



MARATHON COUNTY HUMAN RESOURCES, FINANCE AND PROPERTY COMMITTEE AGENDA

Date & Time of Meeting: **Wednesday, July 12, 2023 at 3:00pm**

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

John Robinson	Present
Alyson Leahy	Present
Kurt Gibbs	Present
Gayle Marshall	WebEx (until 5:15)
Kody Hart	Present
Ann Lemmer	Present
Yee Leng Xiong	WebEx (until 5:00)

Staff Present: Lance Leonhard, Kim Trueblood, Kristi Palmer, Mike Puerner, Connie Beyersdorff, Bill Milhausen, Chad Billeb, Tim Burkholder, Chris Holman

Others Present: Irvin Fick via phone

1. **Call Meeting to Order**
2. **Pledge of Allegiance**
3. **Public Comment** – Irvin Fick spoke about the sealed bid he submitted for the tax deed property.
4. **Approval of the June 20, 2023, Human Resources, Finance and Property Committee Meeting Minutes** – Motion by Gibbs, Second by Leahy to approve the minutes as presented. Motion carried on a voice vote unanimously.

5. **Policy Issues Discussion and Potential Committee Determination**

- A. Continued Discussion regarding 2024 Annual Budget and policy recommendations from the committee
 1. Review Mandatory / Discretionary Program document
 2. Review of Rates and Fees document
 3. Review of 5-Year Departmental Expense / Levy document

In terms of budget ramifications and operations, Deputy Administrator Chris Holman addressed some of the things being addressed in facilities. There is a review of energy policy county wide and how things can be adjusted to save money going forward. Doing things now to mitigate our lack of control can have a long-term benefit. There is also ongoing discussion regarding the role of a facilities director / manager. There will be additional projects addressed in the CIP. Administrator Leonhard stated that staff is open to suggestions from the committee members, even though the energy task force was not created. There are opportunities for intra-government collaboration that will be explored as well. There was a request for the board to have information on efforts that are being made going forward in addressing energy efficiency and how it impacts the budget. An energy efficiency analysis of all county buildings was also suggested. Chair Robinson asked if the new tax deed process would have any impact on purchasing of tax delinquent properties from municipalities relative to how it would affect the budget going forward. Corp Counsel Mike Puerner stated that there will be a likely positive impact and it will be evaluated after the first round of properties goes through the in-rem process.

6. **Operational Functions Required by Statute, Ordinance, Resolution, or Policy**

- A. Discussion and Possible Action by HRFC
 1. Approval of Claims and Questioned Costs – These were all provided by email to the committee. Questions directed to Kristi Palmer. Motion by Leahy, Second by Gibbs to approve the claims and questioned costs as presented. Motion carried on a voice vote unanimously.
 2. Bid Opening for [Tax Deed Parcel 2023-1, 425 Super St. Mosinee](#) - Three bids were opened:
 Bid 1 – \$85,000.00 from Joe Drager and David Nelson
 Bid 2 – \$137,500.00 from Irvin Fick
 Bid 3 – \$80,220.00 from Jeff Raguse
 Motion by Gibbs, Second by Leahy to accept Bid 2 in the amount of \$137,500.00. Motion carried on a voice vote unanimously.

SIGNED s/s John Robinson
Presiding Officer or Designee

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

EMAILED BY: _____

DATE & TIME: _____

NOTICE POSTED AT THE COURTHOUSE

BY: _____

DATE & TIME: _____

3. Discussion on the Regional Forensic Science Center Fundraising Plan – Medical Examiner Jessica Blahnik and Administrator Leonhard gave an update on the plan for the facility. The state legislature did award some funding in the upcoming budget. Sources for additional funding need to be identified. The county has reached out to the Community Foundation to partner in doing that fundraising. Additional information will be forthcoming in the near future. The task force has identified some specific work groups to be put together and certain entities they would like to be contacted relative to how the project would benefit them.
 4. **Motion to go into Closed Session (roll call vote suggested), pursuant to Wis. Stat. s. 19.85(1)(e), for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to wit: review of appraisals for, and discussion of strategy regarding the potential purchase of private property adjacent to county-owned properties.**
Motion by Gibbs, Second by Leahy to go into closed session. Motion carried on a roll call vote Unanimously. Supervisors present via WebEx were moved to lobby and WebEx was locked. Closed session began at 5:13 p.m.
 5. Motion to return to open session (roll call vote not required) – Motion by Gibbs, Second by Lemmer to return to open session. Motion carried on a voice vote unanimously. Open session resumed at 5:30 p.m.
 6. Discussion and possible action resulting from closed session discussion – Presentation will be made to the full board tomorrow. No action taken.
- B. Discussion and Possible Action by HRFC to Forward to County Board for Consideration
1. Budget Transfer - Wisconsin Election Commission Subgrant for Absentee Envelopes – Explanation of the grant and the reason it's being offered. Questions were asked and answered. Motion by Gibbs, Second by Hart to approve the budget transfer as presented. Motion carried on a voice vote unanimously.
 2. Approval of Proposed Easement Relating to Watermain Construction, Reconstruction, Maintenance, Inspection, and/or Repair on the Marathon Park Property – Motion by Leahy, Second by Lemmer to approve the easement. Motion carried on a voice vote unanimously. This action does not need to be forwarded to the full board.
 3. To Create 1.0 Deputy Sheriff in the Marathon County Sheriff's Office to Provide Contracted Services to Rib Mountain – Sheriff Billeb discussed the background of this item and the need to add an additional deputy to the newly formed Village of Rib Mountain. Discussion was had and questions asked and answered. Motion by Gibbs, Second by Lemmer to approve the resolution and forward to the full board. Motion carried on a voice vote unanimously.
 4. 2024 Budget Assumptions – Administrator Leonhard talked through a preliminary overview of the budget for 2024 as it relates to shared revenue and sales tax growth. Questions were asked and answered. Motion by Hart, Second by Leahy to forward the budget assumptions to the full board, including utility assumptions.
7. **Educational Presentations and Committee Discussion**
- A. 2023-2025 State Budget – Chair Robinson stated that there will be a webinar next week with the Wisconsin Counties Association that will provide more information relative to the state budget.
 - B. Update from Staff on 2024 Capital Improvement Program Development – Deputy Administrator Chris Holman presented the process review and projects for the 2024 CIP. Questions were asked along the way. Next steps were laid out – discussion with administrator, ranking the projects, and updating ARPA projects. Request was made to send the CIP Presentation to the committee.
8. **Next Meeting Date & Time, Announcements and Future Agenda Items**
- A. Committee members are asked to bring ideas for future discussion – ARPA update, cultural competence update, sale of excess property, rolling stock thresholds, Enterprise fleet management presentation from Sheriff's Department
 - B. Next meeting: Tuesday, July 18, 2023 at 3:00pm (?) – Meeting will be held on July 18 as scheduled
9. **Adjournment** – Motion by Gibbs, Second by Leahy to adjourn. Motion carried on a voice vote unanimously. Meeting adjourned at 5:35 p.m.