bereavement room. The facility will be located at Northcentral Technical College Campus in Wausau, WI. Marathon County has identified the facility as a teaching resource for the region that would need to include technology to support the educational mission of the facility. The facility would house the Medical Examiner's Office staff and be owned and operated by Marathon County. Since this is a new construction (17,478 sq/ft) facility, the entire space will need to be programed to be a functional office space and morgue area; please see preliminary facility layout. CCIT and NTC will need to work together to determine how best to manage the technology needs for the county department and will be included in conversations as soon as possible.</p>	Thu 5/1/25	<input type="checkbox"/> Green	<p>We are currently working on the budget for the IT provided equipment. Bid proposals are due by 4/30/2024 @ 1PM.</p>	5%	In Progress	Medical Examiner
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5	Medical Examiner Database Upgrade Phase 2 (Pathology)	<p>This project request is to complete the second phase of the database rebuild to include a pathology section and decedent body tracking system that is required for the expansion of the Medical Examiner's Office to a Regional Forensic Science Center. With the expansion to a Regional Forensic Science Center, Marathon County will start to offer forensic and medical autopsies for Marathon County cases, regional cases, and the local hospitals. The current database and internal programs are unable to manage the additional services the office will offer. There is no area for a pathologist to dictate and store the autopsy findings or generate an autopsy report.</p> <p>As part of the expansion, there will be hundreds of decedents that will be brought to the facility each year for Marathon County death investigations, hospital medical autopsies, regional coroner and medical examiner referral forensic autopsies, decedent body storage, and tissue procurement. With the increased volume of decedents through the facility, there needs to be an advanced tracking system to ensure each decedent is released to the appropriate agency or funeral home. There is currently no electronic program that tracks the decedents when they are brought to the Medical Examiner's Office and when they are released; there currently is a paper log that will not be sufficient on a large scale operation.</p>	Tue 12/31/24	<input type="checkbox"/> Green	The demo with Hennepin County went well. The team is scheduled to meet with the vendor again on 4/30 and will be scheduling a meeting Gerry Klein and Lance Leonhard to discuss next steps.	20%	In Progress	Medical Examiner
6	Langlade County Sherriff's Office technology improvements	<p>Langlade County Sheriff's office requires assistance from CCITC for a number of technology needs including:</p> <ul style="list-style-type: none"> - moving to ESInet - integration to allow their dispatch to access the Marathon County dispatch system and vice versa - implement text to 911 service 	Fri 5/31/24	<input type="checkbox"/> Green	CCITC's work is complete and turned over to Racom and Langlade. Leaving project at 90% to allow for unforeseen changes that require our resources.	90%	In Progress	Sheriff

7	City Hall lobby renovation IT updates	With the renovation of City Hall to close off the Municipal Court offices and make upper floors accessible only to employees IT will need to implement new network connections and assist in setting up security on doors. The goal is to set up new office space for court staff (in Birch conf room) and allow visitors to contact City staff from the lobby to be allowed admittance to offices.	Tue 4/30/24	 Green	Changed Percent Complete from 25% to 40%. The new Genetec panel has been received by Systems Technologies. The new security panel for CCIT, badge printer, Alice Kisok and Tamis Queuing System have all been ordered. Will coordinate security updates once badge printer and security panel have been received.	40%	In Progress	Mayor's Office
8	IT transition for Pine Crest sale	With the sale of the Pine Crest skilled nursing facility, CCITC will need to be involved in transition of IT services to the new owners. For any equipment that is being transitioned as part of the sale, all CCITC software and system configuration will need to be removed to ensure data security and compliance. Employees will also need to be disabled in CCITC's Active Directory and any application accounts that do not use single-sign-on. Connectivity for the NCHC office will likely need to be replaced (as Lincoln Co currently provides) and the internet and wireless services for Pine Crest terminated.	Sun 6/30/24	 Red	Project is set to Red as we are currently waiting for the new owner (Care & Rehab) to select a new IT provider. They have received a quote from Marco for service but have not signed a contract at this time.	5%	In Progress	NCH-Corporate Administration(0105)
9	1100 Lake View Remodel	The A and B areas vacated by NCHC will be remodeled to accommodate other county departments. The new CPZ area is being created out of the old cafeteria and will require data cabling to support cubicles in the center of the room and separate offices along the right side.	Fri 3/28/25	 Green	Changed Percent Complete from 3% to 6%. Decision was made to remove all existing data cabling and replace with new. Need to assess location and number of data lines that need to be run but don't yet have furniture layouts for all office spaces so may need to make some assumptions on best placement for data jacks or use existing locations if possible.	6%	In Progress	County Administration
10	Everest Metro decommission	The Everest Metro police department will be reincarnated to a new Mountain Bay Metro PD. Rothschild PD will join the new Mountain Bay Metro. Updates to both IT applications and infrastructure will be needed.	Wed 5/1/24	 None	Converted Project Request with Status of Requested to Project with Status of New and a Health of None.	0%	New	CCITC Department

11	Preparation to abandon 210 River Drive	The County's strategic plan is to move everyone out of 210 and 212 River Drive and sell the properties. 210 River Drive is a critical hub in our fiber network downtown loop. In order to abandon it, we must move all of the electronics to a new location and recable our own fiber network as well as contracting with other providers to move their fiber interconnections.	Wed 7/31/24	 Green	Changed Status from New to In Progress. Changed Health from None - No health has been set to Green - On track. Network analyst is meeting with Systems Technologies and Elexco to discuss scope of work for quotes.	0%	In Progress	CCITC Department
12	NCHC/CCITC HIPAA Risk Assessment	Selection and procurement of a third-party vendor to perform our HIPAA Risk Assessment in order to meet statutory requirements and address risk associated with HIPAA privacy and security compliance.	Mon 4/1/24	 None	Converted Project Request with Status of Requested to Project with Status of New and a Health of None.	0%	New	NCH-Compliance(0200)
13	Microsoft Office 365 License Update Project	To address growing Microsoft licensing costs for staff that don't need all the Office 365 functionality currently licensed for. Set the foundation for role-based security by identifying what roles are common across the CCITC user base. Apply MS Office 365 and the corresponding MS Security licenses by role. To provide more seamless controls over Azure authentication and mobile device security.	Tue 4/30/24	 Green	Changed Percent Complete from 75% to 80%. Help Desk has prepared a list for changing Microsoft license level for the remaining NCHC staff identified. NCHC's Go live is on 04/23/24 for remaining CNA's changing from Advanced to Standard licenses. Reminder of Microsoft Office license changes to come. Communication has been sent to City and County management. Will be going live with both City and County in May 2024. KB articles will be posted for reference.	80%	In Progress	CCITC Department
14	Meeting Manager Software	Find meeting manager software that includes workflow and online publishing.	Fri 9/27/24	 Yellow	Met with Megan Poole from CivicPlus and reviewed invoices for the city and county and arranged a demo.	10%	In Progress	Finance Department - City

15	Remove/reinstall security cameras for TRC renovations	The Sheriff's Training Center (CRT) is being remodeled. Are replacing the roof, outside wall steel, windows, and doors. There is an addition going on the south east side making the evidence garage larger. The big shop area is getting new wall insulation. The cameras and anything attached to the exterior will have to be removed and reinstalled.	Tue 12/31/24	 None	Converted Project Request with Status of Requested to Project with Status of New and a Health of None.	0%	New	Sheriff
16	Jail Camera Replacements - Phase One	Approved CIP project to replace analog cameras within the Jail with modern IP cameras	Fri 6/28/24	 Green	Changed Percent Complete from 5% to 75%. All of the new cameras have been installed and are complete. New Archive server is on order. Will review what additional cameras can be replaced in 2024.	75%	In Progress	CCITC Department
17	Placement of a high definition camera on NTC sign in Spencer	The placement of a camera on the Spencer NTC campus sign will allow for Highway to better monitor weather headed for Marathon County and road conditions during a weather event. This will allow highway to deploy their assets (Plow / Patrol Trucks, etc.) more effectively. NOTE: This is a new request to replace an old (pre-TAG) on-hold request called Placement of a high definition camera on the water tower located in Spencer. Per Gerry Klein the intent is now put the camera on the NTC Spencer campus sign.	Fri 3/29/24	 None	Converted Project Request with Status of Requested to Project with Status of New and a Health of None.	0%	New	Highway Department
18	Chassis switch replacements - County	Replacement plan for the Cisco 4506 switches that will be end of life in 2023. Planning a phased approach for replacement of 3 to 5 switches per year. A switch creates a computer network by connecting multiple computer devices together. Each PC, laptop, printer, cameras, phone, etc on our network physically has a cable that goes to a wiring closet and plugs in to a switch. Typically, each switch has 48 ports to connect 48 different devices together.	Fri 3/29/24	 Green	Resource contention and no action taken this period.	45%	In Progress	Marathon County

19	Fiber connection from Courthouse to Police, Fire and Metro	Our current connection to the police, fire and Community Development is via ancient Charter cable that we were granted in the 1980s as part of the cable franchise agreements for Marcus cable. With legal changes that happened in Madison within the last few years we cannot expect to continue to get that connection for free. In addition, it's not as fast as fiber.	Fri 3/1/24	 Green	Due to resource constraints the plan is not yet complete.	45%	In Progress	City of Wausau
20	E911 location services Redsky	RedSky Cloud based location reporting for compliance with FCC requirements for E911	Fri 6/28/24	 Yellow	Due to resource constraints, no progress this period.	30%	In Progress	Enterprise Wide
21	Superion DR Buildout	Superion DR Buildout	Thu 2/29/24	 Green	Working through issues with the last two servers in preparation for the move to the DR cluster.	99%	In Progress	CCITC Department
22	.gov transition from .ci and .co	<p>Initial business driver was the need to move election officials to .gov email addresses to meet new election security requirements. The County Clerk's office staff were transitioned to using .gov email to meet state and federal regulated election security requirements.</p> <p>The goal is to now transition all City and County staff to using .gov accounts. Use of a .gov domain for government organizations, making it an official email address scheme that has a higher security standard than *.wi.us.</p> <p>Longer term goal is to compartmentalize security controls into separate entities. This would be Phase 2.</p>	Fri 12/27/24	 Green	<p>Changed Status from New to In Progress.</p> <p>Changed Health from None - No health has been set to Green - On track.</p> <p>Security Analyst continues to test different workflows where the .gov transition could affect users. Next meeting is scheduled for May 9th @ 10AM. Timeline and communication plan will be established at that time.</p>	15%	In Progress	CCITC Department

23	Windows 11	Transition from Microsoft Windows 10 to Windows 11. This process effects almost all endpoint laptops and desktops. The process needs to be started and to a state that we can deploy all new machines that come with Windows 11 installed and do not have downgrade rights to Windows 10 (coming in fall of 2023), and the remaining upgrades need to be completed by the Windows 10 End of Life (EOL) on 10/14/2025.	Mon 9/1/25	<input type="checkbox"/> Green	Team has started putting together a plan and will be putting in Change Management requests to start updating entire departments on a defined schedule. The updates will begin the last week of April.	25%	In Progress	Enterprise Wide
24	File from Workday for eWISACWIS	Need to pull check amounts, check dates, and check numbers out of Workday to input into eWISACWIS. The export needs to be in an electronic file. Additional specs can be found on the eWISACWIS website. NOTE: This was on the list of integrations planned as part of the Workday implementation.	Wed 7/31/24	<input type="checkbox"/> Green	Determined that expected payments in eWISACWIS should be integrated with Workday. This eliminates pulling payment info from eWISACWIS and manual entry of payments into Workday. Are evaluating both the data for payment entry and the payment confirmation file to be sent to the state to ensure can capture all necessary data in Workday to generate .	4%	In Progress	Social Services
25	Opsgenie	Opsgenie is a notification platform that will allow our email alerts to be directed to the appropriate on-call CCITC staff. Escalation and response is built into the platform.	Fri 5/31/24	<input type="checkbox"/> Green	Due to resource constraints, no progress this period.	25%	In Progress	CCITC Department
			11/28/2025					