



MARATHON COUNTY EXECUTIVE COMMITTEE AGENDA

Date & Time of Meeting: **Thursday, May 16, 2024 at 3:00 p.m.**

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

Committee Members: Kurt Gibbs, Chair; Chris Dickinson, Vice-Chair; Matt Bootz, Randy Fifrick, Brent Jacobson, Jacob Langenhahn, Stacey Morache, John Robinson, Al Drabek, Jennifer Aarrestad

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

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

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

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

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

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

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Public Comment (15 minutes)** *(Any person who wishes to address the committee during the "Public Comment" portion of meetings, must provide his or her name, address, and the topic he or she wishes to present to the Marathon County Clerk, or chair of the committee, no later than five minutes before the start of the meeting. All comments must be germane to the jurisdiction of the committee)*
4. **Approval of the Minutes from March 14, 2024 Executive Committee Meeting**
5. **Policy Issues and Potential Committee Determination**
6. **Operational Functions Required by Statute, Ordinance, Resolution, or Policy**
 - A. Discussion and Possible Action by EXEC
 - B. Discussion and Possible Action by EXEC to Forward to County Board for Approval
7. **Educational Presentations and Committee Discussion**
 - A. Review of Standing Committee Related Ordinances Under Section 2.04, Including Mission, Duties & 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. Overview of Administration 2024 Work Plan
8. **Next Meeting Date & Time, Location, Announcements and Future Agenda Items:**
 - A. Committee members are asked to bring ideas for future discussion
 - B. Next meeting: Thursday, June 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 e-mail countyclerk@co.marathon.wi.us one business day before the meeting

SIGNED Chair Kurt Gibbs
Presiding Officer or Designee

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

NOTICE POSTED AT COURTHOUSE
BY: _____
DATE & TIME: _____



MARATHON COUNTY EXECUTIVE COMMITTEE AGENDA

Date & Time of Meeting: **Thursday, March 14, 2024 at 3:00 p.m.**

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

Kurt Gibbs	Present
Craig McEwen	Present
Matt Bootz	Absent
Chris Dickinson	Present (W)
Jacob Langenhahn	Excused
Jean Maszk	Present
John Robinson	Present
Rick Seefeldt	Present
Michelle Van Krey	Present

Staff Present: Kim Trueblood, Lance Leonhard, Michael Puerner

Others Present: Supervisor Baker, Supervisor Aarrestad

[Meeting Recording](#)

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Public Comment** - None
4. **Approval of the Minutes from February 15, 2024 Executive Committee Meeting** (:02) – Motion by Maszk, Second by McEwen to approve the minutes as presented. Motion carried on a voice vote unanimously.
5. **Policy Issues and Potential Committee Determination**
6. **Operational Functions Required by Statute, Ordinance, Resolution, or Policy**
 - A. Discussion and Possible Action by EXEC
 - B. Discussion and Possible Action by EXEC to Forward to County Board for Approval
 1. Review and Approval of Administrator’s 2024 Work Plan (:03) – Motion by Robinson, Second by Maszk to recommend adoption of the work plan based on the priorities identified. Motion carried on a voice vote unanimously.
 2. Proposed Amendment to Ordinance 1.51(7) Conduit Bonding (:09)
7. **Educational Presentations and Committee Discussion**
 - A. Update from Rules Review Committee (:24)
8. **Closed Session for Administrator’s Evaluation**
 - A. Motion to go into closed session (**Roll Call Vote Required**), pursuant to Wis. Stat. s. 19.85(1)(c), for the purpose of considering performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to wit: evaluation of the County Administrator (:30) – Motion by Robinson, Second by Maszk to go into closed session. Motion carried on a roll call vote unanimously.
 - B. Motion to Return to Open Session (roll call vote not required) – Motion by Robinson, Second by Maszk to return to open session. Motion carried on a voice vote unanimously.
 - C. Announcements and/or Action Regarding Closed Session Discussion – Motion by Robinson, Second by McEwen to forward the full summary to the full board for their consideration. Motion carried on a voice vote unanimously.
9. **Next Meeting Date & Time, Location, Announcements and Future Agenda Items:**
 - A. Committee members are asked to bring ideas for future discussion
 - B. Next meeting: Thursday, April 11, 2024 at 3:00 pm
10. **Adjournment** – Motion by Seefeldt, Second by Robinson to adjourn. Motion carried on a voice vote unanimously. Meeting adjourned at 3:58 p.m.

Minutes prepared by Kim Trueblood, County Clerk

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. Develop a countywide vehicle fleet program
 - C. Report to Public Safety on the utilization relative to Alcohol Treatment Court, including alternative proposals if appropriate.
 - D. Develop a Proposal for consideration for the creation of a Procurement/Purchasing Agent position

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

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)

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